

# MINUTES

## CULPEPER SOIL AND WATER CONSERVATION DISTRICT

### **BOARD MEETING Graves Mountain Lodge Syria, Virginia 22701 September 1, 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  
Dennis Verhoff, Culpeper County  
Steve Morris, Greene County, Director-At Large

**DIRECTORS NOT PRESENT:** Warren Lee, Orange County, Associate Director  
Mike Biniek, Rappahannock County  
Brad Jarvis, Madison County, Virginia Cooperative Extension,  
Associate Director

**STAFF PRESENT:** Greg Wichelns, District Manager  
JoAnn Neal, Administrative Secretary

**OTHERS PRESENT :** Debbie Cross, CDC, DCR

#### **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 five handouts: Grant Agreement Assessment from DCR on Administration/Operations and Cost-Share/Technical Assistance, DCR Monthly Report, District Technical Committee Report Addendum, Virginia Soil and Water Conservation Board information regarding the Governor's appointments, and copy of email from G. Wichelns regarding WIP3.

#### **2) DRAFT MINUTES**

L. Graves called for approval of the substance of the August 4, 2020 Draft District Board Meeting Minutes and for any substantive corrections or additions. R. Brame corrected one error where a word was missing from a sentence, he then moved to approve as amended. P. Morris seconded the motion. (R. Brame, P. Morris, 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 4.1 and Technical Committee

Report be removed from the Consent Agenda and placed on the Agenda as 4.2. M. Sands moved to approve the Agenda as amended. D. Verhoff seconded the motion. (M. Sands, D. Verhoff, unanimous)

**4) CONSENT AGENDA**

Consent Agenda approved as modified.

**COMMITTEE REPORTS**

**EDUCATION COMMITTEE REPORT  
TREASURER'S REPORT**

**NRCS CONSERVATION PLANS –**

Culpeper -	65.7 Acres – Well, Pipeline, Troughs, Fence, Access Control, Forage Planting, Prescribed Grazing, Ag Waste Facility EQIP
	32.1 Acres – Well, Fence, Pipeline, Troughs, Access Control, Prescribed Grazing, Brush Management – EQIP
	1 Acre- Seasonal Hi Tunnel EQIP
	191 Acres - Well, Fence, Pipeline, Troughs, Access Control Prescribed Grazing, Brush Management, Stream Crossing, Nutrient Management, Forage Planting - EQIP
Greene -	10 Acres- Conservation cover, Weed and Brush Management, Forest Stand Improvement - EQIP
	189.3 Acres- Conservation Cover, Riparian Forest Buffer, Brush and Weed Management, Forest Stand Improvement – CSP
Madison-	10.9 Acres- Seasonal Hi Tunnel
	10.9 Acres- Well, Pipeline, Trough, Fence, Access Control, Nutrient Management, Prescribed Grazing
	46.9 Acres- Well, Fence, Pipeline, Troughs, Access Control Prescribed Grazing, Brush Management – EQIP
	133.9 Acres- Well, Fence, Pipeline, Troughs, Access Control Prescribed Grazing, Brush Management, Forage Planting, Stream Crossing-EQIP

**4.1) OPERATIONS COMMITTEE REPORT -**

Discussion on the Draft Memorandum of Understanding (MOU) between the Department of Conservation and Recreation (DCR) and the Rappahannock-Rapidan Regional Commission (RRRC) and the Draft MOU between DCR and the “Partner Organizations”. There were questions about what BMP data would be available to whomever signs on, and whether or not the District would benefit by signing any partners agreement, who was responsible for “policing” data use and more. It was unclear to the District Board exactly what was being proposed. DCR had been invited for a discussion on the proposals but declined the opportunity. The Department of Forestry is not sharing their data. Discussion followed. R. Brame moved to decline the opportunity to sign the agreement. D. Verhoff seconded the motion. (Brame, Verhoff, unanimous).

