

# MINUTES

## CULPEPER SOIL AND WATER CONSERVATION DISTRICT

### **BOARD MEETING** **Cooperative Extension Office** **Madison, Virginia 22701** **August 6<sup>th</sup>, 2019**

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

**DIRECTORS PRESENT:** Lynn Graves, Madison County  
Andrew Campbell, Culpeper County  
Philip Morris, Greene County  
Robert Bradford, Orange County  
Robert Brame, Orange County  
Tom O'Halloran, Culpeper County  
Robert Runkle, Greene County  
Steve Hill, Madison County  
Steve Morris, Greene County, Director-At Large

**DIRECTORS ABSENT:** Jim Byrne, Madison County Associate Director  
Warren Lee, Orange County, Associate Director  
Brad Jarvis, Madison County, Virginia Cooperative Extension,  
Associate Director  
Monira Rifaat, Rappahannock County  
Sarah Sharpe, Virginia Cooperative Extension, Greene County  
Mike Biniek, Rappahannock County

**STAFF PRESENT:** Greg Wichelns, District Manager  
JoAnn Neal, Administrative Secretary  
David Massie, Conservation Specialist  
Henny Calloway, Conservation Specialist  
Richard Jacobs, Conservation Specialist  
Kendall Dellinger, Conservation Specialist  
W. Spencer Yager, Conservation Specialist  
Stephanie DeNicola, Education Specialist

**OTHERS PRESENT:** Debbie Cross, CDC, DCR  
Rex Rexrode, NRCS District Conservationist  
Mike Sands, Rappahannock County Resident

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

L. Graves welcomed everyone to Madison County. Following a moment of silence, Richard Jacobs led the Pledge of Allegiance. There were seven handouts: Technical Committee Report Addendum, Outcome of Area II Legislative Conference Call, DCR Assessment of SWCD Compliance with FY19 Administrative and Operations Support Grant Agreement, DCR Assessment of SWCD Compliance with FY19 Cost-Share and Technical Assistance Grant Agreement, VASWCD –The Value of your Association, NRCS Conservation Plans and the DCR Monthly Report.

2) **DRAFT MINUTES**

L. Graves called for approval of the substance of the July 2<sup>nd</sup>, 2019 Draft Board Meeting Minutes and for any substantive corrections or additions. R. Brame moved to approve as presented. S. Hill seconded the motion. (R. Brame, S. Hill, unanimous)

3) **AGENDA APPROVAL**

L. Graves called for Agenda approval. Greg Wichelns requested the Operations Committee Report be removed from the Consent Agenda and placed on the Agenda as 5.1. G. Wichelns requested the Legislative Committee Report be removed from the Consent Agenda and placed on the Agenda as 5.2. R. Runkle requested a Closed Session be placed on the Agenda as 5.3. Rex Rexrode requested the NRCS Conservation Plans be added to the Consent Agenda. R. Brame moved to approve the Agenda as amended. P. Morris seconded the motion. (R. Brame, P. Morris, unanimous)

4) **CONSENT AGENDA**

Consent Agenda approved as modified.

COMMITTEE REPORTS

EDUCATION  
TECHNICAL

*Items in italics were added at the August 6, 2019 Board Meeting in Madison County, Virginia*

- 1) 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.

<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-6W*	VACS 2020	Mark Roberts	07-20-0026	344188	Greene	\$ 44,937.00	\$ 0.00
SL-6W*	VACS 2020	Highbrighton Farm	07-20-0027	345088	Greene	\$ 15,075.00	\$ 0.00
SL-7	VACS 2020	David Sears	07-20-0029	346749	Orange	\$ 11,002.50	\$ 916.88
WP-2N	VACS 2020	Jonathan Boone	07-20-0030	346808	Madison	\$ 2,310.00	\$ 875.00
WP-2N	VACS 2020	Ronald Taylor	07-20-0031	346859	Orange	\$ 5,250.00	\$ 385.00
<i>SL-1</i>	<i>2020 VACS</i>	<i>Keyser Farms LLC</i>	<i>07-20-0045</i>	<i>351936</i>	<i>Culpeper</i>	<i>\$ 39,875.00</i>	<i>\$ 0.00</i>
<i>SL-6W*</i>	<i>2020 VACS</i>	<i>Laurie Feickert</i>	<i>07-20-0041</i>	<i>351262</i>	<i>Rappahannock</i>	<i>\$ 7,227.00</i>	<i>\$ 150.75</i>
<i>SL-6W*</i>	<i>2020 VACS</i>	<i>Glenmary Farm LLC</i>	<i>07-20-0037</i>	<i>349462</i>	<i>Orange</i>	<i>\$ 37,439.40</i>	<i>\$ 0.00</i>

\*The Technical Committee recommends these plans be approved for funding pending clarification from DCR.

