



DANIEL BOONE SOIL & WATER CONSERVATION DISTRICT
32637 MAIN STREET
JONESVILLE, VIRGINIA 24263
PHONE: (276) 346-1531
EMAIL: dbswcd@verizon.net
WEBSITE: www.danielbooneswcd.com

We work with the people who work the land.

*MINUTES OF MEETING
NOVEMBER 15, 2022*

The Daniel Boone Soil & Water Conservation District Board of Directors met Tuesday, November 15, 2022 at the Daniel Boone Soil & Water Conservation District office in Jonesville, Virginia at 6:00 PM.

MEMBERS PRESENT

Roger Elkins
Mike Hobbs
Bobby Burchett
Amy Byington

ASSOCIATES PRESENT

Jason Miles

STAFF PRESENT

Samantha Briggs
Shawn Morris
Tim Miles
Liz Maggard

PARTNERS PRESENT

Mandy Fletcher
Jordan Southern
Neal Kilgore
Tommy Oravetz

PUBLIC PRESENT

None

MEMBERS ABSENT:

Gary Martin

CALL TO ORDER:

The meeting was called to order by Roger Elkins, Chairman.

INVOCATION/PLEDGE:

Tim Miles/Everyone

REPORTS - OFFICERS: Secretary's Minutes and Treasurer's Reports

Roger Elkins asked the Board if there were any additions or corrections to the minutes. Hearing no corrections the minutes stand as distributed.

Roger Elkins asked the Board if there were any corrections to the Treasurer's report. Hearing none the November 9, 2022 Treasurer's report is submitted for record.

REPORTS - COMMITTEE CHAIRS:

Shawn Morris, Technical Committee Chair, stated that the committee discussed ranking periods for funding the VACS projects.

A motion was made to include all applications through September 30, 2022 in the first ranking period with subsequent ranking periods on a quarterly basis. (Byington, Hobbs, unanimous) A copy of the VACS Program report and a copy of the minutes of meeting are attached and made a part of these minutes.

A verbal report of the ongoing activities of the Chairman was given by Roger Elkins.

A copy of the District Manager report is attached and made a part of these minutes.

A copy of the Conservation Specialist report is attached and made a part of these minutes.

A copy of the Conservation Technician report is attached and made a part of these minutes.

SPECIAL GUESTS:

Roger Elkins introduced Neal Kilgore, Conservation Easement Program Manager, and Tommy Oravetz, Conservation Easement Program Manager, from the Virginia Outdoors Foundation. Neal Kilgore gave a verbal report of the ongoing activities of the Virginia Outdoors Foundation.

UNFINISHED BUSINESS:

Shawn Morris stated that he had contacted Brian Clark from My Town Auto and discussed the purchase of a trailer brake, black running boards, and a spray-in bed liner for the district's RAM 2500 truck. Brian Clark indicated that they were still waiting on the materials. He will have a report at the December board meeting.

The board discussed vehicle insurance quotes. The staff will get quotes and have them for the December board meeting.

Shawn Morris discussed conservation award nominees. A motion was made to purchase six award signs for the following nominees: Paul Gilliam, Tim Rasnic, Barbara Crumley, Anna Slem, Blaine Ratliff, and Titus Whitt and one plaque for Tony Rhoton. (Byington, Burchett, unanimous)

NEW BUSINESS:

Samantha Briggs, Administrative Secretary, reported that she had submitted the district's FY2023 1st Quarter Attachment E with supporting documents to DCR. The attachment was submitted on time, it was accurate, and there were no comments or questions. A copy of the Attachment E and supporting documents are attached and made a part of these minutes.

The board discussed the Annual Awards Banquet. After a brief discussion a motion was made to hold the banquet on Tuesday, December 13th or Thursday, December 15th

depending on the availability of the venue and having a quorum for the board meeting. The banquet meal will be provide by Larry Graber. (Byington, Burchett, unanimous)

The board discussed the VASWCD Annual Meeting. Roger Elkins stated that he would be attending this meeting. Samantha Briggs stated that the district has one room available for anyone else that might want to attend. The deadline is Friday, November 18, 2022.

Samantha Briggs prepared a list from the Annual Plan of Work and Strategic Plan of things to be accomplished in FY 2022-2023. The Board of Directors and staff reviewed and discussed the list. A copy of the list is attached and made a part of these minutes.

ANNOUNCEMENTS:

None

REPORTS FROM COOPERATING AGENCIES:

A copy of the DCR Conservation District Coordinator report is attached and made a part of these minutes.

A copy of the NRCS District Conservationist report and Virginia NRCS Programs Report (FY22) handout are attached and made a part of these minutes.

A verbal report of the ongoing activities of the Virginia Cooperative Extension was given by Amy Byington, Lee County ANR Extension Agent.

There was no report submitted from the Virginia Department of Forestry.

There was no report submitted from the Friends of the Cedars.

The meeting was adjourned by the Chairman of the Board.

