

Monacan Soil and Water Conservation District
October 21, 2024, 9:00AM
Goochland Agricultural Center Conference Room
Central High School, 2748 Dogtown Rd
Goochland, VA

- A. Call to Order and Roll Call – 9:00 AM
 - 1. Directors present – John Kochensparger, Sebastian Volcker, Matt Dabney, Kate Anderson, Sany Brindley
 - 2. Associate directors present – Dan Jones
 - 3. Staff present – Keith Burgess, Colton Sullivan, Lissy Hamilton
 - 4. Other – Denney Collins (DCR), Tara Ciavarella (NRCS), Emily Langridge (GC)
 - 5. Not present – Ken Carter

- B. Pledge of Allegiance was led by John.

- C. Public Comment Period – John recognized Jonathan Lyle is in attendance.

- D. Minutes - Motion to approve September minutes as submitted made by Sebastian, seconded by Kate. No discussion, motion carried.

- E. Treasurer's Report
 - 1. Monthly Report - Motion to accept as submitted made by Sebastian, seconded by Kate. No discussion. The motion carried.

- F. Chairman's Report
 - 1. John has taken Sebastian off the personnel committee since he submitted his application for the Agricultural Technician position.
 - 2. Resource Management Plan Program Highlights were reviewed.
 - 3. COIA and FOIA Code updates Effective July 1, 2024 – Directors were previously provided these updates via email. DCR no longer maintains director's certifications. Districts are now responsible for keeping those up to date. All Monacan directors are current with their trainings.

- G. Director/Associate Director Reports
 - 1. Sandy – apologized for being late (9:16), returned from Dallas late last night – son graduated from boot camp and will be training in Arizona for 22 weeks.
 - 2. Sebastian – volunteered for the VASWCD booth at the state fair.
 - 3. Dan – Old River Trail has re-opened
 - 4. Kate – did OAG training as well.
 - 5. Matt – nothing to report.

- H. Liaison Reports
 - 1. Goochland – Emily – New inspector started last Friday. Has a geotechnical/construction background. New flood plain maps to be aware of.
 - 2. Powhatan – no staff present

I. Committee Reports

1. Personnel Committee – Sandy presented - The personnel committee met on October 11 to review applications and extended leave for staff.

a. Agricultural Technician job position update – interviews will be on November 8th. Sandy made a motion to give the personnel committee authorization to select and hire an Ag Tech Grade 4 or Grade 5 position having a salary range of \$36,064 - \$46,338. Kate seconded. No discussion. The motion carried. Sebastian abstained from this vote.

b. Extended leave for staff – Board reported out of closed session that extended leave was accepted for Lissy based on the personnel policy and a short-term alternative work schedule that did not require Board approval.

***Closed Session – see meeting binder for verbiage.**

2. Agricultural Committee

Keith stepped out of the meeting.

The following contracts were submitted for approval by Colton:

- a. 38-25-0021 SL8B \$16,933.00
- b. 38-25-0022 SL8B \$14,740.00
- c. 38-25-0023 SL8B \$156,452.00
- d. 38-25-0024 SL8B \$32,542.00
- e. 38-25-0025 NM1A \$650.84
- f. 38-25-0026 SL8B \$28,970.40
- g. 38-25-0027 SL8H \$3,653.10
- h. 38-25-0028 WQ4 \$3,690.00
- i. 38-25-0029 NM5N \$656.00
- j. 38-25-0030 NM5P \$4,557.52
- k. 38-25-0031 NM1A \$1,139.38
- l. 38-25-0032 SL8B \$66,099.00
- m. 38-25-0033 WQ4 \$5,957.55
- n. 38-25-0034 NM1A \$1,613.84
- o. 38-25-0035 SL8B \$116,100.00
- p. 38-25-0036 NM1A \$2,322.00
- q. 38-25-0037 SL8B \$39,847.00
- r. 38-25-0038 SL8H \$11,215.60
- s. 38-25-0039 NM1A \$7,769.54
- t. 38-25-0040 SL8B \$4,240.00

Kate motioned the listed contracts be approved. Sebastian seconded. The motion carried.

J. Unfinished Business- There was none.

K. New Business

- 1. Powhatan County Stormwater Management Program – Powhatan has requested Monacan provided technical assistance as they move into managing a local SWMP. Keith is working with staff on developing a program and a budget.
- 2. Credit Card Policy update - Keith presented an updated policy as contained in the meeting packet. The update is to remove Betty McCracken and add Colton as authorized card holders. Sebastian motioned to approve, Kate seconded. no further discussion. The

motion carried.

3. VCE Board of Director nomination – Keith presented – After discussions with VCE agents, Skye has agreed to run as director. Sebastian made a motion to nominate Skye as VCE Director. Matt seconded the motion. The motion carried.

- L. DCR Conservation District Coordinator – Denney Collins – Denny reviewed her monthly report. The Meeting minutes training session is being rescheduled.

M. Staff Reports & Presentation

1. Keith – reviewed his monthly report, met with the Goochland Garden Club, reminded directors about the Goochland county Legislative meeting, and the audit tomorrow.
2. Colton – reviewed his monthly report, lots of VACS data entry, a few VCAP site visits, 4L project construction is complete for the current phase.
3. Lissy – reviewed her monthly report, annual VASWCD registration submitted, preparation for audit and for leave, Quarterly reports for DCR, Taxes, and Counties.

N. Reports of Cooperating Agencies

1. VCE – Keith presented, all VCE staff are in training today, Bob Whitehead retired last week. The Admin position is still open. Cayla will return fulltime today after being on maternity leave.
2. NRCS – Tara reviewed her monthly report, 2025 app deadline for at least batch 1 was October 11, 48 applications, waiting on forms and cost lists, ACT NOW (immediate fund pool) in December is possible, Worked at the booth at the state fair, one of the FSA agents in Louisa has left, so there is only one person there by themselves now.
3. Capital Region Land Conservancy – Dan – Had annual gathering at Maymont a week ago, Jane Myers was recognized for her hard work, Dan was one of the founding members and the land trust has moved from a struggling land trust to one of the most respected land trusts in the country, is delighted that CRLC is able to work and cohold easements with Monacan SWCD.
4. DOF – no staff present

O. Upcoming Activities

1. Financial Committee – county budget requests – Keith suggested that the Board give authority to the committee to make budget requests to counties prior to November meeting if needed. Sebastian motioned to approve. Kate seconded. The Financial Committee will have a meeting in the near future.

Adjourn - 10:04 AM

Approved: _____

Date

11/18/24

John Kochensparger, Chair

