

MINUTES

CULPEPER SOIL AND WATER CONSERVATION DISTRICT

BOARD OF DIRECTORS MEETING

Orange County Public Works

Orange, Virginia 22960

November 2, 2021

The meeting was called to order by Chairman Lynn Graves at 10:04 AM.

DIRECTORS PRESENT:

Lynn Graves, Madison County
Tom O'Halloran, Culpeper County
Dennis Verhoff, Culpeper County
Robert Bradford, Orange County
Robert Brame, Orange 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
Brad Jarvis, Associate Director, Madison County
Sarah Sharpe, Virginia Cooperative Extension, Greene County

DIRECTORS NOT PRESENT:

Philip Morris, Greene 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
Richard Jacobs, Conservation Specialist
Henny Calloway, Conservation Specialist
Kendall Dellinger, Conservation Specialist
Brandy Harris, Conservation Specialist

OTHERS PRESENT:

Debbie Cross, CDC, DCR (Virtual)
Rex Rexrode, NRCS
Kinner Ingram, VDOF

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

L. Graves called the meeting to order at 10:04 AM. Following a moment of silence, Spencer Yager led the Pledge of Allegiance. There were five handouts: District Technical Committee Report Addendum, W. S. Yager's Monthly Work Report, VASWCD Meeting Flyer, NRCS Monthly Report, and the DCR Monthly Report. L. Graves announced that Debbie Cross, DCR, was attending the meeting electronically via Zoom.

2) **DRAFT MINUTES**

L. Graves called for approval of the substance of the October 5, 2021, Draft District Board Meeting Minutes and for any substantive corrections or additions. T. O’Halloran moved to approve the minutes as presented. R. Bradford seconded the motion. (T. O’Halloran, 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 6.1, along with the Addendum to the Report. R. Brame moved to adopt the Agenda as modified. T. O’Halloran seconded the motion. (R. Brame, T. O’Halloran, unanimous)

4) **CONSENT AGENDA**

Consent Agenda adopted as modified.

EDUCATION COMMITTEE REPORT
OPERATIONS COMMITTEE REPORT
TREASURER’S REPORT

5) **PUBLIC COMMENT PERIOD**

6) **ADDITIONS TO AGENDA**

6.1) **TECHNICAL COMMITTEE REPORT w/ Addendum**

R. Bradford informed the Board that an SL-10 practice, Contract Number 07-22-0180, Instance Number 467484, in Culpeper County, will be paid \$13,208.25 instead of \$15,000.00 as shown on the Technical Committee Report. He also reported that there are several other funding increases noted in the report due to an increased amount of steam exclusion fencing for these practices.

October 19, 2021 Technical Committee Meeting Minutes (Updated)

Present: Robert Bradford, Chairman; Tom O’Halloran, Culpeper; Greg Wichelns, District Manager; Spencer Yager, Conservation Specialist; David Massie, Conservation Specialist; Amanda McCullen, Conservation Specialist; Henny Calloway, Conservation Specialist

Items in italics were added at the November 2, 2021 Board Meeting in Orange 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-6N	2022 VACS	Berry Hay and Cattle LLC	07-22-0137	465932	Culpeper	\$ 3,427.50	\$ 0.00
CCI-SL-6W	2022 VACS	Merlyn Koontz	07-22-0119	464285	Orange	\$ 13,651.25	\$ 0.00
SL-8B	2022 VACS	Meadow Grove Farm LLC	07-22-0116	464197	Rappahannock	\$ 850.00	\$ 0.00
SL-8B	2022 VACS	Roy Boldridge	07-22-0125	464992	Culpeper	\$ 2,880.00	\$ 0.00
SL-8H	2022 VACS	Wheatley Shackelford	07-22-0091	463304	Culpeper	\$ 640.00	\$ 0.00
SL-8B	2022 VACS	Pullen Farm LLC	07-22-0124	464990	Culpeper	\$ 6,000.00	\$ 0.00

