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MINUTES
BOARD OF DIRECTORS MEETING
Thursday, June 20, 2024
WSSI, 5300 Wellington Branch Dr., #100, Gainesville, VA 20155

(Zoom virtual option for Associate Directors, Partners, District Staff, and Citizens)

In-person Attendees:

John Price, Director – Chairman
Jenny Reed, Director – Vice-Chairman
Nancy Vehrs, Director - Secretary
Thomas Bolles, Director – VCE Representative
Harry Glasgow, Associate Director
Will Lintner, Associate Director
Duane Mohr, District Manager
Debbie Cross, Conservation District Coordinator - DCR
Andrew Uglow, Sr. Env. Analyst, MS4 Coordinator PWC-DPW
Alex Murphy, Conservation Specialist
Seth Hatfield, Conservation Specialist
Kim Lowther, Education Specialist

Absent:

Virtual Zoom Meeting Attendees:

Mansimran Kahlon, Director - Treasurer
Casey James, District Conservationist – NRCS Warrenton
Nicole Slazinski, Conservation Specialist

Chairman Price called the meeting to order at 1:03 p.m.

Minutes of the May 16, 2024 Meeting – The motion to approve the minutes was made by Mr. Bolles with a 2nd by Ms. Vehrs and passed by a roll call vote with the following Directors voting “yes.” Mr. Price, Mr. Bolles, Ms. Reed, and Ms. Vehrs. Mr. Kahlon not in attendance at the time of the vote. Passed by a 4/0 vote.

Chairman’s Comments – Mr. Price states that Mansimran Kahlon has requested to attend the meeting virtually due to work obligations. The motion to approve was made by Ms. Reed with a 2nd by Ms. Vehrs and passed by a roll call vote with the following Directors voting “yes.” Mr. Price, Mr. Bolles, Ms. Reed, and Ms. Vehrs. No Directors voted “no.” Passed by a 4/0 vote.

Treasurer’s Report for May Financials – The motion to approve the Treasurer’s Report was made by Ms. Vehrs with a 2nd by Ms. Reed and passed by a roll call vote with the following Directors voting “yes.” Mr. Price, Ms. Reed, Ms. Vehrs, and Mr. Kahlon. Mr. Bolles not in attendance at the time of the vote. Passed by a 4/0 vote.

Managers Time – Duane Mohr

Mr. Mohr stated that several individuals have signed up for cost-share projects including stream exclusions, extension of water systems, and fencing.

He, Ms. Tangiri, and Ms. Anderson met with representatives from Manassas Park Keep the Park Beautiful to discuss the projects the District will assist them with.

He will be speaking with Don Taylor about holding an outreach event at Windy Knoll Farms.

Upcoming Meetings/Events

June 22	8:00 a.m. - 3:00 p.m.	Manassas Bee Festival
August 20-22	All Day	Graves Mountain Training
September 21	11:00 a.m. - 3:00 p.m.	Fall Festival at Leopold’s Preserve
October 9 - 10	All Day	Farm Field Days

Meetings/Events Attended

See attached May staff reports

Casey James, NRCS District Conservationist (written report submitted)

Environmental Qualities Incentives Program

Ms. James stated the pre-approvals are being processed. Warrenton has obligated roughly 74% of the dollars pre-approved. They currently have 3 EQUIP pre-approvals totaling \$17,2265.60 and 11 EQUIP Inflation

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Reduction ACT (IRA) pre-approvals totaling \$312,400. In FY 24, 19 contracts totaling \$2,010,586.00 were obligated.

The Local Working Group meeting for Warrenton NRCS is scheduled for Wednesday, June 26, 2024 at 10 a.m. via Teams. Ms. James will email a calendar invitation with the Team's link.

See attached for Ms. James's complete report.

Virginia Cooperative Extension Office – Thomas Bolles, Associate Extension Agent

Mr. Bolles stated that a fire certification class will be held on June 26.

