

MINUTES

CULPEPER SOIL AND WATER CONSERVATION DISTRICT

**BOARD OF DIRECTORS MEETING
Virginia Cooperative Extension Office
Madison, Virginia 22727
October 5, 2021**

The meeting was called to order by Chairman Lynn Graves at 9:37 AM.

DIRECTORS PRESENT:

Lynn Graves, Madison County
Tom O'Halloran, Culpeper County
Dennis Verhoff, Culpeper County
Robert Bradford, Orange County
Robert Brame, Orange County
Philip Morris, Greene County
Steve Morris, Greene County
Stephen Hill, Madison County
Mike Biniek, Rappahannock County
Mike Sands, Rappahannock County
Robert Runkle, Greene County
Bob Williamson, Associate Director, Culpeper County

DIRECTORS NOT PRESENT:

Jim Byrne, Associate Director, Madison County
Warren Lee, Associate Director, Orange County
Brad Jarvis, Associate Director, Madison County
Sarah Sharpe, Virginia Cooperative Extension, Greene County

STAFF PRESENT:

Greg Wichelns, District Manager
Stevie Ross, Administrative Secretary
Stephanie DeNicola, Education Coordinator
David Massie, Conservation Specialist
W. Spencer Yager, Conservation Specialist
Amanda McCullen, Conservation Specialist
Henny Calloway, Conservation Specialist

OTHERS PRESENT:

Debbie Cross, CDC, DCR
Rex Rexrode, NRCS
Mike Castille, Stanardsville resident

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

L. Graves called the meeting to order at 9:37 AM. Following a moment of silence, Spencer Yager led the Pledge of Allegiance. There were five handouts: District Technical Committee Report Addendum, 2021 Award Nominations, FY2021 Septic Project Funding Summary – 5 Counties, NRCS Plans, and the DCR Monthly Report. L. Graves introduced a guest, Mike Castille, a Microbiologist from Stanardsville, Virginia.

2) **DRAFT MINUTES**

L. Graves called for approval of the substance of the September 7, 2021, Draft District Board Meeting Minutes and for any substantive corrections or additions. P. Morris moved to approve the minutes as presented. T. O’Halloran seconded the motion. (P. Morris, 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. M. Sands moved to adopt the Agenda as modified. D. Verhoff seconded the motion. (M. Sands, D. Verhoff, unanimous)

4) **CONSENT AGENDA**

Consent Agenda adopted as modified.

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

Greene	49.9 acres	CSP Forestry, Brush Management, and Forest Stand Improvement
Madison	56.7 acres	CSP Forestry, Brush Management, Weed Control, Tree Planting, and Forest Stand Improvement
Orange	6.4 acres	CTA-HEL – Conservation Crop Rotation, No-Till, Cover Crop and Nutrient Management

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 reported as a cancellation. A BMP applicant in Rappahannock County, Contract Number 07-22-0106, Instance Number 464069, RB-4P for \$9,600.00.

R. Bradford brought forward a list of 2021 Award Nominations put together by District staff and recommends moving forward with these nominations as award recipients.

September 21, 2021 Technical Committee Meeting Minutes (Updated)

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

Items in italics were added at the October 5, 2021 Board Meeting in Madison, 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	Mary Harp	07-22-0110	463547	Greene	\$ 1,340.63	\$ 111.72
CCI-SL-6W	2022 VACS	Anthony Snow	07-22-0082	461437	Orange	\$ 8,912.50	\$ 0.00

