

**MINUTES**  
**CULPEPER SOIL AND WATER CONSERVATION DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
**Town of Orange Public Works**  
**Orange, Virginia 22960**  
**September 6, 2022**

The meeting was called to order by Chairman Lynn Graves at 10:07 AM.

**DIRECTORS PRESENT:**

Lynn Graves, Madison County  
Tom O'Halloran, Culpeper County  
Philip Morris, Greene County  
Steve Morris, Greene County  
Robert Runkle, Greene County  
Stephen Hill, Madison County  
Robert Bradford, Orange County  
Robert Brame, Orange County  
Mike Sands, Rappahannock County  
Sarah Sharpe, Virginia Cooperative Extension, Greene County

**DIRECTORS NOT PRESENT:**

Dennis Verhoff, Culpeper County  
Mike Biniek, Rappahannock County  
Bob Williamson, Associate Director, Culpeper County  
Brad Jarvis, Associate Director, Madison County  
Warren Lee, Associate Director, Orange County

**STAFF PRESENT:**

Greg Wichelns, District Manager  
Stevie Ross, Administrative Secretary  
Henny Calloway, Conservation Specialist  
Kendall Dellinger, Conservation Specialist  
Stephanie DeNicola, Education Coordinator  
Brandy Harris, Conservation Specialist  
Richard Jacobs, Conservation Specialist  
David Massie, Conservation Specialist  
Amanda McCullen, Conservation Specialist  
W. Spencer Yager, Conservation Specialist  
Lily Smith, Office Intern

**OTHERS PRESENT:**

Davis Lamb, Greene County Board of Supervisors  
Debbie Cross, DCR  
Ashleigh Cason, NRCS  
Kinner Ingram, VDOF

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

L. Graves called the meeting to order at 10:07 AM. Following a moment of silence, W. Yager led the Pledge of Allegiance. There were three handouts: Technical Committee Additions, DCR Report, and W. Yager's Staff Report.

2) **DRAFT MINUTES**

L. Graves called for approval of the substance of the August 2, 2022, Draft District Board Meeting Minutes and for any substantive corrections or additions. M. Sands moved to approve the Minutes. S. Morris seconded the motion. (M. Sands, S. Morris, 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. T. O’Halloran moved to adopt the Agenda as modified. M. Sands seconded the motion. (T. O’Halloran, M. Sands, unanimous)

4) **CONSENT AGENDA**

Consent Agenda adopted as modified.

OPERATIONS COMMITTEE REPORT

EDUCATION COMMITTEE REPORT

FINANCE COMMITTEE REPORT

TREASURER’S REPORT

NRCS CONSERVATION PLANS

Orange	30.8 Acres	EQIP Wildlife, Herbaceous Weed Control, Cover Crop, Wildlife Habitat Planting, Early Successional Habitat Development/Management, Tree/Shrub Site Preparation, Tree/Shrub Establishment
Greene	65.9	CSP Pasture, Herbaceous Weed Control, Prescribed Grazing, Forage Planting, Fence

5) **ADDITIONS TO AGENDA**

5.1) **TECHNICAL COMMITTEE REPORT**

R. Bradford read the additional contracts for approval or payment as Committee Report Additions. G. Wichelns reminded all that nominations for the 2022 Clean Water Farm Awards are due by October 1<sup>st</sup>.

**TECHNICAL COMMITTEE REPORT WITH ADDITIONS:**

**August 23, 2022 Technical Committee Meeting Minutes (Updated)**

Present: Robert Bradford, Chairman; Lynn Graves, Madison; Tom O’Halloran, Culpeper; Mike Sands, Rappahannock; 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

*Items in italics were added at the September 6, 2022 Board Meeting in Orange, 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	2023 VACS	Jett Farms Inc.	07-23-0041	505880	Madison	\$ 4,577.15	\$ 0.00
CCI-SL-6W	2023 VACS	Nancy Weik	07-23-0032	499684	Culpeper	\$ 9,416.50	\$ 0.00
CCI-SL-6W	2023 VACS	Frank Thomas	07-23-0034	501994	Orange	\$ 3,044.93	\$ 0.00