Approved:

Respectfully Submitted By:



Roger Elkins, Chairman

12-13-2022
Date



A. Samantha Briggs, Admin. Sec.

2020 VACS Program Report

CONTRACT #	Instance	Practice	Total Est Cost	Estimated Cost/Share	Survey	Design	Construc Begins	Percent Complete	Remarks
24-20-0001		SL-6W	\$74,870.00	\$79,214.00	Y	Y			Ms. Day has indicated she is thinking about cancelling her project
24-20-0003		SL-6W	\$19,150.00	\$19,402.00	Y	Y	Y	100	Complete and paid paid \$19,252.30
24-20-0005		SL-6W	\$49,986.50	\$50,106.50	Y	Y	Y	100	Complete and paid paid \$50,106.50
24-20-0006		SL-6W	\$48,670.00	\$49,342.00	Y	Y	Y	100	Complete and paid paid \$49,342.00
24-20-0008		SL-6W	\$39,452.50	\$44,474.40	Y	Y	Y	100	Complete and paid paid \$44,474.40
24-20-0009		SL-6W	\$76,565.00	\$80,309.00	Y	Y	Y	100	Complete and paid paid \$80,095.80
24-20-0010		SL-7	\$45,185.00	\$33,888.75	Y	Y	Y	100	Complete and paid paid \$33,888.75
24-20-0011		SL-6W	\$44,067.50	\$44,847.50	Y	Y	Y	100	Complete and paid paid \$42,516.25
24-20-0014		WP-4	\$117,049.00	\$87,786.75	Y	Y	Y	100	Complete and paid paid \$87,786.75
24-20-0018		WP-4	\$119,532.00	\$89,649.00	Y	Y	Y	100	Complete and paid Paid \$89,649.00 and \$39,951.00 (\$129,600.00 total)
24-20-0025		WP-4	\$127,409.00	\$95,556.75	Y				I am in the process of getting the paperwork to the engineer so he can do the design.
24-20-0026		SL-6W	\$43,455.00	\$43,983.00	Y	Y	Y	100	Complete and paid paid \$43,296.25
24-20-0029		SL-6W	\$47,027.50	\$47,819.50	Y	Y	Y	100	Complete and paid paid \$47,819.50
24-20-0030		SL-6W	\$21,537.50	\$21,036.63	Y	Y	Y	100	Complete and paid paid \$17,664.08
24-20-0032		SL-6W	\$54,286.50	\$54,742.50	Y	Y	Y	100	Complete and paid. paid \$47,747.00
24-20-0033	378375	SL-7	\$24,095.00	\$18,071.25	Y	Y	Y	100	Complete and paid paid \$17,383.54
24-20-0035		SL-6W	\$99,552.50	\$100,000.00	Y	Y	Y	100	Complete and paid paid \$85,516.95
24-20-0036		SL-6W	\$76,080.00	\$76,740.00	Y	Y	Y	100	Complete and paid paid \$69,742.95
24-20-0037		SL-6W	\$105,720.00	\$100,000.00	Y	Y	Y	5	No new progress on Mr. Long's project.
24-20-0041		SL-6W	\$62,510.00	\$63,110.00	Y	Y	Y	100	Complete and paid Paid \$63,110.00. Also approved \$16,920.00 for the extreme act of nature(EAN)
24-20-0043		SL-6W	\$25,875.00	\$31,875.00	Y	Y	Y	100	Complete and paid paid \$30,031.10
24-20-0044		SL-6W	\$32,320.00	\$33,520.00	Y	Y	Y	100	Complete and paid paid \$32,879.25
24-24-0046		SL-6W	\$24,360.00	\$25,560.00	Y	Y	Y	100	Complete and paid paid \$25,560.00
24-20-0047		SL-6W	\$66,870.00	\$67,350.00	Y	Y	Y	100	Complete and paid paid \$65,973.00
24-20-0050		SL-6W	\$47,169.40	\$49,041.40	Y	Y	Y	100	Complete and paid Paid \$48,624.50
24-20-0052		SL-6W	\$89,787.50	\$94,587.50	Y	Y	Y	100	Complete and paid paid \$94,587.50

2020 VACS Program Report Cont'd

CONTRACT #	Instance	Practice	Total Est Cost	Estimated Cost/Share	Survey	Design	Construc Begins	Percent Complete	Remarks
24-20-0053		SL-6W	\$64,115.00	\$65,555.00	Y	Y	Y	100	Complete and paid paid \$65,555.00
24-20-0056		SL-6W	\$81,000.00	\$82,488.00	Y	Y	Y	100	Complete and paid paid \$77,918.70
24-20-0059		SL-6W	\$23,282.50	\$23,762.50	Y	Y	Y	100	Complete and paid paid \$23,762.50
24-20-0060		SL-6W	\$46,330.00	\$46,702.00	Y	Y	Y	100	Complete and paid paid \$46,702.00
24-20-0062		SL-6W	\$74,637.50	\$75,537.50	Y	Y	Y	100	Complete and paid paid \$75,537.50
24-20-0063		SL-6W	\$67,200.00	\$69,600.00	Y	Y	Y	100	Complete and paid paid \$69,411.95
24-20-0066		SL-6W	\$44,100.00	\$45,060.00	Y	Y	Y	100	Complete and paid paid \$44,770.50
24-20-0069		SL-6W	\$19,625.00	\$20,345.00	Y	Y	Y	100	Complete and paid. paid \$20,345.00
24-20-0104		SL-6W	\$30,957.50	\$32,157.50	Y	Y	Y	100	Complete and paid paid \$32,081.35
24-20-0105		SL-6W	\$40,152.50	\$42,552.50	Y	Y	Y	100	Complete and paid paid \$42,552.50
24-20-0107		WP-4	\$120,101.00	\$90,075.75	Y	Y	Y	40	Footer, walls and floor have been poured and posts are in the ground.
24-20-0108		WP-4	\$115,417.00	\$86,562.75					CANCELLED
24-20-0109		WP-4	\$55,520.00	\$41,640.00					Landowner needs to hire his own PE.
24-20-0007		SL-6W	\$20,532.50	\$22,932.50	Y	Y	Y	100	Complete and paid paid \$22,932.50
24-20-0020		WP-4	\$83,013.00	\$62,259.75					Landowner has cancelled her project.
24-20-0017		WP-4	\$70,005.00	\$52,503.75	Y	Y			the landowner and contractor now have copies of the design. Site prep will begin soon.
24-20-0033	389722	WP-4	\$160,829.00	\$120,621.75	Y				AWMS plan and survey have been sent to the engineer. The design should be here soon.
24-20-0027		WP-4	\$115,417.00	\$86,562.75					I have not heard from Mr. Jones in a long time.
24-20-0023		WP-4	\$160,625.00	\$120,468.75					
24-20-0021		WP-4	\$81,409.00	\$61,056.75					We were notified that the landowner is now deceased.
24-20-0004		SL-6W	\$111,782.50	\$100,000.00	Y	Y	Y	80	Fencing is complete, watering system is nearing completion. Landowner has agreed to use an existing well instead of a new one.
24-20-0028		SL-6W	\$35,145.00	\$36,345.00	Y	Y	Y	100	Complete and paid paid \$32,178.75
24-20-0022		WP-4	\$197,897.00	\$148,422.75	Y				I need to talk to the landowner about the status of his project.
24-20-0019		WP-4	\$185,180.00	\$138,885.00	Y	Y	Y	100	Complete and paid paid \$138,885.00
24-20-0002		SL-6	\$38,395.00	\$41,155.00	Y	Y			We have not heard from the landowner in a long time.

