

MINUTES

CULPEPER SOIL AND WATER CONSERVATION DISTRICT

BOARD MEETING War Memorial Building Madison, Virginia July 5, 2017

The meeting was called to order by Chairman Lynn Graves at 9:40 A.M.

DIRECTORS PRESENT: Lynn Graves, Madison County
Philip Morris, Greene County
Robert Runkle, Greene County
Robert Bradford, Orange County
Monira Rifaat, Rappahannock County
Tom O'Halloran, Culpeper County
Steve Morris, Greene County Director, At Large
Andrew Campbell, Culpeper County
Robert Brame, Orange County
Brad Jarvis, Madison County, Virginia Cooperative Extension,
Associate Director
Sarah Sharpe, Virginia Cooperative Extension, Greene County

DIRECTORS ABSENT: Dick McNear, Rappahannock County Associate Director
Jim Byrne, Madison County Associate Director
Steve Hill, Madison County
Michael Peterson, Rappahannock County
Warren Lee, Orange County Associate Director

STAFF PRESENT: Greg Wichelns, District Manager
JoAnn Neal, Administrative Secretary
Ashleigh Cason, Conservation Specialist
W. Spencer Yager, Conservation Specialist
David Massie, Conservation Specialist
Henny Calloway, Conservation Specialist
Stephanie DeNicola, Information Specialist
E. J. Burke, Conservation Specialist

OTHERS PRESENT: Debbie Cross, CDC, Department of Conservation and Recreation
Nancy Utz, Soil Conservation Technician, NRCS
Benjamin Marshall, NRCS, MLRA Soil Survey Office Leader
David Verdone, NRCS, Soil Scientist

- 1) **CALL TO ORDER, MOMENT OF SILENCE, PLEDGE OF ALLEGIANCE**
L. Graves welcomed everyone to Madison County. Following a moment of silence, R. Jacobs led the Pledge of Allegiance. There were five handouts: Technical Committee Report Addendum (2), NRCS Conservation Plans for Board Approval, Budget Template for Board Approval and DCR Monthly Report. L. Graves introduced Heather Dodson, Intern at Madison Virginia Cooperative Extension, Ben Marshall, NRCS, MLRA Soil Survey Office Leader and David Verdone, NRCS, Soil Scientist.
- 2) **DRAFT MINUTES**

L. Graves called for approval of the substance of the June 6th, 2017 Draft Board Meeting Minutes and for any substantive corrections or additions. T. O'Halloran moved to approve as presented. P. Morris seconded the motion. (T. O'Halloran, P. Morris, unanimous)

3) AGENDA APPROVAL

L. Graves called for Agenda approval. Rex Rexrode requested the NRCS Conservation Plans be added to the Consent Agenda. R. Bradford requested the District Nominating Committee Report be added to the Agenda under 5.1. G. Wichelns requested Operations Committee Report be removed from the Consent Agenda and placed on the Agenda under 5.2. R. Bradford requested the Technical Committee Report be removed from the Consent Agenda and placed on the Agenda under 5.3. M. Rifaat moved to approve the Agenda as amended. T. O'Halloran seconded the motion. (M. Rifaat, T. O'Halloran, unanimous)

4) CONSENT AGENDA

Consent Agenda approved as modified.

COMMITTEE REPORTS

EDUCATION

TREASURER'S REPORT

NRCS PLANS –

- 132 acs. Fence, Water System, Feeding Area
- 397.8 acs. Fence, Access Control, Pasture Planting, Prescribed Grazing, Nutrient Mgmt, EQIP
- 399.7 acs. Conservation Crop Rotation, No-Till HEL Plan
- 76.6 acs. Conservation Crop Rotation, No-Till HEL Plan
- 61 acs. Conservation Crop Rotation, No-Till HEL Plan
- 52.6 acs. Conservation Crop Rotation, No-Till HEL Plan
- 171.6 acs. Conservation Crop Rotation, No-Till HEL Plan

5) ADDITIONS TO AGENDA –

5.1) NOMINATING COMMITTEE REPORT –

The Nominating Committee reviewed potential nominees for District Chair, Vice Chair and Treasurer for FY18. The committee proposed Chairman - L. Graves, Vice-Chairman- Philip Morris, and Treasurer- Tom O'Halloran. R. Bradford opened the floor for nominations. None were forwarded. Nominations were Closed.

