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MINUTES
BOARD OF DIRECTORS MEETING
Thursday, April 16, 2026
WSSI, 5300 Wellington Branch Dr., #100, Gainesville, VA 20155

In-person Attendees:

John Price, Director – Chairman
Jim Gehlsen, Associate Director - Treasurer
Nancy Vehrs, Director - Secretary
Mansimran Kahlon, Director
Jay Yankey, District Manager
Linda Dunn, Office Manager
Debbie Cross, Conservation District Coordinator – DCR
Sonnie Cuffey, Associate Director
Will Lintner, Associate Director
Casey James, District Conservationist - NRCS
Veronica Tangiri, Water Quality Manager
Alex Murphy, Urban Conservation Specialist
Hunter Quinones, Ag Conservation Specialist
Nicole Slazinski, Urban Conservation Specialist
Seth Hatfield, Conservation Specialist
Josie Anderson, Water Quality and Outreach Specialist

Absent:

Thomas Bolles, Director – VCE Agent
Jenny Reed, Director – Vice Chair
Melina Cienski, Urban Forester – DOF
Andrew Uglow, Associate Director

Virtual Attendees:

None

Board of Directors Meeting, April 16, 2026

Mr. Bolles and Ms. Reed were unable to attend today’s meeting. Mr. Kahlon had not yet arrived as of 11:00 a.m. A quorum was not met at the time of the Chairman’s Remarks and the Potomac Council Update:

Chairman’s Remarks – Mr. Price apologized for the late notice that the March 19, 2026 meeting had to be cancelled due to lack of a quorum. Going forward, the District will work on better communication with the Directors to ensure a quorum is met at future meetings.

Mr. Price congratulated Ms. Tangiri on winning the 2026 Governor’s Environmental Excellence Award.

Potomac Council Update – Ms. Vehrs stated that the Potomac Council met on Friday, April 10th at Frying Pan Farm Park Visitor Center in Herndon. Hon. David Bulova, Secretary of Natural and Historic Resources, gave a Virginia General Assembly Legislative Update. Julie Bolthouse, Director of Land Use at the Piedmont Environmental Council, gave a presentation on “The Environmental Impacts of Data Centers.” Allie Wagner, Water Resources Planner at Northern Virginia Regional Commission, gave a presentation on “Stormwater Best Management Practices” (BMP).

Chairman Price called the meeting to order at 11:22 a.m. when Mr. Kahlon arrived and a quorum was established.

Ms. Vehrs stated she wanted to add an additional comment for the Potomac Council Update – Chuck Koch, from the Tri-County Fredericksburg Area I, asked whether local SWCDs could share Conservation Specialists, because they are short-staffed.

Minutes of the February 19, 2026 Meeting – The motion to approve was made by Ms. Vehrs, with a 2nd by Mr. Kahlon, and passed by a 3/0/0 vote.

Treasurer’s Report for February, 3rd Qtr. FY 26 Financials and FY 27 Budget Draft – The motion to approve was made by Mr. Kahlon, with a 2nd by Ms. Vehrs, and passed by a 3/0/0 vote.

Managers Time – Jay Yankey

Mr. Yankey stated that Carl Thiel-Goin met with him to review his conservation plan. Staff has been wrapping up plans and have met their VACS goals. The District has received several VCAP applications and is waiting on funding to move forward. Mr. Yankey will be meeting with representatives from the City of Manassas to review FY 26 accomplishments and setting goals for FY 27. Mr. Yankey has also met with representatives from the City of Manassas Park to review FY 26 accomplishments and set FY 27 goals.

Upcoming Meetings/Events

April 23	Area II Envirothon Competition
April 25	Marumco Conservancy Cleanup
April 25	Student Action Environmental Showcase
May 2	Clean the Bay Day
May 16	Kids2Park Day Manassas
June 1-3	Chesapeake Bay Community Research Symposium
June 6-7	Occoquan Riverfest Conservation Alley
May 16	Manassas Bee Festival
September 26	Annual Occoquan River Cleanup

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The Manassas Bee Festival is June 20

Meetings/Events Attended

See attached February and March reports.

