

# MINUTES

## CULPEPER SOIL AND WATER CONSERVATION DISTRICT

### **BOARD MEETING PVCC Stanardsville, Virginia September 4, 2018**

The meeting was called to order by Chairman Lynn Graves at 9:37 A.M.

**DIRECTORS PRESENT:** Lynn Graves, Madison County  
Philip Morris, Greene County  
Robert Bradford, Orange County  
Robert Brame, Orange County  
Tom O'Halloran, Culpeper County  
Robert Runkle, Greene County  
Steve Morris, Greene County Director, At Large  
Sarah Sharpe, Virginia Cooperative Extension, Greene County

**DIRECTORS ABSENT:** Jim Byrne, Madison County Associate Director  
Mike Biniak, Rappahannock County  
Monira Rifaat, Rappahannock County  
Andrew Campbell, Culpeper County  
Steve Hill, Madison County  
Warren Lee, Orange County, Associate Director  
Brad Jarvis, Madison County, Virginia Cooperative Extension,  
Associate Director

**STAFF PRESENT:** Greg Wichelns, District Manager  
JoAnn Neal, Administrative Secretary  
Amanda McCullen, Conservation Specialist  
W. Spencer Yager, Conservation Specialist  
Henny Calloway, Conservation Specialist  
David Massie, Conservation Specialist  
Richard Jacobs, Conservation Specialist  
Stephanie DeNicola, Educational Specialist  
Kendall Dellinger, Conservation Specialist

**OTHERS PRESENT:** Debbie Cross, DCR, CDC  
Rex Rexrode, NRCS District Conservationist  
Adam Downing, Virginia Cooperative Extension- Extension Forester

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

L. Graves welcomed everyone to Greene County. Following a moment of silence, Spencer Yager led the Pledge of Allegiance. There was two handout: Technical Committee Report Addendum and the DCR Monthly Report.

#### 2) **DRAFT MINUTES**

L. Graves called for approval of the substance of the August 7<sup>th</sup>, 2018 Draft Board Meeting Minutes and for any substantive corrections or additions. T. O'Halloran moved to approve as presented. R. Bradford seconded the motion. (T O'Halloran, R. Bradford, unanimous)

**3) AGENDA APPROVAL**

L. Graves called for Agenda approval. R. Bradford requested the Technical Committee Report be removed from the Consent Agenda and placed on the Agenda as 5.1. The Chairman added a Closed Session – Personnel as 5.2. T. O'Halloran moved to approve the Agenda as amended. P. Morris seconded the motion. (O'Halloran, Morris, unanimous)

**4) CONSENT AGENDA**

Consent Agenda approved as modified.

COMMITTEE REPORTS

EDUCATION

OPERATIONS

TREASURER'S REPORT

NRCS CONSERVATION PLANS – None

**5) ADDITIONS TO AGENDA**

**5.1) TECHNICAL COMMITTEE REPORT -**

*Items in italics were added at the September 4, 2018 Board Meeting in Greene 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-SE1	2019 VACS	James Scott	07-19-0155	321022	Madison	\$ 4,146.00	\$ 0.00
CCI-SE1	2019 VACS	Roger Courtenay	07-19-0154	320849	Madison	\$ 1,800.00	\$ 0.00
CCI-SE1	2019 VACS	Lazy Creek Farm Inc.	07-19-0151	320158	Madison	\$ 4,875.00	\$ 0.00
CCI-SE1	2019 VACS	Evan Bowman	07-19-0157	321250	Greene	\$ 13,020.00	\$ 0.00
CCI-SE1	2019 VACS	Jimmy Henshaw	07-19-0152	320261	Greene	\$ 13,030.00	\$ 0.00
SL-6	RCPP	Randy Henshaw	07-19-0146	319086	Madison	\$ 20,148.08	\$ 0.00
LE-2T	2019 VACS	Echo Farms*	07-17-0075	263327	Greene	\$ 2,712.25	\$ 678.06
<i>CCI-SE1</i>	<i>2019 VACS</i>	<i>Zack Burkett</i>	<i>07-19-0160</i>	<i>322944</i>	<i>Orange</i>	<i>\$ 2,170.00</i>	<i>\$ 0.00</i>

\*One-time assistance due to recent flooding to repair a project.

