

MINUTES

CULPEPER SOIL AND WATER CONSERVATION DISTRICT

BOARD MEETING Graves Mountain Lodge Syria, Virginia 22701 August 4, 2020

DIRECTORS PRESENT: Lynn Graves, Madison County
Philip Morris, Greene County
Robert Bradford, Orange County
Robert Runkle, Greene County
Robert Brame, Orange County
Tom O'Halloran, Culpeper County
Steve Hill, Madison County
Mike Sands, Rappahannock County
Sarah Sharpe, Virginia Cooperative Extension, Greene County
Bob Williamson, Culpeper County, Associate Director

DIRECTORS NOT PRESENT:
Warren Lee, Orange County, Associate Director
Mike Biniek, Rappahannock County
Dennis Verhoff, Culpeper County
Steve Morris, Greene County, Director-At Large

STAFF PRESENT: Greg Wichelns, District Manager
JoAnn Neal, Administrative Secretary
David Massie, Conservation Specialist
W. Spencer Yager, Conservation Specialist
Kendall Dellinger, Conservation Specialist

OTHERS PRESENT : Debbie Cross, CDC, DCR
Rex Rexrode, NRCS District Conservationist

1) CALL TO ORDER, MOMENT OF SILENCE, PLEDGE OF ALLEGIANCE

L. Graves welcomed everyone to Madison County. Following a moment of silence, Lynn Graves led the Pledge of Allegiance. There were two handouts: District Technical Committee Report Addendum and the DCR Monthly Report.

2) DRAFT MINUTES

L. Graves called for approval of the substance of the July 7, 2020 Draft District Board Meeting Minutes and for any substantive corrections or additions. P. Morris moved to approve as presented. T. O'Halloran seconded the motion. (P. Morris, T. O'Halloran, unanimous)

3) AGENDA APPROVAL

L. Graves called for Agenda approval. R. Bradford requested the Operations Committee Report be removed from the Consent Agenda and placed on the Agenda as 5.1. M. Sands moved to approve the Agenda as amended. R. Bradford seconded the motion. (M. Sands, R. Bradford, unanimous)

4) CONSENT AGENDA

Consent Agenda approved as modified.

COMMITTEE REPORTS

EDUCATION COMMITTEE REPORT
TECHNICAL COMMITTEE REPORT –

Items in italics were added at the August 4, 2020 Board Meeting in Syria, Virginia

1) The following BMP applicants have been approved by the Technical Committee for funding. All applications were thoroughly screened for compliance with Priority Recruitment Guidelines. All met at least two of the priority criteria.

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>	<u>Tax Credit</u>
SL-6W	2021 VACS	Hazel River Farm LLC	07-21-0011	386555	Culpeper	\$ 48,736.50	\$ 0.00
SL-6W	2021 VACS	Honey Brook Farms LLC	07-21-0033	392051	Culpeper	\$ 51,100.00	\$ 0.00
SL-6W	2021 VACS	George Hamm	07-21-0020	394761	Madison	\$ 45,652.50	\$ 0.00
SL-6W	2021 VACS	Terry Jenkins	07-21-0015	394148	Madison	\$ 38,925.00	\$ 0.00
SL-6W	2021 VACS	Knight Cattle Corp	07-21-0013	394128	Orange	\$ 19,230.00	\$ 0.00
SL-6W	2021 VACS	Derek Capizzi	07-21-0019	394760	Orange	\$ 91,650.00	\$ 0.00
SL-6W	2021 VACS	Brandon VanHoven	07-21-0018	394753	Orange	\$ 97,851.00	\$ 0.00
SL-6W	2021 VACS	Thomas Hedstrom	07-21-0030	396630	Orange	\$ 89,931.00	\$ 0.00
SL-6W	2021 VACS	Jacob Gilley	07-21-0032	397037	Orange	\$ 6,367.21	\$ 0.00
SL-6N	2021 VACS	Milton Gore	07-21-0009	386136	Rappahannock	\$ 10,638.00	\$ 1,773.00
SL-7	2021 VACS	Jonathan Boone	07-21-0016	394697	Madison	\$ 7,350.00	\$ 1,837.50
SL-10	2021 VACS	Carl Morris	07-21-0029	394879	Greene	\$ 7,500.00	\$ 0.00
CCI-SL-6N	2021 VACS	Jonathan Boone	07-21-0016	396655	Madison	\$ 2,550.00	\$ 0.00
CCI-SL-6W	2021 VACS	William Edwards	07-21-0028	394873	Culpeper	\$ 2,218.75	\$ 0.00
CCI-SL-6W	2021 VACS	Rivandale Farm	07-21-0014	394146	Orange	\$ 4,187.50	\$ 0.00
CCI-SL-6W	2021 VACS	Jackie Loertcher	07-21-0017	394700	Orange	\$ 4,062.50	\$ 0.00
CCI-CNT	2021 VACS	Madison Farms Locust Dale LLC	07-21-0021	394801	Madison	\$ 20,000.00	\$ 0.00
<i>SL-6W</i>	<i>2021 VACS</i>	<i>Cindy Joskowiak</i>	<i>07-21-0042</i>	<i>402441</i>	<i>Orange</i>	<i>\$ 41,000.00</i>	<i>\$ 0.00</i>
<i>NM-1A</i>	<i>2021 VACS</i>	<i>Douglas Coleman Farms LLC</i>	<i>07-21-0037</i>	<i>399193</i>	<i>Culpeper</i>	<i>\$ 552.00</i>	<i>\$ 0.00</i>