R. Bradford moved to accept the Nominating Committee Report with the slate of Officers: Lynn Graves for Chair, Philip Morris for Vice-Chair and T. O'Halloran for Treasurer. R. Brame seconded the motion. (Bradford, Brame, unanimous)

5.2) OPERATIONS COMMITTEE REPORT-

G. Wichelns reported two additions to the Operations Committee Report; One- the closing of a District bank account for CREP funds that DCR needed elsewhere and returning the money that was left unspent. Two- due to proposed health insurance premium increases with our current carrier, we have requested quotes from other insurance carriers. This year the proposed increase was eighteen percent from our current carrier. Five different quotes and associated coverages have been reviewed. Anthem had a slightly better coverage for almost the same amount of money we paid in the fiscal year that just ended. The Operations Committee recommends approval of this change, effective September 1, 2017.

The draft FY18 Annual Plan of Work, the draft FY18 District Operations Budget and draft FY18 District Reserves Policy is included in the Operations Committee Report and recommended for approval by the Board. The draft FY19 District Budget Template is also recommended for Board approval. G. Wichelns reported on changes in the District Budget Template to the Board. Original copies are to be signed. T.

O'Halloran moved to approve the Operations Committee Report with all additions. M. Rifaat seconded the motion. (O'Halloran, Rifaat, Unanimous)

Review of our Strategic Plan has been completed by our committees and one particular item was mentioned by some of the agriculture producers: a request that the District inform new landowners as to what is available to them from our organization as well as from NRCS. Discussion followed.

