

MINUTES

CULPEPER SOIL AND WATER CONSERVATION DISTRICT

BOARD MEETING PVCC in Greene County Stanardsville, Virginia 22973 September 7, 2021

The meeting was called to order by Chairman Lynn Graves at 9:52 AM.

DIRECTORS PRESENT:

Lynn Graves, Madison County
Dennis Verhoff, Culpeper County
Robert Bradford, Orange County
Robert Brame, Orange County
Philip Morris, Greene County
Robert Runkle, Greene County
Bob Williamson, Associate Director, Culpeper County
Brad Jarvis, Associate Director, Madison County
Sarah Sharpe, Virginia Cooperative Extension, Greene County

DIRECTORS NOT PRESENT:

Tom O'Halloran, Culpeper County
Steve Morris, Greene County
Stephen Hill, Madison County
Mike Biniek, Rappahannock County
Mike Sands, Rappahannock County
Jim Byrne, Associate Director, Madison County
Warren Lee, Associate Director, Orange County

STAFF PRESENT:

Greg Wichelns, District Manager
Stevie Ross, Administrative Secretary
David Massie, Conservation Specialist
W. Spencer Yager, Conservation Specialist
Kendall Dellinger, Conservation Specialist
Richard Jacobs, Conservation Specialist
Brandy Harris, Conservation Specialist

OTHERS PRESENT:

Debbie Cross, CDC, DCR
Ashleigh Cason, NRCS
Davis Lamb, Board of Supervisors, Greene County
Lori Chamberlin, VDOF

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

L. Graves called the meeting to order at 9:52 AM. Following a moment of silence, Lynn Graves led the Pledge of Allegiance. There were four handouts: District Technical Committee Report Addendum, Revised Draft Letter to Steve Lamb, NRCS Report, and the DCR Monthly Report.

2) DRAFT MINUTES

L. Graves called for approval of the substance of the August 3, 2021, Draft District Board Meeting Minutes and for any substantive corrections or additions. P. Morris moved to approve the minutes as presented. D. Verhoff seconded the motion. (P. Morris, D. Verhoff, 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. P. Morris moved to adopt the Agenda as modified. R. Brame seconded the motion. (P. Morris, R. Brame, unanimous)

4) CONSENT AGENDA

Consent Agenda adopted as modified.

- EDUCATION COMMITTEE REPORT
- OPERATIONS COMMITTEE REPORT
- TREASURER’S REPORT
- NRCS PLANS

Orange	34.8 Acres	EQIP Cropland – No Till and Nutrient Management
Madison	26.5 Acres	Cropland – Cover Crop, No Till and Nutrient Management
Madison	120.6 Acres	CSP Forestry – Herbaceous Weed Control, Pollinator Planting, Weed Control and Stream Corridor Improvement
Rappahannock	180 Acres	EQIP – Brush Management, Weed Control and Forest Stand Improvement
Madison	43.6 Acres	CSP Ag-Land – Forage Management, Forage Seeding and Prescribed Grazing
Madison	100.3 Acres	CSP Forestry, Brush Management, Weed Control and Forest Stand Improvement

5) ADDITIONS TO AGENDA

5.1) TECHNICAL COMMITTEE REPORT w/ Addendum

R. Bradford alerted the Board of a project on the Technical Committee Report that needs to be removed from the report. A BMP applicant in Madison County, Contract Number 07-22-0073, Instance Number 457460, SL-10 for \$829.50. There is also a VCAP Raingarden project in Orange County for \$3,500.00 that has been approved for payment and will be added to the Technical Committee Report.

R. Bradford recommends to the Board that the District continue the same process regarding Agriculture Stewardship Act complaints: once the District becomes aware of a complaint, VDACS will handle the investigation, and the District will offer assistance in necessary solutions.

R. Bradford discussed an ongoing situation with a BMP participant regarding an out of compliance spot-check that has resulted in a request to the landowner to reimburse the District a prorated amount of their cost-share funds. The letter will be mailed this week and the repayment from the landowner is due by November 6, 2021.

