

**BOARD MEETING MINUTES**  
**FEBRUARY 8, 2023**

**ATTENDEES:**

- DIRECTORS:** Greg Basye, Vince Garland, Billy McCarty, Robert Pickett, H. Shirley Powell, Bobby Vanlandingham, Richard Wilkins
- GUEST:** Rachael Haynie (Rappahannock High School student)
- STAFF:** Kathy Clarke, Brandon Dillistin, Joanna Balderson, Lowery Becker, Kelly Brann, Aaron Saunders
- PARTNERS:** Lucee Kossler (NRCS), Marissa Roland (DCR), Libby Bieri (FOR), Lucinda Wigfield (NNLC)

**CALL TO ORDER:**

Chairman Robert Pickett opened the meeting at 12:31PM

**MINUTES:**

The Minutes from the January 11, 2023, Board Meeting were presented for review. *Richard Wilkins moved to accept the Minutes as presented. Bobby Vanlandingham seconded the motion. Motion carried unanimously.*

**TREASURER'S REPORT:**

The Treasurer's Reports for January 2023 were accepted as presented and filed for audit.

**BUSINESS:**

**1. 2023 Area III Spring Meeting – Wednesday March 22<sup>nd</sup> Goochland VA**

Kathy Clarke shared an email from Monacan SWCD, the host of the 2023 Area III Spring Meeting (see attached). The event will be held at their office in Goochland on Wednesday, March 22<sup>nd</sup>. Anyone interested in attending was asked to let Kathy or Joanna know by Friday, February 24<sup>th</sup>.

**2. Office Safety: Automated External Defibrillator (AED) Purchase**

Joanna Balderson noted that she has been working on scheduling a CPR/AED training for staff. It is recommended that the NNSWCD Office have its own AED onsite and it is advantageous for that device to be compatible with those used by the Richmond County Department of Emergency Services. She presented the following three quotes for a Physio Automated External Defibrillator CR2, fully automatic with wall cabinet: 1) Cardio Partners - \$2,372.09, 2) American AED - \$2,470.00, and 3) AED.com - \$2,512.00. *Greg Basye moved to approve the purchase of 1 Physio Automated External Defibrillator CR2 from Cardio Partners in the amount of \$2,372.09. Billy McCarty seconded the motion. Motion carried unanimously.*

**3. District Director Elections: Public Posting Procedures & Filing Requirements: (see attached)**

Kathy Clarke shared correspondence from the Virginia Soil & Water Conservation Board (VSWCB) explaining the posting procedures and filing requirements for the upcoming November 2023 SWCD Director Elections (see attached). She noted the June 20<sup>th</sup> statewide deadline for filing and included contact info for local registrars and the Virginia Department of Elections. Those Directors seeking re-

election were encouraged to contact their local registrar as soon as possible; those who do not intend to seek re-election were asked to notify Kathy immediately.

## **COMMITTEE REPORTS:**

**AG COMMITTEE** – Brandon Dillistin presented recommendations from the Technical Staff (see attached). The individual items brought to the Board for approval were:

- I. FY23 Round 2 VACS Approvals: Non-COIA Applications totaling \$485,947.95**  
*Vince Garland moved to approve. Bobby Vanlandingham seconded the motion. Motion carried unanimously.*
- II. FY23 Round 2 VACS Approvals: COIA Applications Totaling \$17,424.25**
  - A. NM-4: Louis Gregory Basye application totaling \$1,487.70**  
*Vince Garland moved to approve. Bobby Vanlandingham seconded the motion. Motion carried unanimously. (Greg Basye excused himself from the room during discussion and returned after voting was complete.)*
  - B. NM-4: J. Vince Garland application totaling \$501.75**  
*Bobby Vanlandingham moved to approve. Shirley Powell seconded the motion. Motion carried unanimously. (J. Vince Garland excused himself from the room during discussion and returned after voting was complete.)*
  - C. CCI-CNT, SL-15A: William A. McCarty, III applications totaling \$3,644.00**  
*Vince Garland moved to approve. Shirley Powell seconded the motion. Motion carried unanimously. (Billy McCarty excused himself from the room during discussion and returned after voting was complete.)*
  - D. NM-5N (SG), NM-5P (SG): Monrovia Farm, LLC applications totaling \$673.60**  
*Vince Garland moved to approve. Bobby Vanlandingham seconded the motion. Motion carried unanimously. (Shirley Powell excused himself from the room during discussion and returned after voting was complete.)*
  - E. NM-1A, SL-8B: Edward T. Saunders applications totaling \$1,067.20**  
*Vince Garland moved to approve. Billy McCarty seconded the motion. Motion carried unanimously. (Aaron Saunders excused himself from the room during discussion and returned after voting was complete.)*
  - F. CCI-CNT: Robert Vanlandingham applications totaling \$10,050.00**  
*Vince Garland moved to approve. Richard Wilkins seconded the motion. Motion carried unanimously. (Bobby Vanlandingham excused himself from the room during discussion and returned after voting was complete.)*
- III. Approval of Conservation Plans**
  - CP-8-23-0001 Allen W. Garland WP-1
  - CP-8-23-0002 Loren S. Burson WP-1 & WP-3*Greg Basye moved to approve. Bobby Vanlandingham seconded the motion. Motion carried unanimously.*
- IV. FY23 CBPA Ag Assessment Approvals:**
  - a) Lancaster County (2): #23-103-01 & #23-103-02
  - b) Northumberland County (2): #23-133-01 & #23-133-02
  - c) Richmond County (2): #23-159-01 & #23-159-02
  - d) Westmoreland County (2): #23-193-01 & #23-193-02

*Vince Garland moved to approve the (8) FY23 CBPA Ag Assessments as outlined. Bobby Vanlandingham seconded the motion. Motion carried unanimously.*

**V. FY23 CB VACS Transfer of Funds**

Brandon Dillistin stated that NNSWCD is in need of an additional \$100,000.00 in FY23 CB VACS funding. Marissa has identified Headwaters SWCD as a potential source for a transfer of funds and is waiting on the official paperwork. *Richard Wilkins moved to approve the signing of official paperwork once received authorizing a transfer of \$100,000.00 in FY23 CB VACS funding along with associated Technical Assistance. Billy McCarty seconded the motion. Motion carried unanimously.*

**EDUCATION/OUTREACH COMMITTEE** - Lowery Becker reported that scholarship applications are due to the NNSWCD office by March 3<sup>rd</sup> and to the VASWCD Education Foundation by April 21<sup>st</sup>. She will be scheduling a meeting of the Committee in the near future for the purpose of reviewing applications.

**LEGISLATIVE COMMITTEE** – In the absence of Committee Chair Faye Andrashko, Robert Pickett presented the VASWCD 2023 Legislative Tracking Report – 02/06/2023 (see attached).

**PARTNER AGENCY & STAFF REPORTS:**

**DCR** – Marissa Roland – see attached report.

**NRCS** – Lucee Kossler - see attached report. The following Conservation Plans were submitted for approval.

<i>Producer</i>	<i>County</i>	<i>Program</i>
D.A. Allen Farms	Westmoreland	EQIP (FY20)
Craig Thomas Grass	Northumberland	EQIP (FY22)

*Richard Wilkins moved to approve the Conservation Plans as presented. Vince Garland seconded the motion. Motion carried unanimously.*

**NNLC** – Lucinda Wigfield introduced herself as the new Program Associate.

**FOR** – Libby Bieri – see attached report.

**PC/PWR** – Richard Wilkins attended the Potomac Council meeting on January 13<sup>th</sup> at Point Source Solutions for a tour of the Prince William Water Treatment Facility and learned about the use of UV light to kill pathogens. Additionally, the Department of Forestry spoke and provided clarification on their definition of new forestation versus reforestation; if nothing is done in 5 years it is considered new forestation.

**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.

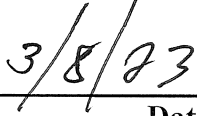
**STAFF** – Aaron Saunders – see attached report.

**NEW BUSINESS:**

**NEXT MEETING:** Wednesday, March 8, 2023 at 12:00PM 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 1:48 PM.

 / (Vice Chair)  
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Robert E. Pickett, Chairman

  
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Date