

MINUTES

CULPEPER SOIL AND WATER CONSERVATION DISTRICT

BOARD MEETING Graves Mountain Lodge Syria, Virginia 22743 May 4, 2021

The meeting was called to order by Chairman Lynn Graves at 10:30 AM.

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

DIRECTORS NOT PRESENT: Mike Sands, Rappahannock County
Warren Lee, Associate Director, Orange County
Jim Byrne, Associate Director, Madison County

STAFF PRESENT: Greg Wichelns, District Manager
Stevie Ross, Administrative Secretary

OTHERS PRESENT : Debbie Cross, CDC, DCR
Davis Lamb, Board of Supervisors, Greene County
Peter Schoderbek, Virginia Department of Forestry

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

L. Graves welcomed everyone to Graves Mountain Lodge and acknowledged the return to in person meetings. Following a moment of silence, Lynn Graves led the Pledge of Allegiance. There were four handouts: District Technical Committee Report Addendum, NRCS Report, Revised Draft Minutes and the DCR Monthly Report. L. Graves welcomed Davis Lamb, Greene County Board of Supervisors, and Peter Schoderbek, Virginia Department of Forestry. He formally introduced Stevie Ross, the District's new Administrative Secretary.

2) DRAFT MINUTES

L. Graves presented The Board with edit updates to the April 6, 2021 Draft District Board Meeting Minutes. The changes were on pages two and three, reflecting three typos in section 5.1) Technical Committee with Addendum of the Draft. L. Graves called for approval of the substance of the corrected April 6, 2021 Draft District Board Meeting Minutes and provided an opportunity for all in attendance to add any substantive corrections or additions. R. Brame moved to approve the updated, draft minutes as presented. T. O'Halloran seconded the motion. (R. Brame, T. O'Halloran, unanimous)

3) **AGENDA APPROVAL**

L. Graves called for Agenda approval. The Technical Committee Report was removed from the Consent Agenda and placed on the Agenda as 5.1, along with the Addendum to the Report. The Education Committee Report was removed from the Consent Agenda and placed in 5.2. T. O’Halloran moved to adopt the Agenda as modified. R. Brame seconded the motion. (T. O’Halloran, R. Brame, unanimous)

4) **CONSENT AGENDA**

Consent Agenda adopted as modified.

COMMITTEE REPORTS

OPERATIONS COMMITTEE REPORT

TREASURER’S REPORT

5) **ADDITIONS TO AGENDA**

5.1) TECHNICAL COMMITTEE REPORT w/ Addendum

April 20, 2021 Technical Committee Meeting Minutes (Updated)

Present: Robert Bradford, Chairman; Lynn Graves, Madison; Tom O’Halloran, Culpeper; Greg Wichelns, District Manager; Spencer Yager, Conservation Specialist; David Massie, Conservation Specialist; Amanda McCullen, Conservation Specialist; Kendall Dellinger, Conservation Specialist

