

**MINUTES**  
**CULPEPER SOIL AND WATER CONSERVATION DISTRICT**  
**BOARD MEETING**  
**Orange Department of Public Works**  
Orange, Virginia  
**November 4, 2008**

---

The meeting was called to order by Chair Monira Rifaat at 9:35 AM.

**DIRECTORS PRESENT:** Monira Rifaat, Rappahannock County  
Laura Campbell, Culpeper County  
Robert Bradford, Orange County  
Robert Runkle, Greene County  
James Byrne, Madison County  
Lynn Graves, Madison County  
John Boldridge, Culpeper County  
Christa Lightburn, Madison County Associate Director  
Alyson Sappington, Orange County  
Warren Lee, Orange County Associate Director  
Robert Brame, Greene County Director  
John Genho, Rappahannock County  
Cathy Kloetzli, Greene County Associate Director, VCE  
Brad Jarvis, Madison County, Virginia Cooperative Extension

**DIRECTORS ABSENT:** Richard McNear, Rappahannock County Associate Director  
Betty Shelton, Orange County Associate Director  
Steve Morris, Greene County Associate Director  
Tom O'Halloran, Culpeper County  
Jocelyn P. Lampert, Culpeper Associate Director

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

**OTHERS PRESENT:** Rex Rexrode, NRCS District Conservationist, Culpeper  
Debbie Cross, CDC, DCR  
Adam Downing, Madison Virginia Cooperative Extension Agent

**1) CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE**

M. Rifaat welcomed everyone to Orange, Virginia. Following the invocation by J. Boldridge and the Pledge of Allegiance, G. Wichelns stated there was one handout: 1) Draft Services Agreement between the Culpeper Soil and Water Conservation District and the County of Greene.

**2) AGENDA APPROVAL**

M. Rifaat called for Agenda approval. R. Bradford requested Technical Committee report be removed from the Consent Agenda and be placed under Additions to the Agenda as 4.1. J. Byrne requested the Operations Committee report be removed from the Consent Agenda and be placed under Additions to the Agenda as 4.2. G. Wichelns requested a Closed Session for Personnel be added to the Consent Agenda and be placed between 4 and 5 as 4.3. J. Byrne moved to approve the Agenda as amended. L. Campbell seconded the motion. (Byrne, Campbell, unanimous)

**3) CONSENT AGENDA**

M. Rifaat called for amended Consent Agenda approval. A. Sappington moved to approve. L. Campbell seconded the motion. (Sappington, Campbell, unanimous)

Minutes from the October 7, 2008 Board of Directors Meeting.

Committee Reports  
Education (2 reports)

**TREASURER’S REPORT**

NRCS PLANS – None

**4) ADDITIONS TO AGENDA**

**4.1) TECHNICAL**

- The following BMP applications and associated conservation plans were approved by the technical committee for the Board for funding and tax credit: \*indicates that these were added at the Board Meeting.

<u>Practice</u>	<u>B/P/C</u>	<u>Participant</u>	<u>County</u>		<u>Amount</u>	<u>Tax Credit</u>
SL8B	P	Kenneth Smith	C	\$	1,729.00	\$ -
SL8H	P	David Caldwell	C	\$	2,023.00	\$ -
SL8B	P	David Caldwell	C	\$	7,657.00	\$ -
SL8H	P	Belle Meade Farm LLC	C	\$	6,639.50	\$ -
SL8H	P	Charlie Harlow	C	\$	2,761.50	\$ -
SL8B	P	Manfred Call	R	\$	3,568.50	\$ -
SL8H	P	Manfred Call	R	\$	847.00	\$ -
SL8H	P	Ricky Harris	O	\$	3,133.90	\$ -
SL8H	P	Kenwood Farm LLC	O	\$	3,500.00	\$ -
SL8B	P	Kenwood Farm LLC	O	\$	12,000.00	\$ -
SL8H	P	Carl Lamb	G	\$	3,500.00	\$ -
SL6	P	Susan Pooton	M	\$	3,600.00	\$ 300.00
SL8H	P	Dale Welch*	R	\$	2,100.00	\$ -
SL8B	P	Dale Welch*	R	\$	2,100.00	\$ -
SL8H	P	Ashland Farm*	C	\$	7,941.50	\$ -
SL8B	P	Walker Somerville*	C	\$	864.50	\$ -
SL8H	P	Laura Campbell*	C	\$	1,995.00	\$ -
SL8H	P	Dennis Brown*	C	\$	7,000.00	\$ -
SL6	P	Rockwood, LLC*	O	\$	2,880.00	\$ 240.00

- The following BMP participants have completed their projects and are ready for payment: \*indicates that these were added at the Board Meeting.

<u>Practice</u>	<u>B/P/C</u>	<u>Participant</u>	<u>County</u>		<u>Amount</u>	<u>Tax Credit</u>
SL1	P	Greenstone Farm LLC	O	\$	3,197.30	\$ -
WP3	C	Fairfield Views Inc.*	C	\$	1,062.15	\$ 88.51
SL1	P	Brooke Miller*	R	\$	2,699.41	\$ 28.28

- The following BMP participants have cancelled their projects: \*indicates that these were added at the Board Meeting.

