

MINUTES
CULPEPER SOIL AND WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING

Blue Ridge Cafe
Greene County, Virginia
December 2, 2025

DRAFT

The meeting was called to order by Chairman Lynn Graves at 10:07 AM.

DIRECTORS PRESENT:

Lynn Graves, Madison County
Robert Williamson, Culpeper County
David Cox, Greene County
Robert Runkle, Greene County
Anthony Jewett, Madison County
Robert Bradford, Orange County
Mike Biniek, Rappahannock County
Steve Morris, At-Large Director, Greene County
Sarah Sharpe, Virginia Cooperative Extension, Greene County

DIRECTORS NOT PRESENT:

Dennis Verhoff, Culpeper County
Robert Brame, Orange County
Mike Sands, Rappahannock County
Molly Elgin, Associate Director, Orange County

STAFF PRESENT:

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

OTHERS PRESENT:

Debbie Cross, CDC, DCR
Karen Hamilton, Delegate-Elect, District 62

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

L. Graves called the meeting to order at 10:07 AM. Following a moment of silence, S. Yager led the Pledge of Allegiance. There were five handouts: Technical Committee Additions, DCR Report, two Staff Reports, and a Directory. L. Graves introduced Delegate-Elect, Karen Hamilton, and new District Conservation Specialist, Jack Bourdon, to the Board.

2) DRAFT MINUTES

L. Graves called for approval of the substance of November 4, 2025, Draft District Board Meeting Minutes and for any substantive corrections or additions. R. Williamson moved to approve the Minutes as presented. S. Morris seconded the motion. (R Williamson, S. 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. A. Jewett moved to adopt the Agenda as modified. M. Biniek seconded the motion. (A. Jewett, M. Biniek, unanimous)

4) CONSENT AGENDA

OPERATIONS COMMITTEE REPORT
LEGISLATIVE COMMITTEE REPORT
EDUCATION COMMITTEE REPORT
TREASURER'S REPORT

5) ADDITIONS TO AGENDA

5.1) TECHNICAL COMMITTEE REPORT

November 18, 2025 Technical Committee Meeting Minutes (Updated)

Present: Robert Bradford, Chairman; Lynn Graves, Madison; Mike Sands, Rappahannock; Greg Wichelns, District Manager; Spencer Yager, Conservation Specialist; David Massie, Conservation Specialist; Amanda McCullen, Conservation Specialist; Kendall Dellinger, Conservation Specialist; Lily Smith, Conservation Specialist; Cheyenne Sheridan, Conservation Specialist; Trevor Talley, Conservation Specialist; Henny Calloway, Conservation Specialist; Richard Jacobs, Conservation Specialist; Brad Jarvis

Items in italics were added at the December 2, 2025 Board Meeting in Ruckersville, Virginia

- 1) The following Conservation Plans were thoroughly reviewed by the Technical Committee and recommended for Board approval:

Greg Brummet	CP-7-26-0020
Erich Jenkins	CP-7-24-0024

- 2) 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.

Practice	Fund	Participant	Contract	Instance	County	Amount	Tax Credit
CCI-SL-6N	2026 VACS	Courtney Conroy	07-26-0343	730890	Culpeper	\$ 306.00	\$ 0.00
CCI-SL-6W	2026 VACS	Somerset Plantation Inc.	07-26-0339	730666	Orange	\$ 16,050.00	\$ 0.00
CCI-SL-6W	2026 VACS	Tom Nixon	07-26-0346	731019	Orange	\$ 6,125.00	\$ 0.00
CCI-SL-6W	2026 VACS	Tom Nixon	07-26-0346	731021	Orange	\$ 8,000.00	\$ 0.00
CCI-SL-6W	2026 VACS	Tom Nixon	07-26-0346	731022	Orange	\$ 3,562.50	\$ 0.00
CCI-SL-6W	2026 VACS	Tom Nixon	07-26-0346	731023	Orange	\$ 2,887.50	\$ 0.00
CCI-SL-6W	2026 VACS	Tom Nixon	07-26-0346	731024	Orange	\$ 8,625.00	\$ 0.00
SL-6W	2026 VACS	Erich Jenkins	07-26-0342	730860	Madison	\$ 86,223.00	\$ 0.00
SL-6W	2026 VACS	Greg Brummett	07-26-0314	728132	Madison	\$ 34,291.00	\$ 0.00
SL-7	2026 VACS	Greg Brummett	07-26-0314	728133	Madison	\$ 4,245.60	\$ 265.35
SL-8B	2026 VACS	Bobby McDaniel	07-26-0326	729759	Greene	\$ 5,233.00	\$ 0.00
SL-8B	2026 VACS	J.R. & J.G. Goodwin LLC	07-26-0324	729217	Orange	\$ 1,192.10	\$ 0.00
SL-8B	2026 VACS	William Brown, III	07-26-0355	731284	Culpeper	\$ 14,628.00	\$ 0.00
SL-8B	2026 VACS	Muddy Flats Farm LLC	07-26-0358	731327	Culpeper	\$ 2,050.00	\$ 0.00
SL-8B	2026 VACS	Belair Dairy LLC	07-26-0322	728835	Culpeper	\$ 30,080.00	\$ 0.00
SL-8B	2026 VACS	Nixon Farms LLC	07-26-0359	731331	Culpeper	\$ 6,240.00	\$ 0.00
SL-8B	2026 VACS	Tatum Farm LLC	07-26-0345	731017	Madison	\$ 16,950.00	\$ 0.00
SL-8H	2026 VACS	Tatum Farm LLC	07-26-0345	731016	Madison	\$ 2,100.00	\$ 0.00