5.3) TECHNICAL COMMITTEE REPORT-

Items in italics were added at the July 5, 2017 Board Meeting in Madison County

- 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>
CCI-SE1	2017 VACS	Harrison Lohr	07-17-0644	275660	Madison	\$ 1,635.00	\$ 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-1	2016 VACS	Manfred Call IV	07-16-0215	231092	Rappahannock	\$ 3,355.36	\$ 0.00
SL-1	2016 VACS	Manfred Call IV	07-16-0215	231137	Rappahannock	\$ 6,678.09	\$ 0.00
SL-1	2016 VACS	Manfred Call IV	07-16-0215	231138	Rappahannock	\$ 7,079.41	\$ 0.00
SL-1	2016 VACS	Manfred Call IV	07-16-0215	231140	Rappahannock	\$ 4,829.41	\$ 0.00
SL-1	2017 VACS	Algis Penkiunas	07-17-0049	256344	Rappahannock	\$ 11,812.50	\$ 0.00
SL-8H	2017 VACS	Glebe Farm	07-17-0176	265444	Culpeper	\$ 884.00	\$ 0.00
SL-8B	2017 VACS	Glebe Farm	07-17-0176	265445	Culpeper	\$ 6,350.00	\$ 0.00
SL-8H	2017 VACS	Andrew Lustig	07-17-0063	262174	Culpeper	\$ 1,200.00	\$ 0.00
NM-1A	2017 VACS	Beauregard Farm, Inc.	07-17-0087	262759	Culpeper	\$ 1,368.00	\$ 0.00
<i>SL-8H</i>	<i>2017 VACS</i>	<i>Brooke Farms</i>	<i>07-17-0135</i>	<i>274734</i>	<i>Orange</i>	<i>\$ 2,628.00</i>	<i>\$ 0.00</i>
<i>SL-8B</i>	<i>2017 VACS</i>	<i>Brooke Farms</i>	<i>07-17-0135</i>	<i>274736</i>	<i>Orange</i>	<i>\$ 12,798.00</i>	<i>\$ 0.00</i>
<i>SL-8H</i>	<i>2017 VACS</i>	<i>Alexander Miller</i>	<i>07-17-0027</i>	<i>248553</i>	<i>Orange</i>	<i>\$ 988.20</i>	<i>\$ 0.00</i>
<i>SL-8H</i>	<i>2017 VACS</i>	<i>Payne Hay and Straw</i>	<i>07-17-0151</i>	<i>265357</i>	<i>Culpeper</i>	<i>\$ 1,600.00</i>	<i>\$ 0.00</i>
<i>SL-8B</i>	<i>2017 VACS</i>	<i>Payne Hay and Straw</i>	<i>07-17-0151</i>	<i>265361</i>	<i>Culpeper</i>	<i>\$ 800.00</i>	<i>\$ 0.00</i>
<i>SL-8B</i>	<i>2017 VACS</i>	<i>Nathan Rosenberger</i>	<i>07-17-0197</i>	<i>265753</i>	<i>Culpeper</i>	<i>\$ 3,456.00</i>	<i>\$ 0.00</i>
<i>SL-8H</i>	<i>2017 VACS</i>	<i>Nathan Rosenberger</i>	<i>07-17-0197</i>	<i>265752</i>	<i>Culpeper</i>	<i>\$ 1,700.00</i>	<i>\$ 0.00</i>
<i>SL-8B</i>	<i>2017 VACS</i>	<i>Joseph Gray</i>	<i>07-17-0062</i>	<i>262163</i>	<i>Culpeper</i>	<i>\$ 4,784.00</i>	<i>\$ 0.00</i>
<i>SL-6</i>	<i>2017 VACS</i>	<i>Richard Vansatvoord</i>	<i>07-17-0446</i>	<i>271705</i>	<i>Orange</i>	<i>\$ 1,920.00</i>	<i>\$ 480.00</i>
<i>SL-6</i>	<i>2016 Supp.</i>	<i>William Henshaw</i>	<i>07-15-0371</i>	<i>208751</i>	<i>Madison</i>	<i>\$ 5,649.40</i>	<i>\$ 0.00</i>
<i>SL-6</i>	<i>2017 VACS</i>	<i>Blue Ridge Farm Inc.</i>	<i>07-17-0449</i>	<i>272275</i>	<i>Culpeper</i>	<i>\$ 21,040.80</i>	<i>\$ 1,315.05</i>
<i>SL-6</i>	<i>2016 Supp.</i>	<i>Shane Fletcher*</i>	<i>07-15-0199</i>	<i>203062</i>	<i>Orange</i>	<i>\$ 85,082.00</i>	<i>\$ 0.00</i>
<i>SL-6</i>	<i>2017 Earmark</i>	<i>White's Organic**</i>	<i>07-15-0248</i>	<i>204262</i>	<i>Culpeper</i>	<i>\$ 27,860.27</i>	<i>\$ 0.00</i>
<i>SL-1</i>	<i>2017 VACS</i>	<i>Brooke Farms</i>	<i>07-17-0135</i>	<i>264291</i>	<i>Orange</i>	<i>\$ 19,906.73</i>	<i>\$ 0.00</i>
<i>SL-1</i>	<i>2017 VACS</i>	<i>Michael Digeronimo</i>	<i>07-17-0016</i>	<i>239261</i>	<i>Madison</i>	<i>\$ 13,824.00</i>	<i>\$ 0.00</i>
<i>SL-1</i>	<i>2017 VACS</i>	<i>Alnell Farm</i>	<i>07-17-0514</i>	<i>273439</i>	<i>Rappahannock</i>	<i>\$ 30,932.26</i>	<i>\$ 0.00</i>
<i>SL-9</i>	<i>2017 VACS</i>	<i>William Hogsten</i>	<i>07-17-0410</i>	<i>269208</i>	<i>Orange</i>	<i>\$ 2,501.00</i>	<i>\$ 625.00</i>

*Increase for additional cross fence and water well.

