

THOMAS JEFFERSON SOIL & WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
April 26, 2023

Remote Participants:

Directors: Joseph Thompson (Chair), Mark Campbell, David Collins, Carolyn Daughters, John Easter, Enrique Hernandez (joined at 10:48 a.m.), Julie Jones, Rosalyn Koontz, Stephen Lucas, Steven Meeks, Angus Murdoch, Thomas Pratley

Staff: Anne Coates, Lisa Hyatt, Luke Longanecker, Amy Moyer

Agencies: Debbie Cross (DCR), Kory Kirkland (NCRS)

Absent:

Assoc. Directors: Navarre Bartz, Richard Fox, Lonnie Murray, Carrie Swanson

The Board of Directors convened an all-virtual meeting via Zoom.

CALL TO ORDER: Mr. Thompson called the meeting to order at 10:02 a.m.

ROLL CALL: Ms. Moyer called the roll to confirm a quorum of Directors. Director attendance was confirmed as listed above.

STAFF, PARTNERS, AND GUESTS PRESENT: Staff and partners present were identified as listed above. Mr. Pratley introduced Barbara Haines from Fluvanna County. Ms. Haines has expressed interest in running for election to the Board of Directors. Ms. Haines and her husband own a 62-acre farm near Lake Monticello.

ADDITIONS/CHANGES TO AGENDA: Ms. Coates asked to add a request for a letter of support for a USDA-AMS Local Food Promotion Program grant application by Virginia Tech and the Virginia Soil Health Coalition.

ANNOUNCEMENTS: None.

PUBLIC COMMENT: Ms. Haines commented that she is excited about what the District is doing and thinks it is a great cause.

UPDATES AND ACTION ITEMS:

Directors Meeting Minutes – March 29, 2023:

Ms. Daughters noted a correction to the minutes.

MOTION: Mr. Lucas moved to accept the minutes as corrected. Ms. Koontz seconded the motion. The motion passed 9-0, with two abstentions, by the following roll call vote:

Ayes: Campbell, Collins, Daughters, Jones, Koontz, Lucas, Meeks, Murdoch, Thompson

Nays: None

Abstain: Easter, Pratley

Absent: Hernandez

Budget/Finance Committee Report:

Mr. Meeks reported that the Budget/Finance Committee reviewed financial reports, budget amendments, and a planning cycle for next year's budget and recommended Board approval.

FY23 Budget Amendments:

Mr. Campbell asked about the budget amendments. Mr. Meeks replied that categories like office supplies and travel are coming in a little more expensive, while other categories have decreased. Ms. Moyer commented that both revenues and expenditures increase under the revision, but revenues increased by a greater amount than the expenses.

Mr. Meeks related that the Budget/Finance Committee plans to meet in May to have a FY24 budget draft to present to the Board. If the General Assembly approves state budget amendments for additional funding, that will be addressed in the next fiscal year.

MOTION: Mr. Pratley moved to approve the FY23 operating budget amendments as presented. Mr. Campbell seconded the motion. The motion passed 11-0, by the following roll call vote:

Ayes: Campbell, Collins, Daughters, Easter, Jones, Koontz, Lucas, Meeks, Murdoch, Pratley, Thompson
Nays: None

Absent: Hernandez

MOTION: Mr. Pratley moved to approve the Budget/Finance Committee report. Mr. Campbell seconded the motion. The motion passed 11-0, by the following roll call vote:

Ayes: Campbell, Collins, Daughters, Easter, Jones, Koontz, Lucas, Meeks, Murdoch, Pratley, Thompson
Nays: None

Absent: Hernandez

Beaver Creek Agreement:

Mr. Lucas stated that Beaver Creek Dam, which is owned by the Rivanna Water and Sewer Authority and the County of Albemarle, is undergoing renovation. TJSWCD and the County of Albemarle were included as sponsors of the project when it was first built in the 1960s. The OAG representative for SWCDs has revised the supplemental watershed plan agreement to exempt the District and the County as sponsors to remove the associated liabilities. NRCS has accepted the proposed revision.

