

THREE RIVERS SOIL & WATER CONSERVATION DISTRICT
Board of Directors Meeting
MINUTES
September 19, 2023
Rappahannock Office Building Conference Room

Board Members Present:

Robert Bland, Chair	Thomas Fox, King William County
Keith Balderson, Treasurer	Robbie Longest, VCE
Bruce Taylor, Secretary	AJ Brooks, Associate Director
Sara Henley, King & Queen County	Willie Upshaw, Associate Director

Three Rivers SWCD Staff Present:

Michelle Carter, District Manager	Waring Baylor, Conservation Specialist
Anne Davis, Administrative Coordinator	Sarah Cole, Conservation Coordinator
Grace Daughtrey, Education & Outreach Coordinator	

Agency Partners:

Marissa Roland, DCR	Dave Slack, DOF
Courtnie Ellis, FSA	

Call to Order

Mr. Bland, Chair, called the Three Rivers Soil and Water Conservation District monthly meeting to order at 8:00 a.m. at the Rappahannock Office Building Conference Room, Tappahannock, VA.

Board of Directors Meeting Minutes

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

Treasurer's Report

Mr. Balderson motioned to accept the August Treasurer's Report as presented and the report will be filed for audit. Mr. Taylor seconded the motion and the motion carried.

District Operations Michelle Carter

Mrs. Carter presented an email from the Association asking any District Director that would have interest in serving as a VASWCD Officer to let the VASWCD Nominating Committee know by Friday, September 22.

District Operations Michelle Carter Continued

Mrs. Carter presented the Teacher Mini Grant Applications she has received for review and approval. Mr. Thomas motioned to approve the Mini Grant applications for FY24 as presented. Mr. Longest seconded the motion and the motion carried.

Mrs. Carter stated she had acquired St. Margaret's School for the VASWCD Area III Meeting on March 19, 2024. She is continuing to work on the logistics of the meeting and menu with the school.

Mrs. Carter stated the Fundraising/Marketing Campaign for the T-Shirts are underway. T-Shirts will be available for purchase through our website and all proceeds will go to support Education and Outreach Activities.

Mrs. Carter stated the next Board of Directors Meeting will be on November 14th.

District Technical Report – Waring Baylor & Sarah Cole

Ms. Cole presented Conservation Plans and Tax Credit Applications for review and approval. Mrs. Henley was asked to leave the room. Mr. Balderson motioned to approve the Conservation Plan and Tax Credit for MTG Partners, LLC as presented. Mr. Fox seconded the motion and the motion carried.

Mr. Balderson motioned to approve the Conservation Plans for Christopher M. Rhoads, Jr., Horace Jay Courtney and Mount View Farm, Inc. as presented. Mr. Taylor seconded the motion and the motion carried.

Mr. Balderson motioned to approve the Conservation Plans and Tax Credits for Plainview Farm, Inc., Wesley Walker, WST Farms, Inc., R. C. Hundley Farms, Inc., Cloverfield Enterprises and J. M. Kelley as presented. Mr. Taylor seconded the motion and the motion carried.

Ms. Cole presented for comparison, the total number of cost share signup from last year and this year. She stated this year she and Waring had received cost share applications totaling over \$7.7 million dollars.

FY24 VACS & Whole Farm Approach Application were presented for review and approvals. All Reports are attached.

District Technical Report – Waring Baylor & Sarah Cole Continued

Mrs. Henley was asked to leave the room. Mr. Balderson motioned to approve COIA applications of FY24 Contract numbers 43-24-0054 and 43-24-0055 for MTG Partners LLC as presented. Mr. Fox seconded the motion and the motion carried.

Mr. Taylor was asked to leave the room. Mr. Balderson motioned to approve COIA applications of FY24 Contract Numbers 43-24-0070, 43-24-0071, 43-24-0072 and 43-24-0073 for Benjamin B. Ellis, Inc. and Benjamin B. Ellis, Jr. and Contract Numbers 43-24-0140, 43-24-0141, 43-24-0142 and 43-24-0143 for HRF, Inc. and Adam C. Taylor as presented. Mr. Fox seconded the motion and the motion carried.

Mr. Bland and Mr. Baylor were asked to leave the room. Mr. Balderson motioned to approve COIA applications of FY24 Contract Numbers 43-24-0267, 43-24-0268 and 43-24-0269 for Queenfield Farms, Contract Numbers 43-24-0061 and 43-24-0063 for R. T. Bland, Inc. and Contract Numbers 43-24-0225, 43-24-0226 and 43-24-0227 for Robert W. Baylor, Jr. as presented. Mr. Fox seconded the motion and the motion carried.

