

THREE RIVERS SOIL & WATER CONSERVATION DISTRICT
Board of Directors Meeting
MINUTES
November 14, 2023
Three Rivers SWCD Conference Room

Board Members Present:

Robert Bland, Chair	Thomas Fox, King William County
Langdon Townsend, Vice Chair	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	Dwight Forrester, NRCS
Felicia Washington, FSA	

Call to Order

Mr. Bland, Chair, called the Three Rivers Soil and Water Conservation District monthly meeting to order at 10:35 a.m. in the Three Rivers SWCD Conference Room, Tappahannock, VA.

Board of Directors Meeting Minutes

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

Treasurer's Report

Mr. Taylor motioned to accept the September and October Treasurer's Reports as presented and the report will be filed for audit. Mr. Fox seconded the motion and the motion carried.

Nominating Committee Report – Robert Bland Chairman

Mr. Bland appointed Robbie Longest – Chair, Langdon Townsend and Benjamin Ellis for the Nominating Committee for the 2024 Slate of Officers. Mr. Bland asked the Chair to give his report at the December meeting.

Education Committee Report

Ms. Daughtrey discussed the education outreach she has been working on over the last two months.

Education Committee Report Continued

Mr. Longest stated the Education Committee met prior to the Board of Directors Meeting. On recommendations from the Education Committee Mr. Longest motioned to approve the proposal of a soil tunnel tent with customized panels, retractable banners for homeowner education information to be used as displays at farmers markets, a new tablecloth with the Three Rivers logo for outreach events, supplies to build an Envirothon trunk to lend to teams and to provide money for a fruit sale to support the King William FFA. The cost of these things would total \$10,582.00. Mr. Taylor seconded the motion and the motion carried. Report Attached

Mr. Baylor stated the Awards Banquet would be held on February 20, 2024 at the 528 Steak and Seafood Restaurant in Tappahannock, starting at 6:00 p.m.

Mrs. Carter stated the District would hold an open house after the board meeting from 12:00 to 2:00 p.m. all are invited to stay and have lunch.

Finance Committee Report – Robert Bland

Mr. Bland stated the Finance Committee met prior to the Board of Directors meeting. The following recommendations were brought forward.

Mr. Townsend motioned to approve level funding for the FY25 Local Government Budget Request as presented. Mr. Fox seconded the motion and the motion carried.

Mr. Taylor motioned to approve the investment options for the current dedicated funds to include opening a 3-month CD with Edward Jones Investments and also a 7-month CD with Atlantic Union Bank. Report Attached

District Operations – Michelle Carter

Mrs. Carter reviewed the entire 2024-2029 Strategic Plan with the Board of Directors. Once review was completed, Mr. Townsend motioned to approve the 2024-2029 Three Rivers SWCD Strategic Plan framework to be circulated for public comment until December 31, 2023. Mr. Taylor seconded the motion and the motion carried.

Mrs. Carter conducted the mid-year review of the FY24 Annual Plan of Work discussing what has been completed, what is ongoing and what has been changed or revised.

Mrs. Carter presented a copy of the Annual Report for 2022-2023 to all in attendance. She highlighted some of the information within the booklet and stated all Boards of Supervisors and Administrators for Essex, King & Queen and King William Counties would receive the publication.

District Operations – Michelle Carter Continued

Mrs. Carter requested to extend the current MOA with Jen Shelor for the remainder of the FY 24 fiscal year. Mr. Longest motioned to approve the MOA with Jen Shelor for the remainder of FY24 – January through June 2024 – to assist with website maintenance and outreach materials as presented. Mr. Townsend seconded the motion and the motion carried.

Mrs. Carter stated the Technical Review Committee met with Robyn Woolsey of Colonial SWCD who is administering our VCAP Urban Cost Share Program MOA agreement. She reviewed with the board what the Colonial SWCD has been working on within our district.

Mrs. Carter reviewed a letter from Darryl Glover, DCR which discusses VACS Eligibility and State Environmental Law Compliance.

Mrs. Carter presented a media release stating the Chesapeake Bay Program announced that the Chesapeake Bay and its tidal tributaries met water quality standards attainment during the 2019-2021 assessment period.

Technical Report – Waring Baylor & Sarah Cole

Ms. Cole presented four Conservation Plans and Tax Credits for review and approval. Mr. Townsend motioned to approve the Conservation Plans CP-43-0011, CP-43-23-0012, CP-43-24-0013 and CP-43-24-0014 and Tax Credit applications for Sloe Grove Farm, Thomas L. Eubank, Jr. and Robert W. Baylor Jr. as presented. Mr. Fox seconded the motion and the motion carried.

Ms. Cole presented seven non-COIA applications for approval. Mrs. Henley motioned that dependent upon available funding, FY24 VACS BMP Cost-Share Program applications 43-24-0301, 43-24-0302, 43-24-0303, 43-24-0304, 43-24-0305, 043-24-0306 and 43-24-0307 be approved as presented. Mr. Townsend seconded the motion and the motion carried.

Ms. Cole presented eight Nutrient Management Plans for approval. Mr. Longest motioned to approve the eight Nutrient Management Plans as presented. Mr. Townsend seconded the motion and the motion carried.

Mr. Baylor stated he had attended a RUSLE Training on October 3rd in Orange County and a Conservation Planner Training in Buckingham, VA on November 1-3. He stated he is working towards his Conservation Planner Certificate.

Mr. Baylor stated producers have been reporting their cover crop planting dates and species. He stated he would start reaching out to the producers that haven't reported to collect their information.

Administrative Coordinator – Anne Davis

Mrs. Davis stated she had made the reservations for the directors and staff who would be attending the VASWCD Annual Meeting at the Norfolk Waterside Marriott Hotel on December 3 – December 6.

Mrs. Davis stated she would be emailing directors the link and instructions to take the online COIA training. The deadline to take the training is December 31, 2023.

Mrs. Davis announced the results from the November 7th Local Director Elections. She stated the elected directors need to close their campaign checking account by November 30th and file the Final Reporting with COMET by December 7th.

Mrs. Davis stated she had received three applications for the Wildlife Food Plot Competition and all were from King William High School. She and Grace had judged the plots and the winners are 1st place – Tucker Townsend, 2nd place – Makenzie Neely and 3rd place – Patrick Upshaw.

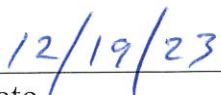
Agency Reports

- DCR – Marissa Roland gave an oral and written report. Report Attached
- NRCS – Dwight Forrester gave an oral and written report. Report Attached
- FSA – Felicia Washington gave an oral report.
- DOF – Was unable to attend.
- VCE – Was unable to attend.
- FOR – Was unable to attend.
- NNLC – Was unable to attend.

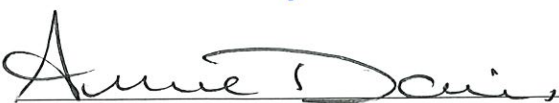
There being no further business, Mr. Bland, Chair adjourned the meeting at 11:47 a.m.



Bruce Taylor, Secretary



Date



Anne Davis, Administrative Coordinator



Date