Items in italics were added at the May 4, 2021 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-8H | 2021 VACS | Jeffrey Herren | 07-21-0293 | 428878 | Culpeper | \$ 4,955.80 | \$ 0.00 |
| <i>SL-8H</i> | <i>2021 VACS</i> | <i>Battlepark Farm</i> | <i>07-21-0278</i> | <i>431472</i> | <i>Culpeper</i> | <i>\$ 5,742.80</i> | <i>\$ 0.00</i> |
| <i>SL-8H</i> | <i>2021 VACS</i> | <i>Belair Dairy</i> | <i>07-21-0191</i> | <i>431473</i> | <i>Culpeper</i> | <i>\$ 934.20</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-8B | 2021 VACS | Kenneth Smith* | 07-21-0088 | 419453 | Culpeper | \$ 22,500.00 | \$ 0.00 |
| SL-8B | 2021 VACS | Wayne Harris | 07-21-0181 | 421668 | Orange | \$ 8,966.80 | \$ 0.00 |
| SL-8B | 2021 VACS | J. Wells Waugh | 07-21-0189 | 421684 | Orange | \$ 2,760.00 | \$ 0.00 |
| SL-8H | 2021 VACS | J. Wells Waugh* | 07-21-0189 | 421683 | Orange | \$ 2,426.80 | \$ 0.00 |
| SL-8B | 2021 VACS | Knight Cattle Company | 07-21-0223 | 423084 | Orange | \$ 6,551.00 | \$ 0.00 |
| SL-8B | 2021 VACS | Custom Harvesters | 07-21-0220 | 423081 | Orange | \$ 12,447.00 | \$ 0.00 |
| SL-8H | 2021 VACS | Custom Harvesters | 07-21-0220 | 423082 | Orange | \$ 992.00 | \$ 0.00 |
| SL-8H | 2021 VACS | Cleavend Farm LLC | 07-21-0221 | 423083 | Orange | \$ 8,661.50 | \$ 0.00 |
| SL-8B | 2021 VACS | Paul Heatwole | 07-21-0177 | 421661 | Culpeper | \$ 3,910.50 | \$ 0.00 |
| WP-2W | 2021 VACS | Robert Bradford | 07-21-0206 | 422349 | Orange | \$ 1,572.00 | \$ 0.00 |
| SL-6W | 2020 VACS | Christopher Robertson | 07-20-0410 | 387493 | Madison | \$ 77,794.30 | \$ 0.00 |
| <i>SL-6W</i> | <i>2020 VACS</i> | <i>Rodney Jackson</i> | <i>07-20-0348</i> | <i>383832</i> | <i>Madison</i> | <i>\$ 20,329.50</i> | <i>\$ 0.00</i> |
| <i>SL-6W</i> | <i>2020 VACS</i> | <i>Brightwood Farm LLC</i> | <i>07-20-0366</i> | <i>384253</i> | <i>Madison</i> | <i>\$ 28,940.10</i> | <i>\$ 0.00</i> |
| <i>SL-6W</i> | <i>2020 VACS</i> | <i>Brightwood Farm LLC</i> | <i>07-20-0366</i> | <i>387338</i> | <i>Madison</i> | <i>\$ 5,063.97</i> | <i>\$ 0.00</i> |

