

DIRECTORS:

Zac Ketron, Chairman
Kelly Gilmer, Vice-Chairman
Jason Bush, Treasurer
Scott Jessee, VT Coop Extension
Andy Smith

DIRECTOR EMERITUS:

Mike Altizer

ASSOCIATE DIRECTORS:

Gary Breeding
Bill Worrell



**Clinch Valley Soil and Water
Conservation District**

131 Highland Drive, Suite B Lebanon, VA
24266

Phone: (276) 883-5987

www.cvsxcd.org

We work with the people who work the land.

**Clinch Valley Soil and Water Conservation District
Board Meeting Minutes
January 12, 2023; CVSWCD Lebanon Office 12:30pm**

BOARD MEMBERS

Zac Ketron, Chair- absent
Kelly Gilmer, Vice Chair
Jason Bush, Treasurer
Andy Smith, Director
Scott Jessee, VT Coop Ext
Bill Worrell, Associate Director
Gary Breeding, Associate Director
Mike Altizer, Emeritus Director

STAFF

Brandon Blevins, Conservation Specialist
Hannah Rexrode, Education Specialist
Siobhan Nishida, District Manager

AGENCY PERSONNEL

Wess Stanley, NRCS

ATTENDANCE FROM THE PUBLIC

CALL MEETING TO ORDER: Kelly Gilmer, as deputy chair, called the January 12, 2023, Clinch Valley Soil and Water Conservation District (SWCD) Board of Directors meeting to order at 12:45 pm.

ADDITIONS TO THE AGENDA:

None

PUBLIC COMMENT:

None

APPROVAL OF DECEMBER 8 MEETING MINUTES

The *December 8, 2022, Board Meeting Minutes* were presented for review and approval. A motion was made by Jason Bush to approve *December 8, 2022, Board Meeting Minutes* as presented. The motion was seconded by Scott Jessee, and the motion carried.

APPROVAL OF DECEMBER 8 EXECUTIVE COMMITTEE MEETING MINUTES

The *December 8, 2022, Executive Committee Meeting Minutes* were presented for review and approval. A motion was made by Jason Bush to approve *December 8, 2022, Executive Committee Meeting Minutes* as presented. The motion was seconded by Scott Jessee, and the motion carried.

DIRECTORS:

Zac Ketron, Chairman
Kelly Gilmer, Vice-Chairman
Jason Bush, Treasurer
Scott Jesse, VT Coop Extension
Andy Smith

DIRECTOR EMERITUS:

Mike Altizer

ASSOCIATE DIRECTORS:

Gary Breeding
Bill Worrell



**Clinch Valley Soil and Water
Conservation District**

131 Highland Drive, Suite B Lebanon, VA
24266

Phone: (276) 883-5987

www.cvsxcd.org

We work with the people who work the land.

REVIEW, RECEIVE AND FILE THE TREASURER'S REPORTS: *The Treasurer's Report as of November 30, 2022, was presented to the board for review. A motion was made by Andy Smith to receive and file the as of November 30, 2022, Treasurer's report. The motion was seconded by Jason Bush and the motion passed.*

UNFINISHED BUSINESS

NRCS Project Tax Credit Request Update:

Brandon Blevins discussed a Tax Credit application that was received on 11/29/22. This application was for an NRCS approved BMP project already under construction. Although a Conservation Plan had been approved for the BMP, it had not been approved as a VACS practice. It was determined by the Board that staff should seek the guidance of DCR, specifically Sara Bottenfield, regarding if the Tax Credit application was valid. Ms. Bottenfield had gotten back to Brandon, stating that since the BMP had not been approved prior to the onset of construction the Tax Credit request was not valid.

