

# MINUTES

## CULPEPER SOIL AND WATER CONSERVATION DISTRICT

### **BOARD MEETING** **Madison Extension Office** **Madison, Virginia 22727** **January 2<sup>nd</sup>, 2019**

The meeting was called to order by Chairman Lynn Graves at 9:35 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  
Steve Hill, Madison County  
Monira Rifaat, Rappahannock County

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

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

**OTHERS PRESENT:** Debbie Cross, DCR, CDC  
Rex Rexrode, NRCS District Conservationist

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

L. Graves welcomed everyone to Madison County. Following a moment of silence, Richard Jacobs led the Pledge of Allegiance. There were four handouts: Technical Committee Report Addendum, Healthy Watersheds Flyer, Governor's Budget Information and the DCR Monthly Report.

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

L. Graves called for approval of the substance of the December 11<sup>th</sup>, 2018 Draft Board Meeting Minutes and for any substantive corrections or additions. R. Brame moved to approve as presented. T. O'Halloran seconded the motion. (R. Brame, T. O'Halloran, 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. T. O'Halloran requested the Treasurer's Report be removed from the Consent Agenda and placed on the Agenda as 5.2. S. Hill moved to approve the Agenda as amended. S. Morris seconded the motion. (S. Hill, S. Morris, unanimous)

**4) CONSENT AGENDA**

Consent Agenda approved as modified.

**COMMITTEE REPORTS**

**OPERATIONS**

NRCS CONSERVATION PLANS –NONE

**5) ADDITIONS TO AGENDA**

**5.1) TECHNICAL COMMITTEE REPORT -**

*Items in italics were added at the January 2, 2019 Board Meeting in Madison County, Virginia*

- 1) The following BMP applicant has 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>
SL-8H	2019 VACS	Mike Coates	07-19-0353	331912	Madison	\$ 1,525.00	\$ 0.00

- 2) The following WQIF 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-3R	DEQNPSWQIF	Bruce M. Aiello	07-19-0349	331898	Culpeper	\$ 1,200.00
RB-3R	DEQNPSWQIF	Kevin Rivenburg	07-19-0254	331909	Culpeper	\$ 1,000.00
RB-1	DEQNPSWQIF	Steven Nethery	07-19-0354	331913	Greene	\$ 150.00
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Cheryl A. Thompson</i>	<i>07-19-0358</i>	<i>331923</i>	<i>Orange</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Stratton Semmes</i>	<i>07-19-0359</i>	<i>331924</i>	<i>Rappahannock</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Deryn S. Winchester</i>	<i>07-19-03061</i>	<i>331926</i>	<i>Rappahannock</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Mary Jo Browning</i>	<i>07-19-0202</i>	<i>331939</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Robert McEwen II</i>	<i>07-19-0367</i>	<i>331940</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Patricia Ward</i>	<i>07-19-0042</i>	<i>331921</i>	<i>Culpeper</i>	<i>\$ 195.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Christina Evans Zook</i>	<i>07-19-0371</i>	<i>331984</i>	<i>Orange</i>	<i>\$ 150.00</i>
<i>RB-3R</i>	<i>DEQNPSWQIF</i>	<i>David Sears</i>	<i>07-19-0372</i>	<i>331987</i>	<i>Orange</i>	<i>\$ 1,000.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Sandra Hairston</i>	<i>07-19-0373</i>	<i>331989</i>	<i>Orange</i>	<i>\$ 165.00</i>

- 3) The following Upper York 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	DEQ16547	James May	07-19-0356	331914	Orange	\$ 150.00
<i>RB-1</i>	<i>DEQ16547</i>	<i>Alice Maready</i>	<i>07-19-0355</i>	<i>331974</i>	<i>Orange</i>	<i>\$ 195.00</i>
<i>RB-4</i>	<i>DEQ16547</i>	<i>Larry McCormick</i>	<i>07-19-0378</i>	<i>331995</i>	<i>Orange</i>	<i>\$ 4,000.00</i>

