

LOUDOUN SOIL AND WATER CONSERVATION DISTRICT DIRECTORS' MEETING
750 Miller Drive, SE., Suite F-3, Leesburg, VA 20175

Thursday, September 14, 2023

The meeting was called to order at 4:10 p.m. by Chairman James Christian. Attending: JAMES CHRISTIAN, CHAIRMAN; MARINA SCHUMACHER, VICE CHAIR and MICHELLE THOMAS, DIRECTORS; and Barbara Christian; Associate Director; Suzanne Brown, Patricia McIlvaine, Jay Frankenfield, Chris Van Vlack, Robert Wilbur, Fletcher Dilldine, Kaylea Powell, Kris Dennen, Kimberly Gleason, STAFF; Debbie Cross, DCR; David Ward, Building and Development; Casey James, USDA-NRCS.

ACTION ITEMS:

♦1) **Approval of Minutes:** (Distributed for review prior to the meeting).

A motion was made to approve the minutes of the July 13th District board meeting. Approved as presented. (Schumacher-Thomas, 3-0).

♦2) **Treasurer's Report:**

The Committee reviewed the state of accounts and presented the Treasurer's Report to the Board to file for audit. All accounts are reconciled. ***The District is on target with our budget for September. New money market account is netting more interest than previous account. The Wells Fargo accounts for cost-share will soon be closed and moved to Truist. A motion was made to accept the Treasurer's Report and file for audit. Approved as presented. (Schumacher-Thomas, 3-0).

Reports/Actions: Committee Reports

♦3) **Technical Review Committee**

a) **VA Ag BMP Cost-Share Program and Ag BMP Tax Credit Program**

Item 1: A motion was made to approve the Technical Review Minutes from 9/13/23. Approved as presented. (Schumacher-Thomas, 3-0).

Item 2: A motion was made to approve 27 FY22, 23, and 24 State Cost Share instances totaling: \$420,363.69. Approved as presented. (Schumacher-Thomas, 3-0).

Item 3: A motion was made to approve 3 tax credits totaling \$2,307.91. Approved as presented. (Schumacher-Thomas, 3-0).

Item 4: A motion was made to approve 19 conservation plans. Approved as presented. (Schumacher-Thomas, 3-0).

Item 5: A motion was made to approve 1 County Cost Share Ag contract totaling \$1,140.00. Approved as presented. (Schumacher-Thomas, 3-0).

Item 6: A motion was made to approve 1 County Cost Share Tree Planting totaling \$10,500.00. Approved as presented. (Schumacher-Thomas, 3-0).

Item 7: A motion was made to approve 1 VCAP project totaling \$20,000. Approved as presented. (Schumacher-Thomas, 3-0).

♦4) **Finance Committee**

a) **Committee Mtg. Minutes 7-13-23**

A motion was made to approve the Finance Committee meeting minutes from 7/13/23. Approved as presented. (Schumacher-Thomas, 3-0).

5) **Executive Committee**

No report.

6) **Personnel Committee**

No report.

♦7) **District Operations - Action Items**

a) VASWCD Annual Meeting Sponsorship

The VASWCD will be having their Annual Meeting on December 3-5, at the Norfolk Marriott in Norfolk, VA. Each year, the Loudoun District has sponsored the VASWCD Annual Meeting. Staff suggests we continue to sponsor at the gold level this year. Benefits include 2 registration packets valued at \$550, advertisement in the directory, and exhibit space. Total request: \$1250 **A motion was made to approve the Gold Sponsorship of the VASWCD Annual Meeting. Approved as presented. (Schumacher-Thomas, 3-0).**

b) VASWCD Education Foundation Donation

The VASWCD Education Foundation each year holds an auction at the Annual Meeting to raise funds for the Education Foundation. These funds go towards programs like Youth Conservation Camp, Envirothon, Scholarships, Trainings, and more. Loudoun historically donates up to \$300 in local items for this auction. **Total \$300. A motion was made to approve \$300 auction item for the VASWCD Education Foundation. Approved as presented. (Schumacher-Thomas, 3-0).**

c) Office Expense

The District purchased cabinets for a break room prior to COVID. Now that staff are back in the office and location decided we need to have them installed with a pre-formed countertop. Staff contacted the Virginia Village contractor for an estimate on the installation of break room cabinets and countertop. **Total expense: \$1300. A motion was made to approve up to \$1300 for the installation of cabinets in the conference room. Approved as presented. (Schumacher-Thomas, 3-0).**

d) Clean Water Farm Award

Casey and Justin Wisch operate Long Stone Farm, a diversified, grass-based livestock operation in Lovettsville. The operation includes cattle, swine, and poultry all which are pasture raised and direct marketed.

The farm has grown from a 23 acre parcel in 2012 to three parcels totaling nearly 175, plus nearby leased farmland. The two largest parcels have been placed in permanent conservation easement, and the land is managed with a wide array of conservation practices including stream exclusion, water systems, intensive rotational grazing, and no till planted annual forage crops.