CCI-WP-4	2023 VACS	Heavenly Acres Farm	07-23-0057	506612	Greene	\$ 6,950.00	\$ 0.00
FR-3	2023 VACS	Adrianna Cowan-Waddy	07-23-0028	478287	Orange	\$ 41,766.88	\$ 0.00
SL-1	2023 VACS	JJT Virginia Property Ventures LP	07-23-0043	505945	Orange	\$ 9,561.75	\$ 0.00
SL-1	2023 VACS	Stephen Reuss	07-23-0048	506352	Orange	\$ 18,125.00	\$ 0.00
SL-1	2023 VACS	Brooke Farms	07-23-0049	506362	Orange	\$ 23,562.50	\$ 0.00
SL-6N	2023 VACS	Frank Thomas	07-23-0035	499032	Orange	\$ 3,614.00	\$ 486.50
SL-6W	2023 VACS	Debra Speyer	07-23-0051	506435	Orange	\$ 51,465.00	\$ 0.00
SL-6W	2023 VACS	ECC Stables LLC.	07-23-0050	505792	Orange	\$ 66,726.00	\$ 0.00
SL-6W	2023 VACS	ECC Stables LLC.	07-23-0052	506366	Orange	\$ 49,900.00	\$ 0.00
SL-6W	2023 VACS	ECC Stables LLC.	07-23-0054	505848	Orange	\$ 28,075.00	\$ 0.00
SL-6W	2023 VACS	Karen Jennings	07-23-0039	499359	Culpeper	\$ 15,038.00	\$ 0.00
SL-6W	2023 VACS	Amanda G. Davis	07-23-0038	501565	Culpeper	\$ 52,628.00	\$ 0.00
SL-6W	2023 VACS	A. Reid Lohr	07-23-0047	506351	Madison	\$ 112,635.00	\$ 0.00
SL-6W	2023 VACS	Central Virginia Horse Rescue	07-23-0053	467835	Culpeper	\$ 31,915.00	\$ 0.00
SL-7	2023 VACS	Central Virginia Horse Rescue	07-23-0053	505825	Culpeper	\$ 12,908.00	\$ 806.75
SL-7	2023 VACS	Frank Thomas	07-23-0037	495736	Orange	\$ 1,615.35	\$ 330.41
SL-8B	2023 VACS	Joseph Gray	07-23-0055	506603	Culpeper	\$ 27,000.00	\$ 0.00
SL-8B	2023 VACS	Moriah Grain Farm LC	07-23-0033	501788	Culpeper	\$ 30,600.00	\$ 0.00
SL-10	2023 VACS	Richard Duncan	07-23-0029	495639	Culpeper	\$ 9,802.50	\$ 0.00
SL-10	2023 VACS	Adrianna Cowan-Waddy	07-23-0027	498853	Orange	\$ 5,152.50	\$ 0.00
WP-2W	2023 VACS	Jett Farms Inc.	07-23-0042	505881	Madison	\$ 7,526.69	\$ 0.00
WP-4	2023 VACS	Angela Carter	07-23-0020	495673	Culpeper	\$ 37,500.00	\$ 3,125.00
SL-1	2023 VACS	Brian Craig	07-23-0062	510679	Culpeper	\$ 4,125.00	\$ 0.00

2) The following BMP participant has been approved by the Technical Committee for an increase:

Practice	Fund	Participant	Contract	Instance	County	Amount	Tax Credit
SL-6W	2022 VACS	ECC Stables LLC *	07-22-0416	477703	Orange	\$ 40,252.50	\$ 0.00

\*Increase of \$2,357.50, well needed for multi-phase project, changed buffer to 35'.

