

MINUTES

CULPEPER SOIL AND WATER CONSERVATION DISTRICT
BOARD MEETING

Washington Volunteer Fire Department
Washington, Virginia
September 4, 2012

ORANGE COUNTY
OCT 04 2012
ADMINISTRATION

The meeting was called to order by Chairman Robert Brame at 9:30 AM.

DIRECTORS PRESENT: Robert Brame, Greene County
Robert Runkle, Greene County
Bob Kane, Madison County
Alyson Sappington, Orange County
Robert Bradford, Orange County
Tom O'Halloran, Culpeper County
Jocelyn P. Lampert, Culpeper County, Director At-Large
Evelyn Kerr, Rappahannock County
Monira Rifaat, Rappahannock County
Warren Lee, Orange County Associate Director
Jim Byrne, Madison County Associate Director

DIRECTORS ABSENT: Lynn Graves, Madison County
Steve Morris, Greene County Associate Director
Andrew Campbell, Culpeper County
Laura Campbell, Culpeper County Associate Director
John Genho, Rappahannock County Associate Director
Brad Jarvis, Madison County, Virginia Cooperative Ex.
Dick McNear, Rappahannock County Associate Director

STAFF PRESENT: Greg Wichelns, District Manager
JoAnn Neal, Administrative Secretary
David Massie, Conservation Specialist
Spencer Yager, Conservation Specialist
Evan Blumenstein, Conservation Specialist
Stephanie DeNicola, Education & Communication Specialist
Henny Calloway, Conservation Specialist

OTHERS PRESENT: D. Cross, DCR, Conservation District Coordinator
Rex Rexrode, NRCS

- 1) **CALL TO ORDER, MOMENT OF SILENCE, PLEDGE OF ALLEGIANCE**
R. Brame welcomed everyone to Rappahannock County. Following a moment of silence, R. Brame welcomed JoAnn Neal back from leave due to the hospitalization. E. Blumenstein then led the Pledge of Allegiance.
- 2) **DRAFT MINUTES**
R. Brame called for edits to the August 7, 2012 minutes. The minutes will be returned for approval at the October board meeting with edit amendments.
- 3) **AGENDA APPROVAL**
R. Brame called for Agenda approval. Technical Committee additions are to be included in the Agenda approval. G. Wichelns requested to add a Closed Session – Personnel as 5A and the Ad Hoc Committee

Report on Proposed Resource Management Plan Regulations as 5B on the Agenda. S. DeNicola requested the Educational Committee Report be removed from the Consent Agenda and placed as 5C on the Agenda. Rex Rexrode requested to take Rive Enterprises off the Consent Agenda under NRCS plans. A. Sappington moved to approve the Agenda. T. O'Halloran seconded the motion. R. Bradford abstained. (Sappington, O'Halloran, none opposed)

4) CONSENT AGENDA
Consent Agenda adopted.

COMMITTEE REPORTS
TECHNICAL

(All CCI-SE1 Funded practices are also included for payment)

*Indicates that the practices were added at the September 4, 2012 Board Meeting

1. The following BMP applicants have been approved by the Technical Committee for funding:

| <u>Practice</u> | <u>Fund</u> | <u>Participant</u> | <u>County</u> | <u>Amount</u> | <u>Tax Credit</u> |
|-----------------|--------------|-----------------------|---------------|---------------|-------------------|
| SL6 | VACS | Jennell McMillin | Greene | \$ 2,945.25 | \$ 245.44 |
| LE1T | Upper York | Ray Jones | Orange | \$ 84,672.75 | \$ 3,735.56 |
| LE1T | Upper York | Bobby Pace | Orange | \$ 21,976.75 | \$ 969.56 |
| LE2T | Upper York | Bobby Pace | Orange | \$ 2,718.25 | \$ 679.68 |
| LE2T | Upper Hazel | Jim Manwaring | Rappahannock | \$ 16,638.00 | \$ 4,159.50 |
| CCI-SE1 | Supplemental | Paul Amberger | Orange | \$ 5,100.00 | \$ 0.00 |
| CCI-SE1 | Supplemental | Bob Clements | Rappahannock | \$ 4,342.00 | \$ 0.00 |
| CCI-SE1 | Supplemental | George Racer | Orange | \$ 950.00 | \$ 0.00 |
| SL6 | Supplemental | James Michael Green* | Culpeper | \$ 25,348.13 | \$ 2,112.34 |
| SL6 | Supplemental | Muddy Run Farm* | Culpeper | \$ 2,579.03 | \$ 214.92 |
| FR1 | Supplemental | Muddy Run Farm* | Culpeper | \$ 650.00 | \$ 0.00 |
| LE1T | UHR Ag. | Elmwood Farm Partner* | Culpeper | \$ 34,323.00 | \$ 1,514.25 |
| LE2T | UHR Ag. | Elmwood Farm Partner* | Culpeper | \$ 1,760.00 | \$ 440.00 |