SL-8B	2026 VACS	Graves Mountain Farms	07-26-0354	731274	Madison	\$ 5,130.00	\$ 0.00
SL-8B	2026 VACS	Somerset Plantation Inc.	07-26-0318	728807	Orange	\$ 10,000.00	\$ 0.00
SL-8H	2026 VACS	Somerset Plantation Inc.	07-26-0318	728809	Orange	\$ 3,586.00	\$ 0.00
<i>SL-8H</i>	<i>2026 VACS</i>	<i>Dennis Brown II</i>	<i>07-26-0365</i>	<i>731931</i>	<i>Culpeper</i>	<i>\$ 4,500.00</i>	<i>\$ 0.00</i>
<i>SL-8B</i>	<i>2026 VACS</i>	<i>Dennis Brown II</i>	<i>07-26-0366</i>	<i>731932</i>	<i>Culpeper</i>	<i>\$ 69,480.00</i>	<i>\$ 0.00</i>
<i>SL-8H</i>	<i>2026 VACS</i>	<i>Thomas Clark</i>	<i>07-26-0369</i>	<i>731939</i>	<i>Culpeper</i>	<i>\$ 1,950.00</i>	<i>\$ 0.00</i>
<i>SL-8B</i>	<i>2026 VACS</i>	<i>Thomas Clark</i>	<i>07-26-0370</i>	<i>731940</i>	<i>Culpeper</i>	<i>\$ 4,450.00</i>	<i>\$ 0.00</i>
<i>SL-8H</i>	<i>2026 VACS</i>	<i>Glebe Farm LLC</i>	<i>07-26-0168</i>	<i>712693</i>	<i>Culpeper</i>	<i>\$ 32,355.00</i>	<i>\$ 0.00</i>
<i>SL-8B</i>	<i>2026 VACS</i>	<i>Glebe Farm LLC</i>	<i>07-26-0169</i>	<i>712694</i>	<i>Culpeper</i>	<i>\$ 4,233.00</i>	<i>\$ 0.00</i>

3) 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	2026 VACS	Robert Chehi	07-26-0223	720908	Madison	\$ 11,700.00	\$ 0.00
SL-1	2026 VACS	William Queitzish	07-26-0237	721723	Madison	\$ 4,537.50	\$ 687.80
SL-6N	2025 VACS	Patricia Eggborn	07-25-0572	589994	Culpeper	\$ 25,136.70	\$ 4,189.45
WP-2W	2026 VACS	Justin Crigler	07-26-0256	724246	Madison	\$ 11,860.60	\$ 0.00
<i>NM-3C</i>	<i>2025 VACS</i>	<i>Bar M Farms LLC*</i>	<i>07-25-0419</i>	<i>647581</i>	<i>Orange</i>	<i>\$ 1,047.00</i>	<i>\$ 0.00</i>
<i>NM-6</i>	<i>2026 VACS</i>	<i>Lewis A Lamb & Sons</i>	<i>07-26-0230</i>	<i>721501</i>	<i>Madison</i>	<i>\$ 16,983.00</i>	<i>\$ 0.00</i>
<i>SL-6N</i>	<i>2025 VACS</i>	<i>Liberty Hall Plantation LLC</i>	<i>07-25-0409</i>	<i>647598</i>	<i>Culpeper</i>	<i>\$ 17,991.90</i>	<i>\$ 3,493.95</i>
<i>SL-6W</i>	<i>2024 VACS</i>	<i>Brian Hanlin**</i>	<i>07-24-0242</i>	<i>573938</i>	<i>Rappahannock</i>	<i>\$101,299.46</i>	<i>\$ 2,159.68</i>
<i>SL-10</i>	<i>2026 VACS</i>	<i>Ronald R Haney Trust</i>	<i>07-26-0289</i>	<i>726304</i>	<i>Orange</i>	<i>\$ 2,250.00</i>	<i>\$ 0.00</i>
<i>SL-10</i>	<i>2026 VACS</i>	<i>Thomas P Gilbert</i>	<i>07-26-0290</i>	<i>726305</i>	<i>Orange</i>	<i>\$ 3,000.00</i>	<i>\$ 0.00</i>