3) The following BMP participants have been approved by the Technical Committee for payment:

Practice	Fund	Participant	Contract	Instance	County	Amount	Tax Credit
SL-6W	2020 VACS	Belle Plaine Farm LLC	07-20-0274	380997	Madison	\$ 23,204.78	\$ 0.00
SL-6W	2022 VACS	Rocklands LLC*	07-22-0210	468204	Orange	\$102,652.50	\$ 0.00
SL-6W	2023 VACS	Rocklands LLC*	07-22-0210	468204	Orange	\$ 62,564.06	\$ 0.00
SL-7	2022 VACS	Kim Reid**	07-22-0039	437336	Culpeper	\$ 8,983.20	\$ 1,378.83
FR-3	2022 VACS	10 Gables Farm LLC	07-22-0241	468976	Madison	\$ 14,436.88	\$ 0.00
CCI-WP-4	2023 VACS	Heavenly Acres Farm	07-23-0057	506612	Greene	\$ 6,950.00	\$ 0.00

\*Increase for additional stream exclusion fencing, pipeline, and the increased buffer width from 35' to 50'.

\*\* Increase in eligible tax credit due to actual costs exceeding District cost list rates.

4) A BMP participant has requested to transfer three contracts to a new entity:

- a. Contract # 07-15-0300 from Blue Ridge Farm, Inc. to Salubria Farm LLC.
- b. Contract # 07-17-0449 0300 from Blue Ridge Farm, Inc. to Salubria Farm LLC.
- c. Contract # 07-21-0061 0300 from Blue Ridge Farm, Inc. to Salubria Farm LLC.

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

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-4	PO16974	Patricia Baker	07-23-0045	506209	Orange	\$ 6,400.00
RB-4	PO16974	Joyce Jenkins	07-23-0046	506255	Orange	\$ 6,400.00
RB-1	PO16974	Doris Hale	07-23-0060	510678	Orange	\$ 320.00
RB-3M	PO16974	Sydney Pace II	07-23-0061	510630	Orange	\$ 1,000.00

6) The following Upper Rapidan 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	PO17083	Robert Vogt	07-23-0044	506198	Orange	\$ 200.00
RB-1	PO17083	Robert Vogt	07-23-0044	506208	Orange	\$ 200.00

7) The following Rush 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	DEQ17084	William Bear, Jr.	07-23-0059	508666	Rappahannock	\$ 1,600.00

8) 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-1	PO16974	Eric Vaughan	07-23-0025	495777	Orange	\$ 260.00
RB-3M	PO16974	Connie Shifflett	07-22-0413	477662	Orange	\$ 356.25

9) The following Upper Rapidan 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	PO17083	Stacy Buchanan	07-22-0234	477168	Orange	\$ 2,000.00

10) The following Upper York River Residential participant has 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	Joyce Jenkins	07-22-0398	476764	Orange	\$ 3,200.00

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

- a. Norma Perry has transferred responsibility for her RB-4, Contract # 07-22-0269, Instance # 470131 to Matthew Brown.
- b. Wanda Weeks has transferred responsibility for her RB-3M Level 2, Contract # 07-22-0239, Instance # 474786, to Good Buy Real Estate LLC.

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

- a. The District Manager had a preconstruction meeting with the contractors for the wave berm for Beautiful Run #2A. Work on this project will begin soon.

13) Clean Water Farm Awards are due to DCR on October 1, 2022. Please let Staff know if there are any suggestions for these awards.

14) District Staff provided a list of verifications that have been performed to date and any necessary actions required by the Board.

R. Bradford moved to approve the Technical Committee Report and all aforementioned items without any further discussion. M. Sands seconded the motion. (R. Bradford, M. Sands, unanimous)

**6) CLOSED SESSION: PERSONNEL MATTERS**

R. Runkle moved that the Board go into Closed Session at 10:13 A.M. as provided for in the Code of Virginia Section 2.2-3711(A) (1) and to discuss Personnel 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 10:23 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". P. Morris seconded the motion. (R. Runkle, P. Morris, 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**

M. Sands reported that the Rappahannock Farm Tour will take place on September 24<sup>th</sup> and 25<sup>th</sup> and will include about 14 farms.

S. Hill reported that he attended the VASWCD's Strategic Plan Meeting (via Zoom) as well as the Area II Legislative Meeting.

