

# THREE RIVERS SOIL & WATER CONSERVATION DISTRICT

## Board of Directors Meeting

### MINUTES

December 19, 2023

Prince Street Café @ Hobbs Hole

#### **Board Members Present:**

Robert Bland, Chair

Langdon Townsend, Vice Chair

Bruce Taylor, Secretary

Keith Balderson, Treasurer

Sara Henley, King & Queen County

Benjamin Ellis, Essex County

Robbie Longest, VCE

AJ Brooks, Associate Director

Willie Upshaw, Associate Director

#### **Three Rivers SWCD Staff Present:**

Michelle Carter, District Manager

Anne Davis, Administrative Coordinator

Grace Daughtrey, Education & Outreach Coordinator

Waring Baylor, Conservation Specialist

Sarah Cole, Conservation Coordinator

#### **Agency Partners:**

Marissa Roland, DCR

#### **Call to Order**

Mr. Bland, Chair, called the Three Rivers Soil and Water Conservation District monthly meeting to order at 5:36 p.m. at the Prince Street Café @ Hobbs Hole, Tappahannock, VA.

#### **Finance Committee Minutes**

Mr. Taylor motioned to approve the November Finance Committee Minutes as presented. Mr. Ellis seconded the motion and the motion carried.

#### **Education Committee Minutes**

Mr. Longest motioned to approve the November Education Committee Minutes as presented. Mr. Ellis seconded the motion and the motion carried.

#### **Board of Directors Meeting Minutes**

Mr. Taylor motioned to approve the November Board of Directors Meeting Minutes as presented. Mrs. Henley seconded the motion and the motion carried.

#### **Treasurer's Report**

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

**Nominating Committee Report – Robbie Longest**

Mr. Longest motioned to approve the following 2024 Slate of Officers as presented by the Nominating Committee. Chairman – Robert T. Bland, IV, Vice-Chair – Langdon Townsend, Treasurer – Bruce Taylor and Secretary – Sara Henley. Mr. Balderson seconded the motion and the motion carried.

**Technical Report – Sarah Cole**

Ms. Cole presented two non-COIA applications for approval. Mr. Ellis motioned that dependent upon available funding, FY24 VACS BMP Cost-Share Program applications 43-24-0308 and 43-24-0309 be approved as presented. Mr. Balderson seconded the motion and the motion carried.

Six Nutrient Management Plans were presented for approval. Mr. Taylor motioned to approve the six Nutrient Management Plans as presented. Mr. Balderson seconded the motion and the motion carried. Mr. Ellis abstained from voting.

Ms. Cole presented seven Conservation Plans and Tax Credits for review and approval. Mr. Ellis motioned that Conservation Plans CP-43-24-0015, CP-43-24-0016, CP-43-24-0017, CP-43-24-0018, CP-43-23-0009, CP-43-24-0019 and CP-43-24-0020 be approved as presented and Tax Credit applications for R. T. Bland, Inc., Hundley Brothers LLC, Brooks Farm LLC, Lewis Lee Norman, John Lane Brooks, Jr. and Olivia Cutright as presented. Mr. Longest seconded the motion and the motion carried. Mr. Bland abstained from voting.

**Three Rivers SWCD Meeting Calendar 2024 – Michelle Carter**

Mrs. Carter presented the 2024 Three Rivers Board of Directors meeting calendar for review. With no changes, the calendar will be posted on the website.

**VASWCD Annual Meeting Report – Anne Davis**

Mrs. Davis stated she, Grace Daughtrey, Langdon Townsend and Thomas Fox attended the Annual Meeting in Norfolk on December 3 – 6. She listed the different trainings and meetings the staff and directors attended while there.

**Director Oath of Office – Anne Davis**

Mrs. Davis stated newly elected Directors have been given instructions along with copies of the Oath of Office to take to their local Clerk of the Court before December 31<sup>st</sup>.

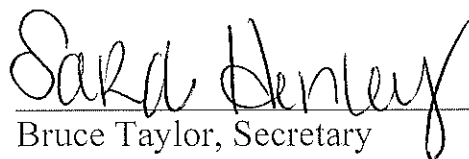
**Engineering Job Approval Authority Email – Michelle Carter**

Mrs. Carter presented an email from James Martin, Director of DCR stating there will be new data reporting requirements for engineering job approval authority (EJAA) on all structural practices when entering them into the Conservation Application Suite – Tracking Program.

**Agency Reports**

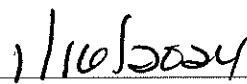
DCR – Marissa Roland gave an oral and written report. Report Attached

There being no further business, Mr. Bland, Chair adjourned the meeting at 5:57 p.m.

  
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Bruce Taylor, Secretary

  
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Date

  
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Anne Davis, Administrative Coordinator

  
\_\_\_\_\_  
Date