MOTION: Mr. Lucas moved to approve the Beaver Creek Watershed Agreement to remove TJSWCD as a sponsor of this project. Mr. Collins seconded the motion.

Mr. Easter asked if this is a done deal, commenting that District approval should have been sought earlier. Mr. Lucas said it has taken some time to work the District out of this. Mr. Thompson noted that Ms. Coates has been very involved in communications with RWSA, NRCS, and OAG to figure out what they could do, and RWSA needs the approved agreement so that contractors can move forward and federal funding can be accessed. Ms. Coates commented that the original document was not nearly as protective for the District as this one, OAG did an incredible job of listening to their concerns and coordinating the agreement with NRCS, and Albemarle County agreed that they also wish to be removed as a sponsor. Mr. Collins remarked that the District has been trying to get out of responsibility for flood control dams, and the agreement accomplishes that for this water source dam. Mr. Lucas noted that an upcoming dam spillway renovation in Louisa County may require a similar agreement.

The motion passed 11-0, by the following roll call vote:

Ayes: Campbell, Collins, Daughters, Easter, Jones, Koontz, Lucas, Meeks, Murdoch, Pratley, Thompson

Nays: None
Absent: Hernandez

Agriculture Committee Report:

Mr. Lucas reported that the Agriculture Committee reviewed a number of VACS approvals. The Committee discussed the budget and agreed to continue working towards 90 percent obligation before making any decision on the return of cost-share funds to DCR. The Committee considered outreach plans and reviewed GIS maps prepared by Jessica Shippen-Hansen to identify target areas.

Mr. Thompson complimented Mr. Lucas for his job in chairing the meeting and ag staff for their hard work.

Education and Water Resources Committee Report:

Mr. Lucas reported that the Education and Water Resources Committee reviewed a number of septic approvals, CAP approvals and outreach strategies, education programming at Highland, and a revised Committee scope.

Ms. Coates complimented Meghan Sobott and Courtney Harlow-Humphreys for approaching a record number of CAP project approvals within a year.

Mr. Murdoch offered context for his comments to the Rivanna River Basin Commission on the TMDL process and the need to also cover areas that do not have TMDLs. Ms. Cross encouraged staff to contact DEQ regarding potential District-wide septic program opportunities. Mr. Pratley and Mr. Collins noted the effort involved in the TMDL process.

Scholarship Recommendations:

Mr. Collins listed the scholarship award recommendations:

- Allison Allen from Louisa County High School receiving \$1,500 as well as the nomination to VASWCD
- Escarlet Hernandez from Louisa County High School receiving \$1,000
- Caroline Hill from Western Albemarle High School receiving \$500
- Zoe Evans from Nelson County High School receiving \$500

Mr. Collins reported that two Youth Conservation Camp applications were received, and they would like to cover third application if received by the deadline. The cost per camper is \$550.

MOTION: Mr. Koontz moved to accept the recommended scholarships, forward Allison Allen's scholarship application to VASWCD, and add \$550 to the budget to accept a third YCC camper. Mr. Lucas seconded the motion. The motion passed 12-0, by the following roll call vote:

Ayes: Campbell, Collins, Daughters, Easter, Jones, Hernandez, Koontz, Lucas, Meeks, Murdoch, Pratley, Thompson
Nays: None

Mr. Thompson thanked Mr. Collins and Mr. Meeks for their work in reviewing scholarship applications.

Letter of Support for USDA-AMS Local Food Promotion Program grant application by Virginia Tech and the Virginia Soil Health Coalition:

Ms. Coates summarized the request from Virginia Tech for a letter of support for the grant application for shared messaging to promote soil health and local foods. Approximately twelve hours of staff time annually would be required over a three-year period. Ms. Coates commented that this meets strategic plan goals to partner with organizations that have similar missions.