2. The Committee granted a cost share increase for Paul Kalb in the amount of \$5,338.00 with a tax credit increase of \$235.50.

3. The following BMP participants have been approved by the Technical Committee for payment:

| <u>Practice</u> | <u>Fund</u> | <u>Participant</u> | <u>County</u> | <u>Amount</u> | <u>Tax Credit</u> |
|-----------------|-------------|--------------------|---------------|---------------|-------------------|
| * SL6 | VACS | Irene Carnes* | Culpeper | \$ 11,891.06 | \$ 990.92 |
| * SL6 | Carryover | Robert Bradford** | Orange | \$ 27,726.75 | \$ 2,310.56 |
| I SL6B | Carryover | Robert Bradford* | Orange | \$ 0.00 | \$ 625.25 |
| n SL6 | Carryover | James Yates, Jr.* | Rappahannock | \$ 5,870.25 | \$ 489.19 |
| cSL6B | Carryover | James Yates, Jr.* | Rappahannock | \$ 0.00 | \$ 1,913.94 |

** Includes an increase of \$710.62 in cost share due to additional pipeline installed.

4. The following Robinson River TMDL Residential applicants have been approved by the Technical Committee for funding:

| <u>Practice</u> | <u>Participant</u> | <u>County</u> | <u>Amount</u> |
|-----------------|--------------------|---------------|---------------|
| RB1 | Nona Elston | Madison | \$ 150.00 |
| RB1 | Karen Rice | Madison | \$ 150.00 |
| RB1 | Francis Roebuck | Madison | \$ 150.00 |

| | | | |
|-----|-------------------|---------|-------------|
| RB3 | Jacqueline Mow | Madison | \$ 3,000.00 |
| RB3 | Kathleen Johnson* | Madison | \$ 3,000.00 |
| RB1 | Eileen Early* | Madison | \$ 150.00 |

5. The following Robinson River TMDL Residential participants have been approved by the Technical Committee for payment:

| <u>Practice</u> | <u>Participant</u> | <u>County</u> | <u>Amount</u> |
|-----------------|--------------------|---------------|---------------|
| RB1 | Douglas Holbrook | Madison | \$ 150.00 |
| RB1 | Rebecca Nilson | Madison | \$ 150.00 |
| RB1 | Nona Elston* | Madison | \$ 150.00 |

6. The following Upper Hazel River TMDL Residential participant has been approved by the Technical Committee for approval:

| <u>Practice</u> | <u>Participant</u> | <u>County</u> | <u>Amount</u> |
|-----------------|--------------------|---------------|---------------|
| RB1 | Tansy Frazier | Rappahannock | \$ 150.00 |

7. District staff will work on a second round of mailings to promote the Supplemental Funding. The first round was a success and we hope to bring in more participants again.
8. The District Manager gave a report on several dam updates:
- Funds will be added to the District Funding Request Spreadsheet being formulated by the summer study.
 - The inundation breach study report for Beautiful Run #2A is under reconsideration.
 - Most all of the annual maintenance for Beautiful Run #7 was completed. A report was sent to George Webb.
 - The Division of Dam Safety has brought up the issue of training dikes on many state owned dams. This will impact the District dams in the future.
 - We hope to receive the six year certificates for Caynor Lake, Merrimac Lake, and Beautiful Run #5 in September.
 - Later in the Fall 2012, the District will perform fence maintenance on Beautiful Run #4 and Beautiful Run #7.
9. The Committee reviewed the list of nominees in each county for the Clean Water Farm Award. District Staff will have the recipients by the October Board Meeting.
10. Chairman Robert Bradford gave a report on the previous State BMP Technical Advisory Committee meeting. The District staff sent a letter with recommendations for the 2013-2014 Program Year. Two of the three recommendations made the annual plan of work.

