



**BEAUFORT
SOIL AND WATER CONSERVATION DISTRICT
MEETING MINUTES
Tuesday, March 19, 2024 – 5:30 P.M.**

Supervisors Present	Staff/Others Present
James Allen, Chairman	Ann Williams, District Staff
Wayne Black	Nathaniel Woolard, District Staff
Archie Griffin, Secretary	Kyle Gentry, NRCS Staff
Tracy Warren, Vice Chairman	

1. **Call to Order:** Chairman James Allen called the meeting to order at 5:30 P.M.
2. **Conflict of Interest Disclosure Statement:** Chairman Allen referenced the District’s disclosure statement and inquired as to whether any Supervisor needed to declare a conflict of interest, or appearance of a conflict of interest, for items included on the meeting’s agenda. No conflicts were noted.
3. **Statement of Professionalism:** Chairman Allen reminded the Supervisors of the Statement of Professionalism adopted by the Board and by which their meetings are conducted.
4. **Approval of Agenda:** The meeting’s agenda for March 19, 2024 was forwarded to the Supervisors for review prior to the meeting. *Supervisor Archie Griffin offered a motion to approve the agenda as provided. Supervisor Wayne Black seconded the motion. The motion was approved.*
5. **Approval of Minutes:** The February 20, 2024 minutes were forwarded to the Supervisors for review prior to the meeting. *Supervisor Griffin offered a motion to approve the minutes as provided. Supervisor Black seconded the motion. The motion was approved.*
6. **Beaufort County:** Ann Williams, Resource Conservation Office Manager, provided the following budget information.
 - FY 2023-FY 2024 Budget Projection: The year end projection was reviewed and discussed.
 - Proposed FY 2024-FY 2025 Continuation Budget: The proposed continuation budget was reviewed and discussed. Recommended amendments to several line items were offered by the Supervisors. It was agreed that Supervisors Black and Griffin would arrange a meeting with Beaufort County’s Manager, Brian Alligood, to discuss salaries and two other items. Ann was asked to amend the budget as discussed. *The proposed FY 2024-FY 2025 Continuation Budget was approved as amended by consensus of the Board of Supervisors.*
 - FY 2023-FY 2024 Departmental Narrative: The narrative was reviewed and briefly discussed.

- **Beaver Management Assistance Program (BMAP):** The Supervisors were provided copies of information on the program implemented through the US Department of Agriculture’s Wildlife Services Program working directly with the NC Wildlife Resources Commission. Discussion was held regarding BMAP and the Beaufort County Beaver Bounty Program. Staff members present reported that calls are received frequently from local landowners seeking assistance with beaver problems on their property and that the county program is currently providing little assistance. *By consensus of the Board of Supervisors, it was agreed that the Beaver Management Assistance Program would be a better source of assistance to Beaufort County landowners and that Supervisors Black and Griffin would arrange a meeting with Beaufort County’s Manager, Brian Allgood, to ask for support of the program by Beaufort County.*

7. Agriculture Cost Share Program (ACSP): The following items were addressed.

Action Item – Application: Nathaniel Woolard, District Resource Conservation Technician, presented and recommended for approval one cost share application. The application was:

Application Number	Practice	Amount
07-2024-018	Precision Agrichemical Application	\$2,700.00

Supervisor Tracy Warren offered a motion to approve the application as recommended. Supervisor Black seconded the motion. The motion was approved.

Action Item – Contract: Nathaniel presented and recommended for approval the following contract.

Contract Number	Practice	Amount
07-2024-008	Precision Agrichemical Application	\$2,378.00

Supervisor Black offered a motion to approve the contract as recommended. Supervisor Warren seconded the motion. The motion was approved.

Action Item – Contract: During the District’s February Board Meeting, Nathaniel presented and recommended for approval the following contract. It was approved with one Supervisor abstaining from discussion and voting. The contract was readdressed during tonight’s meeting because of the number of Supervisors who voted in February.

Contract Number	Practice	Amount
07-2024-016	Residue and Tillage Management	\$15,000.00

Supervisor Black offered a motion to approve the contract as recommended. Supervisor Warren seconded the motion. The motion was approved. Supervisor Griffin once again abstained from discussion and voting.

Action Item – Requests for Payment: Nathaniel presented and recommended for approval three Requests for Payment. He reported that all required specifications were met. The RfPs were:

Requests for Payment Number	Practice	Amount
07-2023-006	Residue and Tillage Management	\$15,000.00
07-2024-004	Cover Crop	\$3,340.00
07-2024-006	Cover Crop	\$5,408.00

Supervisor Griffin offered a motion to approve the Requests for Payment as recommended. Supervisor Warren seconded the motion. The motion was approved.

8. Agricultural Water Resources Assistance Program (AgWRAP): The following item was addressed.

Action Item – Contract: Nathaniel presented and recommended for approval one contract. The contract was:

Contract Number	Practice	Amount
07-2024-803	Water Supply Well	\$7,487.00

Supervisor Black offered a motion to approve the contract as recommended. Supervisor Warren seconded the motion. The motion was approved.

9. Community Conservation Assistance Program (CCAP): One item was addressed.

Action Item – Request for Payment: Nathaniel presented and recommended for approval one Request for Payment for a Marsh Sill. He reported that all specifications were met. The Request for Payment was:

Request for Payment Number	Practice	Amount
07-2024-501	Marsh Sill	\$25,500.00

Supervisor Warren offered a motion to approve the Request for Payment as recommended. Supervisor Griffin seconded the motion. The motion was approved.

10. Division of Soil and Water Conservation (Division): The following items were addressed.

- Ann provided the Supervisors with copies of the Regional Coordinator’s Newsletter for March 2024.
- Nathaniel reported that he applied for additional Streamflow Rehabilitation Assistance Program (StRAP) funds in the amount of \$1.3 million. Decisions on the requests for additional funds will be offered in May 2024.
- Additional discussion was held on the proposed purchase and installation of a storage building at the Ag Center. Administrative funds from the District’s Eta Grant or StRAP Grant will be used. Following the District’s February Board Meeting, it was determined that the cost of a storage building would exceed what was originally anticipated based on estimates received. *It was the consensus of the Board of Supervisors that up to a match of \$15,000 might be needed from Beaufort County to purchase and install the building.* Supervisors Black and Griffin will arrange a meeting with Beaufort County Manager, Brian Allgood, to seek support for the building.
- The Annual Spot Check Tour of Best Management Practices, held in January 2024, was reviewed. Nathaniel presented spot check tour reports that will be forwarded to the Division of Soil and Water Conservation.
- Ann provided copies of emails from the Division Office announcing two staff changes along with information on a recent 1099 issue.


11. **NC Association of Soil and Water Conservation Districts:** Ann provided an email on a “Grow More” training opportunity.

12. **USDA-Natural Resources Conservation Service (NRCS):** Kyle Gentry, Team 14 Supervisory Soil Conservationist, provided a written report of NRCS program updates and reminded the Board of Supervisors that March 21, 2024 is his last day in the Washington Field Office. He will continue to cover team lead duties until someone is named Acting Team Lead.

CONCLUSION:

13. **Next Regular Board Meeting: Monday, April 15, 2024, at 5:30 P.M.**

14. **Adjourn:** With no further business to discuss, Chairman Allen declared the meeting adjourned at 7:20 P.M.



Archie Griffin, Secretary
Beaufort SWCD



Ann Williams, Recording Secretary
Beaufort SWCD



James Allen, Chairman
Beaufort SWCD