

LORD FAIRFAX SOIL & WATER CONSERVATION DISTRICT MINUTES
Strasburg, Virginia
October 10, 2019

Directors Present		County
Burkholder, Paul	Winchester City	
Comanor, Joan	County of Shenandoah	
Fagan, James	County of Shenandoah	
Gessner, Mary	County of Shenandoah	
Hockman-Nicholas, Kitty	County of Frederick	
Hoover, Richard	County of Warren	
Mackay-Smith, Justin	County of Clarke	
Richards, Ira	County of Warren	
Simpson, HB	Winchester City	
Walls, Marietta	County of Frederick	
Webb, Wayne	County of Clarke	
Directors Absent		County
Childs, Corey	Extension Agent	
Associate Directors		County
Martin, Jim	County of Warren	
Nagelvoort, Bud	County of Clarke	
Associate Directors Absent		County
Bushong, Jason	County of Shenandoah	
Volunteers Absent		County
Dibenedetto, Vincent	Winchester City	
Stanford, Rick	County of Shenandoah	
Staff Absent		
Livesay, Nick	LFSWCD Conservation Specialist	
Ponn, Allyson	Education & Program Support Specialist	
Sloop, Allison	LFSWCD Conservation Specialist	
Truban, Sam	LFSWCD Conservation Specialist	
Staff Present		Affiliation
Campbell, Amanda	LFSWCD Administrative Assistant	
Gochenour, Dana	LFSWCD Sr. Conservation Specialist	
Barriteau, Brent	NRCS	
Cross, Debbie	DCR	

Meeting called to order at 10:00

Minutes: Motion made to approve the minutes as distributed. (Comanor, Simpson, motion passed).

Chair's Report: Buck Richards reported on his time spent in Guatemala.

Gochenour reported that staff is attending the Homesteaders of America Workshop in Warren Co.

Shenandoah County is letting the District put a one page mailer in their land use tax notification mailing. Frederick County sent a mailing list to the District. Warren County mailed a flyer out to 400 landowners.

Gochenour addressed staff training and online courses.

Wayne Webb, Marietta Walls, HB Simpson and Dick Hoover will be attending the 2019 VASWCD Annual Meeting in Norfolk.

Treasurer's Report: Martin corrected his written report. The statements were September, not August. He reported that expense forms should be submitted in the fiscal year – not calendar - for reimbursement. It should be submitted, preferably, quarterly.

LFSWCD Reports:

Senior Conservation Specialist Report: Gochenour reviewed her written report.

Conservation Specialist Report: Truban was at Homesteaders of America Workshop.

Conservation Specialist Report: Sloop was at Homesteaders of America Workshop.

Conservation Specialist Report: Livesay was at Homesteaders of America Workshop.

Contractor for Conservation Services Report: Ferguson submitted written report.

Education & Program Support Specialist: Ponn was at Homesteaders of America Workshop.

Alliance for the Shenandoah Valley: Comanor had nothing to add to her written report. She reported that the US Supreme Court will hear an appeal from Dominion Energy about approval to have the proposed Atlantic Pipeline cross the Appalachian Trail. The Alliance is a part to the pending lawsuit opposing the pipeline. The Alliance will receive 2 additional grants to support our conservation and land protection work.

Alternate Funding Committee: No written report.

Conservation Easement Committee: The committee met on October 9, 2019. Staff has made inquiries with VOF about relinquishing responsibility for the easements the District co-holds with VOF. VOF staff has indicated that formal District Board action is required to initiate the transfer, which can be handled at the 10/10/19 board meeting.

Motion made that the Lord Fairfax SWCD relinquishes their role with all easements co-held with the Virginia Outdoors Foundation, transferring responsibility solely to VOF. (Richards, Comanor, motion passed).

Gochenour added that it will relieve the District of 3 or 4 easements.

Conservation Technical Committee: Gessner reviewed the Tech Committee report.

Motion made to approve project approvals. (Gessner, Comanor). Walls did not vote on the motion.

Livesay and Sloop are going to attend Selling Skills training. It's two day educational training.

The Board approved Livesay and Sloop to get hotel rooms. (Gessner, Burkholder motion passed)

The Personnel Committee needs to update the Personnel Policy for overtime and comp time.

Dam Safety Committee: Jim Fagan reviewed the written Dam Safety report. Proposals were received for the Joint Procurement for Engineering Services RFP that was published on eVA. The Piedmont SWCD has taken lead on this procurement. Annual inspection of the two dams is scheduled for October 17th.

Education & Information Committee: Comanor had nothing to add to her written report.

Finance Committee:

The finance committee met October 10 at 9:00 a.m. to reallocate reserve funds. There was discussion about redistributing the reserve funds and it was decided to:

- Move Sales services. Donations, Interest to sick leave fund.
- Move the RC&D Livestock Exclusion Proj. funds to Education Salary line item.
- Amanda will use NACD Urban AG Grant as allowed to December salaries.

These changes will bring LFSWCD into line with DCR recommendations for reserve funds.

Salary adjustments: The committee asked the personnel committee to provide guidance.

Motion made to Gochenour to approve staff training expense with approval by the Treasurer. (Burkholder, Walls, motion passed). Webb voted no.

Legislative Committee: Fagan reported no new developments this month.

Northern Shenandoah Valley Regional Commission: Webb reported that the Northern Shenandoah Valley Regional Commission met on September 19th. Main topics discussed were:

- A personnel policy change
- A discussion Authorizing Staff to Engage SCS Engineers to perform a regional recycling Feasibility Analysis.

Webb did not attend.

Operations Committee: Mackay-Smith reported that he had no information about new developments.

Personnel Committee: Simpson reported that the committee will look into overtime and comp time/salary adjustment.

Shenandoah County Water Resources Advisory Committee: Comanor had nothing to report.

Shenandoah Pure Water Forum: Hoover had nothing to add to his written report.

Urban BMP Committee: Walls had no new development.

Agency Reports

Natural Resources Conservation Service: Barriteau reviewed his written report and discussed office security.

Dept. of Conservation & Recreation: Cross reviewed her written report. Two year audits will be conducted Nov/Dec 2019.

Discussed mandatory new COIA training.

She discussed the variance process and classification of Ag Cost Share.

Virginia Dept. of Forestry: No written report submitted.

Virginia Cooperative Extension: No written report submitted.

Chesapeake Bay Foundation: No written report submitted.

Department of Environmental Quality: Written report submitted by Sara Bottenfield.

Motion made to adjourn the meeting at 12:00 (Simpson, Walls, motion passed)

Respectfully submitted,



Secretary

11/14/19

Approved