

Meeting Minutes
Monacan Soil and Water Conservation District
January 13, 2025, 9:00AM
Goochland Agricultural Center
Central High School, 2748 Dogtown Rd
Goochland, VA

- A. Call to Order and Roll Call
1. Directors present - John Kochensparger, Kate Anderson, Matt Dabney, Sandy Brindley, Sebastian Volcker
 2. Associate Directors present – Ken Carter, Dan Jones
 3. Staff present – Keith, Colton, Maddie, Lissy
 4. Others – Denney Collins, DCR; John Few, VCE; Emily Langford, Goochland
 5. Not present – Skye Brickhouse, VCE
- B. Pledge of Allegiance
- C. Public Comment Period – none. Keith introduced Maddie Wiley, Monacan’s new Ag technician.
- D. Officer Elections – Sandy presented the slate and acted as chair to conduct the election since John is a nominee. She made the motion to nominate the following as officers, Kate seconded. Motion carried.
- Chairman – John Kochensparger
 - Vice Chairman – Sebastian Volcker
 - Secretary – Lissy Hamilton
 - Treasurer – Lissy Hamilton
 - FOIA – Keith Burgess
 - Records Retention Officer – Lissy Hamilton
- E. Meeting minutes – Motion to approve December meeting minutes made by Kate. The motion was seconded by Matt. There was no discussion. The motion carried.
- F. Treasurer's Report
1. Monthly Report – motion to accept treasurer’s report as presented made by Sebastian. The motion was seconded by Sandy. There was no discussion, and the motion carried.
- G. Chairman's Report
1. VASWCD Education Foundation Scholarship*
 2. 2025 Committee chairs of the standing committees were appointed by John. Chairs are to propose their committee members and notify John by the February meeting:
Agriculture: Kate
Education: Matt
Finance: Sebastain
Personnel: Sandy

H. Director/Associate Director Reports

1. Sebastian – didn't go to legislative day. Cant wait for the snow to be gone.
2. Sandy – Legislative day was cancelled due to the snow. She wants to put together a letter/packet to our representatives to introduce them to the district.
3. Dan – delighted to start the new year with a full staff.
4. Ken – Wrote up descriptions of LGIP, worked with Keith. Statewide forest buffer group – will be meeting at natural bridge tomorrow.
5. Kate – ready for snow to disappear
6. Matt – nothing new
7. John F – Pesticide recert program – 4 attendees, turned out well. Setting up farm to table program.
8. John K – has been to a few events where he was able to discuss with others about what the district does. John did complete FOIA training on December 31st.

I. Liaison Reports

1. Goochland – Emily – staff has been attending some continuing education trainings including on Stormwater practices reviews, other BMPs. Updates on other staff. Amazon site is continuing in the west end of the county, it's a very big project.
2. Powhatan – none present.

J. Committee Reports – none

K. Unfinished Business

L. New Business

1. By-Laws* - Discussion of committee quorum in relation to by laws. By-laws will be presented in March for approval.
2. Office Copier – Keith presented quotes. Sebastian made the motion to proceed with 5-year lease through Ricoh. Kate seconded. John asked what will happen with the old copier, which the district owns outright so we will put that up for sale. The motion carried.

M. DCR Conservation District Coordinator – Denney Collins* - Quarterly reports are due Jan. 15th. Federal mileage rate has increased to .70 cents per mile. Tax information needs to be sent to producers by January 31st. Sebastian made the motion to follow federal mileage rates, Kate seconded. The motion carried.

N. Staff Reports & Presentation

1. Keith – completed annual IT security training. Met with Sarah Adams as QuickBooks consult. Soils program for master gardeners in Hanover on Thursday evening. Excited to be fully staffed.
2. Colton – 4-L last phase was paid on by the end of the 2024 calendar year for the contract year 2022. The next phase is now coming together for that project. Completed credits to maintain crop advisor certificate. Going to VACPA Meeting in Midlothian.
3. Lissy – Quarterly reports, benefits administration – VRS vendor for hybrid change
4. Maddie – recent VA Tech grad, grew up in Raleigh and Orlando so new to this area.

O. Reports of Cooperating Agencies

1. VCE – John Few – January 16th – state farm meeting to talk about buffers. Master Gardeners class starts on Wednesday. Skye is out sick today.
2. NRCS – Tara previously provided report via email.
3. Capital Region Land Conservancy – John asked Dan to report. He reported that there is a grant opportunity that CRLC is currently working on.
 - a. Request for funding – Keith presented. Understanding at beginning of partnership, funding for future responsibilities/duties/ obligations would be provided, so the email regarding awarding CRLC all funding received for funding was unexpected. Due to the easements being in perpetuity, funding for staff to provide technical assistance to CRLC will be necessary. Sebastian asked about payment, if this was a onetime payment. Keith informed the board that yes this was a one time, optional payment for one easement. Ken stated that other groups that hold easements may ask for staff assistance that would cost the district money. There were discussions on the landowner’s preferences for whom the money would go to. Denney asked about the verbiage in the MOU between the district and CRLC. Matt made motion to create LGIP account for funds received. Kate seconded. The motion carried.
4. DOF

P. Upcoming Activities

Adjourn - 10:04 a.m.

- Please submit travel reimbursement forms monthly.

Submitted Respectfully,



Lissy Hamilton
Office Administrator

Approved:

2/10/25
Date



John Kochensparger, Chair