

**Monacan Soil & Water
Board of Directors
September 18, 2023
Meeting Minutes**

- A. Call to order – 9 am
 - 1. Directors present – Jonathan Lyle, Sebastian Volcker, John Kochensparger, Ronnie Nuckols
 - 2. Associate Directors present – Ken Carter, Kate Anderson, Rachel Henley, Sandy Brindley
 - 3. Staff present – Keith Burgess, Colton Sullivan, Lissy Hamilton
 - 4. Others present – Denney Collins (DCR), Emily Langridge (Goochland County), Tara Ciavarella (NRCS), Betty McCracken
 - 5. Not present – Kenton Moyer

- B. Pledge of Allegiance

- C. Public Comment Period – Betty previously submitted a formal grievance to the Personnel Committee concerning her annual evaluation and the process concerning compensation determination. She is requesting assistance from the board to have this matter resolved.

- D. Approve August Meeting Minutes – Lissy presented. The motion to approve was made by Ronnie. The motion was seconded by Sebastian. Rachel Henley needs to be added to the minutes as “not present.” The motion carried with the edit previously mentioned.

- E. Treasurer’s Report – Lissy presented. The motion to accept the report as presented was made by Sebastian. The motion was seconded by Ronnie. There was discussion. The amounts for each budget line item were not present in the P&L presented. The motion to accept the Treasurer’s Report carried.

- F. Chairman’s Report – Jonathan presented.
 - 1. Agricultural Stewardship Act Annual Report – Jonathan presented.

- G. Director/Associate Director Reports
 - 1. Jonathan – He spoke with Goochland County’s Administrator, Vic Carpenter about the open VCE position. Reported on the recent well water testing program event. Goochland Farm Bureau is having a dinner tonight, Mr. Gotwall will be presenting updates on the progress of the meat processing plant. He spoke of Ken’s assistance at Greenswell. He attended the budget signing ceremony at the state capital.
 - 2. John – nothing to report
 - 3. Kate – Turkeys are growing. People in the community are looking for hay to buy.
 - 4. Sebastian – He updated the website with Kate and Sandy’s photos as Associate Directors.
 - 5. Rachel – adjusting to new schedule and kids starting school.
 - 6. Ronnie – Sat in on interview for the VCE position. He commented on the interviewee’s skillsets that will adapt well with Goochland County’s needs.
 - 7. Sandy – apologized for missing last meeting.

8. Ken – Also out of town during last meeting. He is serving as VASWCD rep on a Department of Forestry taskforce. Judy Oke will serve as consultant for the taskforce.

H. Liaison Reports

1. Emily Langridge – Goochland County – There have been a few staff changes. Justin has left his position. Reid Hilderbrand will be starting with the county on October 2nd. She attended DEQ training on solar panel farms and planting native grasses. She reported on Environmental ordinance updates.

I. Committee Reports

1. Ag Committee

- a. *Keith stepped out.* Colton presented. Ronnie brought the following contracts to the board as a motion to approve from the ag committee:
 - i. Contract # 38-24-0013. NM-5N - \$3,739.28
 - ii. Contract # 38-24-0014. NM-5P - \$3,739.12
 - iii. Contract # 38-24-0018. SL-8B - \$25,678.80
 - iv. Contract # 38-24-0019. WQ-4 – \$8,913.60
 - v. Contract # 38-24-0020. NM-1A - \$1,139.38
 - vi. Contract # 38-24-0021. SL-8B - \$28,549.80
 - vii. Contract # 38-24-0026. SL-8B - \$142,750.80
 - viii. Contract # 38-24-0030. SL8B - \$16,734.60

The motion to approve the above contracts carried.

Keith re-entered the room.

- b. CRLC Easement Review – Keith presented. The Ag Committee needs to meet to review.

J. Unfinished Business

1. Annual Report – Keith provided a draft. Jonathan provided edits/comments. Motion to approve draft with edits made by Sebastian. The motion was seconded by Ronnie. There was a discussion on which edits/comments staff should refer to. Ronnie suggested staff decide on changes based on best judgement of edits/comments provided. The motion carried.

K. New Business

1. Agricultural Stewardship Act – Contacts and Procedures – Keith is the main contact, Colton is secondary.
2. Conservation Specialist Vacancy – Keith requested guidance. Jonathan deferred to personnel committee. John proposed the personnel committee hold a meeting on October 12th. Committee members will decide on date.
3. Finance Committee – will need to meet to prepare county budget requests.
4. Personnel Policy – annual and sick leave
5. VASWCD Annual Meeting – December 3-5, 2023 – Lissy has passed around a sign up sheet for directors interested.

- L. DCR Conservation District Coordinator – Denney Collins – previously provided report. 1099's are now required to be e-filed. She reported on upcoming trainings and due dates.

M. Staff Reports

1. Keith – attended multiple trainings, including the Virginia Association of Professional Soil Scientist Fall Conference, Grave’s Mountain, and a Chesapeake Bay Program Update by DEQ. He assisted with VCE’s well water program and provided educational programs and technical assistance.
2. Colton – worked on various aspects of the VACS program – technical assistance, data entry, folder development. Attended recent training at the August Grave’s Mountain session. He provided assistance with the State Farm Project.
3. Lissy – Attended training at Grave’s Mountain. Worked on administrative tasks – treasurer’s report, record retention, etc. Will be attending the Virginia Association of Record Administrators of Government Agencies conference in October.

N. Reports of Cooperating Agencies

1. VCE – Rachel – Erin Small will start with Goochland VCE on October 25th. An offer has been made to an applicant for the AFA position. The part-time open position will close for accepting applicants this week. Rachel provided updates on other upcoming events.
2. NRCS – Tara previously provided report. May be getting more pre-approvals at 70% with two weeks to go.
3. Other partners – None present.


O. Adjourn

Respectfully submitted,



Lissy Hamilton
Office Administrator

Approved: _____
Date


Jonathan Lyle, Chair

