

Meeting Minutes
Monacan Soil & Water Conservation District
August 15, 2022 at 9 a.m.
Ag Classroom at C.H.S.

- A. Time – 9:00 AM
 - 1. Directors present – Jonathan Lyle, John Kochensparger, Ronnie Nuckols, Nicole Shuman, Richard Ayers
 - 2. Associate Directors present – Sebastian Volcker, Ken Carter, Rachel Henley
 - 3. Staff – Keith Burgess, District Manager; Colton Sullivan, Agricultural Conservationist; Lissy Hamilton, Office Administrator
 - 4. Others present – Denney Collins, DCR; Dan Jones, Citizen of Powhatan County; Emily Gibbs, Goochland County; Jeremy Evans, NRCS
 - 5. Not present – Kenton Moyer, Director; Betty McCracken, Conservation Specialist II

- B. Pledge of Allegiance – led by Jonathan

- C. Public Comment Period – Dan Jones introduced himself.

- D. Approve Minutes – motion to approve July minutes made by Ronnie. Seconded by John. There was no discussion. The motion carried.

- E. Treasurer’s Report – Motion to accept made by John, and seconded by Ronnie. The motion carried. There was no discussion.

- F. Chairman’s Report
 - 1. Annual Agricultural Stewardship Act Report – no motions necessary.
 - 2. Youth Conservation Leadership Institute – no motions necessary.

- G. Director/Associate Director Reports
 - 1. Jonathan – participated in legislative workshop at (Goochland) county. Discussed some COIA issues in districts at the workshop. Commented on Goochland approving construction of distribution center on Ashland Rd. New Goochland County administration coming for lunch/meet and greet on August 29. Solar collection facilities vs. prime agricultural land. He had discussed farm safety concerns with Goochland Fire and Rescue on behalf of Goochland Farm Bureau. He had also worked on the website user guide.
 - 2. Richard – None.
 - 3. John – Attended Powhatan County Board of Supervisors over zoom.
 - 4. Ken – has been asked to represent VASWCD association at a task force of agencies about forested buffers by Kendall.
 - 5. Ronnie – Nothing to report.
 - 6. Nicole – Harvested potatoes in her garden at home.
 - 7. Sebastian – none.
 - 8. Rachel – Thankful for the nice weather.

- H. Liaison Reports
 - 1. Goochland County – Emily Gibbs – Reported on distribution center project. VDOT round about at fairgrounds is set to start next week. She reported on a new emergency vet project.
 - 2. Powhatan County – none present

I. Committee Reports

1. Financial Committee – John presented – Committee recommended the unallocated funds remaining from FY22 go to the Short Term cd., this recommendation was brought as a motion. The motion carried.
 - a. Financial Guidelines – developed by staff, John presented. This is a draft, no board action at this time.
 - b. John performed a mini-audit for the 4th quarter of FY22.
 - c. Ken commented, noted that putting some reserve money in a cd to gain interest.
2. Ag Committee – Ronnie presented.
 - a. Contract #38-23-0002 – Motion to approve made by Ag Committee. CCI-SL-6W – two instances - \$17,607.78 total. The motion carried.
 - b. CP-38-22-0004 – SL-6W – motion to approve made by Ag Committee – motion carried.
 - c. CP-28-23-0001 – SL-6W – motion to approve made by Ag Committee – motion carried.
Ronnie stepped out.
 - d. Contract #38-23-0004 and CP-38-21-0004 – Betty presented – motion to approve made by Ag Committee. The motion carried.
Ronnie re-entered the room.
 - e. End-of-Lifespan verifications – Colton and Keith presented. Ag motion to accept and participate in program. Motion carried.
 - f. Engineer Job approval – Job approval by DCR engineers is delaying progress in some jobs.

J. Unfinished Business

1. Goochland MOU – Jonathan presented. Emily reported. VCAP has been taken out of MOU. Reporting requirements have changed. John motioned to approve, Nicole seconded. There was discussion. The motion carried.
2. Employee Compensation Adjustment Worksheet – Keith presented. Mid-Atlantic CPI to be used instead of national CPI. There was discussion on verbiage. Nicole motioned to approve for the Personnel Committee to use as a reference, with discussed edits. Richard seconded. There was more discussion. The motion carried.
3. Annual Report – no motion required at this time.
4. At-Large Director position – Packet due to DCR September 2nd. Nicole praised Sebastian's record of participation and dedication to Board. She motioned to approve Sebastian's application for nomination. Ronnie seconded. Dan commented on interests, formally withdrew his own application. He offered assistance in anyway as needed for the district. Motion to submit Sebastian's application for nomination to the Soil and Water Board carried. John motioned to appoint Dan as an associate director. Richard seconded. The motion carried.
5. Capital Region Land Conservancy MOU – Ronnie presented, commented on pros and cons for district and requested feedback. Nicole said she was in favor. Dan offered his assistance. MOU life span was discussed. Ken commented on his positive experience with partnerships when he was on the Board for the Henricopolis District. Nicole motions that the district accept the MOU. John seconded. The motion carried.
6. Written Policy review – John presented. He and Keith are working on a policy manual to make them easier for review.

K. New Business

- a. Fall Forestry and Wildlife Bus Tour – Rachel presented. There is a request to the Board to sponsor a teacher by covering registration. If a district sponsors, then a representative of the district may attend. Richard made a motion for the district to sponsor two teachers at \$150.00 total. John seconded. There were discussions of sponsoring more if necessary with Board approval at September meeting. The motion carried.

L. DCR – Denney Collins – Denney presented her report. She highlighted important upcoming dates.

1. FY22 Assessments – District received all A's across board.

M. Staff Reports

1. Keith – Reported on his assistance with new employee trainings with VASWCD. He has continued work at State Farm. JRA to compensate Monacan for project. He noted on upcoming field day events.
 - a. VEE – Buffer Agreement – Ronnie moves to approve, Nicole seconded. There was discussion on if this is in addition to VACS funds or not. Keith confirmed it is separate and funds will not come from both programs for one project. Motion carried.
2. Betty – not present. Previously provided report by email. Jonathan commented on VCAP projects.
3. Colton – working on 4-L project. Attended Goochland Chamber of Commerce Luncheon. Staff will all be in attendance at the Graves Mountain training next week.

N. Partnering Agencies

1. NRCS – Jeremy Evans – Eligibility issues for program participation, reported on upcoming due dates. Area III soil health dig is upcoming.
2. VCE – Powhatan – Rachel – She reported on a demo next week for a self-propelled baler. Well water testing event is upcoming in September.
3. VCE – Goochland – Nicole – Reported on upcoming well water testing event. Upcoming dates for Master Gardeners.

O. Adjourned – 11:23 am.

Respectfully Submitted,



Lissy Hamilton
Office Administrator

Approved

October 17, 2022

Date



Jonathan Lyle, Chairman