| | | | | | | | |
|-------|-----------|-----------------------------|------------|--------|----------|--------------|-----------|
| RMP-2 | 2020 VACS | Glenmary Farm LLC | 07-20-0089 | 369711 | Orange | \$ 2,982.90 | \$ 0.00 |
| NM-5N | 2020 VACS | Western View LLC* | 07-20-0128 | 374923 | Orange | \$ 13,718.64 | \$ 0.00 |
| NM-5P | 2020 VACS | Western View LLC | 07-20-0128 | 374924 | Orange | \$ 4,878.64 | \$ 0.00 |
| NM-5N | 2020 VACS | Glenmary Farm LLC* | 07-20-0132 | 374972 | Orange | \$ 11,705.12 | \$ 0.00 |
| NM-5P | 2020 VACS | Glenmary Farm LLC | 07-20-0132 | 374973 | Orange | \$ 5,478.88 | \$ 0.00 |
| NM-5N | 2020 VACS | Tom Nixon | 07-20-0133 | 374979 | Orange | \$ 3,808.08 | \$ 0.00 |
| NM-5P | 2020 VACS | Tom Nixon | 07-20-0133 | 374980 | Orange | \$ 1,726.96 | \$ 0.00 |
| NM-5P | 2020 VACS | Nixon Farms LLC | 07-20-0291 | 381343 | Orange | \$ 430.40 | \$ 0.00 |
| NM-5N | 2020 VACS | Nixon Farms LLC | 07-20-0291 | 388169 | Orange | \$ 430.40 | \$ 0.00 |
| NM-5P | 2020 VACS | Glenmary Farm Holdings LLC | 07-20-0338 | 383638 | Orange | \$ 7,475.44 | \$ 0.00 |
| NM-5N | 2020 VACS | Glenmary Farm Holdings LLC* | 07-20-0339 | 383639 | Orange | \$ 14,236.96 | \$ 0.00 |
| NM-5P | 2020 VACS | Shawn Woodfolk | 07-20-0281 | 381253 | Madison | \$ 1,200.00 | \$ 0.00 |
| SL-7 | 2021 VACS | Eugene Triplett | 07-21-0095 | 419893 | Culpeper | \$ 1,561.94 | \$ 332.30 |
| SL-8H | 2021 VACS | Michael Nicholson | 07-21-0149 | 421058 | Culpeper | \$ 720.00 | \$ 0.00 |
| SL-8B | 2021 VACS | Alexander Miller | 07-21-0083 | 418931 | Madison | \$ 10,550.00 | \$ 0.00 |
| SL-8H | 2021 VACS | Alexander Miller | 07-21-0083 | 418930 | Madison | \$ 1,000.00 | \$ 0.00 |
| SL-8B | 2021 VACS | Cardette Farm Partnership | 07-21-0104 | 420158 | Culpeper | \$ 1,264.80 | \$ 0.00 |
| SL-8B | 2021 VACS | Jett Farms | 07-21-0078 | 418919 | Madison | \$ 2,250.00 | \$ 0.00 |
| SL-8H | 2021 VACS | Jett Farms | 07-21-0078 | 418918 | Madison | \$ 500.00 | \$ 0.00 |
| SL-8H | 2021 VACS | Battlepark Farm | 07-21-0278 | 431472 | Culpeper | \$ 5,742.80 | \$ 0.00 |
| SL-8H | 2021 VACS | Belair Dairy | 07-21-0191 | 431473 | Culpeper | \$ 934.20 | \$ 0.00 |
| SL-8B | 2021 VACS | Belair Dairy | 07-21-0282 | 421693 | Culpeper | \$ 457.20 | \$ 0.00 |
| SL-6W | 2021 VACS | Honey Brook Farms LLC | 07-21-0033 | 392051 | Culpeper | \$ 51,051.80 | \$ 0.00 |
| SL-10 | 2021 VACS | Liberty Hall Plantation LLC | 07-21-0274 | 427656 | Culpeper | \$ 6,492.75 | \$ 0.00 |
| SL-10 | 2021 VACS | Lyle Alexander | 07-21-0254 | 424679 | Culpeper | \$ 3,675.00 | \$ 0.00 |
| SL-10 | 2021 VACS | Kenneth L. Anderson | 07-21-0024 | 394818 | Culpeper | \$ 7,500.00 | \$ 0.00 |

*Increase for additional acres.

3) The following BMP applicants have requested to cancel their contracts:

| Practice | Fund | Participant | Contract | Instance | County | Amount | Tax Credit |
|----------|---------------|-------------------|------------|----------|--------------|--------------|-------------|
| SL-6N | 2020 VACS | Timothy Falls | 07-20-0361 | 384352 | Rappahannock | \$ 16,809.00 | \$ 0.00 |
| SL-6N | 2020 VACS | Elizabeth Leonard | 07-20-0460 | 389191 | Madison | \$ 13,710.13 | \$ 0.00 |
| SL-6 | 2017 Earmark | Marylee Newman | 07-15-0274 | 205246 | Culpeper | \$ 52,397.00 | \$ 0.00 |
| SL-6 | 2017 Earmark | Analoach Farm LLC | 07-15-0381 | 209120 | Orange | \$102,680.00 | \$ 0.00 |
| LE-IT | Upper Rapidan | Carl Johnson | 07-19-0587 | 337139 | Madison | \$ 3,775.25 | \$ 2,831.43 |

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

| Practice | Fund | Participant | Contract | Instance | County | Amount |
|----------|----------|-----------------|------------|----------|---------|-------------|
| RB-1 | DEQ16678 | Susan Travellin | 07-21-0179 | 428637 | Madison | \$ 175.00 |
| RB-3M | DEQ16678 | Neil Shawen | 07-21-0142 | 431475 | Greene | \$ 2,000.00 |

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

| Practice | Fund | Participant | Contract | Instance | County | Amount |
|----------|----------|------------------|------------|----------|--------------|-------------|
| RB-1 | DEQ16546 | Patricia A. Lane | 07-21-0288 | 427939 | Rappahannock | \$ 175.00 |
| RB-3M | DEQ16546 | Devon T. Lang | 07-21-0295 | 431369 | Rappahannock | \$ 1,000.00 |
| RB-3 | DEQ16546 | Kristin P Kimble | 07-21-0294 | 429631 | Rappahannock | \$ 2,500.00 |