*Increase of \$157.38 for an additional 26.23 acres of corn eligible for NM-3C.

**The Technical Committee approved an increase for stream exclusion fence footage and associated buffer payment.

4) 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-8B	2026 VACS	Aksel Falk*	07-26-0172	713173	Madison	\$ 34,558.00	\$ 0.00

*Increase of \$9,658.00 for an additional 76.3 acres of non-harvestable cover crop.

5) The following BMP participant has 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>	<u>Tax Credit</u>
WP-2A	2024 VACS	Clifton Pleasant	07-24-0120	558072	Culpeper	\$300,000.00	\$ 0.00

6) The following Locally Funded 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	Locally Funded	Robert Tuttle	07-26-0341	730814	Culpeper	\$ 225.00
RB-1	Locally Funded	Khristine Montorio	07-26-0344	731013	Culpeper	\$ 270.00
RB-1	Locally Funded	Harriette Rosenblatt	07-26-0348	731204	Madison	\$ 292.50
RB-1	Locally Funded	Sharon Workman	07-26-0349	731205	Greene	\$ 292.50
RB-1	Locally Funded	Marc Cole	07-26-0350	731206	Orange	\$ 225.00
RB-1	Locally Funded	Gregory Krotosek	07-26-0353	731255	Greene	\$ 225.00
RB-3	Locally Funded	Catherine Cobos*	07-26-0125	730842	Rappahannock	\$ 2,575.00
RB-3	Locally Funded	Candace Settle	07-26-0320	730173	Rappahannock	\$ 3,750.00
RB-3M	Locally Funded	Timothy Cotter	07-26-0340	730727	Culpeper	\$ 2,112.50
RB-3M	Locally Funded	Cary Holliday	07-26-0347	721175	Orange	\$ 3,250.00
RB-3M	Locally Funded	Suzanne McMurran	07-26-0352	731235	Orange	\$ 2,600.00
RB-3M	Locally Funded	Barbara Rogers	07-26-0356	731298	Greene	\$ 1,625.00
RB-3M	Locally Funded	Maura Rodriguez	07-26-0357	731297	Greene	\$ 1,625.00
<i>RB-1</i>	<i>Locally Funded</i>	<i>Mariel Lewis</i>	<i>07-26-0379</i>	<i>731981</i>	<i>Madison</i>	<i>\$ 225.00</i>
<i>RB-1</i>	<i>Locally Funded</i>	<i>Warren Shifflett</i>	<i>07-26-0375</i>	<i>731968</i>	<i>Madison</i>	<i>\$ 360.00</i>
<i>RB-1</i>	<i>Locally Funded</i>	<i>Thomas Boyd</i>	<i>07-26-0368</i>	<i>731938</i>	<i>Madison</i>	<i>\$ 360.00</i>

RB-1	Locally Funded	Marjorie Thomas	07-26-0371	731958	Greene	\$ 360.00
RB-1	Locally Funded	Derek Shifflett	07-26-0376	731978	Greene	\$ 225.00
RB-3M	Locally Funded	Rachel Ricci	07-26-0378	731980	Culpeper	\$ 1,950.00
RB-3M	Locally Funded	Jessica Purdum	07-26-0336	730370	Madison	\$ 2,112.50
RB-3M	Locally Funded	Suzette Smith	07-26-0367	731937	Greene	\$ 2,600.00
RB-3M	Locally Funded	Georgianna Gibbs	07-26-0361	731606	Orange	\$ 5,200.00
RB-3M	Locally Funded	James Lencalis	07-26-0294	731332	Orange	\$ 3,250.00
RB-4	Locally Funded	Brian Galasso	07-26-0373	731964	Madison	\$ 10,000.00

*Catherine Cobos increase from RB-3M to RB-3.

