

THOMAS JEFFERSON SOIL & WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
January 27, 2021

Remote Participants:

Directors: Pratley (Chair), Collins, Daughters, Easter, Jones, Lucas, Murdoch (joined at 10:09 a.m.), Murray, Swanson, Thompson

Assoc. Directors: Cowger, Merle-Smith, Tingley

Staff: Coates, DaMitz, Gyurisin, Hyatt, Longanecker, Moyer, Talley

Agencies: Cross (DCR), Kirkland (NRCS), Bayless (NRCS, joined at 11:08 a.m.)

Absent:

Directors: Campbell, Meeks

Assoc. Directors: Bartz, Tweardy

The Board of Directors convened a decentralized meeting via Zoom due to the COVID-19 public health emergency.

CALL TO ORDER: Mr. Pratley called the meeting to order at 10:03 a.m.

ROLL CALL: Mr. Pratley called the roll to confirm a quorum of Directors. Attendance was confirmed as listed above.

Motion to Conduct Electronic Meeting:

MOTION: Mr. Lucas moved that the Thomas Jefferson Soil and Water Conservation District Board of Directors certify that the nature of the state of emergency caused by the COVID-19 pandemic, as declared by the Governor of Virginia, makes it impracticable or unsafe for the Board to assemble in a single physical location, and further that the purpose of the meeting, including all agenda items as reflected in the meeting's prepared agenda, is to transact or discuss business that is statutorily required or that is necessary to continue operations of the Board and the discharge of the Board's lawful purposes, duties, and responsibilities. Mr. Collins seconded the motion. The motion passed 10-0 by the following roll call vote:

Ayes: Collins, Daughters, Easter, Jones, Lucas, Murdoch, Murray, Pratley, Swanson, Thompson

Nays: None

ANNOUNCEMENTS: None.

PUBLIC COMMENT: Mr. Pratley asked if any comments were received from the public. Ms. Moyer confirmed that no public comments were submitted.

ADDITIONS/CHANGES TO AGENDA: None.

ACTION ITEMS:

Directors Meeting Minutes:

MOTION: Mr. Lucas moved to approve the Directors Meeting Minutes for December 16, 2020, as submitted. Mr. Thompson seconded the motion. The motion passed 10-0 by the following roll call vote:

Ayes: Collins, Daughters, Easter, Jones, Lucas, Murdoch, Murray, Pratley, Swanson, Thompson

Nays: None

Nominating Committee:

Director Elections – Chair, Vice Chair, Treasurer, and Secretary:

Mr. Murray related that the Nominating Committee did not have a chance to meet but has heard from the current slate of officers that they would like to continue their terms. He proposed that the new slate be the same as the current slate.

Mr. Pratley asked for nominations from the floor. Hearing none, Mr. Pratley closed the nominations.

MOTION: Mr. Collins moved to accept the slate of officers: Mr. Pratley as Chair, Mr. Thompson as Vice Chair, Mr. Meeks as Treasurer, and Mr. Lucas as Secretary. Mr. Easter seconded the motion. The motion passed 10-0 by the following roll call vote:

Ayes: Collins, Daughters, Easter, Jones, Lucas, Murdoch, Murray, Pratley, Swanson, Thompson
Nays: None

Appointment of FOIA Officer and Records Retention Officer:

Mr. Pratley noted that Ms. Moyer has been serving in these roles.

MOTION: Ms. Daughters moved to reappoint Amy Moyer as FOIA Officer and Records Retention Officer for 2021. Mr. Thompson seconded the motion. The motion passed 9-0 by the following roll call vote:

Ayes: Collins, Daughters, Easter, Jones, Lucas, Murray, Pratley, Swanson, Thompson
Nays: None
Not Voting: Murdoch

Committee Signups:

Mr. Pratley asked Directors to look over the committee rosters and communicate any changes to staff, noting that recent membership changes are shown in red. Ms. Daughters expressed interest in the Climate Committee. Ms. Jones would like to serve on the Personnel/Operations Committee and the Legislative Committee. Ms. Coates noted the need for additional members on the Education Committee; Mr. Murray and Ms. Jones will consider joining.

