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MINUTES

The September 8, 2022, LFSWCD Board of Director's Meeting was held, in person, at the Strasburg Community Center Room located at 726 E Queen Street, Strasburg, VA 22657.

Those attending were:

LFSWCD Directors

Richard Hoover, Chairman
Joan Comanor, Vice Chairwoman
Justin Mackay-Smith
Ira Richards
HB Simpson
Kitty Hockman-Nicholas
Paul Burkholder
Mary Gessner
Corey Childs
Kermit Gaither

Associate Directors

Bernard Nagelvoort
Stephanie Shillingburg

Cooperating Agency Representatives & Guests in Attendance:

Brent Barriteau, NRCS
Debbie Dross, CDC/DCR

LFSWCD Staff Members

Sarah Fleming
Dana Gochenour
Allyson Ponn
Madison Coffey
Sabrina Vladu
Sam Shelton
Shannon Gaffey

Absent Directors or Staff:

Wayne Webb
James Fagan
Jason Bushong
Marietta Cater-Walls
Nick Livesay



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The meeting was called to order by Chairman Hoover at 10:03 am.

- Approval of the August 2022 Minutes

MOTION: Board approval of the July 2022 minutes. Motion made by Richard Hoover, seconded by Joan Comanor. Motion Passed. Voting Ballot is as follows. *James Fagan and Wayne Webb were absent at the time of vote.

Name	Yes	No	Abstain		Name	Yes	No	Abstain
Richard Hoover	X				Kermit Gaither	X		
Joan Comanor	X				Kitty Hockman-Nicholas	X		
Ira Richards	X				HB Simpson	X		
Corey Childs	X				Paul Burkholder	X		
Mary Gessner	X				Justin MacKay-Smith	X		
*James Fagan					*Wayne Webb			

Chairman’s Report: Richard Hoover

Chairman Hoover reviewed his written report.

- Congratulated the Personnel Committee on the filling the open positions within LFSWCD. Welcomed new hires Shannon Gaffey, Conservation Specialist and Sam Shelton, Conservation Technical Assistant.
- Chairman Hoover and Dana Gochenour attended the Warren County B.O.S. meeting on September 6th to thank them for their increased support and to review what LFSWCD is doing for Warren County. Frederick and Clarke Directors please note that Staff are ready to assist/report at your upcoming Board of Supervisor meetings, please advise of dates.

Treasurer’s Report: Stephanie Shillingburg

- Mrs. Shillingburg reviewed her written report

MOTION: to Accept and File for audit the Treasurer’s Report/Documents (as presented in the Board Packet).

Motion made by Joan Comanor, seconded by Wayne Webb. Motion Passed. Voting ballot is as follows.

*James Fagan and Wayne Webb were absent at the time of vote.

Name	Yes	No	Abstain		Name	Yes	No	Abstain
Richard Hoover	X				Kermit Gaither	X		
Joan Comanor	X				Kitty Hockman-Nicholas	X		
Ira Richards	X				HB Simpson	X		
Corey Childs	X				Paul Burkholder	X		
Mary Gessner	X				Justin MacKay-Smith	X		
*James Fagan					*Wayne Webb			



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MOTION: Board approval of the transfer of funds to Dedicated Reserves (as presented in the Board Packet) for FY 23. Motion made by Joan Comanor, seconded by Mary Gessner. Motion Passed. Voting ballot is as follows.

**James Fagan and Wayne Webb were absent at the time of vote.*

Name	Yes	No	Abstain	Name	Yes	No	Abstain
Richard Hoover	X			Kermit Gaither	X		
Joan Comanor	X			Kitty Hockman-Nicholas	X		
Ira Richards	X			HB Simpson	X		
Corey Childs	X			Paul Burkholder	X		
Mary Gessner	X			Justin MacKay-Smith	X		
*James Fagan				*Wayne Webb			

Board Secretary/Administrative Specialist: Sarah Fleming

- Our Website is still a work in progress. We have several upcoming meetings with TeamLogic to get things cleared up so that the Website is soon up to date and fully functional. An “under construction” note will be placed on the Home Page until all items are addressed.

Technical Staff Reports:

Supervising Conservation Specialist, Dana Gochenour:

- Nothing to add to written report.

Conservation Specialist, Nick Livesay:

- Not in attendance.

Conservation Specialist, Madison Coffey:

- 5th Annual Harvest Festival will be held at the Strasburg Park on September 17, 2022, from 10:am – 2:00pm. Any help is welcome.
- Had a promising VCAP project visit in Frederick County.

Conservation Specialist, Sabrina Vladu

- Was part of the TAC Sub-Committee. They met August 11th and were able to address all items on agenda and will not be meeting again this year.