OPERATIONS

TREASURER'S REPORT

| | | | |
|------------|---|------------|---|
| NRCS PLANS | 1 | Culpeper - | Elmwood Farm Partnership - CREP, CBWI & BMP F#328 T#611 |
| | 1 | Orange - | Cherry Grove Ent. - CBWI, F#227 T#752 |
| | 2 | Madison - | W. J. Davis, Jr. - CBWI, F#914 T#1348 |
| | | | W. E. & Kristen Rider - CBWI F#1121 T#3421 |

5A) CLOSED SESSION: PERSONNEL POLICY

Motion was made to go into Closed Meeting at 9:50 A.M. "I move that we go into Closed

Meeting as provided for in the Code of Virginia Section 2.2-3771. (A)(1) to discuss personnel policy matters. Invitation was extended to Associate Directors, and the District Manager to attend the Closed Meeting. R. Runkle moved to go into closed session. T. O' Halloran seconded the motion. (Runkle, O'Halloran, unanimous)

Motion was made to reconvene into open meeting at 10:50 A.M. "Pursuant to the Code of Virginia Section 2.2-.712. (D), "I move to certify that to the best of the Board's knowledge only matters lawfully exempted and as identified in the motion by which the Closed Meeting was convened were heard or discussed by this Board during the Closed Meeting. M. Rifaat moved to open the meeting. R. Runkle seconded the motion. (Rifaat, Runkle, unanimous)

Motion was made to accept the modification of the Personnel Policy in accordance with the written recommendation of the Personnel Committee and the Executive Committee by R. Runkle. T. O'Halloran seconded the motion. (Runkle, O'Halloran, unanimous)

5B) AD HOC RESOURCE MANAGEMENT PLAN COMMITTEE REPORT

G. Wichelns reported on the 10 comments the Committee agreed to submit to the Virginia Soil and Water Conservation Board by September 15th, 2012. The summary comments were compiled for Board approval. G. Wichelns sent the comments out to all Directors as a draft for comment. He received comments back from several Directors and incorporated the recommendations and suggestions into the final draft. The final phase is to submit online where they have established the public comment resource. M. Rifaat reported going to the online site where the comments are posted and there were only 4 comments posted. Others comments were submitted but not accepted. J. Brame reported this draft report comes as recommendation from the Ad Hoc Committee that G. Wichelns be authorized to file the comments per policy as a statement for the Culpeper Soil and Water Conservation District. Motion passed.

G. Wichelns reported there were comments received from the two public meetings, but the comments have not been submitted to the website.

5C) EDUCATION

S. DeNicola reported there are three nominees for awards for the Annual Banquet on Thursday, November 1, 2012. The first nominee is Carl Holton, Rappahannock – Forestry Award, Jack Price, Master Naturalist for Educator of the Year Award, and Joe Baltimore- Culpeper, Wildlife Award. R. Brame recommended approved of the Educational Committee Report. Motion Passed.

R. Brame recommended that with the leave of the Board he offer a vote of thanks to Cheryl Pancake for doing a great job covering for J. Neal while she was out on sick leave. Motion passed.

6) DIRECTORS REPORTS

- J. Lampert reported the first weekend in October is the Culpeper Farm Tour. She requested Soil and Water Conservation information be present.
- M. Rifaat reported the Legislative Committee is a standing committee of the Board. The next activity of the Legislative Committee is a scheduled breakfast on October 3, 2012 in Greene County at the Blue Ridge Café with invited legislators. Directors will be invited to enlighten and educate the legislators.
- M. Rifaat is also on the Ad Hoc District Funding Committee which at some point will dissolve. The Ad Hoc Resource Management Committee had its first meeting this past week to generate the report that was handed out at the meeting today and to post as a comment from our Board for the proposed regulations.
- D. Massie is arranging for site visits today for spot checks in Rappahannock County.