**Increase for additional pipeline and sleeving of pipeline in rocky areas.

- 3) The following BMP applicant has cancelled their project with the District:

<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>
<i>SL-6</i>	<i>RCPP</i>	<i>Edward Carpenter</i>	<i>07-17-0030</i>	<i>248728</i>	<i>Madison</i>	<i>\$ 15,659.32</i>	<i>\$ 0.00</i>

4) The following Upper Rapidan River TMDL 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	DEQFY16RFA	Alan Causey	07-17-0630	275541	Greene	\$ 150.00
RB-1	DEQFY16RFA	Sara Haney	07-17-0636	275548	Madison	\$ 150.00
RB-1	DEQFY16RFA	Mary Whittaker	07-17-0639	275551	Greene	\$ 150.00
<i>RB-4</i>	<i>DEQFY16RFA</i>	<i>Phyllis Browning</i>	<i>07-18-0007</i>	<i>275658</i>	<i>Madison</i>	<i>\$ 4,000.00</i>

5) 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-1	DEQNPSWQIF	Michael Tinsley Sr.	07-17-0642	275556	Madison	\$ 150.00
RB-1	DEQNPSWQIF	Doris Butler	07-17-0640	275552	Greene	\$ 150.00
RB-1	DEQNPSWQIF	Robert Nowicki	07-17-0638	275550	Greene	\$ 150.00
RB-1	DEQNPSWQIF	Lisa Lane	07-17-0638	275539	Madison	\$ 150.00
RB-1	DEQNPSWQIF	Paul Hinz	07-17-0629	275540	Greene	\$ 150.00
RB-1	DEQNPSWQIF	Paul Amberger	07-17-0634	275546	Orange	\$ 150.00
RB-1	DEQNPSWQIF	Daniel Ross	07-17-0632	275543	Orange	\$ 150.00
RB-1	DEQNPSWQIF	Susan Dukes	07-17-0626	275535	Madison	\$ 150.00
RB-1	DEQNPSWQIF	George Gennin	07-17-0637	275549	Madison	\$ 150.00
RB-1	DEQNPSWQIF	William O'Brien	07-17-0616	275398	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	Alberto Baldonado	07-17-0617	275399	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	David Routt	07-17-0620	275424	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	Victoria Croft	07-17-0624	275484	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	Karen Bitner	07-17-0627	275536	Madison	\$ 150.00
RB-1	DEQNPSWQIF	Patricia Settle	07-17-0618	275400	Culpeper	\$ 150.00
RB-3	DEQNPSWQIF	Ann Harman	07-17-0579	274782	Rappahannock	\$ 2,337.50
RB-1	DEQNPSWQIF	Conrad Nagle	07-17-0619	275423	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	Stephen Falsetto	07-17-0621	275445	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	Karen Hughes	07-17-0631	275542	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	Kimberly Jenkins	07-17-0633	275545	Culpeper	\$ 150.00
RB-3	DEQNPSWQIF	Beauregard Farm Inc.	07-17-0361	275578	Culpeper	\$ 2,337.50
RB-3	DEQNPSWQIF	Beauregard Farm Inc.	07-17-0361	275580	Culpeper	\$ 2,337.50
RB-3	DEQNPSWQIF	Charles Brown	07-17-0544	273831	Culpeper	\$ 2,337.50
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>John Hawkins</i>	<i>07-18-0008</i>	<i>275659</i>	<i>Madison</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Matthew Ehrich</i>	<i>07-18-0013</i>	<i>275687</i>	<i>Greene</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Stephanie Hammer</i>	<i>07-18-0012</i>	<i>275684</i>	<i>Greene</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Karen Hyde</i>	<i>07-18-0011</i>	<i>275683</i>	<i>Greene</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Donald Gerhart</i>	<i>07-18-0010</i>	<i>275682</i>	<i>Madison</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Dianna Fincher</i>	<i>07-18-0014</i>	<i>275688</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Dianna Fincher</i>	<i>07-18-0014</i>	<i>275697</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-4</i>	<i>DEQNPSWQIF</i>	<i>Gary Hampton</i>	<i>07-18-0022</i>	<i>275702</i>	<i>Orange</i>	<i>\$ 4,000.00</i>
<i>RB-4</i>	<i>DEQNPSWQIF</i>	<i>Mary Southard*</i>	<i>07-18-0021</i>	<i>275699</i>	<i>Orange</i>	<i>\$ 4,000.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Daniel Harrer</i>	<i>07-18-0024</i>	<i>275705</i>	<i>Madison</i>	<i>\$ 150.00</i>
<i>RB-3</i>	<i>DEQNPSWQIF</i>	<i>Adriana Martinez</i>	<i>07-18-0023</i>	<i>275703</i>	<i>Orange</i>	<i>\$ 2,500.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Laura Wellington</i>	<i>07-18-0015</i>	<i>275690</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Wade Schick</i>	<i>07-18-0016</i>	<i>275691</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Patrick Shepherd</i>	<i>07-18-0017</i>	<i>275693</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Patrick Shepherd</i>	<i>07-18-0017</i>	<i>275694</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Peter Stogbuchner</i>	<i>07-18-0018</i>	<i>275695</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-3</i>	<i>DEQNPSWQIF</i>	<i>John Fischer III</i>	<i>07-18-0019</i>	<i>275696</i>	<i>Culpeper</i>	<i>\$ 2,500.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Nancy Ginters</i>	<i>07-18-0020</i>	<i>275698</i>	<i>Culpeper</i>	<i>\$ 150.00</i>