Annual Plan of Work:

Ms. Coates related that she asked staff to compare the annual work plan with their goals for the year to provide updates and adjust timelines as necessary. An updated work plan was provided in the Board packet. The plan reflects strategic plan elements and staff performance goals.

Mr. Murray asked about a plan section for the Climate Committee. Ms. Coates would like to work with the Climate Committee to develop objectives. Mr. Murray asked about invasive species. Ms. Coates replied that invasives have been included in the plan for some time.

Mr. Pratley asked about the review schedule. Ms. Coates replied that the Board usually approves the plan in August, reviews mid-winter, and reviews again in April. Ms. Coates explained the interaction of the strategic plan, annual work plan, and staff performance goals.

The Board of Directors reviewed the FY21 Annual Plan of Work.

Budget/Finance Committee Report:

Treasurer's Report and Financial Statements – December 2020:

Mr. Tingley reported that the Budget/Finance Committee did not meet this month, as nothing was unusual on the budget report. Ms. Moyer gave an overview of the financial statements and Treasurer's report, noting that everything is keeping fairly close to budget.

MOTION: Mr. Lucas moved to approve the Treasurer's report as presented. Mr. Collins seconded the motion. The motion passed 10-0 by the following roll call vote:

Ayes: Collins, Daughters, Easter, Jones, Lucas, Murdoch, Murray, Pratley, Swanson, Thompson

Nays: None

Education Committee Report:

College Scholarships:

Ms. DaMitz reported that the college scholarship application is now open. Applications will be accepted by email this year due to the pandemic. Local high schools and homeschool contacts have all received the announcement, guidelines, and applications. The announcement will be shared by email and social media as well. Like last year, \$3,500 in scholarships will be awarded.

Virtual Mock Envirothon – February 19, 2021:

Ms. DaMitz related that VASWCD will hold a mock Envirothon. Envirothon is a natural resources competition for high school students testing knowledge in aquatics, forestry, soils, and wildlife. Ms. DaMitz encouraged Directors, staff, and partners to consider forming a team to participate in the mock competition.

TJSWCD Conservation Patch Program:

Ms. DaMitz reported that the conservation patch program is now available for students in third, fourth, and fifth grades as a distance learning opportunity. Students may complete a student guide on soils or watershed topics to earn patches. The patch program is funded by the Chesapeake Bay Restoration Fund.

MOTION: Mr. Thompson moved to accept the Education Committee report. Mr. Lucas seconded the motion. The motion passed 10-0 by the following roll call vote:

Ayes: Collins, Daughters, Easter, Jones, Lucas, Murdoch, Murray, Pratley, Swanson, Thompson

Nays: None

Agriculture Committee Report:

Mr. Thompson summarized the Agriculture Committee meeting and reviewed projects and increases recommended for approval (*see attached minutes and reports for details*). Topics included invasive species programs, two project increases, and several project approvals. Directors are asked to submit invasive species topics to Ms. Kirschner for compilation.

Variance for Contract No. 02-21-0046, SL-6W-35 for Triple 2 Farms:

Mr. Thompson noted that DCR approved the variance request for funding above the participant cap. Mr. Longanecker related that Triple 2 Farms is a large farm in Nelson County in the Tye River watershed, and the total cost-share amount is \$166,462.63.

MOTION: Mr. Lucas moved to approve Contract No. 02-21-0046. Mr. Easter seconded the motion. The motion passed 10-0 by the following roll call vote:

Ayes: Collins, Daughters, Easter, Jones, Lucas, Murdoch, Murray, Pratley, Swanson, Thompson

Nays: None

Mr. Pratley asked about the Anne Wood project, which is also over \$100,000 and would have required a variance. Mr. Longanecker replied that that the Board approved a variance for Anne Wood in December after giving support for it in October before submitting the variance request, but the project was not captured on the consent agenda in December so is included this month. Mr. Thompson complimented staff for their work on the variance requests.

Tax Credits:

Ms. Coates stated that some incorrect information went out in the tax credit mailings and they are researching the subject.