6) The following Upper York 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 | Old South Farm LLC | 07-21-0296 | 431384 | Orange | \$ 1,000.00 |
| RB-3M | DEQ16974 | Old South Farm LLC | 07-21-0296 | 431385 | Orange | \$ 1,000.00 |

7) The following Robinson 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-4 | DEQ16679 | WCH Rentals | 07-21-0292 | 428265 | Madison | \$ 4,000.00 |

8) 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> |
|-----------------|-------------|--------------------|-----------------|-----------------|---------------|---------------|
| RB-3M | DEQ16679 | Peggy Jenkins | 07-21-0279 | 427664 | Madison | \$ 548.00 |

9) The following Upper Rapidan 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-1 | DEQ16678 | Susan Travellin | 07-21-0179 | 428637 | Madison | \$ 175.00 |
| RB-4P | DEQ16678 | Jeffrey Graham | 07-21-0076 | 414995 | Greene | \$ 6,000.00 |

10) 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-3M | DEQ16974 | Shaun McKeown | 07-21-0249 | 424541 | Orange | \$ 243.75 |
| RB-3M | DEQ16974 | Shelly Leach | 07-21-0194 | 421953 | Orange | \$ 375.00 |

11) The following Upper Hazel 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-3 | DEQ16546 | Michael A. Cioffi | 07-21-0227 | 424509 | Rappahannock | \$ 2,125.00 |
| RB-4P | DEQ16546 | Daniel V. Kish | 07-21-0146 | 421419 | Rappahannock | \$ 6,000.00 |

12) 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-3M | DEQ16974 | Suzanne Lane | 07-21-0197 | 423290 | Orange | \$ 1,740.42 |
| RB-3M | DEQ16678 | Susan Travellin | 07-21-0179 | 421663 | Madison | \$ 1,000.00 |
| RB-3M | DEQ16678 | Neil Shawen | 07-21-0142 | 420710 | Orange | \$ 1,000.00 |
| RB-3M | DEQ16974 | Steven Sedwick | 07-21-0208 | 422354 | Orange | \$ 1,000.00 |

13) The following Virginia Conservation Assistance Program (VCAP) practice has been approved by the Technical Committee for payment:

| <u>Practice</u> | <u>Participant</u> | <u>County</u> | <u>Amount</u> |
|---|--------------------|---------------|---------------|
| Conservation Landscaping Mulch Bed (CL-2) | J. Bryan Nicol | Orange | \$ 2,233.97* |

*Cost Share increased due to a change in contractor.

- 14) The District Manager gave an update on the dams:
 - a. District Staff have completed annual inspections on all dams.
 - b. Dam maintenance bid notice will sent to the local newspapers and will be advertised for two weeks.
 - c. Dam maintenance work will be shown to contractors on May 3, 2021 and bids will be opened at the May 18, 2021 Technical Committee Meeting. The Committee requests the authority of the Board to open and award the winning bid at this meeting.
 - d. A handout was distributed which outlined the primary spillway pipe lining flow impact for six of the Beautiful Run watershed dams.

- 15) The Committee discussed a letter from Charles Newton, Shenandoah Valley SWCD Director, to Darryl Glover, Director of the Division of Soil and Water Conservation, which requested that the topic of increasing construction costs caused by the pandemic related to agricultural best management practices be address by the Virginia Soil and Water Board's April 21, 2021 Agenda. The Committee instructed the District Manager to communicate their support, in concept, to Mr. Newton.

- 16) The Committee discussed which areas of the Cost Estimate Sheet needed addressed for PY 2022. Staff will bring a proposal to the May Technical Committee Meeting.

- 17) 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.

R. Brame moved to approve the Committee Report as presented. D. Verhoff seconded the motion. R. Bradford abstained. (R. Brame, D. Verhoff, unanimous)

5.2) EDUCATION COMMITTEE REPORT

G. Wichelns presented The Board with information regarding The District Lawn Soil Testing Program and asked the Board to approve additional \$1,000.00 for 100 more soil tests. Thus far, 86 of the original 100 tests funded have been utilized. R. Brame moved to approve the request. T. O'Halloran seconded the motion. (R. Brame, T. O'Halloran, unanimous)

6) DIRECTOR REPORTS

S. Sharpe – S. Sharpe announced that there will be a Greene County Beef Producers Event on May 18, 2021 at 5:00 PM and that the Women in Agriculture event would be postponed until November.