- 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-6	CB RCPP	Jeremy Burner	07-18-0576	304731	Orange	\$ 12,566.12	\$ 0.00
LE-1T	Upper Rapidan	Jacob Gilley	07-18-0031	279819	Orange	\$ 13,529.96	\$ 596.91
<i>LE-1T</i>	<i>Upper Hazel Ag</i>	<i>Chris Parrish*</i>	<i>07-19-0573</i>	<i>336048</i>	<i>Rappahannock</i>	<i>\$ 10,920.00</i>	<i>\$ 409.50</i>
<i>LE-1T</i>	<i>Upper Hazel Ag</i>	<i>Chris Parrish</i>	<i>07-19-0573</i>	<i>336052</i>	<i>Rappahannock</i>	<i>\$ 11,236.15</i>	<i>\$ 495.71</i>
<i>FR-1</i>	<i>2019 VACS</i>	<i>Phyllis Strange</i>	<i>07-19-0430</i>	<i>332574</i>	<i>Rappahannock</i>	<i>\$ 560.00</i>	<i>\$ 0.00</i>
<i>FR-3</i>	<i>2019 VACS</i>	<i>Phyllis Strange</i>	<i>07-19-0430</i>	<i>332580</i>	<i>Rappahannock</i>	<i>\$ 562.50</i>	<i>\$ 0.00</i>
<i>SL-9</i>	<i>2019 VACS</i>	<i>Tim Neale</i>	<i>07-19-0532</i>	<i>334770</i>	<i>Orange</i>	<i>\$ 2,240.00</i>	<i>\$ 560.00</i>
<i>SL-9</i>	<i>2019 VACS</i>	<i>Tucker Farms LLC</i>	<i>07-19-0568</i>	<i>335943</i>	<i>Madison</i>	<i>\$ 13,500.40</i>	<i>\$ 3,375.10</i>
<i>LE-1T</i>	<i>DEQ16546</i>	<i>Susan Pooton</i>	<i>07-19-0385</i>	<i>332109</i>	<i>Madison</i>	<i>\$ 7,680.30</i>	<i>\$ 338.84</i>
<i>SL-9</i>	<i>2019 VACS</i>	<i>Susan Pooton</i>	<i>07-19-0386</i>	<i>332108</i>	<i>Madison</i>	<i>\$ 3,287.28</i>	<i>\$ 821.82</i>

\*Increase due to additional stream exclusion fence.

3) 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-4P	DEQNPSWQIF	Michael Corbin	07-20-0039	350178	Culpeper	\$ 6,000.00
RB-3	DEQNPSWQIF	Matt Titone	07-20-0046	333639	Greene	\$ 2,500.00

4) The following Upper Hazel 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	DEQ16546	Henry Anklowitz	07-19-0525	334476	Culpeper	\$ 150.00
RB-3R	DEQ16546	Charlene Brown	07-19-0516	334389	Culpeper	\$ 240.00
RB-1	DEQ16546	Thomas Connelly	07-20-0032	347880	Culpeper	\$ 175.00
RB-1	DEQ16546	Kristin K. Zuro	07-20-0042	351305	Culpeper	\$ 263.00
RB-1	DEQ16546	Mary Forbes	07-20-0040	358161	Rappahannock	\$ 175.00

5) The following Upper York 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	DEQ16547	Anthony Petralia	07-20-0040	351903	Orange	\$ 150.00
RB-1	DEQ16547	Bernard W. Benfield	07-20-0038	349753	Orange	\$ 210.00

