

LORD FAIRFAX SOIL & WATER CONSERVATION DISTRICT MINUTES
Clarion Inn and Conference Center
November 14, 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	
Simpson, HB	Winchester City	
Walls, Marietta	County of Frederick	
Webb, Wayne	County of Clarke	
Directors Absent		County
Childs, Corey	Extension Agent	
Richards, Ira	County of Warren	
Associate Directors		County
Nagelvoort, Bud	County of Clarke	
Associate Directors Absent		County
Bushong, Jason	County of Shenandoah	
Martin, Jim	County of Warren	
Volunteers Absent		County
Dibenedetto, Vincent	Winchester City	
Stanford, Rick	County of Shenandoah	
Staff Absent		
Staff Present		Affiliation
Campbell, Amanda	LFSWCD Administrative Assistant	
Gochenour, Dana	LFSWCD Sr. Conservation Specialist	
Livesay, Nick	LFSWCD Conservation Specialist	
Ponn, Allyson	LFSWCD Education & Program Support Specialist	
Sloop, Alison	LFSWCD Conservation Specialist	
Truban, Sam	LFSWCD Conservation Specialist	
Barriteau, Brent	NRCS	
Cross, Debbie	DCR	
Ferguson, Sheryl	Contractor	

Meeting called to order at 10:00

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

Chair's Report: Hoover reminded that elections for Chair, Vice Chair, Treasurer and Board Secretary will be held at the December board meeting.

Motion made to make Marietta Walls an Associate Director as of January 1. (Comanor, Hockman-Nicholas, motion passed).

Staff reported that Strasburg Community Garden is not taking away from staff time. Another plot holder will take over.

Gochenour discussed staff workload.

Simpson reported that the Personnel Committee will meet with Shenandoah County after the next board meeting.

Comanor, Nagelvoort, Hoover and Gochenour nominated Sam Truban, on behalf of the Board, as VACDE Outstanding Conservation District Professional Award. The award, however, was won by an employee in another district.

Budget Requests: Frederick County's budget request is to be submitted by November 25th. Warren County's budget request is due December 18th. Shenandoah County's budget request is due December 13th. Clarke County's budget request is due January 9th.

The Chairman thanked the Education & Information Committee and all others for putting together the annual Awards Banquet.

Treasurer's Report: The Treasurer submitted a written report, but was absent from the meeting.

Motion made to approve the Treasurer's Report. (Burkholder, Webb, motion passed.)

LFSWCD Reports:

Senior Conservation Specialist Report: Gochenour had nothing to add to her written report.

Burkholder discussed over time and comp time in Shenandoah County.

Discussion was held by Webb, Hoover and Gochenour. They have to find out from the county on how they deal with comp and overtime.

Conservation Specialist Report: Truban had nothing to add to his written report.

Conservation Specialist Report: Sloop had nothing to add to her written report.

Conservation Specialist Report: Livesay had nothing to add to his written report. He attended the dam inspections.

Contractor for Conservation Services Report: Ferguson submitted a written report.

Education & Program Support Specialist: Ponn had nothing to add to her written report. The District received a grant for the Envirothon.

Alliance for the Shenandoah Valley: Comanor reported that their next meeting is Dec. 5th. They will approve their 2020 budget, workplan and hiring plan and Board officers.

Alternate Funding Committee: No written report.

Conservation Easement Committee: Gochenour reported that the District has not heard anything from her letter to Cuddeback.

Conservation Technical Committee: Justin Mackay-Smith reviewed the Technical Committee report. He reviewed cancellations.

Motion made to approve cancellations. (Mackay-Smith, Hockman-Nicholas, motion passed.)

The committee will meet December 12 at 8:30 prior to the board meeting.

Cost share increases were reviewed.

Motion made to approve cost share as outlined in the technical report. Gessner, Hockman-Nicholas, motion passed.

Dam Safety Committee: Fagan reported that he had inspection of 2 dams with the State.

Education & Information Committee: Comanor hopes that everyone enjoys today's award luncheon.

Finance Committee: Webb has nothing to add to his written report.

Motion made to approve Finance Committee Minutes. (Hockman-Nicholas, Burkholder, motion passed)

Motion made to approve designated reserves. (Hockman-Nicholas-Burkholder, motion passed)

Legislative Committee: Fagan had nothing to report. Paul Burkholder would like to be added to the Legislative Committee.

Northern Shenandoah Valley Regional Commission: Webb had nothing to add to his written report.

Operations Committee: Mackay-Smith had no new developments.

Personnel Committee: Simpson had nothing to report.

Shenandoah County Water Resources Advisory Committee: Comanor gave an update.

Shenandoah Pure Water Forum: Hoover info on the annual meeting.

Urban BMP Committee: Walls had no new information this month.

Agency Reports

Natural Resources Conservation Service: Barriteau reviewed his written report.

Dept. of Conservation & Recreation: Cross reviewed her written report. DCR has contracted with Clifton, Larson & Allen LLP to conduct SWCD audits for the next two years.

The Governor appointed new members to the VASWCB.

Kristen Saacke Blunk of Richmond
Kat Maybury of Charlottesville and
Dr. Dahlia O'Brien of Moseley

Mandatory COIA training. During the 2019 General Assembly Session, changes were made to the Virginia Conflict of Interest Act that affects all elected Directory of the Soil and Water Conservation District. The Code of Virginia requires every local elected official to complete training on the COIA within two months of assuming office and at least once every two years after the initial training is completed. The Council will be providing in-person training at the VASWCD Annual Meeting in December, which will meet the required training.

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 (Comanor, Gessner, motion passed)

Respectfully submitted,



Secretary

Approved