Mr. Campbell expressed concern about adding more demands on staff time. Mr. Lucas remarked that this provides an opportunity to access farming groups, addresses food deserts and food availability, and does not require a lot of staff time.

MOTION: Mr. Lucas moved to endorse the application. Mr. Meeks seconded the motion.

Mr. Hernandez commented that the program reinforces what the District and VCE are already doing, and he has offered to help.

Mr. Pratley asked if they are approving just a support letter or also the commitment of time and effort. Mr. Thompson replied that the letter of support identifies the time commitment.

The motion passed 12-0, by the following roll call vote:

Ayes: Campbell, Collins, Daughters, Easter, Jones, Hernandez, Koontz, Lucas, Meeks, Murdoch, Pratley, Thompson

Nays: None

CONSENT AGENDA

1. **Committee Minutes:** Agriculture Committee (4/18/2023); Education and Water Resources Committee (4/18/2023)
2. **Revised Minutes:** Agriculture Committee (3/21/2023); Board of Directors (9/28/2022)
3. **Consent Items:** Agriculture Cost-Share, Residential Cost-Share (see attached list)

CONSENT AGENDA (cont'd.)

4/26/2023

Agriculture Practices						
Last Name / Business	Contract #	Instance	Practice Code	Estimated Cost Share	Final Tax Credit	Conservation Plan Approval
Harvey	02-23-0099	525620	SL-6W	\$ 23,677.74	-	-
Robinson	02-23-0113	525579	WP-2W	\$ 52,786.00	-	Yes
Norfields Farm	02-23-0128	525714	CCI-SL-6W	\$ 14,587.50	-	-
Kirby	02-23-0129	525720	NM-5N	\$ 6,443.20	-	-
Kirby	02-23-0129	525721	NM-5P	\$ 6,443.20	-	-
Byrd Mill Farm Cattle	02-23-0130	525733	SL-6W	\$ 41,131.17	-	Yes
Byrd Mill Farm Cattle	02-23-0130	525740	FR-3	\$ 8,980.00	-	Yes
Ragged Mountain Farm, LLC	02-23-0131	525732	SL-1	\$ 29,080.00	-	Yes
Crowe	02-23-0132	525742	SL-6W	\$ 40,627.73	-	Yes
Crowe	02-23-0132	525751	SL-7	\$ 5,637.80	-	Yes
Downing	02-23-0133	525743	SL-1	\$ 6,890.00	-	Yes
Downing	02-23-0133	525744	SL-1	\$ 4,225.00	-	Yes
Increases						
Red Horse Farm	02-23-0056	517201	WP-2W	\$ 6,887.00	-	-

Urban Practices				
Last Name / Business	Contract #	Practice Code	Estimated Cost Share	Funding Source
Chow	02-23-025	CL-1	\$ 6,340.00	VCAP
Yeung	02-23-026	CL-3	\$ 4,333.60	VCAP or CCAP
Pitt	02-23-027	CL-1	\$ 7,000.00	VCAP or CCAP
Elks	02-23-028	CL-3	\$ 5,680.00	VCAP

Septic Practices				
Last Name	Contract #	Instance	Practice Code	Estimated Cost Share
Ashwell	02-23-0135	525777	RB-1	\$ 200.00
Brewer	02-23-0118	525656	RB-1	\$ 320.00
Bryant	02-23-0119	525657	RB-1	\$ 220.00
Farley	02-23-0120	526299	RB-3M	\$ 1,000.00
Meredith	02-23-0121	525659	RB-1	\$ 320.00
Moyer	02-23-0122	525660	RB-1	\$ 320.00
Castle-Shifflett	02-23-0123	525661	RB-1	\$ 200.00
White	02-23-0124	525662	RB-1	\$ 320.00
Vartuli	02-23-0125	525663	RB-1	\$ 200.00
Leitch	02-23-0114	525650	RB-1	\$ 200.00
Gibbs	02-23-0116	525652	RB-1	\$ 240.00
Greenberg	02-23-0127	525706	RB-1	\$ 200.00
Roussos	02-23-0134	525763	RB-1	\$ 200.00
Schablein	02-23-0137	525826	RB-1	\$ 200.00
Rodgers	02-23-0136	525821, 525822	RB-1	\$ 520.00
Piper	02-23-0117	525778	RB-3M	\$ 3,200.00
MacDowell	02-23-0115	525651	RB-4	\$ 6,400.00
Hilliard	02-23-0126	525702	RB-4	\$ 4,000.00

