

MINUTES

Tazewell Soil and Water Conservation District Board Meeting
USDA Service Center - North Tazewell, Virginia
Monday, January 11, 2010– 3:30 p.m.

BOARD MEMBERS PRESENT:

Robert L. Moss, Jr., Chair
Joyce G. Buchanan, Vice-Chair
Virginia Turley, Treasurer
Sandy Etter, Director
John W. Blankenship, Jr., Director

STAFF MEMBERS PRESENT:

Karen D. Brown, Office Manager
Elizabeth A. Bennett, Conservation Education Specialist
Lenden A. Thompson, Conservation Technician
Terisa S. Corell, TMDL Conservation Specialist

OTHERS PRESENT:

Eddie Neel, Associate Director
Tony Pane, Conservation District Coordinator, Abingdon Region – Conference Call
Tom Smith, NRCS District Conservationist, Tazewell
Drake Asberry, VISTA, Upper Tennessee River Roundtable
Greg Estoll – Virginia Forestry Department
Martha Podren – TVA

Call to Order

The regular monthly meeting of the Tazewell Soil and Water Conservation District was called to order by Chair Robert L. Moss, Jr.

Approval of the December, 2009 District Meeting Minutes

Motion made by Mr. Blankenship, seconded by Mrs. Turley and carried to approve the minutes of the December 21, 2009 meeting as distributed.

Approval of the November 2009 and December 2009 Treasurer's Report

Virginia L. Turley, Treasurer, presented the following balances:

District Account Balance – November 30, 2009 - **\$125,882.52** includes **\$ 3,966.67** restricted to Education Programs, **\$ 837.40** restricted to Kids in the Outdoors Education Event, **\$ 575.70** in the W. F. Neel Fund, **\$17,283.02** in the Water Quality Mobile Unit Fund and **\$ 2,287.69** in the Bluefield, Virginia DEQ category, leaving a balance of **\$ 17,400.90** for basic district operations/ overhead.

BMP/CREP Cost Share Account Balance – November 30, 2009 - **\$ 378,340.88**

SWCD MMDA Account Balance – November 30, 2009 - **\$ 7,236.92** (Contingency Fund)

Upon a motion by Mr. Blankenship, seconded by Mrs. Buchanan and carried, the treasurer's report for period ending November 30, 2009 was approved as presented and filed for audit.

District Account Balance – December 31, 2009 - **\$ 100,197.84** includes **\$ 3,328.92** restricted to Education Programs, **\$ 837.40** restricted to Kids in the Outdoors Education Event, **\$ 575.70** in the W. F. Neel Fund, **\$ 17,274.62** in the Water Quality Mobile Unit Fund and **\$ 2,287.69** in the Bluefield, Virginia DEQ category, leaving a balance of **\$15,664.88** for basic district operations/ overhead.

BMP/CREP Cost Share Account Balance – December 31, 2009 - **\$ 288,918.11**

SWCD MMDA Account Balance – December 31, 2009 - **\$ 7,237.66** (Contingency Fund)

Upon a motion by Mr. Blankenship, seconded by Mrs. Buchanan and carried, the treasurer's report for period ending December 31, 2009 was approved as presented and filed for audit.

Announcements

A copy of the Announcements and Reminders for the month of January 11, 2010 is attached and made a portion of these minutes. (Attachment 1). Upon a motion by Mr. Blankenship, seconded by Mrs. Turley and carried, Tom Dumper was reappointed to serve as Representative to the RC & D Council for the upcoming year.

Approval of Meetings and/or Training for District Employees

Motion made by Mr. Blankenship, seconded by Mrs. Buchanan and carried to approve the following activities for **Lenden Thompson, Conservation Technician**:

Thursday, **January 28** - Sick Leave – Doctor's Appointment.

Use 32 hours additional Annual Leave and/or Compensatory Time between the January 11, 2010 and February 8, 2010 meetings, if scheduling and workload permit.

Motion made by Mrs. Buchanan, seconded by Mrs. Turley and carried to approve the following activities for **Elizabeth Bennett, Conservation Education Specialist**:

Thursday, January 14 – Annual Leave.

Tuesday, January 19 – Travel to Abingdon to pick up Water Wizard Supplies.

Thursday, January 21 – Attend the ELC Meeting at the Tazewell Extension Office.

February 1 – 5, Approval to work additional comp. time if needed.

Use 16 additional hours Annual Leave and/or Compensatory Time between the January 11, 2010 and the February 8, 2010 meeting, if scheduling and workload permit.

Motion made by Mrs. Buchanan, seconded by Mr. Blankenship and carried to approve the following activities for **Terisa Corell, TMDL Conservation Specialist**:

Monday, February 1 - Comp Time if needed

Report on Activities Approved between SWCD meetings

Mrs. Buchanan, Chair of the SWCD Personnel Committee, reported that the following personnel action was approved by her between the November 9, 2009 and January 11, 2010 SWCD meetings:

Several emergency snow days were approved by Mrs. Buchanan for all employees. Employees will receive administrative leave for these days.

Mrs. Bennett was approved to use sick leave on December 17, 2009, to use 2 hours annual leave on December 23, 2009 and to use 16 hours annual leave on December 28 and 29, 2009.

Motion made by Mrs. Buchanan, seconded by Mrs. Turley and carried to approve the personnel activities allowed for Mrs. Bennett between SWCD meetings.

Mr. Thompson was approved to use sick leave on Tuesday, January 5, 2010.

Motion made by Mr. Blankenship, seconded by Mrs. Buchanan and carried to approve the personnel activities allowed for Mr. Thompson between SWCD meetings.

