

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

We work with the people who work the land.

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

September 11, 2025; Jefferson Board Room, RC Govt Center, Lebanon 9:00 AM

BOARD MEMBERS

Andy Smith, Chair
Kelly Gilmer, Vice Chair
Jason Bush, Treasurer
Zac Ketron, Director
Scott Jessee, VT Coop Ext
Bill Worrell, Associate Director - absent
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 (virtual)

AGENCY PERSONNEL

Lorie Stevens, DCR
Wess Stanley, NRCS

ATTENDANCE FROM THE PUBLIC:

None

CALL MEETING TO ORDER

Andy Smith called the September 11, 2025, Clinch Valley Soil and Water Conservation District (SWCD) Board of Directors meeting to order at 9:02 AM.

ADDITIONS TO THE AGENDA:

Added item (I) to the agenda for the NASDA Support letter (I/A)
Added item (J) to the agenda for Smithfield Pasture Walk Discussion (I)

PUBLIC COMMENT:

None

APPROVAL OF August 12TH BOD MINUTES Meeting Minutes

The *August 12th, 2025, Board Meeting Minutes* were presented for review and approval. Zac Ketron made a motion to approve the *August 12th, 2025, Board Meeting Minutes* with corrections. Jason Bush seconded the motion, and the motion carried.

REVIEW, RECEIVE, AND FILE THE TREASURER'S REPORT

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

UNFINISHED BUSINESS

None

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NEW BUSINESS



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PY 26 Conservation Plans and Contracts Approval: Brandon Blevins reviewed the September 2025 CEF Ranking Sheet. Kelly Gilmer made a motion to approve the following conservation plans: CP-25-26-0009, CP-25-26-0008, CP-25-26-0007, and CP-25-26-0006. Zac Ketron seconded the motion and the motion carried. Kelly Gilmer made a motion to approve the following contracts and instance #: 25-26-0019, #714257 in the amount of \$137,598.00; 25-26-0017, #712977 in the amount of \$85,223.00; 25-26-0020, #714659 in the amount of \$10,395.00; 25-26-0016, #710633 in the amount of \$44,007.50; 25-26-018, #703813 in the amount of \$2,541.60; and 25-26-0020, #714660 in the amount of \$1,800.00. Zac Ketron seconded the motion, and the motion carried. Zac Ketron made a motion to modify and approve the updated cost-share amount of \$76,880.66 for contract 25-26-0002, instance #662910. Kelly Gilmer seconded the motion and the motion carried.

Lime Program Approval: Jeff Mutter reviewed the PY26 September Lime Program Approval Sheet. Andy Smith noticed two applications had the same contract number. Jeff Mutter adjusted the contract numbers appropriately. Kelly Gilmer made a motion to approve Lime Program Applications #26-0005 for \$1,000, #26-0006 for \$1,000, #26-0007 for \$1,000, #26-0008 for \$1,000, and #26-0009 for \$1,000. Zac Ketron seconded the motion and the motion carried.

FY25 Admin Ops and Cost Share TA Assessment: Lorie Stevens reviewed the PY25 Admin/Ops Grant Agreement Assessment and Cost Share TA Assessment with the BOD.

Approve Annual Report: Siobhan Nishida presented the BOD with the draft Annual Report for review. Zac Ketron made a motion to approve the Annual Report. Jason Bush seconded the motion, and the motion carried.

Scott Jessee entered the meeting at 9:29 AM.

Approve Clean Water Farm, Family Farm, Conservation Teacher of the Year, and Friends of Conservation Awards: Brandon Blevins discussed a few possible award winners for the Clean Water Farm Award and Farm Family Award. Zac Ketron made a motion to award Greg McReynolds for Clean Water Farm Award. Kelly Gilmer seconded the motion and the motion carried. Jason Bush made a motion to award The Adams Family with the Farm Family Award. Scott Jessee seconded the motion and the motion carried. Ali Reilly discussed the Conservation Teacher of the Year with the BOD. Zac Ketron made a motion to award Samantha Hess of Belfast Elementary School the Conservation Teacher of the Year Award. Kelly Gilmer seconded the motion and the motion carried. Siobhan Nishida and Brandon Blevins discussed the Friends of Conservation award. Zac Ketron made a motion to award Vanessa Martin and Family of Slates Farm the Friends of Conservation Award. Kelly Gilmer seconded the motion, and the motion carried.

Directors RSVP for Annual Banquet Dinner: Siobhan Nishida discussed the plans for the upcoming Annual Banquet Dinner on Tuesday, October 7th, 2025. She asked the directors to RSVP for the banquet.

Annual Plan of Work September 2025: Siobhan Nishida updated the BOD on the current Annual Plan of Work tasks for August and September.

Update on Equipment Purchases: Siobhan Nishida and Brandon Blevins updated the BOD on the recent purchases made by district staff, as approved by the board in the August BOD meeting.

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NASDA Support Letter: Siobhan Nishida discussed the request from NASDA for Clinch Valley SWCD to submit a letter of support for NASDA to obtain funding to further develop software and planning tools to assist with future grants. Kelly Gilmer made a motion to approve the Letter of Support. Zac Ketron seconded the motion and the motion carried.

Smithfield Pasture Walk: Siobhan Nishida and Andy Smith discussed the plans for the upcoming Pasture Walk at Smithfield Farms on Wednesday, September 24, 2025. Siobhan Nishida asked the directors to RSVP if they plan to attend.

REPORTS FROM COOPERATING AGENCIES:

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

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

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

Virginia Coop Extension Service: Scott Jessee updated the District and BOD on current programs and upcoming events from the Extension Office.

DATES TO REMEMBER:

Next Board Meeting- Tuesday, October 7th, 2025 at 5:00 PM in the Russell County Government Building's Conference Room.

ADJOURN:

Andy Smith declared the meeting adjourned at 10:59 AM due to no further business. Scott Jessee made a motion to adjourn. Kelly Gilmer seconded the motion to adjourn, and the motion carried. The Next Board of Directors meeting was scheduled to take place on Tuesday, October 7th, 2025 and will be held in the Russell County Government Building's Conference Room at 5:00 PM.

Handwritten signature of Kelly Gilmer in black ink.

Director