



We work with the people who work the land.

722-B East Queen Street
Strasburg, VA 22657
(540) 465-2424, Ext. 5
www.lfswcd.org

MINUTES

The October 10, 2024, LFSWCD Board of Director's Meeting was held, in person, at the Strasburg Community Center Room; located at 726 East Queen Street, Strasburg, VA 22657.

Those attending were:

LFSWCD Directors

Joan Comanor
Mary Gessner
James Fagan
Justin Mackay-Smith
Paul Burkholder
Mark Huddleston
Emma Bricker
Randy Buckley
Kermit Gaither

Associate Directors

Stephanie Shillingburg
Ed Pendleton

Cooperating Agency Representatives & Guests in Attendance:

Debbie Cross, CDC, DCR
Brent Barriteau, NRCS

LFSWCD Staff Members

Nick Livesay
Sarah Fleming
Sam Shelton
Madison Coffey
Sabrina Heltzel
Ben Loyd
Allyson Ponn
Dana Gochenour

Absent Directors or Staff:

Jacks Owens
Ira Richards
Jason Bushong

LFSWCD Board Chairwoman Joan Comanor called the meeting to order at 10:00 am.



We work with the people who work the land.

722-B East Queen Street
 Strasburg, VA 22657
 (540) 465-2424, Ext. 5
 www.lfswcd.org

MOTION: Board approval of the September 10, 2024, Board of Director meeting, Education & Information Committee, and Finance Committee meeting minutes. Motion made by Paul Burkholder, seconded by Mary Gessner. Motion Passed.

Voting Ballot is as follows. *Jack Owens and Kermit Gaither were absent at time of vote.

Name	Yes	No	Abstain			Name	Yes	No	Abstain
Joan Comanor	X					Randy Buckley	X		
Mary Gessner	X					Justin Mackay-Smith	X		
James Fagan	X					Paul Burkholder	X		
Emma Bricker	X					Reid Hoak	X		
Mark Huddleston	X					*Kermit Gaither			
						*Jack Owens			

Chairwoman’s Report: Joan Comanor

- The Chairwoman reviewed her written report.

Treasurer & Finance Report: Stephanie Shillingburg

- Stephanie reviewed the written report.

MOTION: to Accept and File for audit the Treasurer’s Report/Documents (as presented in the Board Packet). Motion made by Mark Huddleston, seconded by Emma Bricker. Motion Passed. Voting Ballot is as follows. *Jack Owens and Kermit Gaither were absent at time of vote..

Name	Yes	No	Abstain			Name	Yes	No	Abstain
Joan Comanor	X					Randy Buckley	X		
Mary Gessner	X					Justin Mackay-Smith	X		
James Fagan	X					Paul Burkholder	X		
Emma Bricker	X					Reid Hoak	X		
Mark Huddleston	X					*Kermit Gaither			
						*Jack Owens			

Kermit Gaither arrived to meeting at 10:10am

Board Secretary/Administrative Specialist: Sarah Fleming

- Reviewed written report.
- 1st Quarter Att E has been submitted to Debbie. This was due by October 15, 2024.
- Journal Entries for approved FY25 Dedicated Reserve Transfers have been completed.

Technical Staff Reports:

Supervising Conservation Specialist, Dana Gochenour:

- Reviewed written report.

Senior Conservation Specialist, Nick Livesay:

- Reviewed written report.
- Shared that he Madison & Sabrina all passed their Nutrient Management Plan Writing exam.
- Drought discussion.

Conservation Specialist, Madison Coffey:

- Reviewed her written report.



We work with the people who work the land.

722-B East Queen Street
 Strasburg, VA 22657
 (540) 465-2424, Ext. 5
 www.lfswcd.org

Conservation Specialist, Sabrina Heltzel

- Reviewed written report.
- Shared some upcoming trainings that will offer CEU's for Conservation Specialists.

Conservation Specialist, Ben Loyd

- Reviewed written report.
- EJAA reviews. Animal Waste interest still high.
- Attended Pure Water Forum meeting. GPS Collar Discussion.

Conservation Technical Assistant, Sam Shelton

- EOL's are complete.

Education and Program Support Specialist, Allyson Ponn:

- Reviewed her written report.
- October will be full of outreach events.
- Reviewed Annual Awards Luncheon Nominees.

