MINUTES

CULPEPER SOIL AND WATER CONSERVATION DISTRICT
BOARD MEETING
Blue Ridge Cafe
Ruckersville, Virginia
July 1, 2014

The meeting was called to order by Chairman Lynn Graves at 9:35 A.M.

DIRECTORS PRESENT: Lynn Graves, Madison County
Robert Brame, Greene County
Robert Bradford, Orange County
Bob Kane, Madison County
Alyson Sappington, Orange County
Tom O'Halloran, Culpeper County
Evelyn Kerr, Rappahannock County
Monira Rifaat, Rappahannock County
Robert Runkle, Greene County
Steve Morris, Greene County Director, At Large
Warren Lee, Orange County Associate Director

DIRECTORS ABSENT: John Genho, Rappahannock County Associate Director
Andrew Campbell, Culpeper County
Brad Jarvis, Madison County, Virginia Cooperative Extension
Dick McNear, Rappahannock County Associate Director
Jim Byrne, Madison County Associate Director

***STAFF PRESENT*:** Greg Wichelns, District Manager
JoAnn Neal, Administrative Secretary
Richard Jacobs, Conservation Specialist
Stephanie DeNicola, Educational Specialist
David Massie, Conservation Specialist
Spencer Yager, Conservation Specialist
Evan Blumenstein, Conservation Specialist

***OTHERS PRESENT*:** Debbie Cross, DCR, CDC
Rex Rexrode, NRCS Soil Conservationist
Erik Filip, Virginia Department of Forestry
Robbie Talbert, Deputy Regional Forester, VDOF
Justin Folks, Wildlife Biologist, NRCS, VDGIF
Martin Johnson, Conservation Specialist, TJSWCD

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

L. Graves welcomed everyone to Greene County. Following a moment of silence, R. Jacobs led the Pledge of Allegiance. L. Graves welcomed Robbie Talbert and Erik Filip of the Virginia Department of Forestry, and Justin Folks, Wildlife Biologist, NRCS. There were three handouts: Technical Committee Report Addendum, Forestry Quail Habitat Recovery Cost- Share Program and D. Cross, DCR, CDC Monthly Report.

2) DRAFT MINUTES

L. Graves called for approval of the substance of the June 3rd, 2014 Board Meeting Minutes and called for any substantive corrections or additions. R. Brame requested on page 5 Item 10 to change the word from endorsed to reported. The Minutes were approved. (R. Brame, M. Rifaat, unanimous)

3) AGENDA APPROVAL

L. Graves called for Agenda approval. G. Wichelns requested Signature of Grant Agreements be placed as 5.1. R. Bradford requested the Technical Committee Report be removed from the Consent Agenda and placed as 5.2. R. Bradford moved to approve the Agenda. T. O'Halloran seconded the motion. (Bradford, O'Halloran, unanimous)

4) CONSENT AGENDA

Consent Agenda approved as modified.

COMMITTEE REPORTS

EDUCATION
OPERATIONS
FINANCE

TREASURER'S REPORT

NRCS PLANS – Culpeper-Cornucopia Volunteer Farm Foundation, Tract 483, Seasonal High Tunnel
Greene – William Caldwell, Tract 3322, Well and Pumping Plant
Madison – Good Gardener LLC, Seasonal High Tunnel
Orange J Team Dairy, Tract 1042 – Ag. Waste Management Facility-Minor Revision

5) ADDITIONS TO AGENDA –

5.1) SIGNATURE OF GRANT AGREEMENTS

L. Graves requested authority from the Board to sign both Cost-Share and Technical Assistance Grant Agreements and the Administrative and Operational Support Grant Agreement for the Board. A. Sappington so moved. M. Rifaat seconded the motion. Discussion followed. G. Wichelns usually signs the grant agreements but will be on vacation when they arrive for signature next week. (Sappington, Rifaat, unanimous)