<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>William Gent</i>	<i>07-18-0003</i>	<i>275636</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Bob Russell</i>	<i>07-18-0005</i>	<i>275642</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Katherine Iacovelli</i>	<i>07-18-0006</i>	<i>275646</i>	<i>Culpeper</i>	<i>\$ 150.00</i>

**Mary Southard was changed from RB-3 to RB-4.*

- 6) The following Upper York River TMDL 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	DEQ15972	Matthew McCord	07-17-0635	275547	Orange	\$ 150.00
RB-1	DEQ15972	Linda Beasley	07-17-0641	275553	Orange	\$ 150.00

- 7) The following Upper Hazel River TMDL 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>
<i>RB-1</i>	<i>DEQ15990</i>	<i>Paul Coladonato</i>	<i>07-18-0009</i>	<i>275673</i>	<i>Culpeper</i>	<i>\$ 150.00</i>

- 8) The following Robinson River TMDL 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>
<i>RB-1</i>	<i>DEQPO16119</i>	<i>Timothy Walls</i>	<i>07-18-0004</i>	<i>275638</i>	<i>Madison</i>	<i>\$ 150.00</i>

- 9) The following Upper Rapidan River TMDL 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	Dorothy Morris	07-17-0508	273342	Madison	\$ 150.00
RB-1	DEQFY16RFA	William VonRaab	07-17-0276	266822	Madison	\$ 150.00
RB-1	DEQFY16RFA	Thomas Weaver	07-17-0210	265927	Madison	\$ 150.00
RB-1	DEQFY16RFA	Felicia Hall	07-17-0537	273682	Madison	\$ 146.25
RB-1	DEQFY16RFA	Helen Seeds	07-17-0478	273014	Orange	\$ 150.00
RB-3	DEQFY16RFA	Frank E Rockwell Trust	07-17-0078	262242	Orange	\$ 2,337.50
<i>RB-4</i>	<i>DEQFY16RFA</i>	<i>James Ward</i>	<i>07-17-0477</i>	<i>273010</i>	<i>Madison</i>	<i>\$ 2,250.00</i>
<i>RB-1</i>	<i>DEQFY16RFA</i>	<i>Sharron Smith</i>	<i>07-17-0602</i>	<i>275160</i>	<i>Madison</i>	<i>\$ 150.00</i>