FR-1	2022 VACS	David Corcoran	07-22-0098	463885	Orange	\$ 6,705.00	\$ 398.75
FR-3	2022 VACS	David Corcoran	07-22-0098	463886	Orange	\$ 7,150.00	\$ 0.00
FR-3	2022 VACS	Meander Inn LLC	07-22-0096	463858	Madison	\$ 17,160.00	\$ 0.00
SL-1	2022 VACS	Aksel Falk	07-22-0108	457961	Madison	\$ 10,366.13	\$ 0.00
SL-1	2022 VACS	Aksel Falk	07-22-0109	457966	Madison	\$ 9,310.13	\$ 0.00
SL-1	2022 VACS	Andrew Lustig	07-22-0093	463552	Culpeper	\$ 13,125.00	\$ 1,093.75
SL-1	2022 VACS	Erich Jenkins	07-22-0090	463260	Madison	\$ 71,836.88	\$ 0.00
SL-6W	2022 VACS	Rock Angus Beef	07-22-0103	464007	Orange	\$ 93,671.50	\$ 1,779.63
SL-8B	2022 VACS	Madison Farms Locust Dale LLC	07-22-0102	464002	Madison	\$ 16,000.00	\$ 0.00
SL-8H	2022 VACS	Madison Farms Locust Dale LLC	07-22-0101	463999	Madison	\$ 5,000.00	\$ 0.00
SL-8B	2022 VACS	Jett Farms Inc.	07-22-0104	464009	Madison	\$ 1,750.00	\$ 0.00
SL-8H	2022 VACS	Jett Farms Inc.	07-22-0104	464012	Madison	\$ 500.00	\$ 0.00
SL-7	2022 VACS	William Owings	07-22-0097	463869	Madison	\$ 3,168.00	\$ 198.00
SL-7	2022 VACS	Louise Peterson	07-22-0111	389784	Rappahannock	\$ 1,608.75	\$ 134.06
SL-10	2022 VACS	William C. Hill	07-22-0100	463987	Madison	\$ 14,598.75	\$ 0.00
SL-10	2022 VACS	Tim Neale	07-22-0081	461340	Orange	\$ 15,000.00	\$ 0.00
SL-10	2022 VACS	Kelly Robson	07-22-0095	463828	Culpeper	\$ 1,662.00	\$ 0.00
FR-3	2022 VACS	Kathryn Hughes	07-22-0099	463906	Madison	\$ 8,580.00	\$ 0.00
SL-7	2020 VACS	John Schwab	07-22-0117	464307	Rappahannock	\$ 4,815.00	\$ 401.25
SL-8B	2022 VACS	AJ Miller Farms LLC	07-22-0118	464266	Madison	\$ 18,600.00	\$ 0.00

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-1	2021 VACS	Scott W. Boggs	07-21-0265	426428	Orange	\$ 14,186.31	\$ 0.00
CCI-SL-6W	2022 VACS	Holly Glenn	07-20-0056	449414	Rappahannock	\$ 2,587.50	\$ 0.00
CCI-SL-6N	2022 VACS	Robert Rodden	07-22-0011	435313	Rappahannock	\$ 1,495.00	\$ 0.00
SL-10	2022 VACS	Robert Rodden	07-22-0011	457962	Rappahannock	\$ 937.50	\$ 0.00
SL-10	2022 VACS	Belle Plaine Farm LLC	07-22-0020	440279	Madison	\$ 14,446.50	\$ 0.00
SL-10	2022 VACS	William C. Hill	07-22-0100	463987	Madison	\$ 14,598.75	\$ 0.00
CCI-SL-6W	2022 VACS	Anthony Snow	07-22-0082	461437	Orange	\$ 8,912.50	\$ 0.00
SL-6W	2022 VACS	Wayland Lohr	07-22-0015	437878	Madison	\$ 11,628.75	\$ 0.00
SL-10	2022 VACS	Tim Neale	07-22-0081	461340	Orange	\$ 15,000.00	\$ 0.00

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-4P	DEQ16546	Patricia Saltonstall	07-22-0106	464069	Rappahannock	\$ 9,600.00
RB-3M	DEQ16546	Deborah Scott	07-22-0092	463511	Rappahannock	\$ 1,000.00
RB-1	DEQ16546	Michael Mooney	07-22-0026	465298	Rappahannock	\$ 175.00
RB-1	DEQ16546	Susan Van der Toorn	07-22-0023	464890	Rappahannock	\$ 175.50
RB-1	DEQ16546	Randall Rieland	07-22-0029	465111	Rappahannock	\$ 175.00

4) 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-3M	DEQ16679	Paula Stafford	07-22-0112	464127	Culpeper	\$ 1,000.00
RB-4	DEQ16679	Linda Boughton	07-22-0114	464134	Madison	\$ 6,400.00
RB-1	DEQ16679	Marion Bechtle	07-22-0130	465335	Madison	\$ 175.00
RB-3M	DEQ16679	James Dale	07-22-0126	465323	Madison	\$ 1,100.00
RB-3M	DEQ16679	Amcarwill LLC	07-22-0128	465325	Madison	\$ 1,000.00

