

MINUTES
CULPEPER SOIL AND WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING
Town of Orange Public Works
Orange, Virginia
December 12, 2023

The meeting was called to order by Chairman Lynn Graves at 10:05 AM.

DIRECTORS PRESENT:

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

DIRECTORS NOT PRESENT:

Stephen Hill, Madison County
Bob Williamson, Associate Director, Culpeper County
Brad Jarvis, Associate Director, Madison County

STAFF PRESENT:

Greg Wichelns, District Manager
Stevie Ross, Administrative Secretary/Financial Specialist
Kendall Dellinger, Conservation Specialist
Stephanie DeNicola, Education Specialist
Richard Jacobs, Conservation Specialist
David Massie, Conservation Specialist
Amanda McCullen, Conservation Specialist
R. Cheyenne Sheridan, Conservation Specialist
Lily Smith, Conservation Specialist
W. Spencer Yager, Conservation Specialist

OTHERS PRESENT:

Debbie Cross, DCR
Rex Rexrode, NRCS
Stuart Baker, VDOF
Davis Lamb, Greene County BOS

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

L. Graves called the meeting to order at 10:03 AM. Following a moment of silence, W. Yager led the Pledge of Allegiance. There were two handouts: Technical Committee Additions and DCR Report.

2) **DRAFT MINUTES**

L. Graves called for approval of the substance of the November 7, 2023, Draft District Board Meeting Minutes and for any substantive corrections or additions. T. O’Halloran moved to approve the Minutes as presented. P. Morris seconded the motion. (T. O’Halloran, P. 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. S. Morris seconded the motion. (T. O’Halloran, S. Morris, unanimous)

4) **CONSENT AGENDA**

Consent Agenda adopted as modified.

OPERATIONS COMMITTEE REPORT
 EDUCATION COMMITTEE REPORT
 TREASURER’S REPORT

5) **ADDITIONS TO AGENDA**

5.1) **TECHNICAL COMMITTEE REPORT WITH ADDITIONS**

November 21, 2023 Technical Committee Meeting Minutes (Updated)

Present: Robert Bradford, Chairman; Lynn Graves, Madison; Robert Runkle, Greene; Greg Wichelns, District Manager; Spencer Yager, Conservation Specialist; David Massie, Conservation Specialist; Amanda McCullen, Conservation Specialist; Henny Calloway, Conservation Specialist; Kendall Dellinger, Conservation Specialist; Lily Smith, Conservation Specialist; Cheyenne Sheridan, Conservation Specialist; Richard Jacobs, Conservation Specialist

Items in italics were added at the December 12, 2023 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	2024 VACS	Retreat Farm Produce Co. LLC	07-24-0304	581395	Orange	\$ 14,875.00	\$ 0.00
FR-1	2024 VACS	Kevin Cromwell	07-24-0273	579489	Rappahannock	\$ 33,30.00	\$ 2,175.00
FR-3	2024 VACS	Kevin Cromwell	07-24-0273	579496	Rappahannock	\$ 16,712.50	\$ 0.00
NM-5N	2024 VACS	2 Rivers Cattle Company	07-24-0322	581795	Culpeper	\$ 429.84	\$ 0.00
SL-6W	2024 VACS	Moonlight Woods LLC	07-24-0318	562461	Culpeper	\$ 73,687.50	\$ 0.00
SL-6W	2024 VACS	Bonnie Walsh	07-24-0279	579726	Madison	\$ 44,737.50	\$ 0.00
SL-6W	2024 VACS	Anna Levin	07-24-0223	577358	Culpeper	\$ 21,127.50	\$ 0.00
SL-8B	2024 VACS	Mystic Hill Farms LLC	07-24-0296	581126	Culpeper	\$ 1,520.00	\$ 0.00
SL-8H	2024 VACS	Meadow Grove Farm LLC	07-24-0214	576823	Rappahannock	\$ 640.00	\$ 0.00
SL-8B	2024 VACS	Bobby McDaniel	07-24-0319	581791	Greene	\$ 4,124.70	\$ 0.00
SL-8B	2024 VACS	John McDaniel	07-24-0320	581792	Greene	\$ 1,601.10	\$ 0.00
SL-8H	2024 VACS	J. C. Smith Farm Part. LLP	07-24-0321	581793	Madison	\$ 1,181.20	\$ 0.00
SL-8B	2024 VACS	J. C. Smith Farm Part. LLP	07-24-0321	581796	Madison	\$ 1,368.00	\$ 0.00
SL-8B	2024 VACS	Chancellors Rock Farm LLC	07-24-0308	581715	Rappahannock	\$ 5,400.00	\$ 0.00
SL-10	2024 VACS	Timothy Beahm	07-24-0298	581163	Rappahannock	\$ 1,387.50	\$ 0.00