Debbie Cross, Conservation District Coordinator – DCR (written report submitted)

Ms. Cross stated that quarterly reports are due July 15th. The FY 24 Self-Assessment Questionnaire is due on or before 7/15/24.

Ms. Cross also stated that an additional \$3 million was added to the FY 25 budget for District's admin./ops. per need identified in the budget template. The Prince William SWCD will receive \$339,343 up from \$182,830.

The soil and water board will meet on June 26th to finalize the policy.

Districts will continue to receive services from the Office of the Attorney General at no cost.

The FY 25 Grant Agreements will be delayed. Ms. Cross suggests delegating authority to Chairman Price to sign the grant agreements in early July to streamline the process.

The District's FY 25 budget board approval date has been extended through July 31st.

See attached for Ms. Cross's complete report.

VA Dept. of Forestry – Melina Cienski

Ms. Cienski unable to attend

Associate Directors –

Mr. Gehlsen and Mr. Cuffey unable to attend.

Harry Glasgow – Mr. Glasgow stated that he and Ms. Vehrs will be out of town and will not be able to attend the July 11th TRC meeting.

Will Lintner – Potomac Council Meeting – Friday, July 12th. He will attend in Ms. Vehrs' absence.

The Smithsonian Environmental Research Center will hold a seminar on Tuesday, June 18, 2024. Speaker Michael Raupp will discuss “What a Warming World Means for Plants, Pests and Pollinators.”

Operations

Approve the District’s FY 25 – 28 Strategic Plan – The motion to approve was made by Ms. Reed with a 2nd by Ms. Vehrs and approved by a roll call vote with the following Directors voting “yes.” Mr. Price, Mr. Bolles, Ms. Reed, Mr. Kahlon, and Ms. Vehrs. No Directors voted “no.” Passed by a 5/0 vote.

Approve the District’s FY 25 Budget Recommendations from the Finance Committee on June 13, 2024 –

Discussion:

Mr. Mohr stated that the FY 25 budget is tentative, as some of the funding and salary amounts may change. He requests that the budget be approved as tentative. The motion to approve was made by Mr. Bolles with a 2nd by Ms. Vehrs and approved by a roll call vote with the following Directors voting “yes.” Mr. Price, Mr. Bolles, Ms. Reed, Mr. Kahlon, and Ms. Vehrs. No Directors voted “no.” Passed by a 5/0 vote.

Ratify the Return of \$30,000 FY 24 Cost Share Funds and \$2,810.16 in FY 24 TA addition to the FY 23 TA base funds to DCR – The motion to approve was made by Mr. Bolles with a 2nd by Ms. Vehrs and approved by a roll call vote with the following Directors voting “yes.” Mr. Price, Mr. Bolles, Ms. Reed, Mr. Kahlon, and Ms. Vehrs. No Directors voted “no.” Passed by a 5/0 vote.

Approve Recommendations from the Personnel Committee Meeting on June 13, 2024 – The motion to approve was made by Mr. Bolles with a 2nd by Ms. Vehrs and approved by a roll call vote with the following Directors voting “yes.” Mr. Price, Mr. Bolles, Ms. Reed, Mr. Kahlon, and Ms. Vehrs. No Directors voted “no.” Passed by a 5/0 vote.

Approve the PY Secondary Considerations – The motion to approve was made by Mr. Bolles with a 2nd by Ms. Vehrs and approved by a roll call vote with the following Directors voting “yes.” Mr. Price, Mr. Bolles, Ms. Reed, Mr. Kahlon, and Ms. Vehrs. No Directors voted “no.” Passed by a 5/0 vote.

Approve the FY 25 Average Cost List – The motion to approve was made by Mr. Bolles with a 2nd by Ms. Vehrs with the following Directors voting “yes.” Mr. Price, Mr. Bolles, Ms. Reed, Mr. Kahlon, and Ms. Vehrs. No Directors voted “no.” Passed by a 5/0 vote.

