

MINUTES
CULPEPER SOIL AND WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING
Pepper's Grill
Culpeper, Virginia 22701
April 4, 2023

The meeting was called to order by Chairman Lynn Graves at 10:12 AM.

DIRECTORS PRESENT:

Lynn Graves, Madison County
Tom O'Halloran, Culpeper County
Dennis Verhoff, 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 Biniek, Rappahannock County
Mike Sands, Rappahannock County
Sarah Sharpe, Virginia Cooperative Extension, Greene County
Brad Jarvis, Associate Director, Madison County
Bob Williamson, Associate Director, Culpeper County

DIRECTORS NOT PRESENT:

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
Lily Smith, Conservation Specialist
W. Spencer Yager, Conservation Specialist

OTHERS PRESENT:

Debbie Cross, DCR
Rex Rexrode, NRCS
Envirothon Teams, EVHS

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

L. Graves called the meeting to order at 10:12 AM. Following a moment of silence, W. Yager led the Pledge of Allegiance. There were five handouts: Technical Committee Addendum, Operations Committee Building Expansion Proposal, DCR Report, and two Staff Reports.

2) **DRAFT MINUTES**

L. Graves called for approval of the substance of the March 7, 2023, Draft District Board Meeting Minutes and for any substantive corrections or additions. M. Sands moved to approve the Minutes as presented. T. O’Halloran seconded the motion. (M. Sands, 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. The Operations Committee Report was removed from the Consent Agenda and placed on the Agenda as 5.2. T. O’Halloran moved to adopt the Agenda as modified. D. Verhoff seconded the motion. (T. O’Halloran, D. Verhoff, unanimous)

4) **CONSENT AGENDA**

Consent Agenda adopted as modified.

EDUCATION COMMITTEE REPORT
TREASURER’S REPORT

5) **ADDITIONS TO AGENDA**

5.1) TECHNICAL COMMITTEE REPORT WITH ADDITIONS:

March 21, 2023 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; Henny Calloway, Conservation Specialist; Lily Smith, Conservation Specialist; Richard Jacobs, Conservation Specialist

Items in italics were reviewed by the Technical Committee and added at the April 4, 2023 Board Meeting in Culpeper, VA

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	Rockmill Vineyards	07-23-0356	524088	Rappahannock	\$ 2,647.50	\$ 0.00
CCI-CNT	2023 VACS	Mike Coates	07-23-0358	524197	Madison	\$ 19,074.75	\$ 0.00
NM-1A	2023 VACS	Paul Compton	07-23-0362	524308	Culpeper	\$ 162.80	\$ 0.00
NM-3C	2023 VACS	Mike Coates	07-23-0360	524211	Madison	\$ 4,577.94	\$ 0.00
SL-6W	2023 VACS	Robert Norris	07-23-0369	524011	Culpeper	\$ 27,338.50	\$ 617.88
SL-6N	2023 VACS	Steve Hensley	07-23-0370	522500	Rappahannock	\$ 10,464.38	\$ 872.03
SL-7	2023 VACS	Bruce Bowman	07-23-0296	522039	Madison	\$ 17,524.02	\$ 1,095.25
SL-7	2023 VACS	Paul Kalb	07-23-0349	523708	Rappahannock	\$ 3,864.00	\$ 241.50
SL-8B	2023 VACS	Mike Coates	07-23-0359	524203	Madison	\$ 25,777.50	\$ 0.00
SL-8H	2023 VACS	Pullen Farm LLC	07-23-0374	524686	Culpeper	\$ 1,800.00	\$ 0.00
SL-10	2023 VACS	Thornhill Farms LLC	07-23-0343	523383	Rappahannock	\$ 9,375.00	\$ 0.00
SL-10	2023 VACS	Rockmill Vineyards	07-23-0357	524090	Rappahannock	\$ 2,325.00	\$ 0.00
WQ-4	2023 VACS	Mike Coates	07-23-0361	524219	Madison	\$ 14,990.40	\$ 0.00
CCI-CNT	2023 VACS	<i>Harris Ag. Properties Inc.</i>	07-23-0388	525157	<i>Orange</i>	\$ 13,575.00	\$ 0.00