6) 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-4P	DEQNPSWQIF	Melinda Smith	07-19-0082	328920	Culpeper	\$ 8,000.00
RB-3	DEQNPSWQIF	William Huntt	07-19-0496	337038	Culpeper	\$ 1,807.60
RB-3	DEQNPSWQIF	John Zett	07-19-0497	337499	Culpeper	\$ 1,137.50
RB-1	DEQNPSWQIF	Steven Nethery	07-19-0354	331913	Greene	\$ 150.00
RB-3R	DEQNPSWQIF	Rachel Stanley	07-19-0226	330594	Orange	\$ 287.50
RB-4	DEQNPSWQIF	Augustus Pela	07-19-0391	332144	Culpeper	\$ 4,000.00
RB-4	DEQNPSWQIF	Paul Curtis	07-19-0432	332603	Culpeper	\$ 4,000.00
RB-3	DEQNPSWQIF	Blanca Navarrete	07-19-0460	333405	Culpeper	\$ 3,750.00
RB-4	DEQNPSWQIF	Stephanie McDonald	07-19-0203	328922	Culpeper	\$ 4,000.00
RB-3R	DEQNPSWQIF	Cathy Zanella	07-19-0269	331066	Culpeper	\$ 150.00

7) The following Robinson River Residential participant has 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-3R	DEQ16679	Ruth Tinsley	07-19-0458	333366	Madison	\$ 240.00

8) The following Upper Rapidan 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-3R	DEQ16678	Doug Hill	07-19-0343	331872	Madison	\$ 150.00
RB-3	DEQ16678	Deborah Baugher	07-19-0567	336906	Greene	\$ 1,090.00

9) The following Upper York River 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-4	DEQ16547R	Hollie Schools	07-19-0398	332154	Orange	\$ 5,200.00
RB-4	DEQ16547R	Dex Sanders	07-19-0547	335121	Orange	\$ 4,000.00
RB-1	DEQ16547R	Bernard W. Benfield	07-20-0038	349753	Orange	\$ 210.00

10) The following Residential applicants have 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>
<i>RB-4</i>	<i>DEQNPSWQIF</i>	<i>Michael Corbin</i>	<i>07-19-0012</i>	<i>335361</i>	<i>Culpeper</i>	<i>\$ 4,000.00</i>
<i>RB-3R</i>	<i>DEQNPSWQIF</i>	<i>Michael E. Viar</i>	<i>7-19-0084</i>	<i>313990</i>	<i>Culpeper</i>	<i>\$ 1,600.00</i>
<i>RB-3R</i>	<i>DEQNPSWQIF</i>	<i>Michael DuPre</i>	<i>7-19-0454</i>	<i>333419</i>	<i>Greene</i>	<i>\$ 1,300.00</i>
<i>RB-3R</i>	<i>DEQNPSWQIF</i>	<i>Matthew Titone</i>	<i>07-19-0477</i>	<i>333639</i>	<i>Greene</i>	<i>\$ 1,000.00</i>

11) The Technical Committee members discussed the need for clarification regarding the changes made to the FY'20 CCI practices as well as how the tax-credit should be calculated for the SL-6W practice. Staff will meet to discuss the practices and will report their findings and suggestions at the August Technical Committee meeting.

12) The District Manager gave an update on the dams:

- a. Caynor has been reseeded.
- b. Routine mowing has been scheduled and is being completed on all of the dams.
- c. Rebecca Evans with NRCS will be remapping the dams for the District, date TBD.

13) The District Manager gave an update on TMDL funding. He has requested that \$50,000.00 each of ag bmp funds for the Upper Rapidan and Robinson TMDL grants be used for the septic bmp cost-share program. DEQ is reviewing the request.

14) The District Manager reported that the recent RMP Program Review that DCR conducted went very well.

RMP/TRC

TREASURER'S REPORT

NRCS CONSERVATION PLANS –

**Culpeper County/ Orange County** – 979.6 acres, RCPP-EQIP, Nutrient Management, Cover Crop, Critical Area Planting, Forage and Biomass Planting.

**Culpeper County-** 570 acres, RCPP-EQIP, Nutrient Management, Cover Crop, Critical Area Planting, Forage and Biomass Planting.

**Madison County** - 9.4 acres, ECP – Obstruction Removal, Land Smoothing, Fence, Critical Area Planting.

**Orange County** - 79.4 acres, EQIP Wildlife, Conservation Cover, Cover Crop, Herbaceous Weed Treatment.

1145 acres, EQIP - Nutrient Management, Cover Crop, Critical Area Planting, Forage and Biomass Planting.

1 acre, EQIP High Tunnel.

