

THOMAS JEFFERSON SOIL & WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
May 29, 2019

Present:

Directors: Pratley (Chair), Campbell, Collins, Easter, Lucas, Meeks, Murdoch, Murray, Swanson, Thompson, Tingley

Assoc. Directors: McGoff

Staff: Coates, DaMitz, Longanecker, Moyer, Talley

Agencies: Cross (DCR), Kirkland (NRCS)

Absent:

Directors: Wagner

Assoc. Directors: Tweardy

Staff: Eiserman, Gyurisin, Hyatt

CALL TO ORDER: Mr. Pratley called the meeting to order at 10:17 a.m.

ANNOUNCEMENTS: None.

GUEST INTRODUCTIONS: None.

ADDITIONS / CHANGES TO THE AGENDA: None.

CLOSED SESSION: None.

PUBLIC COMMENT: None.

ACTION ITEMS:

Directors Meeting Minutes:

MOTION:** Mr. Lucas moved to approve the Directors Meeting Minutes for April 24, 2019. Mr. Easter seconded the motion, and **the motion passed unanimously.

Foundation Appointments:

Mr. Thompson noted that the Foundation operates the easement program, and the District holds the conservation easements. The Foundation manages the program with assistance from District staff. They are working to reestablish 501(c)(3) nonprofit status to accept tax-deductible donations. Funds can be used for operation of the easement program, monitoring, and defending easements against any legal challenges. They are looking for a new Fluvanna County representative to replace Deborah Murdoch, who has asked to step down from the Foundation Board.

MOTION:** Mr. Thompson moved to reappoint Jeff Sitler (Albemarle County), David Stone (Louisa County), Charlotte Rea (Nelson County), Mike Van Yahres (City of Charlottesville), Ches Goodall (At-Large), and Rich Collins (At-Large) to the Thomas Jefferson Water Resources Protection Foundation Board of Directors. Mr. Tingley seconded the motion, and **the motion passed unanimously.

Annual Plan of Work:

Ms. Coates noted that staff has reviewed and edited the Annual Plan of Work to recognize personnel changes and increased outreach efforts for agricultural program. Climate initiatives may be added to next year's work plan.

MOTION: *Mr. Thompson moved to affirm that the Board has reviewed the Annual Plan of Work. Mr. Easter seconded the motion, and **the motion passed unanimously.***

Agriculture Committee Report:

Mr. Thompson summarized the Agriculture Committee meetings and reviewed projects recommended for approval (*see attached minutes and reports for details*). The May 14 meeting focused on WIP III and new cost-share policies and strategies. Mr. Longanecker shared additional detail on policy changes for CCI practices. The May 29 meeting focused on project approvals. Mr. Thompson shared additional detail on requests for project increases and equine grant policies. Secondary considerations and cost list updates will be reviewed at a second meeting in June.

MOTION: *Mr. Tingley moved to accept the Agriculture Committee report. Mr. Meeks seconded the motion, and **the motion passed unanimously.***

Water Resources Committee:

Mr. Murray summarized the recent Water Resources Committee meeting, reviewed projects recommended for approval, and provided updates on the DEQ grants (*see attached minutes and reports for details*).

MOTION: *Mr. Tingley moved to accept the Water Resources Committee report. Mr. Thompson seconded the motion, and **the motion passed unanimously.***

Finance/Budget Committee:

Mr. Tingley reported on fiscal year-to-date financial statements, noting that revenues are at 77 percent of annual budget amounts at 75 percent through the fiscal year. Expenses are slightly over budget primarily due to non-recurring bonuses in December, and they expect to come in under budget for the year. The committee reviewed the FY20 draft budget. The committee recommends that the Board of Directors authorize participation in the Local Government Investment Pool for better returns.

MOTION: *Mr. Thompson moved to authorize use of the Local Government Investment Pool. Mr. Meeks seconded the motion, and **the motion passed unanimously.***

Mr. Tingley reported on the proposed lease for the new space, which includes a significantly increased rent over the current lease. The committee will examine this, as well as explore the feasibility of moving to the Secluded property.

Personnel/Operations Committee:

Ms. Coates related that minor changes are proposed to the staff position matrix originally approved in 2016.

MOTION: Ms. Swanson moved to approve amendments to the staff position matrix. Mr. Thompson seconded the motion, and **the motion passed unanimously.**

Mr. Tingley left the meeting at 11:05 a.m.

Climate Committee:

Ms. Coates reported Albemarle County is moving forward with its climate action plan and asked the District to participate on the natural resources committee. Discussion ensued regarding potential plan approaches. Ms. Coates and Mr. Tingley are exploring possible climate items to add to the legislative agenda.

Legislative Committee:

Mr. Pratley asked for any suggested legislative agenda items well in advance of the upcoming Area II call. Ms. Coates said Jim Gehlsen wants all information by July 15 for the July 25 conference call. Mr. Murray reviewed topic suggestions for climate, equine funding, VCAP, urban nutrient management, and a statewide septic program. Ms. Coates will poll members to schedule a committee meeting date. Ms. Cross noted that several districts have mentioned the need for increased operating funds.