- 4) The following Upper Rapidan 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>
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RB-1	DEQ16678	David Wright	07-19-0350	331904	Madison	\$ 150.00
RB-3R	DEQ16678	Alyson Sappington	07-19-0352	331911	Orange	\$ 1,000.00
<i>RB-1</i>	<i>DEQ16678</i>	<i>Richard Glover</i>	<i>07-19-0368</i>	<i>331973</i>	<i>Orange</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQ16678</i>	<i>David Colvin</i>	<i>07-19-0370</i>	<i>331976</i>	<i>Orange</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQ16678</i>	<i>David Colvin</i>	<i>07-19-0273</i>	<i>331978</i>	<i>Orange</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQ16678</i>	<i>Rebecca Phillips</i>	<i>07-19-0370</i>	<i>331981</i>	<i>Greene</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQ16678</i>	<i>Ian Collier</i>	<i>07-19-0375</i>	<i>331991</i>	<i>Madison</i>	<i>\$ 150.00</i>
<i>RB-3R</i>	<i>DEQ16678</i>	<i>Valerie Campbell</i>	<i>07-19-0376</i>	<i>331992</i>	<i>Greene</i>	<i>\$ 1,200.00</i>

5) 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	DEQ16679	Darryl W. Shifflett	07-19-0320	331826	Madison	\$ 150.00
RB-3	DEQ16679	William G. Hughes Jr.	07-19-0377	331993	Culpeper	\$ 2,500.00

6) The following Upper Hazel 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-3	DEQ16546	Joseph Rossetti	07-19-0363	331927	Culpeper	\$ 3,000.00
RB-3	DEQ16546	James B. Clark	07-19-0239	330879	Rappahannock	\$ 2,500.00

7) The following WQIF 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	DEQNPSWQIF	Mike Boss	07-19-0261	331002	Culpeper	\$ 150.00
RB-3	DEQNPSWQIF	Stephen Frazier	07-19-0013	308062	Culpeper	\$ 362.50
RB-1	DEQNPSWQIF	Patricia Conner	07-19-0098	314566	Greene	\$ 150.00
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Patricia Ward</i>	<i>07-19-0042</i>	<i>331921</i>	<i>Culpeper</i>	<i>\$ 195.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Robert J. Tschida</i>	<i>07-19-0278</i>	<i>331395</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-4P</i>	<i>DEQNPSWQIF</i>	<i>Tracey Cheek</i>	<i>07-19-0133</i>	<i>317439</i>	<i>Greene</i>	<i>\$ 4,531.50</i>
<i>RB-3R</i>	<i>DEQNPSWQIF</i>	<i>Lynn Gould</i>	<i>07-18-0717</i>	<i>306009</i>	<i>Greene</i>	<i>\$ 587.50</i>

8) The following Upper Rapidan 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	DEQFY16RFA	Dennis Kelch	07-18-0510	304148	Madison	\$ 195.00
<i>RB-1</i>	<i>DEQFY16RFA</i>	<i>Cindy Johnson</i>	<i>07-19-0236</i>	<i>330716</i>	<i>Orange</i>	<i>\$ 137.50</i>
<i>RB-1</i>	<i>DEQFY16RFA</i>	<i>Keith Welty</i>	<i>07-19-0093</i>	<i>331935</i>	<i>Madison</i>	<i>\$ 150.00</i>

9) The following Upper York 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	DEQ16547R	William Biscoe	07-18-0523	304169	Orange	\$ 165.00

10) The following Upper Hazel 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-3	DEQ16546	Brian Donegan	07-19-0304	331549	Rappahannock	\$ 1,150.00
RB-1	DEQ16546	James Duffy	07-19-0116	315193	Rappahannock	\$ 150.00

11) 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>
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RB-1	DEQPO16119	Kristin Karcher	07-19-0089	314480	Madison	\$ 150.00
RB-1	DEQPO16119	Barbara Vandeventer	07-19-0310	331798	Madison	\$ 150.00
RB-1	DEQPO16119	Steven Hoffman	07-19-0291	331489	Madison	\$ 150.00
RB-1	DEQPO16119	Steven Hoffman	07-19-0291	331491	Madison	\$ 150.00
RB-1	DEQPO16119	Stonewall Kilby	07-19-0297	331498	Madison	\$ 240.00
RB-4	DEQPO16119	Elsie Aylor	07-19-0135	317468	Madison	\$ 6,400.00
RB-3	DEQPO16119	Kristianna Dobyms	07-19-0050	311223	Madison	\$ 178.75