5) The following Upper 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	Jan Thompson	07-22-0015	464138	Madison	\$ 1,500.00

6) 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-4	PO16974	L & R Enterprises LLC	07-22-0107	464085	Orange	\$ 4,000.00
RB-3M	PO16974	John Peterson	07-22-0133	465407	Orange	\$ 2,000.00

7) The following Upper York 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	PO16974	Jeanne Comeau	07-21-0287	427935	Orange	\$ 1,500.00
RB-3M	PO16974	Elizabeth Blackburn	07-22-0046	446245	Orange	\$ 1,220.00

8) 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	Patrick Colby	07-21-0323	432609	Orange	\$ 1,125.00
RB-4	DEQ16678	John Thomas	07-21-0283	427801	Greene	\$ 3,210.00
RB-3M	DEQ16678	Anthony Ferrara, Jr.	07-21-0211	422534	Greene	\$ 175.00
RB-4	DEQ16678	Timothy Zook	07-21-0250	432636	Madison	\$ 3,975.00
RB-5	DEQ16678	Nita Meadows	07-22-0014	437768	Madison	\$ 19,200.00
RB-3M	DEQ16678	Jan Thompson	07-22-0015	464138	Madison	\$ 1,500.00

9) 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-4	DEQ16679	WCH Rentals LLC	07-21-0292	428265	Madison	\$ 4,000.00

10) The following Upper Hazel 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	DEQ16546	Daniel J. Lanigan	07-22-0010	437187	Rappahannock	\$ 175.00
RB-1	DEQ16546	Jack Overstreet, Jr.	07-21-0329	432679	Rappahannock	\$ 175.00
RB-3M	DEQ16546	Courtney Frazier	07-21-0324	432618	Culpeper	\$ 1,000.00
RB-1	DEQ16546	William Lloyd	07-22-0049	446286	Rappahannock	\$ 175.00
RB-1	DEQ16546	Randall Rieland	07-22-0029	465111	Rappahannock	\$ 175.00
RB-1	DEQ16546	Michael Mooney	07-22-0026	464298	Rappahannock	\$ 175.00
RB-1	DEQ16546	Philip McKenzie	07-22-0080	461015	Rappahannock	\$ 175.00
RB-1	DEQ16546	Susan Van der Toorn	07-22-0023	64890	Rappahannock	\$ 162.50
RB-1	DEQ16546	Patricia Lane	07-21-0288	427939	Rappahannock	\$ 175.00
RB-1	DEQ16546	Stuart Lee	07-21-0314	432206	Rappahannock	\$ 175.00
RB-1	DEQ16546	Stuart Lee	07-21-0314	432207	Rappahannock	\$ 175.00
RB-3	DEQ16546	Kristian Kimble	07-21-0294	429631	Culpeper	\$ 625.00
RB-3	DEQ16546	Robert Colicci	07-22-0024	440377	Culpeper	\$ 2,492.50
RB-3	DEQ16546	Lauren Taylor	07-22-0086	462077	Rappahannock	\$ 2,500.00
RB-3M	DEQ16546	Deborah Scott*	07-22-0092	463511	Rappahannock	\$ 1,080.00
RB-3M	DEQ16546	Rose Parris	07-21-0319	432587	Culpeper	\$ 320.00
RB-3M	DEQ16546	Stuart Lee	07-21-0314	432208	Rappahannock	\$ 525.00
RB-4	DEQ16546	John Wiese	07-22-0050	446326	Rappahannock	\$ 4,000.00

