



We work with the people who work the land.

MINUTES OF MEETING
HANOVER-CAROLINE SOIL & WATER CONSERVATION DISTRICT
Hanover, Virginia January 14, 2020

Board Members Present

Leigh Pemberton – Chair
Joseph H. Stepp, III – Vice-Chair
Donald Wells – Secretary/Director
Cindy Smith – Treasurer/Director
George Rice – Director
Casey Engel – Associate Director
Tim Tobin – Associate Director
Tim Etheredge – Associate Director
Danny Adams – Associate Director
Meredith Dash – Associate Director/Alliance for the Chesapeake Bay

Staff Present

Sharon Conner – District Manager
Jim Tate – Conservation Specialist
Marian Moody – Conservation Specialist
Karen Fetty – Education Specialist
Kathy Shamblin – Admin & Financial Professional

Others Present

Brian Wooden - Natural Resources Conservation Service (NRCS)
Amy Walker – Department of Conservation and Recreation (DCR)
Mr. Dennis Thompson – Guest
Bryan Hofmann – Friends of the Rappahannock
Brent Hunsinger – Friends of the Rappahannock
Summer Adams – District Intern

Absent

Mike Broaddus – Virginia Cooperative Extension (VCE)
Laura Maxey-Nay – Director/Virginia Cooperative Extension (VCE)
Matt Coleman - Department of Forestry (DOF)
Dave Terwilliger – Department of Forestry (DOF)
Mike Flagg – Director of Hanover County Public Works
David Nunnally – Caroline County Senior Environmental Planner

Call to Order

The January, 2020 meeting of the Hanover-Caroline Soil and Water Conservation District was held at the Hanover USDA Service Center Conference Room on Tuesday, January 14, 2020. Mr. Pemberton called the meeting to order at 9:08 am.

Welcome

Mr. Pemberton recognized and welcomed our newly elected director, George Rice. He also introduced our January intern from Randolph-Macon College, Summer Adams.

Secretary's Report

The minutes of the November, 2019 Board meeting were presented as e-mailed to the directors. Mr. Wells moved to approve the November 12, 2019 Board meeting minutes as presented. The motion, seconded by Ms. Smith, carried.

Treasurer's Report/Un-cleared Checks Report

Ms. Shamblin and Ms. Smith reviewed the November Treasurer's Report and Un-Cleared Checks Reports as presented. As there were no questions, Mr. Stepp moved to accept the report and Ms. Smith seconded. The motion carried.

Guest Speakers – Bryan Hofmann from the Friends of the Rappahannock gave a presentation regarding their programs they've been working on in Caroline County with Caroline High School. Mr. Hofmann spoke about partnering with the Districts, when available, to further the BMP's in AG and VCAP. He introduced Brent Hunsinger who will be our contact with FoR. Mr. Hunsinger introduced himself and gave some of his background and contact information for our use in the future.

Agency Reports

Alliance for the Chesapeake Bay – Ms. Dash announced an upcoming "Wild and Scenic" film festival at the Science Museum on January 23, 2020 at 5:30pm. She mentioned several websites that should be looked at as they are being updated regularly. They are:

Alliance for the Chesapeake Bay

1. [Wild & Scenic Film Festival](#) - get your tickets now!
2. [Forests for the Bay](#) - Check out the [Tree Talk videos](#) and [sign up](#) for the newsletter.

Chesapeake Bay Foundation

1. [Grasses for the Masses](#) - sign up [here](#)!
2. Good article about environmental bills from [Virginia Mercury](#)

DCR – Ms. Walker reviewed the CDC report, included in these minutes. She mentioned there should be a new CDC for Tappahannock and Suffolk by February 25, 2020. No action required.

Locality Reports

Hanover County – No report.

Caroline County – No report

NRCS – Mr. Wooden reported that the FY20 programs were not ready yet. They do not have a definitive date but they are able to take applications. They are doing field checks on cover crop plantings.

VCE

Hanover County – No report

Caroline County – No report

District Business

Annual Meeting/Legislative Report – Mr. Wells reported the Association had Legislative Day on Thursday, January 9, 2020. They had approximately 30 people in attendance. He will be sending out a tracking report weekly regarding legislation updates through the March 7, 2020 closing date.

Associate Director Appointment - Mr. Wells moved to appoint Meredith Dash as a new Associate Director. Mr. Stepp seconded and the motion carried.

Hanover-Caroline Soil and Water Conservation District
Minutes of January 14, 2020 Meeting

Conservation Plan Update/Approvals – Ms. Moody spoke regarding an amendment for one plan and a new plan for Grainfield Farm. The Ag Committee recommended these for approval. Mr. Wells moved to approve these plans/amendments upon final approval from Hanover County. Ms. Smith seconded and the motion carried.

PY20 Cost-share Report:

Cost-share Approvals – Ms. Conner reviewed the attached cost-share report. The Ag Committee reviewed all of the items on the report and gave their approval. Mr. Stepp moved to approve the new distribution as outlined in the report. Mr. Rice seconded. Ms. Smith abstained from voting. The motion carried.

