

**Clinch Valley Soil and Water  
Conservation District**

131 Highland Drive, Suite B Lebanon, VA  
24266

Phone: (276) 883-5987

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

**September 12, 2024; Jefferson Board Room, RC Govt Center, Lebanon 9:30am**

**BOARD MEMBERS**

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

**ATTENDANCE FROM THE PUBLIC:**

None

**CALL MEETING TO ORDER**

Zac Ketron called the September 12, 2024, Clinch Valley Soil and Water Conservation District (SWCD) Board of Directors meeting to order at 9:30 AM.

**ADDITIONS TO THE AGENDA:**

**PUBLIC COMMENT:**

None

**APPROVAL OF August 8<sup>th</sup> and September 4<sup>th</sup> BOD MINUTES**

The *August 8, 2024, Board Meeting Minutes* were presented for review and approval. Kelly Gilmer made a motion to approve the *August 8, 2024, Board Meeting Minutes* as presented. Jason Bush seconded the motion, and the motion carried. The *September 4, 2024 Special Called Board Meeting Minutes* were presented for review and approval. Kelly Gilmer made a motion to approve the *September 4, 2024 Special Called Board Meeting Minutes* as presented. Jason Bush seconded the motion, and the motion carried.

**REVIEW, RECEIVE, AND FILE THE TREASURER'S REPORTS**

The *Treasurer's Report as of July 31, 2024*, was presented to the board for review. A motion was made by Jason Bush to receive and file the *as of July 31, 2024, Treasurer's report*. The motion was seconded by Kelly Gilmer and the motion carried.

**UNFINISHED BUSINESS**

None

**DIRECTORS:**

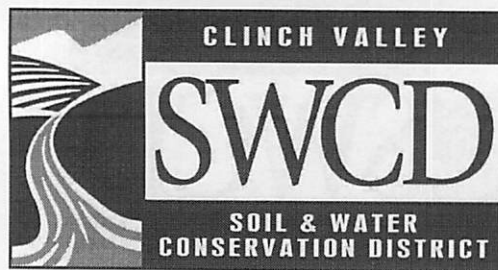
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**NEW BUSINESS**

**PY 25 Conservation Plans and Contracts Approval:** Brandon Blevins reviewed the PY25- September 2024 CEF Ranking Sheet with the BOD. Scott Jessee made a motion to approve the following conservation plans: CP-25-25-0006 and CP-25-25-0002. Kelly Gilmer seconded the motion, and the motion carried.

Scott Jessee made a motion to approve the following contracts with instance #s: contract 25-25-0017, instance #619189, in the amount of \$48,230.00; contract 25-25-0016, instance #619547, in the amount of \$37,977.50.

\*Kelly Gilmer excused himself due to possible conflict of interest.

**PY 24 Lime Application Approval:** Jeff Mutter presented updates on the lime program and asked for the board's approval of 4 applications: Billy Nunley for \$500, John Mutter for \$500, Kelly Gilmer for \$500, and Debbie Vencill for \$500. Jason Bush made a motion to accept the four applications. Scott Jessee seconded the motion, and the motion carried.

\*Kelly Gilmer returned.

**Update on PY 24 Verification-Puckett Farm:** Brandon Blevins gave an update on the PY 24 verifications and the current status of the failed verification of the Puckett Farm.

**NACD MOA for Urban and Community Capacity Development Approval:** Siobhan Nishida presented the NACD Urban and Community Capacity Development MOA to Chairman, Zac Ketron, for his review, approval, and signature.

**FY24 Admin Ops and Cost Share TA Assessment:** Lorie Stevens reviewed the FY24 Admin Ops and Cost Share TA assessments with the staff and board.

**Review of Corrected Financial Statements for Attachment E:** Siobhan Nishida presented the edited Statement of Assets and Liabilities for Attachment E.

**Well Issue on PY 24 TMDL Wampler Exclusion Project:** Brandon Blevins and Jeff Mutter presented an update to the board on the underproducing well in the active PY 24 Copper Creek TMDL Wampler Exclusion Project. Staff discussed some options and plans to rectify the lack of water, but wanted to inform the board that in order to rectify the lack of water, the district will likely incur further expenses to provide water to this project.

**Update VA Dept Forestry Grant for Hillside Trail Project:** Jeff Mutter presented an update on the Hillside Trail Project. The town of Lebanon has begun cutting and clearing some of the invasive species in the understory, with input from the District staff.

**Approve Clean Water Farm, Family Farm, and Conservation Teacher of the Year Award:** The staff and board discussed the nominees for the Clean Water Farm, Family Farm, and Conservation Teacher of the Year awards. Following discussions, the following awardees were selected-

**Conservation Teacher of the Year: Nikki Roberts, Lebanon Primary School**

**DIRECTORS:**

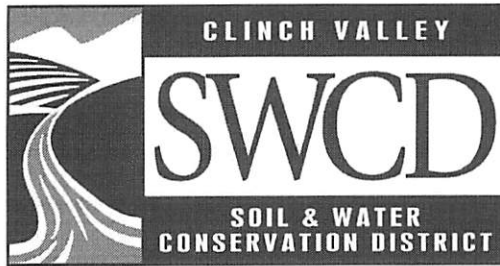
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Bill Worrell Farm Family Award: Fred and Wanda Reedy



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Clean Water Farm Award: Greg Mullins

Jason Bush motioned to approve the selection of the above-stated awardees for their respective awards. Kelly Gilmer seconded the motion, and the motion carried.

**APOW September 2024:** Siobhan Nishida reviewed the Annual Plan of Work for September 2024.

**REPORTS FROM COOPERATING AGENCIES:**

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

**NRCS, Wess Stanley:** Wess Stanley reviewed the Lebanon Service Center Report. See attachment B.

**Clinch Valley Staff, Siobhan Nishida, Brandon Blevins, and Ali Reilly:** The Clinch Valley SWCD staff reviewed the September 2024 CVSWCD Staff Report with the Board. See attachment B.

**Virginia Coop Extension Service:** Bill Worrell informed the staff about upcoming programs and events.

**DATES TO REMEMBER:**

Next Board of Director Meeting 5:00 PM, October 9, 2024.

Annual Banquet will be held Wednesday, October 9, 2024, 6:00 PM Russell County Conference Center.

October BOD Meeting Changes to 5 PM and then 12:30 for Fall and Winter Months.

**ADJOURN:**

Zac Ketron declared the meeting adjourned at 11:44 AM due to no further business. Jason Bush seconded the motion. The Next Board of Directors meeting was scheduled to take place on October 9, 2024, at 5:00 PM, and be held at the Jefferson Board Room at the Southwest Virginia Community College location in the Russell County Government Center.

  
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Director