- 10) 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	Sharron Savage	07-17-0501	273321	Greene	\$ 150.00
RB-1	DEQNPSWQIF	Michael Kelley	07-17-0250	264200	Orange	\$ 150.00
RB-4	DEQNPSWQIF	William Lambert	07-17-0461	272424	Orange	\$ 3,850.00
RB-1	DEQNPSWQIF	Laura Minger	07-17-0249	266290	Madison	\$ 150.00
RB-1	DEQNPSWQIF	Nancy Frazier	07-17-0479	273015	Madison	\$ 150.00
RB-1	DEQNPSWQIF	Sherrie Kauffman	07-17-0365	268749	Orange	\$ 150.00
RB-1	DEQNPSWQIF	Glenn Gahagen	07-17-0442	271704	Madison	\$ 150.00
RB-1	DEQNPSWQIF	Wanda Carpenter	07-17-0406	269187	Orange	\$ 137.50
RB-1	DEQNPSWQIF	Danny Douglas	07-17-0507	273340	Madison	\$ 150.00
RB-1	DEQNPSWQIF	Oliver Putnam	07-17-0600	275134	Rappahannock	\$ 150.00
RB-1	DEQNPSWQIF	Madelene Thumith	07-17-0416	270361	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	Laurence Brakowiecki	07-17-0596	275130	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	Denny May	07-17-0588	275006	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	Melvin Holley, Jr.	07-17-0513	273420	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	Jacque Towner	07-17-0386	268921	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	Michael Hanrahan	07-17-0605	275163	Culpeper	\$ 150.00
RB-3	DEQNPSWQIF	Robert E. Brown II	07-17-0541	273691	Culpeper	\$ 600.00
RB-1	DEQNPSWQIF	Philip String	07-17-0357	268400	Culpeper	\$ 150.00

RB-1	DEQNPSWQIF	Sandra Wood	07-17-0438	271668	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	Jeanne Banks	07-17-0353	268357	Culpeper	\$ 150.00
RB-4	DEQNPSWQIF	Randolph Tyson	07-17-0462	272743	Culpeper	\$ 4,000.00
RB-1	DEQNPSWQIF	Mark McDaniel	07-17-0383	268871	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	Claude Hitt Jr.	07-17-0424	270762	Culpeper	\$ 150.00
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Leonard Craig</i>	<i>07-17-0573</i>	<i>274642</i>	<i>Orange</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Thomas Pulaski</i>	<i>07-17-0511</i>	<i>273358</i>	<i>Madison</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>John Hutchens</i>	<i>07-17-0517</i>	<i>273490</i>	<i>Greene</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Alberto Baldonado</i>	<i>07-17-0617</i>	<i>275399</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Stuart Caldwell</i>	<i>07-17-0594</i>	<i>275107</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-3</i>	<i>DEQNPSWQIF</i>	<i>Louisa Bradford</i>	<i>07-17-0487</i>	<i>274523</i>	<i>Orange</i>	<i>\$ 1,429.50</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Dorothy Moore</i>	<i>07170304</i>	<i>267146</i>	<i>Rappahannock</i>	<i>\$ 150.00</i>

11) The following Upper York River TMDL Residential participants have been approved for payment 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	DEQ15972R	Robert Bell	07-17-0110	263197	Orange	\$ 150.00
RB-1	DEQ15972R	George Racer	07-17-0400	268972	Orange	\$ 150.00
<i>RB-4P</i>	<i>DEQ15972R</i>	<i>Ann Leahy</i>	<i>07-17-0440</i>	<i>271685</i>	<i>Orange</i>	<i>\$ 4,500.00</i>

12) The following Upper Rapidan River TMDL Residential participants 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-1	DEQFY16RFA	Stephanie Berry	07-17-0302	267135	Madison	\$ 150.00
<i>RB-1</i>	<i>DEQFY16RFA</i>	<i>Hubert Barr</i>	<i>07-17-0346</i>	<i>268127</i>	<i>Orange</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQFY16RFA</i>	<i>Dennis Seale</i>	<i>07-17-0256</i>	<i>266312</i>	<i>Madison</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQFY16RFA</i>	<i>Scott Fox</i>	<i>07-17-0341</i>	<i>268078</i>	<i>Madison</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQFY16RFA</i>	<i>Tonya Aylor</i>	<i>07-17-0560</i>	<i>274606</i>	<i>Madison</i>	<i>\$ 150.00</i>