G. Wichelns updated the Board on the progress of the upcoming dam work. The final draft work plan has been submitted to engineers. Work is expected to begin at the end of this month and to be completed and paid by the end of November.

R. Bradford moved to approve the Committee Report as corrected. R. Brame seconded the motion. (R. Bradford, R. Brame, unanimous)

August 24, 2021 Technical Committee Meeting Minutes (Updated)

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; Brandy Harris, Conservation Specialist

Items added in italics were added at the September 7, 2021 Board Meeting in Greene County, 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>
CCI-SL-6W	2022 VACS	Holly Glenn	07-20-0056	449414	Rappahannock	\$ 2,587.50	\$ 0.00
FR-1	2022 VACS	Kendal Shaver	07-22-0052	447032	Madison	\$ 4,360.00	\$ 0.00
FR-3	2022 VACS	Kendal Shaver	07-22-0052	447036	Madison	\$ 15,755.00	\$ 0.00
SL-6N	2022 VACS	William C. Hill	07-22-0069	456339	Madison	\$ 11,456.25	\$ 1,542.19
SL-6W	2022 VACS	Rive Enterprises	07-22-0057	451732	Orange	\$ 45,800.00	\$ 0.00
SL-6W	2022 VACS	Merlyn Koontz	07-22-0058	451735	Orange	\$ 53,220.00	\$ 0.00
SL-6W	2022 VACS	John Davis	07-22-0032	432651	Greene	\$ 56,630.00	\$ 0.00
SL-7	2022 VACS	Doug Hill	07-22-0055	450016	Madison	\$ 6,080.00	\$ 0.00
SL-8B	2022 VACS	Glebe Farm LLC	07-22-0059	454760	Culpeper	\$ 6,136.20	\$ 0.00
SL-8H	2022 VACS	Moriah Grain Farm LC	07-22-0071	456644	Culpeper	\$ 8,500.00	\$ 0.00
<i>CCI-SL-6N</i>	<i>2022 VACS</i>	<i>Robert Rodden</i>	<i>07-22-0011</i>	<i>435313</i>	<i>Rappahannock</i>	<i>\$ 1,495.00</i>	<i>\$ 0.00</i>
<i>CCI-SL-6W</i>	<i>2022 VACS</i>	<i>Barbara F. Johnson</i>	<i>07-22-0076</i>	<i>454002</i>	<i>Orange</i>	<i>\$ 1,477.50</i>	<i>\$ 0.00</i>
<i>CCI-SL-6N</i>	<i>2022 VACS</i>	<i>Lisa S. Smith</i>	<i>07-22-0072</i>	<i>457457</i>	<i>Madison</i>	<i>\$ 2,324.83</i>	<i>\$ 0.00</i>
<i>SL-6W</i>	<i>2022 VACS</i>	<i>Circle H Longhorns Ranch</i>	<i>07-22-0037</i>	<i>445751</i>	<i>Rappahannock</i>	<i>\$ 23,115.00</i>	<i>\$ 158.75</i>
<i>SL-6W</i>	<i>2022 VACS</i>	<i>Thornhill Farms LLC</i>	<i>07-22-0085</i>	<i>461890</i>	<i>Rappahannock</i>	<i>\$ 89,416.51</i>	<i>\$ 0.00</i>
<i>SL-6W</i>	<i>2022 VACS</i>	<i>Mary Hood</i>	<i>07-22-0053</i>	<i>447082</i>	<i>Greene</i>	<i>\$ 72,502.50</i>	<i>\$ 0.00</i>
<i>SL-6W</i>	<i>2022 VACS</i>	<i>Lisa S. Smith</i>	<i>07-22-0074</i>	<i>457527</i>	<i>Madison</i>	<i>\$ 7,126.00</i>	<i>\$ 0.00</i>
<i>SL-6W</i>	<i>2022 VACS</i>	<i>Barbara F. Johnson</i>	<i>07-22-0075</i>	<i>454003</i>	<i>Orange</i>	<i>\$ 31,346.00</i>	<i>\$ 0.00</i>
<i>SL-7</i>	<i>2022 VACS</i>	<i>Lisa S. Smith</i>	<i>07-22-0078</i>	<i>459972</i>	<i>Madison</i>	<i>\$ 1,364.00</i>	<i>\$ 0.00</i>
<i>SL-10</i>	<i>2022 VACS</i>	<i>Robert Rodden</i>	<i>07-22-0011</i>	<i>457962</i>	<i>Rappahannock</i>	<i>\$ 937.50</i>	<i>\$ 0.00</i>
<i>SL-10</i>	<i>2022 VACS</i>	<i>John Davis</i>	<i>07-22-0032</i>	<i>441475</i>	<i>Greene</i>	<i>\$ 2,902.50</i>	<i>\$ 0.00</i>
<i>SL-10</i>	<i>2022 VACS</i>	<i>Cherry Grove Farm Ent. Inc.</i>	<i>07-22-0083</i>	<i>461443</i>	<i>Orange</i>	<i>\$ 3,785.25</i>	<i>\$ 0.00</i>
<i>SL-10</i>	<i>2022 VACS</i>	<i>Doug Hill</i>	<i>07-22-0055</i>	<i>421680</i>	<i>Madison</i>	<i>\$ 15,000.00</i>	<i>\$ 0.00</i>
<i>SL-10</i>	<i>2022 VACS</i>	<i>Barbara F. Johnson</i>	<i>07-22-0077</i>	<i>454004</i>	<i>Orange</i>	<i>\$ 2,762.25</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>
<i>SL-1</i>	<i>2021 VACS</i>	<i>Brooke Farms</i>	<i>07-21-0082</i>	<i>418927</i>	<i>Orange</i>	<i>\$ 10,172.50</i>	<i>\$ 0.00</i>
<i>SL-6W</i>	<i>2021 VACS</i>	<i>Philip R. Sterbling*</i>	<i>07-21-0052</i>	<i>408046</i>	<i>Madison</i>	<i>\$ 59,148.60</i>	<i>\$ 0.00</i>

