

# MINUTES

**CULPEPER SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF DIRECTORS MEETING  
Pepper's Grill  
Culpeper, Virginia 22701  
January 4, 2022**

The meeting was called to order by Chairman Lynn Graves at 10:09 AM.

**DIRECTORS PRESENT:**

Lynn Graves, Madison County  
Tom O'Halloran, Culpeper County  
Steve Morris, Greene County  
Robert Runkle, Greene County  
Philip Morris, Greene County  
Robert Bradford, Orange County  
Mike Biniek, Rappahannock County  
Mike Sands, Rappahannock County

**DIRECTORS NOT PRESENT:**

Dennis Verhoff, Culpeper County  
Robert Brame, Orange County  
Stephen Hill, Madison County  
Brad Jarvis, Associate Director, Madison County  
Sarah Sharpe, Virginia Cooperative Extension, Greene County  
Bob Williamson, Associate Director, Culpeper 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

**OTHERS PRESENT:**

Davis Lamb, Greene County Board of Supervisors  
Debbie Cross, DCR (by Telephone)

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

L. Graves called the meeting to order at 10:09 AM. Following a moment of silence, L. Graves led the Pledge of Allegiance. There were three handouts: District Technical Committee Report Addendum, Operations Attachment – Draft Greene County Service Agreement, and H. Calloway's Monthly Work Report.

**2) DRAFT MINUTES**

L. Graves called for approval of the substance of the December 9, 2021, Draft District Board Meeting Minutes and for any substantive corrections or additions. T. O'Halloran moved to approve the minutes as presented. M. Sands seconded the motion. (T. O'Halloran, M. Sands, unanimous)

**3) AGENDA APPROVAL**

L. Graves called for Agenda approval. The Operations Committee Report was removed from the Consent Agenda and placed on the Agenda as 5.1. Closed Session was moved from item number 6 to item number 10. P. Morris moved to adopt the Agenda as modified. T. O’Halloran seconded the motion. (P. Morris, T. O’Halloran, unanimous)

**4) CONSENT AGENDA**

Consent Agenda adopted as modified.

TECHNICAL COMMITTEE REPORT  
 LEGISLATIVE COMMITTEE REPORT  
 TREASURER’S REPORT

**TECHNICAL COMMITTEE REPORT WITH ADDITIONS:**

**December 21, 2021 Technical Committee Meeting Minutes (Updated)**

Present: Robert Bradford, Chairman; Lynn Graves, Madison; Philip Morris, Greene; Greg Wichelns, District Manager; Spencer Yager, Conservation Specialist; David Massie, Conservation Specialist; Amanda McCullen, Conservation Specialist; Kendall Dellinger, Conservation Specialist; Brandy Harris, Conservation Specialist; Henny Calloway, Conservation Specialist; Richard Jacobs, Conservation Specialist

*Items in italics were added at the January 4, 2022 Board Meeting in Culpeper, 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-CNT	2022 VACS	AMCARWILL LLC	07-22-0237	468978	Madison	\$ 4,778.50	\$ 0.00
CCI-SE-1	2022 VACS	Alice Bartlett	07-22-0004	433183	Culpeper	\$ 800.00	\$ 0.00
CCI-FRB-1	2022 VACS	Paul Gripka	07-22-0162	468852	Rappahannock	\$ 8,800.00	\$ 0.00
CCI-SL-6W	2022 VACS	Paul Gripka	07-22-0162	466758	Rappahannock	\$ 22,137.50	\$ 0.00
FR-1	2022 VACS	10 Gables Farm LLC	07-22-0241	468977	Madison	\$ 337.50	\$ 18.13
FR-3	2022 VACS	10 Gables Farm LLC	07-22-0241	468976	Madison	\$ 26,276.25	\$ 0.00
NM-1A	2022 VACS	AMCARWILL LLC	07-22-0240	468991	Madison	\$ 1,104.08	\$ 0.00
SL-8B	2022 VACS	Dale Welch	07-22-0235	468892	Rappahannock	\$ 6,950.00	\$ 0.00
SL-6N	2022 VACS	Brook Lane Farm	07-22-0242	469105	Orange	\$ 7,107.90	\$ 1,184.65
SL-6N	2022 VACS	Raymond Stanley	07-22-0221	467522	Culpeper	\$ 6,154.62	\$ 828.51
SL-7	2022 VACS	Raymond Stanley	07-22-0222	467525	Culpeper	\$ 6,260.45	\$ 313.02
SL-10	2022 VACS	Hazel River Farm LLC	07-22-0244	469118	Culpeper	\$ 1,875.00	\$ 0.00
<i>CCI-SL-6W</i>	<i>2022 VACS</i>	<i>Rounton Farm LLC</i>	<i>07-22-0245</i>	<i>469140</i>	<i>Orange</i>	<i>\$ 4,250.00</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>
CCI-SE-1	2022 VACS	Alice Bartlett	07-22-0004	433183	Culpeper	\$ 800.00	\$ 0.00
CCI-CNT	2022 VACS	Merlyn Koontz	07-22-0158	466525	Orange	\$ 400.00	\$ 0.00
CCI-FRB-1	2022 VACS	Paul Gripka	07-22-0162	468852	Rappahannock	\$ 8,800.00	\$ 0.00
CCI-SL-6W	2022 VACS	Paul Gripka	07-22-0162	466758	Rappahannock	\$ 22,137.50	\$ 0.00
SL-6W	2020 VACS	Muddy Flats Farm LLC	07-20-0421	387120	Culpeper	\$ 22,075.17	\$ 0.00
SL-6W	2021 VACS	Hazel River Farm LLC	07-21-0011	386555	Culpeper	\$ 49,596.50	\$ 0.00