FR-3	2023 VACS	Janet H. Makela	07-23-0395	525231	Rappahannock	\$ 2,112.50	\$ 0.00
FR-3	2023 VACS	Frederick Matthews	07-23-0398	525233	Rappahannock	\$ 10,505.00	\$ 0.00
FR-3	2023 VACS	Lynda Davis	07-23-0401	525265	Madison	\$ 20,055.00	\$ 0.00
NM-5N	2023 VACS	Lewis A. Lamb & Sons Inc.	07-23-0394	525219	Madison	\$ 15,580.00	\$ 0.00
NM-5P	2023 VACS	Lewis A. Lamb & Sons Inc.	07-23-0394	525220	Madison	\$ 22,232.00	\$ 0.00
NM-5N	2023 VACS	Cleaveland Farm LLC	07-23-0392	525169	Orange	\$ 6,880.00	\$ 0.00
NM-5P	2023 VACS	Cleaveland Farm LLC	07-23-0392	525168	Orange	\$ 22,880.00	\$ 0.00
NM-5N	2023 VACS	Harris Ag. Properties Inc.	07-23-0390	528159	Orange	\$ 6,480.00	\$ 0.00
NM-5P	2023 VACS	Harris Ag. Properties Inc.	07-23-0390	525160	Orange	\$ 12,000.00	\$ 0.00
NM-5P	2023 VACS	Knight Cattle Corp	07-23-0380	525024	Orange	\$ 2,960.00	\$ 0.00
NM-5N	2023 VACS	Knight Cattle Corp	07-23-0382	525070	Orange	\$ 1,944.00	\$ 0.00
NM-5N	2023 VACS	Ben Southard	07-23-0384	525069	Orange	\$ 348.00	\$ 0.00
SL-6N	2023 VACS	Jacob Gilley	07-23-0377	522113	Madison	\$ 20,985.00	\$ 2,238.75
SL-6N	2023 VACS	Jacob Gilley	07-23-0378	522280	Madison	\$ 19,250.00	\$ 2,062.50
SL-6W	2023 VACS	Christopher A. Webster	07-23-0350	523712	Madison	\$ 13,936.51	\$ 0.00
SL-6W	2023 VACS	Brittany A. Shifflett	07-23-0397	523036	Madison	\$ 52,163.75	\$ 0.00
SL-6W	2023 VACS	Calvin Powell	07-23-0396	474984	Greene	\$ 56,704.31	\$ 0.00
SL-15A	2023 VACS	Harris Ag. Properties Inc.	07-23-0389	525158	Orange	\$ 56,000.00	\$ 0.00
WP-2P	2023 VACS	Hazel River Farm LLC	07-23-0375	524742	Culpeper	\$ 834.10	\$ 0.00
WP-3	2023 VACS	AMCARWILL LLC	07-23-0348	523622	Madison	\$ 4,267.50	\$ 355.63