- R. Brame reported there was an interesting article in the Wall Street Journal on American Chestnuts and passed the article around.
- R. Brame reported on the VFOIA (Virginia Freedom of Information Act) and provided a several page handout to all Directors. He reviewed information on the definition of a meeting, when you need to notify the public, how to keep minutes and how to publish the information.
- B. Kane recommended that once the comments on the Resource Management Plan Regulation all submitted that they also be sent to the entire delegation of the Culpeper Soil and Water Conservation District and to the Thomas Jefferson Soil and Water Conservation District. J. Lampert seconded the motion. (Kane, Lampert, unanimous) There will be printed copies for the breakfast on October 3, 2012.

7) STAFF REPORTS

- D. Massie reported the Rappahannock “spot checks” will be done after the Board Meeting today, September 10th, will be Madison and Greene – Meet at the War Memorial Building at 8:30, September 12th, will be Orange – Meet at the FSA office in Orange, September 19th Madison and the rest of Orange, and September 20th, Culpeper meet at the Culpeper Service Center.
- G. Wichelns reported this Thursday at 1 p.m. at the Culpeper Service Center there will be a conference call with the Virginia Soil and Water Conservation Districts Association. The topic is what it might mean for the Soil and Water Division including Districts to move from DCR to DEQ.
- G. Wichelns reported there is an Association Board Meeting on the 25th of September, 2012 and one of the topics is the By-Laws of the Association. The opportunity exists now for comments on the By-Laws.
- G. Wichelns reported DCR is requesting proposals for grants for startup costs for creating local stormwater programs. The Rappahannock Rapidan Regional Commission is focusing on submitting a grant on behalf of our 5 member counties and the Town of Culpeper, including work by the District. Notification of awards is October 3rd.

8) AGENCY REPORTS

NRCS

Rex Rexrode reported E. Blumenstein’s planning certification has been sent to Richmond. S. Yager is due to be reviewed for his planner recertification. D. Wright has resigned and they already have a replacement for her who she will help train. The first signup cut off will be in early November for USDA/NRCS programs.

DCR

D. Cross reported the Clean Water Farm Awards applications are ready. Any of the awards winners proposed for the Basin Awards are due by November 1st, 2012.

- The Secretary of Natural Resource’s Summer Study Committee meetings discussing SWCD funding are ongoing. A preliminary report is expected soon.
- VASWCD Quarterly Board Meeting will be September 25 at Innsbrook in Richmond.
- Virginia Soil & Water Conservation Board meets September 27th (in-house training) & 28th (regular business agenda).
- State Ag BMP TAC meets in Charlottesville on October 25th.
- VASWCD Annual Meeting is December 2-4th at Hotel Roanoke.
- SWCD’s Annual Report for FY2012 is due. Include the “Partnership Acknowledgement” statement per the operating grant agreement.
- She requested a copy of the CSWCD 2013 Annual Plan of Work and 2013 Approved Budget.
- Audits: Robinson, Farmer & Cox will be contacting Culpeper, John Marshall, Northern Virginia and Thomas Jefferson SWCDs within the next few months to schedule dates to audit fiscal year 7/1/2010 – 6/30/2012.
- PY2013 VACS Manual will be at the printers soon as the funding was just approved.

- Spot Check forms have been distributed to the Districts.
- Quarterly Reports are due Monday, October 15th, 2012. This should include attachments E and F plus QuickBooks cash balance sheet and P&L for the period.

9) **PUBLIC COMMENTS PERIOD – None**

10) **PLAN FOR SEPTEMBER COMMITTEE MEETINGS (in ORANGE).**

Committees will meet on Tuesday, September 18, 2012, at the Orange USDA Service Center. Personnel 9:00, Operations 9:30, Legislative 10:00, and Technical at 10:30. The Educational Committee will meet on Thursday, September 20th at 8:00am at the Madison War Memorial.

OCTOBER BOARD MEETING TO BE HELD TUESDAY, OCTOBER 2, 2012 IN CULPEPER AT THE VIRGINIA DEPARTMENT OF TRANSPORTATION.

11) **ADJOURNMENT**

Motion was made to adjourn the September 2012 Board meeting at 10:25 by R. Brame.

Respectfully Submitted,

Robert Brame



JoAnn Neal
Administrative Secretary

Director _____
Date Approved 10-2-2012 _____