SWCD: Daniel Boone Name of Committee: Technical / BMP

Date: 11/15/2022 Time: 4:30 Location: DBSWCD Office

Designated Note taker: Liz Maggard

Voting Members in Attendance: Liz, Shawn, Tim, Jordan, Amy, Tony, Jason

Voting Members Not in Attendance: _____

Others in Attendance: Mandy Fletcher

Agenda/Discussion Item #1

Topic: Ranking VACS projects based on CEF numbers

Determining cut-off dates / funding period dates

Motion/Recommendation:

Visit and rank applications up to September 30th 2022

(First quarter) - Funding periods by quarter

Motion Made By: Jason Seconded By: Jordan Vote:

Comments: _____

Follow Up Actions- (Who/What/When): _____

Agenda/Discussion Item #2

Topic: Start funding times with EQIP so we can piggyback projects

Motion/Recommendation:

Motion Made By: _____ Seconded By: _____ Vote: _____

Comments: _____

Follow Up Actions- (Who/What/When): _____

Agenda/Discussion Item #3

Topic: _____

Motion/Recommendation:

Motion Made By: _____ Seconded By: _____ Vote: _____

Comments: _____

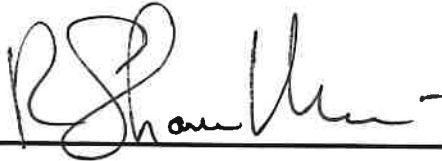
Follow Up Actions- (Who/What/When): _____

Additional Committee Business:

Set next Committee Meeting Date, time and location: _____

Motion to Adjourn By: Tony Seconded By: Sharr

Time of Adjournment: 5:15 Submitted by: Liz

Committee Chair Signature: 

DBSWCD
District Manager
Report
November 2022

- Program Year 2020 - \$3,083,504.05. 94% obligated (6% unobligated), 56% complete and paid (38% to be paid). *Note: Some of the money “unobligated” is from cancellations and more cancellations may be coming which will change the % obligated and % unobligated. **One PY 2020 project was complete and paid (\$32,081.35) in July.**
- Program year 2021 - \$614,597.00. 99% obligated, 56% complete and paid (44% to be paid). **One PY 2021 project was completed and paid (38,747.50) in July.**
- Program year 2022 - \$1,255,512.00. 93% obligated (43% transferred to PY20 and PY21), 18% complete and paid. *Note: the percent complete and paid reflects the money transferred from PY2022 that has been spent. **Two PY 2022 projects were complete and paid (\$63,077.75 & \$33,967.65) in July.**
- Not a lot of construction has been going on since the September Board meeting. One WP-4 is well into construction and another has their design in hand and I am waiting to meet with the contractor. Three SL-6 projects are also under construction. No projects were completed.
- Planning visits continue to be made and we have now visited the most of the back-log of applicants. Tim and I spent several days working on their plan maps and cost-estimate worksheets so that Liz could enter their info into the tracking program.
- We have also been discussing and developing a better way to service applications and rank them in a way that utilizes the CEF factors more. We met with Mandy Fletcher, CDC, one day to discuss our options.
- We had our annual Kids in the Creek event. It was a huge success as normal.
- We had Tony’s retirement cookout on Oct. 19 here at the office. It was a good time and was well attended. It could have been warmer.