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-SL-6W	2023 VACS	Paul Kalb	07-23-0341	523379	Rappahannock	\$ 15,756.25	\$ 0.00
CCI-SL-6W	2023 VACS	Rockmill Vineyards	07-23-0356	524088	Rappahannock	\$ 2,647.50	\$ 0.00
SL-6W	2023 VACS	Piedmont Grain & Cattle Inc.	07-23-0197	519953	Madison	\$ 21,542.20	\$ 0.00
SL-8B	2023 VACS	Tyler Marshall	07-23-0244	520342	Orange	\$ 13,425.30	\$ 0.00
SL-8H	2023 VACS	Goodwin Brothers LLC	07-23-0312	522688	Orange	\$ 1,407.00	\$ 0.00
SL-8B	2023 VACS	Goodwin Brothers LLC	07-23-0312	522689	Orange	\$ 6,405.70	\$ 0.00
SL-8B	2023 VACS	Alexander Stumpf	07-23-0117	517579	Orange	\$ 3,870.00	\$ 0.00
CCI-CNT	2023 VACS	Piedmont Grain and Cattle Inc.	07-23-0315	522979	Orange	\$ 25,000.00	\$ 0.00
NM-1A	2023 VACS	Piedmont Grain and Cattle Inc.*	07-23-0316	522984	Orange	\$ 2,728.20	\$ 0.00
FR-3	2023 VACS	10 Gables Farm LLC**	07-23-0130	517670	Madison	\$ 13,281.25	\$ 0.00
FR-3	2023 VACS	Rose M. Parris	07-23-0013	477231	Culpeper	\$ 12,869.38	\$ 0.00
SL-6W	2022 VACS	Dean Schultz	07-22-0254	469536	Greene	\$ 30,909.75	\$ 0.00
SL-6W	2023 VACS	Debra Speyer	07-23-0051	506435	Orange	\$ 47,018.03	\$ 0.00
SL-6W	2023 VACS	Debra Speyer	07-23-0346	523640	Orange	\$ 18,362.55	\$ 0.00
NM-1A	2023 VACS	Paul Compton	07-23-0362	524308	Culpeper	\$ 162.80	\$ 0.00
SL-6N	2021 VACS	Roy Boldridge	07-21-0222	388327	Culpeper	\$ 12,284.03	\$ 3,311.99
SL-6N	2022 VACS	Roy Boldridge	07-21-0222	388327	Culpeper	\$ 1,766.37	\$ 0.00
SL-6N	2023 VACS	Roy Boldridge	07-21-0222	388327	Culpeper	\$ 2,189.20	\$ 0.00
SL-6W	2022 VACS	Ann Brooking Holladay Estate	07-22-0404	476268	Culpeper	\$ 30,380.60	\$ 0.00
SL-6W	2023 VACS	Ann Brooking Holladay Estate	07-22-0404	476268	Culpeper	\$ 4,505.14	\$ 0.00
SL-7	2022 VACS	William Thornton	07-22-0121	466338	Orange	\$ 13,288.00	\$ 3,085.10
SL-7	2023 VACS	William Thornton	07-22-0121	466338	Orange	\$ 429.60	\$ 0.00
SL-7	2022 VACS	David Sears	07-22-0405	476602	Orange	\$ 7,865.40	\$ 1,169.48
SL-7	2023 VACS	David Sears	07-22-0405	476602	Orange	\$ 351.68	\$ 0.00
WP-2P	2023 VACS	Hazel River Farm LLC	07-23-0375	524742	Culpeper	\$ 834.10	\$ 0.00

WP-2W	2021 VACS	Chris Parrish	07-21-0193	422343	Rappahannock	\$ 7,440.00	\$ 0.00
WP-2W	2022 VACS	Chris Parrish	07-21-0193	422343	Rappahannock	\$ 1,644.68	\$ 0.00
WP-2W	2021 VACS	Chris Parrish	07-21-0207	422350	Rappahannock	\$ 5,840.00	\$ 87.46
WP-2W	2022 VACS	Chris Parrish	07-21-0207	422350	Rappahannock	\$ 790.04	\$ 0.00

*The Technical Committee approved an increase of 164.10 acres added to the nutrient management plan prior to payment approval.

**The Technical Committee approved an increase of acres planted prior to payment approval.

3) The following BMP participant has cancelled their application

Practice	Fund	Participant	Contract	Instance	County	Amount	Tax Credit
FR-3	2023 VACS	Adrianna Cowan-Waddy	07-23-0028	478287	Orange	\$ 41,766.88	\$ 0.00

4) The following Virginia Conservation Assistance Program (VCAP) practice has been approved by the Technical Committee for funding:

Practice	Applicant	County	Amount
Conservation Landscaping (CL-3)	Tom Choman	Orange	\$ 7,000.00
Dry Swale (VSC-DS)	Tom Choman	Orange	\$ 7,257.11
Bioretention (BR)	Lake of the Woods Association	Orange	\$ 16,000.00

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

Practice	Fund	Participant	Contract	Instance	County	Amount	Tax Credit
SL-1	2023 VACS	David Wayne Brown*	07-23-0236	520108	Culpeper	\$ 11,215.88	\$ 0.00

*The Technical Committee approved an increase in acres, from 11 acres to 27.19 acres.

6) Contract # 07-22-0404 was transferred from Ann B. Holladay to Ann Brooking Holladay Estate prior to payment.

