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BOARD MEETING MINUTES JUNE 26, 2024

ATTENDEES:

DIRECTORS: Greg Basye, Benson Braxton, Vince Garland, Frank Johnson, Robert Pickett, Aaron Rowland, Bobby Vanlandingham, Lewis Walker, Richard Wilkins

STAFF: Kathy Clarke, Brandon Dillistin, Joanna Balderson, Kelly Brann

PARTNERS: Caroline Lancaster (NRCS), Mike Vanlandingham (DCR), Brent Hunsinger (FOR)

CALL TO ORDER:

Chairman Robert Pickett opened the meeting at 6:34PM.

MINUTES:

The Minutes from the May 8, 2024 Board Meeting were presented for review. *Frank Johnson moved to accept the Minutes with one spelling correction to the last name Gasperini under Item 4. Richard Wilkins seconded the motion. Motion carried unanimously.*

TREASURER'S REPORT:

The Treasurer's Reports for May 2024 were accepted as presented and filed for audit.

BUSINESS:

1. VCAP

a) June 2024 Payment Approvals (see attached)

Neil Cockwill (Northumberland County) VCAP Contract #08-24-001 Living Shoreline
Total Cost: \$32,230.00 Total Cost-Share: \$25,784.00

Paul Lambrecht (Northumberland County) VCAP Contract #08-24-004 Living Shoreline
Total Cost: \$5,500.00 Total Cost-Share: \$4,400.00

Mike Swinney (Northumberland County) VCAP Contract #08-24-005 Living Shoreline
Total Cost: \$44,355.00 Total Cost-Share: \$30,000.00

Kevin Cousins (Lancaster County) VCAP Contract #08-24-006 Living Shoreline
Total Cost: \$38,948.00 Total Cost-Share: \$30,000.00

The Board was surveyed to identify any known conflicts of interest, none were voiced. *Richard Wilkins moved to approve the payments for VCAP Contract #08-24-001, #08-24-004, #08-24-005 & #08-24-006. Aaron Rowland seconded the motion. Motion carried unanimously.*

b) June 2024 Application Approvals (see attached)

Roy Combs (Lancaster County) VCAP Contract #08-24-012 Living Shoreline
Total Estimated Cost: \$37,457.00 Total Estimated Cost-Share: \$29,965.60

David Royle (Northumberland County) VCAP Contract #08-24-013 Living Shoreline Total Estimated Cost: \$38,000.00 Total Estimated Cost-Share \$30,000.00

Lynne Runner (Northumberland County) VCAP Contract #08-24-014 Living Shoreline
Total Estimated Cost: \$37,698.00 Total Estimated Cost-Share: \$30,000.00

The Board was surveyed to identify any known conflicts of interest, none were voiced *Greg Basye moved to approve the submission of VCAP Contracts # 08-24-012, 08-24-013 & #08-24-014 to the VASWCD VCAP Review Committee for further consideration. Frank Johnson second motion. Motion carried unanimously.*

2. FY25 DCR Grant Agreement Approvals

- a) Administrative and Operational Support**
- b) Cost-Share and Technical Assistance**

Kathy Clarke advised that the Virginia Soil & Water Conservation Board (VSWCB) had met earlier in the day to approve the FY25 grant agreements but the final documents would not be available to individual SWCDs for another week or so. *Bobby Vanlandingham moved for Chairman Pickett to officially sign the FY25 grant agreements once they were received from DCR. Benson Braxton seconded the motion. Motion carried unanimously.*

3. FY25 VACS Sign-Ups

- a) Purchase Approval – T-Shirts (see attached)**

Kathy Clarke presented 3 quotes for (250) customized t-shirts to be handed out during the FY25 VACS sign-ups:

NNK Outfitters \$6,150.00
Staples Promotional Products \$6,783.30
Custom INK \$6,166.88

Richard Wilkins moved to approve the purchase of (250) customized t-shirts from NNK Outfitters for a total cost of \$6,150.00. Vince Garland seconded the motion. Motion carried unanimously.

- b) 2024 Customer Appreciation Day – Wednesday, August 28th 10AM-2PM**

Kathy Clarke noted that the Staff would like to host a Customer Appreciation Day on August 28, 2024 from 10AM-2PM at the NNSWCD Office. Kelly is collecting quotes for lunch from caterers which will be brought to the July Board Meeting for discussion.

