

**Clinch Valley Soil and Water
Conservation District**

131 Highland Drive, Suite B Lebanon, VA
24266

Phone: (276) 883-5987

www.cvsxcd.org

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

We work with the people who work the land.

**Clinch Valley Soil and Water Conservation District
Board Meeting Minutes
June 13, 2024; CVSWCD Lebanon Office 9:30am**

BOARD MEMBERS

Zac Ketron, Chair
Kelly Gilmer, Vice Chair
Jason Bush, Treasurer- absent
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
Jeff Mutter, Conservation Specialist
Siobhan Nishida, District Manager
Ali Reilly, Education Specialist

AGENCY PERSONNEL

Lorie Stevens, DCR
Emerson Kirby, NRCS

ATTENDANCE FROM THE PUBLIC:

None

CALL MEETING TO ORDER

Zac Ketron called the June 13, 2024, Clinch Valley Soil and Water Conservation District (SWCD) Board of Directors meeting to order at 9:32 AM.

ADDITIONS TO THE AGENDA:

Assigning Delegated Authority added to the end of New Business.

PUBLIC COMMENT:

None

APPROVAL OF MAY 9TH BOD MINUTES

The *May 9, 2024, Board Meeting Minutes* were presented for review and approval. Scott Jessee made a motion to approve the *May 9, 2024, Board Meeting Minutes* as presented. Andy Smith seconded the motion and the motion carried.

REVIEW, RECEIVE AND FILE THE TREASURER'S REPORTS

The *Treasurer's Report as of April 30, 2024*, was presented to the board for review. A motion was made by Andy Smith to receive and file the *as of April 30, 2024, Treasurer's report*. The motion was seconded by Scott Jessee and the motion carried.

UNFINISHED BUSINESS

None

DIRECTORS:

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

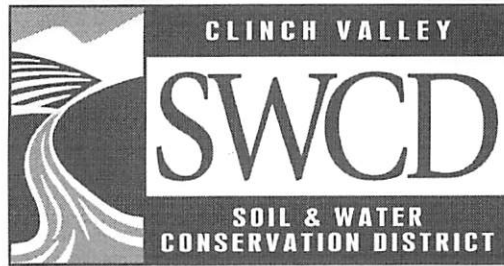
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NEW BUSINESS



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Report and recommendations for approval from the Executive Committee: Kelly Gilmer gave the BOD a report from the June 13th Executive Committee meeting. The EC reviewed the PY2025 Personnel Policy, which included an updated Employee Salary Table and changes to the district vehicle policies regarding restricted license, and recommended the board approve. Andy Smith motioned to approve the PY2025 Personnel Policy as presented. Scott Jessee seconded the motion and the motion carried. The EC conducted employee reviews, including a review of job descriptions and current FLSA status. No changes in salary were made. Siobhan Nishida updated the board on upcoming changes to the FLSA section in the Personnel policy, which will be reviewed in December 2024.

Approval of Priority and Secondary Considerations: Brandon Blevins presented the PY25 Priority and Secondary Considerations, which included an updated Hydrologic Unit chart. Kelly Gilmer motioned to approve the Priority and Secondary Considerations pending DCR approval. Andy Smith seconded the motion and the motion carried.

VACS Program Conservation Plan and Contract Approvals: Jeff Mutter presented the board with Conservation Plans 25-24-0015, 25-24-0014, 25-24-0017, and 25-24-0016 for approval. Scott Jessee motioned to approve Conservation Plans 25-24-0015 with an SL-11, 25-24-0025 with a CCI-SL-6W and SL-11, 25-24-0017 with a CCI-SL-6W, and 25-24-0016 with a CCI-SL-6W. Andy Smith seconded the motion and the motion carried.

Andy Smith made a motion to approve the following: Conservation Contract 25-24-0023, associated instance number 587398, in the amount of \$3,000.00; Conservation Contract 25-24-0025, associated instance number 587396, in the amount of \$4,875.00; Conservation Contract 25-24-0025, associated instance number 587393, in the amount of \$1,907.50; Conservation Contract 25-24-0026, associated instance number 588570, in the amount of \$3,227.50; and Conservation Contract 25-24-0024, associated instance number 587420, in the amount of \$1,896.25. Kelly Gilmer seconded the motion and the motion carried.

Tax Credit Approval for PY24 Contract 25-24-0004: Jeff Mutter presented the board with Contract 25-24-0004 for tax credit approval in the amount of \$69.92. Kelly Gilmer made a motion to approve Contract 25-24-0004 tax credits. Andy Smith seconded the motion and the motion carried.

Lime Program Approval: Jeff Mutter reviewed the completed applications of the Lime Program and requested the board's approval for one more application for PY24. Kelly Gilmer made a motion to approve 50% reimbursement for up \$500 of lime application cost for Tim Stamper. Andy Smith seconded the motion and the motion carried.

CD Renewal in August: Siobhan Nishida reported that the CD renewal will be brought to the board at the July meeting.

NRCS Annual Local Working Group: Emerson Kirby led a discussion and requested input from the board and staff to inform NRCS's Comprehensive Plan.

DIRECTORS:

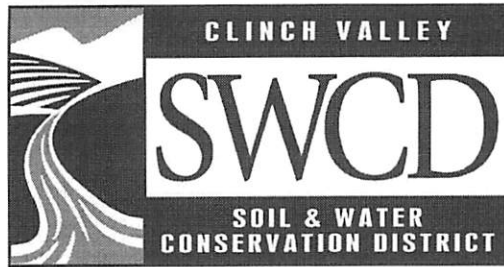
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Authorized Delegated Authority: Discussion included the potential need for board actions before the end of the month including the potential agreements to the DCR Grants if they are received before the next meeting. Lori Stevens reminded the BOD that they are allowed to authorize board members to have delegated authority of approval for the end of PY24 business. Kelly Gilmer motioned that any board member should have delegated authority for the remainder of PY24. Scott Jessee seconded the motion and the motion carried.

REPORTS FROM COOPERATING AGENCIES:

DCR, Lorie Stevens: Lorie Stevens reviewed the June 2024 DCR- DSWC CDC. See attachment A.

NRCS Report: District Staff reviewed the June 2024 USDA Lebanon Service Center Report with the BOD. See attachment B.

Clinch Valley Staff, Siobhan Nishida, Brandon Blevins, Jeff Mutter, and Ali Reilly: The Clinch Valley SWCD staff reviewed the June 2024 CVSWCD Staff Report with the Board. See attachment C.

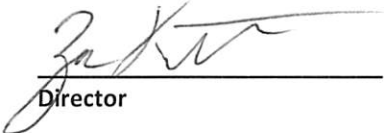
Virginia Coop Extension Service: Scott Jessee informed the staff of an upcoming webinar discussing their new fencing program.

DATES TO REMEMBER

Next Board of Director Meeting 9:30 AM, July 18, 2024.

ADJOURN:

Zac Ketron declared the meeting adjourned at 11:06 AM due to no further business. The Next Board of Directors meeting was scheduled to take place on July 18, 2024, at 9:30 AM, and be held at the CVSWCD Office.



Director