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BOARD MEETING MINUTES OCTOBER 8, 2025

ATTENDEES:

- DIRECTORS:** Greg Basye, Benson Braxton, Vince Garland, Frank Johnson, Robert Pickett, Stephanie Romelczyk, Aaron Rowland, Bobby Vanlandingham, Lewis Walker
- STAFF:** Joanna Balderson, Kelly Brann, Kathy Clarke, Brandon Dillistin
- PARTNERS:** Olivia Leatherwood (DCR), Ken Sterner (DOF)

CALL TO ORDER:

Chairman Robert Pickett opened the meeting at 6:31 PM.

MINUTES:

The Minutes from the September 10, 2025, Board Meeting were presented for review. *Vince Garland moved to accept the Minutes as presented. Bobby Vanlandingham seconded the motion. Motion carried unanimously.*

TREASURER'S REPORT:

The Treasurer's Reports for September 2025 were accepted as presented and filed for audit.

BUSINESS:

1. VCAP Approvals

a) Ratify August 2025 Application Approvals by Pickett (see attached)

William Miller (Northumberland County) VCAP Contract #08-26-001 Living Shoreline
Total Estimated Cost: \$41,293.00 Total Estimated Cost-Share: \$30,000.00

Mark Bogert (Northumberland County) VCAP Contract #08-26-004 Living Shoreline
Total Estimated Cost: \$42,500.00 Total Estimated Cost-Share: \$30,000.00

Vincent Paladino (Lancaster County) VCAP Contract #08-26-005 Living Shoreline
Total Estimated Cost: \$41,269.21 Total Estimated Cost-Share: \$30,000.00

Robert Barrack (Lancaster County) VCAP Contract #08-26-006 Living Shoreline
Total Estimated Cost: \$42,602.70 Total Estimated Cost-Share: \$30,000.00

Carl Powell III (Northumberland County) VCAP Contract #08-26-007 Living Shoreline
Total Estimated Cost: \$26,176.70 Total Estimated Cost-Share: \$20,941.36

Nicholas Summers (Northumberland County) VCAP Contract #08-26-008 Living Shoreline
Total Estimated Cost: \$52,074.52 Total Estimated Cost-Share: \$30,000.00

The Board was surveyed to identify any known conflicts of interest; none were voiced. *Bobby Vanlandingham moved to ratify the approvals by Pickett for submission of VCAP Contracts #08-26-001, #08-26-004, #08-26-005, #08-26-006, #08-26-007 & #08-26-008 to the VASWCD VCAP Steering Committee for further consideration. Greg Basye seconded motion. Motion carried unanimously.*

b) September 2025 Payment Approvals (see attached)

Rebecca Boyers (Lancaster County) VCAP Contract #08-25-026 Conservation Landscaping
Total Cost: \$11,169.11 Total Cost-Share: \$7,000.00

Scott Laurer (Northumberland County) VCAP Contract #08-25-021 Infiltration
Total Cost: \$37,600.00 Total Cost-Share: \$30,000.00

The Board was surveyed to identify any conflicts of interest; none were voiced. *Bobby Vanlandingham moved to approve the payments for VCAP Contract #08-25-026 & 08-25-021. Benson Braxton seconded the motion. Motion carried unanimously.*

2. Upcoming Events

a) 2025 VASWCD Annual Meeting – December 7-9, 2025 DoubleTree by Hilton Hotel Williamsburg (see attached)

Kathy Clarke presented a DRAFT agenda and registration form for review; she asked that anyone interested in attending complete a registration form and notify Joanna of their intentions.

b) 2025 Area III Winter Meeting – December 8th DoubleTree by Hilton Hotel Williamsburg

Kathy advised that the Area III Winter Meeting will be held at the DoubleTree by Hilton on Monday, December 8th during the VASWCD Annual Meeting.

c) 2025 Annual Holiday Dinner – December 17th at 6PM – Old Rappahannock Taphouse

Kathy Clarke asked everyone to mark their calendars for the event.

3. Alternate for EVGWMAC

Robert Pickett announced, due to Kathy Clarke's retirement, a replacement was needed to serve as his alternate on the Eastern Virginia Groundwater Management Advisory Committee (EVGWMAC). Lewis Walker stated his interest in serving as Pickett's alternate. *Greg Basye moved to approve Lewis Walker as the alternate for EVGWMAC effective December 1, 2025. Aaron Rowland seconded the motion. Motion carried unanimously.*

Robert Pickett mentioned that he attended the September meeting and the topic was Groundwater trading. He noted there are currently 377 active groundwater permits and the net of 118 million gallons per day that is permitted.

4. Update Check Signing Privileges Effective December 1, 2025

Kathy noted an update to the list of authorized check signers will be required prior to her retirement at both Atlantic Union Bank and Primis Bank. She suggested that Kelly should be granted access to NNSWCD's bank accounts and assume the responsibility of having check signing privileges in her new role as District Operations Manager effective December 1, 2025. *Greg Basye moved to approve granting Kelly Brann check signing authority and access to NNSWCD's bank accounts effective December 1, 2025. Bobby Vanlandingham seconded the motion. Motion carried unanimously.*

COMMITTEE REPORTS:

PARTNER AGENCY REPORTS:

DCR – Olivia Leatherwood – see attached report

NRCS – Lucee Kossler – see attached report

PC/PWR – Robert Pickett noted the next meeting is scheduled for October 10th and he will be in attendance.

VCE – Stephanie Romelczyk – see attached report.

DOF – Ken Sterner – see attached report

STAFF REPORTS:

District Operations Manager – Kathy Clarke – see attached report

District Technical Manager – Brandon Dillistin – see attached report

Administrative Assistant – Joanna Balderson – see attached report

Education Conservation Specialist – Lowery Becker – see attached report

Marketing & Outreach Specialist – Kelly Brann – see attached report

Agricultural Conservation Specialist – Aaron Saunders – see attached report

DIRECTOR REPORTS:

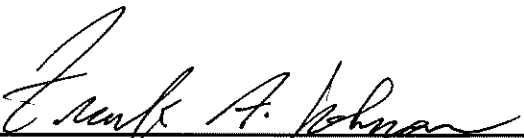
Lewis Walker noted that he attended the VASWCD Board Meeting on Wednesday, October 1st. He shared that the VASWCD is working diligently on improving the SWCD Director Election process based on new requirements of the campaign finance disclosure process revealed in the 2023 cycle.

Aaron Rowland suggested NNSWCD increase agricultural education in the schools within the Northern Neck through funding opportunities. Kathy encouraged all Directors to meet with their respective Superintendents and School Boards to discuss opportunities to expanding agricultural education.

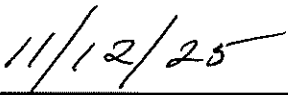
NEW BUSINESS:

NEXT MEETING: Wednesday, November 12th at 6:00PM in the NNSWCD Conference Room.

ADJOURNMENT: *Benson Braxton moved to adjourn the meeting. Bobby Vanlandingham seconded the motion. Motion carried unanimously.* The meeting adjourned at 7:51PM.



Frank A. Johnson, Vice-Chairman



Date