

**THOMAS JEFFERSON SOIL & WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**

August 30, 2017

Present:

Directors: Pratley (Chairman), Campbell, Collins, Easter, Meeks, Murray, Murdoch, Swanson, Thompson, Tingley, McGoff (Assoc. Director)

Staff: Coates, Longanecker, Hyatt, Talley, DaMitz, Monteleone

Agencies: Cross (DCR), Kirkland (NRCS)

Guests: Alyson Sappington

Absent:

Directors: Goodman, Wagner

Staff: Eiserman, MJ Johnson

CALL TO ORDER:

Mr. Pratley called the meeting to order at 10:25 am.

ADDITIONS / CHANGES TO THE AGENDA: Mr. Meeks requested that the topic of district signage be added to the discussion items.

PUBLIC COMMENT: None

ACTION ITEMS:

Approval of the Minutes:

Mr. Pratley opened the floor for changes to the minutes. There were none.

MOTION: *Mr. Meeks moved and Mr. Easter seconded to approve the Director's Meeting Minutes for July 26, 2017. Without further discussion, **the motion passed unanimously.***

Committee Appointments:

- Mr. Pratley requested a volunteer to be appointed Chair for the Dam Committee; no board member volunteered at this time.
- Mr. Easter appealed to the board for additional members of the budget committee; Mr. Tingley agreed to become a member.
- Mr. Pratley asked for additional members of the legislative committee: Mr. Campbell and Mr. Murray both agreed to become members.

Ag Committee Report:

- Mr. Longanecker read the list of projects and funding amounts recommended for approval by the Ag Committee (see Consent Agenda).
- Mr. Longanecker reported that there are approximately \$460,000 in FY18 VACS funds remaining.

MOTION: *Mr. Meeks moved to approve the transfer of \$150,000 in obligated FY17 VACS funds to FY18 VACS. Mr. Easter provided the second, and **the motion passed unanimously.***

Water Resource Committee Report:

- Mr. Murray reviewed the septic projects for approval (see attached report & minutes)
- Mr. Murray reviewed VCAP projects for approval (see attached report & minutes) He noted that the committee postponed approval of a project for Haupt for meadow or tree-planting until a complete plan is received.

MOTION: Mr. Meeks moved to approve the report of the Water Resources Committee. Mr. Thompson provided the second. **The motion passed unanimously.**

Finance/Budget Committee Report:

- Mr. Easter briefed the board on the recent hiring Brian Viglione as Management Analyst. He noted that he anticipated a lengthy transition period with Ms. Johnson and Mr. Viglione.
- Ms. Coates requested a donation for \$100 to the Quarry Gardens at Schulyer for a staff tour/retreat that was held in July.

MOTION: Mr. Easter moved and Mr. Collins seconded to approve a \$100 donation to The Quarry Gardens at Schulyer. Without further discussion, **the motion passed unanimously.**

MOTION: Mr. Thompson moved to approve the report of the Budget Committee. Mr. Easter provided the second. **The motion passed unanimously.**

Dams:

- Ms. Coates briefed the board on an offer from DCR for a free cargo trailer with equipment for maintenance and safety inspections of district owned dams. She noted that due to a liability issue, DCR is not allowed to enter dam properties for maintenance and is now offering the trailers on a first come first served basis to districts that own dams. There is a time frame for intended use and the agreement specifics would be forthcoming from DCR. The board discussed district liabilities, associated costs of acquiring the trailer (insurance, registration etc.) and the staff requirements for dam maintenance. The board also discussed and supported allowing the trailer to be used by neighboring districts that also own dams.

MOTION: Mr. Campbell moved to move forward with the procurement of the dam safety trailer. Mr. Thompson provided the second, and **the motion passed unanimously.**

CONSENT AGENDA:

Last Name	Business	Contract Number	BMP_ID	Practice Code	Total Estimated Cost Share Payment	Potential Tax Credit	Final Tax Credit	Conservation Plan Approval
Beaver		02-18-0023	292236	LE-2	\$3,269.17	\$817.29		Yes
Beaver		02-18-0022	292185	SL-6	\$7,992.34	\$499.52		Yes
McGehee		02-18-0019	288821	CRSL-6	\$7,502.50			Yes
McGehee		02-18-0019	292442	CP-29	\$540.00			Yes
McGehee		02-18-0019	292444	CRWQ-1	\$1,575.00			Yes
McGehee		02-18-0018	288808	CRSL-6	\$6,918.50			Yes
McGehee		02-18-0018	292422	CP-29	\$825.00			Yes
McGehee		02-18-0018	292424	CRWQ-1	\$2,406.00			Yes
Brown		02-18-0012	287815	CP-29	\$895.00			Yes
Brown		02-18-0012	287819	CRWQ-1	\$3,475.00			Yes
Brown		02-18-0012	283949	CP-22	\$15.00			Yes
Brown		02-18-0012	283954	CFFR-3	\$172.50			Yes
Quick		02-16-0293	237424	SL-6	\$13,330.41		\$833.15	Yes
	Clover Hill Farm	02-18-0029	294030	SL-6	\$47,519.84	\$2,969.99		Yes