5.2) TECHNICAL COMMITTEE REPORT

***Indicates that these practices were added at the July 1, 2014 Board Meeting**

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

Practice	Fund	Participant	County	Amount	Tax Credit
SL-9	2014 VACS	Farm Colony Homeowners Assoc.	Greene	$ 10,600.00	$ 2,650.00
LE-2	2014 VACS	Robert Wilbanks	Orange	$ 1,600.00	$ 400.00
SL-9	2014 VACS	Robert Wilbanks	Orange	$ 3,600.00	$ 900.00
NM-3	2014 VACS	Lewis A. Lamb	Madison	$ 2,820.80	$ 0.00
NM-3	2014 VACS	Belle Meade Farm	Culpeper	$ 2,366.40	$ 0.00
NM-3	2014 VACS	Dennis Brown	Culpeper	$ 1,506.80	$ 0.00
NM-3	2014 VACS	Beauregard Farm LP	Culpeper	$ 640.00	$ 0.00
SL-8B	2014 VACS	Mark Dulaney	Madison	$ 1,069.50	$ 0.00
SL-15A	2014 VACS	Mark Dulaney	Madison	$ 12,198.00	$ 0.00
LE-2	2014 VACS	Walter Crigler*	Madison	$ 4,800.00	$ 0.00
SL-6	2014 VACS	Thomas Mountjoy*	Orange	$ 31,264.50	$ 0.00
SL-6	2014 VACS	Irene Carnes*	Culpeper	$ 6,680.25	$ 0.00
SL-6	2014 VACS	Philip Scott Stratton*	Culpeper	$ 4,956.75	$ 0.00

2) The following BMP participants have been approved by the Technical Committee for payment:

Practice	Fund	Participant	County	Amount	Tax Credit
WL-1	2014 Quail	James W. Fletcher	Rappahannock	$ 5,925.00	$ 0.00
WL-1	2014 Quail	James W. Fletcher	Rappahannock	$ 2,300.00	$ 0.00
WL-2	2014 Quail	James W. Fletcher	Rappahannock	$ 13,755.00	$ 0.00
WL-3	2014 Quail	James W. Fletcher	Rappahannock	$ 10,380.00	$ 0.00
WL-3	2014 Quail	James W. Fletcher	Rappahannock	$ 14,945.00	$ 0.00
WL-3	2014 Quail	Samantha Adhoot	Rappahannock	$ 2,100.00	$ 0.00
SL-8B	2014 VACS	Mark Dulaney	Madison	$ 1,069.50	$ 0.00
SL-15A	2014 VACS	Mark Dulaney	Madison	$ 12,198.00	$ 0.00
FR-1	2014 VACS	Andrew Knick	Greene	$ 633.49	$ 0.00
SL8B	2014 VACS	Brooke Farms	Orange	$ 11,250.00	$ 0.00
SL8H	2014 VACS	Brooke Farms	Orange	$ 7,500.00	$ 0.00
SL-6	2014 VACS	Judith Mahanaes*	Madison	$ 21,200.00	$ 0.00
LE-2	2014 VACS	Judith Mahanaes*	Madison	$ 4,000.00	$ 0.00
SL-9	2014 VACS	Robert Wilbanks*	Orange	$ 1,266.00	$ 0.00
LE-2	2014 VACS	Robert Wilbanks*	Orange	$ 1,600.00	$ 0.00
SL-6	2013 VACS	Battlepark Farm*	Culpeper	$ 12,941.00	$ 0.00
SL-8H	2014 VACS	Thomas Mountjoy*	Orange	$ 2,500.00	$ 0.00
WL-1	2014 Quail	Michael Sands*	Rappahannock	$ 2,450.00	$ 0.00
WL-3	2014 Quail	Michael Sands*	Rappahannock	$ 625.00	$ 0.00
SL-6T	UHR AG.	Reginald Armistead*	Rappahannock	$ 7,817.98	$ 0.00

3) The Technical Committee recommends for Board approval that the status of the following practices become "pending – SL-6 – lack of funding" for the 100% reimbursement guaranteed by the Department of Conservation and Recreation (cost share paid on estimated costs or actual costs, whichever is less, not to exceed amount approved). The Technical Committee has reviewed these practices and finds them eligible for the Virginia Agricultural Cost Share Program:

Participant	County	C/S Amount
Irene Carnes	Culpeper	$ 6,680.25
Manfred Call	Rappahannock	$ 25,794.75

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

Practice	Participant	County	Amount
RB-1	Catherine Deed	Orange	$ 150.00
RB-4P	Stephen Goodwin	Orange	$ 4,500.00
RB-1	Timothy Boston*	Orange	$ 150.00

Bette Conlon's RB-1 has been canceled.

