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**MINUTES  
BOARD OF DIRECTORS MEETING  
Thursday, November 17, 2022  
8033 Ashton Avenue, Manassas, VA**

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

***In-person Attendees:***

Jim Gehlsen, Director – Chairman  
Will Lintner, Director – Vice Chairman  
Mansimran Kahlon, Director – Treasurer  
Tiziana Bottino, Director – Secretary  
Thomas Bolles, Director – VCE Representative  
Debbie Cross, VA Conservation District Coordinator – DCR  
Casey James, District Conservationist - NRCS  
Duane Mohr, District Manager  
John Price - Citizen

***Virtual Zoom Meeting Attendees:***

Nicole Slazinski, Conservation Specialist  
Seth Hatfield, Conservation / Water Quality Specialist  
Alex Murphy, Conservation Specialist  
Jess McCaulley, Education Specialist

Chairman Gehlsen called the meeting to order at 1:00 p.m.

Citizen's Time – None present

Minutes of October 20, 2022 meeting – The motion to approve the minutes was made by Mr. Bolles with a 2<sup>nd</sup> by Mr. Lintner and passed by a 4/0 vote. Mr. Kahlon not in attendance at time of the vote.

Treasurer's Report for October 2022 Financials – The motion to file the Treasurer's report for audit was made by Mr. Bolles with a 2<sup>nd</sup> by Mrs. Bottino and passed by a 5/0 vote. Mr. Kahlon in attendance at time of the vote.

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October 2022 Financials

Income

FY 23 2nd Qtr. PWC Secured Funding	\$71,186.25
Cash Reserves Money Market Interest	\$72.54
Total	\$71,258.79

Other Expenses

FY 21 DEQ WQM Grant	\$3,633.52	Original grant amount = \$5,000
Purchase of probe and WQM supplies		Total expenditures Aug. - Sept. 2022 = \$4,884.58
		Balance in grant funds = \$115.42

***Managers Time – Presented by Mr. Mohr***

Mr. Mohr states that due to the limited space in the VCE conference room, that staff will be attending the board meetings virtually. Farm Field Days was a very successful event thanks to the District staff, volunteers, partners, and fairgrounds staff. He recognizes Ms. McCaulley for coordinating the event with the help of Ms. Slazinski. The District will issue a donation letter to the owner of the fairgrounds for use of the fairgrounds at no cost to the District, as well as to Mark Hawthorne from Clean Cut Trees, for donation of his time to provide forestry education to the Prince William County public schools' 4<sup>th</sup> grade students.

Mr. Mohr states that he and Mr. Gehlsen met with Ben Eib and Clay Morris from the Dept. of Public Works, Watershed Management office, to discuss a 20% increase in support to the District.

Conservation staff continue working on conservation plans. Mr. Mohr states that he and Mr. Yankey conducted End of Lifespan verifications for all properties whose lifespans expire on 12/31/22.

VCAP – Staff is working on 5 projects.

Mr. Hatfield, Mr. Mitchell, Mr. Murphy, Ms. Slazinski and myself will be attending the Annual meeting.

**Upcoming Meetings/Events**

November 17	1 pm	BOD Meeting, 8033 Ashton Avenue, Conference Room D
December 8	1 pm	TRC Meeting, 8033 Ashton Avenue, Conference Room D
December 8	2 pm	Personnel Committee Meeting, 8033 Ashton Avenue, Conference Room D
December 15	12 pm - 2 pm	BOD Meeting/Holiday Lunch, Cedar Run Brewery, 12801 Hazelwood Drive, Nokesville, VA
January 12	1 pm	TRC Meeting, 8033 Ashton Avenue, Conference Room D
January 19	12 pm	Finance Committee Meeting, 8033 Ashton Avenue, Conference Room D
January 19	1 pm	BOD Meeting, 8033 Ashton Avenue, Conference Room D

**Meetings/Events Attended**

See attached October staff reports

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***Partner reports***

***NRCS – Casey James, District Conservationist – (written report submitted)***

**Program Updates/Deadlines:**

**Staff:** Soil Conservationist (Recent Graduate) position opened October 21<sup>st</sup> and closed November 2<sup>nd</sup>.

**Environmental Qualities Incentives Program (EQIP) –**

- Sign-ups closed for FY23 November 4<sup>th</sup>. The Warrenton service center has 48 applications (2- Fairfax, 30- Fauquier, 13- Loudoun, 3- Prince William). We will be working through planning each application from now until ranking deadline February 3<sup>rd</sup>.
  - o 25 Active Contracts 13 in Fauquier, 1 in Fairfax, 3 in Prince William, and 8 in Loudoun for \$1,647,712.8

**Conservation Stewardship Program (CStP) –**

- We have 8 new signups for CSP-Grassland Conservation Initiative (GCI). We have no new sign applications for CSP.
  - o 5 Active Contracts. 2 in Fauquier and 3 in Loudoun for \$272,727.55
  - o 36 Active CSP-GCI Contracts, 3 in Prince William, 9 in Loudoun, and 24 in Fauquier for \$154,889.48.

**Outreach/Agency Activities/Events (dates)**

- Thank you to all the partners, staff and producers who attended our open house. It was a great turn out!

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

December JED is scheduled for December 13<sup>th</sup>. More information to come.

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

Ms. Cross states there are two virtual FOIA trainings available:

- November 22, 2022
- December 16, 2022

Ms. Cross reminds District staff that their Annual Plan of Work and Strategic Plan need to be reviewed once per year; typically, in January or February.

**ADMINISTRATIVE AND OPERATIONAL ITEMS:**

- **SWCD Audits:** FY 21 & 22 audits at Culpeper (12/19), Northern Virginia (12/21) & Thomas Jefferson (11/21) SWCDs and a one year FY22 audit for Loudoun SWCD (11/16) have all now been scheduled.
- **Disbursement letters** sent November 9. Funds should deposit within 30 days.
- **SWCD Election of Officers:** Nominating Committees should be appointed this month. Officer elections generally occur in Dec. or Jan., to include appointment of FOIA Officer & Records Retention Officer.
- **Committee Appointments** are normally made by the Chairman in December or January
- **Setting the 2023 Calendar Year Meeting Date & Time:** It is time to think about setting regular board meeting day, time and location for 2023 to be approved in Nov. or Dec. Send any updates and changes to the VASWCD, your CDC, and other partners.
- **Grant reminder:** annual review of the District's Annual Plan of Work and the District's Long Term Plan. Document these reviews in the minutes.
- **NEW OAG Representative for SWCD issues: Katherine Kulbok** (prefers to be called Kate) 804.225.3643 or [kkulbok@oag.state.va.us](mailto:kkulbok@oag.state.va.us) (Michael Jagels has left the OAG's Office)

**AG & COST SHARE ITEMS:**

- **DCR IT Security Awareness Training:** All users of the AgBMP Tracking program are required to complete an annual IT Security Awareness training **by November 30, 2022**. For all newer District Staff that started **since July 1, 2022** your training that you completed when hired will count for this year. Please provide a copy of your completion certificate to your CDC.
- **EJAA:** As a reminder, District employees with DCR Engineering Job Approval Authority are working directly under the Professional Engineering licenses of Amanda Pennington and Ben Chester and it is very important that VACS program and NRCS standards and specifications be followed at all times. Expect to receive a letter from James Martin, Director of the Division of Soil and Water Conservation, to all District Board Chairs detailing the importance of EJAA along with a few changes to the process.
- **Follow-up to Random BMP Verifications:** Please continue to work with participants who have BMPs with maintenance needs, and remember to update the Verification Module as repairs are completed.
- **End of Lifespan (EOL) Verifications:** EOL BMPs are those BMPs under contract whose lifespans expire on 12/31/22 and unless field verified will fall out of the Bay model. Districts will be reimbursed \$200 for CY22 EOL BMP **verified by November 30**. An additional incentive of \$50 will be added for verifying EOL BMPs that falls out of lifespan in CY 2023 & 2024 if a verification is completed by the Nov 30 deadline.
- **CCI sign up and approval (Continuing Conservation Initiatives):** This is the time of year to be readying/preparing/signing up any BMPs or existing CCIs coming out of lifespan on 12/31/22 that are eligible for any of the CCI practices in the 23 VACS Program. If a current BMP or CCI contract's lifespan ends on December 31, 2022, DCR recommends having them apply and be technically certified this fall before the Calendar Year ends. In the Conservation Application Suite, **it is critical that the Technical Certification Date on the General Tab reflect certification by the end of this Calendar Year on December 31, 2022**. If the new CCI is certified in the current Calendar Year 2022, that will allow for the new lifespan to start on January 1, 2023 immediately after the original lifespan expires.

- **Revised DCR Nutrient Management Planner territory** map and contact info attached.

**TAX CREDIT ITEMS:**

- **Tax Credit administration review:** §58.1-339.3 B of the Code of Virginia requires that: “Any eligible practice approved by the local Soil and Water Conservation District Board shall be **completed within the taxable year in which the credit is claimed**. After the practice installation has been completed, the local SWCD Board shall certify the practice as approved and completed, and eligible for credit.” Be sure to work closely with participants nearing completion this month or early December to get their bills and to resolve any cost overruns in a timely fashion such that 2022 Tax Credit certificates can be mailed to participants no later than the end of January 2022. The Technical Certification Date and the Tax Credit Certification Signature Date **must be in the same calendar year**.” The signature date cannot be before certification date or the Tax Credit approval date!!
- **Delegated Authority:** Districts with early December meetings, may benefit from delegating authority to the Chair or the Ag/TRC committee to handle late December approvals of eligible cost increases, particularly those relating to Ag BMP Tax Credits. **The Technical Certification Date (general tab), the Tax Credit Certification Signature Date (programs tab) and Tax Credit Board Approval Date (programs tab) MUST ALL be dated before 12/31/22** or else the tax credit will not be issued in the year the BMP is completed, which is a disservice to your producers. Districts may not make approvals in January 2023 retroactive to December 2022. Please review the VACS Tax Credit Guidelines Section, particularly Pages IV-10 and IV-11.
- **Ag BMP Tax Credits & supporting documentation to Producers: January 31st** is the deadline for Districts to provide their producers with all required documentation for any agricultural BMP tax credits certified in Calendar Year 2022. Each impacted producer **should be sent a Virginia Form ABM, tax certificate letter(s) with attached certificates, as well as the applicable letters documenting an approved Soil Conservation Plan and/or Resource Management Plan**. After that point, it is the producer's responsibility to work with their tax preparer to submit all required documentation to the Virginia Department of Taxation by the **firm deadline of April 1**.
- **Agriculture Equipment Tax Credit:** For any producer that inquires about the Agricultural Equipment Credit, Districts provide a **blank copy of the Virginia Form AEC, a letter confirming that an approved soil conservation plan is on file at the District, and a blank copy of the certified statement signed by the producer and their nutrient management planner (i.e. not the District) stating that their NMP is being implemented**. Note if there is no approved conservation plan, one would have to be developed and Board-approved; depending on *when* the District is approached by the producer, this may not be possible since these documents must be turned into the Virginia Department of Taxation at least **90 days prior to the producer's state income tax filing deadline. In many cases, this means 90 days before May 1, which is January 31**.

**Freedom of Information Act requirements for Elected Directors:** the online training offered through the Virginia Freedom of Information Advisory Council can be found at this link: [Click here to play the MP4 video](#)

As another option for those who were unable to make the regular online training program work due to technical issues, The FOIA Council has posted an **MP4 format video of the training for local elected officials**. This video includes all of the content from the regular training course except **it does not generate a certificate at the end**. **Please note that the statute does not require a**

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certificate from the FOIA Council, it only requires that you report your name and the date you completed the training to the clerk of your public body, so if you choose to complete the training by watching the video, please report that information to your clerk. If the MP4 video does not play [click here to download the video in a .zip file](#)

#### **UPCOMING TRAINING AND IMPORTANT DATES:**

**Nov 19:** Area II Envirothon training, 9am-4pm at Graves Mountain Lodge. \$20 per person. Open to any staff, coach or student Register with [Stephanied@culpeperswcd.org](mailto:Stephanied@culpeperswcd.org)

**Nov 23:** State Offices close at Noon- Additional 4 hours granted by the Governor for Thanksgiving Holiday

**Nov 24-25:** State Offices closed – Thanksgiving Holiday

**Nov 30:** IT Security Awareness Training MUST be completed by staff

**Nov 30:** End of Lifespan Verification deadline for reimbursement from DCR for 2022

**Dec 4-6:** [VASWCD Annual Meeting](#) Hotel Roanoke in Person!!!

Dec 4: [Potomac Council Meeting](#), 6:30 pm, Appalachian Room, Hotel Roanoke

Dec 5: [CWFA Basin Awards presented at luncheon](#), 12:30 pm Roanoke Ballroom C/D, Hotel Roanoke

Dec 5: [Area II Meeting](#), 4:15 pm, Crystal Ballroom AB, Hotel Roanoke; Area Officer Elections will be conducted.

**Dec 7:** [VSWCB Meeting](#), 9:00 am, Buck Mountain Room, Hotel Roanoke

**Jan 31:** Deadline to mail 1099's to cost share participants

Deadline to mail tax credit certificates & supporting documentation to participants

#### ***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 states that Ms. Berlin is requesting volunteers to assist with the upcoming MWEE events. He thanks Ms. James and Ms. Long for assisting at the Farm Field Days event.

#### ***VA Dept. of Forestry – Lindsey Long, Urban & Community Forester – (written report submitted)***

##### **Conway Robinson State Forest Hunt**

The Conway Robinson will be closed on November 21, 2022 for the lottery based, yearly hunt.

- The hunt is a part of our deer management program that we run at the park to help promote oak regeneration.
- More information about the Forest and the Hunt can be found here: <https://dof.virginia.gov/education-and-recreation/state-forests/virginia-state-forests/conway-robinson-memorial-state-forest/>
- If interested in participating in next year's hunt application open up around late September and can be found at the link above.

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## **Calendars**

VDOF calendars are in and I'll be distributing them to the offices of our partners in the next few weeks. Contact me if you want extra.

## ***Associate Directors –***

Sonnie Cuffey – unable to attend

Steve Danziger – unable to attend

Harry Glasgow – unable to attend

Clay Morris – unable to attend

## **Operations**

Approve appointment of a nominating committee to nominate the 2023 Officers and Committees to include the FOIA and Records Retention Officer - The motion to approve Mr. Lintner and Mr. Gehlsen as the nominating committee was made by Mr. Lintner with a 2<sup>nd</sup> by Mrs. Bottino and approved by a 5/0 vote.

Approve appointment of the Potomac Water Council Representative – The motion to approve Mr. Linter as the Potomac Water Council Representative and approve Mrs. Bottino as the alternate was made by Mr. Kahlon with a 2<sup>nd</sup> by Mr. Bolles and approved by a 5/0 vote.

Approve removal of Jim Gehlsen and Jay Yankey from Truist and Virginia National Bank check signing authority and adding Duane Mohr and John B. Price to Truist and Virginia National Bank check signing authority effective 1/1/23 – The motion to approve was made by Mr. Kahlon with a 2<sup>nd</sup> by Mr. Lintner and passed by a 5/0 vote.

Approve the 2023 Board & Committee meeting dates and times calendar – The motion to approve was made by Mr. Bolles with a 2<sup>nd</sup> by Mr. Kahlon and passed by a 5/0 vote.

Approve disbanding the Plastic Bag Ad Hoc Committee – The motion to approve was made by Mr. Kahlon with a 2<sup>nd</sup> by Mr. Lintner and passed by a 4/0 vote. Mr. Bolles abstained from the vote.

Discussion:

Some of the Directors are concerned about endorsing the plastic bag fee and how it will impact future state funding for the District. They also believe that the tax will not reduce plastic product usage. The members agree that this topic requires research/studies before further discussions can occur. It is recommended that the topic be tabled until the Thursday, December 15, 2022 board meeting.

The motion to approve tabling the plastic bag fee discussion to the Thursday, December 15, 2022 board meeting was made by Mr. Gehlsen with a 2<sup>nd</sup> by Mr. Kahlon and passed by a 4/0 vote. Mr. Lintner abstained from the vote.

**Conservation**

Approve the November 10, 2022 TRC Report - The motion to approve the TRC report as presented was made by Mr. Bolles with a 2<sup>nd</sup> by Mr. Lintner and approved by a 5/0 vote.

1 Recommended Approval of Plans by BOD

Motion: Gehlsen

Second: Lintner

Vote: 4-0-3

**Crops**

Plan	GPIN	Crop	Acres	Nut. Reduction			RPA	
				N. (lbs)	P. (lbs)	Sed. (T)		
Abraha Farm	7198-35-8447	Pasture	7.1	5.466	1.855	0.098	<input type="checkbox"/>	
Cipple Farm	7201-78-4630	Pasture	1.4	1.078	0.366	0.019	<input checked="" type="checkbox"/>	
Dream Acres/Scatto Farm - Rosner Property 2022	7399-09-8056	Pasture	6.7	5.158	1.751	0.092	<input type="checkbox"/>	
Drunagel 2022 - Church Property (9526 Auburn Rd)	7295-36-6056	Crop	1.8	6.903	0.386	0.027	<input type="checkbox"/>	
Drunagel 2022 - Church Property_2 (9528 Auburn Rd)	7295-36-1537	Crop	11.0	17.641	0.987	0.069	<input type="checkbox"/>	
Drunagel 2022 - Hazelwood_new (12605 Hazelwood)	7491-67-2201	Crop	16.9	64.812	3.625	0.254	<input checked="" type="checkbox"/>	
Drunagel 2022 - Hazelwood_new (12605 Hazelwood)	7491-67-2201	Hay	43.1	27.166	9.590	0.401	<input checked="" type="checkbox"/>	
Drunagel 2022 - Mayhugh Property (15319 Vint Hill Rd)	7295-46-7603	Hay	44.2	30.633	10.814	0.452	<input type="checkbox"/>	
Drunagel 2022 - Mayhugh_2 (9543 Auburn Rd)	7295-35-9885	Hay	14.4	9.391	3.315	0.139	<input type="checkbox"/>	
				<b>Grand Totals:</b>	<b>302.1</b>	<b>630.4</b>	<b>65.0</b>	<b>3.6</b>
Eustace Farm Conservation Plan - 11906 Aden Rd	7493-78-7393	Crop	97.6	374.296	20.935	1.464	<input type="checkbox"/>	
Eustace Farm Conservation Plan - 14340 Ows Nest Rd	7395-33-1318	Crop	4.3	16.395	0.917	0.064	<input type="checkbox"/>	
Eustace Farm Conservation Plan - 14360 Ows Nest Rd	7395-33-4686	Crop	4.3	16.395	0.917	0.064	<input type="checkbox"/>	
Eustace Farm Conservation Plan - 14370 Ows Nest Road	7395-34-7327	Crop	4.3	16.491	0.922	0.065	<input type="checkbox"/>	
Eustace Farm Conservation Plan - 14380 Ows Nest Road	7395-34-6376	Crop	4.3	16.491	0.922	0.065	<input type="checkbox"/>	
Smith (Marie and Ron) Property Revision 2022	7395-24-5306	Pasture	7.0	0.000	0.000	0.000	<input checked="" type="checkbox"/>	
Townsend Farm	7693-26-2223	Hay	27.7	17.459	6.163	0.258	<input type="checkbox"/>	
Willow Hill Farm Plan Revision	7692-57-7152	Pasture	6.0	4.619	1.568	0.083	<input type="checkbox"/>	

**Livestock**

Plan	GPIN	Livestock	Num	Manure (lbs/day)	Manure (Tons/Year)	RPA	Manure Stockpiles?
Abraha Farm	7198-35-8447	Sheep	25	102.50	1.9	<input type="checkbox"/>	<input type="checkbox"/>
Cipple Farm	7201-78-4630	Horses	1	54.40	9.9	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dream Acres/Scatto Farm - Rosner Property 2022	7399-09-8056	Chickens	6	1.02	0.0	<input type="checkbox"/>	<input type="checkbox"/>
Dream Acres/Scatto Farm - Rosner Property 2022	7399-09-8056	Goats	2	10.00	0.2	<input type="checkbox"/>	<input type="checkbox"/>
Dream Acres/Scatto Farm - Rosner Property 2022	7399-09-8056	Ponies	7	304.50	44.5	<input type="checkbox"/>	<input type="checkbox"/>
Dream Acres/Scatto Farm - Rosner Property 2022	7399-09-8056	Horses	1	54.40	9.9	<input type="checkbox"/>	<input type="checkbox"/>



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Smith (Marie and Ron) Property Revision 2022	7395-24-5306	Beef Cattle	10	920.00	167.9	<input checked="" type="checkbox"/>
Willow Hill Farm Plan Revision	7692-57-7152	Horses	6	326.40	59.6	<input type="checkbox"/>
<b>Grand Totals:</b>			<b>58</b>	<b>1,773.2</b>	<b>293.8</b>	

2 Recommended Approval of VACS BMPs by BOD Motion: Gehlsen Second: Slazinski Vote: 5-0-2

**BMPs**

**Eustace, Bradford** BMP ID: 516618 Tracking Program #: 35-23-0004

Harvestable Cover Crop

Practice	Total Est. Cost	Est. State C/S	Est. Tax Credit	Acres	Estimated Reductions		
					N. Red. (lbs.)	P Red. (lbs.)	Sed Red. (Tons)
SL-8H	\$1,983.20	\$1,983.20	\$0.00				
BMP Winter Cover Crop				99.2	622.150	14.973	14.824
<b>Totals</b>				<b>99.2</b>	<b>622.150</b>	<b>14.973</b>	<b>14.824</b>

**Drunagel, Gregg** BMP ID: 555555 Tracking Program #: 35-23-5555

Small Grain Cover Crop for Nutrient Management

Practice	Total Est. Cost	Est. State C/S	Est. Tax Credit	Acres	Estimated Reductions		
					N. Red. (lbs.)	P Red. (lbs.)	Sed Red. (Tons)
SL-8B	\$2,709.00	\$2,709.00	\$0.00				
BMP Winter Cover Crop				30.1	188.853	4.545	4.500
<b>Totals</b>				<b>30.1</b>	<b>188.853</b>	<b>4.545</b>	<b>4.500</b>

<b>Grand Totals:</b>	<b>Total Est. Cost</b>	<b>Est. State C/S</b>	<b>Est. Tax Credit</b>	<b>Acres</b>	<b>N. Red. (lbs.)</b>	<b>P Red. (lbs.)</b>	<b>Sed Red (Tons)</b>
	<b>\$5,682.20</b>	<b>\$5,242.20</b>	<b>\$0.00</b>	<b>129.3</b>	<b>811.003</b>	<b>19.518</b>	<b>19.324</b>

3 Recommended Approval of VCAP BMPs by BOD Motion: Gehlsen Second: Mohr Vote: 6-0-1

**VCAP**

**Beckner, Brett**

Practice	Contract No.	Total Est. Cost	Est. State C/S	Area (sq. feet)	Number	Gallons
Conservation Landscaping	VCAP 35-23-001	\$5,661.00	\$4,528.00	7,650.0	0.000	0.000
<b>Totals:</b>		<b>\$5,661.00</b>	<b>\$4,528.00</b>	<b>7,650.0</b>	<b>0.000</b>	<b>0.000</b>

**Education Programs Update – Jess McCaulley**

Ms. McCaulley states that the Virginia SWCD is participating in the Youth Conservation Leadership Institute program. Additional tree planting events are being planned. The District received a grant from DCR in the amount of \$12,206. The funds will be used for MWEE programs.

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***Water Quality Programs Update – Duane Mohr***

- Ms. Tangiri has coordinated/worked several cleanup events, including Leopold’s Preserve, Sheffield Manor HOA, Micron Technology, Inc., and Garfield High School for a total of 4 events, 143 volunteers, 419 volunteer hours, and 5,385 pounds of trash collected.

***Directors’ Time –***

Mr. Bolles – Mr. Bolles stated that VCU will be hiring an Agricultural Environmental Conservation Specialist in farm management in the beginning of 2023 that could be a resource to our farmers.

Mrs. Bottino – Mrs. Bottino stated that she is mentoring students from Battlefield High School on carbon reduction.

Mr. Lintner – no further comments

Mr. Kahlon – no further comments

Mr. Gehlsen – no further comments

Motion to adjourn

The motion to adjourn the meeting at 2:53 p.m. was made by Mr. Kahlon with a 2<sup>nd</sup> by Mr. Bolles and approved by a 5/0 vote.

Next TRC meeting – Thursday, December 8, 1 p.m., 8033 Ashton Avenue, Conference Room D, Manassas, VA 20109

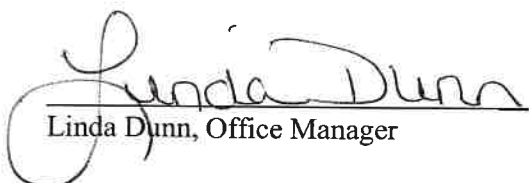
Personnel Committee meeting – Thursday, December 8, 2 p.m., 8033 Ashton Avenue, Conference Room D, Manassas, VA 20109


Next Board meeting – Thursday, December 15, 12 p.m., 12801 Hazelwood Drive, Nokesville, VA 21801 (Zoom virtual meeting available for non-essential members) Holiday Luncheon to follow at 1 p.m.

Next Finance Committee meeting – Thursday, January 19, 12 p.m., 12801 Hazelwood Drive, Nokesville, VA 21801

Respectfully Submitted:

Approved:

  
Linda Dunn, Office Manager

  
Tiziana Bottino (Jan 5, 2023 18:38 EST)  
Tiziana Bottino, Secretary