Tim Miles
DBSWCD
Conservation Specialist Report
November 15, 2022

- I. Virginia Erosion and Sediment Control Program
 - The Land Disturbing Reports for September 2022 and October 2022 were submitted to DEQ.
 - Routine inspections were made on active E&S projects.
 - E&S permits were issued for the White Rock Truss, LLC Project, the Brandon Cheek Rock Picking Operation, and the Old Dominion Power Company-Pennington Building Improvements-Phase 1 Project.
 - The E&S permit for The Fields Waterline Replacement Project-Phase III was closed. This project is complete.
 - I investigated one complaint.
- II. Virginia Agricultural Cost-Share Program
 - I have made some additional conservation planning visits to obligate the PY23 VACS funds.
 - I checked on the progress of construction for some VACS projects.
- III. Miscellaneous
 - I completed the 2022 DCR Annual Security Awareness Training.
 - The District website has been updated periodically.
 - Approximately 230 kids participated in the Kids in the Creek event held on October 4 and October 6. The kids learned about various conservation topics with a hands-on experience in the natural environment.

Erosion and Sediment Control Project List

Name of Project	Approved Plan	Permit Number	LDA Acreage	Estimated Completion Date
James Fannon Rock Picking Operation	X	2021-03	0.61	Spring 2023
Otis Fannon Rock Picking Operation	X	2021-05	0.61	Spring 2023
LMU College of Veterinary Medicine New Classroom Building	X	2021-06	8.50	Spring 2023
Johnny Woliver Single Family Residence	X	2022-01	5.00	Spring 2023
Stone Mountain ATV Trail (Spearhead Trails Maintenance)	X	2022-02	0.99	Winter 2022
Joe Harber Land Disturbance	X	2022-03	1.00	Fall 2022
Bernice Galloway Rock Picking Operation	X	2022-04	0.61	Spring 2023
Giles Hollow Community Water Project	X	2022-05	1.92	Fall 2023
Greater Outreach Family Life Center	X	2022-06	0.99	Spring 2023
White Rock Truss, LLC	X	2022-08	0.61	Fall 2022
Brandon Cheek Rock Picking Operation	X	2022-09	0.61	Fall 2023
Old Dominion Power Company Building Improvements-Phase 1	X	2022-10	0.75	Winter 2022
St. Charles Waterline Replacement Phase III Project	X		3.98	
Blackwater Community Water Project-Phase II	X		4.18	

Liz Maggard
DBSWCD
Conservation Technician/Assistant Report
October/November 2022

- I am entering proposed projects into the tracking program – running resource reviews, drawing maps, writing conservation plans, etc. We're getting the CEF numbers to rank projects for funding.
- I've went on some planning visits, construction checks, and helped survey some barns.
- I helped with the Aquatic station at Kids in the Creek on Oct. 4th and 6th.
- I completed the yearly IT training.
- I am regularly updating the tracking program.

Attachment E
*******OFFICIAL FISCAL YEAR 2023 FORM*******
 Department of Conservation and Recreation
 Virginia Nonpoint Source Management Program
 Project Financial Report

SWCD: Daniel Boone Agreement Number: 503OPS-23-09-GF
 Contact: Samantha Briggs Phone Number: (276) 346-6196
 Address: 362637 Main Street
Jonesville, Virginia 242623
 Reporting Quarter Dates: 7/1/2022 thru 9/30/2022
 (beginning) (closing)

NOTE: Only the Yellow fields are unprotected and capable of having data entered into them. Please remember to enter a negative sign (-) when you enter Expenditures or Transfers Out. Thanks!

	Beginning Balance *	Transfers In/Out (Must = 0)	Adjusted Beginning Balance (1) +/- (2)	Receipts (During the report period)	Expenditures (During the report period)	Ending Balance
	(1)	(2)	(3)	(4)	(5)	(6)
State Sources						
PY 2020 OCB VACS	\$1,167,882.15		\$1,167,882.15		(\$312,880.15)	\$874,902.00
PY 2020-2022 OCB VACS TRANSFER	\$339,559.80		\$339,559.80		(\$8,678.90)	\$330,880.90
PY 2020-2023 OCB VACS TRANSFER		\$21,170.00	\$21,170.00			\$21,170.00
			\$0.00			\$0.00
PY 2021 OCB VACS	\$262,612.02		\$262,612.02		(\$35,122.50)	\$227,489.52
PY 2021-2022 OCB VACS TRANSFER	\$48,927.50		\$48,927.50		(\$14,390.00)	\$34,537.50
PY 2021-2023 OCB VACS TRANSFER		\$49,662.50	\$49,662.50			\$49,662.50
			\$0.00			\$0.00
PY 2022 OCB VACS	\$577,413.55		\$577,413.55		(\$110,449.20)	\$466,964.35
PY 2022-2023 OCB VACS TRANSFER		\$75,455.55	\$75,455.55			\$75,455.55
			\$0.00			\$0.00
PY 2023 OCB VACS		(\$146,288.05)	(\$146,288.05)	\$151,848.97		\$5,557.92
			\$0.00			\$0.00
DCR OPERATIONS FUNDS	\$138,285.45		\$138,285.45	\$48,102.25	(\$72,810.55)	\$114,577.15
			\$0.00			\$0.00
PY 2022 OCB VNRCF TA	\$100,636.27		\$100,636.27		(\$38,340.97)	\$64,295.30
			\$0.00			\$0.00
PY 2023 VNRCF TA			\$0.00	\$89,878.75		\$89,878.75
			\$0.00			\$0.00
			\$0.00			\$0.00
Total State Sources	\$2,655,316.74	\$0.00	\$2,655,316.74	\$270,924.97	(\$690,774.27)	\$2,335,369.44
Federal Sources	(1)	(2)	(3)	(4)	(5)	(6)
Other: (Specify)			\$0.00			\$0.00
Other: (Specify)			\$0.00			\$0.00
Other: (Specify)			\$0.00			\$0.00
Other: (Specify)			\$0.00			\$0.00
Other: (Specify)			\$0.00			\$0.00
Total Federal Sources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Local/Other Sources	(1)	(2)	(3)	(4)	(5)	(6)
			\$0.00			\$0.00
			\$0.00			\$0.00
			\$0.00			\$0.00
LEE COUNTY	\$5,591.85		\$5,591.85	\$58,989.43	(\$30,511.29)	\$32,049.99
			\$0.00			\$0.00
NEW VEHICLE RESERVE FUND	\$15,911.14		\$15,911.14			\$15,911.14
			\$0.00			\$0.00
EQUIPMENT	\$13,166.14		\$13,166.14			\$13,166.14
			\$0.00			\$0.00
CD-BUILDING/RAINY DAY FUND	\$326,569.09		\$326,569.09	\$82.31		\$326,651.40
			\$0.00			\$0.00
CD-RESERVE BUILDING	\$102,339.90		\$102,339.90	\$25.79		\$102,365.69
			\$0.00			\$0.00
			\$0.00			\$0.00
			\$0.00			\$0.00
Total Local/Other Sources	\$463,576.12	\$0.00	\$463,576.12	\$57,077.53	(\$30,511.29)	\$490,144.36
TOTAL (All Sources)	\$3,118,894.86	\$0.00	\$3,118,894.86	\$327,924.50	(\$621,285.56)	\$2,825,513.80

