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Board Meeting Minutes March 11, 2026

Attendees:

- Directors:** Vince Garland, Frank Johnson, Robert Pickett, Stephanie Romelczyk, Aaron Rowland, Lewis Walker, Richard Wilkins
- Staff:** Joanna Balderson, Kelly Brann, Brandon Dillistin, Lowery Becker, Aaron Saunders, Tina Withers
- Partners:** Reid Flessa (DOF), Olivia Leatherwood (DCR), Brooke Jenkins (NRCS), Lucee Kossler (USDA/NRCS), Eric White (DOF)
- Others:** Cliff Mullin

Call to Order:

Chairman Robert Pickett opened the meeting at 12:30PM.

Minutes:

The minutes from February 11, 2026, Board Meeting were presented for review. ***Richard Wilkins moved to accept the Minutes as presented. Vince Garland seconded the motion. Motion carried unanimously.***

Treasurer's Report:

The Treasurer's Report for February 2026 was accepted as presented and filed for audit.

Business:

1. VCAP Approvals

a) 2026 Round 8 Application Approvals (see attached)

Linda Currier (Lancaster County) VCAP Contract #08-26-018 Living Shoreline

Total Estimated Cost: \$58,058.75 Total Estimated Cost-Share: \$30,000.00

The Board was surveyed to identify any known conflicts of interest; none were voiced.

Richard Wilkins moved to approve the payment of VCAP Contract #08-26-018.

Aaron Rowland seconded the motion. Motion carried unanimously.

2. 2026 Area III Spring Meeting: Thursday, April 2nd at Saudé Creek Vineyards, Lanexa, VA

Kelly Brann shared that the 2026 Area III Spring Meeting will be held April 2, 2026 at Saudé Creek Vineyards in Lanexa, VA. Anyone wishing to attend please contact Kelly or Tina.

3. The Local Choice (TLC): Renewal Effective July 1, 2026

Kelly Brann shared the Anthem Health Insurance renewal costs for FY26/27. A discussion took place and the Board proposed to pay 50% of eligible dependents premiums for all full-time employees. ***Richard Wilkins moved to approve the Anthem Health Insurance renewal costs as presented. Aaron Rowland seconded the motion. Motion passed with 5-1, with Director Frank Johnson voting no.***

Committee Reports:

Ag Committee – Brandon Dillistin presented recommendations from the Technical Staff for review (see attached). The individual items brought to the Board for approval were:

1. **FY26 Conservation Plan Approval (see attached)**
Vince Garland moved to approve Conservation Plan 8-26-0006, SL-1
Richard Wilkins seconded the motion. Motion carried unanimously.
2. **FY26 CBPA Ag Assessment Approvals (see attached)**
Lancaster County (2): 26-103-01 & 26-103-02
Northumberland County (2): 26-133-01 & 26-133-02
Richmond County (2): 26-159-01 & 26-159-02
Westmoreland County (2): 26-193-01 & 26-193-02
Vince Garland moved to approve the (8) FY26 CBPA Ag Assessments as outlined.
Aaron Rowland seconded the motion. Motion carried unanimously.
3. **Transfer of Contracts to New Farm Name**
Vince Garland moved to approve the name changes of 08-26-45,46, & 306 and 08-26-170,171, & 345 as outlined.
Frank Johnson seconded the motion. Motion carried unanimously.
4. **FY26 Round 5 Approval: Non-COIA Application totaling \$7,534.75 (see attached)**
Vince Garland moved to approve the 08-26-0406, SL-1 as outlined. Aaron Rowland seconded the motion. Motion was carried unanimously.

Partner Agency Reports:

- DCR – Olivia Leatherwood – see attached report
- NRCS – Lucee Kossler – see attached report
- VCE – Stephanie Romelczyk – see attached report

Staff Reports:

- District Operations Manager** – Kelly Brann – see attached report
- District Technical Manager** – Brandon Dillistin – see attached report
- Financial Administrative Assistant** – Joanna Balderson – see attached report
- Education Conservation Specialist** – Lowery Becker – see attached report
- Agricultural Conservation Specialist** – Aaron Saunders – see attached report
- Administrative Assistant** – Tina Withers – see attached report

New Business:

4. **Closed Session:** Pursuant to Code of Virginia §2.2-3711. (A)(1) to discuss personnel matters.

Motion to enter Closed Meeting:

Aaron Rowland moved that the Northern Neck Soil & Water Conservation District (NNSWCD) enter Closed Meeting pursuant to the Virginia Freedom of Information Act § 2.2-3711(A)(1) to discuss personnel matters. Lewis Walker seconded the motion. Motion carried unanimously.

The open meeting was adjourned to a Closed Meeting at 2:10PM.

Motion to come out of Closed Meeting:

Richard Wilkins moved that the NNSWCD come out of Closed Meeting. Aaron Rowland seconded the motion. Motion carried unanimously.

The open meeting was reconvened at 2:27PM.

Certification of Closed Meeting:

Aaron Rowland moved pursuant to the Virginia Freedom of Information Act § 2.2-3712(D), to certify that, to the best of each member's knowledge, only matters lawfully exempted and as identified in the motion by which the Closed Meeting was convened were heard or discussed by the NNSWCD during the Closed Meeting. Vince Garland seconded the motion.

Roll Call Vote:

Ayes: Vince Garland Frank Johnson, Stephanie Romelczyk, Aaron Rowland, Lewis Walker, Richard Wilkins

Nays*:

Absent During Vote: Greg Basye, Benson Braxton, Bobby Vanlandingham

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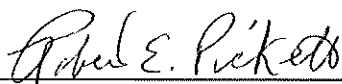
Motion(s) to vote on Recommendation(s):

Aaron Rowland moved to sever the consulting agreement between NNSWCD and Kathy Clarke per Mrs. Clarke's request. Following guidance from the Office of Attorney General and pursuant to the Employee Handbook, all District-supplied technology and District-related work records belong to NNSWCD and not to the employee, therefore access to such records (i.e. electronic files, computer software, IT services) is to be terminated immediately. Frank Johnson seconded the motion. Motion carried unanimously.

Next Meeting: Wednesday, April 8, 2026, at 6:00PM in the NNSWCD Conference Room.

Adjournment:

Lewis Walker moved to adjourn the meeting. Richard Wilkins seconded the motion. Motion carried unanimously. The meeting adjourned at 2:37PM.



Robert E. Pickett, Chairman

04/08/2026

Date

