

# MINUTES

## CULPEPER SOIL AND WATER CONSERVATION DISTRICT

### BOARD MEETING Electronic Meeting via Telephone Culpeper, Virginia 22701 March 2, 2021

The Chairman informed Board members on the call of necessary actions to conduct an electronic meeting.

Generally, public bodies are prohibited from meeting electronically under the provisions of the Freedom of Information Act (FOIA). However, language approved by the Governor and General Assembly in Chapter 56 of the 2020 Special Session 1, Acts of Assembly allows the District to move forward with certain restrictions.

The Budget Bill allows public bodies to hold Electronic Meetings when the Governor has declared a state of emergency pursuant to §44-146.17 if:

- (i) the nature of the declared emergency makes it impracticable or unsafe for the public body or governing board to assemble in a single location; and
- (ii) the purpose of the meeting is to discuss or transact the business statutorily required or necessary to continue operations of the public body...and the discharge of its lawful purposes, duties, and responsibilities.

The Budget Bill also has language regarding recordings and transcriptions of Electronic Meetings. Please be advised that this meeting is being recorded as usual. As required, this recording will be available to the public through the District website.

It is this Board's responsibility to determine whether the nature of the declared emergency makes it impracticable or unsafe for the public body or governing board to assemble in a single location. I will request a motion for the board to make this determination. After duly seconded, we will conduct a roll call vote. If that motion fails, this electronic meeting will end at that point. The Budget Bill also requires compliance with the provisions of §2.2-3708.2. Therefore, in accordance with §2.2-3708.2.D.2, public bodies must include a telephone number that may be used to notify the public body of any interruption in the telephonic or video broadcast of the meeting. In the event that a disruption to the meeting occurs, participants should contact the District Manager by phone at 434-760-3269 or 540-825-8591.

Robert Runkle moved that the District Board certify that the nature of the state of emergency caused by the COVID-19 pandemic, as declared by the Governor of Virginia, makes it impracticable or unsafe for the District Board to assemble in a single physical location, and further that the purpose of the meeting including all agenda items as reflected in the meeting's prepared agenda is to transact or discuss business that is statutorily required or that is necessary to continue operations of the District Board and the discharge of the District Board's lawful purposes, duties and responsibilities. Tom O'Halloran seconded the motion.

R. Bradford, T. O'Halloran, P. Morris, S. Morris, S. Sharpe, M. Sands, L. Graves, R. Runkle , R. Brame, 9 yeas; 0 nays.

**DIRECTORS PRESENT:** Lynn Graves, Madison County  
Robert Bradford, Orange County  
Robert Runkle, Greene County  
Tom O'Halloran, Culpeper County

Mike Sands, Rappahannock County  
Robert Brame, Orange County  
Philip Morris, Greene County  
Steve Morris, Greene County, Director-At Large  
Sarah Sharpe, Virginia Cooperative Extension, Greene County  
Mike Biniek, Rappahannock County

**DIRECTORS NOT PRESENT:**

Warren Lee, Orange County, Associate Director  
Steve Hill, Madison County  
Dennis Verhoff, Culpeper County  
Brad Jarvis, Madison County, Virginia Cooperative Extension,  
Associate Director  
Bob Williamson, Culpeper County, Associate Director

**STAFF PRESENT:**

Greg Wichelns, District Manager  
JoAnn Neal, Administrative Secretary  
Stevie Ross, Administrative Secretary

**OTHERS PRESENT :**

Debbie Cross, CDC, DCR

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

L. Graves welcomed everyone on the call. Following a moment of silence, Lynn Graves led the Pledge of Allegiance.

**2) DRAFT MINUTES**

L. Graves called for approval of the substance of the February 2, 2021 Draft District Board Meeting Minutes and for any substantive corrections or additions. M. Sands moved to approve the minutes as presented. R. Bradford seconded the motion. (M. Sands, R. Bradford, unanimous)  
R. Bradford, O'Halloran, P. Morris, S. Morris, S. Sharpe, M. Sands, L. Graves, R. Runkle, R. Brame 9 yeas; 0 nays.