**Increase for fence and water trough when additional field was added to the contract.*

3) The following Rapidan 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-3M	DEQ16678	Christopher Wingate	07-22-0079	460963	Madison	\$ 2,000.00

4) 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-1	DEQ16546	Philip McKenzie	07-22-0080	461015	Rappahannock	\$ 175.00
RB-3	DEQ16546	Lauren Taylor	07-22-0086	462077	Rappahannock	\$ 2,500.00
RB-3M	DEQ16546	Marybeth Shankle	07-22-0087	462785	Rappahannock	\$ 1,600.00

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-1	DEQ16679	Daniel Miller	07-22-0061	456094	Madison	\$ 175.00
RB-1	DEQ16679	Michael Pilkerton	07-22-0064	456150	Madison	\$ 280.00
RB-1	DEQ16679	Carl Myers	07-22-0063	456125	Madison	\$ 175.00
RB-3M	DEQ16679	William Jones	07-22-0051	446674	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-3M	DEQ16974	Lewis Crawford	07-22-0062	456121	Orange	\$ 1,600.00

7) The following Upper Rapidan 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	DEQ16678	Neil Shawen	07-21-0142	420710	Greene	\$ 1,787.50
RB-3M	DEQ16678	Fiona Tustian	07-21-0240	423550	Madison	\$ 500.00
RB-3M	DEQ16678	Cherri Lawson	07-21-0289	427974	Madison	\$ 175.00
RB-3M	DEQ16678	Christopher Wingate	07-22-0079	460963	Madison	\$ 2,000.00

8) The following Upper Hazel Residential applicants 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	DEQ16546	Gregory K. Dixon	07-21-0203	422217	Rappahannock	\$ 175.00
RB-4	DEQ16545	Milton C. Gore	07-21-0051	405945	Rappahannock	\$ 3,600.00
RB-3	DEQ16545	Robin L. Schmid	07-21-0228	431910	Rappahannock	\$ 2,460.00
RB-3M	DEQ16545	Devon T. Lang	07-21-0295	431369	Culpeper	\$ 975.00
RB-1	DEQ16545	Brian M. Czech	07-21-0163	421259	Rappahannock	\$ 175.00

