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MINUTES BOARD OF DIRECTORS MEETING Thursday, February 16, 2023 8033 Ashton Avenue, Conference Room D

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

In-person Attendees:

John Price, Director – Chairman
Will Lintner, Director – Vice Chairman
Mansimran Kahlon, Director – Treasurer
Thomas Bolles, Director – VCE Representative
Debbie Cross, VA Conservation District Coordinator – DCR
Lindsey Long, Urban & Community Forester – VA Dept. of Forestry
Duane Mohr, District Manager

Virtual Zoom Meeting Attendees:

Sonnie Cuffey, Associate Director Casey Iames, District Conservationist - NRCS Nicole Slazinski, Conservation Specialist Veronica Tangiri, Water Quality Program Coordinator

Mr. Mohr stated that Mr. Murphy, Mr. Mitchell, and Mr. Hatfield are unable to attend the meeting, as they are attending the Chesapeake Bay Landscape Professional Certification training.

Chairman Price called the meeting to order at 1:05 p.m.

Chairman's Comments – Chairman Price stated that he took the Toyota Highlander to Miller Toyota to inquire about re-painting the roof and hood. There are no warranties on the vehicle to assist with or to cover the cost, so he plans to obtain pricing from local body shops. Mr. Bolles stated that Prince William County schools may have auto shop program students that could paint the Highlander.

Chairman Price stated that he attended the Grasslands and Forage Conference with Prince William District Conservation staff.

Citizen's Time - None present

Minutes of January 19 meeting – The motion to approve the minutes was made by Mr. Lintner with a 2^{nd} by Mr. Kahlon and passed by a 4/0 vote.

<u>Treasurer's Report for January 2023 Financials</u> – The motion to file the January financials for audit was made by Mr. Bolles with a 2nd by Mr. Lintner and passed by a 4/0 vote.

January 2023 Financials

Income

Money Market Interest PWC 3rd Qtr. FY 23 Funding Total \$436.93 \$71,186.25 \$71,623.18

Managers Time – Presented by Mr. Mohr

Mr. Mohr states that the Farmer Outreach event was successful. Staff is working on cost share plans that include fencing projects. The District is targeting 60 cost share plans based on the county requirements for the fiscal year. Staff is reviewing plans that are due for review. Mr. Mohr informed Ms. Long that he will be contacting her regarding tree planting requests that the District has received. Mr. Mohr has spoken with Tim Abbott from VDACS regarding potential manure contamination at Bull Run. Mr. Mohr previously completed conservation plans on the properties involved and knows the owner. He has spoken with her regarding options for manure storage.

Potomac Roundtable/Council Meeting Update - Will Lintner (report attached)

4/14/23 – Prince William SWCD is scheduled to host the Potomac Roundtable

See attached report for complete update.

Upcoming Meetings/Events

March 4	10 am	Water Quality Monitoring Engagement/ Certification Event at Broad Run						
March 7 and 9	10 am	MWEE Training for PWC Teachers and Environmental Educators						
March 9	1 pm	TRC Meeting, 8033 Ashton Avenue, Conference Room D						
March 11	9am	Bull Run Protectors -Cleanup & Water Quality Event						
March 16	1 pm	BOD Meeting, 8033 Ashton Avenue, Conference Room D						
"March 15	10 am - 3 pm	Storm Water & Plastic Workshop Event						

Meetings/Events Attended

See attached January staff reports

Partner reports

Casey Iames, NRCS District Conservationist (see attached report)

DCR - Debbie Cross, Conservation District Coordinator - (see attached report)

Ms. Cross stated that the District's Strategic Plan and Annual Plan of Work need to be reviewed before the June 15, 2023 meeting and recorded in the board meeting minutes.

Elected Directors that plan to file 2024 declarations of candidacy need to do so by 6/20/23.

Important Dates not included in report:

February 28, 2023 – VASWCD hosting a legislative water cooler chat March 15, 2023 – VASWCD Board of Directors quarterly meeting April 12, 2023 – VASWCD virtual meeting 4-6 p.m. Topic: Human Resource Trends April 19, 2023 – Area II Spring Meeting – James Monroe Highland Farm May 9, 2023 – Admin./Ops in-person training. Topic: Attachment D budget template March 23, April 27 & May 25, 2023 – Soil & Water board meetings

See attached for Ms. Cross's complete report.

PWC Dept. of Public Works - Clay Morris, Natural Resources Section Chief, Watershed Mgmt. Branch

Mr. Morris unable to attend

Virginia Cooperative Extension Office - Thomas Bolles, Associate Extension Agent

Mr. Bolles thanked the District staff for coordinating the Farmer Outreach event.

VCE will be holding a well water drinking sampling event in early April.

VCE is planning a situation analysis.

VCE is hiring for an Agriculture Agent. Please contact him if you know of anyone interested.

VA Dept. of Forestry - Lindsey Long, Urban & Community Forester - (see attached report)

Associate Directors -

Sonnie Cuffey – no comments

Harry Glasgow – unable to attend

Clay Morris - unable to attend

Operations

Approve recommendations from the Personnel Committee meeting February 16, 2023 - The motion to approve was made by Mr. Bolles with a 2^{nd} by Mr. Lintner and passed by a 4/0 vote.

<u>Approve 2nd review of Desktop Procedures</u> – The motion to approve was made by Mr. Kahlon with a 2nd by Mr. Bolles and passed by a 4/0 vote.

Approve the Prince William SWCD Board of Directors' support of a \$300 donation to the Camp Woods and Wildlife Camp scholarship program and a \$500 donation to the Leopolds Preserve Festival on September 23, 2023 with funding from the District Operating account – The motion to approve was made by Mr. Bolles with a 2nd by Mr. Kahlon and passed by a 4/0 vote.

Approve the Prince William SWCD Board of Directors' support of a \$300 donation to the Virginia Tech Soil Judging Team for 2023 travel expenses – The motion to approve the support was made by Mr. Bolles with a 2nd by Mr. Kahlon and passed by a 4/0 vote.

Other Business:

Discussion on meeting with Ben Eib and Clay Morris with the Dept. of Public Works.

Chairman Price stated that the county is focusing on climate change and water quality. He stated the District needs to emphasize their work pertaining to water quality in hopes of obtaining funding for the programs. Ms. Tangiri was recognized on her accomplishments with the water quality program.

Mr. Mohr stated that Ben Eib and Clay Morris are planning a site visit to the solar farm in Nokesville. Mr. Mohr plans to ask that he attend as well. He is concerned about potential erosion on an adjacent property that a conservation plan was completed for. Mr. Bolles asked that he attend as well.

Discussion on the Community Outreach event on Tuesday, January 24, 2023:

Chairman Price stated that the event was very successful and that another event will be scheduled in the Spring.

Discussion on Conservation team meeting with Robert Bowcock, IRM, Inc.

Mr. Mohr stated that he and Mr. Murphy, Mr. Mitchell, and Mr. Hatfield met with Robert Bowcock, who is a Conservation Planning Consultant. Mr. Bowcock's team is looking at greenspace on data center projects on Pageland Road.

Conservation

Approve the February 9, 2023 TRC Report - The motion to approve the TRC report as presented was made by Mr. Bolles with a 2nd by Mr. Kahlon and approved by a 4/0 vote.

Recommended Approval of Plans	Motion: Lintner			Second:Price			Vote: 3-					
Crops					Nı	ıt. Reduc	ction		1			
Plan		GPIN	Сгор		Acres	N. (I	lbs)	P. (lbs	Sed. (d. (T)	RPA	
Sandy Arnold Conservation Plan 2023		792-39-7742	Pasture		4.7	3.618		1.228	0.	.065	55	
395753*			Grand Totals:		4.7	3.	.6 1.2			0.1		
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Plan						day)	y) (Tons/Year)			Stoc	Stockpiles	
Sandy Arnold Conservation Plan 2023	7792-39-7	742 Ho	rses	3	163	3.20 2		29.8		10	~	
						3.2		29.8	i i			

Grand Totals:

Education Programs Update - Jess McCaulley

Ms. McCaulley has coordinated two MWEE events in March with Prince William County 3rd grade school teachers to instruct them on how to conduct MWEE trainings. The program is funded by a grant through the Chesapeake Bay Meaningful Watershed Education Project. Ms. McCaulley attended Nokesville School Science Night on February 2nd.

Water Quality Programs Update - Veronica Tangiri

Ms. Tangiri submitted grant progress reports to the Northern Virginia Community Foundation and Virginia DEQ. She received a progress report from ReUPit on the Trash Sculpture project. The sculpture will be completed in March.

Native Plant Symposium Update - Nicole Slazinski

The Native Plant Symposium was held on Saturday, February 11, 2023. Approximately 124 people registered for the event. It was a successful event with positive feedback from attendees.

Directors' Time -

Mr. Bolles – Mr. Bolles stated he will provide contact information to the District's new Education Specialist relating to evaluation tools.

Mrs. Bottino - Unable to attend

Mr. Lintner – No further comments

Mr. Kahlon - no further comments

Mr. Price – no further comments

Motion to adjourn

The motion to adjourn the meeting at 2:44 p.m. was made by Mr. Bolles with a 2^{nd} by Mr. Lintner and approved by a 4/0 vote.

Next TRC meeting - Thursday, March 9, 2023, 1 p.m., 8033 Ashton Avenue, Conference Room D, Manassas, VA 20109

Next Board meeting - Thursday, March 16, 2023, 1 p.m., 8033 Ashton Avenue, Conference Room D, Manassas, VA 20109

Next Finance Committee meeting – Thursday, April 20, 12 p.m., 8033 Ashton Avenue, Conference Room D, Manassas, VA 20109

Respectfully Submitted:

Linda Dunn, Office Manager

John Price, Chairman

Approved:

Potomac Council Overview February 16, 2023

- Established 2001, a collaborative Conservation District body composed of representatives from all six Soil and Water Conservation Districts in the Virginia portion of the Potomac River watershed (excludes the Shenandoah) and the Department of Conservation and Recreation.
- Original purpose is to promote and facilitate the best water quality management practices required to achieve nonpoint source pollution reductions (NPS)in the waters of the Potomac River watershed.
- The Roundtable served as a catalyst for the creation of various forums among policy makers, technical personnel, and members of the public to discuss water quality management policy options for the Potomac River watershed, including:
 - Sponsorship of Potomac watershed wide symposia and workshops
 - Organization of focus groups to develop optimized watershed based NPS reduction plans
 - o .Promote creation of and support a Potomac Watershed Roundtable (PWR).
- Much of the original functions of the Potomac Council have been transferred to the PWR over the years. The PWR includes the Potomac Roundtable directors and representatives from the counties, cities, town, General Assembly, Department of Environmental Quality, stakeholders, and citizens (up to 40 voting members)
- PWR by-laws updated in 2022 to reflect the changes that have occurred
- Will Lintner became Chairman of the Potomac Council in December 2022 replacing the long serving Chairman John Peterson.
- The Potomac River Council decided to re-write its by-laws to reflect the current situation regarding to transfer of functions during the January 13, 2023 meeting.
- Chuck Koch of the Tri-County City Soil and Water Conservation District is leading the re-write of the by-laws.
- The Potomac River Council also confirmed the dates and District hosts of the 2023 meetings of the Potomac Council and the PWR:
 - o April 14; Prince William
 - o July 7; John Marshall
 - October 6; Tri-County, City.
- The main function of the Council has shifted to becoming the administrative arm of the PWR.
- Other news the long serving Chairperson of the PWR, Fairfax County Supervisor Penny Gross has announced that she is stepping down after the completion of her term in 2023.



WARRENTON SERVICE CENTER REPORT February 2023

Staffing updates:

Soil Conservationist position still vacant

Program Updates/Deadlines:

Environmental Qualities Incentives Program (EQIP) -

Working through the planning process on applications. Ranking deadlines have been adjusted; high tunnel fund pools submitted February 3rd all other pools are now due March 3rd.

Current Contracts

- EQIP- 2014 3 active contracts Fauquier Co- \$683,876
- o EQIP- 2018- 20 active contracts 1 Fairfax, 1 Prince William, 8 Loudoun,10 Fauguier \$833,190

Conservation Stewardship Program (CStP) -

Current Contracts

- 5 Active General CSP Contracts. 2 in Fauquier 3 in Loudoun for \$272,725
- 41 Active CSP-GCI Contracts, 3 in Prince William, 10 in Loudoun, and 28 in Fauquier.

Outreach/Agency Activities/Events (dates)

Upcoming Training Opportunities in the Area (JEDs, Webinars, Field Days)

The National Center for Appropriate Technology is hosting two webinars on Regenerative Grazing in the Mid-Atlantic, hearing from Virginia farmers who implement innovative soil health practices.

Session 1: February 9 from 12-1 pm ET

Hear from Guille Yearwood who has been a rancher for most of his life. Currently he runs Ellett Valley Beef Co. which encompasses seven locations around Blacksburg, Virginia. He practices regenerative grazing and has manage to be profitable and climate smart. You can read more about Guille Yearwood here: A Conversation with Guille Yearwood - Soil for Water

Session 2: March 9 from 12-1 pm ET

Hear from Brent Wills researcher and President and Program Coordinator for Virginia Association for Biological Farming (VABF). He also owns Bramble Hollow Farm in which he practices livestock rotation and soil health techniques.

RSVP to Join these Sessions: Soil for Water | Regenerative Grazing in the Mid-Atlantic By registering once it will register you to all the occurrences, make sure to add it to your calendar.

The Virginia No-Till Alliance (VANTAGE) winter conference is less than one month away!

When & where:

The conference will be held on **Tuesday February 21, 2023** in same location as last year, but the facility had a name change from Binkley & Hurst to **AGRITEER**

The address is 4310 South Valley Pike, Rockingham, VA which is just ½ mile north of the Rockingham County Fairgrounds.

Program:

This year's program looks outstanding, with our own partnership Agronomist Lydia Fitzgerald taking the stage along with some of her mentor farmers.

Click here to download the conference brochure with all the details.

Approved continuing education credits (CEUs):

Certified Crop Advisor (CCA) CEUs: 4.0 total (1 NM, 2 SW, 1 CM) – sign sheet at event

VA DCR Nutrient Management Planner (NMP) CEUs: 4.0 – sign sheet at event

VA DCR & SWCD Conservation Planner CEUs: 4.0 – sign sheet at event

VA NRCS Conservation Planner CEUs: 4.0 – document & keep track on your own

Submitted By Casey lames District Conservationist

NATURAL RESOURCES CONSERVATION SERVICE

98 Alexandria Pike ♦ Warrenton, Virginia 20816 Phone: (540) 347-4402 ♦ Fax: (855) 621-7141

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February 2023 – Conservation District Coordinator (CDC) Report Deborah B. Cross, DCR-Division of Soil and Water Conservation debbie.cross@dcr.virginia.gov or cell 540-270-8780

Congratulations Kendall Dellinger & Brandy Harris of Culpeper SWCD, and Allyson Ponn & Madison Coffey of Lord Fairfax SWCD for successfully becoming DCR Certified Conservation Planners. Great job!

ADMINISTRATIVE AND OPERATIONAL ITEMS:

- Quarterly Disbursement letters sent Feb 10; funds should follow in less than 30 days.
- Mid-Year Employee Evaluations should have been completed by now.
- February is a great time to update your district's Fixed Assets Inventory as required annually by the Desktop Procedures for District Fiscal Operations.

Grant Agreement Deliverable Reminders:

- Long-Range/Strategic Plan Annual Review: at least once during the FY by the Board & recorded in the board meeting minutes.
- Annual Plan of Work Annual Review at least once during the FY by the Board & recorded in the board meeting minutes.
- Desktop Procedures for District Fiscal Operations Annual Review by the District Board or the Finance Committee and documented in official board meeting minutes
- Plan, coordinate and deliver an outreach event that meets the following criteria:
 - a) Market event through at least three venues of which one must be directed towards small farmers or socially disadvantaged producers.
 - b) Include at event SWCD history, mission, introduction of directors & staff and offered programs.
 - c) Must include a discussion panel featuring ag producers who have participated in the VACS program.
 - d) Notify and invite all agency partners, including the VSU-Small Farm Outreach Program, to participate. (Thomas Jefferson, John Marshall & Prince William SWCDs have completed this deliverable)

SWCD Director Elections - Elected Director Positions:

General election is November 7, 2023. The filing deadline is 7:00 pm Tuesday, June 20, 2023

§ 24.2-507. Deadlines for filing declarations and petitions of candidacy. For any office, declarations of candidacy and the petitions therefore shall be filed according to the following schedule: 1. For a general election in November, by 7:00 p.m. on the-second third Tuesday in June.

Information can be found on the State Board of Elections website:

https://www.elections.virginia.gov/candidatepac-info/candidate-bulletins/index.html

Choose the Local and Constitutional Offices Bulletin

Instructions for Candidates – provides links to resources and forms.

https://www.elections.virginia.gov/candidatepac-info/becoming-a-candidate/index.html

Below are the forms you will need to complete:

Certificate of Candidate Qualifications

https://www.elections.virginia.gov/media/formswarehouse/campaignfinance/2018/candidates/SBE 501 4-rev7-18.pdf

- Declaration of Candidacy https://www.elections.virginia.gov/media/formswarehouse/campaignfinance/2018/candidates/SBE 505 520 Declaration of Candidacy Rev1 15.pdf
- Petition of Qualified Voters (8 1/2 x 11 Letter Size or 8 1/2 x 14 Legal Size) (https://www.elections.virginia.gov/media/formswarehouse/campaign-finance/2018/candidates/Petition-of-Qualified-Voters-SBE-506 521 letter.pdf

 SWCD Directors are not required to submit the Statement of Economic Interests (confirmed with the Ethics Council Jan 2023).

 The number of petition signatures required is 25, see page 12 of the bulletin. Recommend at least 30. The petition must be printed two sided! (Front and back)

Contact your local General Registrar if you have any questions.

AG & COST SHARE ITEMS:

- Follow-up for CY22 Random BMP Verifications: Please work with participants with maintenance issues & update the Verification Module as repairs are completed. No more than 6 months should pass between initial inspection and repairs being completed or funds returned to the SWCD.
- Cost-Share Obligations and Transfers: As the General Assembly begins to discuss and amend the budget introduced by the Governor, legislators and this administration are asking frequent questions about how much of the funding provided to Districts for cost-share has been obligated. As of January 1, 2023, the Bay Districts had obligated approximately 44% of these funds, while Southern Rivers Districts have obligated about 64%. These percentages do not include amounts requested for the WFA practices, and we have made that clear. While FY2023 provided an unprecedented level of cost-share funding, the amount of funds that have been obligated is causing concerns. DCR currently has a list of Districts that need funding both in the Bay watershed and outside of the Bay watershed. If your District is unable to obligate the cost-share funds provided, it is time to either transfer money to another District or release the allocation back to DCR. Your CDC is ready to assist with either of these processes if needed.

UPCOMING TRAINING AND IMPORTANT DATES:

- Feb 7: Crossover Day in the VA General Assembly
- Feb 20: President's Day Holiday, State Offices closed
- Feb 21: <u>VA No-Till Alliance (VANTAGE) Winter Conference</u> held at AGRITEER, 4310 South Valley Pike, Rockingham, VA <u>Click here</u> to download the conference brochure with all the details. Approved continuing education credits (<u>CEUs</u>):

VA DCR Nutrient Management Planner (NMP) CEUs: 4.0 – sign sheet at event

VA DCR & SWCD Conservation Planner CEUs: 4.0 – sign sheet at event

<u>Cost & pre-registration:</u> There is no cost to attend, but it is important to pre-register at: https://docs.google.com/forms/d/e/1FAlpQLSepfr-Bd29eg750IL-n7ZECk8TX6Ddvr3Tp NhmOMwHdgiQww/viewform

