

**Mountain Castles Soil and Water Conservation District  
Board of Directors Monthly Meeting  
September 11, 2024 – USDA Bonsack Service Center**

Jeff Henderson called the meeting to order at 7:08 with a quorum present.

**Directors Present:** Jeff Henderson, Chair, Botetourt (elected)  
Andrew Keffer, Craig (elected)  
Walter Nelson, Botetourt (appointed)  
Anne Jones, VCE – Botetourt (VCE – appointed)

**Directors Absent:** Preston Wickline, Vice Chair, Botetourt (elected)  
Jason Williams, Craig (elected)

**Staff Present:** Tim Miller  
Dan Naff

**Others Present:** Michael Beahm (associate director – Treasurer)  
Jeff Munsey (associate director)  
Tasha Snavelly (associate director)  
Tad Williams, DCR  
Denny McCarthy, VDOF  
Derek Hancock, NRCS

**Minutes**

August minutes were approved unanimously by a motion from Andrew, second by Walter.

**Treasurer's Report**

Treasurer's report included the profit and loss sheet and the balance sheet. The treasurer's report was approved unanimously after a motion from Walter, second by Andrew.

**Other Business**

- Candidates for the District Clean Water Farm Award were discussed. Walter made a motion to nominate Tessa and Joe Haynes for the Clean Water Farm award for Botetourt County. After discussion, Walter amended the motion to add Jason and Mary Hunter for Craig County. Second, by Anne, motion passed.
- Dan discussed the Bid Analysis for the paving contract at Johns Creek #2 (see attached); after board discussion, Andrew made a motion to award the contract to the lowest bidder (Extreme Design Group, Inc.); second by Walter, motion passed.
- Walter made a motion to appoint Jeff Henderson (after consultation with Jeff Munsey) to approve the final dam paving contract on behalf of the board in the event there are contract changes. Second by Andrew, motion passed.
- Jeff Henderson directed Tim to collaborate with Anne about the possibility of a joint outreach event with VCE
- Tasha volunteered to work with Tim to organize, store, and display District history files

**319 Contracts**

Contract #45-25-0009; instance #614786 [RB-3M (minor repair); 50% cost share; max cost share = \$1,625]  
Contract #45-25-0016; instance #620652 [RB-3 (major repair); 50% CS; max cost share = \$3,750]

Walter made a motion to approve both 319 contracts. second by Anne, motion carried.

## **VACS Program**

Andrew moved to approve the following conservation plans:

- CP-45-25-0001 (linked with contract #45-25-0001)
- CP-45-25-0004 (linked with contract #45-25-0010)

Second by Anne, motion passed.

The board reviewed the following VACS contracts:

#45-25-0008; Instance #584443; SL6-W; max cost share = \$53,090.00; 2025 OCB VACS

Note: Andrew left the room during the discussion and vote. After discussion, Walter moved to approve, second by Anne, motion carried.

#45-25-0008; Instance #604245; WP-2N; max cost share = \$6,664.00; 2025 OCB VACS

Note: Andrew left the room during the discussion and vote. After discussion, Walter moved to Approve, second by Anne, motion carried.

#45-25-0010; Instance #586992; SL-1; max cost share = \$16,917.09; 2025 CB VACS

After discussion, Walter moved to approve, second by Andrew, motion carried.

#45-25-0011; Instance #618634; SL-1; max cost share = \$8,381.90; 2025 CB VACS

After discussion, Andrew moved to approve, second by Anne, motion carried.

#45-25-0012; Instance #618698; SL-8B; max cost share = \$6,558.00; 2025 CB VACS

After discussion, Andrew moved to approve, second by Walter, motion carried.

#45-25-0012; Instance #618699; SL-8H; max cost share = \$1,767.00; 2025 CB VACS

After discussion, Anne moved to approve, second by Andrew, motion carried.

#45-25-0013; Instance #620413; SL-8B; max cost share = \$54.60 and Instance #620412; SL-8H; max cost share = \$536.60

After discussion, Anne moved to approve, second by Andrew, motion carried.

#45-25-0014; Instance #620546; SL-1; max cost share = \$12,344.08; 2025 CB VACS

After discussion, Walter moved to approve, second by Andrew, motion carried.

#45-25-0015; Instance #620131; SL-1; max cost share = \$13,361.60; 2025 CB VACS

After discussion, Andrew moved to approve, second by Anne, motion carried.

#45-25-0017; Instance #621089; SL-8B; max cost share = \$1,484.00; 2025 CB VACS and Instance #621090; SL-8H; max cost share = \$562.40; 2025 CB VACS

After discussion, Walter moved to approve, second by Anne, motion carried.

The board reviewed the action required for the random verification of contract #45-21-0045 (SL-7). Walter made a motion to require sufficient gravel be added to the heavy use areas indicated in the inspection report by December 31, 2024. Second by Anne, motion carried.

**Conservation Technician Report:** submitted by Dan Naff – see attached

**District Coordinator Report:** submitted by Tim Miller – see attached


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Agency Reports:

- DCR - submitted by Tad Williams – see attached
- VCE - Anne reported that she has been working to build relationships with producers; she completed her pesticide certification and will begin working with producers soon who need to recertify; a grant is available to producers for hay transportation due the drought; Oct 15 – pesticide collection at Rockingham co-op with VDACS
- VDOF - Denny reported that it has been a difficult month due to drought and wildfires; VCE is hosting a number of fall forestry bus tours around the state
- NRCS - submitted by Derek Hancock – see attached


The meeting adjourned at 8:25 p.m. by a motion from Walter, second by Andrew.

Approved:

  
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Jeff Henderson, Chair

Date: 10/9/24

Respectfully submitted/prepared by:

  
\_\_\_\_\_  
Tim Miller