**3) AGENDA APPROVAL**

L. Graves called for Agenda approval. He added the Legislative Committee Report and Technical Committee Addendum to the Consent Agenda. R. Brame moved to adopt the Agenda as modified. M. Sands seconded the motion. (R. Brame M. Sands, R. Bradford abstained)  
O'Halloran, P. Morris, S. Morris, S. Sharpe, M. Sands, L. Graves, R. Runkle, R. Brame 8 yeas; 0 nays.

**4) CONSENT AGENDA**

Consent Agenda adopted as modified.

**COMMITTEE REPORTS**

EDUCATION COMMITTEE REPORT  
TECHNICAL COMMITTEE REPORT W/Addendum  
OPERATIONS COMMITTEE REPORT  
LEGISLATIVE COMMITTEE REPORT  
TREASURER'S REPORT

## 5) TECHNICAL COMMITTEE REPORT

*Items in italics were added at the March 2, 2021 Board Meeting*

Present: Robert Bradford, Chairman; Lynn Graves, Madison; Tom O'Halloran, Culpeper; Robert Runkle, Greene; Mike Sands, Rappahannock; Greg Wichelns, District Manager; Spencer Yager, Conservation Specialist; David Massie, Conservation Specialist; Amanda McCullen, 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>
CCI-SL-6N	2021 VACS	Liberty Hall Plantation	07-21-0253	424280	Culpeper	\$ 8,972.50	\$ 0.00
CCI-SL-6W	2021 VACS	Liberty Hall Plantation	07-21-0253	424487	Culpeper	\$ 543.75	\$ 0.00
FR-1	2021 VACS	Melissa McDonald	07-21-0236	423500	Rappahannock	\$ 5,865.00	\$ 258.75
FR-1	2021 VACS	Goodall Family Farm, GP	07-21-0238	423172	Madison	\$ 2,040.00	\$ 90.00
FR-3	2021 VACS	Berry Graves Mill Farm	07-21-0089	424514	Madison	\$ 6,022.18	\$ 0.00
FR-3	2021 VACS	Goodall Family Farm, GP	07-21-0238	423171	Madison	\$ 12,395.00	\$ 0.00
SL-1	2021 VACS	Eat Wild Farms	07-21-0245	423975	Madison	\$ 21,813.00	\$ 0.00
SL-6W	2021 VACS	Richard R. Hastings	07-21-0247	424501	Madison	\$ 20,308.47	\$ 237.46
SL-6W	2021 VACS	Richard R. Hastings	07-21-0244	424434	Madison	\$ 5,877.75	\$ 109.94
SL-6W	2021 VACS	Kelly Robson	07-21-0235	422037	Culpeper	\$ 9,534.50	\$ 0.00
SL-6W	2021 VACS	Chewning Masonry Inc.	07-21-0246	424489	Orange	\$100,000.00	\$ 0.00