13) The following WQIF Residential participants 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-1	DEQNPSWQIF	Christopher Donner	07-17-0347	268128	Orange	\$ 150.00
RB-1	DEQNPSWQIF	Beauregard Farm Inc	07-17-0361	268495	Culpeper	\$ 150.00
RB-1	DEQNPSWQIF	Beauregard Farm Inc	07-17-0361	268496	Culpeper	\$ 150.00
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Ann Chapman</i>	<i>07-17-0230</i>	<i>266047</i>	<i>Greene</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Alice Brown</i>	<i>07-17-0127</i>	<i>264231</i>	<i>Culpeper</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQNPSWQIF</i>	<i>Akilah Howdeshell</i>	<i>07-17-0206</i>	<i>265914</i>	<i>Madison</i>	<i>\$ 150.00</i>

14) The following Robinson River Little Dark Run Residential 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	DEQPO16119	Michael Parker	07-17-0397	268967	Madison	\$ 150.00
RB-1	DEQPO16119	Joseph Durham	07-17-0468	272857	Culpeper	\$ 150.00
<i>RB-3</i>	<i>DEQPO16119</i>	<i>John Gentry*</i>	<i>07-17-0380</i>	<i>273151</i>	<i>Madison</i>	<i>\$ 3,272.50</i>

*John Gentry was eligible for 70% cost-share.

15) Steve Walker (07-17-0396) was originally approved as a RB-3. The drain field needed to be replaced so this would make the project an RB-4. The new approved amount \$4,000.00 and he will be getting a payment for \$2,100.00.

16) The Technical Committee reviewed and discussed the Annual Plan of Work. Two additions were made to this document, mostly addressing urban BMP aspects.

17) The Technical Committee also reviewed and discussed the Strategic Plan. One topic was noted; communicating with new agricultural landowners. This will be further discussed with the Educational Committee.

18) The District Manager gave an update on seeking requests for proposals for dam engineering. The District received five proposals which will be reviewed by the Board. Interviews will follow.

19) The Technical Committee reviewed and approved the Secondary Considerations and Cost Estimate Worksheet for FY 2018.

R. Bradford motioned to approve the Technical Committee Report as amended. A. Campbell seconded the motion. (Bradford, Campbell, unanimous)

6) CLOSED SESSION – PERSONNEL & POSSIBLE LITIGATION

R. Runkle moved that the Board go into Closed Session at 10:15 A.M. as provided for in the Code of Virginia Section 2.2-3711(A) (1) to discuss personnel issues and as provided for in the Code of Virginia Section 2.2-3711(A) (7) to discuss potential litigation. 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 10:45 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) M. Rifaat made the motion to accept the recommendations from the Personnel Committee. R. Bradford seconded the motion. (Rifaat, Bradford, unanimous)

7) DIRECTORS REPORTS

- B. Jarvis reported on the Madison Tractor Pull at the Madison County Fair, this Saturday July 8th.
- S. Sharpe reported on July 12, 6 p.m. to 8 p.m. at the Louisa Extension Office featuring Adam Downing, District Forestry Extension Agent, and a program on “What can I do with my forested lands?”. Sarah reported she will be off for personnel leave until November.
- M. Rifaat reported Rappahannock County is undergoing administrative changes. D. Keyser has resigned with 2 or 3 weeks left as Rappahannock County Administrator. John McCarthy was the County Administrator for 30 years and recommended D. Keyser for the position and approved by the Board of Supervisors. Richard Burke, Building Inspector for Rappahannock County has also resigned.
- M. Rifaat reported Area II Chairman, Jim Gehlsen of Prince William SWCD will have a conference call to approve the Area II Legislative Agenda for the next session of the General Assembly. This will be on July 27th, at 8:30 a.m. Discussion followed.