MOTION: to approve the Annual Award Luncheon nomination list as presented at the 10/10/2024 Board of Directors meeting. Motion made by Randy Buckley, seconded by Mary Gessner. Motion Passed. Voting Ballot is as follows. *Jack Owens was absent at time of vote.

Name	Yes	No	Abstain			Name	Yes	No	Abstain
Joan Comanor	X					Randy Buckley	X		
Mary Gessner	X					Justin Mackay-Smith	X		
James Fagan	X					Paul Burkholder	X		
Emma Bricker	X					Reid Hoak	X		
Mark Huddleston	X					Kermit Gaither	X		
						*Jack Owens			

Committee Updates:

Conservation Technical - Mary Gessner

- Mary Reviewed the CTC Report.
- Motions are as follows:
-

MOTION: to recommend that the board approve Cons Plan: CP-13-25-0003; CP-13-24-0012, Contract: 13-25-0005; 13-24-0079, Instance: 591198; 583678, Practice Code: SL-6N; SL-7. Amount: TAX CREDITS \$18,147.10; \$3,808.49. Motion made by Mary Gessner, seconded by Randy Buckley. Motion Passed. Ballot as follows. * Jack Owens was absent at time of vote.

Name	Yes	No	Abstain			Name	Yes	No	Abstain
Joan Comanor	X					Randy Buckley	X		
Mary Gessner	X					Justin Mackay-Smith	X		
James Fagan	X					Paul Burkholder	X		
Emma Bricker	X					Reid Hoak	X		
Mark Huddleston	X					Kermit Gaither	X		
						*Jack Owens			



We work with the people who work the land.

722-B East Queen Street
 Strasburg, VA 22657
 (540) 465-2424, Ext. 5
 www.lfswcd.org

MOTION: to recommend that the board approve Cons Plan: CP-13-25-0021, Contract: 13-25-0025, Instance: 628364, Practice Code: WP-4SF. Amount: COST SHARE \$110,723.25. Motion made by Mary Gessner, seconded by Randy Buckley. Motion Passed. Ballot as follows. * Jack Owens was absent at time of vote.

Name	Yes	No	Abstain	Name	Yes	No	Abstain
Joan Comanor	X			Randy Buckley	X		
Mary Gessner	X			Justin Mackay-Smith	X		
James Fagan	X			Paul Burkholder	X		
Emma Bricker	X			Reid Hoak	X		
Mark Huddleston	X			Kermit Gaither	X		
				*Jack Owens			

MOTION: to recommend that the board approve Cons Plan: CP-13-25-0022, Contract: 13-25-0024 Instance: 628192; 628148; 628091; 628199 Practice Code: SL-1s. Amount: COST SHARE \$1,904.90; \$645.00; \$602.00; \$3,096.00. Motion made by Mary Gessner, seconded by Randy Buckley. Motion Passed. Ballot as follows. * Jack Owens was absent at time of vote.

Name	Yes	No	Abstain	Name	Yes	No	Abstain
Joan Comanor	X			Randy Buckley	X		
Mary Gessner	X			Justin Mackay-Smith	X		
James Fagan	X			Paul Burkholder	X		
Emma Bricker	X			Reid Hoak	X		
Mark Huddleston	X			Kermit Gaither	X		
				*Jack Owens			

MOTION: to recommend that the board approve INCREASE; Cons Plan: CP-13-25-0001, Contract: 13-25-0001, Instance: 590033, Practice Code: SL-1. Amount: COST SHARE \$9,600.00. Motion made by Mary Gessner, seconded by Randy Buckley. Motion Passed. Ballot as follows. * Jack Owens was absent at time of vote.

Name	Yes	No	Abstain	Name	Yes	No	Abstain
Joan Comanor	X			Randy Buckley	X		
Mary Gessner	X			Justin Mackay-Smith	X		
James Fagan	X			Paul Burkholder	X		
Emma Bricker	X			Reid Hoak	X		
Mark Huddleston	X			Kermit Gaither	X		
				*Jack Owens			

MOTION: to recommend that the board approve Cons Plan: CP-13-25-0020, Contract: 13-25-0023 Instance: 614584; 614585, Practice Code: SL-6W; SL-7. Amount: COST SHARE \$27, 110.50; \$7,594.40. Motion made by Mary Gessner, seconded by Randy Buckley. Motion Passed. Ballot as follows. * Jack Owens was absent at time of vote.