BMP Requested Verification Update:

Brandon Blevins discussed with the Board a phone call he had received from Joe Kendrick on 11/23/22 regarding two farms he had purchased (lease -to-own) in 2018. Those two farms are still under contract and still in the original operator's names as BMP Transfer Agreement Forms had not been completed prior to the sale. Joe stated that the pumps in both associated wells had gone down. He has asked if a Verification could be performed on both contracts to get the pumps replaced due to the BMP's "failure". It was determined by the Board that staff should reach out to DCR, specifically Blair Gordon, regarding the validity of the Verification Request. Blair had responded to Brandon, stating that technically the verification request was valid, but that DCR did not exactly "like" being forced into the position of the "bad guy". Blair has suggested and inquired if a "gentleman's agreement" could be reached between Mr. Kendrick and the original property owner Larry Stinson. Brandon contacted Mr. Kendrick to inquire if such an agreement could be reached without DCR's or the District's involvement. Mr. Kendrick stated that he would try to contact Mr. Stinson and request the necessary repairs be made in exchange of taking over the remaining years on the BMP contracts.

NEW BUSINESS

Board Elections: Kelly Gilmer relinquished the chair to Mike Altizer. Kelly Gilmer nominated Zac Ketron for Chair, Andy Smith seconded the motion, and the motion carried unanimously. Jason Bush nominated Kelly Gilmer for Vice-Chair. Andy Smith seconded the motion, and the motion carried unanimously. Kelly Gilmer nominated Siobhan Nishida for Secretary. Andy Smith seconded the motion, and the motion carried unanimously. Kelly Gilmer nominated Jason Bush for Treasurer, Andy Smith seconded the motion, and the motion carried unanimously. Mike Altizer then turned the chair back over to Kelly Gilmer.

Appoint: Associate Directors and FOIA & Record Retention Officer: Jason Bush made a motion to keep Gary Breeding, Bill Worrell, and Mike Altizer as Associate Directors and Director Emeritus. Andy Smith seconded the motion, and the motion carried. Jason Bush made a motion to keep Siobhan Nishida as FOIA & Record Retention Officer. Andy Smith seconded the motion, and the motion carried.

DIRECTORS:

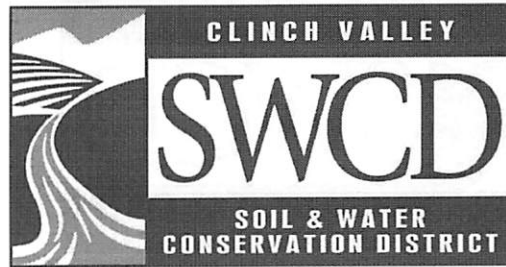
Zac Ketron, Chairman
Kelly Gilmer, Vice-Chairman
Jason Bush, Treasurer
Scott Jessee, VT Coop Extension
Andy Smith

DIRECTOR EMERITUS:

Mike Altizer

ASSOCIATE DIRECTORS:

Gary Breeding
Bill Worrell



**Clinch Valley Soil and Water
Conservation District**

131 Highland Drive, Suite B Lebanon, VA
24266

Phone: (276) 883-5987

www.cvsxcd.org

We work with the people who work the land.

Chairman Select Committees: Acting Chair Kelly Gilmer appointed Hannah Rexrode to the Education Committee as well as the potential new employee to the BMP Committee. Former employee Hunter Wyatt was removed from the BMP Committee by Kelly Gilmer.

Approve TMDL Funded Project: Brandon Blevins reviewed the January 2023 Middle Clinch TMDL CEF Ranking sheet with the BOD. Andy Smith made a motion to approve the following Conservation Plan: CP-25-23-0019 including an SL-6W. Jason Bush seconded the motion, and the motion carried.

Andy Smith made a motion to approve the following contract: 25-23-0024 with instance number 521412 for the amount of \$71,704.00. Jason Bush seconded the motion, and the motion carried.