Approve delegation of John Price to sign the FY 25 Administrative and Operations Grant Agreement and the FY 25 Cost Share and Technical Assistance Grant Agreement when they arrive – The motion to approve was made by Mr. Bolles with a 2nd by Ms. Reed and approved by a roll call vote with the following Directors voting “yes.” Mr. Bolles, Ms. Reed, Mr. Kahlon, and Ms. Vehrs. No Directors voted “no.” Passed by a 4/0 vote.

Approve the Prince William SWCD Legislative Agenda – The motion to approve was made by Ms. Vehrs with a 2nd by Ms. Reed and approved by a roll call vote with the following Directors voting “yes.” Mr. Price, Ms. Reed, Mr. Kahlon, and Ms. Vehrs. Mr. Bolles not in attendance at the time of the vote. Passed by a 4/0 vote.

Mr. Bolles made the motion to delegate authority to Ms. Reed to submit the “Deepening Failed, Failing, and Unreliable Existing Wells” legislative proposal to the TRC Committee members to be voted on at their Thursday, July 11, 2024 meeting and submitted to the Legislative Committee. Ms. Reed made the 2nd, and it was approved by a roll call vote with the following Directors voting “yes.” Mr. Price, Ms. Reed, Mr. Kahlon, Mr. Bolles, and Ms. Vehrs. Mr. Bolles in attendance for the vote. No Directors voted “no.” Passed by a 5/0 vote.

Mr. Bolles made the motion to delegate authority to Ms. Reed to submit the proposal “Requiring All Datacenters to Have Solar Roofs or Green Roofs” to the TRC Committee members to be voted on at their Thursday, July 11, 2024 meeting and submitted to the Legislative Committee. Ms. Vehrs made the 2nd, and it was approved by a roll call vote with the following Directors voting “yes.” Mr. Price, Ms. Reed, Mr. Kahlon, Mr. Bolles, and Ms. Vehrs. Mr. Bolles in attendance for the vote. No Directors voted “no.” Passed by a 5/0 vote.

Approve the FY 25 VACS Carryover Report – The motion to approve was made by Mr. Bolles with a 2nd by Ms. Vehrs and passed by a roll call vote with the following Directors voting “yes.” Mr. Price, Mr. Bolles, Ms. Reed, Mr. Kahlon, and Ms. Vehrs. No Directors voted “no.” Passed by a 5/0 vote.

Recommend re-appointment of Thomas Bolles as VCE Representative Director – The motion to approve was made by Ms. Reed with a 2nd by Ms. Vehrs and passed by a roll call vote with the following Directors voting “yes.” Mr. Price, Ms. Reed, Mr. Kahlon, and Ms. Vehrs. No Directors voted “no.” Passed by a 4/0 vote.

Approve Andrew Uglow as a Prince William SWCD Associate Director – The motion to approve was made by Ms. Vehrs with a 2nd by Mr. Bolles and passed by a roll call vote with the following Directors voting “yes.” Mr. Price, Mr. Bolles, Ms. Reed, & Ms. Vehrs. Mr. Kahlon not in attendance at the time of the vote. Passed by a 4/0 vote.

Other Business

Discuss/Approve Grant Writing Contract with Bonnie Fulford, GrantWeaver Coomunications, LLC – The motion to defer this topic for further discussion was made by Mr. Bolles and a 2nd by Ms. Reed and passed by a roll call vote with the following Directors voting “yes.” Mr. Price, Mr. Bolles, Ms. Reed, Mr. Kahlon, and Ms. Vehrs. No Directors voted “no.” Passed by a 5/0 vote.

Conservation

Approve recommendations from the Technical Review Committee on June 13, 2024 – The motion to approve was made by Mr. Bolles with a 2nd by Ms. Reed and passed by a roll call vote with the following Directors voting “yes.” Mr. Price, Mr. Bolles, Ms. Reed, Mr. Kahlon, and Ms. Vehrs. No Directors voted “no.” Passed by a 5/0 vote.