B. Jarvis – B. Jarvis informed The Board that he applied for a \$3,000.00 grant that would cover the expenses of hosting a class for realtors in hopes of reaching new owners of agricultural land in the District.

B. Williamson – B. Williamson let The Board know that at a Culpeper County Board Meeting being held on May 5, 2021, they would be taking in to consideration the implementation of a 1700 acre solar project.

M. Biniek – M. Biniek acknowledged that the recent Rappahannock County Clean Water Farm Award was a pleasure to attend and that the award was well received.

P. Morris – P. Morris added to M. Biniek's remarks, in relation to the Greene County Clean Water Award.

S. Hill – S. Hill informed The Board on his completion of an online Master Cattleman Course and let the Board know that the Department of Forestry hosts a helpful fifteen minute class every Friday at 12:15 PM called, "15 Minutes in the Forest". He also remarked on the pleasure of attending the Award Event in Madison County, and the pleasure it was to meet Senator Hanger.

L. Graves – L. Graves reminded the Board of the upcoming events to include: the Monthly Association Meeting, the Area II Meeting, and the Soil and Water Golf Tournament.

7) STAFF REPORTS

G. Wichelns reported that the beginning stages of preparing for the dam sliplining plans are well on their way. He reported that six firms submitted pre-qualification packages, and that they had been sent to the engineering team for review. He also announced that advertisements for hiring additional staff had been made public and reminded the board that next month there would be a Legislative Committee meeting and that any topics for discussion could be sent to him for inclusion. G. Wichelns also acknowledged the one year extension of the Robinson River Grant and gave honorable mention to Conservation Specialist, Henny Calloway, for her hard work and dedication to the Upper York project.

8) AGENCY REPORTS

DCR - D. Cross discussed the upcoming deadlines associated with Attachment D – FY23 Budget Template, which is due from each district no later than July 15, 2021. She brought the District's Audit Report to The Board's attention and confirmed that the Culpeper District passed "with flying colors". She also let The Board know that a sixty day extension has been approved for Certified Conservation Planner Re-Certification due to COVID related complications in accomplishing necessary hours in the given amount of time. D. Cross also presented The Board with the FY22 VACS Allocation Budget. She informed The Board that certain practices that would normally not be able to go in to Carryover status would now be eligible because of the associated increase in cost for materials. D. Cross also alerted The Board that there will be upcoming changes to the Tax Certificate Program which will enable participants to get credit that is calculated from their actual costs as opposed to the estimated cost as it has been until now. Additionally, there will be no more tax credits issued this year until after July 1, 2021. She went over upcoming training opportunities before coming to a close.

9) PLAN FOR MAY COMMITTEE MEETINGS (IN PERSON)

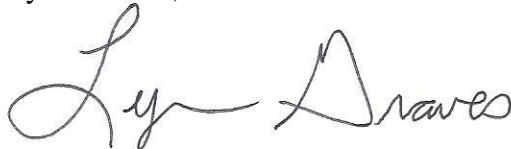
Committees will meet at the Culpeper office on Tuesday, May 18, 2021. Personnel 9:00, Operations 9:30, Legislative 10:00, Technical 10:30 and Educational meeting will be held the following week on Tuesday, May 25, 2021 via Zoom or by telephone at 4 pm. **BOARD MEETING FOR JUNE WILL TENTATIVELY BE HELD TUESDAY, June 1, 2021, in person, at Graves Mountain Lodge.**

10) ADJOURNMENT

D. Verhoff motioned to adjourn May 4, 2021 Board meeting at 11:42. R. Bradford seconded the motion. (D. Verhoff, R. Bradford, unanimous)

Respectfully Submitted,

Lynn Graves, Chairman



Date Approved **June 1, 2021**

Stevie Ross
Administrative Secretary