



MINUTES OF MEETING
HANOVER-CAROLINE SOIL & WATER CONSERVATION DISTRICT
Hanover, Virginia June 16, 2009

Board Members Present:

Donald L. Wells – Chair / Director
Joe Stepp – Vice Chair / Director
Mac Saphir – Secretary / Director
Bill Orrock - Director

Bruce Cauthorn – Treasurer / Director
Park Dodd – Director
Rose Bradshaw – Associate Director
Leigh Pemberton – Associate Director

Staff Present:

Sharon Conner – District Manager
Jim Tate – Conservation Specialist
Rebecca Jones – Education Specialist
Marian Moody - Conservation Specialist
Ann Edmonds – Administrative Assistant

Others Present:

Wayne Davis – Department of Conservation and Recreation
Mike Flagg – Hanover County Director of Public Works
David Nunnally – Caroline County Senior Environmental Planner
Brian Wooden - Natural Resource Conservation Service

Absent:

Tim Etheredge – Associate Director
Dave Terwilliger - Department of Forestry

Call to Order:

The June 2009 meeting of the Hanover-Caroline Soil and Water Conservation District was held in the Hanover USDA Service Center Conference Room on Tuesday, June 16, 2009. Mr. Wells called the meeting to order at 9:20 a.m.

Secretary Report:

The minutes of the May 2009 meeting were presented as e-mailed to the Directors. A motion was made by Mr. Saphir and duly seconded by Mr. Cauthorn to approve the minutes as presented. The motion carried.

Treasurer's Report:

The Treasurer's Report for May 2009 was presented. A motion was made by Mr. Orrock to file the May 2009 Treasurer's Report for audit, the motion was seconded by Mr. Cauthorn and the motion carried.

Agency Reports:

Department of Conservation and Recreation:

Mr. Davis' report was provided in the packet.
Mr. Davis reviewed his report.

NRCS:

Mr. Wooden handed out his report. Mr. Wooden reviewed his report.

Cooperative Extension:

Mr. Saphir reported the Pond Management Meeting will be June 20th.

Ms. Bradshaw reported:

The County producers received some hail damage from the recent storm

Ms. Bradshaw attended the Ashland Strawberry Festival and handed out Farm Facts published by the Farm Bureau

The demo plots for urban education have been planted with the help of the County.

Native plants, vegetables and an herb garden have been planted.

July 31 to Aug 2 -Young Farmers Expo

Hanover County:

Mr. Flagg handed out an informational flyer about the Hanover Cannery. A meeting about canning is scheduled for July 7th.

On June 22nd the new Stormwater Regulations will be open for public comment.

Mr. Flagg stated the possibility that the regulations that the county is facing are so stringent that they will be cost prohibitive to developers and potentially lead to the development of rural areas.

Caroline County:

Mr. Nunnally reported:

The review of the report from DCR on Caroline County's Erosion and Sediment Control Program has been deferred until the next meeting.

The County is working to be in compliance with the Chesapeake Bay Plan Phase III check list.

The State Fair construction is in the completion phase.

District Business:

2009 Ag BMP Cost-share Program Report:

Ms. Conner reported:

The Ag Committee recommends the reallocation of funds, from cancelled Forestry practices, to Smith Dairy and Todd Beasley practices. A motion was made by Mr.

Orrock to approve the practices. The motion was seconded by Mr. Stepp and the motion carried.

The Ag Committee recommends the approval of payment on 2009 receipts related to the restoration of the critical area at Eagle Point Farm. A motion was made by Mr. Orrock to approve cost share payment, 75% of the accepted receipts, for Eagle Point Farm. The motion was seconded by Mr. Cauthorn and the motion carried.

The Ag Committee recommends a one week signup, beginning June 17th to use the remaining cost share funds. The sign up will be advertised in the Hanover and Caroline county papers. Applicants will be submitted to the board for approval and ranked accordingly. A motion was made by Mr. Saphir to approve the advertisement for additional cost share sign up. The motion was seconded by Mr. Orrock and the motion carried.

The Ag Committee recommends the approval of the carryover of the Colby SL-6 practice. A motion was made by Mr. Saphir to approve the carryover to FY 2010 of the Colby SL-6 practice. The motion was seconded by Mr. Cauthorn and the motion carried.

The Ag Committee recommends the approval of the 2010 Program Year Cost Share Priorities and Secondary District Priorities. A motion was made by Mr. Orrock to approve the 2010 Program Year Cost Share Priorities and Secondary District Priorities. The motion was seconded by Mr. Stepp and the motion carried.