Mr. Fox, Mr. Brooks and Mr. Upshaw were asked to leave the room. Mr. Balderson motioned to approve COIA applications of FY24 Contract Numbers 43-24-0178, 43-24-0179, and 43-24-0299 for Thomas H. Fox, Jr., Contract Numbers 43-24-0150 and 43-24-0151 for Brooks Farm, LLC Inc. and Contract Numbers 43-24-0157 and 43-24-0158 for Everett P. Upshaw as presented. Mr. Taylor seconded the motion and the motion carried.

Mr. Longest was asked to leave the room. Mr. Balderson motioned to approve COIA applications of FY24 Contract Numbers 43-24-0272 and 43-24-0273 for Longest Family Farms LLC as presented. Mr. Fox seconded the motion and the motion carried.

Mr. Balderson motioned to approve the FY24 VACS BMP Cost-Share Program Non-COIA applications as presented. Mr. Fox seconded the motion and the motion carried.

Ms. Cole presented one RMP Contract for review and approval. Mr. Balderson motioned that RMP 43-23-0014 should replace RMP 43-23-0004 and be approved and certified as presented. Mr. Fox seconded the motion and the motion carried.

Mr. Baylor thanked the Board Members for allowing him to attend the VACDE annual training at Graves Mountain Lodge. He stated the trainings he took were As Built Documentation and How to Write a Grazing Plan.

Administrative Coordinator – Anne Davis

Mrs. Davis stated the VASWCD Annual Meeting will be held at the Norfolk Waterside Marriott Hotel on December 3 – December 6. There is an early bird special until October 13 on registration. If you would like to attend let her or Michell know.

Finance Committee Report – Keith Balderson

Mr. Balderson stated the District had a financial audit on September 13. The District had one finding, stock cannot be FDIC Insured, that was discussed. Mr. Balderson thanked the staff for receiving a great audit.

Agency Reports

DCR – Marissa Roland gave an oral and written report. She also reviewed the Grant Deliverable Assessments and stated the District received all A's on both the Admin and Ops and the Cost Share Assessments.

NRCS – Dwight Forrester was unable to attend. Report Attached

FSA – Courtnie Ellis gave an oral report.

DOF – Dave Slack gave an oral report.

VCE – Turner Minx was unable to attend.

FOR – Brent Hunsinger was unable to attend.

NNLC – Lisa Biever was unable to attend.

Closed Session:

Mr. Balderson motioned that the Three Rivers Soil and Water Conservation District go into Closed Meeting in accordance with the Virginia Freedom of Information Act 2.2-3711(A)(1) to discuss office space. Mr. Taylor seconded the motion and the motion carried.

Pursuant to the code of Virginia 2.2-3712(D), Mr. Balderson motioned to certify that, to the best of each members knowledge, only matters lawfully exempted and as identified in the motion by which the Closed Meeting was convened were heard or discussed by the Three Rivers Soil and Water Conservation District during the Closed Meeting. Mr. Fox seconded the motion and the motion carried.

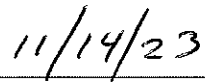
Closed Session Continued

Mr. Fox motioned Three Rivers SWCD would be vacating the office and storage space at the Rappahannock Office Building due to the reoccurring health issues of the staff. The Board gives Michelle Carter the authority to obtain another lease agreement for Three Rivers SWCD. Mr. Taylor seconded the motion and the motion carried.

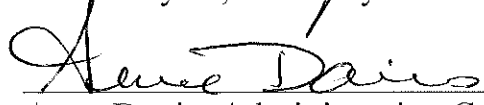
There being no further business, Mr. Bland, Chair adjourned the meeting at 9:33 a.m.



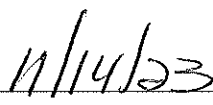
Bruce Taylor, Secretary



Date



Anne Davis, Administrative Coordinator



Date

Meeting Date: September 19, 2023

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Three Rivers Board of Directors has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, §2.23712 of the Code of Virginia requires a certification by the Three Rivers Board of Directors that a closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Three Rivers Board of Directors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as identified in the motion convening the closed meeting were heard, discussed or considered by the Three Rivers Board of Directors.

MOTION BY: Keith Balderson

SECOND BY: Bruce Taylor

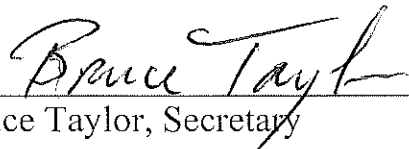
VOTES 6

AYES: 6

NAYS: 0

ABSENT DURING VOTE: Langdon Townsend & Benjamin Ellis

ABSENT DURING MEETING: Langdon Townsend & Benjamin Ellis



Bruce Taylor, Secretary