Resolution to Amend Section 125 Premium Only Plan Document:

Ms. Moyer explained that a Section 125 Plan allows employees to pay health insurance premiums with pre-tax dollars. The plan was originally adopted in 2010. The proposed amendments are minor updates to align the enrollment period with health insurance open enrollment provisions.

MOTION: Mr. Meeks moved to adopt the resolution to amend the Section 125 Premium Only Plan Document. Mr. Murray seconded the motion, and **the motion passed unanimously.**

The text of the resolution and plan document are attached to the original of these minutes.

CONSENT AGENDA:

1. **Committee Minutes:** Agriculture Committee (5-14-2019) and (5-29-2019); Water Resources Committee (4-24-2019); Personnel/Operations Committee 5-14-2019)
2. **Consent Items:**

Last Name / Business	Contract #	Instance	Practice Code	Estimated Cost Share	Potential Tax Credit	Final Tax Credit	Conservation Plan Approval
Agriculture Practices							
Hueston	02-19-0136	336275	SL-9	\$1,337.82	\$334.45		Yes
Abell	02-19-0001	311065	LE-2			\$3,177.45	Yes
Oakencroft Holdings LLC	02-19-0081	330800	SL-6			\$2,205.17	
Nags Head Farm	02-19-0002	311867	SL-6			\$995.37	
Whitenack	02-19-0138	336280	LE-1T	\$10,609.75	\$468.07		Yes
INCREASE Chris Waldrop	02-18-0211	302898	WP-4	\$1604.70			

INCREASE Toni Williams	02-15-0385	209173	SL-6	\$821.58			
INCREASE Toni Williams	02-15-0383	209171	SL-6	\$208.00			
INCREASE Nags Head Farm	02-19-0003	311868	LE-2	\$167.16			
INCREASE Anne Marie Roberts	EQ-19-0003			\$93.01			
Troxell Farms Inc	02-19-0135	336275	SL-1	\$13,128.70	\$121.56		Yes
Abell Brothers	02-19-0134	336242	SL-1	\$3,881.25	\$35.94		Yes
Mangham	02-19-0137	336278	SL-6	\$20,295.68	\$1,268.48		Yes
Mangham	02-19-0139	336282	CCI-SE1	\$1,160.00			
Wenz	02-19-0141	336286	SL-6	\$13,139.24	\$821.20		Yes
Septic Practices							
Drumheller	02-19-0140	336285	RB-4P	\$5,000.00			
Rodriguez	02-19-0133	336240	RB-4	\$6,400.00			
Adams	02-19-0131	336238	RB-4	\$6,400.00			
Tompkins	02-19-0132	336239	RB-1	\$150.00			
Lilley	02-19-0129	336235	RB-3R	\$1,500.00			
Gregory	02-19-0142	336371	RB-4	\$6,400.00			
Cowan	02-19-0128	336204	RB-4	\$4,000.00			
Urban Practices							
Roe	02-19-004	-	CL	\$3,500.00			
Meintzschel	02-19-005	-	PP	\$8,576.25			

MOTION: Mr. Meeks moved to approve the Consent Agenda. Mr. Murray seconded the motion, and the motion passed unanimously.

COOPERATING AGENCIES REPORTS:

DCR: Ms. Cross summarized information from her monthly report (*see attached report for details*). She noted the Attachment D Budget Template must be approved at the June Board meeting. Grant agreements were approved by the VASWCB on May 22 and will be mailed next week.

MOTION: Mr. Murray moved authorize Mr. Pratley (Board Chair) or Mr. Thompson (Agriculture Committee Chair) to sign the DCR grant agreements. Mr. Campbell seconded the motion, and the motion passed unanimously.

NRCS: Mr. Kirkland reported on open programs.

FSA: No updates.

VCE: Ms. Swanson reported on well water testing clinics in Albemarle and Fluvanna.

DEQ: DEQ provided the attached written report.

DOF: No updates.

TJWRPF: Mr. Thompson reported that Ms. Moyer has been working with the Foundation on the 501(c)(3) reinstatement application. The April meeting was canceled for lack of a quorum. The next meeting is in July.

STAFF REPORTS:

Ms. DaMitz reported that Louisa County placed second in the state Envirothon competition. She shared a video from Moriah Moss on her Youth Conservation Leadership Program project.

Ms. Coates related that the VASWCD asked for input on Director trainings for the Annual Meeting planning. The Personnel/Operations Committee is looking at staff increases for next fiscal year and will need to meet again soon. A portion of FY20 TA funding will have to be returned if the District cannot obligate 90 percent of cost share funds, and there are concerns about funding levels beyond next year.

DIRECTOR REPORTS:

Mr. Murray reported on his participation in a recent educational event at Monticello.

Mr. Meeks noted the VASWCD retreat and board meeting on June 24 and 25.

Mr. Pratley shared the Virginia Forests and Drinking Water Forum signup information.

ADJOURNMENT:

MOTION: *Mr. Thompson moved to adjourn the meeting. Mr. Murray seconded the motion, and **the motion passed unanimously.***

There being no further business, the meeting was adjourned at 12:30 p.m.

Submitted by: _____
Recording Secretary

Approved: _____
Chair