7) The following Mountain Run, Muddy Run, and Lower Hazel River Residential participants have been approved by the Technical Committee for funding:

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-1	PO17406	Robert Lemon	07-26-0364	731836	Culpeper	\$ 225.00
RB-3M	PO17406	George Stover	07-26-0144	731392	Culpeper	\$ 4,225.00

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

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-3M	DEQ17084	Karen Stinnett	07-26-0362	731834	Rappahannock	\$ 2,600.00
RB-3M	DEQ17084	Connie Jenkins	07-26-0363	731835	Culpeper	\$ 5,200.00

9) The following Upper Rapidan River Residential applicant has been approved by the Technical Committee for funding:

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-1	PO17083	Zachery Santulli	07-26-0156	731961	Greene	\$ 225.00

10) 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	PO17407	Alice Maready	07-26-0351	731208	Orange	\$ 360.00
RB-1	PO17407	Jonna Gillette	07-26-0372	731963	Orange	\$ 270.00

11) The following Locally Funded participants have been approved by the Technical Committee for payment:

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-1	Locally Funded	Deborah Moorman	07-26-0325	729282	Culpeper	\$ 200.00
RB-1	Locally Funded	Whitney Gray	07-26-0317	728164	Culpeper	\$ 212.50
RB-1	Locally Funded	Kathy Lillard	07-26-0073	662664	Culpeper	\$ 220.00
RB-1	Locally Funded	Harvey Stanley	07-26-0200	718951	Culpeper	\$ 212.50
RB-1	Locally Funded	Holland Markwalter	07-26-0098	682225	Rappahannock	\$ 225.00
RB-1	Locally Funded	Robert Tuttle	07-26-0341	730814	Culpeper	\$ 212.50
RB-3	Locally Funded	Catherine Cobos	07-26-0125	730842	Rappahannock	\$ 2,575.00
RB-3M	Locally Funded	Clayton Van Doren	07-26-0100	683355	Culpeper	\$ 262.50
RB-4	Locally Funded	Cynthia Kemp	07-25-0497	659304	Culpeper	\$ 6,250.00
RB-4	Locally Funded	Cynthia Kemp	07-25-0497	659305	Culpeper	\$ 6,250.00
RB-1	Locally Funded	Margaret Vance	07-26-0035	660944	Culpeper	\$ 212.50
RB-1	Locally Funded	John Turcotte	07-26-0265	725223	Culpeper	\$ 225.00
RB-1	Locally Funded	William Nenninger	07-26-0274	726007	Rappahannock	\$ 212.50
RB-1	Locally Funded	Vincent Miller	07-26-0071	662289	Culpeper	\$ 205.00
RB-1	Locally Funded	Janet McKinney	07-26-0242	721835	Rappahannock	\$ 340.00
RB-1	Locally Funded	Carla Coleman	07-26-0126	702911	Culpeper	\$ 212.50
RB-1	Locally Funded	Hailey Roy	07-26-0315	728150	Culpeper	\$ 340.00
RB-1	Locally Funded	Patricia Settle	07-26-0201	718953	Culpeper	\$ 212.50
RB-1	Locally Funded	Patricia Settle	07-26-0201	718956	Culpeper	\$ 212.50
RB-1	Locally Funded	Patricia Settle	07-26-0201	718957	Culpeper	\$ 212.50

RB-1	Locally Funded	Patricia Settle	07-26-0201	718958	Culpeper	\$ 212.50
RB-1	Locally Funded	Patricia Settle	07-26-0201	718959	Culpeper	\$ 212.50
RB-1	Locally Funded	Patricia Settle	07-26-0201	718960	Culpeper	\$ 212.50
RB-1	Locally Funded	Patricia Settle	07-26-0201	718962	Culpeper	\$ 212.50
RB-1	Locally Funded	Sue Southard	07-26-0091	667940	Orange	\$ 337.50
RB-1	Locally Funded	Mary Smith	07-26-0211	719783	Madison	\$ 212.50
RB-1	Locally Funded	Randy Huwa	07-26-0299	726434	Madison	\$ 225.00
RB-3M	Locally Funded	Erinn Upmeyer	07-26-0280	726074	Rappahannock	\$ 1,625.00
RB-3M	Locally Funded	Raymond Brown	07-26-0338	730410	Culpeper	\$ 1,737.50
RB-3M	Locally Funded	Penny Schevey	07-25-0537	651226	Greene	\$ 1,920.00