MOTION: Mr. Meeks moved to approve the Consent Agenda. Ms. Jones seconded the motion. The motion passed 12-0, by the following roll call vote:

Ayes: Campbell, Collins, Daughters, Easter, Jones, Hernandez, Koontz, Lucas, Meeks, Murdoch, Pratley, Thompson

Nays: None

RATIFICATION AGENDA:**1. Ratification List:** Education and Water Resources Committee (see attached list)

Ratification Agenda - April 26, 2023							
Item	Delegated Authority	Last Name / Business	Contract #	Instance	Practice Code	Estimated Cost Share	Approval Date
Education and Water Resources Committee							
1	Murray	Davis	02-23-0110	524588	RB-3M	\$ 4,389.00	4/7/2023

MOTION: Mr. Lucas moved to approve the Ratification Agenda. Mr. Meeks seconded the motion. The motion passed 12-0, by the following roll call vote:

Ayes: Campbell, Collins, Daughters, Easter, Jones, Hernandez, Koontz, Lucas, Meeks, Murdoch, Pratley, Thompson

Nays: None

COOPERATING AGENCIES REPORTS:

DCR: Ms. Cross summarized information from her written report, noting carryover approval requirements, expansion of the Whole Farm Approach, and TAC recommendation and membership deadlines, and upcoming trainings and meetings. She thanked the TJSWCD for an excellent Area II spring meeting.

Mr. Pratley shared that he contacted his Delegate regarding the new election filing requirements. Mr. Thompson suggested that the Legislative Committee bring this forward as a priority.

DEQ: DEQ provided a written report. Mr. Collins asked for more information specific to the localities within the District, if available. Mr. Murdoch asked about septic program interest from particular watersheds that could possibly be nominated for monitoring. Ms. Hyatt noted significant interest from the Rockfish watershed, which had a septic program in the past. Ms. Coates offered to contact the local TMDL coordinator to schedule a program overview.

NRCS: Mr. Kirkland shared updates on federal programs, upcoming ranking deadlines, and staffing. He will be reaching out to coordinate the local workgroup with an upcoming Agriculture Committee meeting.

VCE: Mr. Hernandez noted an upcoming opportunity to meet the new VCE director. Several food security grant applications are in progress. Mr. Hernandez received a spotted lanternfly report in the area. He would welcome District participation in an upcoming farm safety event.

TJWRP Foundation: Mr. Thompson that there are two potential easement applications.

NACD/VASWCD: Mr. Meeks reported that NACD is reorganizing its committee structure, and Virginia is on the legislative committee. Mr. Meeks attended the last VASWCD area meeting last week. He noted the upcoming State Envirothon.

STAFF REPORTS:

Ms. Coates shared the site visit log and staff newsletter highlights.

DIRECTOR REPORTS:

Mr. Campbell noted that the local registrar advised him that a separate checking account is still required if candidates sign the form to be exempt from campaign finance reporting.

Mr. Murdoch offered comments on industrial solar project concerns.

Mr. Pratley shared information on the speaker at the Center for Historic Plants plant sale and noted that Ms. Harlow-Humphreys and Ms. Sobott represented TJSWCD at the event.

Ms. Daughters suggested recognizing the Louisa Envirothon team at an upcoming Board meeting.

ADJOURNMENT:

There being no further business, the chair adjourned the meeting at 12:00 p.m.

Submitted by: _____
Recording Secretary

Approved: _____
Chair