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

Practice	Participant	County	Amount
RB-1	Gladys Ridgeway	Orange	$ 125.00
RB-1	James G Altman	Orange	$ 125.00
RB-1	James S Altman*	Orange	$ 125.00

The following Upper Hazel River TMDL Residential applicants have funding changes:

- Virginia Stringfellow has requested that her RB-4 be changed to an RB-3. This changes the cost share funding from $4,000.00 to $3,000.00.
- Henry Wood III has requested that his RB-3 be changed to an RB-4P. This changes the cost share funding from $3,000.00 to $4,500.00. These changes will be reflected in the tracking program.

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

Practice	Participant	County	Amount
RB-3	Elizabeth Williams*	Rappahannock	$ 3,500.00

7) The following Upper Hazel River TMDL Residential participants have been approved by the Technical Committee for payment:

Practice	Participant	County	Amount
RB-3	Justin Baird*	Rappahannock	$ 2,625.00

8) The following Upper York River TMDL Residential applicants have been cancelled:

Practice	Participant	County	Amount
RB-3	Phillip Schmidt*	Orange	$ 3,000.00

9) The following Upper Hazel River TMDL Residential applicants have been cancelled:

Practice	Participant	County	Amount
RB-1	Tracy Miller*	Culpeper	$ 150.00
RB-1	Susan Hatley*	Rappahannock	$ 150.00
RB-1	Julie Thomas*	Rappahannock	$ 150.00
RB-1	Walter Rabe*	Rappahannock	$ 150.00
RB-4	Richard Burke*	Rappahannock	$ 4,000.00

10) The Committee discussed the issue of contractor backlog that has been created due to the volume of SL-6 practices that the District staff is encountering. District staff is encouraging participants to explore as many contractor options as possible to ensure that projects that are approved are being completed as quickly as possible. This will also help reduce to amount of carryover practices for the upcoming program year.

11) The District Manager suggested to the Committee the idea of sending all the contractors on the District contractors list a letter asking if they would like to be notified when we advertise dam maintenance work. The Committee thought that this would be a good idea to achieve more bids in the future.

12) The District Manager stated that he will be monitoring changes to the mechanism for District dam maintenance funding.

13) The Committee discussed the annual plan of work. The document was reviewed and updated for program year 2015. The Carryover Report was included in the Technical Committee Addendum handed out today.

R. Bradford recommended approval of the Technical Committee Report. B. Kane moved to have a separate vote on SL6's. A. Sappington seconded the motion. (Kane, Sappington, unanimous) The Technical Committee Report was approved – all but the SL-6's. The Technical Committee recommended the approval of the SL-6's. 9 approved, 1 no (B. Kane) Passed.

6) LEGISLATIVE COMMITTEE REPORT

M. Rifaat referenced the Area II 2015 Legislative Agenda that was included in the Board Packet. Culpeper and Northern Virginia were the only two districts to submit information to the Area II Legislative conference call on the 16th of June, Chaired by Area II Chair, Jim Christian. The Area II Legislative Agenda placed Technical Assistance as priority #2 on their agenda. Operational Funding was #1 on the Area II Legislative and would ask the General Assembly for a total of 8.4 million for FY16 without reference as to how the funds would be disbursed. DCR and the Association are in favor of using the budget template process. The need for a reliable, consistent level of technical assistance funding, which is #2 on the Area II Legislative Agenda, but was Culpeper's #1 priority, since we feel it is extremely important. When G. Wichelns introduced the item, he introduced a novel idea and that was to create dedicated funding source for both Technical Assistance and Cost Share. The members on the conference call did not feel that the General Assembly would approved the concept of a dedicated funding source. The members on the conference call asked Culpeper to rewrite #2. Culpeper fell back on the concept of the Code of Virginia, that the Virginia Natural Resource Commitment Fund is the source of technical assistance at 8% of the cost share dollar. Culpeper rewrote #2 asking for 15% of the cost share allocation as technical assistance and hopes the General Assembly will agree. A second change that happened to our submission was the request support from VASWCD for advocating for full funding for the Virginia Retirement System (VRS). This was placed as a non-legislative issue. The final issue addressed was a question regarding a million dollars being asked for by the VASWCD IT Committee. It was unclear what this money was requested for. No one explained what the money was to be used for. Discussion followed. M. Rifaat thanked G. Wichelns for his help with the Legislative Committee.