SL-6W	2022 VACS	Hazel River Farm LLC	07-21-0011	386555	Culpeper	\$ 7,509.00	\$ 0.00
SL-7	2022 VACS	William Rapley Owings	07-22-0097	463869	Madison	\$ 3,280.00	\$ 586.25
SL-10	2022 VACS	Erwin Opitz	07-22-0172	467322	Rappahannock	\$ 2,118.75	\$ 0.00
CCI-SL-6W	2022 VACS	Rounton Farm LLC	07-22-0245	469140	Orange	\$ 4,250.00	\$ 0.00
NM-5N	2021 VACS	Beauregard Farm LP	07-21-0255	425918	Culpeper	\$ 4,905.38	\$ 0.00
NM-5P	2021 VACS	Beauregard Farm LP	07-21-0255	425924	Culpeper	\$ 6,991.44	\$ 0.00
NM-5N	2021 VACS	Beauregard Farm, Inc.	07-21-0261	426189	Culpeper	\$ 1,360.20	\$ 0.00
NM-5P	2021 VACS	Beauregard Farm, Inc.	07-21-0261	426188	Culpeper	\$ 2,086.50	\$ 0.00
SL-6W	2022 VACS	Thornhill Farms LLC	07-22-0085	453634	Rappahannock	\$ 73,216.50	\$ 0.00

3) The following BMP applicant has requested to cancel their contract:

Practice	Fund	Participant	Contract	Instance	County	Amount	Tax Credit
SL-8B	2022 VACS	Boyd Farm LLC	07-22-0148	466423	Orange	\$ 48,644.00	\$ 0.00

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

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-3M	DEQ16679	Debra Hurt	07-22-0238	468986	Madison	\$ 1,000.00
RB-1	DEQ16679	Teresa Sisson	07-22-0243	469114	Madison	\$ 175.00

5) The following Upper York River Residential applicant has been approved by the Technical Committee for funding:

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-3M	PO17083	Wanda Weeks	07-22-0239	468989	Orange	\$ 1,100.00

6) The following Upper York River Residential participant has been approved by the Technical Committee for payment:

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-3M	PO16974	Harry Hopkins III	07-21-0331	432682	Orange	\$ 337.50

7) The following Robinson River Residential participants have been approved by the Technical Committee for payment:

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-3M	DEQ16679	Paula Stafford	07-22-0112	464127	Culpeper	\$ 250.00
RB-1	DEQ16679	Vicki Elmore	07-21-0271	426937	Madison	\$ 260.00
RB-3M	DEQ16974	Nicolas P. Fotenos	07-22-0230	468858	Madison	\$ 1,000.00

8) The following Residential applicants have been canceled by the Technical Committee:

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-3M	DEQ16679	Sherilynn Stover	07-22-0223	468747	Madison	\$ 1,500.00
RB-3M	DEQ16974	Rosa L. McTague	07-21-0312	431957	Orange	\$ 1,600.00
RB-3M	DEQ16679	Vicki Elmore	07-21-0271	427666	Madison	\$ 1,600.00
RB-1	DEQ_NPS-WQIF	Erin Fotenos*	07-17-0572	274630	Madison	\$ 30.00

\*Contract being closed out with prorated repayment in order to start a new contract (07-22-230)

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

Practice	Participant	County	Amount
Rain Garden	Colin Chernowetz	Orange	\$ 3,500.00
Rainwater Harvesting	Donyll Smith	Orange	\$ 610.00

- 10) The District Manager gave an update on the dams:
  - a. The construction of slip lining six Beautiful Run primary spillways has been completed. Schnabel Engineering will completed the “as-built” documentation in January 2022.
  - b. Tentative dates for the spring dam inspections will be April 12<sup>th</sup> and 13<sup>th</sup>, 2022.
- 11) 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.
- 12) The Technical Committee Chairman requested authority from the Board to approve any payments with associated tax credits before the end of the calendar year.

