

THREE RIVERS SOIL & WATER CONSERVATION DISTRICT
Board of Directors Meeting
MINUTES
June 20, 2023
528 Steak & Seafood Restaurant, Tappahannock, VA

Board Members Present:

Robert Bland, Chair

Langdon Townsend, Vice-Chair

Keith Balderson, Treasurer

Bruce Taylor, Secretary

Thomas Fox, King William County

Robbie Longest, VCE

Sara Henley, King & Queen County

AJ Brooks, Associate Director

Three Rivers SWCD Staff Present:

Michelle Carter, District Manager

Waring Baylor, Conservation Specialist

Anne Davis, Administrative Coordinator

Sarah Cole, Conservation Coordinator

Agency Partners:

Marissa Roland, DCR

Libby Bieri, FOR

Dwight Forrester, NRCS

Call to Order

Mr. Bland, Chair, called the Three Rivers Soil and Water Conservation District monthly meeting to order at 6:30 p.m. at the 528 Steak & Seafood Restaurant, Tappahannock, Virginia.

Minutes of the Last Board of Directors Meeting

Mr. Taylor motioned to approve the May Board of Directors Meeting Minutes as presented. Mr. Balderson seconded the motion and the motion carried.

Minutes of the Last Personnel Committee Meeting

Mr. Townsend motioned to accept the May Personnel Committee Minutes as presented. Mr. Fox seconded the motion and the motion carried.

Minutes of the Last Finance Committee Meeting

Mr. Balderson motioned to accept the May Finance Committee Minutes as presented. Mr. Taylor seconded the motion and the motion carried.

Minutes of the Last Agriculture Committee Meeting

Mr. Balderson motioned to accept the May Agriculture Committee Minutes as presented. Mr. Townsend seconded the motion and the motion carried.

Treasurer's Report

Mr. Balderson motioned to accept the May Treasurer's Reports as presented and the report will be filed for audit. Mr. Townsend seconded the motion and the motion carried.

Local Working Group – Dwight Forrester, NRCS

Dwight Forrester, DC- NRCS conducted his Local Working Group with those in attendance for the Three Rivers Board of Directors meeting. He handed out the Virginia Bulletin: 400-23-2.

Personnel Committee Report – Sara Henley

The Personnel Committee met prior to the board meeting and the following recommendations were brought forward.

Mrs. Henley motions to advertise for an Outreach/Education Coordinator for a two-week period and to include the current applicants on file if interested. Mr. Townsend seconded the motion and the motion carried.

Mrs. Henley motioned to approve the Three Rivers SWCD FY24 Annual Plan of Work and the Desktop Procedures for District Fiscal Operations adopted by the VA Soil and Water Board on June 24, 2022 to be used for FY24 District Operations. Mr. Townsend seconded the motion and the motioned carried.

Mrs. Henley motioned to enter into an agreement with Gallagher Risk Management and Consulting (Charlotte Jenson) to perform a human resources audit. Mr. Fox seconded the motion and the motion carried.

Finance Committee Report – Keith Balderson

The Finance Committee met prior to the board meeting and the following recommendation was brought forward.

Mr. Balderson – Finance Committee Chair motioned to approve the FY24 Itemized District Operations & Cost Share Budget as presented. Mr. Taylor seconded the motion and the motion carried. (Report Attached)

Agricultural Committee Report – Keith Balderson, Sarah Cole & Waring Baylor

Ms. Cole stated the original grant funding of \$4,479,901.00 plus the additional \$2,265,522.13 requested from DCR resulted in a total of \$6,745,423.13 funds received. After paying all outstanding contracts, there will be a remainder of \$78,565.84. This means the District was able to spend 100% of the original allocation as well as an additional 96.5% of the additional funding received. The remaining funds will be returned to DCR following protocol. Next year's budget of \$6,189,089.00.

Agricultural Committee Report – Keith Balderson, Sarah Cole & Waring Baylor Cont.