9) The following Robinson 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-4	DEQ16679	George Nicholson	07-21-0267	426652	Madison	\$ 3,960.00
RB-3M	DEQ16679	Amanda Weakley-Scott	07-21-0173	421387	Madison	\$ 362.50

10) The following Residential applicants have been canceled 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	DEQ16546	Alejandro Chafuen	07-21-0327	432669	Culpeper	\$ 1,000.00
RB-3M	DEQ16678	James Loder	07-21-0217	423000	Greene	\$ 1,000.00
<i>RB-3M</i>	<i>DEQ16678</i>	<i>Stephen Holmes</i>	<i>07-21-0322</i>	<i>432598</i>	<i>Madison</i>	<i>\$ 1,500.00</i>
<i>RB-3M</i>	<i>DEQ16974</i>	<i>Hector Elmore</i>	<i>07-21-0326</i>	<i>432663</i>	<i>Orange</i>	<i>\$ 1,000.00</i>
<i>RB-3M</i>	<i>DEQ16678</i>	<i>Christopher Wingate</i>	<i>07-21-0330</i>	<i>432661</i>	<i>Madison</i>	<i>\$ 1,000.00</i>

11) The following Virginia Conservation Assistance Program (VCAP) practices have been approved by the Technical Committee for funding:

<u>Practice</u>	<u>Participant</u>	<u>County</u>	<u>Amount</u>
Rainwater Harvesting	Culpeper County (Carver Center)	Culpeper	\$ 3,616.00
Rain Garden	Robert Beard	Culpeper	\$ 2,981.25

12) 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>
Rain Garden	Theresa Barber	Orange	\$ 3,500.00

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

- a. All the watershed dams, except for Beautiful Run dams #1B and #7, will receive their second mowing in the next week.
- b. Bander-Smith plans to begin slip lining construction on six Beautiful Run dams by September 20, 2021 and hope to complete the dams by November 10, 2021.
- c. The District will receive two additional remote monitoring stations for Mountain Run #8A and Beautiful Run #11.
- d. The District is waiting on toe drain designs from Schnabel Engineering for Beautiful Run #4.
- e. The Virginia Association of Conservation District's Legislative Committee supports the increase of maintenance funds for District owned dams from \$3,000 per dam per year to \$4,000 per dam per year. They also support the small dam repair fund to be funded at \$1 million per year for the next two years.

14) The Technical Committee reviewed the work of several Virginia BMP Technical Advisory Committees (TAC). Greg Wichelns reported on the Programmatic Subcommittee, Spencer Yager reported on the Cover Crop and Nutrient Management Subcommittee, and Robert Bradford reported on the Stream Protection Subcommittee. There are several recommendations that will go to the full TAC for discussion.

15) A producer requested to transfer their contracts from an entity to their personal social security number prior to payment. Contract # 07-21-0145 (SL-6N) to be transferred from JONBE LLC to Bettie Boldridge. This action was approved by District Staff and Debbie Cross, Conservation District Coordinator at DCR.

16) The Technical Committee discussed the spot checks that were conducted with DCR earlier this month. Minor corrective action needs to occur on three contracts. District Staff will send letters informing the landowners of these actions. The District will be seeking a prorated repayment for an out of compliance practice from a 2020 spot check. See attachment #1.

17) The District will continue to handle Agricultural Stewardship Act complaints as we have historically. The District will work with Virginia Department of Agricultural Staff as needed. See attachment #2.

18) 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.