Conservation Specialist, Shannon Gaffey

- Has been working on online trainings as her start date was September 1st

Conservation Technical Assistant, Sam Shelton

- Start date September 1st.

Education and Program Support Specialist, Allyson Ponn:

- Allyson has started working part-time and plans to be back in the office full-time starting in October.



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Contractor for Conservation Services, Sheryl Ferguson:

- Not in attendance.

Alliance for the Shenandoah Valley: Joan Comanor

- Nothing to add to the written report.

Conservation Easements Committee: Ira Richards

- Nothing to report.

Conservation Technical Committee: Corey Childs

- Corey reviewed the Minutes and Motions of the September 1, 2022, meeting. The following motions were made.

MOTION: to recommend that the board approve 13-23-0002 increase for SL-6W (491064), as listed in the minutes from September 1, 2022. Motion made by Corey Childs, seconded by Mary Gessner. Motion Passed. Voting ballot is as follows. *James Fagan and Wayne Webb were 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>
Richard Hoover	X				Kermit Gaither	X		
Joan Comanor	X				Kitty Hockman-Nicholas	X		
Ira Richards	X				HB Simpson	X		
Corey Childs	X				Paul Burkholder	X		
Mary Gessner	X				Justin MacKay-Smith	X		
*James Fagan					*Wayne Webb			

MOTION: to recommend that the board approve 13-23-0002 FR-3 (503954) and FR-1 (503982), as listed in the minutes from September 1, 2022. Motion made by Corey Childs, seconded by Mary Gessner. Motion Passed. Voting ballot is as follows. *James Fagan and Wayne Webb were 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>
Richard Hoover	X				Kermit Gaither	X		
Joan Comanor	X				Kitty Hockman-Nicholas	X		
Ira Richards	X				HB Simpson	X		
Corey Childs	X				Paul Burkholder	X		
Mary Gessner	X				Justin MacKay-Smith	X		
*James Fagan					*Wayne Webb			

MOTION: to recommend that the board approve 13-23-0010 for WP-4 (506408), as listed in the minutes from September 1, 2022. Motion made by Corey Childs, seconded by Mary Gessner. Motion Passed. Voting ballot is as follows. *James Fagan and Wayne Webb were 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>
Richard Hoover	X				Kermit Gaither	X		
Joan Comanor	X				Kitty Hockman-Nicholas	X		
Ira Richards	X				HB Simpson	X		
Corey Childs	X				Paul Burkholder	X		
Mary Gessner	X				Justin MacKay-Smith	X		
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MOTION: to recommend that the board approve 13-23-0008 FR-3 (501568), as listed in the minutes from September 1, 2022. Motion made by Corey Childs, seconded by Mary Gessner. Motion Passed. Voting ballot is as follows. **James Fagan and Wayne Webb were absent at the time of vote.*

Name	Yes	No	Abstain	Name	Yes	No	Abstain
Richard Hoover	X			Kermit Gaither	X		
Joan Comanor	X			Kitty Hockman-Nicholas	X		
Ira Richards	X			HB Simpson	X		
Corey Childs	X			Paul Burkholder	X		
Mary Gessner	X			Justin MacKay-Smith	X		
*James Fagan				*Wayne Webb			

MOTION: to recommend that the board approve 13-23-0013 CCI SL-6W (509954), as listed in the minutes from September 1, 2022. Motion made by Corey Childs, seconded by Mary Gessner. Motion Passed. Voting ballot is as follows. **James Fagan and Wayne Webb were absent at the time of vote.*

Name	Yes	No	Abstain	Name	Yes	No	Abstain
Richard Hoover	X			Kermit Gaither	X		
Joan Comanor	X			Kitty Hockman-Nicholas	X		
Ira Richards	X			HB Simpson	X		
Corey Childs	X			Paul Burkholder	X		
Mary Gessner	X			Justin MacKay-Smith	X		
*James Fagan				*Wayne Webb			

MOTION: to recommend that the board approve 13-23-0011 SL-7 (509029), as listed in the minutes from September 1, 2022. Motion made by Corey Childs, seconded by Mary Gessner. Motion Passed. Voting ballot is as follows. **James Fagan and Wayne Webb were absent at the time of vote.*

Name	Yes	No	Abstain	Name	Yes	No	Abstain
Richard Hoover	X			Kermit Gaither	X		
Joan Comanor	X			Kitty Hockman-Nicholas	X		
Ira Richards	X			HB Simpson	X		
Corey Childs	X			Paul Burkholder	X		
Mary Gessner	X			Justin MacKay-Smith	X		
*James Fagan				*Wayne Webb			