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1 Recommended Approval of Plans by BOD Motion: Mohr Second: Vehrs Vote: 6-0-2

Crops

Plan	GPIN	Crop	Acres	Nut. Reduction			RPA
				N. (lbs)	P. (lbs)	Sed. (T)	
DEO Volente Farm 10105 Lonesome Rd (2024 Renewal)	7395-72-7365	Pasture	12.0	9.236	3.136	0.166	<input type="checkbox"/>
Howard Farm CP 2024	7593-75-8585	Pasture	5.0	3.849	1.307	0.069	<input type="checkbox"/>
Rainbow Therapeutic Riding Center (2024) NMS	7198-99-4945	Pasture	7.0	5.389	1.829	0.097	<input checked="" type="checkbox"/>
Scattered Acres (Rae Property) - 2024 NMS (PWC only)	7393-45-2871	Pasture	13.6	10.469	3.554	0.188	<input type="checkbox"/>
Shoestring Farm (Nelson Property) 2024 - Home (12615) NMS	7593-93-6600	Hay	7.2	4.538	1.602	0.067	<input type="checkbox"/>
Shoestring Farm (Nelson Property) 2024 - Jordan Meadows (10735) NMS	7692-12-5246	Hay	5.0	3.152	1.113	0.047	<input type="checkbox"/>
Shoestring Farm (Nelson Property) 2024 - Jordan Meadows (13780) NMS	7692-23-1129	Hay	3.8	2.395	0.846	0.035	<input type="checkbox"/>
Shoestring Farm (Nelson Property) 2024 - Jordan Meadows (13800) NMS	7692-23-3702	Hay	3.8	2.395	0.846	0.035	<input type="checkbox"/>
Shoestring Farm (Nelson Property) 2024 - Lucasville (10812) NMS	7794-26-3620	Hay	7.5	4.727	1.669	0.070	<input type="checkbox"/>
Shoestring Farm (Nelson Property) 2024 - Lucasville (10816) NMS	7794-16-2542	Hay	2.4	1.513	0.534	0.022	<input type="checkbox"/>
Shoestring Farm (Nelson Property) 2024 - Lucasville (11130) NMS	7794-25-1677	Hay	6.4	4.034	1.424	0.060	<input type="checkbox"/>
Shoestring Farm (Nelson Property) 2024 - Lucasville (11140) NMS	7794-15-6881	Hay	2.5	1.576	0.556	0.023	<input type="checkbox"/>
Shoestring Farm (Nelson Property) 2024 - Old Church (13415) NMS	7692-44-6217	Hay	15.5	9.770	3.449	0.144	<input checked="" type="checkbox"/>
Shoestring Farm (Nelson Property) 2024 - Vera Long (10801) NMS	7694-21-5134	Hay	7.0	4.412	1.558	0.065	<input type="checkbox"/>
Shoestring Farm (Nelson Property) 2024 - Vera Long (11726) NMS	7694-21-9110	Hay	13.7	8.635	3.048	0.127	<input checked="" type="checkbox"/>
Shoestring Farm (Nelson Property) 2024 - Wright & Pighini (12325) NMS	7593-94-3364	Hay	1.4	0.882	0.312	0.013	<input type="checkbox"/>
Shoestring Farm (Nelson Property) 2024 - Wright & Pighini (12345) NMS	7593-94-3837	Hay	4.9	3.088	1.090	0.046	<input type="checkbox"/>
Shoestring Farm (Nelson Property) 2024 - Wright & Pighini (12355) NMS	7593-93-4693	Hay	6.1	3.845	1.357	0.057	<input type="checkbox"/>
Grand Totals:			124.8	83.9	29.2	1.3	