19) *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 moved to approve the Committee Report as corrected. R. Brame seconded the motion. (R. Bradford, R. Brame, unanimous)

6) **DIRECTOR REPORTS**

L. Graves brought forth the question of whether or not the District should continue with planning and hosting the Annual Awards Banquet on November 4, 2021. After open discussion, R. Brame moved to postpone the decision until Winter 2021-2022 and to grant authority to the Technical Committee to approve all Ag award nominations at the September Technical Committee Meeting. Submissions are due on October 1, 2021 to DCR. R. Bradford seconded the motion. (R. Brame, R. Bradford, unanimous)

G. Wichelns let the Board know that the District staff would like to recommend two nominees for Conservationist of the Year to the Virginia Chapter of the American Soil Conservation Society; Beauregard Farms and Robert Wilbanks. R. Bradford moved to submit both recommendations. R. Brame seconded the motion. (R. Bradford, R. Brame, unanimous)

S. Sharpe reported on upcoming events including: Farm Safety Day on livestock safety on September 16 from 4-8 PM, a Well Water Testing Clinic to take place in October, and a Realtor Education Program that is in planning for October 14.

B. Jarvis will be working with S. Sharpe on all of the events that she mentioned as well as a Pesticide Safety Training on November 1, 2021, at 4:00 PM.

L. Graves reported that at the Monthly VASWCD Meeting they discussed putting together an MOU Committee with NRCS and that they are also reviewing applications for the Soil and Water Division Director at DCR. He also shared that the Quarterly VASWCD Board Meeting will be held in person in Richmond on September 22, 2021, and that on the following day, September 23, 2021, the Virginia Soil and Water Conservation Board will meet.

7) **STAFF REPORTS**

R. Jacobs reported that site plan reviews are going well, including a larger one for a project on Route 3 in Orange County. VCAP is still very active and has funding available for applicants that are approved. He is working with VDOT on a dirt and gravel road drainage project which he is expecting to complete by November 2021. In the Spring of 2022, he will be doing a training with VDOT on dirt and gravel roads. He also let the Board know that Wetsel Middle School in Madison County is the site that has been issued a District sponsored grant for an outdoor water feature. The school is still accepting contractor bids.

S. Yager shared that he attended the Orange-Madison Co-Op, Field Days in both Madison and Orange, and the Graves Training this month. He complimented Bill Patterson on giving an informative pasture walk and recommends that others take advantage of that opportunity if the option to do so arises.

8) **AGENCY REPORTS**

NRCS – A. Cason updated the Board again on NRCS COVID-19 protocol. NRCS is still practicing mask rules, requiring all staff to mask while in the office. She also let the Board know that a staff member, Courtney Pooton, has gotten married and is now Courtney Kidwell. She updated the Board on recent project approvals and progress.

DCR – D. Cross alerted the Board that Stephen Hill has been appointed by Governor Northam to serve on the Virginia Soil and Water Conservation Board. She also let the Board know that DCR has changed audit companies and will now be working with Robinson, Farmer and Cox. D. Cross also reviewed information regarding corrections to buffer data and has asked that staff correct existing buffer data for all applicable 2017-2021 projects. She reminded members of the Board that if they have not already, they need to complete COIA training and let G. Wichelns or S. Ross know when that has been completed. There will be an Advanced QuickBooks training on September 21st and 23rd, Grant applications for the Chesapeake Bay Restoration Fund are due on September 5th, and Clean Water Farm Awards are due by October 1st.

9) PLAN FOR SEPTEMBER COMMITTEE MEETINGS (IN PERSON)

Committees will meet at the Culpeper office on Tuesday, September 21, 2021. Personnel 9:00, Operations 9:30, Technical 10:00. Education will be held via Zoom or by telephone on the same day at 4 pm. **BOARD MEETING FOR OCTOBER WILL TENTATIVELY BE HELD TUESDAY, October 5, 2021, in person, at 9:30 AM at the Madison Extension Office in Madison County.**

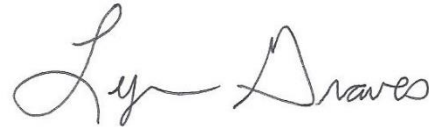
10) ADJOURNMENT

R. Bradford motioned to adjourn September 7, 2021, Board meeting at 10:43 AM. R. Brame seconded the motion. (R. Bradford, R. Brame, unanimous)

Respectfully Submitted,

Stevie Ross
Administrative Secretary

Lynn Graves, Chairman



Date Approved **October 5, 2021**