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

October 14, 2021

MINUTES

The August LFSWCD Board of Director’s Meeting was held, in person, at the Strasburg Town Park Rotary Pavilion located on Park Road, Strasburg, VA 22657.

Those attending were:

LFSWCD Directors and Associate Directors

Richard Hoover, Chairman
 Joan Comanor, Vice Chairwoman
 Justin Mackay-Smith
 Ira Richards
 Paul Burkholder (arrived late)
 Wayne Webb
 Bud Nagelvoort
 Corey Childs
 Mary Gessner

Cooperating Agency Representatives in Attendance:

Brent Barriteau, USDA, Natural Conservation Service
 Debbie Dross, CDC/DCR

LFSWCD Staff Members

Dana Gochenour
 Nick Livesay
 Sarah Fleming
 Madison Coffey
 Sam Truban
 Allyson Ponn

Absent Directors or Staff:

Kermit Gaither
 Sheryl Ferguson
 HB Simpson
 James Fagan

The meeting was called to order by Chairman Hoover at 10:00 am.

- Approval of September 2021 Minutes

Motion: Board approval of the September 2021 minutes. **Motion made by Mary Gessner, seconded by Kitty Hockman-Nicolas. Motion Passed. Voting Ballot is as follows.** * Kermit Gaither, James Fagan, HB Simpson & Paul Burkholder were absent from the Board Meeting at time of vote.

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



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Chairman’s Report:

- Thanks to Joan and Dana, the Zoom briefing of 10th District Delegate Wendy Gooditis was a grand success (Kendall Tyree and your Chairman led off with introductions).
- Thanks go to Ali and Staff, Wayne, and Bud for helping put together the District’s Attachment D Budget Template. The Attachment D Peer Review Committee responded that it had neither questions nor concerns regarding the District’s submission, and thanked us for our accuracy.
- So that the District could meet the October 15, 2021 deadline for submission of its Quarterly Report, your Chairman approved the District’s Dedicated Reserve Plan proposed by the Finance Committee. A million thanks to Sarah, Bud and Wayne for all their work

Motion: The Board endorses the Chairman’s approval of the District’s Dedicated Reserves Plan. **Motion made by Mary Gessner, seconded by Kitty Hockman-Nicholas. Motion Passed. Voting Ballot is as follows.** * Kermit Gaither, James Fagan, HB Simpson & Paul Burkholder were absent from the Board Meeting at 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			
Joan Comanor	X				Kitty Hockman-Nicholas	X		
Ira Richards	X				*HB Simpson			
Corey Childs	X				*Paul Burkholder			
Mary Gessner	X				Justin MacKay-Smith	X		
*James Fagan					Wayne Webb	X		

- Planner Certification Process for Nick & Allison are going well. Sam will recertify in May 2022 and Dana has her recertification scheduled for 10/26/2021.
- So that we might move ahead fast, your Chairman approved the expenditure of \$895 for a new networking port from Team LogicIT. Many thanks to Sheryl for her work!

Motion: The Board endorses the Chairman’s approval of \$895 for a new networking port from Team LogicIT. **Motion made by Kitty Hockman-Nicholas, seconded by Corey Childs. Motion Passed. Voting Ballot is as follows.** * Kermit Gaither, James Fagan, HB Simpson & Paul Burkholder were absent from the Board Meeting at time of vote.



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

- Mr. Hoover received a letter from Jeffery Steeres, DEQ requesting participation in a nutrient credit study. After much discussion of the Board, it was agreed it would be beneficial to have a representative on the study team.

Motion: LFSWCD Board Member, Justin Mackay Smith with participate in the Nutrient Credit Study by DEQ. Motion made by Mary Gessner, seconded by Wayne Webb. Motion Passed. Voting Ballot is as follows.

* Kermit Gaither, James Fagan & HB Simpson were absent from the Board Meeting at time of vote.

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

Treasurer's Report:

- Mr. Nagelvoort, Interim Treasurer had nothing to add to his written report.

Board Secretary:

- Discussion of location of upcoming monthly Board meetings.

Motion: To hold Board meetings at the Strasburg Community Center Room, 726 E Queen Street, Strasburg, henceforth. Motion made by Wayne Webb, seconded by Kitty Hockman-Nicholas. Motion Passed. Voting Ballot is as follows. * Kermit Gaither, James Fagan & HB Simpson were absent from the Board Meeting at time of vote.

Name	Yes	No	Abstain		Name	Yes	No	Abstain
Richard Hoover	X				*Kermit Gaither			



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Joan Comanor	X				Kitty Hockman-Nicholas	X		
Ira Richards	X				*HB Simpson			
Corey Childs	X				Paul Burkholder	X		
Mary Gessner	X				Justin MacKay-Smith		X	
*James Fagan					Wayne Webb	X		

Technical Reports:

Senior Conservation Specialist, Dana Gochenour: Nothing to add to written report.

Conservation Specialist, Sam Truban: Nothing to add to written report.

Conservation Specialist, Ali Sloop: Not in attendance.

Conservation Specialist, Nick Livesay: Nothing to add to written report.

Conservation Specialist, Madison Coffey: Nothing to add to written report.

Education and Program Support Specialist, Allyson Ponn: Nothing to add to written report.

Contractor for Conservation Services, Sheryl Ferguson: Not in attendance.

Alliance for the Shenandoah Valley: Joan Comanor

- The Alliance has issued their 1st Annual report. Fall Newsletter is online.

Conservation Easements Committee:

- Mr. Richards had nothing to report.