## **5) ADDITIONS TO AGENDA**

### **5.1) OPERATIONS COMMITTEE REPORT**

L. Graves asked the Board for their considerations on the Annual Banquet. With the circumstances related to COVID-19, the Board collectively decided that continuing to present the awards on an individual basis will be best for all.

G. Wichlens presented the Operations Attachment – Services Agreement between the District and Greene County. Greene County has requested assistance from the District for Erosion Control and Stormwater Engineering project reviews and associated staff training. He let the Board know that this is something that the District has done before, in 2008 and again in 2015, and that the necessary adjustments to the agreement have been made in order to reflect the changes over time. R. Bradford moved to approve the agreement as presented. M. Sands seconded the motion. (R. Bradford, M. Sands, unanimous)

R. Bradford moved to approve the Operations Committee Report as presented. T. O’Halloran seconded the motion. (R. Bradford, T. O’Halloran, unanimous)

## **6) DIRECTOR REPORTS**

T. O’Halloran reported that the Governor’s Draft Budget for Virginia funding included a total commitment of \$1 billion for the Chesapeake Bay.

R. Runkle reported on Virginia Farm Bureau key legislative topics.

S. Morris shared news of a retired first grade teacher by the name of Judy West who lost her life. Ms. West was a Conservationist and an animal lover and will be missed.

## **7) STAFF REPORTS**

D. Massie reminded the Board that the 2022 Winter Forage Conference will be held on January 20<sup>th</sup> at the Carver Center in Rapidan, and that the deadline to register is upon us.

G. Wichelns reported that on January 11<sup>th</sup> Schnabel Engineering and Bander Smith Contractors will be doing their final check on the recently completed dam slip lining projects. The check will be thorough, but no issues are expected to arise. He also reported that the March VSWCB meeting will be where new small dam funding awards will be approved and this may include some Culpeper District projects. He noted that on April 12<sup>th</sup> and 13<sup>th</sup> the Technical Committee is planning to complete the Annual Owner’s Inspections for all of the District’s dams. G. Wichelns also reported that the NOAA grant administered by S. DeNicola that offers student and teacher trainings has been inactive for the past year but has the potential to become active again this year with the help of interns. He also announced that there may be more grant writing opportunities on the horizon for the Mountain Run and Muddy Run TMDLs. Right now these grants are in the brainstorming phase but by Summer 2022 they may be ready to submit for approval.

8) **AGENCY REPORTS**

DCR – D. Cross let the Board know that the 2022 IRS Mileage Reimbursement Rate changed as of January 1, 2022, and that the new rate is 58.5 cents per mile. She also brought attention the Governor’s Budget which has been drafted to include \$1 billion towards efforts to clean up the Chesapeake Bay. This funding draft has the money being disbursed among a variety of programs that will clean our water. This budget is subject to change. D. Cross reminded all that the General Assembly is scheduled to convene on January 12<sup>th</sup>, that Virginia’s Inauguration Day will be on January 15<sup>th</sup>, and that the deadline to complete the DCR IT Security Awareness training is January 28<sup>th</sup>.

9) **CLOSED SESSION: PERSONNEL PERFORMANCE MATTERS**

R. Runkle moved that the Board go into Closed Session at 10:49 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. Runkle moved to reconvene at 11:03 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”. R. Bradford seconded the motion. (R. Runkle, R. Bradford, unanimous)

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

10) **PLAN FOR JANUARY COMMITTEE MEETINGS (IN PERSON)**

Committees will meet at the Madison Extension Office on Tuesday, January 18, 2022. Personnel 9:00, Operations 9:30, Legislative 10:00, Technical 10:20. Tentatively, the Education Committee will meet the same day at 4:00 PM via Zoom or Telephone. **BOARD MEETING FOR FEBRUARY WILL TENTATIVELY BE HELD TUESDAY, FEBRUARY 1, 2022, in person, at 10:00 AM at the Madison Extension Office in Madison County.**

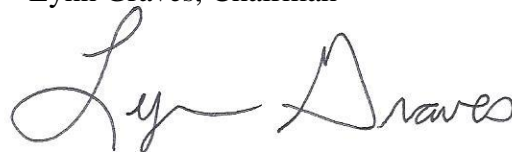
12) **ADJOURNMENT**

R. Bradford motioned to adjourn January 4, 2022, Board meeting at 11:07 AM. M. Sands seconded the motion. (R. Bradford, M. Sands, unanimous)

Respectfully Submitted,

Stevie Ross  
Administrative Secretary

Lynn Graves, Chairman



Date Approved: February 1, 2022