MOTION: to recommend that the board approve 13-23-0011 FR-1 (508769), as listed in the minutes from September 1, 2022. Motion made by Corey Childs, seconded by Mary Gessner. Motion Passed. Voting ballot is as follows. **James Fagan and Wayne Webb were absent at the time of vote.*

Name	Yes	No	Abstain	Name	Yes	No	Abstain
Richard Hoover	X			Kermit Gaither	X		
Joan Comanor	X			Kitty Hockman-Nicholas	X		
Ira Richards	X			HB Simpson	X		
Corey Childs	X			Paul Burkholder	X		
Mary Gessner	X			Justin MacKay-Smith	X		
*James Fagan				*Wayne Webb			



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MOTION: to recommend that the board approve 13-23-0012 SL-6W (509949) and SL-7 (509950), as listed in the minutes from September 1, 2022. Motion made by Corey Childs, seconded by Mary Gessner. Motion Passed. Voting ballot is as follows. **James Fagan and Wayne Webb were absent at the time of vote.*

Name	Yes	No	Abstain	Name	Yes	No	Abstain
Richard Hoover	X			Kermit Gaither	X		
Joan Comanor	X			Kitty Hockman-Nicholas	X		
Ira Richards	X			HB Simpson	X		
Corey Childs	X			Paul Burkholder	X		
Mary Gessner	X			Justin MacKay-Smith	X		
*James Fagan				*Wayne Webb			

MOTION: to recommend that the board approve 13-23-0009 SL-1's(504324, 504088, 504325), as listed in the minutes from September 1, 2022. Motion made by Corey Childs, seconded by Mary Gessner. Motion Passed. Voting ballot is as follows. **James Fagan and Wayne Webb were absent at the time of vote.*

Name	Yes	No	Abstain	Name	Yes	No	Abstain
Richard Hoover	X			Kermit Gaither	X		
Joan Comanor	X			Kitty Hockman-Nicholas	X		
Ira Richards	X			HB Simpson	X		
Corey Childs	X			Paul Burkholder	X		
Mary Gessner	X			Justin MacKay-Smith	X		
*James Fagan				*Wayne Webb			

MOTION: to recommend that the board approve the 2023 Transfer Increases for 13-23-0005 and 13-23-0001, as listed in the minutes from September 1, 2022. Motion made by Corey Childs, seconded by Mary Gessner. Motion Passed. Voting ballot is as follows. **James Fagan and Wayne Webb were absent at the time of vote.*

Name	Yes	No	Abstain	Name	Yes	No	Abstain
Richard Hoover	X			Kermit Gaither	X		
Joan Comanor	X			Kitty Hockman-Nicholas	X		
Ira Richards	X			HB Simpson	X		
Corey Childs	X			Paul Burkholder	X		
Mary Gessner	X			Justin MacKay-Smith	X		
*James Fagan				*Wayne Webb			

MOTION: to recommend that the board approve the transfer of liability for 13-15-0145 SL-6 to a new participant due to sale of the property, as listed in the minutes from September 1, 2022. Motion made by Corey Childs, seconded by Mary Gessner. Motion Passed. Voting ballot is as follows. **James Fagan and Wayne Webb were absent at the time of vote.*

Name	Yes	No	Abstain	Name	Yes	No	Abstain
Richard Hoover	X			Kermit Gaither	X		
Joan Comanor	X			Kitty Hockman-Nicholas	X		
Ira Richards	X			HB Simpson	X		
Corey Childs	X			Paul Burkholder	X		
Mary Gessner	X			Justin MacKay-Smith	X		
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MOTION: to recommend that the board endorse the award nominations provided for the BMP Awards. Motion made by Corey Childs, seconded by Mary Gessner. Motion Passed. Voting ballot is as follows. *James Fagan and Wayne Webb were absent at the time of vote.

Name	Yes	No	Abstain	Name	Yes	No	Abstain
Richard Hoover	X			Kermit Gaither	X		
Joan Comanor	X			Kitty Hockman-Nicholas	X		
Ira Richards	X			HB Simpson	X		
Corey Childs	X			Paul Burkholder	X		
Mary Gessner	X			Justin MacKay-Smith	X		
*James Fagan				*Wayne Webb			

Dam Safety Committee: James Fagan

- Not in attendance.

Education and Information Committee: Joan Comanor

- The Education & Information Committee will meet immediately following today’s Board Meeting.

MOTION: to delegate authority to the Education & Information Committee for Award Nominations. Motion made by Joan Comanor, seconded by HB Simpson. Motion Passed. Voting ballot is as follows. *James Fagan and Wayne Webb were absent at the time of vote.