S. Sharpe announced the cancellation of the Beef Program which was originally supposed to take place on September 7. The Program was cancelled due to lack of sign up. Other programs that will take place through Fall and Winter are as follows: Forage and Pasture Management, Farm Safety, Farm Transition, and How to Start a Farm. Also coming up is the Pesticide Recycling Program which will be taking place at various times and locations through the month of October.

S. Morris reported his attendance at the Farm and Ag show in Greene County in early August. He reported an impressive turnout.

L. Graves reported that during the training held at Graves Mountain Lodge, the Rain Garden was installed to completion and that it has since survived a heavy rain. He also reported that he attended the VASWCD Legislative Zoom Meeting over the phone and that dam repair funding listed as priority number five.

## 8) **STAFF REPORTS**

A. McCullen shared that she and other members of staff have begun Engineering Approval Authority Reviews with Amanda Pennington, DCR Engineer, and that this will be completed in the near future.

W. S. Yager reported that he conducted a presentation at the Virginia Seed Company Plant. He shared that the Plant is a great and well stocked establishment.

S. DeNicola reminded the Board that any notes or changes they would like to submit for the Annual Report need to be given as soon as possible. She also reported that her MWEE School Programs are commencing.

R. Jacobs reported on the VASWCD VCAP Training Session held at Graves Mountain Lodge. Thirty people attended and learned how to design, construct, and maintain a Rain Garden. He also reported that he will attend the next Regulatory Advisory Panel (RAP) Meeting for DEQ's Consolidation of Erosion Control and Stormwater Program Regulations. The Consolidated Regulation, once finalized by the RAP, will go to public comment towards the end of Fall or beginning of next year.

G. Wichelns reported that the Grant Proposals for the extended funding of the Upper York TMDL and the brand-new Mountain Run/ Muddy Run/ Lower Hazel TMDL were submitted. If approved, those grants will begin providing funding in November 2023. He also reported that the new 2021 Ford F150 was delivered and that another 2022 vehicle will be delivered in the near future. Wichelns also reported that waveberm reconstruction has commenced at Beautiful Run Dam 2A and the pool has been lowered for such. He also shared an observation that the local newspapers are not running our articles as often as we are used to. Finally, he outlined to the Board members how the District is insuring historically underserved populations are being well informed.

9) **AGENCY REPORTS**

DCR – D. Cross submitted a written report and reviewed a few key items. She reminded all that the FY22 Annual Report needs to be completed no later than September 30<sup>th</sup> and that Quarterly Reports will be due on October 17<sup>th</sup>. She pointed out other important dates and upcoming trainings and reminded the Board that FOIA Trainings need to be completed before the end of the year. She also reminded the Board and staff that Audits are set to begin towards the end of October and she highlighted some Grant Agreement Deliverables on Attachment F.

NRCS – R. Rexrode submitted a written report and A. Cason read the report to the Board.

VDOF – K. Ingram reported that the Department of Forestry is going through some reorganizing and that he will provide the District with an updated contact list as soon as possible. He reported that Greene, Madison, and Rappahannock landowners are eligible on a first come, first serve basis for a PRISM cost share program focusing on Invasive Weed Management.

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

Committees will meet at the Culpeper District Office on Tuesday, September 20, 2022. Personnel 9:00, Operations 9:30, Technical 10:00 followed by RMP-TRC. Tentatively, the Education Committee will meet at the Greene Extension Office on the same day at 3:30 PM. **BOARD MEETING FOR OCTOBER WILL TENTATIVELY BE HELD TUESDAY, October 4, 2022, in person, at 10:00 AM at the Washington Volunteer Fire Hall in Rappahannock County.**

11) **ADJOURNMENT**

L. Graves motioned to adjourn the September 6, 2022 Board meeting at 11:09 AM. T. O'Halloran seconded the motion. (L. Graves, T. O'Halloran, unanimous)

Respectfully Submitted,  
Stevie Ross, Administrative Secretary

Lynn Graves, Chairman



Date Approved: October 4, 2022