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>
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SL-6	2018 VACS	Christine Goodall	07-18-0324	302141	Madison	\$ 67,444.84	\$ 4,215.30
SL-6	2018 VACS	Culpeper Cattle Company	07-18-0237	301364	Culpeper	\$ 11,514.51	\$ 719.65
SL-1	2018 VACS	Culpeper Cattle Company	07-18-0234	301360	Culpeper	\$ 2,700.00	\$ 0.00
SL-6	2015 VACS	Alphin Family LP*	07-15-0198	203058	Culpeper	\$117,603.87	\$ 0.00
SL-6	2017 Earmark	Alphin Family LP*	07-15-0198	203058	Culpeper	\$154,141.53	\$ 0.00
LE-1T	Upper Rapidan	Ann Gravett	07-19-0119	316522	Madison	\$ 30,357.02	\$ 1,339.28
LE-1T	Upper York	Brian Gibson**	07-18-0263	301527	Orange	\$ 41,480.51	\$ 1,830.02
SL-6	2017 Earmark	Spotswood LP***	07-15-0253	208642	Culpeper	\$ 91,555.88	\$ 0.00
SL-6	2015 VACS	John Wright****	07-15-0343	208073	Madison	\$118,801.00	\$ 0.00
SL-6	2017 Earmark	John Wright****	07-15-0343	208073	Madison	\$ 24,475.78	\$ 0.00
SL-1	2018 VACS	Calvin Powell*****	07-18-0143	300106	Greene	\$ 2,737.50	\$ 0.00

\*Increase of \$99,560.40 due to additional fencing, water troughs and pipeline. The owners decided to address all water quality issues on the entire farm and tract.

\*\*Increase of \$13,515.51 due to additional fence and concrete for water trough pads.

\*\*\*Increase of \$44,589.13. Cost estimate was never updated in minutes. Additional cross fence, pipeline and water troughs were installed.

\*\*\*\* Increase of \$24,475.78 due to additional fencing, water troughs and pipeline. The owners decided to address all water quality issues on the entire farm and tract.

\*\*\*\*\*Increase of \$375.00 for additional acres.

3) The following WQIF Residential applicants have been approved by the Technical Committee for funding:

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-4	DEQNPSWQIF	Janice Diehr-Henderliter	07-19-0147	319097	Culpeper	\$ 4,000.00
RB-3R	DEQNPSWQIF	John Slack	07-19-0150	320144	Culpeper	\$ 1,300.00
RB-4P	DEQNPSWQIF	Tracey Cheek	07-19-0133	317439	Greene	\$ 5,000.00
RB-3	DEQNPSWQIF	Ken Gilpin	07-19-0113	315055	Rappahannock	\$ 3,750.00

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

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-1	DEQ16547R	John Garland	07-19-0156	321237	Orange	\$ 150.00

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

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-1	DEQ16546	Daren Black	07-19-0145	318241	Culpeper	\$ 150.00
RB-3R	DEQ16546	Shirley Hitt	07-19-0148	320061	Rappahannock	\$ 1,600.00
RB-3R	DEQ16546	Susan Canby	07-19-0149	320063	Rappahannock	\$ 1,000.00
RB-1	DEQ16546	Consondra Wright	07-19-0163	323423	Culpeper	\$ 240.00
RB-3R	DEQ16546	Marc Streagle	07-19-0164	323956	Rappahannock	\$ 1,000.00
RB-3R	DEQ16546	Edgar McClellan	07-19-0161	323201	Rappahannock	\$ 1,000.00

6) The following WQIF Residential participants have been approved by the Technical Committee for payment:

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-3R	DEQNPSWQIF	Steven Hemler	07-18-0742	310468	Culpeper	\$ 350.00
RB-1	DEQNPSWQIF	Leonardo Garcia	07-19-0006	307629	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	Herbert Strevel	07-18-0616	305352	Orange	\$ 195.00
RB-1	DEQNPSWQIF	James W. Jones	07-18-0723	306027	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	Brian Dodds*	07-18-0162	300721	Orange	\$ 180.00
RB-1	DEQNPSWQIF	Terri Wilson	07-18-0685	305601	Greene	\$ 150.00
RB-1	DEQNPSWQIF	Steven Austin	07-18-0585	304828	Orange	\$ 150.00

RB-3	DEQNPSWQIF	Michelle Spears	07-18-0751	306131	Orange	\$ 2,500.00
RB-3	DEQNPSWQIF	Marjorie Bender	07-18-0645	305411	Orange	\$ 2,400.00
RB-3R	DEQNPSWQIF	Michael Gibson	07-19-0027	309218	Greene	\$ 287.50
RB-1	DEQNPSWQIF	Janet Perry	07-18-0714	317799	Madison	\$ 150.00
RB-1	DEQNPSWQIF	Darlene Lewis	07-18-0383	302792	Madison	\$ 150.00
RB-1	DEQNPSWQIF	Bruce Jones	07-18-0494	304093	Madison	\$ 150.00
RB-1	DEQNPSWQIF	William Brown II	07-18-0052	311342	Madison	\$ 137.50
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Kevin Heiser</i>	<i>07-18-0745</i>	<i>306123</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Carl Morrison</i>	<i>07-18-0611</i>	<i>305345</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Jane Thompson</i>	<i>07-18-0779</i>	<i>309302</i>	<i>Culpeper</i>	<i>\$ 240.00</i>
<i>RB-3R</i>	<i>DEQNPSWQIF</i>	<i>John C. Nichols</i>	<i>07-19-0017</i>	<i>312135</i>	<i>Culpeper</i>	<i>\$ 503.75</i>
<i>RB-3</i>	<i>DEQNPSWQIF</i>	<i>Lizbeth Gray</i>	<i>07-19-0063</i>	<i>311863</i>	<i>Culpeper</i>	<i>\$ 1,225.00</i>

\*Brian Dodds cost share increased from 50% to 60% eligibility.

7) The following Upper York 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	DEQ16547R	Robert Hamilton*	07-18-0666	305557	Orange	\$ 165.00

\*Robert Hamilton cost share increased from 50% to 60% eligibility.

8) The following Upper Rapidan Residential participants 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	DEQFY16RFA	George Carroll*	07-18-0446	319433	Madison	\$ 195.00
RB-1	DEQFY16RFA	William Field	07-18-0678	305589	Greene	\$ 150.00

\*George Carrol cost share increased from 50% to 65% eligibility.

9) The following Robinson 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-3R	DEQ16119	William Landes	07-18-0619	305368	Culpeper	\$612.50
<i>RB-1</i>	<i>DEQ16119</i>	<i>Leonard Menhart</i>	<i>07-19-0115</i>	<i>315141</i>	<i>Madison</i>	<i>\$150.00</i>

10) The following Upper Hazel 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>
<i>RB-1</i>	<i>DEQ16546</i>	<i>Joseph Lesh</i>	<i>07-19-0039</i>	<i>310471</i>	<i>Rappahannock</i>	<i>\$ 225.00</i>

11) The following WQIF Residential participants have been cancelled:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
RB-3	DEQNPSWQIF	Janice Diehr-Henderliter*	07-18-0724	306129	Culpeper	\$ 2,500.00
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Aldine Harris</i>	<i>07-18-0459</i>	<i>303330</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Louise F. Frazier</i>	<i>07-18-0429</i>	<i>303129</i>	<i>Culpeper</i>	<i>\$ 240.00</i>
<i>RB-3</i>	<i>DEQNPSWQIF</i>	<i>Roger Flinchum</i>	<i>07-18-0067</i>	<i>290490</i>	<i>Rappahannock</i>	<i>\$ 2,500.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Stephen Croushore</i>	<i>07-18-0545</i>	<i>304582</i>	<i>Culpeper</i>	<i>\$ 150.00</i>

\*changed to RB-4, contract 07-19-0147 based on need.

