



EASTERN SHORE SOIL AND WATER CONSERVATION DISTRICT

MINUTES OF DISTRICT BOARD MEETING

Wednesday, December 16, 2020, 5:00 p.m.

**Due to COVID-19 concerns, this meeting was held
virtually via WebEx**

ATTENDANCE: The following Directors and Associate Directors were in attendance:

Robin Rich-Coates, Chair

Nick Thomas, Director

Fred Holland, Vice Chair

Ursula Deitch, Director

Kyle Sturgis, Director

Others present were:

Carmie Savage, District Manager

Julie Head, Education Director

Bill Savage, Conservation Specialist

Jaclyn Friedman, DCR CDC

Norman Pitt, Conservation Technician

Jennifer Templeton, NRCS

The following enabling motion was made by Robin Rich-Coates and seconded by Fred Holland:

The Eastern Shore Soil and Water Conservation District Board certifies that the nature of the declared COVID-19 emergency makes it impracticable or unsafe for the Board to assemble in a single location and further that the agenda items to be taken up at this meeting are necessary to continue operations and discharge lawful purposes, duties, and responsibilities of the Board.

Ayes: 3- Kyle Sturgis, Nick Thomas, Ursula Deitch; Nays: 0

CALL TO ORDER: Robin Rich-Coates, Chair, called to order the December 16, 2020 District Board Meeting of the Eastern Shore Soil and Water Conservation District.

MINUTES and FINANCIAL REPORTS: Fred Holland moved and it was seconded by Nick Thomas to approve the October 14, 2020 meeting minutes and the October and November 2020 financial reports. **Ayes: 2 -Kyle Sturgis, Ursula Deitch; Nays: 0**

OLD BUSINESS: The draft minutes from the October 20th ESVA Groundwater Committee meeting were provided in the meeting packets for review.

APPROVED: _____

BOARD CHAIRMAN

SIGNED _____

BOARD SECRETARY

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NEW BUSINESS:

A. FY21 Cost Share Report- Carmie Savage: Obligated funds for agronomic practices carried over from FY20 to FY21 total \$9,498.00 in Ches Bay funds and \$2,501.40 in OCB funds. FY20 Obligated funds carried over to FY21 for animal waste BMPs total \$1,784,934.17 in Ches Bay funds and \$228,611.87 in OCB funds. The FY21 VACS Allocation totals \$560,561.00 in Ches Bay funds and \$285,682.00 in OCB funds. Interest accrued through November 30, 2020 total \$1,071.82 towards Ches Bay funds and \$163.80 towards OCB funds. FY20 VNRCF TA remaining funds totaling \$449,471.87 were approved at the September 16th Board meeting to be used towards funding OCB requests since Ches Bay funds are more easily obtainable. Carmie recommended the Board consider dividing the FY20 VNRCF TA funds between Ches Bay and Seaside (OCB) since all funds are not needed to fully fund what was requested for Seaside (OCB) after plantings have been reported to the District but to still give priority to the Seaside (OCB) in use of those funds. **Fred Holland moved and it was seconded by Kyle Sturgis to divide the funds as needed between Ches Bay and Seaside (OCB) still giving priority in the use of the funds to the Seaside (OCB).** **Ayes: 2: Nick Thomas, Ursula Deitch; Nays: 0.** Approved ranked requests from September 14th District Board meeting total to \$1,194,819.08 for Ches Bay funding and \$895,654.47 for OCB funds. All actual plantings have been reported to the District drastically decreasing the requested amounts. The cost share requests now total \$770,988.96 in Ches Bay and \$651,313.05 in OCB. After dividing the FY20 VNRCF funds to meet the requested funding needs, all requested cost share will be fully funding in OCB and the need for Ches Bay funds totals \$125,433.00 to fully fund those cost share requests. All VACS funding is fully obligated.

The WFA-1 costs share requests from three contracts total \$339,119.95 and were approved at the September 16th District Board meeting contingent on the special grant funding. Carmie reported to the Board she received a phone call from DCR that the grant had been approved so those funds are secure. Due to a clerical error, Carmie stated that contract ESSWCD-03 should have been approved at \$140,704.45 instead of \$128,097.30 bringing the total WFA-1 cost share requests to \$351,727.10 instead of \$339,119.95. She asked the Board to approve the corrected amount. **Nick Thomas moved and it was seconded by Kyle Sturgis to approve the corrected amount for contract ESSWCD-03 to \$140,704.45. Ayes: 2- Fred Holland, Ursula Deitch; Nays: 0.** RMP-1 totals of \$17,822 were approved at the September 16th meeting using Statewide source funding but the Bay acreages will be funded under the WFA-1 special grant funds. **Fred Holland moved and it was seconded by Nick Thomas to approve the cost share report as presented. Ayes: 2- Kyle Sturgis, Ursula Deitch; Nays: 0**

B. Update on Non-Compliant SL-15A Contracts: Bill Savage gave the following update to the Board:

- Contract number 20-17-0009 Farm 650, Tract 5557, Field 3, 2.3ac. This contract was found to be out of compliance during a spot check on 11/13.

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The field had been turned into a permanent horse pasture I called the producer on 11/17 and sent a repayment letter with 60 day deadline to repay the funds to the District. Check number 11079 was received from the producer on 11/24/20 for the full repayment amount owed of \$218.52.