Conservation Technical Committee:

- Mary Gessner reviewed the CTC written report.

Motion: To approve Variance; contract no. 13-22-0005 as outlined in the CTC meeting minutes from 10/7/2021. Motion made by Mary Gessner, seconded by Corey Childs. Motion Passed. Voting Ballot is as follows. * Kermit Gaither, James Fagan & HB Simpson were absent from the Board Meeting at time of vote.

Name	Yes	No	Abstain	Name	Yes	No	Abstain
Richard Hoover	X			*Kermit Gaither			



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Joan Comanor	X			Kitty Hockman-Nicholas	X		
Ira Richards	X			*HB Simpson			
Corey Childs	X			Paul Burkholder	X		
Mary Gessner	X			Justin MacKay-Smith	X		
*James Fagan				Wayne Webb	X		

Motion: To approve remaining BMPs to include SL-1 contract no. 13-22-0021, SL-6W contract no. 13-22-0021 and WQ-12 contract no. 13-22-0023, as outlined in the CTC meeting minutes from 10/7/2021.

Motion made by Mary Gessner, seconded by Corey Childs. Motion Passed. Voting Ballot is as follows. * Kermit Gaither, James Fagan & HB Simpson were absent from the Board Meeting at time of vote.

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

Dam Safety Committee:

- Nothing to report.

Education and Information Committee:

- Committee Meeting will follow 10/14/21 Board Meeting.
- After much Board/group discussion on the current health and safety concerns regarding COVID-19, it was decided the topic should be brought to a vote/motion in which the Annual Awards Luncheon previously scheduled to take place on November 10, 2021, be cancelled.
- **Motion: Cancellation of the November 10, 2021, Annual Awards Luncheon. Motion made by Joan Comanor, seconded by Kitty Hockman-Nicholas. Motion Passed. Voting Ballot is as follows. * Kermit Gaither, James Fagan & HB Simpson were absent from the Board Meeting at time of vote.**

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



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*James Fagan					Wayne Webb	X		
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Motion: To approve the proposed LFSWCD Awards/Recognition Program purpose and procedures as presented by the Education & Information Committee. **Motion made by Joan Comanor, seconded by Kitty Hockman. Motion Passed. Voting Ballot is as follows.** * Kermit Gaither, James Fagan & HB Simpson were absent from the Board Meeting at time of vote.

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

Motion: Board approval of the Annual Awards Nomination list. **Motion made by Richard Hoover, seconded by Joan Comanor. Motion Passed. Voting Ballot is as follows.** * Kermit Gaither, James Fagan & HB Simpson were absent from the Board Meeting at time of vote.

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

Finance Committee:

- Mr. Webb had nothing to add to his written report.

Legislative Committee: Paul Burkholder

- Mr. Burkholder had nothing to report.

Northern Shenandoah Valley Regional Committee: Wayne Webb

- Mr. Webb had nothing to add to his written report.

Operations Committee: Justin MacKay-Smith



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- Mr. Mackay-Smith had nothing to report.

Personnel Committee: HB Simpson

- During Alison Sloop’s exit interview, she offered to assist the district on a part-time basis.

Motion: To delegate authority to the Personnel Committee in contract negotiations/decision pertaining to Alison Sloop. Motion made by Joan Comanor, seconded by Mary Gessner. Motion Passed. Voting Ballot is as follows. * Kermit Gaither, James Fagan & HB Simpson were absent from the Board Meeting at 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			
Joan Comanor	X				Kitty Hockman-Nicholas	X		
Ira Richards	X				*HB Simpson			
Corey Childs	X				Paul Burkholder	X		
Mary Gessner	X				Justin MacKay-Smith	X		
*James Fagan					Wayne Webb	X		

Shenandoah County Water Resources Advisory Committee: Joan Comanor

- Mrs. Comanor had nothing to report.

Shenandoah Pure Water Forum: Dick Hoover

- Mr. Hoover had nothing to report.

Urban BMP Committee: Kermit Gaither

- Mr. Gaither was not present.

Natural Resources Conservation Service: Brent Barriteau

- COVID RESTRICTIONS
 - COVID mandates for office remain the same - Mask are to be worn while in office regardless of vaccination status. Office staffing for NRSC/LFSWCD is at 50%. Visitors and Contractors are to show proof of vaccination or a negative Covid test result within 3 days of visiting the office to be allowed inside.

Virginia Department of Conservation & Recreation: Debbie Cross

Debbie reviewed her written report.

- Reminded Directors to take their Bi-Annual COIA training. Must be completed y 12/31/2021.



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- Association Annual Meeting will be held virtually December 6 & 7, 2021. The General Business meeting for Directors will be on the December 7, 2021.

Virginia Cooperative Extension: Corey Childs:

- Elm Saw Fly is a new invasive species being found in the area.
- Pesticide Application Classes
 - Recertification will be late Fall 2021
 - Commercial = January 2022
 - Certification = February 2022

Virginia Department of Forestry: Matt Wolanski

- Not in attendance.

Chesapeake Bay Foundation: Matt Kowalski

- Not in attendance.

Department of Environmental Quality: Sara Bottenfield

- Not in attendance.

Other:

Motion: to Adjourn: Motion made by Richard Hoover, seconded by Wayne Webb. Motion passed. Voting Ballot is as follows. ** Mary Gessner was absent from the Board Meeting at time of vote.

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

The meeting adjourned at approximately 12:15pm.



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Respectfully submitted,

Sarah R. Fleming