12) District Staff gave an update on the BMP verification grant. The Staff has completed 65% of the 211 practices to date. Staff hopes to be finished by September 30, 2018.

13) District Staff brought a transfer of agreement for a recently completed SL-1 to the Committee for approval. Scott Johnson (Contract # 07-17-0281) is transferring the maintenance responsibilities to Central Virginia Haymakers LLC.

14) *The nominations for the Clean Water Farm Award and other District Awards are as follows:*

- Culpeper – Alphin Family Partnership
- Greene – TBD
- Madison – J.C. Smith Family Partnership
- Orange – Old South Farm (Higginbotham Family)
- Rappahannock – Thornton River Farm

Basin

- James - TBD
- Rappahannock – Alphin Family Partnership
- York – Old South Farm (Higginbotham Family)

15) *The Technical Committee requests the approval of the Board of Directors to act on their behalf regarding Clean Water Farm Awards with the understanding that the decisions made would be endorsed at the September Technical Committee meeting.*

**5.3) CLOSED SESSION: PERSONNEL**

R. Runkle moved that the Board go into Closed Session at 10:00 A.M. as provided for in the Code of Virginia Section 2.2-3711(A) (1) to discuss personnel issues. The Associate Directors and the District Manager were invited to attend. T. O'Halloran seconded the motion. (Runkle, O'Halloran, unanimous)

Following the return from Closed Session, R. Runkle moved to reconvene at 10:10 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. Brame seconded the motion. (Runkle, Brame, unanimous) R. Bradford made the motion to accept the recommendations from the Personnel Committee. T. O'Halloran seconded the motion. (R. Bradford, T. O'Halloran, 7 yeas, passed)

**6) DIRECTORS REPORTS**

- T. O'Halloran reported on the T. Madden Farm Easements. G. Wichelns reported PEC has approached the Culpeper Soil and Water Conservation District to be a third party holder on the easement with inspection and reporting responsibilities only. The USDA Agriculture Land Easement Program (ALE) is being applied for and PEC will draft all documents and they will present us a draft. Virginia Outdoors Foundation may desire to hold this easement, then we would not be involved in the easement process. T. O'Halloran also reported on attending the WIP III meeting and responses to a survey were reviewed. Questions and answers were taken care of. The final meeting will be in Charlottesville. Culpeper District was identified as one of the top 8 districts in accomplishments and future workload.
- S. Sharpe reported on starting a Greene County Beef Cattle Beef Producers Group; the first meeting is October the 2, in the PVCC building. The 8<sup>th</sup> Annual Small Scale Nitch Production Conference will be held at PVCC November 1 and 2. FSA will be having a Farm Safety Day at Belle Meade on September 19<sup>th</sup>, in Culpeper 9 to 3.
- P. Morris reported Greene County has a new Interim County Administrator and reported that she is very active. S. Morris suggested setting up a meeting with her and the Greene County Board of Directors and District Manager, Greg Wichelns. S. Morris will call to make the appointment.
- L. Graves reported the Virginia Agri Business Council is having their annual meeting in Barboursville, VA on September 19<sup>th</sup>.

**7) STAFF REPORTS**

- S. DeNicola reported the Annual Report is completed and on the website. The second round of lawn soil testing clinics will be in March 2019. The Annual Awards Banquet will be held November 8<sup>th</sup>, at Peppers. Bradford Farms has been nominated for the Forestry Award this year.
- R. Jacobs reported updating his Nutrient Management Training and they also had Nutrient Management Log books for farmers. He is working with Wetsel Middle School in Madison to upgrade their rain

garden and the Orange County Stem Program person to put in a rain garden at the Orange County Administration building.

- D. Massie reported he will be attending Battle Park Farm to talk about Cover Crops on September 20.
- H. Calloway reported attending the Orange –Madison Field day with K. Dellinger.
- Greg report on the District’s 4 active TMDL area grants based on bacteria or E.coli in the local streams. Now there is a benthic impairment and involves mostly non-agricultural land. It involves Greene and Albemarle County. Eventually a new implementation area will be available for grant projects. Initial meeting to be held Monday, September 24<sup>th</sup>, at 10 a.m. at PVCC in Greene County.