The Ag Committee recommends the approval of the DCR Grant Agreement. A motion was made by Mr. Saphir to approve the DCR Nonpoint Source Implementation Assistance Grant Agreement. The motion was seconded by Mr. Cauthorn and the motion carried.

Ms. Conner reported that the District had a successful meeting with NRCS, regarding the District's need for engineering assistance and approval of NRCS standards and specifications on innovative cost-share BMP practices.

Ms. Conner reported that the staff attended the cost-share and tracking program trainings. The new tracking program will be computerized and is ready for this fiscal year.

Annual Plan of Work/Strategic Plan Approval:

Mr. Stepp reported that the committee reviewed both documents and recommends approval. A motion was made by Mr. Stepp to approve the Annual Plan of Work for Fiscal Year 2009-2010 and the Strategic Plan for 2010-2013. The motion was seconded by Mr. Orrock and the motion carried.

Chesapeake Bay Preservation Act Plan Approval:

Ms. Moody reported that the Ag Committee reviewed 17 bay plans for Johnny Nash and recommends approval of the plans. A motion was made by Mr. Orrock to approve the 17 plans. The motion was seconded by Mr. Saphir and the motion carried.

DCR Operating Agreement 2010 approval:

Ms. Conner reported that the Finance Committee recommends the approval of the agreement. A motion was made by Mr. Dodd to approve the DCR Operating Grant Agreement for 2010. The motion was seconded by Mr. Cauthorn and the motion carried.

Education Program Report:

Ms. Jones reported:

The staff participated in the Hanover Ag Day educating third graders in Hanover County with the soil tunnel and run-off boxes.

MWEE Meeting and Curriculum Progress - Ms. Jones and Ms. Conner are working with Kris Jarvis on the curriculum for the MWEE. The six middle school teachers will visit the Meadow Park to view the site on June 18th for training and a brainstorming meeting on the curriculum. The teachers will receive a portion of their stipend at this meeting.

Ms. Conner reported that the District has begun planning for the Boy Scout Jamboree. The District will work with NRCS and Fort A.P. Hill to select a site for a conservation project on the property.

The staff is considering making a presentation at the SE NACD meeting in an effort to seek of state support for the Boy Scout Jamboree.

Finance Committee Report:

Ms. Conner reported:

The committee has reviewed the purchasing policy and no changes were made. The committee recommends approval. A motion was made by Mr. Dodd to approve the purchasing policy for FY 2010. The motion was seconded by Mr. Cauthorn and the motion carried.

The committee also recommends the approval of the 2010 Budget. A motion was made by Mr. Orrock to approve the 2010 Budget. The motion was seconded by Mr. Dodd and the motion carried.

Personnel Committee Report:

Mr. Stepp reported:

The committee has reviewed the personnel policy and job descriptions. The committee has met with each employee. Mr. Stepp commends the staff for their work.

The committee recommends the approval of the personnel policy. A motion was made by Mr. Stepp to approve the personnel policy. The motion was seconded by Mr. Orrock and the motion carried.

The committee also recommends the approval of the changes made to the Administrative Assistant and District Education and Public Relations Specialist job descriptions. A motion was made by Mr. Stepp to approve the changes. The motion was seconded by Mr. Saphir and the motion carried.

Tributary Strategies Reports:

Rappahannock River:

The nonpoint source work group is involved in the rewriting of the Storm Water Regulations. The group will present their recommendations at the June 24th meeting in Tappahannock.

York River:

Ms. Edmonds reported that the June 11th meeting was cancelled.

Other Business:

Mr. Wells noted the retirement of Paul Davis, New Kent County VA Extension Coordinator. Mr. Wells expressed his concern that agent positions will not be filled as soon as needed. Mr. Wells has sent these concerns to the VASWCD.

There being no further business, Mr. Wells adjourned the meeting at 10:20 a.m.

Correspondence in Packets:

DCR Activity Report

NRCS Report

SWCD Staff Activity Reports

Treasurer's Report

Cost-share Report

Cost-share Secondary Considerations/Caps

Cost-share Carryover Report

Annual Plan of Work

Strategic Plan

Personnel Policy

Job Descriptions

Purchasing Policy

DCR Grant Agreements

Hanover-Caroline Soil and Water Conservation District
Minutes of June 16, 2009 Meeting

Page 5

UPCOMING EVENTS

District meetings - - July 14, 2009 August 11, 2009 September 8, 2009
MWEE Meeting – June 18, 2009; Meadow Farm
Ag Expo – August 6, 2009; King William

Respectfully submitted:

Ann Edmonds, Administrative Assistant

Date Approved

Donald Wells, Chairman

Date Approved

Mac Saphir, Secretary

Date Approved