* - The beginning balance is the amount of funds on hand at the start of the report period. The ending balance from the previous report period will become the beginning balance for the new report period. This figure will automatically carry forward to the next report period.

** Must be signed by the District Treasurer or a Director/Associate Director with check signing authority. Two different signatures are required on the Attachment E submittal.

Prepared by: Samantha Briggs Samantha Briggs 10/11/2022
 Print Name Signature Date

**Approved by: Bobby Burchett Bobby Burchett 10/11/2022
 Print Name Signature Date

Completed reports should be directed to the district's assigned DCR Conservation District Coordinator by the deadlines established in this agreement.

9:33 AM
10/11/22
Cash Basis

Daniel Boone SWCD
Balance Sheet
As of September 30, 2022

	<u>Sep 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
Operations District Account	309,876.47
VACS Program Account 1 BMP	2,086,620.24
CD	326,651.40
CD Building Fund	102,365.69
Total Checking/Savings	<u>2,825,513.80</u>
Total Current Assets	<u>2,825,513.80</u>
TOTAL ASSETS	<u><u>2,825,513.80</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	3,118,894.86
Net Income	-293,381.06
Total Equity	<u>2,825,513.80</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,825,513.80</u></u>

Daniel Boone SWCD
Profit & Loss
 July through September 2022

	Jul - Sep 22
Ordinary Income/Expense	
Income	
OPERATIONS	
DCR Operations	118,979.00
Operations Account Interest	134.58
CD Interest	108.10
Total OPERATIONS	119,221.68
COST SHARE	
VACS Cost Share Funds	151,500.00
VACS Program Interest	345.97
Total COST SHARE	151,845.97
LOCAL FUNDS	
Refund Anthem	5,470.45
Local Gov't	50,650.40
Fish Wagon	14.00
Donation	700.00
Total LOCAL FUNDS	56,834.85
Total Income	327,902.50
Gross Profit	327,902.50
Expense	
Void Check	0.00
COST SHARE EXPENDITURES	
VACS Recipient Payments	481,620.75
Total COST SHARE EXPENDITURES	481,620.75
Payroll Expenses	
Salaries & Wages	48,093.64
Payroll taxes	3,528.19
Unemployment Tax Exp	0.00
Total Payroll Expenses	49,619.83
Employee Benefits	
HIC Exp	128.40
VLDP	154.50
Retire/GroupLife	3,300.06
Health	17,829.76
Dental	446.97
Total Employee Benefits	21,859.69
Directors	
Conference	15.00
Meals	1,149.23
Total Directors	1,164.23
District Ops	
Vehicle Replacement	49,210.00
Accounting Assistance	124.00
Truck & Van Fuel	677.94
Truck & Van Maintenance	942.04
Insurance	
Truck & Van Insurance	4,910.78
Workers Comp	725.00
Total Insurance	5,635.78
Donations	400.00
Equipment	616.01
Kids In the Creek Day	2,796.50
Dues & Subscriptions	3,292.00
PastureWalk	382.35
Phone	758.34
Postage	420.99
Office Supplies & Exp	1,763.11
Total District Ops	67,019.06
Total Expense	621,283.56
Net Ordinary Income	-293,381.06
Net Income	-293,381.06

Review of Annual Plan of Work & Strategic Plan 2022-2023

Action Items to accomplish in November & December 2022-2023:

Monthly Schedule of Annual Plan & Strategic Plan:

November:

1. Make appropriate reservations to attend the VASWCD Annual Meeting. (Administrative Secretary)
2. Select date and location for spring, summer, fall, and winter pasture walks respectively, according to stakeholder interest and current issues. (Staff/Community Outreach Committee)
3. Daniel Boone SWCD will host an Annual Awards Banquet at which time awards will be presented and deserved recognitions made. (Board of Directors/Staff)

December:

4. Update District website in order to provide the public with up-to-date information, program deadlines, upcoming activities, recent events, etc. (Conservation Specialist)
5. Perform Job Performance Evaluations for District staff, and make recommendations to the District Board. (Personnel Committee/District Manager)