## 8) AGENCY REPORTS

**NRCS** – R. Rexrode reported the Emergency Conservation Program sign up is primarily operated by the Farm Service Agency (FSA) and is aimed at cleaning up some of this year’s flood damage to farmlands in Culpeper, Greene, Orange and Madison Counties. They will be taking sign up from landowners for Greene, Madison and Orange Counties until September 25<sup>th</sup>, 2018 for practices that are related to the flooding. \$1.1 million is available to producers for this work and producers will have six months to complete work once they receive approval from FSA.

2018 Federal Contract work is completed except for 1 project. NRCS is currently taking sign-ups for next year’s programs and the first deadline is October 1, 2018.

Courtney Pooton is now a full-time employee. It is getting close to the end of the year and as of October 1 there may be a Federal shutdown.

NRCS did receive 2 applications for the Wetland Reserve Program – one in Culpeper and one in Orange.

### **DCR**

D. Cross congratulated Spencer Yager, David Massie and Amanda McCullen as being among the first DCR Certified Conservation Planners in the State. FY19 1<sup>st</sup> Quarter Administrative and Operational Disbursement should be received in late August. Audits are scheduled for the 2-year period ending 6-30-18. Culpeper is one District to be audited and one Director is required to participate in the audit exit interview, in person or by phone. Dam Maintenance Funds will no longer be allowed for SWCD staff salaries.

- At-Large Director Appointments – October Board meeting will be the last time to take action to meet the 11/1 deadline. A letter to each of your local government’s informing them of your district’s decision to recommend reappointment or appointment of the At Large Director must be sent to VSWCB along with the completed nominee packet to your CDC no later than October 1.
- Clean Water Farm Awards are due no later than 10/1/2018.
- Chesapeake Bay Watershed Implementation Plan Phase III (WIP III) - second round of Area Meetings August 24, and final meeting October 22 at the Department of Forestry in Charlottesville.
- Healthy Land for Healthy Horse Workshops – 9 to 3 Sept 25-VA MARE Center, Middleburg; Oct 10 Roanoke, Oct 11-Durbin Arena, Free Union and Oct 30-Chesapeake.
- Reporting Cost-Share Interest in tracking program effective PY 2019 interest must be entered in the tracking program on a monthly basis.

Dates to Remember:

- Sept 10<sup>th</sup> Ag BMP TAC Meeting 9:30 am DOF, Charlottesville
- Sept 13<sup>th</sup> VASWCD Quarterly Meeting, ODEC, Glen Allen
- Sept 25<sup>th</sup> CB License Plate grant applications due.
- Sept 27<sup>th</sup> VSWCB Meeting, ODEC, Glen Allen
- Sept 30<sup>th</sup> FY18 Annual Report due to CDC
- Oct 1<sup>st</sup> CWFA Local and Basin nominations due to CDC

- Nov 1<sup>st</sup> At-Large Director Nomination Paperwork due to CDC
- Dec 2-4 VASWCD Annual Meeting in Roanoke, VA

9) **PLAN FOR SEPTEMBER COMMITTEE MEETINGS (in Culpeper at the Culpeper Office)**  
**Committees** will meet on Tuesday, September 18<sup>th</sup>, Personnel 9:00, Operations 9:30, and Technical 10:00. The Educational Committee meeting will be held in Madison at 4:00 P.M., on Tuesday, September 18<sup>th</sup>, at the War Memorial Building. **BOARD MEETING FOR OCTOBER WILL BE HELD TUESDAY, OCTOBER 2, 2018 IN MADISON COUNTY AT THE MADISON EXTENSION OFFICE.**

10) **ADJOURNMENT**

Motion was made to adjourn the September, 2018 Board meeting at 11:00.

Respectfully Submitted,

Lynn Graves, Chairman



JoAnn M. Neal

Administrative Secretary

Date Approved 10-2-18