The Wisch's have worked with both Loudoun SWCD and NRCS to implement these practices and grow a successful, sustainable farming operation. **A motion was made to nominate Casey and Justin Wisch, Long Stone Farm for the Clean Water Farm Award. Approved as presented. (Schumacher-Thomas, 3-0).**

e) Environmental Commission Endorsement

Conservation Specialist Robert Wilbur is making application to be a citizen rep to the Loudoun County Environmental Commission. **A motion was made for the District to send a letter of support for Robert's nomination. Approved as presented. (Schumacher-Thomas, 3-0).**

Reports: Cooperating Agencies/Entities

DCR-Division of Soil & Water Conservation– Debbie Cross, Conservation District Coordinator

(Report distributed prior to the meeting)

Administrative/Operations: Audits ongoing, Loudoun's will be on 9/28. *** COIA training for Directors will be required this year. **AG & COST SHARE:** Small farm outreach events-start planning now. *** Random verifications have been scheduled. *** RUSLE training is being held in October and all 3 sections of the training must be completed for course credit. **Dates to Remember:** 9/25 VSWCS mtg; 9/27 VASWCD Mtg.; 10/11 Treasury & Risk Management training; 12/3-12/6 Annual Meeting. See report for additional dates.

USDA-NRCS (Casey James)

(Report distributed prior to the meeting).

New program year starts 10/01 and ends on 10/13. *** Casey attended the recent Technical Review Committee meeting with District staff. *** NRCS will be holding an Open House on 10/31.

Virginia Department of Forestry-VDOF (Lindsey Long) (Absent)

Virginia Cooperative Extension: (Position Vacant)

Loudoun County Building and Development (David Ward) (Report distributed prior to the meeting).

The County has transitioned to LandMARC systems, the online land management system. Through the online portal the District staff can submit floodplain permit requests and track the approval process. Floodplain communications meeting will be scheduled for late September. Invitations and details will be sent in advance. *** Loudoun County is conducting Stream Restoration in eastern Loudoun for credits. *** In 2002, Loudoun started groundwater water level monitoring through an EPA grant. Groundwater water level data is continuing to be done on 14 wells in Loudoun and reported in Loudoun County's Annual Water Resources Monitoring Data Report

Reports/Actions: District Programs

Staff Monthly Reports (Reports distributed prior to the meeting)

a) **Senior Conservation Specialist -- Pat McIlvaine**

No additional comments.

b) **Conservation Specialist III -- Jay Frankenfield**

No additional comments. We are 30% allocated for cost-share in this fiscal year. *** Technical staff worked to clean out a spring on Harpers Ferry Road.

c) **Conservation Specialist I – Robert Wilbur**

Working with Amanda Pennington to get first manure storage waste facility for equine. *** Robert has completed the Nutrient Management plan writing exam.***Robert is working on an action item for next month for a Chesapeake Bay trip with Broad Run high school.

d) **Conservation Specialist I – Fletcher Dilldine**

No additional comments.

e) **Education/Conservation Specialist – Kaylea Powell**

No additional comments.

f) **Urban/Aq Conservationist -- Chris Van Vlack**

Planning Commission mtg. tonight to vote on prime soils. Chris will be attending on behalf of the Board and speaking in favor of initiative. *** VCAP projects have increased. *** Spoke with County regarding initiative to assist with goals of the Watershed Management Plan. Projects may consist of informational meeting, pet waste stations, money for tree planting.

- g) **Education Outreach Specialist -- Jennifer Venable**
Soil and Water posters are on display at Purcellville and Eastern Loudoun libraries.
- h) **Program Assistant -- Kristin Dennen**
Farm Bureau partnered with Equine Alliance for candidate forum and was very informational.
- i) **Financial Administrative Assistant – Kimberly Gleason**
No additional comments
- j) **District Operations Manager -- Suzanne Brown**
The District is in receipt of new truck from Loudoun County to assist with District field work.***VACDE Training was held at Graves and well attended. *** Staff Merit increases take effect on 9/14/23.

Potomac Council/Roundtable:

No report. The next meeting is scheduled for 10/06.

Rural Economic Development Commission (Robin Bartok) (Absent)

The REDC Meeting was held on Tuesday. There was a presentation on prime soils.***Mid-Atlantic green conference coming to DC in October. *** Fall Farm tour is about to start.

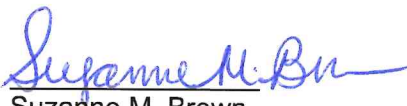
Upcoming:

The next Technical Review will meet Wednesday, October 4th at 1 p.m.
The Finance Committee will meet on Thursday, October 12th at 3 p.m.
The next scheduled District Board meeting will be held Thursday, October 12th at 4 p.m.

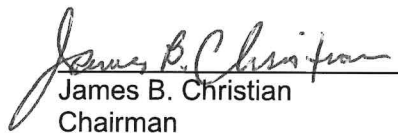
Adjournment: There being no further business, a motion was made to adjourn the meeting. Approved as presented. (Schumacher-Thomas, 3-0). The meeting was adjourned at 5:16 p.m.

Respectfully submitted:

Approved:



Suzanne M. Brown
District Operations Manager



James B. Christian
Chairman

October 12, 2023
(Date)