



**TRI-COUNTY/CITY SOIL AND WATER
CONSERVATION DISTRICT**
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**BOARD OF DIRECTORS MEETING
June 20, 2008**

MINUTES

THE BOARD OF DIRECTORS of the Tri-County/City SWCD, held a meeting Friday, June 20, 2008, beginning at 8:30 a.m. in the USDA Service Center conference room located at 4805 Carr Drive, Fredericksburg, Virginia. Wayne Miller, Chairman of the Board of Directors, presided.

Opening Prayer & Pledge of Allegiance. The meeting was opened with a prayer led by Ray Simms, followed by the *Pledge of Allegiance* led by Wayne Miller.

DIRECTORS PRESENT: Wayne Miller, Chairman, presiding; Janet Gayle Harris, Vice Chairman; John Howe, Treasurer; Ray Simms, Secretary; Lewis Ashton; Greg Cebula; Pamela Hall; Kathy Harrigan; Bob Hunt; and Anne Little.

OTHERS PRESENT: **Staff:** Diane Beyer; Ellen Schwartz; Etta Lucas, and Andrea Vella.

Agencies: NRCS: Ron Wisniewski; DCR: Robert Bennett, Regional Manager, and Dwight Forrester, Nutrient Manager Specialist [Tappahannock Office]; **Associate Directors:** Art Hart; and Katie Wallet.

Guests: No guests present.

Welcome Attendees. Wayne Miller extended welcome to attendees.

Additions to the Regular Agenda / Public Comments. [1] Kathy Harrigan added *Rappahannock River Basin Commission* discussion. [2] John Howe requested to move item “6.d.” to precede item “6.b.” under *Regular Agenda*.

Consent Agenda:

- a. Approval of May 16, 2008, Board of Directors meeting *Minutes*.
- b. Approval of *Treasurer’s Report*: May 31, 2008 – [Account Balances: Total Operations Account: \$305,873.70; Total Cost Share Account: \$157,177.52; Total Funds / All Accounts: \$519,328.65. Report to be filed with the official Board of Directors meeting *Minutes* for future audit.].
- c. Committee Reports: i. TRC Committee (from 5/16/2008); Joint Personnel and Finance Committee (from 06/03/2008).

[MOTION 1]

Lewis Ashton **moved** to approve *Consent Agenda*. Janet Gayle Harris seconded; motion passed.

Regular Agenda:

ACTION ITEMS

[MOTION 2]

Closed Session. John Howe **moved** to go into *Closed Session* pursuant to Virginia Code Section 2.2-3712.C, to discuss personnel issues relevant to the proposed FY09 Budget pursuant to Virginia Code Section 2.2-3711.1, and to invite Diane Beyer and Ron Wisniewski into the *Closed Session*. Greg Cebula seconded; motion passed.

[MOTION 3]

Return to Open Session and Certification. John Howe **moved** to return to *Open Session* and to *certify* the results of the *Closed Session*, declaring that to the best of the Board's knowledge only matters lawfully exempted and as identified in the motion by which the *Closed Session* was convened were heard or discussed by this Board during the *Closed Session*. Reference code of Virginia, Section 2.2-3712-D. Greg Cebula seconded; motion passed.

DCR Funding for Technical Staff. John Howe explained the process for requesting technical support funds from DCR Cost Share Grant funds. Mr. Howe read the request and justification for the requested amount aloud and specified that the amount requested by he and the District Manager was for \$24,000. Because DCR had requested an alternative amount -- should they not agree to the requested amount [\$24,000] -- Mr. Howe indicated that the

[MOTION 4]

minimum amount, so as not to disrupt staffing levels, would be \$20,000. John Howe **moved** that the Board concur with the request for \$24,000. Kathy Harrigan seconded; motion passed.

Approval of FY09 Budget [Including Full-Time District Staff Pay Increases of three-percent each]. John Howe gave a summary of line items on the proposed FY09

[MOTION 5]

Budget. He then **moved** to approve the Budget. Lewis Ashton seconded; motion passed.

Approval of Technical Support Staff Person's Hourly Rate. John Howe then

[MOTION 6]

moved to increase the Conservation Technician's hourly rate to \$12.00. Lewis Ashton seconded; motion passed.

Approval of FY09 DCR Operations and Cost Share Grant Agreements. Lewis

[MOTION 7]

Ashton **moved** to approve the FY09 grant agreements. Ray Simms seconded; motion passed.

Cost Share Approvals. Etta Lucas reported that the Technical Review Committee had met and was recommending approval for: *Base Practices* for Fred Meadows, David Snead, and Richard Lafferty. *Nutrient Management Plan* for J.G. and J.R. Goodwin; and *Conservation Plans* for Janet Gayle Harris, Gerald Young, Greg Turnley, Glenburnie Farm, J.G. and J.R. Goodwin, Cherry Grove Farm, M.R. Fulks, Miller Farm Nelson Gentry, Walter Gentry, E. Nelson Hockaday, Donald Terrell, Ruth Terrell, Richard Lafferty, Donald Terrell, Larry Weedon, Tracey DeBernard, W.

Thomas Hicks, and James Wilkerson & Sons. [See Attached Cost Share Approval Report dated

[MOTION 8]

June 20, 2008 for details.] Lewis Ashton **moved** to approve the cost share items as presented. Janet Gayle Harris seconded; motion passed, with Janet Gayle Harris and Wayne Miller abstaining.

Approval to Allow a Call Meeting of the TRC Committee. Etta Lucas requested that the Board authorize the Technical Review Committee to hold a *call meeting* if necessary in order to conclude FY08 cost share program activities, and to report to the Board in July. Lewis

[MOTION 9]

Ashton **moved** to approve granting the authorization. John Howe seconded; motion passed.