MOTION: Mr. Murray moved to adopt the Agriculture Committee report. Ms. Jones seconded the motion. The motion passed 9-0 by the following roll call vote:

Ayes: Collins, Daughters, Easter, Jones, Lucas, Murray, Pratley, Swanson, Thompson

Nays: None

Not Voting: Murdoch

Water Resources Committee Report:

Mr. Murray called attention to the project approved by delegated authority and listed on the ratification agenda. Mr. Murray summarized the Water Resources Committee meeting, highlighting Mr. Gyurisin's recommendations to Louisa County on solar ordinances and VCAP application review timelines.

Slabtown Meadow Proposed Development:

Mr. Murray and Mr. Thompson prepared a draft letter in response to a request from Albemarle County for advice on acquisition of the property or potential easements. Directors viewed the draft letter. Ms. Coates reviewed the recipient list.

MOTION: Mr. Thompson moved to accept the Water Resources Committee report. Mr. Easter seconded the motion. The motion passed 9-0 by the following roll call vote:

Ayes: Collins, Daughters, Easter, Jones, Lucas, Murray, Pratley, Swanson, Thompson

Nays: None

Not Voting: Murdoch

MOTION: Mr. Lucas moved to approve the Slabtown Meadow letter. Ms. Daughters seconded the motion. The motion passed 9-0 by the following roll call vote:

Ayes: Collins, Daughters, Easter, Jones, Lucas, Murray, Pratley, Swanson, Thompson

Nays: None

Not Voting: Murdoch

CONSENT AGENDA

1. **Committee Minutes:** Agriculture Committee (1/20/2021); Water Resources Committee (1/15/2021)
2. **Consent Items:** Agriculture Cost Share and Tax Credits (see attached list)

Agriculture Practices

Last Name / Business	Contract #	Instance	Practice Code	Estimated Cost Share	Potential Tax Credit	Final Tax Credit	Conservation Plan Approval
Anne K Wood	02-21-0044	418457	SL-6W	\$176,428.00	-	-	Yes
Triple 2 Farms	02-21-0046	418709	SL-6W	\$166,462.63	-	-	Yes
White	02-21-0056	421349	SL-6W	\$41,746.96	\$513.91	-	Yes
Teel/Clover Green Farm	02-21-0064	421842	CCI-SL-6W	\$2,950.00	-	-	-
Teel/Clover Green Farm	02-21-0064	421955	CCI-SL-6W	\$965.00	-	-	-
Wagner	02-21-0062	422043	SL-1	-	-	-	Yes
Hueston	02-21-0065	422851	SL-6W	\$14,390.94	-	-	Yes
Hueston	02-21-0065	422850	WP-2W	\$3,728.60	\$108.03	-	Yes
Hueston	02-21-0067	422974	CCI-SL-6W	\$5,162.50	-	-	-
Durbin	02-21-0009	408302	SL-6W	\$4,540.48	-	-	Yes
Durbin	02-21-0009	408509	SL-6W	\$5,291.53	\$113.65	-	Yes
Wachtmeister	02-21-0069	422977	FR-1	\$24,153.75	\$1,447.81	-	Yes
D. S. Terrell Inc	02-21-0025	422981	SL-8B	\$5,898.00	-	-	-
D. S. Terrell Inc	02-21-0025	422983	SL-8B	\$2,472.00	-	-	-
Brandon Terrell	02-21-0028	422978	SL-8B	\$4,182.00	-	-	-
Panamint	02-21-0068	422987	CCI-SL-6W	\$6,075.00	-	-	-
Rose	02-21-0070	423025	FR-1	\$3,885.00	-	-	Yes
Graham/Albemarle Edgehill	02-21-0071	423061	SL-6W	\$13,138.75	-	-	Yes
Graham/Albemarle Edgehill	02-21-0071	423065	WP-2W	\$10,112.00	\$107.00	-	Yes
Graham/Albemarle Edgehill	02-21-0071	423067	SL-6W	\$22,464.83	\$708.74	-	Yes
Graham/Albemarle Edgehill	02-21-0071	423068	SL-6W	\$18,069.02	-	-	Yes
Increases							
Panamint	02-21-0052	418928	WP-2W	\$761.60	-	-	-
Wachtmeister	02-20-0116	381308	FR-3	\$765.00	-	-	-

