

**DIRECTORS:**

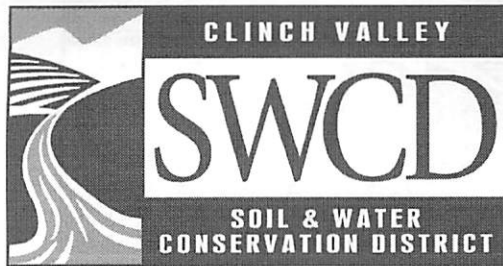
Andy Smith, Chairman  
Kelly Gilmer, Vice-Chairman  
Jason Bush, Treasurer  
Scott Jessee, VT Coop Extension  
Zac Ketron

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

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

**Clinch Valley Soil and Water Conservation District  
Board Meeting Minutes**

**March 13, 2025; Jefferson Board Room, RC Govt Center, Lebanon 12:30 PM**

**BOARD MEMBERS**

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

**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**

Andy Smith called the March 13, 2025, Clinch Valley Soil and Water Conservation District (SWCD) Board of Directors meeting to order at 12:32 PM.

**ADDITIONS TO THE AGENDA:**

Change the order of the agenda to allow Wess Stanley, NRCS, to present early  
Addition of a Date to Remember: Education Committee Meeting

**PUBLIC COMMENT:**

None

**APPROVAL OF February 12<sup>th</sup> BOD MINUTES**

The *February 12<sup>th</sup>, 2025, Board Meeting Minutes* were presented for review and approval. Zac Ketron made a motion to approve the *February 12<sup>th</sup>, 2025, Board Meeting Minutes* as presented. Scott Jessee seconded the motion, and the motion carried.

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

The *Treasurer's Report as of January 31, 2025*, was presented to the board for review. A motion was made by Zac Ketron to receive and file the *as of January 31, 2025, Treasurer's Report*. The motion was seconded by Jason Bush and the motion carried.

**UNFINISHED BUSINESS**

None

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

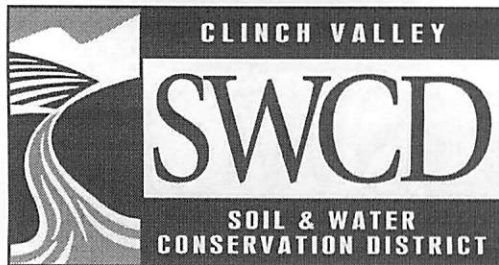
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**NEW BUSINESS**



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**Grant Funding Availability Report:** Siobhan Nishida presented the Clinch Valley SWCD Grant Report as of 03/13/2025 to show the district's various funding sources and which funds are federal and currently frozen.

**Conservation Project/Plan/Tax Credit Approval:** Brandon Blevins reviewed the PY25 - March 2025 CEF Ranking Sheet with the BOD. Zac Ketron made a motion to approve the conservation plan CP-25-24-0011. Scott Jessee seconded the motion, and the motion carried. Zac Ketron made a motion to approve the contract # 25-25-0026, instance #650802 in the amount of \$682.50. Scott Jessee seconded the motion, and the motion carried.

Brandon Blevins requested the board approve VCAP project Contract #25-25-001, in the amount of \$20,000. Zac Ketron made a motion to approve VCAP Contract #25-25-001 in the amount of \$20,000. Scott Jessee seconded the motion, and the motion carried.

Brandon Blevins requested the board approve a tax credit for Kent Hartsock in the amount of \$1,451.58. Jason Bush made a motion to approve Kent Hartsock's tax credit in the amount of \$1,451.58. Scott Jessee seconded the motion, and the motion carried.

**Lime Program Approval** Jeff Mutter requested the board approve the lime program application for Mike Musick for \$500.00. Jason Bush made a motion to approve Mike Musick's application in the amount of \$500. Zac Ketron seconded the motion, and the motion carried.

**Sealed Bid Opening/Award Truck Repair:** Siobhan Nishida gave an overview of the new required eVA bidding process as required by DCR.

Brandon Blevins reported that no bids were received via eVA, however, he received quotes from Pioneer Chevrolet, Thomas Body Shop, and Jim's Precision Bodyworks, Inc.

Zac Ketron made a motion to accept the Pioneer Chevrolet quote in the amount of \$4,782.43. Scott Jessee seconded the motion, and the motion carried.

**Sealed Bid Opening/Award Hillside Clearing:** Jeff Mutter opened all eligible bids for brushwork on the Hillside property next to the Russell County Government Center. Jason Bush made a motion to delegate authority to Andy Smith to accept a bid for the brushwork for up to \$15,000 after further discussions with staff. Zac Ketron seconded the motion, and the motion carried.

**Tree Give Away Date:** Bill Worrell informed the BOD that the VDOF trees should be available before April 10<sup>th</sup>. The staff set a tentative Tree Give Away Date of April 11<sup>th</sup>, 2025.

**Envirothon Update:** Ali Reilly updated the BOD on the Castlewood High School team and the upcoming Washington County local competition (date TBD) and the Area IV competition hosted by Skyline on April 24, 2025.

**REPORTS FROM COOPERATING AGENCIES:**

**Lorie Stevens, DCR:** BOD and staff reviewed the March 2025 DCR- DSWC CDC Report. See attachment A.

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

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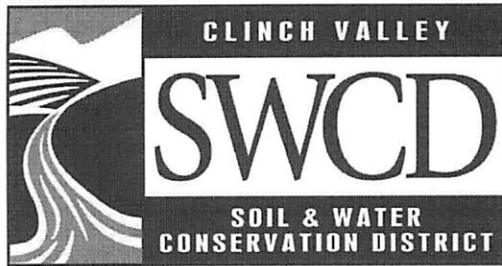
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**Clinch Valley Staff, Siobhan Nishida, Brandon Blevins, Jeff Mutter, and Ali Reilly:** The Clinch Valley SWCD staff reviewed the March 2025 CVSWCD Staff Report with the Board. See attachment B.

**Virginia Coop Extension Service:** Scott Jessee informed the staff and BOD of upcoming cattle sales and fruit plant sales. Bill Worrell discussed an upcoming Land Succession workshop to be held at the Higher Ed. Center in Abingdon.

**DATES TO REMEMBER:**

Next Board Meeting- Thursday, 4/10/25 at 9:00 AM

Education Committee Meeting, 4/10/2025 at 8:00 AM

**ADJOURN:**

Andy Smith declared the meeting adjourned at 2:25 PM due to no further business. Zac Ketron made a motion to adjourn. Jason Bush seconded the motion to adjourn, and the motion carried. The Next Board of Directors meeting was scheduled to take place on April 10, 2025 and will be held in the Jefferson Room in the Russell County Government Center at 9:00 AM.

Director