Approval of Funding Caps. Etta Lucas requested cost share funding caps for FY08 only to be re-set to \$10,000 for Nutrient Management and \$10,000 for Base and Priority practices, due to

[MOTION 10]

her misinterpretation of DCR BMP requirements. Lewis Ashton **moved** to approve the revised caps for FY08. Janet Gayle Harris seconded; motion passed.

Ms. Lucas then requested board approval to increase the FY09 cost share funding cap from

[MOTION 11]

\$10,000 to a total of \$12,000 per producer. Lewis Ashton **moved** to approve the increased funding cap. Greg Cebula seconded; motion passed.

[MOTION 12]

DCR Funding Approval. John Howe **moved** to approve accepting the \$27,500 part-time technical position funding from DCR. Greg Cebula seconded; motion passed.

Approval of FSA Conservation Plans. Ron Wisniewski requested approval for the following conservation plans: CRP: *King George* - Beth Elkins, Glenwood Howland (2), Omohundro I Farm, and Georgia Phillips. CREP: *Spotsylvania* – James McGee, and Dr. David Pagan. CP-33: *Spotsylvania* – Dr. David Pagan, and David Snead. [See *NRCS Report* dated June

[MOTION 13]

20, 2008 for details.] Ray Simms **moved** to approve the plans. Janet Gayle Harris seconded; motion passed.

District Office Space. Diane Beyer gave a presentation of proposed office space

[MOTION 14]

alternatives. Lewis Ashton **moved** that the District remain at its present location and negotiate with Ron Wisniewski [NRCS] next year [2009] [when the USDA lease expires]. Janet Gayle Harris seconded. A lengthy discussion followed. Greg Cebula requested a *friendly amendment* to the original motion to defer action until the next board meeting so that other directors would

have an opportunity to look at the proposed facility. Mr. Ashton agreed to the *friendly amendment*. Janet Gayle Harris agreed to Anne Little's *second* of the *friendly amendment*; motion passed.

Computer Purchase Approval. John Howe explained that two District computers would be pulled off the USDA computer network and their hard drives *sanitized* by network IT personnel. Because of the cost to upgrade the old computers with required individual software, it was more cost-effective to purchase two new computers. Mr. Howe requested approval to

[MOTION 15]

authorize staff to purchase the computers. Greg Cebula **moved** to approve the computer purchases. Kathy Harrigan seconded; motion passed.

NRCS Letter Concerning Computers. Ron Wisniewski gave an overview of NRCS's network fees [\$3,000 annually, per computer]. He went on to explain that NRCS was supplying one computer -- at no cost -- for technical work and was offering to waive the \$6000 computer-support fees on two technical district computers for the coming year, if the District wanted to purchase the second computer and turn it over to NRCS so that it complied with network

[MOTION 16]

requirements. Since the District has need for only one technical computer, Greg Cebula **moved** that the District accept the offer for NRCS supplying one computer and waiving the support fee of \$3000. Bob Hunt seconded; motion passed.

Committee Appointments. Wayne Miller explained that since there were several new directors who were appointed to committees only in January 2008, he was not changing committee appointments unless someone requested a change. It was the consensus of the Board for committee appointments to continue as previously assigned.

Director Action List. The Board reviewed each item on the list.

Scheduling Committee Meetings. The following meetings were scheduled:

Technical Review Committee	June 30, 2008, 8:00 a.m. [Tentative]
Tributary Strategies Committee	July 3, 2008, 9:00 a.m.
Finance Committee	July 8, 2008, 8:30 a.m.
Education/PR Committee	July 8, 2008, 10:00 a.m.
Technical Review Committee	July 18, 2008, 8:00 a.m.
Next Board Meeting	July 18, 2008, 8:30 a.m.

Rappahannock River Basin Commission. Kathy Harrigan requested permission to

pursue becoming a Commission representative and gave an overview of the process. John Howe

[MOTION 17]

moved to endorse Ms. Harrigan as a candidate to fill the *alternate* representative vacancy with the Commission. Greg Cebula seconded; motion passed.

Staff Reports. [Detailed Written Staff Reports for May Attached.] **Diane Beyer, Ellen Schwartz,**

Andrea Vella, and Etta Lucas gave verbal reports. Ms. Beyer reported on the outdoor classroom

Bucket Project and the need to move forward with purchasing the contents for the buckets. Greg

[MOTION 18]

Cebula **moved** to authorize Ms. Beyer to purchase the necessary expenditures from the donated funds for the contents of the buckets. Janet Gayle Harris seconded; motion passed.

Director Reports / Associate Director Reports.

Cooperating Agency Reports. Natural Resources Conservation Service: Ron Wisniewski gave a verbal summary of his written report. [See attached copy of his report dated June 20, 2008 for details]. **Department of Conservation and Recreation: Robert Bennett**, Regional Manager, and **Dwight Forrester**, Nutrient Manager Specialist [Tappahannock Office]. Mr. Bennett provided a written report from Debbie Cross. **Virginia Cooperative Extension: John Howe** advised the Board [MOTION 19] of his upcoming VCE appointed directorship term expiration. Greg Cebula **moved** to recommend to the State Board that Mr. Howe stay on as the VCE appointed director. Lewis Ashton seconded; motion passed, with John Howe abstaining.

Information Items / Announcements. Nothing further.

Policies Adopted: None

Chairman's Comments.

Adjournment - The meeting adjourned at 10:55 a.m.

Approved – July 18, 2008