SL-8H	2022 VACS	Pullen Farm LLC	07-22-0124	464991	Culpeper	\$ 2,000.00	\$ 0.00
SL-8B	2022 VACS	Paul Compton	07-22-0144	466073	Culpeper	\$ 2,000.00	\$ 0.00
SL-8B	2022 VACS	Boyd Farm LLC	07-22-0148	466423	Orange	\$ 48,644.00	\$ 0.00
SL-8B	2022 VACS	Heavenly Acres Farm	07-22-0149	466431	Greene	\$ 7,762.80	\$ 0.00
SL-8B	2022 VACS	Mathews Custom Farming	07-22-0136	465797	Culpeper	\$ 24,552.60	\$ 0.00
SL-8B	2022 VACS	Brooke Farms	07-22-0153	466464	Orange	\$ 47,500.00	\$ 0.00
SL-8H	2022 VACS	Brooke Farms	07-22-0153	466465	Orange	\$ 6,000.00	\$ 0.00
SL-8H	2022 VACS	Lewis A Lamb & Sons Inc.	07-22-0143	466006	Madison	\$ 13,400.00	\$ 0.00
SL-8B	2022 VACS	Lewis A Lamb & Sons Inc.	07-22-0143	466007	Madison	\$ 12,000.00	\$ 0.00
SL-8H	2022 VACS	Brandon VanHoven	07-22-0146	466339	Orange	\$ 1,153.60	\$ 0.00
SL-8B	2022 VACS	Lazy Creek Farm Inc.	07-22-0142	466003	Madison	\$ 12,500.00	\$ 0.00
SL-8H	2022 VACS	Lazy Creek Farm Inc.	07-22-0142	466004	Madison	\$ 5,000.00	\$ 0.00
SL-6W	2022 VACS	Senterfitt Farm	07-22-0140	465998	Madison	\$ 28,473.75	\$ 0.00
SL-6W	2022 VACS	Christopher Jenkins	07-22-0129	465326	Orange	\$ 125,150.00	\$ 0.00
SL-6W	2022 VACS	Rodney Jackson	07-22-0141	466000	Orange	\$ 17,107.50	\$ 0.00
SL-6W	2022 VACS	Phyllis Mathews	07-22-0147	466379	Madison	\$ 11,047.50	\$ 0.00
SL-6W	2022 VACS	Robert Brockman	07-22-0155	466468	Madison	\$ 43,187.50	\$ 0.00
SL-6W	2022 VACS	Lindsay Eastham	07-22-0131	426672	Rappahannock	\$ 23,750.00	\$ 0.00
SL-7	2022 VACS	William Thornton	07-22-0121	466338	Orange	\$ 13,288.00	\$ 830.00
SL-10	2022 VACS	Bobby Pace	07-22-0123	464894	Orange	\$ 8,106.75	\$ 0.00
SL-10	2022 VACS	Bobby Pace	07-22-0123	464909	Orange	\$ 2,598.00	\$ 0.00
SL-10	2022 VACS	Bobby Pace	07-22-0123	464910	Orange	\$ 1,575.00	\$ 0.00
CCI-CNT	2022 VACS	Alexander T. Stumpf	07-22-0161	466751	Orange	\$ 1,800.00	\$ 0.00
SL-8B	2022 VACS	Cardette Farm Partnership	07-22-0132	465396	Culpeper	\$ 1,740.00	\$ 0.00
SL-8H	2022 VACS	Yowell Farm Enterprises	07-22-0134	465408	Madison	\$ 2,460.00	\$ 0.00
SL-8H	2022 VACS	Charles Woolfrey Construction Inc.	07-22-0135	465409	Orange	\$ 8,000.00	\$ 0.00
SL-8B	2022 VACS	Charles Woolfrey Construction Inc.	07-22-0135	465410	Orange	\$ 9,000.00	\$ 0.00
SL-8H	2022 VACS	Ashland Farms Inc.	07-22-0157	466515	Culpeper	\$ 2,000.00	\$ 0.00
SL-8B	2022 VACS	Kenneth Smith	07-22-0156	466514	Culpeper	\$ 30,541.80	\$ 0.00
SL-8B	2022 VACS	Mt. Pony Farms	07-22-0173	467326	Culpeper	\$ 32,000.00	\$ 0.00
SL-8H	2022 VACS	Mt. Pony Farms	07-22-0174	467331	Culpeper	\$ 1,000.00	\$ 0.00
SL-8H	2022 VACS	Dennis Brown	07-22-0168	467113	Culpeper	\$ 2,000.00	\$ 0.00
SL-8B	2022 VACS	Dennis Brown	07-22-0169	467114	Culpeper	\$ 4,500.00	\$ 0.00
SL-8B	2022 VACS	Somerset Plantation Inc.	07-22-0165	467105	Orange	\$ 4,454.00	\$ 0.00
SL-8B	2022 VACS	Alexander T. Stumpf	07-22-0161	466750	Orange	\$ 2,070.00	\$ 0.00
SL-8H	2022 VACS	Alexander T. Stumpf	07-22-0161	466749	Orange	\$ 700.00	\$ 0.00
SL-8B	2022 VACS	Shawn Woodfolk	07-22-0163	467102	Madison	\$ 15,750.00	\$ 0.00
SL-8H	2022 VACS	Shawn Woodfolk	07-22-0163	467101	Madison	\$ 2,700.00	\$ 0.00
SL-10	2022 VACS	Lisa S. Smith	07-22-0073	457460	Madison	\$ 829.50	\$ 0.00
SL-10	2022 VACS	Kenneth L. Anderson	07-22-0180	467484	Culpeper	\$ 13,208.25	\$ 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-7	2022 VACS	Louise Peterson*	07-22-0111	389784	Rappahannock	\$ 1,716.00	\$ 448.54
CCI-SL-6N	2022 VACS	Berry Hay and Cattle LLC	07-22-0137	465932	Culpeper	\$ 3,427.50	\$ 0.00
CCI-SL-6W	2022 VACS	Merlyn Koontz	07-22-0119	464285	Orange	\$ 13,651.25	\$ 0.00
CCI-SL-6W	2022 VACS	Lisa S. Smith**	07-22-0072	457457	Madison	\$ 3,000.00	\$ 0.00
SL-6N	2020 VACS	Glenmary Farm LLC	07-20-0037	387549	Orange	\$ 27,499.50	\$ 7,695.44
SL-6N	2022 VACS	Glenmary Farm LLC	07-20-0037	387549	Orange	\$ 1,809.75	\$ 0.00
SL-6W	2021 VACS	Helen E. Maggard Trust	07-21-0178	421662	Orange	\$ 37,410.00	\$ 0.00