Name	Yes	No	Abstain	Name	Yes	No	Abstain
Joan Comanor	X			Randy Buckley	X		
Mary Gessner	X			Justin Mackay-Smith	X		
James Fagan	X			Paul Burkholder	X		
Emma Bricker	X			Reid Hoak	X		
Mark Huddleston	X			Kermit Gaither	X		
				*Jack Owens			



We work with the people who work the land.

722-B East Queen Street
 Strasburg, VA 22657
 (540) 465-2424, Ext. 5
 www.lfswcd.org

MOTION: to recommend that the board approve INCREASE Cons Plan: CP-13-24-0005, Contract: 13-24-0007 Instance: 542535, Practice Code: SL-1. Amount: COST SHARE \$1,467.6. Motion made by Mary Gessner, seconded by Randy Buckley. Motion Passed. Ballot as follows. *Jack Owens was absent at time of vote.

Name	Yes	No	Abstain		Name	Yes	No	Abstain
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
James Fagan	X				Paul Burkholder	X		
Emma Bricker	X				Reid Hoak	X		
Mark Huddleston	X				Kermit Gaither	X		
					*Jack Owens			

Dam Safety & Conservation Easements - Jim Fagan

- Will present at December Board Meeting – DAM Educational review.

Education & Information – Joan Comanor

- Annual Farm Bureau Banquet briefings from participating staff members.

Legislative – Paul Burkholder

- Reviewed written report.

Personnel – Joan Comanor

- The committee will meet prior to the December 2024 Board of Directors meeting..

MOTION: the Board concurs to follow the LFSWCD Pay Band & Core Qualifications Policy for related “automatic” pay increases within the FY approved budget. Motion made by Paul Burkholder, seconded by Randy Buckley. Motion Passed. Ballot as follows. *Jack Owens was absent at time of vote.

Name	Yes	No	Abstain		Name	Yes	No	Abstain
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
James Fagan	X				Paul Burkholder	X		
Emma Bricker	X				Reid Hoak	X		
Mark Huddleston	X				Kermit Gaither	X		
					*Jack Owens			

Operations – Justin Mackay-Smith

- No activity this month.

Local Agency Updates:

Northern Shenandoah Valley Regional Commission – Mary Gessner

- Nothing to report.

Shenandoah County Water Resources Advisory Committee – Joan Comanor

- Next meeting Oct 21, 2024.

Shenandoah Pure Water Forum – Jack Owens

- Jack was absent from the meeting. Mary and Staff attended the latest meeting held Sept 19th.

Alliance for the Shenandoah Valley – Joan Comanor

- Review of the written report..



We work with the people who work the land.

722-B East Queen Street
 Strasburg, VA 22657
 (540) 465-2424, Ext. 5
 www.lfswcd.org

Cooperating Agency Reports:

Natural Resources Conservation Service: Brent Barriteau

- Brent gave an update on NRCS happenings.
- Spoke of a future pasture walk to be held at the Wayne Snapp property by Bobby Clark with Extension Office.
- There will be a new Employee, Alex, seen in the NRCS office, coming with a one-year partnership with the Appalachian Conservation Corp.

Virginia Department of Conservation & Recreation: Debbie Cross

- Debbie reviewed key items in her written report.
- Highlighted training dates & other important due dates.

Virginia Cooperative Extension: Vacant

Virginia Department of Forestry: Matt Wolanski

- Joan shared that she had a discussion with Matt on Spongy Moth.
 - Shenandoah County seems to be ground central.
 - Spraying opportunities are available. Contact Gary Yew for Shenandoah County sign-up. There is a cost.

Chesapeake Bay Foundation: Matt Kowalski

- Not in attendance.

Department of Environmental Quality: Sara Jordan

- Not in attendance.

Other:

Adjournment:

MOTION: to Adjourn. Motion made by Mary Gessner, seconded by Jack Owens. Motion Passed. Voting Ballot is as follows. *Jack Owens was absent at the time of vote.

<i>Name</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>		<i>Name</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>
Joan Comanor	X				Randy Buckley	X		
Mary Gessner	X				Justin Mackay-Smith	X		
James Fagan	X				Paul Burkholder	X		
Emma Bricker	X				Reid Hoak	X		
Mark Huddleston	X				Kermit Gaither	X		
					*Jack Owens			

The meeting adjourned at approximately 11:43.

Respectfully submitted,
Sarah R. Fleming
 Board Secretary

Approved by the LFSWCD Board through motion on: November 14, 2024