12) The following Upper Hazel River 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-4	DEQ16546	James B. Clark	07-19-0239	331518	Rappahannock	\$ 4,000.00
RB-1	DEQ16546	Russell Collins	07-19-0080	313902	Rappahannock	\$ 150.00

13) The following Robinson 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-3R	DEQ16679	Dean Vidal	07-19-0295	331404	Madison	\$ 1,000.00

14) The following WQIF Residential participants have been cancelled 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-1	DEQNPSWQIF	Kevin Rivenburg	07-19-0254	330975	Culpeper	\$ 150.00
RB-3R	DEQNPSWQIF	Julio Cepeda	07-18-0726	306032	Culpeper	\$ 1,100.00
RB-1	DEQNPSWQIF	Michelle G. Ayers	07-18-0747	306125	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	George K. Harris	07-18-0531	304189	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	Ford G. Tayne	07-19-0007	307729	Culpeper	\$ 150.00
RB-3R	DEQNPSWQIF	Joshua Millson-Martula	07-19-0038	310470	Culpeper	\$ 1,500.00
RB-3R	DEQNPSWQIF	Mary Jo Browning	07-19-0202	328921	Culpeper	\$ 1,000.00
RB-3R	DEQNPSWQIF	Patricia Ward	7-19-0042	310986	Culpeper	\$ 1,300.00

15) The District Manager informed the Technical Committee that he would be placing a bid notice in the local newspapers in early January for the road relocation at Caynor.

16) The Technical Committee reviewed its Annual Plan of Work and the Strategic Plan. The Committee is fully satisfying the requirements of the Annual Plan of Work.

*S. Hill moved to approve the Technical Committee report. T. O'Halloran seconded the motion. Motion passed. The Technical Committee report was accepted by the Board for approval.*

## 5.2) FINANCE COMMITTEE REPORT –

T. O'Halloran reported on the recent audit findings, with one issue to remedy. The Finance Committee requests approval to seek a tax attorney for advice. The pretax VRS contributions from the employees have not had Social Security and Medicare taxes deducted. R. Brame suggested a CPA could walk you through this and make recommendations to reconcile the issue. Discussion followed. T. O'Halloran moved to approve the Finance Committee Report including the Committee request to engage a CPA for the tax payment remedy. P. Morris seconded the motion. (O'Halloran, P. Morris, unanimous)

## 6) DIRECTORS REPORTS

- L. Graves presented M. Rifaat with a 15 years' service award pin from the Annual Meeting in December and the District Chairman's Award from our 2018 Awards Banquet. M. Rifaat was very appreciative and thanked everyone.
- L. Graves will be attending the Agri Business Banquet Meeting on January 10, 2019 in Richmond.
- T. O'Halloran commented on the notice from the Orange County Administrator on Healthy Watersheds Community Workshop, January 17, 2019 from 6 to 7:30 p.m. at the Town of Orange Public Works Community Room. T. O'Halloran stated he would be going to find out more information.
- S. Morris reported the Greene County Farm Bureau sent out a letter to their members concerning the request CSWCD made to publish our programs and listed all of the Greene County Directors as contacts.
- P. Morris reported the Interim Greene County Administrator is still in place. Greene County is still in the process of writing a new job description for the Administrator's position.
- R. Bradford reported he will not be able to attend the meeting on January 8<sup>th</sup> in Goochland for the TAC meeting and will need a proxy.
- R. Brame reported there is a group in Northern Virginia that came to his property to assess the timberland. They are trying to see what makes sense as far as nutrient credits are concerned. Mature woods are what they are interested in. Discussion followed.
- S. Sharpe reported January through April is the busy programming time for the year. There will be lots of programs.