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

Ms. James stated that the Local Working Group meeting is scheduled on Tuesday, May 5, 2026. She asked that a staff member from the Prince William SWCD attend, if possible.

May 12, 2026 is the Nutrient Management Training with DCR. If interested in attending, please register at the following link:

<https://docs.google.com/spreadsheets/d/1oHP9BCKWjccBb42mRtc5GMfvMd41x77UDYNiiYyMRiU/edit?usp=sharing>

See attached for Ms. James' complete report.

Virginia Cooperative Extension Office – Thomas Bolles, Associate Extension Agent

Mr. Bolles unable to attend.

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

Ms. Cross stated that the Virginia Soil & Water Conservation District is scheduled to meet on Wednesday, June 17, 2026 to discuss the budget. Prince William SWCD should approve their budget in July.

The Prince William SWCD grant agreements should be approved before the June 18, 2026 meeting. The board should authorize John Price to sign the agreements at this meeting.

Disbursement letters will be emailed on May 11, 2026. Cost share approvals need to be entered by April 30, 2026.

Reminders from the Desktop Procedures and Grant Agreement Deliverables:

Complete Annual Fixed Asset Inventory

Conduct an annual review of all District policies and record the review/approval in the Board meeting minutes

Review the current Desktop Procedures dated 7/1/24 and document in the board meeting minutes

Review Audit Reports

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Two PY27 VACS Program Update Sessions are scheduled for:
Wednesday, June 17, 2026 from 1:00 – 4:00 p.m.
Tuesday, June 23, 2026 from 9:00 a.m. - noon

Location TBD

See attached for Ms. Cross's complete report.

VA Dept. of Forestry – Melina Cienski

Ms. Cienski unable to attend.

Associate Directors –

Sonnie Cuffey - Mr. Cuffey stated that he attended the Area II meeting on April 15, 2026. He proposed that PWSWCD be a sponsor, along with the PW Conservation Alliance, for the 2nd Kim Hosen Memorial Hike on May 16, 2026. His request was accepted by the board.

Will Lintner - (*written report submitted*)

Potomac Council Meeting notes:

Mr. Lintner provided further updates on the Potomac Council meeting on April 10, 2026. He stated that DEQ is reviewing grants awarded to all of their roundtables across the state to discuss future business objectives and more citizen involvement. They received a letter from Chuck Koch, Potomac Council Chair, requesting that the roundtable meetings be posted to the District's website.

Potomac Roundtable Meeting notes:

Secretary Bulova has created a new office titled "VA Office of Resilience" that focuses on natural & historic resources. The department will focus on connecting people to the environment, preventing pollution at the source, investing in infrastructure, etc.

See attached for Mr. Lintner's complete report.

Andrew Uglow unable to attend.

Operations

Approve the 3rd Qtr. FY 26 Attachment E – The motion to approve was made by Ms. Vehrs, with a 2nd by Mr. Kahlon, and passed by a 3/0/0 vote.

Approve the 3rd Qtr. FY 26 PWC Quarterly Report – The motion to approve was made by Ms. Vehrs, with a 2nd by Mr. Kahlon, and passed by a 3/0/0 vote.

Knotts Property Golden Harvest Farm - Bender Operator: Bender, Jonathan
 10225 Heddings Road, Catlett, VA 20119 Plan Writer: Seth Hatfield
Plan #: CP-35-26-0022 GPIN: 7490-97-3274 Watershed: PL40 RPA

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Crop	19.3	74.0155	4.1399	0.2895
Totals:	19.3	74.0155	4.1399	0.2895

Galbraith Property (Revision) Golden Harvest Farm - Bender Operator: Bender, Jonathan
 14836 Glenkirk Road, Nokesville, VA 20181 Plan Writer: Seth Hatfield
Plan #: CP-35-26-0024 GPIN: 7296-91-8611 Watershed: PL32 RPA

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Crop	11.5	44.1025	2.4668	0.1725
Totals:	11.5	44.1025	2.4668	0.1725

Lonesome Road Property Golden Harvest Farm Plan (2026) - Operator: Bender, Jonathan
 10420 Lonesome Road, Nokesville, VA 20181 Plan Writer: Seth Hatfield
Plan #: CP-35-26-0028 GPIN: 7394-69-4039 Watershed: PL33 RPA