Livestock

Plan	GPIN	Livestock	Num	Manure (lbs/day)	Manure (Tons/Year)	RPA	Manure Stockpiles?
DEO Volente Farm 10105 Lonesome Rd (2024 Renewal)	7395-72-7365	Horses	6	326.40	59.6	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Howard Farm CP 2024	7593-75-8585	Horses	2	108.80	9.8	<input type="checkbox"/>	<input type="checkbox"/>
Rainbow Therapeutic Riding Center (2024) NMS	7198-99-4945	Horses	10	544.00	99.3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Scattered Acres (Rae Property) - 2024 NMS (PWC only)	7393-45-2871	Horses	29	1,577.60	287.9	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Grand Totals:			47	2,556.8	456.6		

3 Recommended Approval of VCAP BMPs by BOD Motion: Mohr Second: Vehrs Vote: 7-0-1

VCAP

Coutts, Jenny

Practice	Contract No.	Total Est. Cost	Est. State C/S	Area (sq. feet)	Number	Gallons
Conservation Landscaping	VCAP 35-24-010	\$4,493.00	\$3,594.40	2,000.0	0.000	0.000
Conservation Landscaping	VCAP 35-24-009	\$2,959.00	\$2,367.20	1,200.0	0.000	0.000
Rain Garden	VCAP 35-24-008	\$3,221.00	\$2,576.80	72.0	0.000	0.000
Totals:		\$10,673.00	\$8,538.40	3,272.0	0.000	0.000

Water Quality Programs Update – Veronica Tangiri

Ms. Tangiri unable to attend. Please see May staff report.

Education Programs Update – Kim Lowther

Ms. Lowther stated that the District was approved to use the Prince William County Fairgrounds for Farm Field Days on October 9th & 10th. She will attend the Manassas Bee Festival on June 22nd. She will attend an all-states middle school day camp on June 29th, where she will provide training using the Watershed Model. The children will do a ground cleanup at the camp.

VCAP Update – Nicole Slazinski

No further comments.

Directors' Time –

Mr. Bolles – Mr. Bolles stated he has nothing more to add.

Ms. Vehrs – Ms. Vehrs stated the following:

She will be out of town for the July 11, 2024 TRC meeting and Potomac Council meeting. Will Lintner will represent PWSWCD at the Potomac Council meeting.

Kudos to staff for presenting conservation plans by computer projection at the last TRC meeting so we didn't have to pass around the one paper plan.

Plan to attend an electronic meeting about legislation regarding retail sale legislation for invasive plants initiated by NVSWCD board chair Scott Cameron. Meeting with Travis Voyles (Secretary of Natural and Historic Resources), Dep. Sec. Stefanie Taillon and Dep. Sec. Jennifer Walle. Kendall Tyree and NVSWCD Board Director Dana Baraket are also included.

Registered for Area II Legislative Zoom meeting July 25.

Jeanne Jabara will be retiring.

Mr. Kahlon – Mr. Kahlon not in attendance at Directors time.

Mr. Price – No further comments

Ms. Reed – Ms. Reed stated that she and Mr. Bolles met with the library board who seem supportive of their ideas for the Little Seed Library.

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Motion to Adjourn:

The motion to adjourn the meeting at 3:14 p.m. was made by Ms. Vehrs with a 2nd by Mr. Bolles and passed by a roll call vote with the following Directors voting “yes.” Mr. Price, Ms. Reed, Ms. Vehrs, and Mr. Bolles. Mr. Kahlon not in attendance at the time of the vote. Passed by a 4/0 vote.


Next TRC meeting – Thursday, July 11, 1 p.m., 8033 Ashton Avenue, Conference Room D, Manassas, VA 20109


Next Board meeting – Thursday, July 18, 1 p.m., WSSI, 5300 Wellington Branch Dr., #100, Gainesville, VA 20155, 2nd Floor Conference Room.

Next Finance Committee meeting – Thursday, July 18, 12 p.m., WSSI, 5300 Wellington Branch Dr., #100, Gainesville, VA 20155, 2nd Floor Conference Room.

Respectfully Submitted:

Approved:


Linda Dunn, Office Manager


Nancy Vehrs, Secretary