<u>Practice</u>	<u>B/P/C</u>	<u>Participant</u>	<u>County</u>		<u>Amount</u>	<u>Tax Credit</u>
SL6	C	Patricia Weinberg*	R	\$	10,600.70	\$ -

R. Bradford stated the District is trying to finish up their dam maintenance contract. The District has not heard from the contractor. A certified letter was sent to Frank Bacon after the last Committee Meeting. R. Bradford stated 90 percent of the work has been completed.

W. Lee had a general question on dams regarding what will be expected with the new regulations and the requirements for repairing all dam structures within a period of time and the state of the economy. The District does not have any high priority dams that are subject to updating, but there are quite a few in the state. G. Wichelns stated the District does not have any dams that require mandatory repairs or upgrades or that are under temporary operating certificates; the District's dams are all permanent. The state is funding activity in the federal rehab program and what is called small dam repair which is other critical projects through a state bond. The bond is also going to be the funding source for all inundation mapping activities. They are moving forward with contracting those services out. G. Wichelns stated it will not impact the Culpeper district's annual maintenance allocation from the state.

R. Bradford moved to accept the Technical Committee Report. J. Boldridge seconded the motion. (Bradford, Boldridge, unanimous)

#### **4.2) OPERATIONS**

A Service Agreement for site plan review and associated services with Greene County was discussed. J. Boldridge stated the price per hour \$50.00 seems to be on the low side if this is to include travel. J. Byrne stated once someone leaves the office they will be on the clock. G. Wichelns stated it did come out of committee two months ago in this version. This contract will be for a 6 month trial period. Once we look at the 6 months period an adjustment can be made. Discussion followed. J. Byrne moved to accept the contract agreement, forward it to Greene for their review, and to be reviewed in 6 months. J. Boldridge seconded the motion. (Byrne, Boldridge, unanimous)

G. Wichelns stated that there was a correction to the math in Operations Committee Report regarding state budget reductions. Item 1. needs to have the figure \$4,334 increased to \$4,439 and the figure \$7,425 needs to be increased to \$7,500. The total deduction will be \$480 more and it is recommended to be added to e) directors travel which would increase this reduction to \$1,880 and reduce the total figure to \$12,120. J. Byrne moved to accept the correction to the Operation Committee minutes. J. Boldridge seconded the motion. (Byrne, Boldridge, unanimous)

#### **4.3) CLOSED SESSION: PERSONNEL**

Motion was made to go into Closed Meeting at 10:00 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 matters. Invitation was extended to Associate Directors to attend the Closed Meeting. R. Runkle moved to go into closed session. R. Brame seconded the motion. (Runkle, Brame, unanimous)

Motion was made to reconvene into open meeting at 10:15 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. R. Runkle moved to reconvene in open session. R. Brame seconded the motion. (Runkle, Brame, unanimous)  
J. Boldridge moved to accept the recommendations of the Personnel Committee. R. Bradford seconded the motion. (Boldridge, Bradford unanimous)

#### **5) DIRECTORS REPORTS**

- R. Bradford reported a letter received from D. Cross, CDC, DCR congratulating D. Massie and S. Yager on the hard work they have done placing practices on the ground and the District is being rewarded with the opportunity to receive approximately another \$75,000 into our base cost-share program. Discussion followed on whether to accept the reward from DCR. R. Bradford

recommended to accept the money. J. Boldridge seconded the motion. (Bradford, Boldridge, one against, J. Byrne) Discussion followed on the impact of taking the money (no compensation for administrative expenses) and how the District workload continues to increase with less help (one less conservation specialist-Pete) and less money to compensate the District. A. Sappington reported that there are Districts out there that did not use the extra staff money and suggested to come up with a proposal to suggest DCR make it more equitable for the distribution.

J. Byrne made the recommendation to send a letter to DCR that the Culpeper District is doing more with less and A. Sappington suggested coming up with a proposal to solve the problem using a comparison from year to year. L. Campbell seconded the motion. (Byrne, Campbell, unanimous) D. Cross stated the letter should come to her and carbon copy to others.

- C. Kloetzli reported receiving a new publication The Virginia Energy Savers Handbook from the Department of Mines, Minerals and Energy distributed through Virginia Cooperative Extension. There are 300 copies and if you want one please let her know. C. Koletzli attended Master Well Training for water testing for private citizens in March for Greene, Albemarle, Fluvanna and Nelson Counties and she wanted to include Culpeper District as well.
- Sappington attended a workshop on Rainwater Harvesting and it is getting a tremendous amount of attention across the state. In addition to being a water conservation practice, rainwater harvesting will be included in the new stormwater management handbook as a stormwater practice.
- L. Campbell reported the Angler proposal for sewer and water line in Stevensburg District; the Culpeper Supervisors let the proposal die. The project of taking well water out of the Triassic Basin is still a challenge that might come forward.
- A. Sappington complimented the staff on a well run, well organized awards program. M. Rifaat stated that all of our technical staff reports were very good.
- M. Rifaat was on a conference call that had to do with how DCR planned to implement the budget cuts proposed by the Governor. The conference call involved the Board members of the VASWCD and DCR. The Governor is expected to make more cuts in the budget which will likely be announced on December 17<sup>th</sup>, 2008.
- M. Rifaat reported on a letter from DCR stating that the Culpeper District was one of the best of the District's putting cost-share on the ground. Discussion followed as to how Culpeper District was chosen. R. Bradford and staff have done a great job.
- R. Runkle reported being at the Farm Bureau meeting and speaking to Senator Houck on how to help counties with budgets by reducing the car tax it sends back.