- Contract number 20-16-0013 Farm 4406 Tract 5564, Field 5. A portion of the field (2.7ac.) was found to be out of compliance during a spot check on 11/13/20. This portion of the field had been tilled and planted in potatoes. I called the producer on 11/17 and sent a repayment letter on 11/18/20 with 60 day deadline to repay the funds to the District. The total amount due to the District is \$66.15. Repayment is due by January 18, 2021.

C. Eastern Shore TRC Draft Meeting Minutes from 12/16/20: The draft meeting minutes from the 12/16/20 TRC Meeting were presented to the Board and Bill Savage gave a verbal summary of the meeting.

- Norman Pitt gave a VCAP update to the Committee and presented three (3) applications to the TRC for recommendation to the Board for approval to submit to the VCAP Steering Committee. The TRC recommended all three applications for District Board approval to submit to the VCAP Steering Committee.
- Carmie Savage gave an update on the FY20 Carryover Practices and the FY21 current cost share program.
- The committee went into Closed Session to review the following RMPs: 20-20-0004, 20-20-0005, 20-20-0006, 20-20-0008, 20-20-0012, 20-20-0013, 20-20-0014, 20-20-0015, 20-20-0016, and 20-20-0017. The committee also reviewed the following District RMP Certification Inspections: 20-20-0003, 20-20-0007, 20-20-0009.
- The Committee reconvened into Open Session.
- The TRC approved recommending all ten RMPs reviewed and the three RMP Certification Inspections for District Board Approval.

Fred Holland moved and it was seconded by Nick Thomas to approve the ten RMPs reviewed and the three District RMP Certification Inspections as recommended by the TRC. Ayes: 2- Ursula Deitch, Kyle Sturgis; Nays: 0

D. VA Conservation Assistance Program (VCA): Norman Pitt presented to the Board the following VCAP projects requesting District approval as recommended by the TRC Committee to submit to the VCAP Steering Committee:

- The first Living Shoreline project was designed to stabilize a section of beach located along Nandua Creek having an estimated total length of 155 +/- lineal feet. This project consists of a Living Shoreline, cord, logs and rip-rap sills.
- Similar to the first Living Shoreline project, this project having a total estimated length 300 +/- lineal feet designed to stabilize a section of shoreline along Occohannock Creek. This project also consists of a Living Shoreline, cord, logs and rip-rap sills. This project and the first have both been

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designed by the same engineer.

- The third Rain Harvesting project consists of a two gutter systems to be located along each side of storage-shed roofs and two Above-Ground Cisterns. The system is being installed to collected rainwater, reducing erosion caused by runoff that also can transport manure from a nearby pasture into a tributary of Hungar's Creek, located near a rural area of Machipongo.

Ursula Deitch moved and it was seconded by Fred Holland to approve the ten RMPs reviewed and the three District RMP Certification Inspections as recommended by the TRC. Ayes: 2- Nick Thomas, Kyle Sturgis; Nays: 0

D. Update on District Office Space Renovations: Carmie Savage reported to the Board that the large additional office space the District is renting for the conference room and education storage has been painted and will have carpet install on December 21st. She had not been updated on the LED lights that also required to be installed by December 31, 2020 per the Rental Agreement.

E. Required FOIA training for Elected Officials: Robin Rich-Coates reminded the Board that December 31st was the deadline for the required FOIA Training requirement. She had completed hers and had notified the County Clerk. Fred Holland and Kyle Sturgis have also completed there training. Since Nick Thomas and Ursula Deitch are appointed Directors, this requirement does not apply to them.

STAFF REPORTS: *As a result of the language in the enabling motion which allows the District to conduct the meeting virtually, the staff and partner reports were not verbally reported during the meeting but were provided in the Board meeting packets.*

District Manager Report: Carmie Savage, District Manager, included a written report in the meeting packet and it is on file in the District office.

Conservation Specialist Report: Bill Savage, Conservation Specialist, included a written report in the meeting packet and it is on file in the District office.

Conservation Technician Report: Norman Pitt, Conservation Technician, included a written report in the meeting packet and it is on file in the District office.

Education Director Report: Julie Head, Education Director, included a written report in the meeting packet and it is on file in the District office.

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PARTNER AGENCY REPORTS: *As a result of the language in the enabling motion which allows the District to conduct the meeting virtually, the staff and partner reports were not verbally reported during the meeting but were provided in the Board meeting packets.*

Department of Conservation & Recreation Update: Jaclyn Friedman, DCR CDC, included a written report in the meeting packet and it is on file in the District office.

- Jaclyn Friedman announced to the Board that the VA Soil and Water Board met on December 16th and approved additional VACS funds to the Eastern Shore District in both Chesapeake Bay and OCB (Seaside). She would provide the specific amounts allocated once the numbers became available.

NRCS District Conservationist: Jane Corson-Lassiter, NRCS District Conservationist, included a written report in the meeting packet and it is on file in the District office.

- Jennifer Templeton announced to the Board that NRCS will potentially be hiring a Soils Conservationist for the Accomack Service Center. This position will be open to the public as well as federal employees. There will be educational requirements to meet the series. For more information please contact Jennifer Templeton.

The December 16, 2020 Board meeting was adjourned.

Meeting minutes were recorded by Carmie M. Savage