12) The following Mountain Run, Muddy Run, and Lower Hazel River Residential participants have been approved by the Technical Committee for payment:

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-1	PO17406	Cheng Naudus	07-26-0193	716226	Culpeper	\$ 212.50
RB-1	PO17406	Talmage Colvin	07-26-0160	708989	Culpeper	\$ 276.25
RB-3M	PO17406	Cecil Printz	07-26-0053	661339	Culpeper	\$ 212.50
RB-3M	PO17406	George Stover	07-26-0144	731392	Culpeper	\$ 1,589.90

13) The following Upper Rapidan River Residential participants have been approved by the Technical Committee for payment:

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-1	PO17083	Cindy Reid	07-26-0061	661488	Madison	\$ 212.50
RB-3M	PO17083	Karen Newman	07-26-0086	701951	Greene	\$ 2,976.77

14) The following Robinson River Residential participant has been approved by the Technical Committee for payment:

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-3M	DEQ17220	Sara VonHerbulis	07-26-0284	726092	Madison	\$ 2,925.00

15) The following Upper York River Residential participants have been approved by the Technical Committee for payment:

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-1	PO17407	Michael Fortin	07-26-0295	726401	Orange	\$ 292.50
RB-3	PO17407	Scott Clements	07-25-0312	648535	Orange	\$ 4,500.00

16) The following Residential participants have been cancelled by the Technical Committee:

Practice	Fund	Participant	Contract	Instance	County	Amount
RB-2	Locally Funded	Marion Ruffner	07-26-0079	662904	Culpeper	\$ 9,375.00
RB-3M	DEQ17084	Yenifer A Lovos	07-26-0049	661296	Culpeper	\$ 4,875.00
RB-3M	Locally Funded	Catherine Cobos	07-26-0125	702893	Rappahannock	\$ 1,625.00
RB-3M	Locally Funded	Damian Busicchia	07-26-0029	660585	Culpeper	\$ 1,950.00
RB-4	Locally Funded	Shawn Hamrick	07-26-0222	720899	Rappahannock	\$ 6,250.00
RB-1	Locally Funded	Peter Herold	07-26-0145	703916	Culpeper	\$ 270.00
RB-1	Locally Funded	Russell Burwell	07-25-0676	658364	Greene	\$ 225.00
RB-1	PO17407	Ronald Burleson	07-25-0488	649897	Orange	\$ 360.00
RB-3	PO17406	George Stover	07-26-0144	703915	Culpeper	\$ 4,875.00
RB-3M	PO17083	Zachery Santulli	07-26-0156	705907	Greene	\$ 1,625.00
RB-3M	PO17407	Jonna Gillette	07-25-0315	656918	Orange	\$ 1,950.00
RB-3M	Locally Funded	James Lencalis	07-26-0294	726395	Orange	\$ 1,625.00
RB-3M	DEQ17220	Brian Galasso	07-25-0240	646254	Madison	\$ 5,200.00
RB-3M	PO17407	Margaret Stoner	07-25-0584	651785	Orange	\$ 2,600.00
RB-3M	PO17407	Frederick Klecar	07-25-0599	652201	Orange	\$ 3,575.00
RB-3M	Locally Funded	James Hodges	07-25-0652	657124	Greene	\$ 2,437.50

17) The following Virginia Conservation Assistance Program (VCAP) practices have been reviewed and approved by the Steering Committee pending funding from available District Funds:

<u>Practice</u>	<u>Participant</u>	<u>County</u>	<u>Amount</u>
CL-3	Julia Gorski	Rappahannock	\$ 7,000.00
PP	Memorial Foundation of the Germanna Colonists in Virginia	Orange	\$ 20,000.00
RG	Julia Gorski	Rappahannock	\$ 2,603.20

18) The Technical Committee Chairman requests authority from the Board to approve any new applications, payments, and associated tax credits before the end of the calendar year.

