

Meeting Minutes
Monacan Soil and Water Conservation District
December 16, 2024, 9:00AM
Goochland Agricultural Center
Central High School, 2748 Dogtown Rd
Goochland, VA

- A. Call to Order and Roll Call – 9:01 AM
 - 1. Directors – John Kochensparger, Sebastian Volcker, Kate Anderson, Sandy Brindley
 - 2. Associate Directors – Ken Carter, Dan Jones
 - 3. Staff – Keith Burgess, District Manager; Colton Sullivan, Conservation Specialist; Lissy Hamilton, Office Administrator
 - 4. Others – Denney Collins, DCR; Skye Brickhouse, VCE; Emily Gibbs, Goochland County; Tara Ciavarelli, NRCS; John Few, VCE
 - 5. Not present – Matt Dabney

- B. Pledge of Allegiance

- C. Public Comment Period - none

- D. Approve Minutes* - Keith made a small correction. Motion made by Sebastian to approve, seconded by Kate. The motion carried.

- E. Treasurer's Report – Lissy noted that the treasurer's report was revamped.
 - 1. Monthly Report – motion to accept made by Sebastian, seconded by Kate. The motion carried.

- F. Chairman's Report
 - 1. Cover Crop Planting Dates, Extreme Act of Nature – no action needed at this time.
 - 2. USDA Drought Declaration – no action needed at this time.
 - 3. Regional SWCD Pilot Project – Item moved to New Business
 - 4. VASWCD Annual Meeting – The meeting had high attendance, the most since COVID. Discussions of solar farms and Microsoft purchasing land. Ken had discussions and will have others on the forestry buffer board.

- G. Director/Associate Director Reports
 - 1. Ken – Forestry Buffer statewide group will have a meeting at this location. Hopes to get list of district services together for the strategic plan in the next few days.
 - 2. Dan – Nothing to report, wishes everyone a joyful holiday season and was sorry he missed the annual meeting.
 - 3. John Few – Well water testing clinic, commented on some other upcoming programs
 - 4. Skye – Everything John said.
 - 5. Sebastian – enjoyed the trainings at the annual meeting. Feels that the lobby space could be updated and made more welcoming for the public. Joined committee to help with solar concerns.
 - 6. Kate – had a lovely time at the annual meeting
 - 7. Sandy – She also had a lovely time at the annual meeting.

- H. Liaison Reports
 - 1. Goochland – have been pretty busy, amazon center should be breaking ground pretty soon. Reed has passed the erosion inspection exam. Other department updates were provided.
 - 2. Powhatan
- I. Committee Reports
 - 1. Agricultural Report
 - a. VACS contract approvals – The following contracts were submitted to the board for approval:
 - i. 38-25-0041 - CCI-SL-6N \$7,495.20
 - ii. 38-25-0042 - CCI-SL-6W \$6,819.11
 - iii. 38-25-0042 - CCI-SL-6W \$6,819.11Kate motioned to approve, Sebastian seconded. The motion carried.
 - b. Conservation Plan #CP-38-25-0002 (for equipment tax credit) was submitted to the board for approval. Kate motioned to approve. Sebastian seconded the motion. The motion carried.
 - 2. Nomination Committee – Sebastian was removed from committee, Kate added. John was nominated to stay as chair and Sebastian as vice chair. No motion made at this time, will be done in January.
- J. Unfinished Business
 - 1. 2025 Meeting Schedule/Calendar – Kate motioned to accept, Sandy seconded. The motion carried.
- K. New Business
 - 1. Review Annual Plan of Work – previously emailed to board for review.
 - 2. Review Desktop Procedures for District Fiscal Operations – previously sent to board for review.
 - 3. Review '21-25 Strategic Plan – previously sent out for review.
 - 4. Human Resources Pilot Project, Area III – Keith presented proposal made by Kathy at Northern Neck SWCD. The proposal is to request HR consultation to area III to assist with finding solutions to common HR issues and lack of training. There would be seven districts participating. Ken has seen several districts ripped apart by HR issues in his career and since his retirement, stated that our district is in great shape but it is good insurance to have something like this for the board as well as staff. Sandy asked if the board needed to make a motion. Keith said he just needs approval to continue moving forward working on this. Sandy motioned to approve Keith continue to work on this. John seconded but asked for Keith to come back to the board before any financial expenditures are made.
- L. DCR Conservation District Coordinator – Denney Collins* - reported on important due dates for trainings, director requirements and tax credits.
- M. Staff Reports & Presentation
 - 1. Keith – had discussions with local government staff about office space, budget, programs, etc. Assisted VCE with their well water interpretation meeting. Attended some administrative training.
 - 2. Colton – 4-L project is progressing. Finished stream exclusion project for PY 2025. Worked on maintenance practices.
 - 3. Lissy – returned to work about 3 weeks ago. Attended training at the annual meeting.

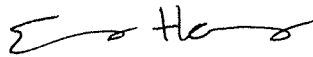
N. Reports of Cooperating Agencies

1. VCE – see above under director/associate director reports.
2. NRCS – working on eligibility. Working on CSP renewals. Received cost list a few weeks ago
3. Capital Region Land Conservancy. Ellwood got his conservation planning certificate. Hoping that they will both receive non-engineering job approval authority. Reported on CSPS that would qualify under ACT NOW. Offer sent for spring/summer intern, the process is through a different organization.
4. DOF – non present.
5. Capital Region Land Conservancy – Dan reported. He Keith if the district received a check from the VA Land Conservation Foundation. CRLC is requesting to receive the districts part of the payment.

O. Upcoming Activities

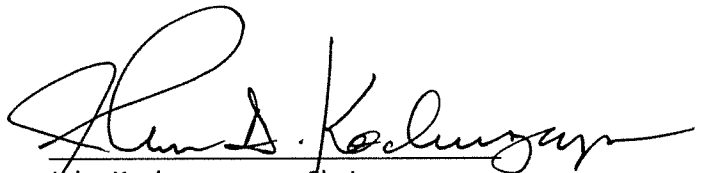
Adjourn - 9:52 a.m.

Respectfully submitted,



Lissy Hamilton
Office Administrator

Approved: 01/13/25
Date



John Kochensparger, Chair