L. Graves reviewed a letter sent to Kelly Thomasson, Secretary of the Commonwealth expressing concern over the recent appointment of Mr. Jay Ford to the Virginia Soil and Water Conservation Board. The VASWCD’s concern originates from the fact that the appointment process as prescribed by Code of Virginia Section 10.1-502 was circumvented. Discussion followed. The District Manager was instructed to forward a copy of the correspondence to all of the District’s State Representatives concurring with the opinion of the VASWCD. R.

Bradford stated Area II Districts receive a large amount of funding and put a large amount of BMP's on the ground and as proposed, Area II will no longer be represented by someone who is in/from our area.

R. Bradford moved to approve the Operations Committee Report. M. Sands seconded the motion. (Bradford, Sands, unanimous)

#### 4.2) TECHNICAL COMMITTEE REPORT-

*\*Items in italics were added at the September 1, 2020 Board Meeting in Syria, Virginia*

Present: Robert Bradford, Chairman; Lynn Graves, Vice-Chairman; Greg Wichelns, District Manager; David Massie, Conservation Specialist; Spencer Yager, Conservation Specialist; Kendall Dellinger, Conservation Specialist

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-6N	2021 VACS	Hunter Weaver	07-21-0004	390414	Madison	\$ 47,370.86	\$ 3,947.57
SL-6N	2021 VACS	Meadow Grove Farm LLC	07-21-0055	355322	Rappahannock	\$ 8,500.20	\$ 1,416.70
SL-6W	2021 VACS	Troy Dodson	07-21-0053	408082	Madison	\$ 21,543.00	\$ 0.00
SL-6W	2021 VACS	Philip Sterbling	07-21-0052	408046	Madison	\$ 21,500.00	\$ 0.00
SL-6W	2021 VACS	Michael Fitzgerald	07-21-0038	401781	Madison	\$ 8,553.06	\$ 142.05
SL-6W	2021 VACS	Brian Dodd	07-21-0056	408790	Culpeper	\$ 9,850.88	\$ 0.00
WP-2W	2021 VACS	Gregory S. Lohr	07-21-0007	393090	Madison	\$ 20,460.00	\$ 0.00
WP-2W	2021 VACS	Christopher J. Artale	07-21-0035	392887	Madison	\$ 19,628.44	\$ 139.28
SL-10	2021 VACS	Miller Angus Farm	07-21-0036	398972	Madison	\$ 750.00	\$ 0.00
SL-10	2021 VACS	Miller Angus Farm	07-21-0023	394804	Madison	\$ 991.50	\$ 0.00
SL-10	2021 VACS	Kenneth Anderson	07-21-0025	394819	Culpeper	\$ 4,275.00	\$ 0.00
SL-10	2021 VACS	Kenneth Anderson	07-21-0024	394818	Culpeper	\$ 7,500.00	\$ 0.00
SL-10	2021 VACS	Kenneth Anderson	07-21-0027	394872	Madison	\$ 2,212.50	\$ 0.00
CCI-SL-6W	2021 VACS	Somerset Plantation Inc.	07-21-0049	404689	Orange	\$ 16,050.00	\$ 0.00
<i>SL-6N</i>	<i>2021 VACS</i>	<i>Keyser Farms LLC</i>	<i>07-21-0057</i>	<i>409795</i>	<i>Culpeper</i>	<i>\$ 41,471.50</i>	<i>\$ 6,659.63</i>
<i>SL-6W</i>	<i>2021 VACS</i>	<i>George Webb</i>	<i>07-21-0058</i>	<i>410417</i>	<i>Madison</i>	<i>\$ 10,172.00</i>	<i>\$ 0.00</i>
<i>SL-8H</i>	<i>2021 VACS</i>	<i>Madison Farms Locust Dale LLC</i>	<i>07-21-0067</i>	<i>412583</i>	<i>Madison</i>	<i>\$ 2,300.00</i>	<i>\$ 0.00</i>
<i>SL-8B</i>	<i>2021 VACS</i>	<i>Madison Farms Locust Dale LLC</i>	<i>07-21-0067</i>	<i>412582</i>	<i>Madison</i>	<i>\$ 9,650.00</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>
NM-5P	2020 VACS	Dennis Brown	07-20-0137	375291	Culpeper	\$ 2,850.18	\$ 0.00
NM-3C	2020 VACS	Dennis Brown*	07-20-0141	375296	Culpeper	\$ 3,170.00	\$ 0.00
SL-6W	2020 VACS	Phyllis Mathews	07-20-0004	337767	Madison	\$ 16,491.90	\$ 0.00
SL-6N	2020 VACS	Michael Fitzgerald	07-20-0203	375869	Madison	\$ 14,570.81	\$ 2,428.47
SL-6W	2021 VACS	Michael Fitzgerald	07-21-0038	401781	Madison	\$ 8,553.06	\$ 142.05
CCI-CNT	2021 VACS	Madison Farms Locust Dale LLC	07-21-0021	394801	Madison	\$ 20,000.00	\$ 0.00
CCI-SL-6W	2021 VACS	William Edwards	07-21-0028	389715	Culpeper	\$ 2,218.75	\$ 0.00
<i>SL-7</i>	<i>2020 VACS</i>	<i>Eugene Triplett**</i>	<i>07-20-0381</i>	<i>386652</i>	<i>Culpeper</i>	<i>\$ 2,961.37</i>	<i>\$ 246.78</i>
<i>SL-6W</i>	<i>2020 VACS</i>	<i>Miller Angus Farm***</i>	<i>07-20-0408</i>	<i>386893</i>	<i>Madison</i>	<i>\$ 31,070.32</i>	<i>\$ 0.00</i>
<i>SL-6</i>	<i>CB RCPP</i>	<i>Randy Henshaw</i>	<i>07-19-0146</i>	<i>319086</i>	<i>Madison</i>	<i>\$ 19,849.35</i>	<i>\$ 0.00</i>
<i>NM-3C</i>	<i>2020 VACS</i>	<i>Douglas Coleman Farms LLC</i>	<i>07-20-0059</i>	<i>358886</i>	<i>Culpeper</i>	<i>\$ 853.28</i>	<i>\$ 0.00</i>