SL-10	2024 VACS	Timothy Beahm	07-24-0298	581798	Rappahannock	\$ 2,850.00	\$ 0.00
SL-10	2024 VACS	Red Oak Mountain - Lawyers Farm LLC	07-24-0307	581498	Rappahannock	\$ 6,750.00	\$ 0.00
SL-8H	2024 VACS	Henshaw & Sons Farm LLC	07-24-0330	582144	Madison	\$ 1,000.00	\$ 0.00
SL-8B	2024 VACS	Glenmary Farm LLC	07-24-0332	582225	Culpeper	\$ 66,241.50	\$ 0.00
SL-8H	2024 VACS	Glenmary Farm LLC	07-24-0332	582226	Orange	\$ 20,634.90	\$ 0.00
SL-8B	2024 VACS	Glenmary Farm Holdings LLC	07-24-0333	582227	Culpeper	\$ 39,317.10	\$ 0.00
SL-8H	2024 VACS	Glenmary Farm Holdings LLC	07-24-0333	582228	Culpeper	\$ 5,709.40	\$ 0.00
SL-8B	2024 VACS	Glenmary Farm Holdings LLC	07-24-0333	582241	Culpeper	\$ 112,814.80	\$ 0.00
SL-8H	2024 VACS	Western View LLC	07-24-0334	582230	Orange	\$ 4,748.20	\$ 0.00
SL-8B	2024 VACS	Western View LLC	07-24-0334	582229	Culpeper	\$ 66,076.20	\$ 0.00
SL-8B	2024 VACS	Nixon Farms LLC	07-24-0335	582231	Culpeper	\$ 6,303.00	\$ 0.00
SL-8B	2024 VACS	Tom Nixon	07-24-0336	582232	Orange	\$ 20,895.70	\$ 0.00
SL-8H	2024 VACS	Tom Nixon	07-24-0336	582233	Orange	\$ 77.00	\$ 0.00
SL-8B	2024 VACS	Belair Dairy LLC	07-24-0339	582285	Culpeper	\$ 18,963.00	\$ 0.00
SL-8B	2024 VACS	Battlepark Farm	07-24-0340	582296	Culpeper	\$ 49,518.50	\$ 0.00
SL-8H	2024 VACS	Battlepark Farm	07-24-0340	582297	Culpeper	\$ 13,249.20	\$ 0.00
SL-8B	2024 VACS	C L Farms LLC	07-24-0323	581932	Culpeper	\$ 45,812.70	\$ 0.00
SL-8H	2024 VACS	Pullen Farm LLC	07-24-0324	581994	Culpeper	\$ 2,200.00	\$ 0.00
SL-8B	2024 VACS	Pullen Farm LLC	07-24-0324	581995	Culpeper	\$ 7,700.00	\$ 0.00
SL-6W	2024 VACS	Keith Morris	07-24-0329	582114	Culpeper	\$ 30,890.00	\$ 0.00
SL-6W	2024 VACS	Keith Morris	07-24-0349	582480	Culpeper	\$ 82,912.50	\$ 0.00
SL-6W	2024 VACS	Chris Parrish	07-24-0337	578124	Rappahannock	\$ 57,154.00	\$ 0.00
SL-6W	2024 VACS	Jessica Graves	07-24-0297	581154	Orange	\$ 16,905.00	\$ 0.00
SL-6W	2024 VACS	Robert Balcerzak	07-24-0200	571914	Rappahannock	\$ 34,315.00	\$ 0.00
SL-7	2024 VACS	Audrey Regnery	07-24-0305	581430	Rappahannock	\$ 8,192.00	\$ 462.00
SL-10	2024 VACS	Ronald Taylor	07-24-0278	579555	Orange	\$ 3,883.50	\$ 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-10	2024 VACS	Bruce Hegyi	07-24-0107	555722	Culpeper	\$ 4,041.75	\$ 0.00
SL-7	2023 VACS	Eugene Triplett	07-23-0292	521747	Culpeper	\$ 5,936.00	\$ 1,356.00
SL-6W	2021 VACS	Salubria Farm, LLC	07-21-0061	402369	Culpeper	\$ 31,547.50	\$ 0.00
SL-6W	2023 VACS	Salubria Farm, LLC	07-21-0061	402369	Culpeper	\$ 6,720.15	\$ 0.00
SL-6W	2022 VACS	Ron L. Burleson	07-22-0297	470913	Orange	\$ 7,963.75	\$ 0.00
SL-6W	2023 VACS	Ron L. Burleson*	07-22-0297	470913	Orange	\$ 2,073.23	\$ 0.00
NM-6	2024 VACS	Lewis A Lamb & Sons Inc.	07-24-0190	570073	Madison	\$ 4,500.00	\$ 0.00
SL-6W	2023 VACS	Ronnie Hawkins	07-24-0076	544545	Madison	\$ 28,970.70	\$ 2,227.81
SL-6W	2024 VACS	Victoria L. Siegelman	07-24-0011	530862	Orange	\$ 58,337.50	\$ 0.00
SL-10	2024 VACS	Ronald Taylor	07-24-0278	579555	Orange	\$ 3,883.50	\$ 0.00
SL-6W	Upper Rapidan	Tucker Farms LLC**	07-23-0066	510917	Madison	\$ 74,791.00	\$ 0.00

