

**MINUTES**  
**CABARRUS SOIL AND WATER CONSERVATION DISTRICT BOARD MEETING**  
**Tuesday February 7<sup>th</sup>, 2017**

Supervisors Present: Vicky Porter, Tommy Porter, Louis Suther, and Jeff Goforth

Staff Present: Erin Lineberger and Daniel McClellan

Others Present: Kelly Sifford, Department Head; Logan Dugger, NRCS Partner; Ralston James, DSWC Partner; and Zach Moffitt, Associate Board Member

**(1) Call to Order**

The meeting was called to order by Chairperson Vicky Porter at 5:39 P.M.

**(2) Approval of Agenda**

UPON MOTION of Tommy Porter, seconded by Louis Suther and unanimously carried, the Board approved the agenda as written.

**(3) Approval or Correction of Minutes for December 6<sup>th</sup>, 2016 Meeting**

UPON MOTION of Jeff Goforth, seconded by Tommy Porter and unanimously carried, the Board approved the minutes of the December 6<sup>th</sup>, 2016 meeting.

**(4) Informational Items**

**(4-A) Board, Partner, and Staff Report**

**(4-a-i) Division Funds Report**

Daniel McClellan reported to the Board and partners on the status of current cost share projects and funds. He also made the Board aware of a Division Cost Share Rules Revision Meeting on February 22<sup>nd</sup>.

**(4-a-ii) Education Report**

Erin Lineberger reported on the status of CSWCD Educational programs to the Board, including Envirothon, Conservation Contests, and involvement in the Environmental Educators of North Carolina.

**(4-a-iii) Partners for Green Growth Report**

Erin Lineberger reported to the Board on the status of our Green Growth project. Wildlife Resources Commission and CSWCD staff are meeting with local Planning and Zoning Boards to present the ordinance recommendation document produced by the grant.

**(4-a-iv) Annual Meeting Report**

Louis Suther and Ralston James shared high points from the 2017 Annual Meeting.

**(5) Unfinished Business**

**(5-A) Conservation Easement Ranking System Draft**

Erin Lineberger presented the Conservation Easement Ranking System Draft document to the Board, including edits from the previous meeting's discussion. Daniel McClellan shared details regarding a potential Conservation Easement with Silverman Group.

UPON MOTION of Tommy Porter, seconded by Jeff Goforth and unanimously carried, the Board approved the Conservation Easement Ranking System Draft as written.

**(6) New Business**

**(6-A) NC Agriculture Cost Share Program**

**(6-a-i) Requests for Payment**

**(6-a-i-a) Richard Earnhardt; #13-2017-004; \$4,119**

Daniel McClellan reported to the Board that the Request for Payment had been signed and mailed to the Division.

**(6-B) Conservation Easement Signature Authority**

UPON MOTION of Jeff Goforth, seconded by Tommy Porter and unanimously carried, the Board moved to approve the signature of Daniel McClellan for conservation easements funded by NRCS.

**(6-C) Bost Easement Letter**

UPON MOTION of Jeff Goforth, seconded by Tommy Porter and unanimously carried, the Board moved to approve a letter on behalf of the Board stating that a private swimming pool within the residential exclusion area is permissible on the Bost Easement. The letter will be drafted by County Attorney, Rich Koch, and will be sent to the current property owner, David Catchpole.

**(6-D) CSWCD Policy Updates**

**(6-d-i) Conflict of Interest**

Vicky and Tommy Porter recused themselves from the vote and discussion on this action item.

UPON MOTION of Jeff Goforth, seconded by Louis Suther and unanimously carried, the Board moved to approve the updates to the "Conflict of Interest Prevention Procedures for Farm and Ranchland Protection Program Cooperative Agreement and Applications for Porter Farms" policy as written.

Erin Lineberger will draft a general conflict of interest policy for approval at our next meeting.

**(6-d-ii) Office Hours**

UPON MOTION of Jeff Goforth, seconded by Louis Suther and unanimously carried, the Board approved updates to the "Office Hours" policy as written.

**(6-d-iii) Transporting Non-County Personnel in County Vehicle**

UPON MOTION of Louis Suther, seconded by Jeff Goforth and unanimously carried, the Board approved updates to the "Transporting Non-County Personnel in County Vehicle" policy.

**(7) Closed Session to consider approval of Conservation Plans**

UPON MOTION of Jeff Goforth, seconded by Tommy Porter and unanimously carried, the Board moved to enter into Closed Session at 7:00 pm due to "Legally Confidential Information" based on the requirements of the Section 1619 of the Food, Conservation, and Energy Act of 2008." Kelly Sifford and Zach Moffitt were invited into the session. Three conservation plans were approved during the session.

**(10) Adjourn**

Prior to adjourning, Vicky Porter opened the floor to public comments. Logan Dugger shared updates from NRCS regarding EQIP.

UPON MOTION of Jeff Goforth, seconded by Tommy Porter and unanimously carried, the Board moved to adjourn the meeting at 7:07 PM.

  
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Vicky Porter, Chairman

  
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Tommy Porter, Secretary/Treasurer