NOVEMBER 2022 – Conservation District Coordinator (CDC) Report



Mandy B. Fletcher
DCR-Division of Soil and Water Conservation
mandy.fletcher@dcr.virginia.gov | 276-451-5821

1) Administrative and Operational Items

- **Status of SWCD Audits:** FY21 & FY22 Audits for Big Sandy (1/11/23), Scott Co. (1/12/23) and Evergreen (1/13/23) SWCDs are scheduled. Once the audit exit interview has occurred, that report should be shared with the Board of Directors at the next board meeting.
- **Status of FY23 1st Qtr. Attachment E and Related Financial Report Reviews:** There were a few minor issues but for the most part documents were okay. A review email was sent to each SWCD with specific review findings.
- **Status of FY23 2nd Qtr. Disbursements:** Disbursement letters are scheduled to be sent to SWCDs on 11/09/22. Let me know if you do not receive direct deposits within 30 days of the date of the letter.

2) VA Agricultural Cost-Share (VACS) Program and Conservation Reserve Enhancement Program (CREP)

- **DCR IT Security Awareness Training:** All users of the AgBMP Tracking program are required to complete an annual IT Security Awareness training **by November 30, 2022**. For all newer District Staff that started **since July 1, 2022** your training that you completed when hired will count for this year. Please provide a copy of your completion certificate to your CDC.
- **EJAA:** As a reminder, District employees with DCR Engineering Job Approval Authority are working directly under the Professional Engineering licenses of Ben Chester and Amanda Pennington, and it is very important that VACS program and NRCS standards and specifications be followed at all times. Expect to receive a letter from James Martin, Director of the Division of Soil and Water Conservation, to all District Board Chairs detailing the importance of EJAA along with a few changes to the process.
- **Important Reminder Regarding BMP QA/QC Reports:** I want to remind everyone that these reports are now sent every 2 weeks. Additional parameters have been added, including Stream Exclusion BMPs where the Total Buffer Acres are not within 10% of the Calculated Buffer Acres and the discrepancy is greater than 0.5 acres.
 - **Tips to Keep in Mind:**
 - Look at these promptly
 - Take action to make revisions as soon as possible
 - It is very important to let me know if you have any questions/concerns about the items that need fixes
 - Be able to explain the details of what you did on the projects and why
- **CCI sign up and approval (Continuing Conservation Initiatives):** This is the time of year to be readying/preparing/signing up any BMPs or existing CCIs coming out of lifespan on 12/31/22 that are eligible for any of the CCI practices in the 23 VACS Program. If a current BMP or CCI contract's lifespan ends on December 31, 2022, DCR recommends having them apply and be technically certified this fall before the Calendar Year ends. In the Conservation Application Suite, **it is critical that the Technical Certification Date on the General Tab reflect certification by the end of this Calendar Year on December 31, 2022**. If the new CCI is certified in the current Calendar Year 2022, that will allow for the new lifespan to start on January 1, 2023 immediately after the original lifespan expires.

▪ **End of Calendar Year Tax Credit Reminders & Preparations:**

- **Tax Credit Administration Review:** §58.1-339.3 B of the Code of Virginia requires that: “Any eligible practice approved by the local Soil and Water Conservation District Board shall be completed within the taxable year in which the credit is claimed. After the practice installation has been completed, the local SWCD Board shall certify the practice as approved and completed, and eligible for credit.” Be sure to work closely with participants nearing completion this month or early December to get their bills and to resolve any cost overruns in a timely fashion such that 2022 Tax Credit certificates can be mailed to participants no later than the end of January 2023. The Technical Certification Date and the Tax Credit Certification Signature Date must be in the same calendar year.” The signature date cannot be before certification date or the Tax Credit approval date!
- **Delegated Authority:** It is the time of year to delegate authority to the Board Chair or other Director, or even the AgBMP/Technical Committee, in order to properly handle additional Tax Credit approvals and any required signatures through the end of the calendar year. Delegation to a SWCD employee is not allowed. This designated authority would optimally be voted on at the November board meeting. Please take the advice to designate authority, even if you think the SWCD will meet in December and even if you think there won't be any last-minute project completions. **The Technical Certification Date (general tab), the Tax Credit Certification Signature Date (programs tab) and Tax Credit Board Approval Date (programs tab) MUST ALL be dated before 12/31/22** or else the tax credit will not be issued in the year the BMP is completed, which is a disservice to your producers. Districts may not make approvals in January 2023 retroactive to December 2022. Please review the VACS Tax Credit Guidelines Section, particularly Pages IV-10 and IV-11.
- **Ag BMP Tax Credits & supporting documentation to Producers: January 31st** is the deadline for Districts to provide their producers with all required documentation for any agricultural BMP tax credits certified in Calendar Year 2022. Each impacted producer should be sent a Virginia Form ABM, tax certificate letter(s) with attached certificates, as well as the applicable letters documenting an approved Soil Conservation Plan and/or Resource Management Plan. After that point, it is the producer's responsibility to work with their tax preparer to submit all required documentation to the Virginia Department of Taxation by the **firm deadline of April 1**.
- **Agriculture Equipment Tax Credit:** For any producer that inquires about the Agricultural Equipment Credit, Districts provide a blank copy of the Virginia Form AEC, a letter confirming that an approved soil conservation plan is on file at the District, and a blank copy of the certified statement signed by the producer and their nutrient management planner (i.e. not the District) stating that their NMP is being implemented. Note if there is no approved conservation plan, one would have to be developed and Board-approved; depending on *when* the District is approached by the producer, this may not be possible since these documents must be turned into the Virginia Department of Taxation at least **90 days prior to the producer's state income tax filing deadline. In many cases, this means 90 days before May 1, which is January 31**.