Name	Yes	No	Abstain	Name	Yes	No	Abstain
Richard Hoover	X			Kermit Gaither	X		
Joan Comanor	X			Kitty Hockman-Nicholas	X		
Ira Richards	X			HB Simpson	X		
Corey Childs	X			Paul Burkholder	X		
Mary Gessner	X			Justin MacKay-Smith	X		
*James Fagan				*Wayne Webb			

- 9/8/2022 Annual Farm Bureau Meetings for Shenandoah and Frederick County.
 - Joan Comanor, Dana G. & Madison C. will represent the District at Shenandoah County
 - Ally P. & Sabrina V. will represent the District at Frederick County
- Reminder to All to please brief represented areas at local events such as Annual Banquets, and Board of Supervisors/Town Hall meetings.

Finance Committee: Wayne Webb

- Mr Webb was absent from the meeting.
 - Chairman Hoover requested a motion per Mr. Web’s written report.

MOTION: to accept the Finance Committee meeting minutes of 8/11/2022 as presented in the Board Packet. Motion made by Joan Comanor, seconded by HB Simpson. Motion Passed. Voting ballot is as follows. *James Fagan and Wayne Webb were absent at the time of vote.



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<i>Name</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>		<i>Name</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>
Richard Hoover	X				Kermit Gaither	X		
Joan Comanor	X				Kitty Hockman-Nicholas	X		
Ira Richards	X				HB Simpson	X		
Corey Childs	X				Paul Burkholder	X		
Mary Gessner	X				Justin MacKay-Smith	X		
*James Fagan					*Wayne Webb			

Legislative Committee: Paul Burkholder

- Gearing up to meet in Richmond
 - Will email the date of event once received – anyone interested is welcome to participate.
- Recommends a more personal outreach to legislators, as mass meetings can be crowded and impersonal (lack connection).
 - Quote from Chairman Hoover “Don’t hesitate, collaborate”.
- Funding consistency was a big topic at the September Legislative meeting.
- Mr. Burkholder still awaits news on the Governor’s answer on appointment of Virginia Soil & Water Board nominees.

Northern Shenandoah Valley Regional Committee: Wayne Webb

- Mr. Webb was not in attendance.

Operations Committee: Justin MacKay-Smith

- Mr. Mackay-Smith had nothing new to report for Operations. However, He did report that he had attended a DEQ Nutrient Credit Committee and gave a brief update. As the committee’s work is done for the year they will be forwarding their report to Legislation. He will email minutes to those who wish to receive.

Personnel Committee: HB Simpson

- HB thank all who were involved in gaining a full staff. He is looking forward to showing we have the best staff in the area.

Shenandoah County Water Resources Advisory Committee: Joan Comanor

- Nothing to add to the written report.

Shenandoah Pure Water Forum: Dick Hoover

- Nothing to add to written report.

Urban BMP Committee: Kermit Gaither

- Mr. Gaither had nothing to report.

Natural Resources Conservation Service: Brent Barriteau

- Brent reviewed his report handout.
- There will be only one Application Deadline for all FY23 Programs offered by NRCS. The deadline date for this year is: November 4, 2022.



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- Once again there is not a lot of funding available through NRCS.

Virginia Department of Conservation & Recreation: Debbie Cross

- Debbie reviewed her written report.
- Quarter 1 Reports will be due Monday, October 17, 2022.
- FOIA Training needs to be completed by all District Directors. This is a state mandated item.
- Annual Meeting is at Hotel Roanoke - December 4-6, 2022.
- VSWCB Meeting December 7, 2022.

Virginia Cooperative Extension: Corey Childs

- Briefed on Coop happenings.
- Many Education Programs coming up. Hope to have posted on Website soon for Oct. - Dec.
- Spotted Lantern Fly continues to be a concern. Although many know of this invasive species there are surprisingly, many that still do not know about it.

Virginia Department of Forestry: Matt Wolanski

- Not in attendance.

Chesapeake Bay Foundation: Matt Kowalski

- Not in attendance.

Department of Environmental Quality: Sara Jordan

- Not in attendance.

Other:

MOTION: to adjourn the Board of Director's Meeting. Motion Made by HB Simpson, seconded Paul Burkholder. Motion Passed. Voting ballot is as follows. *James Fagan and Wayne Webb were absent at the time of vote.

Name	Yes	No	Abstain	Name	Yes	No	Abstain
Richard Hoover	X			Kermit Gaither	X		
Joan Comanor	X			Kitty Hockman-Nicholas	X		
Ira Richards	X			HB Simpson	X		
Corey Childs	X			Paul Burkholder	X		
Mary Gessner	X			Justin MacKay-Smith	X		
*James Fagan				*Wayne Webb			

The meeting adjourned at 11:28a.m.

Respectfully submitted,

Sarah R. Fleming

Board Secretary