SL-7	2021 VACS	Harold Slaughter	07-21-0241	423934	Madison	\$ 3,193.50	\$ 266.12
SL-10	2021 VACS	Copper Hill LLC	07-21-0242	424411	Madison	\$ 1,875.00	\$ 0.00
SL-10	2021 VACS	Copper Hill LLC	07-21-0243	424412	Madison	\$ 6,000.00	\$ 0.00
SL-10	2021 VACS	Goodall Family Farm, GP	07-21-0239	423189	Madison	\$ 5,566.50	\$ 0.00
SL-8B	2021 VACS	Glebe Farm LLC	07-21-0248	424534	Culpeper	\$ 12,711.60	\$ 0.00
WQ-4	2021 VACS	Glebe Farm LLC	07-21-0251	424545	Culpeper	\$ 3,239.70	\$ 0.00
<i>SL-6W</i>	<i>2021 VACS</i>	<i>Robert Bradford</i>	<i>07-21-0213</i>	<i>422967</i>	<i>Orange</i>	<i>\$ 15,460.00</i>	<i>\$ 0.00</i>
<i>SL-6W</i>	<i>2021 VACS</i>	<i>Robert Bradford</i>	<i>07-21-0213</i>	<i>425423</i>	<i>Orange</i>	<i>\$ 16,250.00</i>	<i>\$ 0.00</i>
<i>NM-4</i>	<i>2021 VACS</i>	<i>Beauregard Farm, Inc.</i>	<i>07-21-0257</i>	<i>425928</i>	<i>Culpeper</i>	<i>\$ 522.00</i>	<i>\$ 0.00</i>
<i>NM-4</i>	<i>2021 VACS</i>	<i>Beauregard Farm LP</i>	<i>07-21-0256</i>	<i>425926</i>	<i>Culpeper</i>	<i>\$ 274.50</i>	<i>\$ 0.00</i>
<i>NM-5N</i>	<i>2021 VACS</i>	<i>Beauregard Farm LP</i>	<i>07-21-0255</i>	<i>425918</i>	<i>Culpeper</i>	<i>\$ 6,184.00</i>	<i>\$ 0.00</i>
<i>NM-5P</i>	<i>2021 VACS</i>	<i>Beauregard Farm LP</i>	<i>07-21-0255</i>	<i>425924</i>	<i>Culpeper</i>	<i>\$ 12,008.00</i>	<i>\$ 0.00</i>
<i>NM-5N</i>	<i>2021 VACS</i>	<i>Beauregard Farm, Inc.</i>	<i>07-21-0261</i>	<i>426189</i>	<i>Culpeper</i>	<i>\$ 1,824.00</i>	<i>\$ 0.00</i>
<i>NM-5P</i>	<i>2021 VACS</i>	<i>Beauregard Farm, Inc.</i>	<i>07-21-0261</i>	<i>426188</i>	<i>Culpeper</i>	<i>\$ 3,952.00</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	2021 VACS	Cindy Joskowiak *	07-21-0042	402441	Orange	\$ 50,566.00	\$ 0.00
SL-7	2021 VACS	Harold Slaughter	07-21-0241	423934	Madison	\$ 3,193.50	\$ 266.12
CCI-SL-6N	2021 VACS	Liberty Hall Plantation	07-21-0253	424280	Culpeper	\$ 8,972.50	\$ 0.00
CCI-SL-6W	2021 VACS	Liberty Hall Plantation	07-21-0253	424487	Culpeper	\$ 543.75	\$ 0.00