SL-6W	2022 VACS	Helen E. Maggard Trust***	07-21-0178	421662	Orange	\$ 17,658.60	\$ 0.00
SL-6W	2021 VACS	Thomas Hedstrom	07-21-0030	396630	Orange	\$ 70,456.58	\$ 0.00
SL-6W	2021 VACS	Kelly Robson	07-21-0235	422073	Culpeper	\$ 11,734.50	\$ 0.00
SL-6W	2022 VACS	Kelly Robson	07-21-0235	422073	Culpeper	\$ 1,319.67	\$ 0.00
SL-10	2022 VACS	Lisa S. Smith	07-22-0073	457460	Madison	\$ 829.50	\$ 0.00
SL-10	2021 VACS	Kenneth L. Anderson	07-21-0027	394872	Madison	\$ 2,212.50	\$ 0.00
WP-3	2021 VACS	AMCARWILL LLC	07-21-0282	427688	Madison	\$ 1,424.63	\$ 118.72
WP-3	2021 VACS	AMCARWILL LLC	07-21-0282	427689	Madison	\$ 1,146.00	\$ 95.50
WP-3	2021 VACS	AMCARWILL LLC	07-21-0282	427690	Madison	\$ 2,384.44	\$ 198.70
WP-3	2021 VACS	AMCARWILL LLC	07-21-0282	427691	Madison	\$ 3,346.50	\$ 278.88
WP-3	2021 VACS	AMCARWILL LLC	07-21-0282	427692	Madison	\$ 2,220.94	\$ 185.08
LE-1T	2019 VACS	Harvester Farms LLC	07-19-0587	337139	Madison	\$ 64,179.25	\$ 2,831.43