## 7) STAFF REPORTS

- R. Jacobs reported on land development site plans coming from Orange County – currently there is no Planning Director. The County Administrator is functioning as the Erosion Control Program Administrator. Revisions were made to the District's driveway construction and maintenance guide and Richard hopes to have it printed by the end of January. One hundred copies will go to each county and workshops will follow in 2019.
- S. DeNicola reported the NOAA grant launched in November and due to the weather some activities were held at a later time. The Madison Eagle reported on the events and had picture in the paper. Wetsel Middle School was very happy with the event. Tree sale is still going on.
- A. McCullen reported attending a Nutrient Management Planning workshop to work toward her certification.
- Spencer reported as of Monday morning at 9:00 a.m. he was unable to access the USDA office because of the federal shut-down.
- Greg reported the Robinson River Grant just ended on December 31, 2018. Final report will be completed shortly. Continuing grants include the Upper York in Orange County, and Upper Hazel in Rappahannock County both to complete June 30, 2019. The Robinson River and the Upper Rapidan new contracts will end December 31, 2020. The WQIF Grant continues until December 31, 2019. Dam inspections – pipe inspections have been completed. One pipe barrel may need to be lined (slip lining) soon. Maybe more. Greene County Farm Bureau letters were sent out to update producers on our programs. Letters were sent out from Orange County Farm Bureau and Rappahannock County Farm Bureau to their producers as well.
- S. Hill inquired on the Robinson River TMDL – part of the Robinson River has been removed from the impaired list. He inquired if the SWCD received any credit or /acknowledgement for this. G. Wichelns reported in Madison there are 3 stream sections that were de-listed from the impaired list and both EPA and DEQ issued “success story” reports on these.  
[www.deq.virginia.gov/Programs/Water/WaterQualityInformationTMDLS/WaterQualitySuccessStories.aspx](http://www.deq.virginia.gov/Programs/Water/WaterQualityInformationTMDLS/WaterQualitySuccessStories.aspx) The District is recognized as making major contributions.

## 8) AGENCY REPORTS

**NRCS** – Rex Rexrode reported because the Farm Bill passed, NRCS is not affected by the Federal shut-down. Rural Development closed on December 21, and FSA closed on December 30. Rex reported there is an upcoming meeting of the Virginia Forage and Grassland Council on January 17<sup>th</sup>, 2019 in Brandy Station. D. Bryan will be leaving NRCS and will be moving to DCR. D. Fligel in Harrisonburg office will be retiring. Vickie Chaney has retired at the end of the year from Rural Development. Rex reported three pre-approvals to develop plans by the end of January.

**DCR**

D. Cross recommended the Board set 2019 Meeting Dates and times of the regular board meeting days on your website. Send any updates to the VASWCD and partners. Directory changes need to be sent to VASWCD so the changes are reflected in the pending 2019 District Directory. IRS Forms provided to participants are due no later than January 31, 2019.

D. Cross reported on the Governor’s proposed budget; while there is no increase in operations funding for districts, operations would remain level funded. There are significant funds for Ag BMP installation and technical assistance: \$20M would be released in the current FY19 for specific Ag BMPs (\$7M for SL-Backlog; \$11M to jump-start WIP3 goals ((\$9.57M Ag & \$1.43M T/A) this would be prior to June 30, 2019). In FY20 the Governor proposes \$61M in cost share & \$7.9 in T/A; \$1M to support VASWCD VCAP program; \$2M for CREP; \$750K poultry little transport & RMPS and \$500K to DPF for Forestry BMPs. The Governor’s proposed budget will now go to the Virginia General Assembly for deliberation and revision/approval.

Dates to Remember:

- Jan 8<sup>th</sup> Ag BMP TAC meeting, 9:30 a.m. Goochland
- Jan 9<sup>th</sup> Virginia General Assembly convenes
- Jan 10<sup>th</sup> VASWCD Legislative Day
- Jan 15<sup>th</sup> IT Security Awareness training deadline.
- March 20, April 24, May 22 VSWCB meetings
- April 3<sup>rd</sup> Area II Spring Meeting, Fauquier Springs Country Club, JMSWCD
- April 30<sup>th</sup> Area II Envirothon, James Long Park, Haymarket

9) **PLAN FOR JANUARY COMMITTEE MEETINGS (in Culpeper at the Culpeper Office)**  
**Committees** will meet on Tuesday, January 22, Personnel 9:00, Operations 9:30, Legislative 10:00 and Technical 10:15. The Educational Committee meeting will be held on Tuesday, January 29, in Madison at the Madison Extension Office at 4 p.m. **BOARD MEETING FOR FEBRUARY WILL BE HELD TUESDAY, FEBRUARY 5<sup>TH</sup>, 2019 IN GREENE COUNTY PVCC.**

10) **ADJOURNMENT**

Motion was made to adjourn the January, 2019 Board meeting at 10:35.

Respectfully Submitted,

Lynn Graves, Chairman



JoAnn M. Neal  
Administrative Secretary

Date Approved \_\_\_\_\_