*Cost Share rate eligibility increased

11) 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-1	DEQ16546	Taiya Smith	07-20-0352	383883	Culpeper	\$ 175.00
RB-1	DEQ16546	Hans Gerhard	07-21-0162	421258	Rappahannock	\$ 750.00
RB-3	DEQ16546	Eugene Backe	07-21-0225	423145	Rappahannock	\$ 2,500.00
RB-3M	DEQ16679	Linda Boughton	07-21-0100	420146	Madison	\$ 1,600.00
RB-3M	DEQ16679	WCH Rentals LLC	07-21-0062	411066	Madison	\$ 127.50
<i>RB-1</i>	<i>DEQ16546</i>	<i>Kristian Kimble*</i>	<i>07-17-0145</i>	<i>265253</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQ16678</i>	<i>Nita Meadows*</i>	<i>07-18-0586</i>	<i>304835</i>	<i>Madison</i>	<i>\$ 108.00</i>
<i>RB-3M</i>	<i>DEQ16546</i>	<i>Mary Beth Shankle</i>	<i>07-22-0087</i>	<i>462785</i>	<i>Rappahannock</i>	<i>\$ 1,600.00</i>
<i>RB-3M</i>	<i>DEQ16546</i>	<i>Susan Van der Toorn</i>	<i>07-22-0023</i>	<i>440376</i>	<i>Rappahannock</i>	<i>\$ 1,000.00</i>
<i>RB-3M</i>	<i>DEQ16546</i>	<i>Michael Mooney</i>	<i>07-22-0026</i>	<i>440380</i>	<i>Rappahannock</i>	<i>\$ 1,000.00</i>
<i>RB-3M</i>	<i>DEQ16546</i>	<i>Randall Reiland</i>	<i>07-22-0029</i>	<i>440567</i>	<i>Rappahannock</i>	<i>\$ 1,000.00</i>
<i>RB-4P</i>	<i>DEQ16546</i>	<i>Patricia Saltonstall</i>	<i>07-22-0106</i>	<i>464069</i>	<i>Rappahannock</i>	<i>\$ 9,600.00</i>

*Repayment of practice to be eligible for a new contract.

12) There are two Transfer of Responsibilities for septic contracts:

- a. Diane Hurst has transferred responsibility for her Upper York RB-3 contract # 07-15-0093 instance # 199992 to Robert Mudge.
- b. John McCaslin has transferred responsibility for his Upper Hazel RB-3 contract # 07-20-0423 instance # 388085 to Halle Butvin.

13) A producer requested to transfer their contracts from their personal social security number to an entity prior to payment.

Contract # 07-19-0587 (LE-1T) to be transferred from Carl C. Johnson to Harvester Farms LLC. This action was approved by District Staff and Debbie Cross, Conservation District Coordinator at DCR.

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

- a. The watershed dams that required a second mowing have been completed.
- b. Bander-Smith and Schnabel Engineering have been reviewing details for the primary spillway slip lining on six Beautiful Run watershed dams.
- c. Necessary tree work for dam access and construction of primary spillway slip lining will begin soon.

15) 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.

Bay Friendly Clean Water Farm Awards

- Culpeper County – Ashland Farm Inc. (Scott Smith and Family)
- Greene County – Heavenly Acres Farm (William and Cheryl McDaniel)
- Madison County – Madison Farms Locust Dale LLC (The Jewett Family)
- Orange County – McConnell Angus Farm
- Rappahannock County – Wadefield Farm (Paul Kalb)

- River Basin Award Nominations
- Rappahannock River Basin Grand Basin Award– Heavenly Acres Farm (William and Cheryl McDaniel, Greene County)
- York River Basin Grand Basin Award – Lakeland Farm (The Sedwick Family, Orange County)
- James River Basin Grand Basin Award – Swift Run Farm (The W. Copley and Margaret K. McLean Family, Greene County)

- District Conservationist of the Year – TBD
- District Forestry Award – Jeff Green (Madison)

- District Educator of the Year – Rachel Stuart (Eastern View HS) and Kimberlee Whitehead (Culpeper County HS)
- District Wildlife Award – Carolyn Smith (Madison)

R. Runkle moved to approve the Committee Report as corrected. T. O’Halloran seconded the motion. (R. Runkle, T. O’Halloran, unanimous)

6) CLOSED SESSION: PERSONNEL

R. Runkle moved that the Board go into Closed Session at 9:44 A.M. as provided for in the Code of Virginia Section 2.2-3711(A) (1) to discuss personnel performance matters. The Associate Directors and the District Manager were invited to attend. T. O’Halloran seconded the motion. (R. Runkle, T. O’Halloran unanimous)

Following the return from Closed Session, R. Bradford moved to reconvene at 9:50 A.M. (unanimous). Pursuant to the Code of Virginia Section 2.2-.3712. (D), “I move that the Board certify that to the best of the Board’s knowledge only matters lawfully exempted and as identified in the motion by which the Closed Session was convened were heard or discussed by this Board”. T. O’Halloran seconded the motion. (R. Bradford, T. O’Halloran, unanimous)