\*Increase in acreage.

\*\*Increase for additional interior cross fencing.

\*\*\*Increase of \$1,655.32 for additional buffer acreage, additional concrete for enlarged water trough pad, necessary excavation at trough sites, and increase in linear stream exclusion fence.

3) The following Upper Hazel 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-4	DEQ16546	Milton Gore	07-21-0051	405945	Rappahannock	\$ 4,000.00
RB-1	DEQ16546	Mary E. Forbes	07-21-0008	413647	Madison	\$ 175.00
RB-1	DEQ16546	Deanna Rennon	07-21-0069	413043	Rappahannock	\$ 175.00
RB-3	DEQ16546	John Padlo	07-21-0075	414500	Culpeper	\$ 2,500.00

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>
RB-3M	DEQ16678	Cathy Wash	07-21-0054	408106	Greene	\$ 1,000.00
RB-1	DEQ16678	Eric Vonachen	07-21-0063	411279	Greene	\$ 227.50
RB-1	DEQ16678	William Hill	07-21-0062	411132	Madison	\$ 175.00
RB-1	DEQ16678	William Hill	07-21-0062	411134	Madison	\$ 175.00
RB-1	DEQ16678	William Hill	07-21-0062	411137	Madison	\$ 175.00
RB-1	DEQ16678	William Hill	07-21-0062	411186	Madison	\$ 175.00
RB-1	DEQ16678	William Hill	07-21-0062	411192	Madison	\$ 175.00
RB-3M	DEQ16678	William Hill	07-21-0062	411197	Madison	\$ 1,000.00
RB-3M	DEQ16678	Donald Rogers	07-21-0072	413222	Madison	\$ 1,000.00
RB-3M	DEQ16678	Daniel Barden	07-21-0071	413218	Madison	\$ 1,000.00

