



We work with the people who work the land.

Minutes of Board Meeting Hanover-Caroline Soil & Water Conservation District Short Pump, Virginia December 20, 2022

Board Members Present

Leigh Pemberton – Chairman
Don Wells – Secretary/Director
Joseph H. Stepp, III – Vice-Chairman
George Rice – Director
Cindy Smith – Treasurer/Director
Tim Tobin – Associate Director

Staff Present

Sharon Conner – District Manager
Kelsey Williams – Conservation Specialist
Karen Fetty – Education Specialist
Kathy Shamblin – Financial Specialist (via phone)
Kemper Marable – Conservation Specialist

Others Present

Marissa Roland – Department of Conservation and Recreation (DCR)
Heather Strother – Friends of the Rappahannock (FOR)
Jesse Bander – Department of Forestry (DOF)
Charles Wilson – Department of Conservation and Recreation (DCR)

Absent

Casey Engel – Associate Director
Meredeth Dash – Associate Director
Tim Etheredge – Associate Director
Matt Coleman – Department of Forestry (DOF)
Laura Maxey-Nay – Director/Virginia Cooperative Extension (VCE)
Mike Broaddus – Virginia Cooperative Extension (VCE)
Mike Flagg – Director of Hanover County Public Works
Leslie Anne Hinton – Natural Resources Conservation Service (NRCS)

Call to Order

Mr. Pemberton called the December 2022 meeting of the Hanover-Caroline Soil and Water Conservation District to order at 10:24am. The meeting was held in the fellowship hall at Maggiano's Italian Restaurant at Short Pump Town Center, 11800 West Broad St #2204, Richmond, VA 23233.

Secretary's Report

The minutes of the November 2022 Board meeting were distributed prior to this meeting. Mr. Wells moved to approve the minutes as presented and Mr. Stepp seconded. The motion carried.

Treasurer's and Uncleared Checks Report

Ms. Smith reviewed the report included with the packets. There being no discussion, Ms. Smith moved to accept the report as presented and file for audit. Mr. Rice seconded and the motion carried.

PY23 Cost-share Report

4th Ranking and Approvals – Ms. Conner reviewed the report included with the packets. The total recommended approval amount is for \$77,502.41 with total allocations of 3,134,351.62. The report had a duplicate instance (#520131) in the amount of \$2,648.25 so the total approval needed to be adjusted by that amount. Mr. Stepp moved to approve the ranking and Mr. Wells seconded. The motion carried.

Ms. Conner said she has a tax credit for an SL-1 practice in the amount \$804.29, contract number 30-22-0128, a carryover for a cropland conversion. She also has three tax credits for SL1's in the amounts

of \$34.63, \$302.20, and \$138.52 all for same contract number 30-22-0004. She has one tax credit for an SL-6W for contract number 30-21-0144 in the amount of \$196.06. Ms. Williams has a tax credit for an SL-1 for contract number 30-22-0131 in the amount of \$802.10. Mr. Rice moved to approve all of the tax credits and Mr. Stepp seconded. The motion carried. Ms. Smith abstained from voting.

Conservation Plan/Assessments

Ms. Conner has one assessment that is a Chesapeake Bay Plan for GPIN number 68-A-103 for a Caroline County producer for a cropland conversion. She has three assessments and one conservation plan for a cropland conversion for GPIN numbers 8736-28-7042, 8736-17-5487, and 8736-27-7450 for a Hanover County producer. Mr. Wells moved to approve the plans and assessments as presented. Mr. Stepp seconded and the motion carried. Ms. Smith abstained from voting.

Education Report

Ms. Fetty reviewed the education report included with the packets. No action required.

Executive Officers and Standing Committee Appointments

Mr. Wells moved to reelect the current officers for the 2023 calendar year and approve the appointments for the committee chairs from the previous year. Ms. Smith seconded and the motion carried.

Drill Purchase Update

Ms. Shamblin sent out a report prior to the board meeting regarding the purchase of the two new Haybuster drills. She reviewed the report that is included with these minutes. No action required.

FOR NOAA Grant Contract Approval

Ms. Conner reviewed the contract for services with FOR for the NOAA Grant. Mr. Stepp moved to approve the contract as presented and Mr. Rice seconded. The motion carried.

RMP TAC Certification Approval

Mr. Pemberton said the RMP TAC committee met this morning for contract numbers 30-20-0005, 30-20-0007, and 30-20-0002. The TAC recommends the board approve the RMPs. Mr. Stepp moved to approve the RMPs and Mr. Wells seconded. The motion carried. Ms. Smith abstained.

Support for VFGC and 5-County Conferences

Ms. Shamblin reviewed the requests that are included with the packets. The Virginia Forage and Grassland Council sent a request for \$150.00 sponsorship for a single day conference. This is the same sponsorship that we have done in the past. Mr. Wells moved to approve the \$150.00 sponsorship and Ms. Smith seconded. The motion carried. Ms. Shamblin said that Essex Virginia Cooperative Extension is also requesting a \$150.00 sponsorship for the 5-County Ag Conference in January. Mr. Wells moved to approve the \$150.00 sponsorship and Ms. Smith seconded. The motion carried.

Watershed Reports –

Rappahannock Water Basin – Mr. Stepp said they met December 7 and shared the agenda with the board. The agenda is included with these minutes.

James River – Ms. Conner said they are trying to schedule a meeting date to wrap up the grant deliverables for 2022.

York River Roundtable – Ms. Fetty said the roundtable is meeting today so she does not have a report. She said she gets updates after the fact and will share with anyone that would like to see the meeting notes.

Other Business

Mr. Wells wanted to mention to the board that he had recently spoken to Bruce Cauthorn, one of our previous directors. He recently had surgery and is doing well, but is very bored due to activity restrictions for two weeks.

Mr. Wells said he attended the new farmer program on November 8 where Ms. Williams was a speaker for the District. He said Ms. Williams did a great job as a speaker at the event.

Ms. Williams said they have a VCAP application for a Caroline County landowner for a living shoreline. The VCAP Steering Committee approved the application for contract 30-23-0001. The cost-share amount is for \$30,000.00. Mr. Stepp moved to approve the application and Ms. Smith seconded. The motion carried.

Agency Reports

Clean Water Captain – No report.

Department of Conservation and Recreation – Ms. Roland reviewed her report included with these minutes.

Department of Forestry (Hanover and Caroline) – Mr. Bander reviewed his report included with these minutes. He also reviewed Mr. Matt Coleman’s included report for the Caroline office.

Natural Resources Conservation Service – Ms. Hinton sent her report prior to the meeting and is included with these minutes.

Virginia Cooperative Extension (Caroline) – Mr. Broaddus sent his report prior to the meeting and is included with these minutes.

Virginia Cooperative Extension (Hanover) – No report.

Locality Reports

Hanover County – No report.

Caroline County – No report.

Friends of the Rappahannock – No report.

There being no further business, Mr. Pemberton adjourned the meeting at 11:15am.

Correspondence in Packets:

- SWCD Staff Activity Reports sent electronically prior to board meeting
- CDC Report
- Cost-share Report
- Education Report
- FOR Contract
- Standing Committees
- Treasurer’s Report
- Uncleared Checks

UPCOMING EVENTS

District meetings - January 10, 2023 February 14, 2023 March 14, 2022

Respectfully submitted:

Kathy Shamblin, Financial Specialist

February 14, 2022

Date Approved

Leigh Pemberton, Chairman

February 14, 2022

Date Approved

Donald L Wells, Secretary

February 14, 2022

Date Approved