Mr. Baylor stated he performed 59 spot checks with Marissa Roland of DCR between Monday, June 12 and Wednesday, June 14. All the checks performed were found to be in compliance.

The Agricultural Committee met prior to the board meeting and the following recommendations were brought forward.

Mr. Balderson stated the Ag Committee reviewed and discussed the proposed Secondary Considerations and Average Cost List for FY 24. Mr. Balderson made a motion to approve the Secondary Considerations and Average Cost List for FY 24 as presented. Mr. Longest seconded the motion. The motion carried. (Report Attached)

With the availability of funding, four new no-till contracts were presented for approval. Contract 43-23-0315 is a CCI-CNT contract totaling \$3,187.50. Contract 43-23-0316 is a SL-15A contract totaling \$13,265.00. Contract 43-23-0317 is a CCI-CNT contract totaling \$3,318.00. Contract 43-23-0318 is a SL-15A contract totaling \$3,985.00. Mr. Balderson made a motion to approve the contracts as presented. Mr. Townsend seconded the motion. The motion carried. (Report Attached)

Mr. Balderson advised the Ag Committee was also presented with a potential Memorandum of Understanding from Jim Wallace of Colonial SWCD regarding the VCAP Program. Mr. Balderson suggested that the matter be tabled for discussion at the July Board meeting. Mrs. Carter will email copies of the draft MOU to Board members and will request feedback regarding the MOU.

District Coordinator – Anne Davis

Mrs. Davis presented the Property Inventory List stating the list consists of all property \$100 and over that Three Rivers SWCD owns. Mr. Townsend motioned to approve the Three Rivers SWCD Property Inventory as presented. Mr. Longest seconded the motion and the motion carried. (Report Attached)

Mrs. Davis presented the FY23 Admin Ops Document Checklist. She stated the checklist is a record of when DCR receives the grant deliverables each year.

District Operations – Michelle Carter

Mrs. Carter stated the District had moved into our new office space across the hall from NRCS and each staff member has their own office.

District Operations – Michelle Carter continued

Mrs. Carter presented the finalized Three Rivers SWCD mini grant reports from the schools that received our grants during the FY23 school year. (Reports with photos attached)

Turpin Rowe & Annabelle Townsend from King William High School received scholarships from the District to attend Youth Conservation Camp at Virginia Tech on July 9-15, 2023.

Mrs. Carter stated the District has sponsored the VASWCD Golf Tournament, the Fredericksburg 4-H Livestock Show and Sale and a child from Essex, King & Queen and King William Counties to attend 4-H Camp in Williamsburg in the 4th quarter of FY23.

Mrs. Carter stated the Middle Peninsula Producer Conference will be held on July 12th at 4:30 p.m. at the Tappahannock Essex Voluntary Fire Department. Guest speakers will be:

Cameron Berman, NRCS

Sarah Cole & Waring Baylor, TRSWCD

Jim Wallace, Robbie Longest, Bob Waring – Challenges of cover crop discussion

William Crutchfield, VSU Small Farm Outreach Program.

She also stated to please RSVP by July 1st.

Agency Reports:

Marissa Roland, DCR – Gave an oral and written report. (Report Attached)

Dwight Forrester, NRCS – Gave an oral and written report. (Report Attached)

Courtne Ellis, FSA – Was unable to attend. (Report Attached)

Warren Coburn/Dave Slack/Scott Adams, DOF – Was unable to attend.


Libby Bieri, FOR – Gave an oral report.

Turner Minx/Christina Murray, VCE – Was unable to attend.

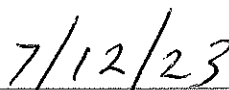
Lisa Biever/Drew Gladwell, NNLC – Was unable to attend.

Andy Lacatell, TNC – Was unable to attend.


There being no further business, Mr. Bland, Chair adjourned the meeting at 8:15 p.m.




Bruce Taylor, Secretary



Date



Anne Davis, Administrative Coordinator



Date