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>
RB-4	DEQ16679	Chris Coggins	07-21-0050	405211	Madison	\$ 4,000.00
RB-3M	DEQ16679	Craig Beauchamp	07-21-0064	411287	Madison	\$ 1,000.00
RB-3M	DEQ16679	Jose Cruz	07-21-0065	411373	Madison	\$ 1,000.00
RB-1	DEQ16679	William Hill	07-21-0062	410946	Madison	\$ 175.00
RB-1	DEQ16679	William Hill	07-21-0062	410982	Madison	\$ 175.00
RB-3M	DEQ16679	William Hill	07-21-0062	411038	Madison	\$ 1,000.00
RB-3M	DEQ16679	William Hill	07-21-0062	411066	Madison	\$ 1,000.00
RB-3M	DEQ16679	Jerry Butler	07-21-0073	413609	Madison	\$ 1,000.00

6) The following Upper York River Residential applicant has 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-1	DEQ16547	Stewart Morris	07-21-0070	413204	Orange	\$ 175.00

7) The following Robinson Residential River 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>
RB-1	DEQ16679	Ronald Kalish	07-20-0403	387424	Madison	\$ 260.00
RB-1	DEQ16679	Shirley Rock	07-20-0400	387336	Madison	\$ 280.00
RB-1	DEQ16679	Ronald Kalish	07-20-0403	387424	Madison	\$ 260.00

8) 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>
RB-1	DEQ16678	Cynthia White	07-20-0446	389079	Greene	\$ 162.50

9) 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>
RB-4P	DEQ16547	Andrew Archibald	07-20-0424	388094	Orange	\$ 7,800.00
RB-3R	DEQ16547	Maryellen Gilley	07-20-0365	384688	Orange	\$ 175.00
RB-3R	DEQ16547	Maryellen Gilley	07-20-0365	384711	Orange	\$ 175.00

10) The following Residential applicants have been cancelled by the Technical Committee:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
RB-3R	DEQ16547	Christopher Coggins	07-20-0447	389095	Madison	\$ 2,000.00
RB-1	DEQ16547	Deanna Lambertus	07-20-0364	384682	Orange	\$ 175.00

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

- a. Due to abundant rainfall, the installation of the remote monitors on three District dams has been delayed.
- b. The second mowing on the dams has been completed.

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

13) The Technical Committee requests the authority of the Board of Directors to approve nominations for the Clean Water Farm Awards and Grand Basin Award Nominations at the September Technical Committee Meeting.

R. Bradford discussed the Ag Stewardship Act from the Department of Agriculture and Consumer Services (VDACS) where citizens can report to VDACS where any alleged bad stewardship is occurring on Ag lands. The District Board is given the option to investigate the complaint or not. The District has always remained out of the investigation phase. The District is available to help with program and technical assistance to correct the situation if necessary. R. Bradford recommended to remain out of the investigative part of the complaint. VDACS staff will handle the complaint investigation. The designated contacts for this are Greg Wichelns and JoAnn Neal. County Directors are contacted via email when a complaint is made. No open discussion should be made until after the determination by VDACS.

R. Bradford moved approval of the Technical Committee Report, approval of the authorization for awards and for the Ag Stewardship Act. S. Morris seconded the motion. (Bradford, Morris, unanimous)

## 5) DIRECTORS REPORT-

- M. Sands reported on an upcoming field day at Locust Dale Farm on the use of grazing summer annuals; sponsored by the Virginia Forage and Grassland Council and American Farmland Trust.
- S. Sharpe reported Farm Safety Day on September 17<sup>th</sup>, 2020 at Evan Bowman's Farm in Greene County has been cancelled due to the Pandemic. Her office is currently closed to the public and they are taking turns in the office and otherwise working remotely. They are available by appointment; phone call or email should anyone need anything from them.
- S. Morris reported the 2<sup>nd</sup> Annual Ag. Farm Show in Greene County was well attended and a success. G. Wichelns was in attendance along with K. Dellinger both days.
- L. Graves reported to the Directors and Staff that the Annual VACDE training at Graves Mountain Lodge has been cancelled and so has the VASWCD Annual Meeting. Virtual training will be available for Directors and Staff starting in mid-September thru December. The Area II Meeting will be in November - no date yet. You can register for each "class" individually. D. Cross reported the FOIA training link for Directors is not functional (on-line) but DCR has been talking to the FOIA Council and

the training can be accomplished with the Council and can be accomplished at the District office. This will be in the fall.

