

Meeting Minutes
Monacan Soil and Water Conservation District
December 18, 2023
Central HS Auditorium
Goochland, VA

- A. Call to Order – 9:00 am
1. Directors present – John Kochensparger, Jonathan Lyle, Ronnie Nuckols, Sebastian Volcker
 2. Associate Directors present – Kate Anderson, Sandy Brindley, Ken Carter, Dan Jones, Erin Small, Rachel Henley
 3. Staff present – Keith Burgess (District Manager), Colton Sullivan (Agricultural Conservationist), Lissy Hamilton (Office Administrator)
 4. Other – Denney Collins (DCR)
 5. Not present – Kenton Moyer
- B. Pledge of Allegiance
- C. Public Comment Period - none
- D. Approve Minutes – Lissy presented November meeting minutes. John motioned to approve. Ronnie seconded. There was no discussion and the motion carried.
- E. Treasurer's Report – Lissy presented the December Treasurer's Report. Ronnie motioned to receive the report as presented. Sebastian seconded. Jonathan had questions about expenses versus income which were answered in the profit and loss section of the treasurer's report. Keith reminded the board that VACS account is included in the report. Discussion ended and the motion carried.
- F. Chairman's Report – Jonathan – signed the Adcock Easement, attended the Farm Bureau pre-general assembly meeting. Has attended Goochland County budget meetings. He stated that the district needs to provide reasons as to why the district is deserving of funding from both counties. He updated the board on well water testing findings. Keith was recognized at the VASWCD annual meeting as employee of the year. Ken provided the information for submitting the application for the award.
1. VCE Director appointment position – John motioned to nominate Erin Small for the VCE Director position. The motion was seconded by Ronnie. The motion carried.
 2. At-Large Director position – Keith provided DCR form that is required for any interested in the position.
- G. Director/Associate Director Reports
1. Ken – nothing to report, visited Nebraska recently.
 2. Dan – congratulated Keith for earning the VASWCD Outstanding Employee award. He enjoyed the annual meeting.
 3. John – He went to the annual meeting , learned a lot.
 4. Sebastian – Excellent conference, he enjoyed meeting other districts' directors. With the help of JRA, 106 trees were planted on his property.
 5. Kate – thankful for rain.
 6. Ronnie – thankful for the past 12 years with the district, has been a wonderful learning experience.
 7. Erin – nothing to report.
 8. Sandy – had a wonderful time at the annual meeting. She is proud of Keith and excited to work with someone who has so much expertise. Would like to work with staff on educational programs.
- H. Resolutions – John presented. He presented a resolution for Ronnie for his 12 years of service as a motion. Sebastian seconded. The motion carried. John presented the resolution for Kenton for his 4 years of service as a motion. Jonathan seconded. The motion carried. Ronnie presented the resolution for Jonathan for his 12 years of service as a motion. John seconded. The motion carried.

I. Liaison Reports – none in attendance

J. Committee Reports

1. Ag Committee – Ronnie presented for the committee. Colton provided information.

a. VACS applications - The following was submitted as a motion by the Ag committee for board approval:

1. Contract #38-24-0001. CCI-SL-6W - \$6,363.75
2. Contract #38-24-0006. CCI-SL-6W - \$7,552.50
3. Contract #38-24-0016. CCI-SL-6W - \$8,081.25
4. Contract # 38-24-0031. CCI-SL-6W - \$12,065.34
5. Contract # 38-24-0047. CCI-SL-6W - \$7,334.54
6. Contract #38-24-0048. CCI-SL-6W – \$5,538.95
7. Conservation Plan #38-24-0002

There was no discussion, the motion to approve contracts 1 through 7 (see above) carried.

b. Booten Conservation Easement – Keith presented. Ronnie moved to accept the application. Sebastian seconded the motion. There was no discussion and the motion carried.

2. Nominations Committee – Jonathan presented. The following was presented by the nominations committee as a motion: John Kochensparger to serve as chair, Sebastian Volcker to serve as Vice Chair, and Lissy Hamilton to serve as Secretary and Treasurer. There was no discussion. The motion carried. The nomination committee also motioned for John and Sebastian to serve as interim chair and vice chair until the January meeting. The motion carried.

K. Unfinished Business - Sebastian requested the Ed Committee meet to discuss Envirothon and other educational programs.

L. New Business

1. Policies to review – the following policies were reviewed by the board:

- a. Travel Policy – Keith suggested that the reimbursement rates for meals be included in the policy.
- b. Well Policy
- c. Purchasing Policy

2. Director Election certification process

3. USDA Grant – CFWR (Compost and Food Waste Reduction) – Keith presented. Goochland County requested the district administer a grant for Nope Co. to implement a compost waste facility. Staff are not comfortable with this with the current information that has been provided. As of now, the application will be moved back to 2025 in order to have time to collect accurate data. Dan asked about county reimbursing costs for staff time spent on this process. Ronnie asked who is asking district to manage this. Jonathan said that the district should be looking at how we can make this work instead of focusing on potential problems. Ken commented on federal grants and the extensive work involved administrating them. With current staff there would be an issue with workload. Having more staff to provide this assistance. Rachel commented, stating Powhatan hired a full-time grant person to stay on top of grants and their requirements. Sebastian and Sandy both discussed grant writing potentially being a part of the open job position.

4. January Board of Directors meeting date – John motioned for the January meeting be set for January 22, 2024 and the February meeting be set for February 12, 2024. Sebastian seconded. The motion carried.

M. DCR Conservation District Coordinator – Denney Collins – previously provided report. She highlighted important upcoming dates. Reported that EJAA issues will be requiring some changes. Tax credit deadline has changed.

N. Staff Reports & Presentation

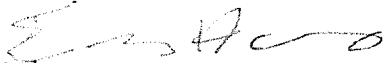
1. Keith – Commented on Jonathan’s earlier budget remarks. He provided technical assistance and worked with Colton on finishing work for DOF grant. Provided assistance to Goochland county staff and to school staff.
2. Colton – updates on current structural practices. The VCAP application was approved by steering committee.
3. Lissy – completed administrative duties, will be working on year end reports and tasks.

O. Reports of Cooperating Agencies

1. VCE – Goochland – Erin – She reported that she is still assisting Farmville, which just broke ground on a meat processing plant. She will be attending a conference in January in Georgia. She reported on the Women-in-Ag program, and doing cut flower research.
2. VCE – Powhatan – reported on WISE Programs – equipment and cattle – for women in ag. They finished interviews for master gardeners. She provided various other updates on programs. She will be leaving VCE in January.
3. NRCS - none
4. Other Partners - none present.

Adjourn – 10:59 am

Respectfully Submitted,



Lissy Hamilton
Office Administrator

Approved: _____

Date

1/22/24



John Kochensparger, Chair