*Increase in payment for additional interior cross fence. Additional tax credit for out-of-pocket expenses

** Increase in payment for additional stream exclusion fence and additional stream crossing

***Increase in payment for additional stream exclusion fence

3) 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	Kevin Grand Pre	07-22-0127	465873	Madison	\$ 192.50
RB-1	DEQ16679	Candy Barrett	07-22-0027	465832	Madison	\$ 175.00
RB-1	DEQ16679	Linda Hawkins	07-22-0152	466462	Madison	\$ 175.00
RB-1	DEQ16679	Linda Hawkins	07-22-0152	466463	Madison	\$ 175.00
RB-3M	DEQ16679	Scott Bennett	07-22-0138	465923	Madison	\$ 1,000.00
RB-3M	DEQ16679	Kenny Racer	07-22-0139	465930	Madison	\$ 1,000.00
RB-3M	DEQ16679	Kevin Grand Pre	07-22-0127	465324	Madison	\$ 1,100.00
RB-3M	DEQ16679	Edward Cogen	07-22-0178	467468	Madison	\$ 1,000.00
RB-1	DEQ16679	Alison Crane	07-22-0160	466625	Madison	\$ 175.00

4) 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	PO16974	Austin Shumake	07-22-0175	467366	Orange	\$ 1,100.00

5) 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-1	DEQ16679	Daniel Miller	07-22-0061	456094	Madison	\$ 175.00
RB-1	DEQ16679	Candy Barrett	07-22-0027	465832	Madison	\$ 175.00
RB-1	DEQ16679	John Sherer	07-22-0043	446209	Madison	\$ 162.50
RB-3M	DEQ16679	Annie White	07-22-0044	446215	Madison	\$ 2,000.00

6) 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>
RB-4	PO16974	L&R Enterprises LLC	07-22-0107	464085	Orange	\$ 4,000.00

7) 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	PO16974	Kimberly Beales	07-21-0260	426187	Orange	\$ 1,600.00
RB-3M	PO16974	Melody Jackson	07-21-0270	426917	Orange	\$ 1,000.00
RB-3M	DEQ 16679	Candy Barrett	07-22-0027	440502	Madison	\$ 1,000.00

RB-3M	PO16974	Mildred Johnson	07-21-0290	427975	Orange	\$ 1,600.00
RB-3M	PO16974	Lewis Crawford	07-22-0062	456121	Madison	\$ 1,600.00

- 8) Transfer of Responsibility -Timothy Zook transferred responsibility for Upper Rapidan Residential septic contract #07-21-0250, instance #432636 to Christopher Tierney.
- 9) 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	Robert and Nancy Beard	Culpeper	\$ 2,981.25

- 10) The District Manager gave an update on the dams:
- a. The construction of slip lining six Beautiful Run primary spillways has begun.
- 11) The Technical Committee reviewed the Annual Plan of Work and felt it was satisfying all requirements of this document.
- 12) The Technical Committee discussed a National Fish and Wildlife Foundation (NFWF) Innovative Sediment Reduction Grant, entitled “Accelerating Conservation Action in Virginia through the Alliance’s Clean Water Partnerships.” This grant is between the Alliance for the Chesapeake Bay and the Maryland-Virginia Milk Producers Cooperative Association. The three-year grant provides \$1,000,000 of cost-share to be used to help cover the out-of-pocket costs that come with implementing BMPs on Maryland-Virginia Milk Producer’s farms that the VACS program doesn’t cover.
- 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.