3) Clean Water Farm Award (CWFA) - VA Grand Basin Update: All SWCD nominations were impressive! The review committee chose Holston Vista Farm, nominated by Holston River SWCD, as our Big Sandy/Tennessee Rivers award recipient.

4) Status of VA Soil and Water Conservation Board (VSWCB) December 2022 Meeting: The VSWCB will be having their December meeting. The VSWCB Sub-Audit Committee will NOT hold a December meeting.

5) VASWCD/DCR Staff News

- **Big Sandy SWCD: District Manager** – Jeanne Presley; jeanne.presley@outlook.com
 - **Scott County SWCD: E & S Control Program Administrator** - Isaac Stanley; isaac.stanley@vaswcd.org
 - **DCR: Nutrient Management Planner Radford Office** – Abby Pierson
-
- **NEW OAG Representative for SWCD issues: Katherine Kulbok** (“Kate”) 804.225.3643 or kkulbok@oag.state.va.us (Michael Jagels is no longer with the OAG's Office)

Dates:

- **November 8:** Election Day (State Holiday)
- **November 11:** Veteran’s Day (State Holiday)
- **November 23 (4 hrs.), November 24-25:** Thanksgiving Holidays (State Holiday)
- **November 30:** IT Security Awareness Training MUST be completed by staff
- **December 4-6:** VASWCD Annual Meeting; Hotel Roanoke
- **December 5:** CWFA Basin Awards presented at luncheon, 12:30 pm Roanoke Ballroom C/D, Hotel Roanoke
- **December 7:** VSWCB Meeting, 9:00am, Buck Mountain Room, Hotel Roanoke

Electronically sent to SWCD offices 11/02 & 03/22.



Jonesville SERVICE CENTER REPORT
Daniel Boone SWCD Board Meeting
11/15/2022

Program Updates/Deadlines:

- **Environmental Quality Incentives Program (EQIP)**
FY23 EQIP Applications = 45 to date

FY23 EQIP Application Deadline = November 4th

FY23 EQIP Ranking Deadline = February 3rd
- **Conservation Stewardship Program (CSP)**
1 Application

1 CSP-GCI Application

FY23 CSP Application Deadline = November 4th
- **Agricultural Conservation Easement Program (ACEP)**
FY23 ACEP Application Deadline = November 4th
- **Conservation Reserve Program/Conservation Reserve Enhancement Program (CRP/CREP)**
N/A
- **Conservation Technical Assistance**
All farm visits for FY23 EQIP applications have been completed

BMP Projects/Partnership Activities

- Construction is underway on multiple projects.
- All soils investigations on WFF's have been completed except 1.

Other Collaborations/Key Interactions Benefitting Districts

- I will be attending the VASWCD 2022 Annual Meeting in Roanoke

Local Working Group/Public Meetings

- Will schedule

Outreach/Agency Activities/Events (dates)

Upcoming Training Opportunities in the Area (JEDs, Webinars, Field Days)

- None

- 11/16/2022- FY23 Programs Role our webinar

Earth Team Volunteer Program

- Submitted

VA NRCS Operational/Personnel Changes

- COVID operation status – No mask required in service center
- Updates, if available

Submitted By Jordan Southern, District Conservationist

Virginia NRCS Programs Report (FY22)

NRCS Virginia is currently managing 2,386 active contracts totaling over \$147 million on 503,948 acres through EQIP, CSP and RCPP Programs.

Environmental Quality Incentives Program (EQIP)

EQIP is our largest funded Farm Bill program and allows NRCS to work one-on-one with farmers to address natural resource concerns like water quality and soil erosion on their farms. In Fiscal Year 2022, Virginia NRCS obligated \$25.4 million in EQIP funds for 483 participants on 42,300 acres.

Contracts by fund pool/initiative:

- 124 livestock - \$14.7 million
- 42 cropland - \$2.4 million
- 68 wildlife habitat - \$1.2 million
- 128 high tunnels - \$1.7 million
- 25 golden wing warbler - \$1.7 million
- 15 aquaculture - \$264K

Historically Underserved participants received 63 percent of the funds obligated with 305 contract participants in the following pools: Beginning Farmers (255), Socially Disadvantaged (99), Veterans (27) and Limited Resource (24).

The top conservation practices planned under EQIP in FY2022 were; fencing, brush management, heavy use area protection, watering facilities, access control, livestock pipeline, prescribed grazing, pasture and hay planting and cover crop.

Conservation Stewardship Program (CSP)

CSP offers agricultural producers and forest landowners an opportunity to earn payments

for actively managing and expanding conservation activities like cover crops and pollinator habitat while maintaining active agricultural production on their land.

Virginia funding increased by 27 percent in FY22, enabling us to help more participants build on existing conservation activities with 79,327 acres now enrolled. NRCS obligated \$13.5 million for 190 contracts in the following fund pools: CSP Renewals (83), CSP Classic (94) and the CSP Grassland Initiative (13).

