



We work with the people who work the land.

722-B East Queen Street
Strasburg, VA 22657
Telephone: (540) 465-2424, Ext. 5
Website: <http://lfsxcd.org>

Meeting held virtually via WebEx Conference Service

November 12, 2020

A recording of the meeting is available at: www.lfsxcd.org

MINUTES

November 12 Board Meeting was held electronically using the WebEx Conference Service in accordance with Chapter 1283 of the 2020 Acts of Assembly and in compliance with the provisions of 2.2-3708.2 of the Code of Virginia.

Motion is needed to conduct an electronic meeting due to the declaration of emergency related to COVID-19. Motion made by Kitty Hockman - Nicholas and seconded by Paul Burkholder. Motion passed.

Mr. Hoover called the meeting to order at 10:00 am.

October 8, 2020: Motion made to approve the minutes – HB Simpson made the motion; Paul Kitty Hockman-Nicholas seconded the motion.

Those attending via the WebEx meeting platform were:

LFSWCD Directors and Associate Directors

Richard Hoover, Director-Chairman
Joan Comanor, Director – V. Chair
Jim Martin, Assoc. Director – Treasurer
Justin Mackay-Smith, Director
Mary Gessner, Director
HB Simpson, Director
Kermit Gaither, Director
Kitty Hockman-Nicholas
Paul Burkholder, Director
Jim Fagan, Director
Bud Nagelvoort – Associate Director
Marietta Walls – Associate Director

LFSWCD Staff Members

Amanda Campbell, Administrative Assistant
Dana Gochenour, Sr. Conservation Specialist
Sam Truban, Conservation Specialist
Nick Livesay, Conservation Specialist
Allyson Ponn, Education & Program Specialist

Directors Absent:

Wayne Webb, Director, Clarke Co.

Cooperating Agency Representatives

Lord Fairfax Soil & Water Conservation District programs, activities and employment opportunities are available to all people regardless of race, color, religion, sex, age, disability, national origin or political affiliation.
An equal/affirmative action employer.

Debbie Cross, Virginia Department of Conservation & Recreation
Brent Barriteau, USDA, Natural Conservation Service

Chairman's Report:

Motions (roll call vote taken by the Board Secretary)

Administrative Assistant Amanda Campbell has announced her plans to retire on February 1st.

The December Board must conduct nominations and elections for Board Chair, Vice Chair, Treasurer and Board Secretary.

Debbie Cross reported on Mandatory FOIA training. There are a number of options for FOIA training required by code. See her November CDC report.

Hoover asked if the Personnel Committee has any recent news from Shenandoah County regarding health insurance. Comanor checked with the County.

Treasurer Report: Martin reported that to comply with grant requirements Attachment E report was submitted to DCR. The report included the designated district transfer of funds to reserves reported in included in last month's Treasurer's Report.

Comanor added that the Personnel Committee works on the Personnel Policy. Hoover stated that there should be consultation between the Operations and Personnel Committee. The primary responsibility is with the Personnel Committee.

Technical Reports:

Dana Gochenour had nothing to add to her report.

Sam Truban had nothing to add to his written report. Hoover reported that Sam Truban was submitted as "Employee of the Year".

Ali Sloop had nothing to add to her written report. Her due date is tomorrow and she will be back in December.

Nick Livesay had nothing to add to his written report. The Community garden is wrapping up for the year.

Allyson Ponn had nothing to add to her written report. She reviewed her written report. She is working on writing the fall newsletter.

Contractor Sheryl Ferguson had nothing to add.

Alliance for the Shenandoah Valley: Comanor had nothing to add to her report.

Conservation Easement:

Conservation Technical: Mary Gessner reviewed the committee report.

Two variance requests were tabled to be approved by DCR in 2021 VACS fund; under budget; 13-21-0037 SL-6W and a variance request 13-21-0029 Motion made by Mary Gessner and seconded by Corey Childs Motion approved. and instance #376229 returning \$15,733.93 to 2020 CB VACS.

Motion made to approve 21 VACS cost share and tax credits. Motion made by Mary Gessner, Seconded by Corey Childs. Motion passed.

Clean Water Farm Awards.

Frederick County – Charles DeHaven

Clarke County – Mercer Vu

Shenandoah County Shenandoah Basin Award – D&M Farms

Comanor asked Allyson to update committee members on what activities are underway in both promotion of Ag BMPs and in conservation education. Clean Water Farm Award will technical be discussing the award and the next tech meeting. Mary Gessner added that they will put it off until next month. Comanor discussed Fact Sheet updates. Flyers have been updated. Childs said that they can put flyers in VCE FB pages. Comanor suggested that Clean Water Farm Awards be a topic for an article

Motion made to approve the awards – Mary Gessner, Kitty Hockman Nicholas seconded. The motion was approve.

Dam Safety: Jim Fagan had nothing to report.

Education & Info Committee: Comanor had nothing to add to her written report.

Legislative: Fagan hasn't heard from anyone. He will have to get guidance from VASWCD.

Operations: Justin Mackay-Smith had nothing new this month.

Personnel: Simpson reported on insurance and Valley Health & Shenandoah County. He reported on the personnel records disclosure. They will follow the State's procedure 6.05 dated 7/1/05. Simpson made the motion. Comanor seconded it. The motion passed.

Shenandoah County Water Resources Advisory Committee: Comanor reported that there is no meeting scheduled.

Pure Water Forum: Hoover had nothing to report.

Urban BMP Committee: Marietta Walls had nothing to report.

Brent Barriteau - NRCS: Barriteau will summarize in October what they have accomplished. Additional employees are allowed to work at the service center.

Debbie Cross – DCR: Debbie reviewed her written report.

She reported on the Designated Reserves (2021 transferred funds). She also reported that the Strategic Plan can extend the current plan up to a year.

Motion made to approve the transfer of funds. Wayne Webb made the motion. Paul Burkholder seconded. The motion passed.

Corey Childs – VCE: Corey gave an update on VCE work. They have completed well testing. Pesticide trainings are the next big training.

Joan Comanor recommended purchasing signs for the Clear Water Farm recipients.

Webb reported that he did online COIA. You have to be there an online.

Motion to adjourn: Simpson made the motion.. Joan Comanor seconded. The motion passed.

DELEGATION OF POWERS

Section 10.1-533 of the Virginia Code provides that: "The district directors may delegate to their chairman or to one or more directors, agents or employees such powers and duties as they may deem proper." Pursuant to that provision, the Board hereby delegates to its chairman all the powers of the district, subject to the following restrictions:

- 1. The chairman may exercise this delegation only in exigent circumstances, after conferring in person or electronically with as many directors as practicable.*
- 2. The chairman shall report every exercise of this authority as soon as practicable to all members of the board.*

Lord Fairfax Soil & Water Conservation District programs, activities and employment opportunities are available to all people regardless of race, color, religion, sex, age, disability, national origin or political affiliation.
An equal/affirmative action employer.

3. *After the chairman acts under this delegation the chairman must provide in the next chairman's report to the board a written recital of the exigent circumstances.*
4. *This policy pertains only to delegations of the board's authority in exigent circumstances. It does not affect other specific delegations made by board resolution at regular or special meetings, whether to the chairman or others. Such delegations may or may not be conditioned or circumscribed as the board deems appropriate under the circumstances.*

Respectfully submitted,

Amanda g. Campbell

Approved on:

12/10/2020