2) The following BMP participants have been approved by the Technical Committee for payment:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>	<u>Tax Credit</u>
SL-6W	2020 VACS	Mark Roberts	07-20-0026	344188	Greene	\$ 49,125.01	\$ 0.00
CCI-SL-6N	2021 VACS	Jonathan Boone	07-21-0016	396655	Madison	\$ 2,550.00	\$ 0.00
CCI-SL-6W	2021 VACS	Rivandale Farm	07-21-0014	394146	Orange	\$ 4,187.50	\$ 0.00
CCI-SL-6W	2021 VACS	Jackie Loertcher	07-21-0017	394700	Orange	\$ 4,062.50	\$ 0.00
NM-1A	2021 VACS	Douglas Coleman Farms LLC	07-21-0037	399193	Culpeper	\$ 552.00	\$ 0.00

3) The following Upper York River Residential applicants have been approved by the Technical Committee for funding:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
RB-3M	DEQ16547	Jacqueline Garnett	07-21-0031	397034	Orange	\$ 1,000.00
<i>RB-1</i>	<i>DEQ16547</i>	<i>George Shifflett Jr.</i>	<i>07-21-0041</i>	<i>402360</i>	<i>Orange</i>	<i>\$ 280.00</i>
<i>RB-1</i>	<i>DEQ16547</i>	<i>George Shifflett Jr.</i>	<i>07-21-0041</i>	<i>402573</i>	<i>Orange</i>	<i>\$ 280.00</i>

4) The following Upper Rapidan River Residential applicants have been approved by the Technical Committee for funding:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
<i>RB-1</i>	<i>DEQ16678</i>	<i>George Shifflett Jr.</i>	<i>07-21-0041</i>	<i>402353</i>	<i>Orange</i>	<i>\$ 280.00</i>

<i>RB-1</i>	<i>DEQ16678</i>	<i>George Shifflett Jr.</i>	<i>07-21-0041</i>	<i>402357</i>	<i>Orange</i>	<i>\$ 280.00</i>
<i>RB-3M</i>	<i>DEQ16678</i>	<i>Carl Williams</i>	<i>07-21-0040</i>	<i>402236</i>	<i>Orange</i>	<i>\$ 3,200.00</i>

5) The following Robinson River Residential applicants have been approved by the Technical Committee for funding:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
<i>RB-3M</i>	<i>DEQ16679</i>	<i>Francis Newton</i>	<i>07-21-0045</i>	<i>402606</i>	<i>Madison</i>	<i>\$ 1,100.00</i>
<i>RB-3M</i>	<i>DEQ16679</i>	<i>Brandon Donaghy</i>	<i>07-21-0044</i>	<i>402575</i>	<i>Madison</i>	<i>\$ 3,200.00</i>
<i>RB-1</i>	<i>DEQ16679</i>	<i>Thomas Goering</i>	<i>07-21-0039</i>	<i>402230</i>	<i>Madison</i>	<i>\$ 175.00</i>
<i>RB-3M</i>	<i>DEQ16679</i>	<i>Stephen DeLeon</i>	<i>07-21-0046</i>	<i>402618</i>	<i>Madison</i>	<i>\$ 2,600.00</i>
<i>RB-5</i>	<i>DEQ16679</i>	<i>Robin Breckenridge</i>	<i>07-21-0043</i>	<i>402570</i>	<i>Madison</i>	<i>\$ 12,000.00</i>
<i>RB-4</i>	<i>DEQ16679</i>	<i>Tyler Perkins</i>	<i>07-21-0047</i>	<i>402637</i>	<i>Madison</i>	<i>\$ 4,000.00</i>
<i>RB-1</i>	<i>DEQ16679</i>	<i>Fay Utz</i>	<i>07-21-0048</i>	<i>403459</i>	<i>Madison</i>	<i>\$ 175.00</i>