Regional Conservation Partnership Program (RCPP)

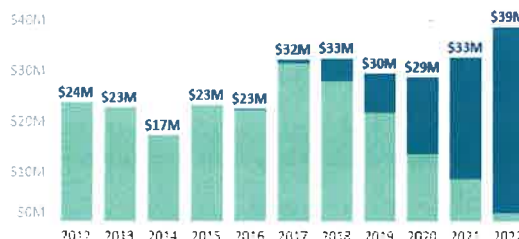
RCPP harnesses the power of public-private partnerships to coordinate conservation activities that expand our collective ability to address on-farm, watershed and regional natural resource concerns.

NRCS funded a new partnership project with the Alliance for the Shenandoah Valley that will focus on funding easement acquisitions in the Shenandoah Valley.

The agency also awarded 15 contracts for \$867K through The Nature Conservancy's Upper Clinch Powell Partnership project renewal. Total obligations since 2015 now stand at \$10 million for 417 contracts tied to 10 projects.

Obligations and Payments

Since 2012, Virginia NRCS has obligated more than 8,223 contracts for over \$305 million in financial assistance to help farmers implement conservation practices on 1,470,375 acres.



The chart at left reflects payments made (light green) and remaining unpaid obligations (dark green).

Program Success By the Numbers

- Managing **2,386** active contracts with producers and private landowners
- Enrolled **503,948** acres under EQIP, CSP and RCPP
- Obligated **\$25.4 million** in EQIP funding
- Directed **63 percent** of EQIP funds to Historically Underserved participants
- Enrolled **79,327** acres under CSP
- Obligated **\$10 million** for RCPP projects since 2015
- Certified **5,538** contract items
- Made **\$19.8 million** in EQIP, CSP and RCPP payments

Agricultural Conservation Easement Program (ACEP)

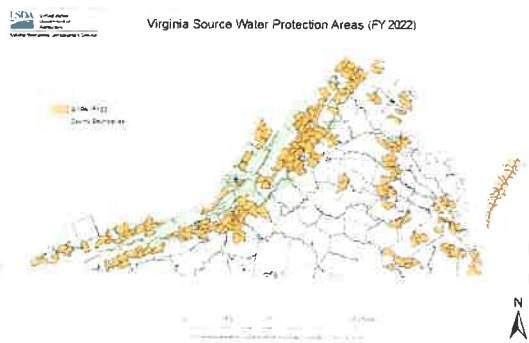
ACEP provides opportunities to protect productive working lands and to restore or enhance wetlands. In FY2022, Virginia NRCS obligated \$5.6 million in ACEP funds for four new Agricultural Land Easements (ALEs) with three partner organizations to permanently protect 1,692 acres of farmland.

The agency also closed one ALE on 215 acres in Clarke County. Seven ALE easements are currently in acquisition and two wetland restorations are underway. Existing recorded easements now total 146 on 17,112 acres of farm and wetland.

Source Water Protection

The 2018 Farm Bill authorized NRCS and its state technical committees to work with community water systems to identify state/local source water protection priorities.

In FY2022, the Virginia team coordinated with EPA, the Virginia Department of Health's Division of Drinking Water, Tetra Tech and the Ground Water Protection Council to increase Source Water Protection Areas to cover 19 percent of the land mass in Virginia.



This analysis included an assessment of risk factors such as nutrients, sediment and pathogens, karst topography, HUC12 cropland and pasture acres and livestock access to surface water. The group also incorporated comments from local work groups from each area of the state.

The additional ranking points awarded through this effort led to higher payments for 53 contracts in 38 HUCs. Total EQIP funding of

\$2.9 million helped landowners implement water quality practices on 4,851 acres.

People's Garden Initiative



The Virginia team took the Urban Agriculture and People's Garden Initiative to the next level by establishing our flagship garden at Fairfield Middle School. The \$25K in grant funding will be used for various projects to include repairing a high tunnel, replacing plastic on a caterpillar tunnel and acquiring farm materials like compost bins at Cornerstone Farm. NRCS also secured an additional \$35K for a second garden at the Richmond Alternative School.

Conservation Innovation Grants (CIG)

The CIG program enables us to work with public and private partners to evaluate and accelerate adoption of new approaches to natural resource protection. Virginia NRCS is currently managing 10 active CIG projects throughout the state.

In FY2022, the agency awarded \$395,351 for Virginia Tech and the Clifton Institute state CIG proposals. The Virginia Tech project will focus on soil health on grazing lands and the Clifton Institute project will be centered around pollinator habitat restoration.

New Fund Pools

With the assistance of the State Technical Committee new fund pools were added for federal tribes, urban agriculture high tunnels and ACEP-ALE historically undeserved in order to meet agency priorities.

Program Success By the Numbers

- Obligated **\$5.6 million** in ACEP-ALE funds
- Preserved **215 acres** of new ALE farmland
- Recorded **146** existing easements.
- Protecting **17,112** acres of farm and wetlands through existing recorded easements.
- Acquiring **7** ACEP-ALEs
- Restoring **two** wetlands through WRE
- Expanded SWPAs to **19** percent of Virginia land mass
- Managing **10** active CIGs
- Secured **\$60K** in funding for 2 people's garden projects

Learn More

For more information on these program activities, please contact Telicia Berry, Outreach Coordinator, by email at telicia.berry@usda.gov

[Virginia](#)

[Natural Resources Conservation Service](#)

[nrcs.usda.gov/](https://www.nrcs.usda.gov/)



<https://www.nrcs.usda.gov/conservation-basics/conservation-by-state/virginia>