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

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-1	PO16974	Bradley James	07-23-0367	524592	Orange	\$ 200.00
RB-1	PO16974	Harding Nicholson	07-23-0364	524559	Orange	\$ 240.00
RB-1	PO16974	Patricia Cumberbatch	07-23-0366	524574	Orange	\$ 200.00
RB-1	PO16974	Oscar Landes	07-23-0387	525086	Orange	\$ 220.00
RB-1	PO16974	Will Liken	07-23-0386	525082	Orange	\$ 200.00
RB-3M	PO16974	Jenny Chitwood	07-23-0400	525262	Orange	\$ 1,200.00
RB-3M	PO16974	Edna Bratz	07-23-0373	524675	Orange	\$ 1,600.00

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

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-1	DEQ17220	James Berry II	07-23-0393	525181	Madison	\$ 200.00
RB-1	DEQ17220	Jamie Carpenter	07-23-0385	525080	Madison	\$ 200.00
RB-3M	DEQ17220	William Nicholson	07-23-0363	524556	Madison	\$ 1,000.00
RB-3M	DEQ17220	Richard Flinders	07-23-0365	524573	Madison	\$ 1,000.00
RB-3M	DEQ17220	Lauren Eanes	07-23-0368	524598	Madison	\$ 2,000.00
RB-3M	DEQ17220	Ronald Peters	07-23-0376	524760	Culpeper	\$ 1,000.00
RB-3M	DEQ17220	Linda Maurer	07-23-0399	525256	Madison	\$ 1,000.00
RB-3M	DEQ17220	Wendy Holt	07-23-0402	525266	Culpeper	\$ 1,000.00

9) *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	Samantha Johnson	07-23-0318	522983	Orange	\$ 200.00
RB-1	PO16974	Brenda Clark	07-23-0324	523001	Orange	\$ 200.00
RB-1	PO16974	William Jones	07-23-0309	522502	Orange	\$ 320.00
RB-3M	PO16974	Mary Schlegel	07-23-0001	480965	Orange	\$ 567.45

10) *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	DEQ17220	Phyllis Browning	07-23-0271	521292	Madison	\$ 220.00
RB-1	DEQ17220	Janet Foster	07-23-0317	522981	Madison	\$ 200.00
RB-1	DEQ17220	Virginia Hydock	07-23-0321	522995	Madison	\$ 206.25

11) *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	Bimal Shah	07-22-0397	476726	Orange	\$ 1,000.00

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

- a. Annual dam inspection dates are April 5th and 6th. Anyone wishing to attend should notify the District Manager.
- b. Dam maintenance work was shown to contractors on March 20, 2023. Bids are due and will be opened on April 10, 2023. The Committee requests the authority of the Board to open and award the winning bid.

13) The Technical Committee discussed the SL-10E Pilot Practice. The District will let DCR know that they will continue the pilot project in FY2024.

R. Bradford moved to approve the report as presented and recommended the Committee continue to develop the proposal. T. O’Halloran seconded the motion. (R. Bradford, T. O’Halloran, unanimous)

5.2) OPERATIONS COMMITTEE REPORT:

G. Wichelns brought attention to item number two on the Operations Committee Report; the Committee recommendation includes cancelling the District’s current automobile insurance policy with Virginia Farm Bureau and enrolling in the Commonwealth’s Car Care Program offered by the Virginia Department of Treasury Risk Management Program. The Car Care Program is less expensive than private insurance for the same coverages for comprehensive and collision.

G. Wichelns opened a discussion regarding item number one on the Committee Report, the Map and Draft Construction Plan from the District’s Landlord, Mr. M. Corbin. The District is proposing to construct an addition to the current office building, allowing for more office and storage space, as well as an additional conference room. The plan includes four additional offices, a conference room, and pass through hallway from the current space. Discussion ensued on numerous details to discuss with both the building owner and a private attorney experienced in real estate law to develop a proposal.

L. Graves called for Committee Report approval including the decision to cancel the District’s Auto Insurance Policy with Virginia Farm Bureau and signing up for Commonwealth Car Care Program. It also includes granting permission to the Operations Committee to engage with a private attorney to discuss real estate matters and continue to develop a full proposal with Mr. Corbin. R. Bradford moved to approve the report as presented. 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 10:28 A.M. as provided for in the Code of Virginia Section 2.2-3711(A) (1) 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 10:37 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. Runkle, 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

M. Sands reported that he will be attending a talk hosted by Allen Williams on Grazing Cover Crops that includes a field session at Auburn Farm in Brandy Station.