6) The following Robinson River Residential participant has been approved by the Technical Committee for payment:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
<i>RB-3R</i>	<i>DEQ16679</i>	<i>Ann Gartner</i>	<i>07-20-0451</i>	<i>389133</i>	<i>Madison</i>	<i>\$ 225.00</i>

7) The following Upper Rapidan River Residential participant has been approved by the Technical Committee for payment:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
<i>RB-4</i>	<i>DEQ16678</i>	<i>Michael Stroble</i>	<i>07-20-0449</i>	<i>389103</i>	<i>Madison</i>	<i>\$ 4,320.49</i>

8) The following Upper York River Residential participants have been approved by the Technical Committee for payment:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
<i>RB-1</i>	<i>DEQ16547</i>	<i>Beth Schrum</i>	<i>07-20-0478</i>	<i>389545</i>	<i>Orange</i>	<i>\$ 162.50</i>
<i>RB-1</i>	<i>DEQ16547</i>	<i>Ricky Shifflett</i>	<i>07-20-0397</i>	<i>387329</i>	<i>Orange</i>	<i>\$ 165.00</i>
<i>RB-1</i>	<i>DEQ16547</i>	<i>Ricky Shifflett</i>	<i>07-20-0397</i>	<i>387330</i>	<i>Orange</i>	<i>\$ 165.00</i>
<i>RB-4</i>	<i>DEQ16547</i>	<i>Taylor Property Rentals</i>	<i>07-20-0484</i>	<i>389918</i>	<i>Orange</i>	<i>\$ 4,000.00</i>

9) The Technical Committee reviewed and discussed the BMP Cost Estimate Sheet used for structural practices. The Committee voted to increase several components prices.

10) The District Manager gave an update on the dams:

- a. The District expects to receive the designs for the pipe lining on the six Madison County dams that currently have corrugated metal primary spillways by the end of July from Schnabel Engineering.
- b. The second mowing on the dams should begin soon and will hopefully be completed by mid-August.

11) The Technical Committee delegates the authority to the District Manager to sign BMP contracts on behalf of the Board of Directors on an as need basis.

12) A Transfer of Responsibility was requested by John McCaslin to Hallie Butvin for an Upper Hazel Septic RB-3 practice. Contract # 07-20-0423, Instance # 388085.

13) A Transfer of Responsibility was requested by Sharon S. Kilpatrick to Benjamin T. Clemmer for an Upper Hazel Septic RB-3 practice. Contract # 07-20-0336, Instance # 387177.

TREASURER'S REPORT

NRCS CONSERVATION PLANS –

Madison - 15.7 Acres – Well, Pipeline, Troughs, Fence, Access Control, Forage Planting, Prescribed Grazing – EQIP
12.8 Acres – Fence, Pipeline, Troughs, Stream Crossing, Access Control, Prescribed Grazing, Forage Planting - EQIP

5) ADDITIONS TO AGENDA

5.1) OPERATIONS COMMITTEE REPORT -

G. Wichelns reported on the options for the District employee health insurance policy for FY21. Recommendation by the Committee at this time is to renew the current Anthem Policy; Anthem renewal proposal with very little change. There is one vendor that has yet to send in the bid. Greg is requesting that the Operations Committee be authorized by the Board to make the final approval prior to the next Board Meeting. R. Brame moved to accept the approval of the Operations Committee for the health insurance plan. R. Bradford seconded the motion. (R. Brame, R. Bradford, unanimous)

L. Graves reviewed a draft letter to be sent to Governor Northam, thanking him for coming to Lake Pelham and stressing the importance of the rehabilitation of dams in Virginia. A correction was made to the draft and it will be retyped and sent out as soon as possible. M. Sands moved to approve the letter to be sent to the Governor of Virginia. R. Bradford seconded the motion. (M. Sands, R. Bradford, unanimous)