4. Associate Director Nomination – William A. “Billy” McCarty, III

Kathy Clarke noted that Billy McCarty had expressed an interest in becoming an Associate Director and continuing to serve on the Personnel Committee. *Bobby Vanlandingham moved to approve William A. “Billy” McCarty, III as an Associate Director. Greg Basye seconded the motion. Motion carried unanimously.*

5. Caroline County Water Withdrawal Intake Project (see attached)

Brent Hunsinger provided an update on a proposed project in which Caroline County Public Utilities has applied for a joint permit with DEQ and VMRC to install a new water withdrawal intake structure on the south bank of the Rappahannock River. The proposed intake site consists of 11 acres of waterfront farmland that would be seized under eminent domain at the fair market value of \$75,000. The infrastructure for the plan is estimated to cost \$200M and consists of a raw water pump station and the installation of approximately 35 miles of water line for the transfer of raw water to the proposed water treatment plant (WTP) located in the vicinity of Carmel Church, VA. The intake would take an average of 7.9 million gallons (or a maximum of 13.9 million gallons) of water per day (MGD). Of the proposed daily average, 2.9 million gallons/day would be allocated to industrial facilities, specifically three (3) data center campuses. The treated water would eventually be discharged into the Mattaponi River and Polecat Creek. In addition to the concerns regarding a major interbasin transfer of water between two major river basins, FOR believes the intake project will negatively impact the potential spawning

grounds of Atlantic Sturgeon in the Rappahannock River. A public comment period ended on June 18th with over 179 comments filed with VMRC; a majority of which were in opposition to the proposed project. The agency now has 30 days to create a report of the comments and prepare written responses and given the volume of comments, a public hearing will likely be the next step in the process.

Chairman Pickett surveyed the board members on their desire for the NNSWCD to take a stance on the issue; all in attendance were in agreement for voicing opposition. Brent was asked to keep Kathy Clarke apprised of any updates including announcements of a public hearing or new public comment period.

COMMITTEE REPORTS:

AG COMMITTEE – Vince Garland, Committee Chair, reported that the Committee met on Monday, June 24, 2024. The DRAFT Minutes and Recommendations from that meeting were presented for review (see attached). The individual items brought to the Board for approval were:

- I. Approval of the NNSWCD FY 24/25 Secondary Considerations (see attached)**
Vince Garland moved to approve. Greg Basye seconded the motion. Motion carried unanimously.
- II. Approval of the NNSWCD Average Cost List for FY 24/25 (see attached)**
Vince Garland moved to approve. Bobby Vanlandingham seconded the motion. Motion carried unanimously.
- III. Approval of Non-COIA Conservation Plan**
Vince Garland moved to approve CP-8-24-0006. Bobby Vanlandingham seconded the motion. Motion carried unanimously.

EDUCATION COMMITTEE – A thank you note received from Taylor Mitchell, recipient of the 2024 James Edward Minor scholarship, was circulated.

FINANCE COMMITTEE – Vince Garland, Committee Chair, reported that the Committee met on Monday, June 24, 2023. The DRAFT Minutes and Recommendations from that meeting were presented for review (see attached). The individual items brought to the Board for approval were:

- I. DRAFT FY 24/25 Budget (see attached)**
Vince Garland moved to approve the FY 24/25 Budget as presented. Greg Basye seconded the motion. Motion carried unanimously.

PERSONNEL COMMITTEE – Robert Pickett, Committee Chair, reported that the Committee met on Wednesday, June 12, 2024. The DRAFT Minutes and Recommendations from that meeting were presented for review (see attached). The individual items brought to the Board for approval were:

- I. End of Year Employee Reviews**
- II. Premium Only Plan Renewal (see attached)**
- III. Review of NNSWCD Employee Handbook – Rev. 06/26/24 (see attached)**
- V. Telecommuting Policy and Procedure (see attached)**
- VI. Annual Plan of Work: July 1, 2024- June 30, 2025 (see attached)**
- IV. FY 24/25 Payroll Budget**

Greg Basye moved to approve the Personnel Committee Recommendations as a result of the June 12, 2024 Meeting. Benson Braxton seconded the motion. Motion carried unanimously.

COOPERATING AGENCY & STAFF REPORTS:

DCR – Mike Vanlandingham - see attached report.

NRCS – Caroline Lancaster presented highlights including: more EQIP funding, almost all, if not all, CSP applications were funded this year, and Lucee will hold the Local Work Group meeting during the July Board Meeting. FSA is accepting nominations for Richmond and Westmoreland County representatives on the County Committee from June 17 – August 7; July 15th is the deadline for acreage reporting of spring crops.

FOR – Brent Hunsinger – see attached report.

PC/PWR – Robert Pickett noted that the next meeting will be held on July 12th in Spotsylvania.

VCE – Trent Jones – see attached report.

STAFF – Kathy Clarke - see attached report.

STAFF – Brandon Dillistin - see attached report.

STAFF – Joanna Balderson – see attached report

STAFF – Lowery Becker – see attached report.

STAFF – Kelly Brann – see attached report.

STAFF – Aaron Saunders – see attached report.

NEW BUSINESS:

NEXT MEETING: Wednesday, July 10, 2023 at 12PM in the NNSWCD Conference Room

ADJOURNMENT:

Greg Basye moved to adjourn the meeting. Bobby Vanlandingham seconded the motion. Motion carried unanimously. The meeting adjourned at 8:15PM.



Robert E. Pickett, Chairman



Date