## 6) STAFF REPORTS

- S. Yager reported on the 4<sup>th</sup> grade Orange County Field Day with 435 students and 70 adults. This was held at Monk Stanford's farm with a watershed sample; B. Jarvis did a demonstration on feeding, the milking parlor and calves.
- D. Massie reported there are 2 Grazing Schools next week on pasture management; 2 days in Albemarle and 2 days in Culpeper at Lakota Farm.
- E. Blumenstein reported 2 full drain field replacements.
- S. DeNicola reported changing the address of the website. The District received a grant from DEQ for \$450.00 to monitor Rappahannock River watershed. The District will have a rainbarrel workshop in Greene County in March.
- R. Jacobs reported attending the Soil & Water Conservation Society Annual Meeting; the agenda focused on cost effective implementation to get environmental returns on BMP's placed on the ground, TMDL's, cost-share requirements, Nutrient Trading, and additional practices. He attended a focus group for Greene County Comprehensive Plan, submitted a pre proposal for NFWF Grant for Urban Cost-Share program in Lake of the Woods and is working with Culpeper County to develop workshop for soil and water management and LID and the new stormwater ordinance.

- J. Neal thanked all Directors for the door prizes for the Annual Meeting.
- G. Wichelns reported on 2 items: funding requests from local governments are now being requested earlier than usual and one of our local watershed dams will reach its life expectancy in 2009. That is not design life expectancy; that is the date at which the agreement with the federal government expires because the federal government has received all its financial return on its investment. What that presents to us is the opportunity to either reengage the federal government or not with a new updated operation maintenance agreement with them. Staff will put together a presentation for the Board within the next two or three months of what all this means. Another dam will come up in another 18 or 24 months. The rest are another decade out.

## **7) AGENCY REPORTS**

**NRCS** –R. Rexrode discussed the office personnel – Aces Administrative Position that had been serving the Culpeper Service Center 2 days a week has been moved to the Strasburg Service Center because of staffing needs. L. Heidel, Area Conservationist, stated indicated the Culpeper Service Center could hire a part-time person to fill the position in Culpeper for a couple of days a week and work some in Warrenton and Fredericksburg.

Mr. John Bricker, State Conservationist, attended the Annual Awards Banquet and would like to commend the District for an excellent banquet.

R. Rexrode stated Mr. Bricker indicated they are still waiting to receive information on federal programs from the national office and they will try to get the information to us as soon as possible and will continue to operate under a continuing resolution well into March. He did indicate they would be receiving a small amount of EQIP funding and WHIP funding.

**DCR** - D. Cross handed out a perspective on Virginia Agricultural BMP Cost-Share Program funding and accomplishment the last 10 years. DCR was asked to do this for Farm Bureau. The VASWCD Annual Meeting is December 7 to the 9 in Roanoke at the Roanoke Plaza Hotel. Area II meeting will be held Monday afternoon.

November 12<sup>th</sup>, 2008 the JED training will be held at Cabbage's farm in Luray, Virginia and there will be an equipment check.

Auditors will be calling to set up an appointment to audit Culpeper District for the last two years; July 1, 2006 thru June 30, 2008. D. Cross stated if Culpeper has not heard from the auditors by Thanksgiving, send them an email.

The Rappahannock River Basin Commission is inquiring whether anyone in our organization would be interested in sitting on the Commission. Mr. John Barber wants to step down from the position. There will be a conference call on November 10<sup>th</sup>, 2008. M. Rifaat will participate in the conference call for the Culpeper District to discuss and select who the nominee will be to represent the District on the Rappahannock Basin Commission. If you are interested in serving please call D. Cross.

## **8) PUBLIC COMMENTS PERIOD** – None.

## **9) PLAN FOR NOVEMBER COMMITTEE MEETINGS (in Orange) AND THE DECEMBER BOARD MEETING TO BE HELD TUESDAY, DECEMBER 2, 2008 IN RAPPAHANNOCK COUNTY AT THE WASHINGTON VOLUNTEER FIRE DEPARTMENT.**

Committees will meet on Tuesday, November 18th, 2008 at the Orange County USDA Service Center. Personnel 9:00, Operations 9:30, and Technical 10:00. The Educational/PR Committee will meet at 8 A.M. at the War Memorial Building in Madison County.

## **10) ADJOURNMENT**

Motion was made to adjourn the November, 2008 Board meeting at 11:20 a.m.

Respectfully Submitted,

Monira Rifaat,



JoAnn Neal  
Administrative Secretary

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