RCPP Program Grant – Ms. Conner explained there was an invitation from DCR regarding an NRCS & DCR Grant that DCR wanted certain Districts to join in on. Hanover-Caroline chose not to participate at this time as there was no board meeting scheduled before the deadline of December 5, 2019 and not enough information was given on how the work would be distributed between the Districts and NRCS. No action needed.

TA Compromise FY20 – Ms. Conner spoke regarding the attached letter from DCR addressing the TA Compromise that was voted on at the December Virginia Soil and Water Board meeting. She explained that the compromise was not exactly what the Districts intended or expected. Ms. Walker said that the letter was what was voted on that day and that the board will be meeting again regarding the Districts concerns in March 2020. No action required.

Donation to VCE – 5 County Ag Conference – Virginia Cooperative Extension wrote a letter asking for a donation for the 5 County Ag Conference held in King William County, VA. Mr. Wells moved to approve the same amount donated in 2019 for the conference. Mr. Stepp seconded and the motion carried.

Drill Purchase/Ag Committee Report – Mr. Pemberton said that although the Ag Committee met this morning, there was not enough time to discuss the drill purchase. They will meet in February to review.

Education Committee Report – Ms. Fetty has the website up and running along with the 2nd quarter newsletter distributed. She handed out the Mechanicsville Local siting an article about our award winners. Ms. Fetty also mentioned there will be an Envirothon Training meeting on February 14, 2020 and said that she is looking for judges to help with the training exercise. She reported she had 2 grant applications for MWEE and teacher professional development submitted the week prior with the help of our intern Summer Adams. She said Summer will be working with the Green Schools investigations implementation with Hanover County School, doing the waste and recycling investigation.

Finance Committee Report – Ms. Smith reported that the Finance Committee met at 8:00am this morning. Upon Mr. Cauthorn's retirement, Ms. Smith has become the new Treasurer and new Chairman of the Finance Committee. The committee reviewed the 2nd quarter profit and loss vs. actual in the meeting. No action required.

Quarterly Drill Report – Ms. Shamblin reviewed the 7' and 10' drill reports included with the minutes. All of the renters for the 7' had paid. There are 3 outstanding balances with the 10' drill renters. Past due notices have been sent out to these as a reminder to submit payment.

Standing Committee Appointments – Mr. Pemberton reviewed the Standing Committee report included with the minutes. Mr. Rice is a new appointment to the Ag Committee. Mr. Adams was appointed to the Education Committee. Mr. Stepp moved to accept the appointments as presented

Hanover-Caroline Soil and Water Conservation District
Minutes of January 14, 2020 Meeting

and Ms. Smith seconded. The motion carried.

Watershed Reports

James – Ms. Conner reported she will be attending the next executive board meeting which is January 30, 2020.

Rappahannock – Mr. Stepp reported Ms. Conner took his place at the December 2019 meeting. Ms. Conner mentioned that the Roundtable is very active and has some state level delegates on the committee. The guest speakers this morning were a result of her attendance of the roundtable meeting after hearing them speak there.

York – Ms. Fetty said she and Ms. Conner both attended the York Roundtable meeting at VIMS on December 16, 2019. She said they are working on becoming more organized. They discussed possible committees to join and ways to drum up interest regarding the watershed.

Other Business

Ms. Conner brought up that the end of December she was notified that the staff gauge at Dam 52B was missing and the box was open. The latter has since been secured and Charlie Wilson will come out on February 4, 2020 to help with placement of the gauge. There will be 2 installed. Chris Beard will do the actual install of the gauges.

Mr. Wells mentioned that he took his oath of office on December 18, 2019. He said that his signed oath had not been forwarded to DCR upon his request. He will be picking his up and will deliver to Ms. Shamblin to send with the other 3 Directors forms to DCR.

Ms. Smith said the Finance Committee recommended we have a retirement celebration for Bruce Cauthorn in February 2020. Mr. Wells mentioned having a plaque with his years of service made to give to him at this celebration.

Ms. Conner mentioned that the FOIA Officer and Records Retention Officer needed to be reappointed. Ms. Conner said she will continue as the District FOIA Officer and Ms. Shamblin, being certified in COIA, will be the Records Retention Officer. Mr. Wells moved to accept these appointments. Mr. Stepp seconded and the motion carried.

There being no further business, Mr. Pemberton adjourned the meeting at 10:51am.

Correspondence in Packets:

SWCD Staff Activity Reports will be sent electronically prior to board meeting
PY20 Cost-share Report – 4th Ranking
Drill Report
Standing Committee List 2020
Treasurer's Report
Uncleared Checks Report
VCE 5-County Ag Conference Sponsorship Letter

UPCOMING EVENTS

District meetings - February 11, 2020 March 10, 2020 April 14, 2020
VCAP Steering Committee 2020 –January 31, February 28, March 27, April 24, May 29, June 26, July 3, August 28, September 25, October 30, November 20, December 18
5 County Ag Conference – Wednesday, January 15, 2020; King William
Quarterly Dam Safety Meeting – January 16, 2020
MJRT Meeting – January 30, 2020

Hanover-Caroline Soil and Water Conservation District
Minutes of January 14, 2020 Meeting

Respectfully submitted:

Kathy Shamblin, Admin and Financial Professional

Date Approved

Leigh Pemberton, Chairman

Date Approved

Donald Wells, Secretary

Date Approved