	Seamans Orchard	02-18-0028	293975	SL-6	\$16,272.59	\$1,017.04		Yes
Wilson		02-18-0032	294624	SL-6	\$19,219.30	\$1,201.21		Yes
	Dragonfly Farms	02-18-0033	294743	SL-1	\$43,065.00	\$398.75		Yes
	Hopkins Living Trust	02-15-0363	209130	SL-6	\$26,196.15			Yes
McKie		02-18-0035	294831	SL-6	\$8,726.92	\$545.43		Yes
Birdsall		02-18-0024	292818	FR-1	\$2,366.00	\$110.50		Yes
Simpson		02-18-0021	290864	RB-1	\$225.00			
Walker		02-18-0015	288680	RB-1	\$240.00			
Frank		02-18-0016	288715	RB-1	\$150.00			
Day		02-18-0031	294289	RB-1	\$150.00			
Hammack		02-18-0030	294287	RB-1	\$150.00			

MOTION: Mr. Meeks moved to approve the Consent Agenda. Mr. Murray provided the second. **The motion passed unanimously.**

DISCUSSION ITEMS:

Secluded Property Tour:

- The September board meeting will be held at Secluded Farm (weather permitting) with a walking tour of the property with Julie Roller, Trails Manager at Monticello after the meeting.

District Signage:

- Mr. Meeks proposed that the district participate in the VASWCD district signage program to enhance district visibility throughout its boundaries. He noted that the VASWCD marketing committee would be meeting the following day and would be releasing an RFP on how to implement the program. Mr. Meeks reviewed possible locations in the district for the signs. He noted that based on an RFP from the Piedmont district that the cost per sign was approximately \$800 (including associated contractor installation costs). The board discussed costs, VDOT ordinances and the need for more district name recognition.
- Ms. Coates suggested splitting the education & public relations committee into two separate committees that would allow the PR committee to devote time to exploring areas for expanded outreach, including the district signage program. The board agreed that a PR committee should be formed. Mr. Murray agreed to Chair the committee, Mr. Meeks and Mr. Thompson agreed to be members of the newly formed committee.

COOPERATING AGENCIES REPORTS:

DCR:

- Ms. Cross reviewed her monthly report with the Board and pointed out some notable topics. See attached report for full details.

NRCS:

- Mr. Kirkland reported that he will have his agencies end of FY17 numbers at the September board meeting.

STAFF REPORTS:

- Ms. Coates reported on new changes at the district including the new carpet for the office and new staff members Brian Viglione and Lexi Monteleone. She also reported that she will be working with Mr. Viglione on a plan for

records management.

- Mrs. Sappington gave an update on the new website, noting that progress is moving slower than expected. She reported that a recent website feedback survey was sent to constituents and that the responses are being used to help guide the website building process.
- Mr. Longanecker reported that he will not be attending the September board meeting due to his upcoming wedding.
- Mrs. Eiserman reported that a VCAP field day will be held on September 11th and that invitations will be emailed out.
- Mr. Viglione expressed his happiness to be at the district.

DIRECTOR REPORTS:

- Mr. Murdoch noted that correction of even one straight pipe can positively impact stream health, he encouraged the district to continue to seek them out and make the necessary corrections.
- Mr. Murray attended a meeting regarding the water protection ordinance with Albemarle County. He noted that he felt there was a lot of confusion among the agriculture community regarding what exactly the county is allowed to regulate. He also attended a meeting regarding a complaint filed against the Justice property for improper runoff due to forestry activity.
- Mr. Meeks reported that he recently met with Jack Bricker (NRCS) to discuss issues facing districts and challenges facing NRCS in particular the toolkit program and cultural resource reviews. He also reported the NACD is entering into a \$10 million cooperative agreement with NRCS to help enhance technical assistance. He noted that the district would be eligible to participate but would need to write their conservation plans in toolkit and have certified planner status. Lastly, he noted that Mr. Bricker had expressed interest in providing a 50/50 matching program to districts that need technical assistance.
- Mr. Thompson asked Ms. Hyatt how the new agriculture outreach materials that she created are being used. She explained that the materials had recently been provided both electronically and in print to local Farm Bureau offices, Cattleman's Associations and others to promote the program. Mr. Thompson suggested Ms. Hyatt be a staff member of the newly created PR committee. She accepted.
- Mr. Pratley reported that a letter from Area II to the Chair of the VASWB in support of a recreational equine BMP program had been sent out.
- Mr. Collins expressed the need for the district to draft and sign letter asking FERC and DEQ to follow state law for disturbed areas in regards to the ACC. He noted that drafting of a letter was brought up at the July meeting but had not been completed and that he would try to draft a letter by the September meeting.
- Mr. Pratley noted that the dedicated reserve would be discussed at the September meeting.

ADJOURNMENT:

MOTION: *Mr. Thompson moved to adjourn the meeting. Mr. Collins provided the second. The motion passed unanimously.*

There being no further business, the meeting was adjourned at 12:32 pm.

Submitted by: _____

Recording Secretary

Approved: _____

Chair