7) CLOSED SESSION: PERSONNEL MATTERS AND FOR POTENTIAL LEGITATION

R. Runkle moved that the Board go into Closed Session at 9:45 A.M. as provided for in the Code of Virginia Section 2.2-3771. (A)(1) to discuss both personnel matters and potential litigation involving the District. 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 at 10:00 A.M., R. Runkle moved to reconvene pursuant to the Code of Virginia Section 2.2-.712. (D), 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 Meeting was convened were heard or discussed by this Board during the Closed Meeting. T. O'Halloran seconded the motion. (Runkle, O'Halloran unanimous)

R. Bradford moved to accept written recommendations of the Personnel Committee. (Bradford, unanimous)

L. Graves reported that the Committee Chairs will remain the same as what they were last year.

8) DIRECTORS REPORTS

- R. Runkle reported that Senator Hanger is now the Chairman of the Agriculture Conservation and Natural Resource Committee.
- S. Morris reported that G. Wichelns is working with Greene County Farm Bureau on outreach with a letter from Farm Bureau to producers. Staff will sit down to discuss program updates, and services from the Culpeper Soil and Water Conservation District. Greene County Farm Bureau suggested placing the name of the Greene County Directors for the Soil and Water Conservation District and how to contact them. This will be done in the near future.
- B. Kane stated he counted 8 scholarship letters sent to students that applied to the Scholarship Program and did not receive a scholarship. Discussion followed on what was the basis for giving the scholarships. The Greene County Farm Bureau requirements are not the same as our requirements.
- R. Runkle requested information on the natural gas pipeline letter from Spectrum. There will be an informational meeting at Louis Hall at Montpelier at 6 p.m. tomorrow. You must fill out the form sent to you, if you do not, they can walk onto your property whenever they want to. D. Massie stated there is a meeting in Culpeper next Tuesday, July 8th, at the Daniel Technology Center. There was one in Rappahannock last Tuesday that was very well attended. There is a lot of

misinformation going around. The landowners are supposed to receive certified letters from the company and if you do not, it was alleged that they may be liable for trespassing. The company must follow state code as far as how they approach landowners. Discussion followed.

9) STAFF REPORTS

- S. DeNicola announced that the Education Committee will meet on August 1, at 8:30 at the Culpeper District office in Culpeper. This past weekend Stephanie was in Tappahannock at the 6th grade teachers watershed workshop. It went very well.
- R. Jacobs reported completing the Rain Garden at Wetsel Middle School in Madison County. The project was funded through the cost-share program that was developed with the VASWCD Urban Committee. Some funds were used to remove impervious surface and others for constructing the rain garden. Photos were passed around for everyone to see.
- Richard attended the 2nd Stormwater Training in Richmond. The training was put on by a consultant, not DEQ. There was definitely a lot of questions and interest in the new regulations and how to make sure what we review is what the regulations state. Greene County, as of July 1, 2014, has their own Stormwater Management Program. Other counties (Culpeper, Orange, Madison and Rappahannock will be relying on the state Stormwater Program.
- G. Wichelns recognized the Greene County Staff and Greene Board of Supervisors for developing their own local Stormwater Management Program and thus leading the way in the District. He expects there will be much more clarity on project review process with local control.
- G. Wichelns stated that in about a month we will be developing an IP (implementation plan) for the Rapidan Watershed TMDL. The entire drainage from SNP (park) down to the Town of Orange. It will include half of Greene, half of Madison and Western Orange County. Any director who would like to participate, please do.
- Greg recognized the entire District Staff for the very high workload carried this past year and a job well done on all fronts.