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Crop	10.5	40.2675	2.2523	0.1575
Totals:	10.5	40.2675	2.2523	0.1575

Kettle Wind Shepherd Farm (Revision FY26) Operator: House, Kyle
 11008 Kettle Run Road, Nokesville, VA 20181 Plan Writer: Alex Murphy
Plan #: CP-35-26-0029 GPIN: 7494-46-4904 Watershed: PL33 RPA

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Crop	44.0	168.7400	9.4380	0.6600
Totals:	44.0	168.7400	9.4380	0.6600

Burton Farm (New Plan FY26) Operator: Burton, Amber
 16616 Gaines Road, Broad Run, VA 20137 Plan Writer: Alex Murphy
Plan #: CP-35-26-0030 GPIN: 7199-30-4502 Watershed: PL32 RPA

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Pasture	4.0	3.0792	1.0452	0.0552
Totals:	4.0	3.0792	1.0452	0.0552

Livestock	Num	Manure (lbs/day)	Manure (Tons/Year)	Manure Stockpiles?
Horses	4	217.60	39.712	
Totals:	4	217.60	39.712	<input checked="" type="checkbox"/>

Kettle Wind Wiita (Revision FY26) Operator: House, Kyle
 14570 Vint Hill Road, Nokesville, VA 20181 Plan Writer: Alex Murphy
Plan #: CP-35-26-0034 GPIN: 7395-28-8066 Watershed: PL34 RPA

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Crop	12.3	47.0938	2.6341	0.1842
Totals:	12.3	47.0938	2.6341	0.1842

Reid Lane Property Plan (Bender) FY26 Revision Operator: Bender, Jonathan
 10339 Reid Lane, Nokesville, VA 20181 Plan Writer: Seth Hatfield
Plan #: CP-35-26-0035 GPIN: 7494-28-1347 Watershed: PL33 RPA

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Crop	13.8	52.9230	2.9601	0.2070
Totals:	13.8	52.9230	2.9601	0.2070

Yankey - Spittle Property 2026 Operator: Yankey, Jay
 14850 Glenkirk Road, Nokesville, VA 20181 Plan Writer: Nicole Slazinski
Plan #: CP-35-26-0027 GPIN: 7295-99-0379 Watershed: PL34 RPA

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Specialty Crop	0.9	3.9028	0.3910	0.1669
Totals:	0.9	3.9028	0.3910	0.1669

Yankey - Polk Property 2026 Operator: Yankey, Jay
 14844 Glenkirk Road, Nokesville, VA 20181 Plan Writer: Nicole Slazinski
Plan #: CP-35-26-0026 GPIN: 7295-99-4791 Watershed: PL34 RPA

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Specialty Crop	0.4	1.7346	0.1738	0.0742
Totals:	0.4	1.7346	0.1738	0.0742

Yankey - Glenkirk 2026 Operator: Yankey, Jay
 14841 Glenkirk Road, Nokesville, VA 20181 Plan Writer: Nicole Slazinski
Plan #: CP-35-26-0025 GPIN: 7395-09-2161 Watershed: PL34 RPA

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Specialty Crop	0.9	3.9028	0.3910	0.1669
Totals:	0.9	3.9028	0.3910	0.1669

Yankey - Betterly 2026 Operator: Yankey, Jay
 11810 Bristow Road, Bristow, VA 20136 Plan Writer: Nicole Slazinski
Plan #: CP-35-26-0023 GPIN: 7694-30-7910 Watershed: PL33 RPA

Crop	Acres	Nut. Reduction		
		N. (lbs)	P. (lbs)	Sed. (T)
Specialty Crop	15.1	65.4796	6.5594	2.7995
Crop	48.2	184.8470	10.3389	0.7230
Totals:	63.3	250.3266	16.8983	3.5225

<u>Total # of Plans for This Month</u>	<u>Total # of BOD Approved Plans so far:</u>	
New Plans: 3	New Plans:	4
Revisions: 9	Revisions:	16
Total # of Plans: 12	Total # of Plans:	20

These totals do not include the plans for this month as they have not been officially approved.