Mrs. Corell was approved November 23 and 25 to use sick leave.

Motion made by Mrs. Buchanan, seconded by Mr. Blankenship and carried to approve the personnel activities allowed for Mrs. Corell between SWCD meetings.

Budget Request to Tazewell County for FY2011

Motion made by Mr. Blankenship, seconded by Mrs. Buchanan and carried to request \$16,000.00 for operations and \$1,500.00 for vehicle operating expense (under other) (total of \$17,500.00) from Tazewell County for FY2011.

Reappoint Rees Bowen VII, James Henderson and Eddie Neel as Associate Directors for a new one year term. (Current terms expire January 13, 2010)

Motion made by Mr. Blankenship, seconded by Mrs. Turley and carried to reappoint Rees Bowen VII, James Henderson (if he is agreeable) and Eddie Neel as associate directors for a new one year term. Their new terms will expire on January 13, 2011.

Review and Revise Committee Checklist for Calendar Year 2010

Revisions to the Committee Checklist for Calendar Year 2010 were tabled until the February 8, 2010 Meeting.
The official list will be updated and distributed by Mrs. Brown at the March 8, 2010 SWCD board meeting.

NACD Support Services Fee for 2010 - \$ 775.00 (Minimum) (Due ASAP)

No action taken, plan to revisit at the May District Meeting.

Bimonthly Review of Annual Plan of Work. (January – February 2010).

Mr. Robert Moss, Jr. reminded directors and staff of the goals and objectives for the months of January and February 2010. No action was taken.

2010 Tazewell County Fair – (Spaces Needed?????)

The consensus of the Board was to not purchase a vendor space, tent and side curtains etc. to be manned all week but to participate in the barn area providing education information to the public where no vendor space rental is required. The board unanimously agreed to table the 2010 Fair until the March 8, 2010 District Meeting.

Joyce G. Buchanan – Vice-Chair

Attended the SWCD Office Christmas Party and also Patti Neel's Retirement Party and shared appreciation for the board members who attended the special called meeting to approve the tax credit certificates. She also shared her health concerns. She requested that the board consider a new district director in the near future in the event she cannot fulfill her term.

Tony Pane - Conservation District Coordinator – Abingdon Watershed Office

A copy of the Conservation District Coordinator's January 11, 2010 monthly report is attached and made a portion of these minutes. (Attachment 2)

Lenden Thompson – Conservation Technician

Mr. Thompson presented his report to the District for the months of November and December 2009. Mr. Thompson had nothing to report due to bad weather.

Elizabeth A. Bennett – Conservation Education Specialist

The Conservation Education Specialist's report for the period of November 9 through January 11, 2010 was presented. (Attachment 3)

Terisa Corell – TMDL Conservation Specialist

The TMDL Conservation Specialist's report for the period of November 9 through December 14, 2009 is attached and made a portion of these minutes. (Attachment 4)
Motion made by Mr. Blankenship, seconded by Mrs. Turley and carried to approve the following conservation plans as presented by Mrs. Corell: Dawn Olinger - Pisgah conservation plan and application.

Mrs. Corell discussed the under payment to George Gillespie of \$174.75 and requested the amount to be paid him. Motion made by Mr. Etter, seconded by Mrs. Turley and carried to approve the following conservation plans as presented by Mrs. Corell.

Tom Smith – NRCS District Conservationist – Tazewell

Tom Smith, NRCS District Conservationist, presented his report for January 11, 2010 to the district. It is attached and made a portion of these minutes. (Attachment 5) Motion made by

Mr. Blankenship, seconded by Mrs. Turley and carried to approve the following conservation plans as presented by Mr. Smith:

Mr. Smith discussed with the CSP Conservation Stewardship program with the board members. He said he contacted board members and their families and only had two to take advantage of the program. Mr. Smith notified the board of his decision that he was transferring to the Marion District. Mr. Smith also discussed the computer allocation and said it was under review by Alvin Phelps.

Election of District Officers for Calendar Year 2010

For the election of district officers, Robert L. Moss, Jr. turned the chair over to Eddie Neel. Motion made by Mr. Moss, seconded by Mr. Etter and carried to elect John Blankenship as secretary for 2010. Motion made by Mr. Etter, seconded by Mr. Blankenship and carried to elect Robert L. Moss, Jr. as chair for 2010, Joyce G. Buchanan as vice-chair for 2010 and Virginia L. Turley as treasurer for 2010. The chair was then turned back over to Mr. Moss, elected chair for 2010.

Other Items of Interest

----Attachment 6 (Seeder Performance Report).

Mr. Moss informed everyone that the Seeder Performance Report (Attachment 6) is in their meeting folder.

---- 2010 Area IV Envirothon Competition

The list for the Envirothon was reviewed and discussed.

Transfer of Contingency Account Funds, if and when???

No action was taken to transfer the Contingency Fund to the Operations Fund.

Computer Allocation – NRCS/SWCD Discussion

Tom Smith earlier had updated the status on the computer allocation by NRCS.

Mr. Blankenship reported that his assistant was moving her employment to the CVCA and was a little concerned over the phones when everyone there was out of the office.

Motion made by Mr. Moss that the meeting be adjourned. Motion made by Mr. Etter, seconded by Mr. Blankenship and carried to adjourn the meeting at 5:30 p.m.

The next regular board meeting of the Tazewell SWCD will be on Monday, February 8, 2010 at 3:30 p.m. It will be held at the Tazewell Service Center located at 117 Dial Rock Road, North Tazewell, Virginia.

APPROVED: _____ February 8, 2010

CHAIR: _____

SUBMITTED BY: Karen Brown, Office Manager