10) AGENCY REPORTS

NRCS

Rex Rexrode reported on the programs for NRCS. EQIP has no additional funds in Virginia for this fiscal year. This caps the district out with 20 new/preapproved applications that will be developed into contracts. For the Conservation Stewardship Programs, we have 8 or 9 contracts that have 5 year end of life and can re-enroll for another 5 years. CRP and CREP contracts open again for signup. Rex thanked the District for sending out promotional material for the Local Working Group and the information will be consolidated and sent in to the state office for them to review to decide on changes for the federal programs.

DCR

D. Cross distributed her monthly report. A state budget has been passed and the cost share policies and grant agreement will be sent our soon. DCR Assessments of the District will be presented at the August Board Meeting. Next year the assessment on the cost share program will be very stringent.

Spot check lists have been provided the districts to be completed before October 1, 2014. Greene County Spot checks are scheduled for July 1, after the Board Meeting. August 22 for Culpeper County and Rappahannock County and August 14 for Madison and Orange. 26 practices will be scheduled for spot checks. Some of the reviews on paperwork produced – copies of correspondence to participants needs to be kept in files. Copies of the conservation plans need to be in case files. Maps need to be in the files. We need to do a better job.

Important Dates:

July 8	Peer Review Group meets to evaluate 2016 Budget Template
July 11	Potomac Watershed Round Table

July 15	TMDL Conference Call, 1-4 p.m.
July 16-17	VASWCD Training and Board Meeting
July 24	District Dam Owners Workgroup Meeting, DOF Charlottesville
August 6	(Tentative) VASWCB Meeting
August 19-21	VACDE Training, Graves Mountain Lodge

Cost Share Allocation for the Culpeper Soil and Water Conservation District is $1,458.704.00.
G. Wichelns asked how the TMDL Conference Call will be structured. D. Cross stated that they are working on the agenda. It is a Webinar so some of the things will be shown on the screen. It will be more of a listening session.

DEPARTMENT OF FORESTRY – Robbie Talbert, Deputy Regional Forester, presented the Roles and Responsibilities of the Virginia Department of Forestry. Our area within the region has been deemed the Rapidan Work Area. There has been a reduction in staff over the last 10 years. He would like input as to what is important to our area. There are three main objectives mandated by code: 1) Wild Land Firefighter, 2) Water Quality and 3) Forest Management to Private Landowners. He would like to have comments to the Virginia Department of Forestry by September 1, 2014. This is to promote Forestry in the Commonwealth. Forestry Projects will continue.

DEPARTMENT OF GAME AND INLAND FISHERIES - Justin Folks from the VDGIF reported all research projects have been put on hold. Ag Quail BMP's are being phased out. There are no new funds. This year's funds will continue with the Forestry Projects. Qualifying practices – Herbicide Application in Managed Forests. Commercial Thinning In Small Acreage Stands, Diminished Pine Species Establishment, Non-Commercial Thinning and Prescribed Burning in Forest Stands. This will not affect staff. Jobs are secure until December of 2015.

11) PUBLIC COMMENT PERIOD – None.

12) PLAN FOR JULY COMMITTEE MEETINGS (in CLPEPER at the CULPEPER SERVICE CENTER).
Committees will meet on Tuesday, July 22nd, Personnel 9:00, Operations 9:30, Legislative 10:00 and Technical 10:15.
Education Committee will meet August 1, 2014 at 8:30 in the Culpeper office. **BOARD MEETING IN AUGUST WILL BE HELD TUESDAY, August 5, 2014 IN MADISON COUNTY AT THE MADISON COUNTY FIRE HALL.**

13) ADJOURNMENT
Motion was made to adjourn the July 2014 Board meeting at 12:00

Respectfully Submitted, Lynn Graves, Chairman

JoAnn Neal
Administrative Secretary

Director_____
Date Approved _____