\*Increase due to change in buffer width and lifespan length, added cross fence and depth of well.

- 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-3	DEQ16546	Michael A. Cioffi	07-21-0227	424509	Rappahannock	\$ 2,500.00
RB-3	DEQ16546	Eugene Backe	07-21-0225	423145	Culpeper	\$ 2,500.00
<i>RB-3M</i>	<i>DEQ16546</i>	<i>Linda Cole</i>	<i>07-21-0252</i>	<i>424547</i>	<i>Culpeper</i>	<i>\$ 1,600.00</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>
RB-3M	DEQ16678	Timothy Zook	07-21-0250	424544	Orange	\$ 1,000.00
<i>RB-3M</i>	<i>DEQ16678</i>	<i>Jennifer Minner</i>	<i>07-21-0259</i>	<i>426181</i>	<i>Orange</i>	<i>\$ 1,000.00</i>
<i>RB-3M</i>	<i>DEQ16678</i>	<i>Ellen Wessel</i>	<i>07-21-0263</i>	<i>426223</i>	<i>Orange</i>	<i>\$ 1,500.00</i>

5) 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	DEQ16974	Shaun Mckeown	07-21-0249	424541	Orange	\$ 1,500.00
<i>RB-3M</i>	<i>DEQ16974</i>	<i>Kimberly Beales</i>	<i>07-21-0260</i>	<i>426187</i>	<i>Orange</i>	<i>\$ 1,600.00</i>
<i>RB-4P</i>	<i>DEQ16974</i>	<i>Shirley Colvin</i>	<i>07-21-0262</i>	<i>426190</i>	<i>Orange</i>	<i>\$ 9,600.00</i>

6) 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-1</i>	<i>DEQ16678</i>	<i>Robert Meier</i>	<i>07-21-0172</i>	<i>421386</i>	<i>Madison</i>	<i>\$ 175.00</i>

7) The following Upper York 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-3M</i>	<i>DEQ16974</i>	<i>Margaret Stoner</i>	<i>07-21-0186</i>	<i>421678</i>	<i>Orange</i>	<i>\$ 260.00</i>

8) 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-1	DEQ16678	Ricky Colvin	07-21-0098	420144	Orange	\$ 280.00
<i>RB-1</i>	<i>DEQ16678</i>	<i>Aaron Storm</i>	<i>07-21-0209</i>	<i>422441</i>	<i>Madison</i>	<i>\$ 175.00</i>

9) The Technical Committee has set the dates of Wednesday, April 7<sup>th</sup> and Thursday, April 8<sup>th</sup> for the annual spring dam inspections. The District Manager is waiting on a quote from a local contractor to preform high water debris removal on several dams. All Directors are invited to attend the dam inspections.

10) The Technical Committee discussed a project on the BMP verification/spot check list from last summer. A letter will be sent to the individual requiring some maintenance issues.

11) The Technical Committee discussed the Residue/Tillage survey which will occur this spring. The survey involves identifying various levels of tillage and residue management on cropland. The data from this survey will be used in the Chesapeake Bay model. Cancelled by DCR (update).

12) The Technical Committee discussed the issue of consultant fees and well permits fees. Currently, the District only pays for the well permit fee, but now some counties are requiring a consultant to assist in the process. District Staff will look into the issue and report back at the next Technical Committee meeting.

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

## 6) AGENCY REPORTS

**DCR** - D. Cross reported the Conservation Tillage Survey has been postponed. 2021 Random List (spot checks) will be distributed to each district in early March. DCR as of March 1 – will permit 10 or less for indoor meetings and 25 or less for outdoor meetings. The VASWCD Board will meet on March 16, 2021 to discuss 2022 Cost Share Manual and the Cost Share and Technical Assistance agreements.

L. Graves reported that the District Audit met requirements and passed 100%. Then, L. Graves introduced the new Administrative Secretary, Stevie Ross, to all present Board members.

## 7) PLAN FOR FEBRUARY COMMITTEE MEETINGS (via Electronic Meeting)

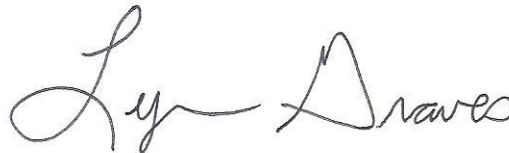
Committees will meet electronically only on Tuesday, March 23, 2021. Personnel 9:00, Operations 9:30, Technical 10:00 and Educational meeting will be held March 23, 2021 via Zoom or by telephone at 4 pm. **BOARD MEETING FOR APRIL WILL TENTATIVELY BE HELD TUESDAY, APRIL 6, 2021 via Electronic Meeting.**

## 8) ADJOURNMENT

M. Sands motioned to adjourn the March 2, 2021 Board meeting at 9:44. R. Bradford seconded the motion. R. Bradford, O'Halloran, P. Morris, S. Morris, S. Sharpe, M Biniek, M. Sands, L. Graves, R. Brame R. Runkle 10 yeas; 0 nays.

Respectfully Submitted,

Lynn Graves, Chairman



Stevie Ross  
Administrative Secretary

Date Approved 4/6/2021