- Feb 23: <u>Virginia Agriculture BMP and Cost Share Program</u> Zoom Webinar. (Required course for *DCR Conservation Planner Certification*) You must attend the live session for course credit. Register in advance: https://us02web.zoom.us/meeting/register/tZYod-qrrzMjHNSNW77ZwqJIT1VZH8NU0G2A
 This DCR led training will provide introduction, overview, and operation information for the Virginia Agricultural Cost Share program and VACS Manual to include a review of the guidelines and policies that are key to the operation of the Best Management Practices (BMP) and Cost Share program. There will also be a review of a few of the most common BMPs across the state to instruct how to understand practice specifications and required qualifications to properly recommend, approve or deny practices, and implement effectively for Soil and Water Conservation District Participants. Non-technical staff and directors are welcome to participate.
- Feb 25: <u>Annual Landowners' Woods & Wildlife Conference</u>, Daniel Technology Center, Germanna Community College, Culpeper. Register at https://forestupdate.frec.vt.edu/onlineregistration.html
- Feb 25: General Assembly adjourns
- March 23: <u>VSWCB Meeting</u>, Hungry Mother State Park, Marion, VA
- April 18: Area II Envirothon, Lenn Park, Culpeper, co-hosts Culpeper & Thomas Jefferson SWCDs
- April 19: Area II Spring Meeting, Charlottesville, hosted by Thomas Jefferson SWCD
- April 20: Area I Virtual Spring Meeting, 9-11 am hosted by Shenandoah Valley SWCD
- April 27: VSWCB Meeting, Pocahontas State Park
- May 16: Perennial Stream Identification, Williamsburg (required for Conservation Planner certification)
- May 25: VSWCB Meeting, Dept of Forestry Headquarters, Charlottesville
- June 20: Filing Deadline, last day to file election documents with the local registrar
- Oct 17-18: <u>Virginia Rare, Threatened & Endangered Species Protection and Cultural & Historic Resources Protection</u> (required for Conservation Planner certification)

VDOF Updates (2/23)

Fire Season

The fire season starts Tuesday February 15th meaning the 4pm Burning Law will go into effect.

 The 4pm Burning law bans open air burning prior to 4:00 p.m. if the fire is within 300 feet of the woods or dry grass which could carry fire to the woods

O Burning is allowed between 4:00 p.m. and midnight as long as the burner takes proper precautions are taken

Open air fire MAY be acceptable if it meets the following criteria: it is completely contained within a ring of rocks, cinderblocks, metal ring, or a similar device and is covered by a 1/4 inch or smaller metal screen

O More info: https://dof.virginia.gov/wildland-prescribed-fire/fire-laws/4-pmburning-law/

Virginia Trees for Clean Water Grant Program

The RFP has been released and the program is taking applications now for 2023.

- Funding for projects ranges from \$1,000 to \$50,000
 - o Project categories include:
 - Riparian Buffers
 - Community or Street Tree Plantings
 - Neighborhood-wide Projects
 - Turf-to-Trees
 - Tree Giveaways
 - O Maintenance, planting labor, etc are allowable in proposals
- Applications must be submitted 30 days prior to the estimated planting date
- Contact local forester for questions that group may have and for the required letter of recommendation
- More information and the application forms can be found here: https://dof.virginia.gov/urban-community-forestry/urban-forestry-communityassistance/virginia-trees-for-clean-water-grant-program/

Urban and Community Forestry Assistance Grant Program

While the usual timing for the RPF is later in the year there are possible changes coming to the proposal process. Early planning for possible projects is advised.

- This program encourages projects that promote the protection and enhancement of urban and community forest ecosystems, tree planting, the care of trees, and education on tree issues in cities, towns and communities
 - o Grants may be awarded to civic groups, communities, local government, nonprofit organizations, neighborhood associations, public educational institutions, state agencies, tribal organizations, and volunteer groups
 - More information https://dof.virginia.gov/urban-community-forestry/urbanforestry-community-assistance/urban-and-community-forestry-grant-program/

Camp Woods & Wildlife

Camp Woods and Wildlife applications are open now through April 15th.

- Camp will occur June 19-23 at Holiday Lake 4-H Center near Appomattox
- Opportunity for students ages 13-16 with an interest in natural resources to gain field experience

- If you are doing any events and would like materials to advertise the camp contact me for post cards and printed applications
- More info about the camp and digital versions of the application can be found here: https://dof.virginia.gov/education-and-recreation/youth-education/camp-woods-wildlife/
 - o Printed applications can be found here: https://dof.virginia.gov/wp-content/uploads/f13.05.pdf

New Rappahannock District Staff

During the work area to district reshuffle new positions were added to our district and previous positions were redefined.

- New positions that we gained in the reshuffle include two technicians and one forester position
- The previous community forester position that was vacant has now been assigned to the Prince William, Stafford, and Fredericksburg area
- Recently one technician position and the community forester position have been filled