*The Technical Committee approved an increase for updated FY2023 cost estimate revisions.

**The Technical Committee approved an increase for additional buffer acres due to increased fence setback.

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

<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-6W	2024 VACS	Erich Jenkins*	07-24-0066	542538	Madison	\$ 3,154.72	\$ 0.00

*The Technical Committee approved an increase due to adding a spring development.

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-1	DEQ17220	David Schmechel	07-24-0313	581743	Madison	\$ 260.00
RB-1	DEQ17220	Darrel Dixon	07-24-0310	581738	Madison	\$ 200.00
RB-1	DEQ17220	Barry Mountain	07-24-0314	581745	Madison	\$ 200.00
<i>RB-1</i>	<i>DEQ17220</i>	<i>William Nicholson</i>	<i>07-24-0328</i>	<i>582087</i>	<i>Madison</i>	<i>\$ 200.00</i>
<i>RB-1</i>	<i>DEQ17220</i>	<i>Richard Williams</i>	<i>07-24-0345</i>	<i>582387</i>	<i>Madison</i>	<i>\$ 200.00</i>
RB-3M	DEQ17220	William Nicholson	07-24-0299	581174	Madison	\$ 2,000.00
RB-3M	DEQ17220	Donaphine Shamburg	07-24-0208	581897	Madison	\$ 2,400.00
<i>RB-3M</i>	<i>DEQ17220</i>	<i>Sam Strahan</i>	<i>07-24-0342</i>	<i>582348</i>	<i>Madison</i>	<i>\$ 1,000.00</i>
<i>RB-3M</i>	<i>DEQ17220</i>	<i>Judy Ann Fray</i>	<i>07-24-0343</i>	<i>582349</i>	<i>Madison</i>	<i>\$ 1,000.00</i>
<i>RB-3M</i>	<i>DEQ17220</i>	<i>Brian Baird</i>	<i>07-24-0290</i>	<i>582461</i>	<i>Madison</i>	<i>\$ 2,200.00</i>
RB-5	DEQ17220	Kiana Jackson	07-24-0315	581747	Culpeper	\$ 19,200.00