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

7) CLOSED SESSION: PERSONNEL

R. Runkle moved that the Board go into Closed Session at 10:17. 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. D. Verhoff seconded the motion. (R. Runkle, D. Verhoff, unanimous)

Following the return from Closed Session, R. Runkle moved to reconvene at 10:26 A.M. 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”. S. Sharpe seconded the motion. (R. Runkle, S. Sharpe, unanimous)

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

8) DIRECTOR REPORTS

R. Runkle requested a discussion of the Culpeper Soil and Water Conservation District Holiday Schedule. R. Runkle suggested that the office close at noon on November 24th, which is the day before Thanksgiving, to allow staff additional travel time for the holiday. He also suggested that for Christmas, the Culpeper Soil and Water Conservation District be closed December 23rd at noon in addition to all December 24th, the regularly scheduled holiday for staff. The District will also be closed on December 31st in observation of New Year’s Day. R. Brame motioned to accept the changes in the above-mentioned dates. M. Sands motioned a friendly amendment that the District close for a full day on

December 23rd instead of at noon. R. Bradford seconded the motion as amended. (R. Brame, M. Sands, R. Bradford, unanimous)

B. Jarvis reported that with the help of the Madison County High School, two 10-foot sections of chemical application wicks were built and used for a demonstration at the Pasture Weed Management Meeting. He also reminded Directors and Staff that if they are interested in receiving their COVID-19 Vaccine Boosters, that there are several local facilities that could fulfill that request.

S. Sharpe reported that there was a large increase in registrations for the Well Water Testing Clinic after the District Newsletter hit mailboxes. The follow up meeting for the Clinic will be held on November 16th. She also reminded the Board that the Women in Ag meeting will be next Friday and that the Realtor Event has been rescheduled for February.

L. Graves reminded the Board that the Area II meeting will be held on November 15th.

9) STAFF REPORTS

R. Jacobs reported that the Envirothon Training would be held on November 20th and would be discussing waste resources. He also reported there has been a staffing turnover within VCAP due to turnover at districts and that he expects a statewide funding increase during next fiscal year.

G. Wichelns reported that the Virginia Soil and Water Board Meeting in December has been cancelled and that this has the potential to create an issue with funding for the final two dam sliplining projects. He also highlighted from the Operations Committee Report that there may be potential encroachment on district dams easements in the future. G. Wichelns also reported that there are two new grants in the process of receiving financing from DEQ and that the District would be targeting outreach for the implementation of the new TMDLs.

10) AGENCY REPORTS

NRCS – R. Rexrode reported that the Service Center is currently working with 43 EQIP participants who have applied for the 2022 EQIP program. Virginia will be receiving 23 million dollars for the EQIP program in 2022. He also reported that there are two new Private Land Biologists on staff to provide Wildlife Planning: Cecilia Vuocolo who is based in Warrenton, and Elizabeth Elliott who is based in Verona.

DCR – D. Cross reported that RMP TRC Grant Funds can now be moved to the FY 2022 TA Account as the grants have expired. She also reminded Directors that they are required to complete their COIA Training by the end of the calendar year. She reminded staff that the deadline for Buffer Width Corrections for practices in 2017 and 2018 need to be done by April 1, 2022. There are two upcoming opportunities to attend training for the latest changes to Tax Credit Guidelines, one on November 4th, and another on November 9th. On November 10th, Sarah Adams will be hosting an IRS Form 1099 & Financial Training.

11) PLAN FOR NOVEMBER COMMITTEE MEETINGS (IN PERSON)

Committees will meet at the Madison Extension Office on Tuesday, November 23, 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 DECEMBER WILL TENTATIVELY BE HELD THURSDAY, December 9, 2021, in person, at 10:00 AM at the Washington Volunteer Fire and Rescue Company in Rappahannock County.**

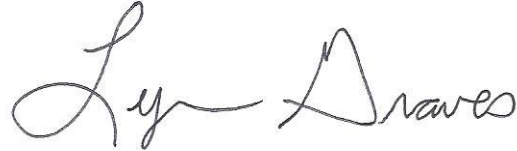
12) ADJOURNMENT

R. Bradford motioned to adjourn November 2, 2021, Board meeting at 11:08 AM. T. O'Halloran seconded the motion. (R. Bradford, T. O'Halloran, unanimous)

Respectfully Submitted,

Stevie Ross
Administrative Secretary

Lynn Graves, Chairman

A handwritten signature in cursive script that reads "Lynn Graves". The signature is written in black ink and is positioned to the right of the typed name "Lynn Graves, Chairman".

Date Approved: December 9, 2021