S. Hill reported that he attended the VSWCB Meeting and that they looked over proposed VACS Manual changes that will be voted on next meeting. He reported that one change will be that government funds will be allowed to fund practices up to 100 percent and not be restricted by VACS language.

S. Sharpe reported that she is partnering with Carrie Swanson from Albemarle County for a Goat Class. The class will include a six week online portion as well as one full day in person.

B. Jarvis reported that the water testing clinic, which the District helps to sponsor, is providing water testing and educational sessions.

S. Morris reported on a recent issue in Greene County where a farmer completed a project with the District, and has apparently lost access to the property. The discussion regarding this will continue in Committees.

L. Graves reported that he attended the Virginia Soil and Water Conservation Districts Association meeting and aided in conducting interviews for the new Assistant VCAP Coordinator. There were six applicants. A decision will be announced at a later date. He also attended the Excellence in Ag Banquet and presented the Legislator of the Year Award to Delegate Barry Knight. He also reminded the Board that the Area II Meeting will be on April 19th and that the deadline to register is this week.

8) STAFF REPORTS

S. DeNicola reported that the tree sale was a success, selling a total of 10,000 trees, which is twice as much as last year. She let the Board know that there are leftover Mulberry trees available. She also reported that she will remain busy with MWEE for the rest of Spring and that Envirothon will be held on April 19th. She also reported that she attended Heritage Day at Graves Mountain Lodge.

R. Jacobs reported that the March Workshops appear to have sparked interest in VCAP as well as other Technical Assistance, and that his number of field visits has been increasing as a result. He reported that he will be constructing a Rain Garden at Lake of the Woods' "Love the Lake Day," which will be hosted in Lake of the Woods on Earth Day.

D. Massie reported that he will be attending the Allen Williams session with Mike Sands. He also reported on the increased call volume resulting from the success of March Workshops.

H. Calloway reported that the Upper Rapidan and Upper Hazel TMDL areas have been expanded in size to include all of the Implementation Plan watersheds. She is glad to be able to offer more assistance to more people.

G. Wichelns reported that he received the official Audit Report for FY21 and FY22. He also reported that the engineering phase regarding pending dam repairs is still underway and that in addition to tomorrow's inspections, annual maintenance bids will be opened next Monday. He also reported that the Rivanna River Basin Commission is revitalizing. He suggests they communicate with DEQ and encourage development of the North Fork Rivanna TMDL for 319 Funding. This area has a benthic impairment and will implement phosphorus reduction and sediment reduction.

9) **AGENCY REPORTS**

DCR – D. Cross took a moment to go over a few of the items in her written report. She reminded staff that Quarterly Reports are due on April 17th and that carryovers going in to their 4th program year need to be submitted to Sara Bottenfield by May 15th. She also reminded staff that all suggestions for TAC need to be submitted by April 28th. She also mentioned that Ashleigh Cason has been revitalizing the JED and that those in person trainings will now be held on the 2nd Tuesday of each month.

NRCS – R. Rexrode spoke on some of the items in his written report. He shared that the National Office Tour was conducted on March 29th and that it went well, with good visits and good conversations. He also reported that Charles Ivins has accepted the Assistant State Conservationist for Field Operations for NRCS Area I position and will begin his new role at the end of April. He reported that EQIP has been slow this year with only six preapprovals.

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

Committees will meet at the Madison Extension Office on Tuesday, April 18, 2023. Personnel 9:00, Operations 9:30, Technical 10:00. The Education Committee will not meet in April. **BOARD MEETING FOR MAY WILL BE HELD AT 10:00 AM ON TUESDAY, May 2, 2023, in person, at the Madison County Extension Office.**

11) **ADJOURNMENT**

L. Graves motioned to adjourn the April, 2023 Board meeting at 11:16 AM. R. Brame seconded the motion. (L. Graves, R. Brame, unanimous)

Respectfully Submitted,
Stevie Ross, Administrative Secretary

Lynn Graves, Chairman



Date Approved: May 2, 2023