5) 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-1	DEQ17084	Michael Chapman	07-24-0316	581749	Culpeper	\$ 200.00
RB-1	DEQ17084	Kristin Brewer	07-24-0317	581753	Culpeper.	\$ 200.00
<i>RB-1</i>	<i>DEQ17084</i>	<i>Hilray Carpenter</i>	<i>07-24-0331</i>	<i>582182</i>	<i>Culpeper</i>	<i>\$ 200.00</i>
RB-3M	DEQ17084	Gregory Dixon	07-24-0302	581210	Rappahannock	\$ 1,000.00
<i>RB-3M</i>	<i>DEQ17084</i>	<i>Edward Abramson</i>	<i>07-24-0344</i>	<i>582357</i>	<i>Rappahannock</i>	<i>\$ 1,000.00</i>

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	Jamie Eveland	07-24-0312	581741	Greene	\$ 200.00
RB-1	PO17083	John Slaughter	07-24-0311	581740	Madison	\$ 200.00
RB-1	PO17083	Ann Dabney	07-24-0309	581735	Orange	\$ 200.00
<i>RB-1</i>	<i>PO17083</i>	<i>Henry Gallihugh</i>	<i>07-24-0236</i>	<i>582090</i>	<i>Madison</i>	<i>\$ 220.00</i>
<i>RB-3M</i>	<i>PO17083</i>	<i>David Brizzolara</i>	<i>07-24-0325</i>	<i>582012</i>	<i>Orange</i>	<i>\$ 2,000.00</i>
<i>RB-3M</i>	<i>PO17083</i>	<i>Elizabeth Brantley</i>	<i>07-24-0326</i>	<i>582014</i>	<i>Orange</i>	<i>\$ 1,500.00</i>
<i>RB-3M</i>	<i>PO17083</i>	<i>Erica Meadows</i>	<i>07-24-0351</i>	<i>582531</i>	<i>Orange</i>	<i>\$ 1,000.00</i>
RB-4	PO17083	Jennings Webb	07-24-0113	581797	Madison	\$ 6,400.00

7) 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>
<i>RB-1</i>	<i>PO17407</i>	<i>Patricia Jackson</i>	<i>07-24-0286</i>	<i>581101</i>	<i>Orange</i>	<i>\$ 320.00</i>
<i>RB-1</i>	<i>PO17407</i>	<i>Lisa Atkinson</i>	<i>07-24-0346</i>	<i>582430</i>	<i>Orange</i>	<i>\$ 200.00</i>
<i>RB-3M</i>	<i>PO17407</i>	<i>Zachery Trask</i>	<i>07-24-0341</i>	<i>582347</i>	<i>Orange</i>	<i>\$ 2,000.00</i>

8) The following Upper Hazel 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-1	PO17084	Alice Racer	07-24-0132	578583	Rappahannock	\$ 320.00

9) The following Upper Rapidan 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	PO17083	William Hood	07-24-0138	561927	Madison	\$ 200.00
RB-1	PO17083	Norman Slezak	07-24-0065	542525	Greene	\$ 200.00
RB-1	PO17083	Rebecca Gore	07-24-0183	568379	Madison	\$ 200.00
RB-1	PO17083	Kevin Dove	07-24-0287	581103	Madison	\$ 200.00