R. Bradford moved to accept the recommendations from the Personnel Committee. T. O’Halloran seconded the motion. (R. Bradford, T. O’Halloran, unanimous)

7) DIRECTOR REPORTS

L. Graves recognized Tom O’Halloran for receiving the Rappahannock-Rapidan Regional Commission Regional Distinguished Leadership Award for FY2021. Tom was recognized for all his service to the region over many years. L. Graves updated the Board that he attended the Virginia Association of Soil and Water Conservation District (VASWCD) Meeting and learned that the VASWCD Legislative Committee is recommending an increase in dam maintenance funding, from \$3,000 to \$4,500 per dam, per year. This will be included in the VASWCD Legislative Agenda. He also brought attention to schedule conflicts coming up for the December District Board Meeting. The Board decided to move the December Board Meeting from December 7, 2021 to December 9, 2021, at 10:00 AM.

R. Bradford discussed ticks and their effect on cattle health. He has observed that although there seem to be fewer ticks than last year, they are still a problem.

B. Williamson updated the Board that he passed his exam to become a Certified Nutrient Management Planner.

T. O’Halloran attended the Rappahannock Regional Commissioner’s Meeting and reported that A. McCullen had a very well executed presentation and David Evans (DEQ) discussed TMDL projects which represented the Culpeper District well.

S. Hill announced that he attended his first Virginia Soil and Water Conservation Board (VASWCB) meeting as a Sitting Board Member. He informed the District Board on how dams are catalogued according to the VSWCB. S. Hill also discussed circumstances for VACS payment approvals in Extraordinary Circumstances.

8) STAFF REPORTS

S. DeNicola reported that the FY21 Annual Report is now on the CSWCD website and has been distributed.

A. McCullen reported that she and D. Massie had their DCR Field Reviews completed for their Conservation Planner Certifications and that it went better than expected. She also shared that there are only 51 Certified Planners in Virginia.

G. Wichelns reported that collectively, staff has submitted two applications for grants to the Chesapeake License Plate Grant Program; one to purchase two portable livestock shade structures, and another to purchase septic system maintenance reminder magnets for Septic Smart Week. Magnets will be distributed through the schools and Stephanie will be adding an educational module for teachers to use. He also reported that he is applying to extend the Robinson River grant for three more years. G. Wichelns updated the Board on dam repair progress, stating that all tree work has been completed and that the engineers and contractors will have come to an agreement on a work plan by the end of this week. He also recognized K. Dellinger, H. Calloway, and S. Ross for their extra effort to complete the Hazel and Rapidan contracts before the grants came to an end on September 30, 2021.

9) AGENCY REPORTS

NRCS – R. Rexrode alerted the Board that the projected date for full office reopening is January 3, 2022. He reported that the Service Center has completed 18 EQIP, 4 Stewardship, and 4 CREP projects.

DCR – D. Cross reminded Elected Directors that they are required to complete their COIA training. She also reminded Conservation Specialist staff that they are to be up to date on their re-certifications. D. Cross let the Board and staff know that the corrections to Average Buffer Data will now be including 2017 and 2018 and that the End of Lifespan verifications will be compensated \$75-\$100 per verification. She also reported that DCR's Conservation Data Specialist position has been filled.

10) PLAN FOR OCTOBER COMMITTEE MEETINGS (IN PERSON)

Committees will meet at the Culpeper office on Tuesday, October 19, 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 NOVEMBER WILL TENTATIVELY BE HELD TUESDAY, November 2, 2021, in person, at 10:00 AM at the Orange County Public Works Center.**

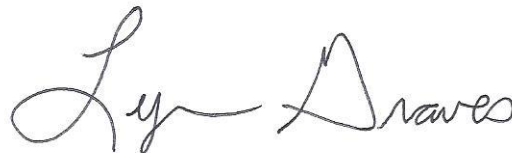
11) ADJOURNMENT

R. Bradford motioned to adjourn October 5, 2021, Board meeting at 10:43 AM. T. O'Halloran seconded the motion. (R. Bradford, T. O'Halloran, unanimous)

Respectfully Submitted,

Stevie Ross
Administrative Secretary

Lynn Graves, Chairman



Date Approved November 2, 2021