

**DIRECTORS:**

Adam Wilson, Chairman  
Zac Ketron, Vice-Chairman  
Gary Breeding, Treasurer  
Scott Jessee, VT Coop Extension  
Jason Bush, At-Large

**ASSOCIATE DIRECTORS:**

Mike Altizer  
Bill Worrell  
Kelly Gilmer



**Clinch Valley Soil and Water  
Conservation District**

140 Highland Drive, Suite 4 Lebanon, VA  
24266

Phone: (276) 415-3526

[www.cvsxcd.org](http://www.cvsxcd.org)

**We work with the people who work the land.**

**Clinch Valley Soil and Water Conservation District  
Board Meeting Minutes  
September 10th, 2019; USDA Service Center**

**BOARD MEMBERS**

Adam Wilson, Chair  
Zac Ketron, Vice Chair  
Gary Breeding, Treasurer  
Scott Jessee, Director (Not Present)  
Jason Bush, Director  
Mike Altizer, Associate Director  
Bill Worrell, Associate Director  
Kelly Gilmer, Associate Director

**STAFF**

Brandon Blevins, Conservation Specialist  
Hunter Wyatt, Conservation Specialist  
Siobhan Nishida, District Manager

**AGENCY PERSONNEL PRESENT**

Wess Stanley, NRCS  
Dr. Angela Ball, DCR

**ATTENDANCE FROM THE PUBLIC**

None

**CALL MEETING TO ORDER:** Adam Wilson called the September 10th, 2019 Clinch Valley Soil and Water Conservation District (SWCD) Board of Directors meeting to order at 12:30 pm.

**ADDITIONS TO THE AGENDA:**

**Authorized Purchase of Tires:** Staff reports that the Drill/ Subaru needs new tires and the total cost may be over \$500.00. A motion was made by Zac Ketron to approve staff to purchase tires not to exceed in the amount of \$1,000. The motion was properly seconded by Gary Breeding and the motion carried.

**Review of CD Rollover and New Percentage Rate:** Staff reports that the 12-month CD matured on 8/14/19 and the new interest rate will be 1.05% The board asks staff to report next year mid-July that the CD is about to mature. A motion was made by Zac Ketron to keep the monies in the CD for another 12 months. The motion was properly seconded by Gary Breeding and the motion carried.

**Jackets for B.O.D.**

Staff polled the Board to get their Jacket preferences.

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**APPROVAL OF August 13th, 2019 BOARD MEETING MINUTES:** *The August 13th, 2019 Board Meeting Minutes* were presented for review and approval. A motion was made by Zac Ketron to approve *August 13th, 2019 Board Meeting Minutes*. The motion was properly seconded by Gary Breeding and the motion carried.

**REVIEW, RECEIVE AND FILE THE TREASURER'S REPORTS:** *The Treasurer's Report as of July 31st, 2019* was presented to the board for review. A motion was made by Zac Ketron to receive and file the *Treasurer's Report as of July 31st, 2019*. The motion was properly seconded by Gary Breeding and the motion carried.

**UNFINISHED BUSINESS:**

**Link Pass Update**

Siobhan Nishida conveys to the board both Brandon and Hunter's Link Pass card were in possession but staffs were waiting for credentials to be verified. Wess confirmed that he would follow up with Jackie Alexander to check on the status.

**N/T Drill Information / Storage Solutions**

Siobhan Nishida reports the drill has been ordered and will be delivered to the office by end of September. The board discussed storage solutions and it was determined that if both drills could not fit under the current storage shed then Jason Bush offered for one to be stored in one of his barns in the winter months.

**Award Nominations**

**Clean Water Farm Award:** Wess suggests the names of two producers for the CWFA, Tim Amos and the River Mountain Farms. A motion was made by Zac Ketron to direct staff to site visit each and make a final decision for the award. The motion was properly seconded by Gary Breeding and the motion carried.

**Financial Support for Stream Sweepers – Summer 2020**

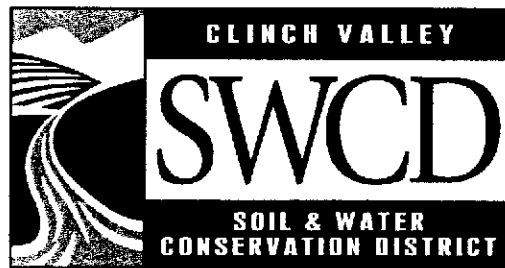
Siobhan requested the Board consider a donation to the Stream Sweepers for Summer 2020. More information will be provided at a later date.

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**NEW BUSINESS:**

**VACS PY2020 Approvals**

The BOD reviewed projects presented on the Ranking Sheet attachment.

Jason Bush and Kelly Gilmer left the room due to Conflict of Interest.

Zac Ketron makes a motion to approve the Conservation Plans from Column 4 including the following: CP-25-20-0010, CP-25-20-0009, CP-25-20-0014, CP-25-20-0013, CP-25-20-0011, CP-25-20-0015, and CP-25-20-0002. Gary Breeding seconds the motion the motion carried. Zac Ketron makes a motion to approve the following contract numbers: 25-20-0009, 25-20-0010, 25-20-0012, 25-20-0013, 25-20-0014, 25-20-0015, 25-20-0016, and 25-20-0017. Gary Breeding seconds the motion and the motion carried.

Jason Bush and Kelley Gilmer then entered the meeting.

**Review Desktop Procedures**

The BOD and staff reviewed the Desktop Procedure Manual.

**Executive Committee**

Zac Ketron made a motion to move that CVSWCD board of directors go into a Closed Meeting as provided for in the Code of Virginia Section 2.2-3711.(A)(1) to discuss the review and merit increase of District Personnel. The motion was properly seconded and the motion carried. Zac Ketron stated "Pursuant to the Code of Virginia Section 2.2-3712. (D) I move to certify that to the best of the Board's knowledge only matters lawfully exempted and as identified in the motion by which the Closed Meeting was convened were heard or discussed by this Board during the closed meeting." Votes: AYES- Adam Wilson, Zac Ketron, Gary Breeding, Jason Bush, Mike Altizer, Bill Worrell, and Kelly Gilmer. NAYS- None

Zac Ketron made a motion to increase Siobhan Nishida's salary to Grade 8 Step 5 as sited in the Salary Table of the District Personnel Policy effective October 1. Gary Breeding seconded the motion and the motion carried.

**Quarterly Mileage Reimbursement**

Staff asked for directors to request reimbursement for mileage that they have incurred for the first QT of FY2020 for Board of Director Meetings. Directors seeking reimbursement turned in request forms.

**VCAP Money Available State Wide**

Staff informs the Board that funding for urban conservation projects was previously only available in the Chesapeake Bay Watershed is now available statewide. Kevin McClean will be making a SW VA trip in October to visit Districts interested in VCAP.