19) The District Manager gave an update on dams:

- a. District staff, along with Robert Bradford, will meet with representatives of Ruby Run, the residential development near Mountain Run #13 (Merrimac Dam) on Friday, November 21, 2025.
- b. Schnabel Engineering will be finalizing the grading design for the spillway at Beautiful Run #6.

20) District staff provided an update on the Virginia Conservation Assistance Program (VCAP) and approval process. Directors requested that Staff gather more information on how VCAP practices are reviewed and ranked.

21) Brad Jarvis gave a progress report on several contracts with End of Lifespans expiring in the next two years.

22) Jarvis AgriServices, LLC gave a brief presentation on nutrient management planning services offered to District cost share participants to fulfill the Virginia Agricultural Cost Share Program requirements.

23) The Technical Committee reviewed the Annual Plan of Work. The Technical Committee feels it meets all requirements.

24) District Staff reported on recent Engineering Job Approval Authority reviews with Amanda Pennington, District Engineering Services Manager. Two more Staff are scheduled for their initial reviews the middle of December.

R. Bradford moved to delegate authority to the Technical Committee Chairman to approve cost share payments and tax credits through the end of the calendar year. M. Biniek seconded the motion. (R. Bradford, M. Biniek, unanimous)

R. Bradford provided a brief update on Ruby Run's pending gravity sewer line construction proposal, noting that District staff have communicated their concerns regarding maximizing the tree buffer above the spillway and distance from top of cut slope of Merrimac dam and the need to adhere to District policy on dam management in relation to the proposed sewer line. Ruby Run's representatives and engineers agreed to address these issues. R. Bradford moved to approve allowing Ruby Run's representatives and engineers to develop final plans for review, incorporating the identified concerns. S. Morris seconded the motion. (R. Bradford, S. Morris, unanimous)

R. Bradford highlighted the Technical Committee Minutes related to VCAP funding approvals, clarifying that while the projects have been approved for funding through VCAP, they are currently waitlisted and will therefore be funded by the District using Local Funds. R. Bradford moved to approve the Technical Committee Report and Additions as presented. M. Biniek seconded the motion. (R. Bradford, M. Biniek, unanimous)

6) CLOSED SESSION: PERSONNEL MATTERS

R. Runkle moved that the Board go into Closed Session at 10:23 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. M. Biniek seconded the motion. (R. Runkle, M. Biniek, unanimous)

Following the return from Closed Session, R. Runkle moved to reconvene at 10:31 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. Bradford seconded the motion. (R. Runkle, R. Bradford, unanimous)

R. Bradford moved to accept the recommendations from the Personnel Committee. R. Williamson seconded the motion. (R. Bradford, R. Williamson, unanimous)

7) DIRECTOR REPORTS

S. Morris reported that the McLean Family received the James River Basin Award in 2024 and stated that he intends to present the award to them with Mr. Yager in the coming week. He also requested a handout that defines acronyms commonly used by District staff.

R. Bradford reported that the District's Annual Banquet was a success and thanked staff for their efforts.

S. Sharpe updated the Board on the Well Water/Septic Program, noting that approximately 40 Greene County residents attended and that she anticipates an increase in District call volume regarding the Residential Cost-Share Program. She further reported that she will be hosting a webinar on prolapses and long-term cow care in approximately two weeks, as well as a four-part series on homesteading, small farms, and livestock at the end of January. She also announced that a new Extension Agent, Emily Benningsdorf, will begin working in the Orange County Extension Office next Wednesday, December 10.

M. Biniek reported his attendance at a meeting in Rappahannock County with the Rappahannock League of Environmental Protection, noting that the meeting included the election of officers to the Board, and discussions regarding growing membership and existing members becoming more proactive in advocating for land protection.

R. Williamson expressed his appreciation for the District's Annual Banquet and commended staff on a job well done.

L. Graves reported that he plans to attend the upcoming Rappahannock River Basin Commission meeting as an alternate. He also noted his intention to attend the Virginia Association of Soil and Water Conservation Districts' Annual Meeting next week in Williamsburg.

D. Cox reported that he has been active with the Greene County Ag-Forestral Committee, noting positive progress and encouraging others to participate. He also thanked Sarah Sharpe and Robert Runkle for their participation.

8) STAFF REPORTS

H. Calloway commented on Ms. Sharpe's report, agreeing that the program went very well and confirming that call volume from residents interested in participating has increased.