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	Samuel Pattie	07-24-0257	578965	Madison	\$ 187.50
RB-1	DEQ17220	Monica Dodson	07-24-0239	578518	Madison	\$ 187.50
RB-1	DEQ17220	Russell Dodson	07-24-0292	581117	Culpeper	\$ 200.00
RB-1	DEQ17220	Russell Dodson	07-24-0292	581119	Culpeper	\$ 200.00
RB-1	DEQ17220	Kate Dunnivan	07-24-0248	578791	Madison	\$ 187.50
RB-1	DEQ17220	Bobby Jenkins	07-24-0249	578794	Madison	\$ 300.00
RB-1	DEQ17220	Bobby Jenkins	07-24-0249	578794	Madison	\$ 300.00
RB-4	DEQ17220	William Berry	07-24-0187	569007	Madison	\$ 4,000.00

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-3M	DEQ17220	Donaphine Shamburg	07-24-0208	576035	Madison	\$ 1,200.00
RB-3M	PO17083	Jennings Webb	07-24-0113	556531	Madison	\$ 1,600.00
RB-3M	DEQ17084	Sarah Scott	07-23-0466	528061	Culpeper	\$ 1,000.00
RB-3M	DEQ17220	William Nicholson	07-23-0363	524556	Madison	\$ 1,000.00
RB-3M	PO17083	Henry Gallihugh	07-24-0236	578510	Madison	\$ 1,100.00
RB-3M	DEQ17220	Brian Baird	07-24-0260	581115	Madison	\$ 1,100.00

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

- a. The District will advertise dam work for bid for: a wave berm, new gate valve, and embankment regrading at Beautiful Run #1B; a wave berm at Mountain Run Dam #13; concrete repairs to the primary spillways at Mountain Run Dam #8A and Mountain Run #13; drain tile at Beautiful Run #5.

13) The Technical Committee reviewed the Strategic Plan. The Committee felt that all was being addressed.

14) The Technical Committee reviewed newly updated forms for the Virginia Conservation Assistance Program. Concerns were expressed that it wasn't clear that a District Director's signature was required. This is recommended and will be communicated back to VCAP staff.

15) The Board approved the advertisement of dam repair work.

R. Bradford moved to approve the Technical Committee Report as presented, including the authority to begin advertising for contractors to facilitate dam repairs. P. Morris seconded the motion. (R. Bradford, P. Morris, unanimous)

5.2) OTHER REPORTINGS

G. Wichelns reported that the District's Strategic was reviewed by all Committees.

G. Wichelns recommended Board approval to grant the District Legislative Committee the authority to forward the VASWCD Legislative Priorities to the District's Virginia General Assembly representatives. R. Brame moved to grant authority for this action to the Committee. P. Morris seconded the motion. (R. Brame, P. Morris, unanimous)

6) CLOSED SESSION: PERSONNEL MATTERS

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

Following the return from Closed Session, R. Runkle moved to reconvene at 10:21 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**

R. Runkle reported that he attended the VASWCD Annual Meeting last week and that it went very well. He reported that he attended multiple information sessions there, including a well-delivered COIA Training. He reported his pride in the Culpeper District for excelling in multiple categories and congratulated Brad Jarvis and Kendall Dellinger for their awards. He also reported that he attended the Greene County Farm Bureau Meeting with Delegates. He suggested that the Board keep an eye on upcoming developments in how agencies manage the holding and co-holding of easements as there may be some changes on the horizon.

M. Biniek reported that he has made multiple attempts to complete the COIA training online but has hit technical difficulties each time. He made arrangements to complete the training at the Culpeper Office and invited others to do the same if needed.

S. Sharpe reported that the North Fork Rivanna River TMDL Implementation Plan Meeting will be held in the Greene Extension Office on December 13th at 1:00 and reminded all that this weekend is the Women in Ag event being held at Graves Mountain Lodge. She also reported that she will be providing a pesticide re-certification opportunity at her office on January 24, 2024.