MOTION: Mr. Thompson moved to approve the Consent Agenda. Mr. Murray seconded the motion. The motion passed 10-0 by the following roll call vote:
 Ayes: Collins, Daughters, Easter, Jones, Lucas, Murdoch, Murray, Pratley, Swanson, Thompson
 Nays: None

RATIFICATION AGENDA:

1. **Ratification List:** Water Resources Committee; Agriculture Committee; Personnel/Operations Committee; Dam Committee (see attached list)

Ratification Agenda - January 27, 2021											
Item	Delegated Authority	Last Name / Business	Contract #	Instance	Practice Code	Estimated Cost Share	Potential Tax Credit	Final Tax Credit	Conservation Plan Approval	Approval Date	
Agriculture Committee											
1	Thompson	Troxell	02-20-0010	359359	WP-4	-	-	\$ 8,666.59	-	12/15/20	
2	Thompson	Tueting	02-18-0242	304809	SL-6	-	-	\$ 633.72	-	1/19/21	
Dam Committee											
3	Lucas	AMT contract for small dam engineering services				Endorsement of PSWCD's contract extension				1/14/21	
Personnel/Operations Committee											
4	Pratley	Expanded FMLA and Emergency Paid Sick Leave Policy				Extension through March 31, 2021				1/19/21	
Water Resources Committee											
5	Murray	Mirabella	02-21-0066	422973	RB-4P	\$ 9,000.00	-	-	-	1/19/21	

Mr. Pratley reviewed the list of items approved by committee chairs under delegated authority.

MOTION: Mr. Collins moved to adopt the Ratification Agenda. Mr. Easter seconded the motion. The motion passed 10-0 by the following roll call vote:

Ayes: Collins, Daughters, Easter, Jones, Lucas, Murdoch, Murray, Pratley, Swanson, Thompson

Nays: None

COOPERATING AGENCIES REPORTS:

DCR: Ms. Cross summarized information from her monthly written report (*see attached report for details*) and shared other items of interest. She noted the Virginia Tech and VCE voluntary BMP survey of agricultural producers currently underway. She explained some of the Agricultural BMP Technical Advisory Committee recommendations that advanced to the Soil and Water Conservation Board for consideration.

NRCS: Mr. Bayless shared updates on federal programs. CSP renewals are in progress, CRP signup ends February 12, staff are working on IDPs, and the EQIP ranking deadline is April 2. Mr. Kirkland shared written updates due to audio issues.

FSA: FSA provided a written report.

VCE: Ms. Swanson reported that VCE continues to plan online educational programs. She is doing private pesticide applicator recertifications for this area.

Mr. Pratley asked whether VCE handles pond questions. Ms. Swanson replied that Virginia State University has specialists that deal with ponds and aquaculture, while VCE does weed identification and some site visits. Ms. Swanson refers dam and pond construction questions to DCR, NRCS, or USACE depending on size. Mr. Lucas offered to put together some pond info. Ms. Swanson has a contractor list to share.

DEQ: DEQ provided a written report.

TJWRPF: Mr. Pratley asked for info on new easement legislation. Mr. Thompson explained the proposed legislation to reinforce easements. Mr. Lucas shared updates on the bill.

Mr. Collins expressed concerns about Dominion’s continued holding of pipeline easements.

STAFF REPORTS:

Ms. Coates reported on the NACD grant, the Upper York contract with Culpeper SWCD, changes in staff responsibilities, and training plans. There has been no word on the RCPP application yet. Ms. Coates and Mr. Longanecker are participating the North Carolina carbon farming workshop. She noted the site visit log and staff newsletter included in the meeting packet.

DIRECTOR REPORTS:

Directors offered no comments at this time.

ADJOURNMENT:

MOTION: Mr. Thompson moved to adjourn the meeting. Mr. Collins seconded the motion. The motion passed 9-0 by the following roll call vote:

Ayes: Collins, Daughters, Easter, Jones, Lucas, Murray, Pratley, Swanson, Thompson

Nays: None

Not Voting: Murdoch

There being no further business, the meeting was adjourned at 11:48 a.m.

Submitted by: _____
Recording Secretary

Approved: _____
Chair