No Till Drill Request in Washington Co for NRCS Practices: Brandon Blevins informed the BOD that he was contacted in 2022 by the NRCS office in Washington County, VA about the use of the Clinch Valley SWCD's no-till drills, as Clinch Valley SWCD offers the native seed attachment as well. The BOD discussed and administrative and delivery fee for out-of-county use in addition to the rental fee. Jason Bush made a motion to approve the use of the no-till drill by the Washington County NRCS. Andy Smith seconded the motion, and the motion carried.

Travel Request for Employees Association business in Richmond: Brandon Blevins requested to be able to travel to Richmond at the end of the month for a meeting of the committee that will be evaluating the Conservation Planner course of study. Hannah Rexrode requested to be able to travel to Harrisonburg in mid-March for a Project WILD facilitator training course. Scott Jesse made a motion to approve both travel requests. Jason Bush seconded the motion, and the motion carried.

Review Desktop Procedure and Long-Range Plan: Siobhan Nishida reviewed both the Desktop Procedure and the Long-Range Plan with the BOD.

Check Signing Authority & Bank Signature Card Review: Siobhan Nishida reviewed the Bank Signature Card and Check Signing Authority list, and no changes were made.

Office Inventory Review: The BOD reviewed the Office Inventory and requested that the covers for the no-till drills be added.

Federal Mileage Rate Adjustment Approval for CY 2023: Jason Bush made a motion to accept the federal mileage rate adjustment to be 65.5 cents per mile effective 1/1/23. Scott Jessee seconded the motion, and the motion carried.

REPORTS FROM COOPERATING AGENCIES:

DCR, Mandy Fletcher: Siobhan Nishida reviewed the January 2023 DCR- DSWC CDC report prepared by Mandy Fletcher. See attachment A.

NRCS District Conservationist, Wess Stanley: Wess Stanley reviewed the January 2023 USDA Lebanon Service Center Report. See attachment B.

DIRECTORS:

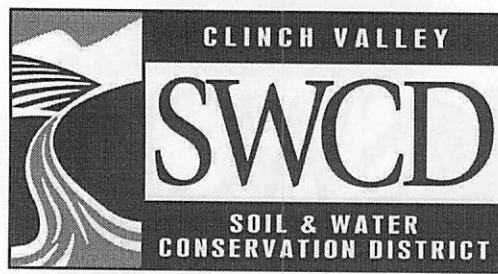
Zac Ketron, Chairman
Kelly Gilmer, Vice-Chairman
Jason Bush, Treasurer
Scott Jessee, VT Coop Extension
Andy Smith

DIRECTOR EMERITUS:

Mike Altizer

ASSOCIATE DIRECTORS:

Gary Breeding
Bill Worrell



**Clinch Valley Soil and Water
Conservation District**

131 Highland Drive, Suite B Lebanon, VA
24266

Phone: (276) 883-5987

www.cvsxcd.org

We work with the people who work the land.

Note: Scott Jessee left the meeting

SARP Grant Hellbender Project, Melanie Carter, PhD, PE: Melanie Carter updated the board and staff on the ongoing SARP project, including permitting status and project progression.

After reviewing the purchasing policy with Melanie Carter and the Board, a discussion of different purchases that would be required for the Hellbender Project continued. Melanie Carter reviewed the quotes that she brought with the BOD and agreed to research additional suppliers to submit for review.

Note: Scott Jessee returned to the meeting

Clinch Valley Staff, Siobhan Nishida, Brandon Blevins, and Hannah Rexrode: The Clinch Valley SWCD staff reviewed the January 2023 CVSWCD Staff Report with the Board. See attachment C.

Virginia Coop Extension Service: Scott Jessee updated the staff and BOD on VA Coop Extension events, programs, and research farm data. Bill Worrell updated the group on upcoming educational opportunities.

DATES TO REMEMBER

Next Board Meeting 12:30 Feb 9, 2023

Winter Forage Conference January 24, 2023

ADJOURN:

Kelly Gilmer declared the meeting adjourned at 2:30 PM due to no further business. Next Board of Directors meeting was scheduled to take place on February 9, 2023 and be held at the CVSWCD Office.



Director