**Rappahannock County** – 18.5 acres, RCPP-EQIP Wildlife, Conservation Cover, Cover Crop, Herbaceous Weed Treatment, Forest Stand Improvement, Tree/Shrub Site Preparation, Tree/Shrub

## 5) ADDITIONS TO AGENDA

### 5.1) OPERATIONS COMMITTEE REPORT-

G. Wichelns reported the District employee health insurance renewal package from Anthem Healthkeepers is proposing a 9 ¼ percent increase on the renewal plan. The proposal has several small changes which result in minor reduction in coverage. The Operations Committee is recommending approval from the Board.

The District Manager reported on the recent Resource Management Plan (RMP) program review by DCR. The reviewer indicated the District would receive a very favorable rating on the review.

The District Manager reported the District will now (as of July 1, 2019) be paid a flat rate of \$3.00 per acre not \$300 per RMP plan review.

T. O'Halloran moved to accept the Operations Committee Report. P. Morris seconded the motion. (O'Halloran, P. Morris, unanimous)

## **5.2) LEGISLATIVE COMMITTEE REPORT –**

G. Wichelns reiterated what was on the Draft Area II Legislative Agenda Conference Call. A summary of the Area II Legislative Agenda was handed out. The order of the summary will go to the State Legislative Committee and they will sort out the prioritization that will then go to the Virginia General Assembly. Discussion followed. R. Bradford moved to approve the Legislative Committee Report. T. O'Halloran seconded the motion. (Bradford, O'Halloran, unanimous)

## **5.3) CLOSED SESSION: PERSONNEL**

R. Runkle moved that the Board go into Closed Session at 10:20 A.M. as provided for in the Code of Virginia Section 2.2-3711(A) (1) to discuss personnel issues. The Associate Directors and the District Manager were invited to attend. R. Bradford seconded the motion. (Runkle, Bradford, unanimous)

Following the return from Closed Session, R. Runkle moved to reconvene at 10:30 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". T. O'Halloran seconded the motion. (Runkle, T. O'Halloran, unanimous) R. Bradford moved to accept the recommendations from the Personnel Committee. T. O'Halloran seconded the motion. (R. Bradford, T. O'Halloran, unanimous)

## **6) DIRECTORS REPORTS**

- L. Graves introduced Mike Sands, a Rappahannock County Resident who will be on the November 2019 ballot for Soil and Water District Director for Rappahannock County in November. Lynn asked each director to introduce themselves and give a brief description of what they do.
- R. Runkle reported all local Farm Bureaus are now working on their legislative priorities for next year.

## **7) STAFF REPORTS**

- L. Graves requested the staff introduce themselves and give a brief description of their job.
- R. Jacobs reported he is working with Greene County and recently held a contractors workshop at the Piedmont Virginia Community College with the County, the Department of Environmental Quality and the Corps of Engineers, all who talked about their permitting processes. Dan Ratzlaff, Program Administrator for Erosion and Sediment Control and Stormwater Management for Greene County would like to have a higher magnitude training next spring for field training. Richard is also on the regulatory panel for the merging of the Virginia Erosion and Sediment Control Program and Stormwater Management Program regulations. They have had two meetings and will meet again this fall. He attended the Piedmont Environmental Council Native Plant Workshop in Warrenton to promote the use of native plants in landscaping. They want to create a list of nurseries with native plants for contractors to use.
  - K. Dellinger reported she will be attending the Greene County Farm Show in Ruckersville this Friday and Saturday.
  - A. McCullen attended the Central Virginia Cattlemen's Association (CVCA) meeting last week and also attended the PEC Conservation Dinner in Rappahannock County.

- S. Yager attended the CVCA meeting last week. FSA and the Extension Office have asked Spencer to let everyone know the Second Farm Safety Day will be held on August 29<sup>th</sup> from 4 to 8 p.m. in Madison at David McMullen’s farm, with dinner.
- D. Massie reported he and Debbie Cross will be doing 4 spot checks in Madison County. After the September Board meeting they will be doing 6 spot checks in Orange and Greene Counties. They have two more to do in Culpeper County that have not be scheduled. D. Massie mentioned if any Directors have any suggestions for the Clean Water Farm Awards, please let them know as soon as possible.
- Greg reported:
  - Handed out a report from the State Association on “The Value of Your Association”. This document was in with our invoice for the year. It relates to the Administration, Government Relations, and Education the Association has with each District.