- L. Graves reported December 7<sup>th</sup> will be the Virtual Association Business Meeting from 2 to 4 pm.
- R. Bradford nominated Sarah Sharpe for Extension Agent member on the CSWCD Board of Directors. T. O'Halloran seconded the motion. (Bradford, O'Halloran, unanimous)
- L. Graves reported the VASWCD Golf Tournament is cancelled.
- L. Graves reported Graves Mountain Lodge is still doing the Apple Harvest limiting the crowd to 1,000. Gated entrance. Further information will follow.

## 6) STAFF

Greg reported the District has a new audit firm this cycle and staff will be preparing for the two year audit by blocking out prep time in the conference room. Documents must be assembled, scanned and then uploaded to a portal. Then it will be a virtual conference on the audit. This is a state and federal 2 year audit.

Greg reported the TMDL Grants have been submitted as of yesterday, August 31, 2020.

Remote monitoring on 3 dams – one has been installed on Dam 2A in Madison County and needs to be calibrated at normal pool. The contractor will resume installing the other 2 monitoring devices on Monday or Tuesday, weather permitting. The installed gauges will report water surface elevation. The slip lining of the primary spillway barrels on the dams – currently waiting for NRCS's feedback on engineering design and hopefully we will hear soon.

## 7) AGENCY REPORTS

**DCR –D.** Cross gave Sarah Sharpe the Extension Agent Appointment document that she needed to sign. She reported FY21 1<sup>st</sup> Quarter Attachment E and QuickBooks Reports are due on or before Thursday, October 15<sup>th</sup>. On the Assessments of SWCD Compliance with the FY20 Administrative and Operational Support Grant Agreement and Assessment of SWCD Compliance with the FY20 Cost-Share and Technical Assistance Grant Agreement, she stated Culpeper's accomplishments this year were unbelievable and all should be acknowledge for all the work Directors and Staff have accomplished this year.

Status of FY2020 Random Verifications – Culpeper (16 completed and 4 need maintenance). BMP Verifications – Structural BMP's are coming out of lifespan 12/31/20 & 12/31/21, must be verified to continue to receive nutrient reduction credits in the Chesapeake Bay model. Culpeper has 35 that need to be done by 12/31/2020 and 39 that need to be completed by 12/31/2021.

The Library of Virginia is going to an entirely web based, software-independent, simple to use method to capture all the necessary data about document destruction and authentication components for future defensibility. The eRM-3 is scheduled to go live 11/16/20 at which time it will take the place of the RM-3.

Dates to Remember:

Sept 10	Unobligated cost share fund checks back to DCR must be postmarked by this date
Sept 29	10:00 am VASWCD Board of Directors Virtual Meeting
Sept 30	FY20 Annual Report due to CDC
Nov 1	CWFA local and Basin nominations due to DCR
Dec 7	VASWCD Virtual Board Meeting 9 am – noon
Dec 7	VASWCD Virtual Business Meeting 2-4
Dec 31	4-yr. Long Range Plan/Strategic Plan Due for Culpeper, Northern Virginia, Price William and Thomas Jefferson SWCD's.

**PLAN FOR SEPTEMBER COMMITTEE MEETINGS (in CULPEPER at the CULPEPER OFFICE)**  
Committees will meet on Tuesday, September 22, 2020. Personnel 9:00, Operations 9:30, Technical 10:00, with a RMP/TRC immediately following Tech and Educational meeting will be held September 22, 2020 via telephone 4 pm. **BOARD MEETING FOR OCTOBER WILL TENTATIVELY BE HELD TUESDAY, OCTOBER 6, 2020 IN MADISON COUNTY AT GRAVES MOUNTAIN LODGE.**

**ADJOURNMENT**

Motion was made to adjourn the September 1, 2020 Board meeting at 11:50.

Respectfully Submitted,

Lynn Graves, Chairman



JoAnn M. Neal  
Administrative Secretary

Date Approved 9-6-2020