S. Morris announced that David Cox has been elected to fill the open seat in Greene County for the District Board.

T. O'Halloran reported that he attended the Rappahannock River Basin Commission Meeting. He noted that there is now a website intended to help individuals learn what BMP could hypothetically go where. It was his impression that Orange County is not included in the website functions. Solar energy was also discussed and it was mentioned that even if livestock were allowed to graze in solar farms, there would be limited grass due to the conditions caused by the shade of the solar panels.

L. Graves thanked District Staff for putting together a wonderful Awards Banquet last month. He reported his attendance at the Annual Meeting and that he is concluding his term as President of the Virginia Association. He congratulated Brad Jarvis and Kendall Dellinger for receiving awards and presented Robert Brame with a pin for fifteen years of service as a Director.

8) **STAFF REPORTS**

K. Dellinger thanked the Board for nominating her for the Chaffin Employee of the Year Award that was presented to her at the Annual Meeting.

S. DeNicola reported that the efforts made to surprise John Jeffries with the Educator of the Year Award at the Awards Banquet went extraordinarily well and that he was very surprised and grateful. She shared that Envirothon was hosted at Graves Mountain Lodge last month with record-high attendance of roughly 250 people. She also reported that Brad Jarvis has announced that he will retire at the end of June 2024 and reminded everyone interested to order trees.

R. Jacobs reported that he held an Erosion and Sediment Control workshop in Culpeper on December 1st and that about thirty people attended. DEQ was able to present and discuss program changes. He reported that multiple contractors and inspectors were present and that it was a successful workshop.

G. Wichelns reported that there will be an Implementation Plan meeting for the Upper Rapidan watershed during the month of February 2024. He also reported that the District has received grants for both the Upper York and the Mountain Run/Muddy Run watersheds that are now open for applications. He thanked staff for their effort in last month's Awards Banquet and congratulated them on a job well done.

9) **AGENCY REPORTS**

DCR- D. Cross submitted a written report. She thanked Philip Morris for eight years of service with the District and congratulated Kendall Dellinger, Brad Jarvis, and Robert Brame for their accomplishments. She reported that DCR will send letters to elected and reelected Directors once the election has been verified by the Board of Elections. She reminded all Directors that the Oath of Office must be executed with the local Clerk of Court by 12/31/2023 and that this must be done before a director can vote on SWCD business. She also reminded directors that COIA training must be completed every two years, or within two months of assuming office if newly elected.

NRCS- R. Rexrode submitted a written report and took a moment to highlight a few key items. R. Rexrode reported that he received an email from the NRCS State Conservationist complimenting the VASWCD on their meeting and the success of the event. He also reported two staff changes: Ashleigh Cason has left the Culpeper Service Center to begin a job as the District Conservationist of the Verona Service Center and Rural Development's Steven Davis has announced that he will retire at the end of December 2023. Neither staff member is being replaced at this time, but the Soil Conservationist from Fredericksburg has offered to help as needed.

VDOF- S. Baker reported that that 2024 Calendars are being distributed. He reported that fire season is over, but fire safety is still important. He urged all to keep fire extinguishers in accessible locations and on all equipment.

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

Committees will meet at the Culpeper District Office on Tuesday, December 19, 2023. Personnel 9:00, Operations 9:30, Technical 10:00. The Education Committee will meet on the same day at the Madison Extension Office at 3:30. **BOARD MEETING FOR JANUARY WILL BE HELD AT 10:00 AM ON TUESDAY, January 2, 2024, in person, at the Washington Fire Hall located in Rappahannock County.**

11) **ADJOURNMENT**

L. Graves motioned to adjourn the December 2023 Board meeting at 11:11 AM. P. Morris seconded the motion. (L. Graves, P. Morris, unanimous)

Respectfully Submitted,
Stevie Ross, Administrative Secretary

Lynn Graves, Chairman



Date Approved: January 2, 2024