3 Recommended Approval of VCAP BMPs by BOD Motion: Price Second: Vehrs Vote: 3-0

VCAP

Rumbach, Peter

3477 Beaver Ford Road, Woodbridge, VA 22192

Practice	Contract No.	Total Est. Cost	Est. State C/S	Area (sq. feet)	Number	Gallons
Conservation Landscaping	VCAP 35-26-002	\$6,557.00	\$5,245.60	550.0	0.000	0.000
Totals:		\$6,557.00	\$5,245.60	550.0	0.000	0.000

Water Quality Programs Update – Veronica Tangiri

Ms. Tangiri expressed her concern about the District being responsible for all cleanups, trash collection and water quality programs within Prince William County, when these responsibilities should be shared between them. She has received several requests from the county for data collection, when the District has performed and collected the data with no assistance from the county. More of a partnership needs to be coordinated.

See attached for Ms. Tangiri’s complete staff report.

Education Programs Update – Josie Anderson

Ms. Anderson reported that the Education position is going well. She is currently in the Virginia Association for Environmental Education program. She completed the DCR grant to fund the Prince William County teacher trainings and looks forward to the results in June. Ms. Anderson completed a Manassas City Public School MWEE program that served 400 students. One hundred students need to be rescheduled for a rainy day. She submitted one scholarship application to VA Soil & Water for Ms. Savage, and one Youth Conservation Leadership Institute camp application for Mr. Deroche, who is an intern. Ms. Anderson informed the board that YCLI interns are required to attend one board meeting. The current applicant, and any additional applicants, may be attending an upcoming meeting for observation. Ms. Anderson will be attending the Student Environmental Action Showcase at Woodbridge High School and presenting a Prince William SWCD specialty award to the project that most represents the District’s initiatives.

Outreach Programs – Alex Murphy

Mr. Murphy stated that the Leopold’s Preserve outreach event and cleanup will be held this Saturday, April 18th. He has assisted with several cleanups at Neabsco Boardwalk, Costco, and Veterans Park. He assisted

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with the Manassas City MWEE events between 3/23 – 3/27. Mr. Murphy invited Ms. Vehrs and Mr. Lintner to attend a VCAP site visit on Wednesday, April 22, 2026.

VCAP Update – Nicole Slazinski

Ms. Slazinski stated that the District has received several new VCAP applications. She has been in contact with the applicants to inform them of pending funding for the program. Ms. Slazinski has completed site visits on April 7th and April 10th.

VACS Update – Seth Hatfield

Mr. Hatfield stated that he is working on 3 new conservation plans this month and 7 renewal plans.

Directors' Time –

Mr. Bolles unable to attend.

Ms. Vehrs – No further comments.

Mr. Kahlon – No further comments.

Mr. Price - No further comments.

Ms. Reed unable to attend.

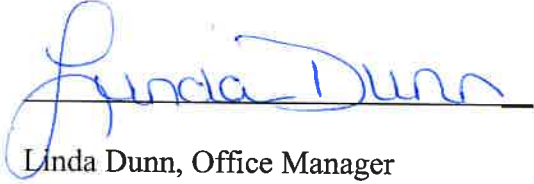
Motion to adjourn – The motion to adjourn the meeting at 1:04 p.m. was made by Ms. Vehrs, with a 2nd by Mr. Kahlon, and passed by a 3/0/0 vote.

Next TRC meeting – Thursday, May 14, 2026, 1 p.m., 8033 Ashton Avenue, Manassas, VA – Conference Room D

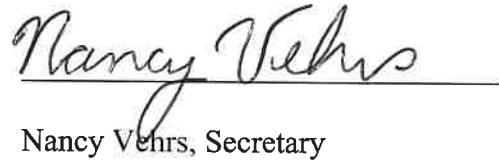
Next Board meeting – Thursday, May 21, 2026, 11 a.m., Windy Knoll Farm, 11602 Kettle Run Rd., Nokesville, VA 20181

Next Finance Committee meeting – Thursday, July 9, 2026, 12 p.m., 8033 Ashton Avenue, Manassas, VA – Conference Room D

Respectfully Submitted:


Linda Dunn, Office Manager

Approved:


Nancy Vehrs, Secretary