8) STAFF REPORTS

- R. Jacobs reported the 2016 VCAP grant funds are fully allocated and spent. The 2017 VCAP grant is well underway. We are looking for a NFWF grant for September or October to have continuing funding going into the next 2 years. Richard participated in a training on “living shorelines” in Gloucester at the Virginia Institute of Marine Science.
- S. DeNicola reported the Annual Report bios are needed and any changes due by August 1. The NOAA grant starts this month for lead teachers, principals and essential office staff. Training will be at Graves Mountain Lodge – July 27th to August 2. There will be 9 individuals from Culpeper, 2 from Rappahannock, 3 from Orange, 8 from Madison and 6 from Greene County.
- Ashleigh Cason will soon be on personal leave and be back in November.
- G. Wichelns reported the Educational Committee discussed applying for a grant for next year to offer free soil tests to 100 homeowners in each county and educate them on lawn grass fertilizer use. Currently the committee is requesting \$500 from the District Board to support 50 tests for a small pilot program in Madison this year. It will start late summer, early fall. The Madison Master Gardeners will be enlisted to help. R. Runkle moved to approve the \$500 for soil tests in Madison County. Passed.

9) AGENCY REPORTS

NRCS

No report.

DCR

D. Cross presented the 2017 Grant Agreement Assessments at the July Board Meeting. FY19 Budget Template is due 8/1/2017 and must be approved by the District Board of Directors and a signed copy is to be submitted to the CDC with an electronic copy submitted to Stephanie Martin. Quarterly reports are due July 17 to include Attachment E, Cash Balance Sheet and P & L ; fourth quarter reports are to include cost share year-end cash balance and carry over reports and the FY17 Attachment E “roll up.” 2018 Desktop Guide for Fiscal Operations were provided today.

Local government license plates are required on District owned vehicles. Culpeper SWCD is already compliant. Virginia AG Cost Share (VACS) FY18 Average Cost lists and FY18 Secondary Considerations must be approved by the District Board prior to approving any 2018 BMP contracts. FY18 VACS Manuals are available online. 2017 Spot Checks – Approximately 10% administrative reviews will be conducted. Clean Water Farm Awards: nominations as well as Basin nominations are due by 10/15/2017. The 10 Grand Basin winners will receive their awards at the VASWCD Annual Meeting in Portsmouth. Basin nominees require a written narrative, and at least 6 PowerPoint slides.

Dates to remember:

- July 17: End of Year Financial & Cost Share Reports Due – Carryover, Cash Balance and SL-6 Pending Lack of Funding, as well as Att. E, EOY Rollover Report, Cash Balance and Profit and Loss reports.
- July 27: Area II Legislative Conference Call, 8:30 a.m.
- Aug 1: FY19 Budget Template Due
- Aug 15: TAC Meeting for 2019 VACS Program – DOF, Charlottesville
- Aug 22-24: VACDE Training – Graves Mountain Lodge
- Sept 18: Area II Chair’s Meeting w/ Darryl Grover, Director DSWC; 11:30 a.m.
- Sept 20: VA Assoc. of Soil & Water Con. Districts Mtg. Glen Allen
- Sept 27: Virginia Soil and Water Conservation Board meeting, Glen Allen
- Oct 1: Chesapeake Bay License Plate Grant applications due.
- Oct 15: CWFA Local and Basin nominations due to CDC
- DEC 3-5: VASWCD Annual Meeting, the Portsmouth Renaissance, Portsmouth VA.

- 10) **PLAN FOR JULY COMMITTEE MEETINGS (in Culpeper at the Culpeper Office)**
Committees will meet on Tuesday, July 27th, 2017: Personnel 9:00, Operations 9:30, Legislative 10:00, Technical 10:15 and RMP TRC to follow. The Educational Committee will be held in Madison at 4:00, on Monday, July 24th, 2017 at the War Memorial Building.

BOARD MEETING FOR AUGUST WILL BE HELD TUESDAY, AUGUST 1th, IN ORANGE COUNTY AT THE TOWN OF ORANGE DEPARTMENT OF PUBLIC WORKS.

11) **ADJOURNMENT**

Motion was made to adjourn the July, 2017 Board meeting at 11:45.

Respectfully Submitted,

Lynn Graves, Chairman



JoAnn M. Neal
Administrative Secretary

Date Approved 8-1-2017