6) DIRECTORS REPORT-

- S. Sharpe reported she will be posting an events update tomorrow. She also reported that hopefully there will be a Farm Safety Day on September 17th, 2020 at Evan Bowman's Farm in Greene County.
- L. Graves reported attending a VASWCD Executive Board meeting via conference call and discussion was on Legislative matters. There will be a Legislative conference call tomorrow with Area II. The VASWCD Executive Board is requesting to delay the sending of the Legislative Agenda to the General Assembly.
- L Graves had a conference call this morning with the VASWCD Education Committee members and the Graves Summer Training will now be all virtual. NRCS was not allowed to do any sessions this year.
- L. Graves reported the VASWCD Annual Meeting is still under discussion. If the contract with the hotel can be broken, then there is discussion of having a Business Meeting only, but no one knows exactly what at this time. The virtual phone conference is not recommended.
- Clean Water Farm Award signs will still be made.
- L. Graves commended the Culpeper District Staff for having allocated \$4.3 million for on the ground practices this past year. He thanked the staff for all that they have done and for their outstanding customer service. This District is one of the leaders in the state. The Board applauded the good work that the staff has accomplished.

7) STAFF

Greg reported Culpeper SWCD staff is still moving forward with selecting nominees for our annual awards. The Awards will be presented possibly at the farms with representatives there from each County. He also noted that in addition to all the work accomplished this past year, staff also participated in program updates the previous year which amounted to providing a lot of information

from producers and from staff which helped with the new program updates. It certainly helped bring more producers into the programs with buffer payments and more flexibility in the programs. Greg reported still working on grant reports. Next Monday the contractors will start on installation of the monitoring units on the dams. The engineering designs for the 6 slip lines have been submitted for review.

Spencer reported FSA is still taking sign up for the CPAP program until August 26th. 2020.

8) AGENCY REPORTS

DCR –D. Cross reported that there has been some confusion regarding Electronic Meeting by Districts. Electronic Meetings are still allowed by public bodies during a “State of Emergency”. Roll Call votes are required; a recording of the meeting must be posted to your website; enabling motion must be made to declare why your board or committee is using the electronic meeting format. Audits for FY19 & FY20 - Culpeper, Northern Virginia and Thomas Jefferson SWCD’s – the auditing firm CLA will host a webinar on August 12th, 10 a.m. to kick off the audit process and for districts to ask questions. The Virginia General Assembly reconvenes on August 18, 2020.

New Freedom of Information Act Requirements – FOIA Training for Elected Directors – Each district elected director is required to complete the FOIA training for locally elected officials. Training must be completed by December 31, 2020.

Clean Water Farm Awards – The CWFA program will continue as normal with the deadline for nominations October 1st.

Ag Cost Share- Spot checks need to be completed. Culpeper has 16 to complete on August 4, 6 and 11th, 2020. BMP Verifications- Structural BMP’s coming out of lifespan 12/31/2020 (35 practices) and 12/31/2021 (39 practices) need to be verified in order for the reductions to continue to be counted in the Chesapeake Bay model. DCR will be sending a letter explaining all of this in early August.

Dates to Remember:

Sept 10	Unobligated cost share fund checks back to DCR must be postmarked by this date
Sept 16	VASWCD Golf Tournament
Sept 30	FY20 Annual Report due to CDC
Oct 1	CWFA local and Basin nominations due to DCR

PLAN FOR AUGUST COMMITTEE MEETINGS (in CULPEPER at the CULPEPER OFFICE)

Committees will meet on Tuesday, August 18, 2020. Personnel 9:00, Operations 9:30, Technical 10:00, and Educational meeting will be held August 18, 2020 via telephone 4 P. M. **BOARD MEETING FOR SEPTEMBER WILL TENTATIVELY BE HELD TUESDAY, SEPTEMBER 1, 2020 IN MADISON COUNTY AT GRAVES MOUNTAIN LODGE.**

ADJOURNMENT

Motion was made to adjourn the August 4, 2020 Board meeting at 11:30.

Respectfully Submitted,

Lynn Graves, Chairman



JoAnn M. Neal
Administrative Secretary

Date Approved 9/1/2020