Mike Sands gave an overview of his background. He moved to Rappahannock County six years ago, his in-laws have lived on a farm in Rappahannock County for forty years. He has been in agriculture as a professional for 40 years. He was the Director of the Rodale Research Center in Pennsylvania for several years. He ran a foundation in Illinois with a contribution development program –700 acre site just outside of Chicago and developed a 100 acre organic vegetable farm. On the farm they had commercial production as well as aspiring organic farmers. They worked with the farmers to help them develop a business plan with up to 5 years to develop their skills and marketing plans, then worked with them to find access to land on a more permanent basis. Since moving to Rappahannock County he still does consulting work and is now working on the 100 acres he lives on now. District and NRCS has helped him on his farm with fencing and his sheep operation.

## 8) AGENCY REPORTS

**NRCS** – R. Rexrode reported taking part in the Piedmont Environmental Council presentation in Rappahannock County with Amanda. This coming Thursday, August the 8<sup>th</sup> they will have the dedication at the watershed dam rehabilitation projects at Lake Pelham and Mountain Run Lake at 10 a.m. There will be a tour of the two sites after the dedication. Courtney Pooton will be in NRCS Boot Camp for 3 weeks in Iowa. NRCS has 30 pre-approved contracts.

**DCR** – D. Cross reported the newly revised Desktop Procedures for District Fiscal Operations effective July 2019 is available. Reminder; Residual RMP TRC Training Fund may be used for travel expenses related to attending Conservation Planning training and recertification hours.

Ag Cost-Share – Return of Unobligated Cost-Share funds to Richmond – funds in excess of 10% of the unobligated amount in a particular funding source must be returned to DCR by September 16.

FY20 1<sup>st</sup> Quarter Cost-Share and Technical Assistance (T/A) disbursement letters will be transmitted to SWCD’s on August 16.

D. Cross presented the FY19 Assessment of SWCD Compliance for Administrative and Operational Support Grant Agreements and the Assessment of SWCD Compliance for Cost-Share and Technical Assistance. During the discussion of the SWCD Compliance for Administrative and Operational Support Grant Agreement, S. Hill inquired who was on the Finance Committee. D. Cross replied Greg Wichelns, District Manager and Tom O’Halloran, Treasurer. The Finance Committee meets at least four times a year, usually after the Quarterly Reports are completed.

Clean Water Farm Awards – local award nominations as well as Basin nominations are due to DCR no later than 10/1/2019.

### FY2020 Grant Deliverable Reminders:

FY20 Annual Plan of Work (Board approval required).

FY 20 Budget (Board approval required).

Review and update Dedicated Reserves Policy

Complete property inventory

Dates to Remember:

Aug 20-22th Annual VACDE Training at Graves Mtn. Lodge  
Sept 4/5 Perennial Stream Identification, DOF Charlottesville  
Sept 6 Deadline for comments regarding RMP regulatory review  
Sept 12 VASWCD Quarterly Board Meeting- ODEC conference room, Glen Allen  
Sept 25 VA Soil and Water Conservation Board Meeting  
Sept 25 Chesapeake Bay License Plate grant applications due.  
Oct 1 CWFA Local and Basin nominations due to CDC  
Dec 8-10 VASWCD Annual Meeting, Norfolk Sheraton  
Dec 11 VA Soil & Water Conservation Board Meeting

- 9) **PLAN FOR AUGUST COMMITTEE MEETINGS (in ORANGE at the Orange Service Center)**  
Committees will meet on Tuesday, August 20<sup>th</sup>, 2019, Personnel 9:00, Operations 9:30, Technical 10:00, and RMP/TRC to follow if needed. The Educational Committee meeting will be held on August 29<sup>th</sup>, 2019, in Madison at the Madison Extension Office at 4 p.m. **BOARD MEETING FOR SEPTEMBER WILL BE HELD TUESDAY, SEPTEMBER 3<sup>rd</sup>, 2019 IN ORANGE COUNTY AT THE DEPARTMENT OF PUBLIC WORKS. .**

11) **ADJOURNMENT**

Motion was made to adjourn the August 2019 Board meeting at 11:10.

Respectfully Submitted,

Lynn Graves, Chairman



JoAnn M. Neal  
Administrative Secretary

Date Approved 9-3-2019