S. Yager reported that the Shepherd family contacted him to express their appreciation for the award they received at the District's Annual Banquet and to thank Lily for her thoughtful presentation on the work they have done on their farm.

L. Smith reported that she will be meeting with Amanda Pennington for her initial Engineering Job Approval Authority (EJAA) Review on December 11.

A. McCullen reported that she has renewed her EJAA certification and is recertified through November 2028.

C. Sheridan reported that she will also be meeting with Amanda Pennington for her initial EJAA Review on December 11.

S. DeNicola reported on her attendance at the Virginia Association of Science Teachers Conference, noting that the event was well attended by teachers and that she was the only Soil and Water Conservation District staff member present. She added that attendees were very appreciative of

her participation. She also reported on the Area II Envirothon Training hosted at Graves Mountain Lodge, where 290 students from 16 Districts attended and were highly engaged.

J. Bourdon introduced himself and reported that his first day went very well – he met staff, received a tour, and became familiar with his computer and workspace.

R. Jacobs reported that a Governor's School student, Rowen Turner, from Orange County High School has been shadowing him and Ms. DeNicola during field events for the student's Capstone Project, which will include a written report and a community service project. He reported that Lake of the Woods has identified the District as a partner in a Virginia Community Flood Preparedness Fund proposal to address persistent community flooding associated with undersized storm pipes. Additionally, he noted that site plan reviews have frequent delays when engineers omit the Stormwater Management Plan with the site plan submission to the County(s).

D. Massie commented on the success of the District's Annual Banquet, noting that he received several compliments from attendees who said they were "impressed." He reported that he has completed approximately 30 hours of one-on-one training with Greg Wichelns in preparation for his transition to District Manager. He also noted that all login credentials and banking authorities have been transferred from Greg to himself. He reported on the counties' FY27 budget requests, stating that Greene County's request has been completed and that the remaining counties will be finalized soon. He also reported his plans to attend the Virginia Association of Soil and Water Conservation Districts Annual Meeting next week. He provided a brief update on plans to replace the gate valves on two District dams: Beautiful Run Dams 4 and 5. He further reported that he completed his EJAA review with Amanda Pennington and will not need to repeat the review until November 2028. He informed the Board that Carl Stafford, Culpeper Agricultural Extension Agent, is retiring, with a retirement celebration scheduled at the Carver Center on December 12 from 3pm to 6pm. He also reported that he plans to attend an Easement Meeting hosted by Virginia Cooperative Extension, with various other conservation organizations, at the Carver Center on December 18. He concluded by reminding members that anyone wishing to have clothing embroidered with the District logo should submit their items to Ms. Ross by the end of December.

9) AGENCY REPORTS

DCR – D. Cross submitted a written report and highlighted several key items. She reminded the Board to complete required COIA and FOIA trainings and noted that Quarterly Reports are due January 15. She also provided reminders regarding upcoming Virginia Tax Credits and IT Security Training deadlines for staff. She further noted the need to update Associate Director job descriptions and emphasized that the deadline for cost-share fund approvals is now June 15 under the updated Virginia Soil and Water Conservation Board (VSWCB) policy. She concluded with grant agreement reminders and upcoming important dates.

10) PUBLIC COMMENT

K. Hamilton thanked the Board for inviting her to attend the meeting. She stated that she is the Delegate-Elect for District 62, which encompasses much of the Culpeper Soil and Water Conservation District, including all of Greene and Madison counties as well as portions of Culpeper and Orange counties. She spoke about her background in civil engineering. She reported that the legislative session begins on January 14 and concluded by expressing her eagerness to assist, encouraging the Board to contact her as needs arise.

11) PLAN FOR DECEMBER COMMITTEE MEETINGS

Committees will meet at the Madison Extension Office on Wednesday, December 17, 2025: 12:30 Personnel, 1:00 Operations, 1:30 Technical. The Education Committee will meet on Monday,

December 15, 2025, at 3:30 PM at the Madison Extension Office. **BOARD MEETING FOR JANUARY WILL BE HELD AT 10:00 AM ON Tuesday, January 6, 2025, in person, at EverGRO in Orange County.**

12) ADJOURNMENT

R. Williamson motioned to adjourn the December Board meeting at 11:27 AM. D. Cox seconded the motion. (R. Williamson, D. Cox, unanimous)

Respectfully Submitted,
Stevie Ross, Administrative Secretary/Financial Specialist

Lynn Graves, Chairman

Date Approved: