

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

Phone: 571.379.7514
Fax: 571.379.8305

MINUTES
BOARD OF DIRECTORS MEETING
Thursday, February 20, 2025
Wetland Studies & Solutions, Inc.
5300 Wellington Branch Dr #100, Gainesville, VA 20155

In-person Attendees:

John Price, Director – Chairman
Jenny Reed, Director – Vice-Chairman
Thomas Bolles – Director – VCE Agent
Nancy Vehrs, Director – Secretary
Duane Mohr, District Manager
Harry Glasgow, Associate Director
Debbie Cross, Conservation District Coordinator – DCR
Casey James, NRCS District Conservationist - NRCS
Jay Yankey, Cost Share Specialist
Nicole Slazinski, Urban Conservation Specialist
Josie Anderson, Water Quality Specialist
Seth Hatfield, Conservation Specialist

Absent:

Virtual Zoom Meeting Attendees:

Mansimran Kahlon – Director
Will Lintner – Associate Director
Kim Lowther – Education Specialist

Chairman Price called the meeting to order at 1:10 p.m.

Chairman's Comments – Mr. Price stated that he attended a Zoom orientation regarding Small Farming. Brentsville District Supervisor Gordy attended as well.

Mr. Price stated that Mr. Kahlon has requested to attend and vote at today's meeting via Zoom. Mr. Kahlon stated that he is in Upstate, New York for business reasons and is unable to attend in person.

Board of Directors Meeting, February 20, 2025

Mr. Price asked for a motion to approve Mr. Kahlon's attendance and voting via Zoom. 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 members voting "yes:" Mr. Bolles, Ms. Vehrs, Ms. Reed, and Mr. Price. No members voted "no."

Potomac Council Update - Ms. Vehrs stated that she contacted Chris Jones, Director of the Potomac Environmental Research and Education Center at George Mason University, to confirm that plans for the April 11th Potomac Council / Watershed Roundtable meetings are on track. He has confirmed that there will not be a fee for using the facility. Rebecca Murphy, the Coastal Zone Manager for the Northern Virginia Regional Commission, will be a presenter at the meeting. Ms. Anderson stated that Bob Bowcock, who is a water resource manager from Claremont, CA, will also be a presenter. He will discuss issues of PFAS, including what it is, how it affects our local streams, and solutions for the county.

Minutes of the January 16, 2025 Meeting – The motion to approve the minutes, with the changes requested by Ms. Vehrs, was made by Mr. Bolles, with a 2nd by Ms. Reed, and passed by a roll call vote with the following members voting "yes:" Mr. Bolles, Ms. Vehrs, Ms. Reed, Mr. Price, and Mr. Kahlon. No members voted "no."

Treasurer's Report for January 2025 Financials – The motion to file the Treasurer's report for audit was made by Mr. Bolles, with a 2nd by Ms. Vehrs, and passed by a roll call vote with the following members voting "yes:" Mr. Bolles, Ms. Vehrs, Ms. Reed, Mr. Price, and Mr. Kahlon. No members voted "no."

Managers Time – Duane Mohr –

Mr. Mohr stated that as of today, 20 plans have been completed for the fiscal year. An additional 20+ are in process. The Conservation staff will be soil sampling on several properties next week. The Conservation staff, Mr. Price, and Mr. Yankey attended the VANTAGE Conference on Wednesday, February 5, 2025, in Harrisonburg, VA. The Conservation staff continues their monthly meetings with Ms. Cross and Ms. Bottenfield to discuss the status of current projects. The Outreach event was a well-attended and successful event.

Mr. Mohr stated that he has completed the MOU between the District and Manassas Park that is being presented at today's meeting for approval.

Ms. Anderson is preparing newsletters and posting an advertisement on Facebook for the Potomac Council / Roundtable meetings. The District will have a display of the Riparian Trees and Shrubs booklets for distribution.

Upcoming Meetings/Events

February 20	1:00 p.m.	Board of Directors Meeting, WSSI
March 1st	9:00 -12:00pm	Neabsco Boardwalk/Wetland Cleanup
March 8th	9:00 -12:00pm	Bull Run Watershed Protectors Cleanup
March 10-14	All Day	National Water Quality Monitoring Conference
March 18-20	All Day	Virginia Marine Debris Summit
March 22nd	9:00-12:00pm	Marumseo Creek Veteran's Park Cleanup
April 1st	8:30 a.m. - 4:00 p.m.	MWEE Teacher Training at Occoquan Bay NWR
April 5th	9:00 -12:00pm	Occoquan River Cleanup (FOTO)
April 11th	9:00 a.m	Potomac Watershed Roundtable Hosted by PWSWCD
April 12th	9:00 -12:00pm	Little Bull Run / Bull Run Cleanup
November 8th	9:00 -12:00pm	Bull Run Watershed Protectors Cleanup
November 15th	9:00 -12:00pm	Little Bull Run / Bull Run Cleanup

Meetings/Events Attended

See attached January staff reports.

Casey James, NRCS District Conservationist *(written report below)*

USDA is reviewing all the Executive Orders signed by President Trump and expects to share guidance on implementing them to agencies and mission areas as soon as possible

Brook Rollins was sworn in as NRCS's 33rd US Secretary of Agriculture on February 13, 2025. As part of the current executive orders, NRCS has been asked to pause efforts related to the Inflation Reduction Act, and Infrastructure Investments & Job Act. The funds that were tied to this act are EQIP, CSP and some easements. Brendan Young, Natural Resource Specialist, was let go on Friday, February 14, 2025. Please see Ms. James's January report below.

Environmental Qualities Incentives Program (EQIP) –

Current Contracts

- EQIP- 2014 – 1 active contract Fauquier Co.- \$447,569
- EQIP- 2018- 34 active contracts 1 Fairfax, 4 Prince William, 12 Loudoun, 17 Fauquier \$3,373,203.17

Conservation Stewardship Program (CStP) –

Current Contracts

- 7 Active General CSP Contracts. 3 in Fauquier, 3 in Loudoun, 1 in Arlington for \$462,509
- 19 Active CSP-GCI Contracts, 1 in Prince William, 4 in Loudoun, and 14 in Fauquier \$54,566

Outreach/Agency Activities/Events (dates)

- Attended Ride Fauquier program 1/26/2025– presented on NRCS and conservation practices
- Attended Prince William Soil and Water Conservation District Outreach program 2/1/2025 – presented on NRCS and Conservation practices.

Upcoming Training Opportunities in the Area (Joint Employee Development (JED), Webinars, Field Days)

February 26-27 Selling Sustainable Future Class – Waynesboro, VA – NRCS Staff will be attending this training.

Virginia Cooperative Extension Office – Thomas Bolles, Associate Extension Agent *(report below)*

Mr. Bolles thanked Mr. Murphy for his assistance in reviewing the riparian tool kit that was obtained through the Fairfax Water grant.

Board of Directors Meeting, February 20, 2025

VCE Update

Recent and upcoming

2/13 Little Libraries meeting with librarians and garden center reps discussion on the coming season.

2/19 VSU Small Farm Outreach Event Gainesville

2/26 Grass fed beef and regenerative agriculture program.

3/1 Spring turf season unofficially opens. VCE will start promoting nutrient plans for turf and sampling lawns.

3/1 Cut flower and variety trials start across the state.

Invasive awareness week is next week. Invasive identification and monitoring is a focus this year.

Two-year statewide gardening program will roll out probably in mid-April.

Riparian Restoration Toolkit should be printed by April.

Saturday in the Garden program will start in April this year and run through October

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

Ms. Cross stated that disbursement letters were sent out. Funds will be available within 30 days. It is important that all signatures are on cost share contracts and that conservation plans are complete, signed and uploaded.

Ms. Cross stated that she has been sending out bi-weekly BMP reports. She will only send them when there are issues. Nutrient Management Plans need to be prepared and signed by a certified Nutrient Management Planner before BMPs can be certified as complete and paid.

The FY 25-28 Strategic plan needs to be reviewed if not already done so.

See attached for Ms. Cross's complete report.

VA Dept. of Forestry – Melina Cienski

Ms. Cienski unable to attend.

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Associate Directors –

Harry Glasgow – Mr. Glasgow shared, and highly recommends, a book by Sinclair Lewis titled *“It Can’t Happen Here,”* a cautionary tale about the fragility of democracy, and a look at how fascism could take hold in America.

Will Lintner – Mr. Lintner stated that the Prince William Environmental Excellence Foundation members held a meeting on January 31, 2025. He and Mr. Gehlsen requested that any 501(c)(3) grants to be applied for be brought to the PWEEF board for approval before District staff begin the application process. Mr. Price stated that he would like to get PWEEF involved in the Prince William Agriculture Development Center at Windy Knoll Farm. This would allow local businesses to receive tax deductions for donations made to PWEEF.

Sonnie Cuffey – Mr. Cuffey unable to attend.

Andrew Uglow – Mr. Uglow unable to attend.

Jim Gehlsen – Mr. Gehlsen unable to attend.

Operations

Approve Plan for Prince William Agriculture Development Center at Windy Knoll Farm –

Discussion:

Mr. Mohr stated that Don and Helen Taylor would like to offer use of their farm for educational opportunities for students of all ages, particularly 4-H and FFA students, as well as for owners of 10-acre lots, to provide them ideas for use of their land. Training would be in the areas of soil sampling and analysis, pasture and hay seeding, learning proper husbandry practices for landowners considering farming of animals, demonstration of fencing methods, pond maintenance, and identifying trees, flowers, and shrub types. Planning is in the early stages.

Mr. Price made the motion to approve continuing discussions of the Prince William Agriculture Development Center at Windy Knoll Farm in furtherance of Prince William Soil & Water Conservation District’s programs and mission. The 2nd was made by Ms. Reed, and passed by a roll call vote with the following members voting “yes:” Mr. Bolles, Ms. Vehrs, Ms. Reed, Mr. Price, and Mr. Kahlon. No members voted “no.”

Approve Draft Letter of Collaboration from the Occoquan Lab –

Discussion:

Ms. Anderson stated that she and Ms. Tangiri attended a focus group presented by Dr. Stanley Grant, Professor of Civil and Environmental Engineering at Virginia Tech, and Director of the Occoquan Watershed Monitoring Lab in Northern Virginia. Discussions centered on what would happen to water levels if parameters around the county changed. It was decided that Ms. Vehrs and Ms. Reed would proofread and revise the letter as necessary and submit it to Mr. Price for his approval.

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Mr. Bolles moved to approve the draft, subject to revision by members of staff, the board, and final approval. The 2nd was made by Ms. Reed, and passed by a roll call vote with the following members voting “yes:” Mr. Bolles, Ms. Vehrs, Ms. Reed, Mr. Price, and Mr. Kahlon. No members voted “no.”

Approve Personnel Committee Recommendations for Hiring of New District Manager – 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 members voting “yes:” Mr. Bolles, Ms. Vehrs, Ms. Reed, Mr. Price, and Mr. Kahlon. No members voted “no.”

Approve Purchase of Native Plant Seed Packs for the Little Seed Library – The motion to approve up to \$200 was made by Ms. Vehrs, with a 2nd by Mr. Bolles, and passed by a roll call vote with the following members voting “yes:” Mr. Bolles, Ms. Vehrs, Ms. Reed, Mr. Price, and Mr. Kahlon. No members voted “no.”

Approve Memorandum of Understanding Between Manassas Park and PWSWCD and Payment for Services – The motion to table this item until the March 20, 2025 board meeting was made by Mr. Bolles, with a 2nd by Ms. Vehrs, and passed by a roll call vote with the following members voting “yes:” Mr. Bolles, Ms. Vehrs, Ms. Reed, Mr. Price, and Mr. Kahlon. No members voted “no.”

Approve Donation for the Marine Debris Summit Conference of \$500 –

Discussion:

Ms. Anderson stated that she will be attending the 2025 Marine Debris Summit. She is requesting a \$500 donation so that the District’s logo will appear on a display as a sponsor of the event.

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 members voting “yes:” Mr. Bolles, Ms. Vehrs, Ms. Reed, Mr. Price, and Mr. Kahlon. No members voted “no.”

Approve Letter of Appeal to Neabsco District Supervisors –

Discussion:

Ms. Anderson stated that she and Ms. Tangiri would like to create a display at the Leesylvania State Park Education Center to educate students and visitors on the effects of runoff into the Chesapeake Bay. This would include a 3D replica of the actual terrain of the park, litter awareness signs at various sites, and a painted mural illustrating perils to aquatic wildlife from floatable pollution. Ms. Anderson and Ms. Tangiri are hoping to raise \$53,000 for this project through grants, the Town of Dumfries, and the Board of County Supervisors, by May of 2025. Mr. Bolles stated that FY 26 funds have already been appropriated. The funds would need to be requested from FY 27 funds. He recommends requesting discretionary funds from the Supervisors. Mr. Price has asked Ms. Anderson to formalize the letter with the help of Ms. Reed.

Mr. Bolles made the motion to table this item. The 2nd was made by Ms. Reed, and passed by a roll call vote with the following members voting “yes:” Mr. Bolles, Ms. Vehrs, Ms. Reed, Mr. Price, and Mr. Kahlon. No members voted “no.”

Approve using the District Logo on the Little Seed Library Informational Poster – 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 members voting “yes:” Mr. Bolles, Ms. Vehrs, Ms. Reed, Mr. Price, and Mr. Kahlon. No members voted “no.”

Other Business

The Board of Directors reviewed the FY 25 Personnel Policies to prepare for the Personnel Committee meeting scheduled for Thursday, March 13, 2025 at 12 p.m. at the VCE office, 8033 Ashton Avenue, Manassas, VA 20109, Conference Room D.

Conservation

Approve Recommendations from the Technical Review Committee on February 13, 2025. 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 members voting “yes:” Mr. Bolles, Ms. Vehrs, Ms. Reed, Mr. Price, and Mr. Kahlon. No members voted “no.”

1 Recommended Approval of Plans by BOD

Motion: Vehrs

Second: Price

Vote: 4-0-5

Crops	Plan	GPIN	Crop	Acres	Nut. Reduction			RPA
					N. (lbs)	P. (lbs)	Sed. (T)	
	Edwards Mike 9716 Brentsville Rd (FY25 Renewal) 9716 Brentsville Road, Manassas, VA 20112	7793-28-0920	Pasture	21.4	16.474	5.592	0.295	<input checked="" type="checkbox"/>
	Evergreen Bend Farm - Heaton Property 2025 12600 Aden Road, Nokesville, VA 20181	7493-52-7245	Pasture	1.6	1.232	0.418	0.022	<input checked="" type="checkbox"/>
	Evergreen Bend Farm - Heaton Property 2025 12600 Aden Road, Nokesville, VA 20181	7493-52-7245	Hay	24.3	15.316	5.407	0.226	<input checked="" type="checkbox"/>
	Faisal Farm 11809 Colvin Ln (New Plan FY25) 11809 Colvin Lane, Nokesville, VA 20181	7593-46-0921	Pasture	24.0	18.475	6.271	0.331	<input type="checkbox"/>
	Heflin Carl 6115 Antioch Rd (FY25 Renewal) 6115 Antioch Road, Haymarket, VA 20169	7298-35-4814	Hay	23.5	14.812	5.229	0.219	<input type="checkbox"/>
	Heflin Carl 6115 Antioch Rd (FY25 Renewal) 6115 Antioch Road, Haymarket, VA 20169	7298-35-4814	Pasture	57.7	44.417	15.077	0.796	<input type="checkbox"/>
	Nelson Larry_Senyk-Su (FY25 New) 12040 Parkgate Drive, Nokesville, VA 20181	7593-23-6440	Hay	22.9	14.434	5.095	0.213	<input checked="" type="checkbox"/>
	Nichols Farm CP Renewal 9741 Windy Hill Drive, Nokesville, VA 20181	7792-08-2862	Pasture	6.1	4.696	1.594	0.084	<input checked="" type="checkbox"/>
	Stamp Amanda 16600 Dominion Reserve Ct (FY25 Renew) 16600 Dominion Reserve Court, Broad Run, VA 20137	7198-65-6411	Specialty Crop	0.6	2.602	0.261	0.111	<input checked="" type="checkbox"/>
	Triple Creek Ranch (Jerrell Properties) 2025 12805 Aden Road, Nokesville, VA 20181	7493-91-0411	Hay	24.9	15.694	5.540	0.232	<input checked="" type="checkbox"/>
	Williams Farm CP Renewal 9721 Brentsville Road, Manassas, VA 20112	7793-17-8226	Pasture	12.9	9.930	3.371	0.178	<input checked="" type="checkbox"/>
Grand Totals:				219.9	158.1	53.9	2.7	

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Livestock

Plan	GPIN	Livestock	Num	Manure (lbs/day)	Manure (Tons/Year)	RPA	Manure Stockpiles?
Edwards Mike 9716 Brentsville Rd (FY25 R 9716 Brentsville Road, Manassas, VA 2011	7793-28-0920	Beef Cattle	14	1,288.00	235.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Evergreen Bend Farm - Heaton Property 20 12600 Aden Road, Nokesville, VA 20181	7493-52-7245	Sheep	30	123.00	2.2	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Evergreen Bend Farm - Heaton Property 20 12600 Aden Road, Nokesville, VA 20181	7493-52-7245	Beef Cattle	9	828.00	151.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Faisal Farm 11809 Colvin Ln (New Plan FY 11809 Colvin Lane, Nokesville, VA 20181	7593-46-0921	Sheep	100	410.00	7.5	<input type="checkbox"/>	<input type="checkbox"/>
Heflin Carl 6115 Antioch Rd (FY25 Renewal 6115 Antioch Road, Haymarket, VA 20169	7298-35-4814	Beef Cattle	25	2,300.00	419.8	<input type="checkbox"/>	<input type="checkbox"/>
Nichols Farm CP Renewal 9741 Windy Hill Drive, Nokesville, VA 2018	7792-08-2862	Horses	5	272.00	49.6	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Williams Farm CP Renewal 9721 Brentsville Road, Manassas, VA 2011	7793-17-8226	Beef Cattle	15	1,380.00	251.9	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Grand Totals:			198	6,601.0	1,117.1		

3 Recommended Approval of VCAP BMPs by BOD

Motion: Mohr

Second: Vehrs

Vote: 8-0-1

VCAP

Hillegas, Stacy

15491 Golf Club Drive, Montclair, VA 22025

Practice	Contract No.	Total Est. Cost	Est. State C/S	Area (sq. feet)	Number	Gallons
Vegetated Stormwater	VCAP 35-25-008	\$10,181.94	\$8,145.55	400.0	0.000	0.000
Conservation Landscaping	VCAP 35-25-007	\$5,633.47	\$4,506.78	2,500.0	0.000	0.000
Totals:		\$15,815.41	\$12,652.33	2,900.0	0.000	0.000

4 BMPs and VCAP Completed this Month

Motion: Mohr

Second: Vehrs

Vote: 8-0-1

BMPs

VCAP

Name Address	Contract No.	Practice	Area (sq. feet)	#	Gallons	Final Cost Share
Fontana, Pamela 14001 Smoketown Road, Woodbridge, VA 22192	VCAP 35-25-003	Conservation Landscaping	1,079.0	0.000	0.000	\$3,901.29
Totals:			1,079.0	0.000	0.000	\$3,901.29

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Water Quality Programs Update – Josie Anderson

Ms. Anderson stated several cleanups are scheduled as follows:

- 3/1 Neabsco Boardwalk / WSSI Cleanup
- 3/8 Bull Run Watershed Protectors (Costco Cleanup)
- 3/22 Marumsco Creek Veteran's Park Cleanup

Ms. Anderson will coordinate and provide the District's Area II updates to Ms. Reed when due.

Education Programs Update – Kim Lowther

Ms. Lowther stated that she and Melinda Landry finalized the DCR MWEE grant proposal. The grant will fund training for elementary and middle school teachers. She attended the Virginia Environmental Education Conference. It was a good networking opportunity. She is working on coordinating a summer camp in July and confirmed with Prince William Forest Park the training center she would like to use. She will be contacting principals to inform them of the camp for children in the 10-12 age range and hopes to have 12 students registered. In March, she will be conducting training on insects for all of Manassas City pre-K teachers. She will also conduct training at the end of March at Dean Park for 6th grade teachers from Manassas City Public Schools.

VCAP Update – N. Slazinski

Ms. Slazinski stated that she is working on a new application that she plans to present at the March TRC meeting.

VACS – Seth Hatfield

Mr. Hatfield stated that the Conservation staff will provide a monthly spreadsheet of active cost share projects to be included in the board packets. Conservation staff is working on a new SL6-W project.

Directors' Time –

Mr. Kahlon – Mr. Kahlon stated he has no further comments.

Ms. Bolles – Mr. Bolles not in attendance during Directors' Time.

Ms. Vehrs – Ms. Vehrs thanked Ms. Lowther for helping coordinate the Native Plant Symposium. She stated that it was a very successful event.

Ms. Reed – Ms. Reed stated that she is taking an accounting course.

Mr. Price – Mr. Price stated he has no further comments.

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Motion to Adjourn:

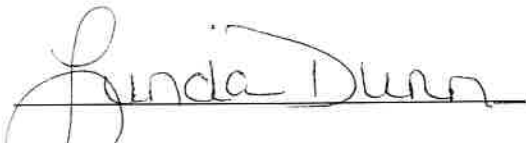
The motion to adjourn the meeting at 3:12 p.m. was made by Mr. Price, with a 2nd by Ms. Reed, and passed by a roll call vote with the following members voting "yes:" Ms. Vehrs, Ms. Reed, Mr. Price, and Mr. Kahlon. No members voted "no." Mr. Bolles not in attendance at the time of the vote.

Next TRC meeting – Thursday, March 13, 2025, 1 p.m., 8033 Ashton Avenue, Conference Room D

Next Board meeting – Thursday, March 20, 2025, 1 p.m., Wetland Studies & Solutions – 1st Floor Jefferson Conference Room

Next Finance Committee meeting – Thursday, April 10, 2025 12:00 p.m., 8033 Ashton Avenue, Conference Room D

Respectfully Submitted:


Linda Dunn, Office Manager

Approved:


Nancy Vehrs, Secretary