



8850 Rixlew Lane, Manassas, VA 20109
www.pswcd.org
pswcd@pswcd.org

Phone: 571.379.7514
Fax: 571.379.8305

MINUTES
BOARD OF DIRECTORS MEETING
Thursday, December 18, 2025, 1 p.m.,
Hectors of Nokesville, 12846 Fitzwater Dr, Nokesville, VA 20181

In-person Attendees:

John Price, Director – Chairman, Interim Treasurer
Nancy Vehrs, Director – Secretary
Jenny Reed, Director – Vice-Chairman
Debbie Cross, Conservation District Coordinator – DCR
Jay Yankey, District Manager
Will Lintner, Associate Director
Casey James, NRCS District Conservationist
Linda Dunn, Office Manager
Josie Anderson, Water Quality and Outreach Specialist
Kim Lowther, Education and Outreach Specialist
Seth Hatfield, Conservation Specialist
Sonnie Cuffey, Associate Director
Andrew Uglow, Associate Director
Jim Gehlsen, Associate Director
Nicole Slazinski, Urban Conservation Specialist
Veronica Tangiri, Water Quality Manager

Absent:

Mansimran Kahlon, Director
Thomas Bolles, Director – VCE Agent
Melina Cienski, Urban Forester– DOF
Alex Murphy, Urban Conservation Specialist

December 18, 2025, Minutes

Chairman Price called the meeting to order at 1:31 p.m. as a quorum was established

Chairmen's remarks – Mr. Price expressed condolences for our loss of Associate Director, Harry Glasgow, reminding everyone that he was a force to be reckoned with. Ms. Vehrs explained to the board Mr. Glasgow's final moments being unexpected with positive remarks that he was at peace.

Potomac Council Update –

Mr. Lintner reminded everyone that the next Potomac Watershed Roundtable will be hosted by the District on January 9, 2026.

Ms. Anderson shared that the speakers will be Ms. Tangiri presenting on Harmful Algal Bloom in Prince William County, Tabitha King, a PhD graduate student from George Mason University will be presenting on PFAS, and Lisa Hull from Northern Neck Planning Commission presenting updates.

Minutes of the November 20, 2025, Meeting –

Ms. Reed moved to approve the minutes, with a 2nd by Mr. Price, and passed by a 2/0/1 vote. Ms. Vehrs abstained due to not being present at the meeting. Mr. Bolles and Mr. Kahlon were not present to vote.

Treasurer's Report - The motion to approve the November 2025 financials was made by Ms. Vehrs, with a 2nd by Ms. Reed, and passed by a 3/0/0 vote. Mr. Bolles and Mr. Kahlon were not present to vote.

Manager's Time – Jay Yankey

Mr. Yankey reported that staff have been busy with cost-share plans coming down the pipeline, and the team is steadily beginning site surveys. He also remarked that both staff and board members had a great time at the annual meeting, including the various lectures and trainings. Mr. Yankey further noted that Ms. Anderson and Ms. Lowther have been working extensively on school programs and outreach.

Lastly, he mentioned that the open conservation position is being advertised and is expected to be filled in the coming months, with the goal of filling the position at the beginning of the year.

Upcoming Meetings/Events

Feb. 28	9AM-12Noon	Big Manassas Park City Water Quality Awareness and Cleanup	
March 7	9AM-12Noon	Neabsco Boardwalk/ Creek Cleanup	

Meetings/Events Attended

See attached November staff reports.

Casey James, NRCS District Conservationist Representative (written report submitted)

Ms. James reported that NRCS has been fully funded until the end of September. And with the cycle coming up, NRCS will be fully funded and working into another government shutdown.

Virginia Cooperative Extension Office – Thomas Bolles, Associate Extension Agent

Mr. Bolles was not in attendance.

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

Ms. Cross reported that the district should delegate authority to a board member to make decisions over the holiday period and reminded the board that quarterly reports are due January 15. The Office of the Attorney General has requested that districts update their associate director job descriptions and review applicable guidelines. She also shared that the district audit is scheduled for January 12 and will review the past two years.

Ms. Cross further reminded the board that the FY 2026 Cost-Share and Technical Assistance Funding Policy and the FY 2026 Grant Agreement reflect a June 15 deadline for district board actions to obligate cost-share funds, and she urged the district to plan accordingly.

Per grant agreements, the Finance Committee must meet at least twice per year, and small farm outreach must be completed this year.

A tight budget will be implemented, as \$25 million is dedicated to dam rehabilitation. DCR Environmental Education will receive \$500,000. It is expected that all programs should prepare for the possibility of a recession.

Upcoming dates:

Jan 29: Virginia Agriculture BMP and Cost Share Program

Jan 29-30: Virginia Forage & Grassland Conference

(See attached for Ms. Cross's complete report.)

VA Dept. of Forestry – Melina Cienski

Ms. Cienski was not in attendance.

Associate Directors –

Will Lintner – Mr. Lintner reported that he attended the annual meeting and enjoyed the grant writing course offered, noting that many foundations are interested in funding environmental projects beyond reimbursable DCR grants. He also attended a session on BMPs, which emphasized that if there is any doubt, staff should consult DCR or engineering staff. Lastly, he reported that Virginia Tech surveyed various wells across Virginia and detected PFAS and lead in some of those wells.

Sonnie Cuffey – Mr. Cuffey shared that attending the annual meeting was very educational, as he learned more about the VCAP program and agricultural fencing. He reported that he would like to propose an event for schools to highlight the Blueprint for Environmental Literacy. Ms. Lowther explained that the Student Environmental Action Showcase (SEAS) highlights the innovative work of individual students, clubs, and classes as they address sustainability issues such as waste reduction, energy conservation, water quality improvement, and natural habitat preservation through environmental action, art, and community education. She also suggested February 18 as a potential date. Mr. Cuffey stated that he believes his proposed event should be showcased at the Kelly Building for superintendents and other education leaders. Chairman Priece stated that Mr. Cuffey should develop a formal proposal to present at the next board meeting.

Andrew Uglow – Mr. Uglow reported that, with the winter season approaching, improperly covered salt piles need to be reported and properly secured with tarps and weights. He also noted that an inspector is surveying shopping centers to report trash-related concerns. Additionally, he expressed interest in developing new pamphlets for Prince William County Public Works and suggested that the district collaborate with other agencies in the future to avoid overlapping information. Illicit discharges from trash trucks have become an issue they are addressing, and leaf debris in storm drains has also become a concern.

Jim Gehlsen – Mr. Gehlson reported that he is doing well and looks forward to the new year with the district. He then left the meeting to attend to business on his farm.

Operations

Approve 2026 Meeting Dates, Times and Locations Calendar. Tabled from November 20, 2025 meeting.

Discussion: After discussion it was decided that that the finance committee meeting will begin at 12 pm followed by the TRC at 1 pm in the Virginia Cooperative Extension Office on the second Tuesday of the month. The District board meeting will be the third Thursday of the month at the Wetland Studies and Solutions at 11 am.

The motion to approve was made by Ms. Vehrs, with a 2nd by Ms. Reed and was passed by a 3/0/0 vote. Mr. Bolles and Mr. Kahlon were not present to vote.

Conservation

Recommendations from the November 9, 2025, TRC meeting

Motion to approve the Technical Review Committee recommendations on October 9, 2025, was made by Ms. Reed with a 2nd by Ms. Vehrs, and passed by a 3/0/0 vote. Mr. Bolles and Mr. Kahlon were not present to vote.

**Prince William Soil and Water Conservation District
 Technical Review Committee Report
 12/11/2025, 1:00:00 PM — Prince William VCE office**

Members Attended:

Voting:	Thomas Bolles	John Price	Jenny Reed	Nancy Vehrs	Advisory:	Seth Hatfield
	Alex Murphy	Nicole Slazinski	Jay Yankey			

12/11/2025

1 Recommended Approval of Plans by BOD **Motion:** Reed **Second:** Vehrs **Vote:** 4-0

Mohr Family farm (2025 Revision)	<u>Operator:</u> Mohr, Duane
9031 Burwell Road, Nokesville, VA 20181	<u>Plan Writer:</u> Nicole Slazinski
<u>Plan #:</u> CP-35-26-0010 <u>GPIN:</u> 7295-69-4166 <u>Watershed:</u> PL32 <input type="checkbox"/> RPA	

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Pasture	4.1	3.1562	1.0713	0.0566
Totals:	4.1	3.1562	1.0713	0.0566

Livestock	Num	Manure (lbs/day)	Manure (Tons/Year)	Manure Stockpiles?
Chicken (Layers)	46	8.74	0.0031901	
Sheep	30	123.00	4.4895	
Totals:	76	131.74	4.4926901	<input type="checkbox"/>

Smith, Kraig Nolandia Farm Renewal 2025	<u>Operator:</u> Smith, Kraig
14309 Owls Nest Road, Nokesville, VA 20181	<u>Plan Writer:</u> Seth Hatfield
<u>Plan #:</u> CP-35-26-0011 <u>GPIN:</u> 7395-32-3019 <u>Watershed:</u> PL33 <input checked="" type="checkbox"/> RPA	

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Crop	48.9	187.3398	10.4783	0.7328
Totals:	48.9	187.3398	10.4783	0.7328

Livestock	Num	Manure (lbs/day)	Manure (Tons/Year)	Manure Stockpiles?
0	0	0.00	0	
Totals:	0	0.00	0	<input type="checkbox"/>

Clemens Kettle Wind FY26 Renewal	<u>Operator:</u> House, Paul
10400 Kemp Court, Nokesville, VA 20181	<u>Plan Writer:</u> Alex Murphy
<u>Plan #:</u> CP-35-26-0013 <u>GPIN:</u> 7692-57-1467 <u>Watershed:</u> PL40 <input checked="" type="checkbox"/> RPA	

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Crop	44.7	171.4245	9.5882	0.6705
Totals:	44.7	171.4245	9.5882	0.6705

Collier Kettle Wind FY26 Renewal Operator: House, Paul
 10813 Parkgate Drive, Nokesville, VA 20181 Plan Writer: Alex Murphy
Plan #: CP-35-26-0015 GPIN: 7692-25-7622 Watershed: PL40 RPA

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Crop	68.7	263.4645	14.7362	1.0305
Totals:	68.7	263.4645	14.7362	1.0305

Ballinger Property Kettle Wind (FY26 Renewal) Operator: House, Paul
 14000 Nokesville Road, Nokesville, VA 20181 Plan Writer: Jack Bourdon
Plan #: CP-35-26-0012 GPIN: 7393-56-1269 Watershed: PL33 RPA

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Crop	92.1	353.2035	19.7555	1.3815
Totals:	92.1	353.2035	19.7555	1.3815

Broadlands Kettle Wind (FY 26 Renewal) Operator: House, Paul
 9600 Broadlands Lane, Nokesville, VA 20181 Plan Writer: Jack Bourdon
Plan #: CP-35-26-0014 GPIN: 7395-76-3775 Watershed: PL34 RPA

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Crop	18.8	72.0980	4.0326	0.2820
Totals:	18.8	72.0980	4.0326	0.2820

Fitzwater Kettle Wind (FY26 Renewal) Operator: House, Paul
 13542 Nokesville Road, Nokesville, VA 20181 Plan Writer: Alex Murphy
Plan #: CP-35-26-0016 GPIN: 7493-08-6511 Watershed: PL33 RPA

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Crop	83.7	320.9895	17.9537	1.2555
Totals:	83.7	320.9895	17.9537	1.2555

Gordon Kettle Wind (FY26 Renewal)		<u>Operator:</u> House, Paul	
11101 Lonesome Road, Nokesville, VA 20181		<u>Plan Writer:</u> Alex Murphy	
<u>Plan #:</u> CP-35-26-0017	<u>GPIN:</u> 7394-84-8169	<u>Watershed:</u> PL33	<input type="checkbox"/> RPA

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Crop	17.0	65.1950	3.6465	0.2550
Totals:	17.0	65.1950	3.6465	0.2550

Mackall Kettle Wind (FY26 Renewal)		<u>Operator:</u> House, Paul	
9625 Greenwich Road, Nokesville, VA 20181		<u>Plan Writer:</u> Alex Murphy	
<u>Plan #:</u> CP-35-26-0018	<u>GPIN:</u> 7295-55-9103	<u>Watershed:</u> PL34	<input checked="" type="checkbox"/> RPA

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Crop	56.9	218.2115	12.2051	0.8535
Totals:	56.9	218.2115	12.2051	0.8535

<p><u>Total # of Plans for This Month</u></p> <p>New Plans: 0</p> <p>Revisions: 9</p> <p>Total # of Plans: 9</p>	<p><u>Total # of BOD Approved Plans so far:</u></p> <p>New Plans: 4</p> <p>Revisions: 5</p> <p>Total # of Plans: 9</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><i>These totals do not include the plans for this month as they have not been officially approved.</i></p> </div>
---	---

2 Recommended Approval of VACS BMPs by BOD **Motion:** **Second:** **Vote:**

BMPs

3 Recommended Approval of VCAP BMPs by BOD **Motion:** **Second:** **Vote:**

VCAP

4 BMPs and VCAP Completed this Month **Motion: Price** **Second: Vehrs** **Vote: 4-0**

BMPs

Landowner	BMP ID	Tracking Number	Practice	Acres	N. Red. (lbs.)	P Red. (lbs.)	Sed Red. (Tons)	Final Cost-Share	Final Tax Credit
Viar, James 11900 Reid Lane, Nokesville, VA 20181	589190	35-25-0002	SL-6W	11.3	13.14	1.77	0.49	\$58,178.35	\$3,748.26
Viar, James 11900 Reid Lane, Nokesville, VA 20181	589052	35-25-0001	SL-1	45	430.58	9.33	30.68	\$20,250.00	\$1,961.00
Chamberlain, Nick 10560 Manley Road, Nokesville, VA 20181	650429	35-25-0013	SL-6W	7.9	10.11	1.36	0.36	\$35,250.00	\$331.12
Grand Totals:				64.2	453.83	12.46	31.53	\$113,678.35	\$6,040.38

VCAP

Notes from meeting

Meeting began at 1:03pm

1) Recommended Approval of Plans by BOD:
Nothing additional to report

2) Recommended Approval of VACS BMPs by BOD:

3) Recommended Approval of VCAP BMPs by BOD:

4) Completed VACS & VCAP:
Nothing additional to report

5 Upcoming Conservation Plans

- Kettle Wind (continued) - Murphy
- Steve Lawrence - Murphy
- Jonathan Bender - Hatfield
- Brad Eustace - Hatfield
- Yankey - Slazinski, with assistance from Mohr
- Butch Beard - Slazinski (still trying to set up a meeting)
- Tony Jones - Slazinski (tried calling and texting, but haven't heard back; will remove from list next month)

6 Discuss October TRC Report

In the October 2025 TRC Report, the Sathish plan has been removed because it is not eligible to be entered into CAS. The updated TRC Report will be included in the October 2025 minutes.

Water Quality Programs Update – Veronica Tangiri

Ms. Tangiri reported that at the last board meeting she attended the Maryland Water Quality Monitoring Conference, where she gained experience learning about how other organizations monitor water quality and introduce new programs. She noted that she is looking forward to networking and meeting the Manassas Park community as the new partnership takes shape. She also mentioned that the county's Sustainability Department requested a report from the Water Quality Program to demonstrate how the program promotes sustainability.

Education Programs Update – Kim Lowther

Ms. Lowther reported that MEWEE trainings have been completed, and grant reimbursement is expected sooner than anticipated. A total of 17 teachers were trained on student environmental action projects. She also reported that she conducted approximately 20 Pre-K classes in Manassas City, focusing on the tree program. Ms. Lowther continues to work on conference planning for both the Native Plant Symposium and the Virginia Environmental Education process, both of which will take place in February. In December, she will conduct a few additional Pre-K programs with Prince William Parks and Recreation, which operates a nature preschool at James Long Park called Gro

Outreach Update – Josie Anderson

Ms. Anderson reported it has been a successful outreach season and the events will be slow for the next month while the holidays are present.

VCAP Update – Nicole Slazinski

Ms. Slazinski reported that there hasn't been many VCAP visits recently due to the cold. The Board reminded staff that they would like to visit future VCAP appointments as they did earlier this year.

VACS – Seth Hatfield

Mr. Hatfield reported that staff were able to wrap up ongoing projects in December and get them filed. They are looking forward to Mr. Viars' incoming SL-7 application. Conservation staff also plan to begin reviewing all applications to evaluate how the installations performed.

Directors' Time –

Mr. Bolles – Mr. Bolles was not in attendance.

Ms. Vehrs – Ms. Vehrs shared that after reviewing the website, she asked whether more consistent updates to biographies could be made, and staff agreed. She also asked whether staff had sent congratulatory letters to election winners, and Mr. Yankey confirmed that they were working on it. Lastly, she suggested that if PWEFF needs funding, it could request donations through newsletters.

Ms. Reed – Ms. Reed expressed hope that everyone could work more diligently on implementing the outreach program to increase community awareness. Mr. Cuffey agreed that additional efforts should be made to improve community awareness. Ideas discussed included Supervisors helping to raise awareness about soil and water issues and staff learning from the marketing committee. She also suggested that Soil and Water could focus on a celebratory awareness day, such as No Balloon Day or Dumpster Days.

Mr. Price – Mr. Chairman had no further comments.

Mr. Kahlon – Mr. Kahlon was not in attendance.

Motion to Adjourn:

The motion to adjourn was made by Ms. Vehrs, with a 2nd by Ms. Reed and was passed by a 3/0/0 vote. Mr. Bolles and Mr. Kahlon were not present to vote.

The meeting adjourned at 3:34 p.m.

Next TRC meeting – Thursday, January 8, 2026, 1 p.m., 8033 Ashton Avenue, Conference Room D

Next Board meeting – Thursday, January 15, 2026, 11 a.m., Wetland Studies and Solutions, Gainesville

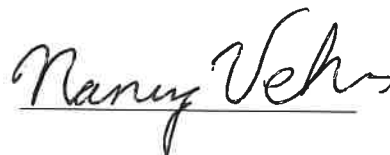
Next Finance Committee meeting – Thursday, January 8, 2026, 12 p.m., 8033 Ashton Avenue, Conference Room D

Respectfully Submitted:



Josie Anderson, Water Quality and Outreach Specialist

Approved:



Nancy Vehrs, Secretary