



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, May 16, 2024**  
**WSSI, 5300 Wellington Branch Dr., #100, Gainesville, VA 20155**

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

***In-person Attendees:***

John Price, Director – Chairman  
Jenny Reed, Director – Vice-Chairman  
Nancy Vehrs, Director - Secretary  
Thomas Bolles, Director – VCE Representative  
Harry Glasgow, Associate Director  
Will Lintner, Associate Director  
Alex Murphy, Conservation Specialist  
Seth Hatfield, Conservation Specialist  
Kim Lowther, Education Specialist

***Absent:***

Mansimran Kahlon, Treasurer  
Duane Mohr, District Manager

***Virtual Zoom Meeting Attendees:***

Melina Cienski, Urban Forester – VA Dept. of Forestry  
Nicole Slazinski, Conservation Specialist

Chairman Price called the meeting to order at 1:02 p.m.

Chairman's Comments – Mr. Price stated that he, Ms. Dunn, Ms. Lowther, and Ms. Slazinski met on 5/15 to review the FY 25-28 Strategic Plan public survey results. Ms. Slazinski will review them at today's board meeting. Mr. Price asked that the 5/9/24 Planning Committee meeting attendees submit their comments from this meeting to him via email. The Strategic Plan and Annual Plan of Work will be approved at the June 20, 2024 Board meeting.

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Mr. Price would like to move the joint Personnel / Finance Committee meetings from Thursday, June 20<sup>th</sup> at 11:30 a.m. to Thursday, June 13<sup>th</sup> at 10:30 a.m. due to time constraints on the 20<sup>th</sup>. The alternate day will be Friday, June 14<sup>th</sup>. The Planning Committee will meet after the Personnel / Finance meetings and before the TRC meeting at 1:00 p.m. to discuss final revisions. The meetings will be held at the VCE office at 8033 Ashton Avenue, Manassas, VA – Conference Room D.

Mr. Price stated that the VA state budget was approved for FY 25 & 26, with an additional \$3 million in admin. and ops. funding each year. Each district will be notified of the total amount they will receive.

### **Potomac Council Update – Nancy Vehrs**

Ms. Vehrs stated that the council held an electronic meeting on May 9, 2024 to discuss the future. There was much interest in moving to 2 electronic and 2 in-person meetings. Some districts incur a financial burden when hosting the Roundtable, because they must pay for event facilities. In the future, the attendance fee will be termed just a “registration” fee, and it will include lunch. There was also discussion of paying in advance through a credit card. The NVSWCD will pursue that option. Often, people will say they will attend, but something comes up, and the host chapter is out the cost of the lunch. Rotation of hosting was also discussed with a suggestion that a district hosts only once every two years. The DEQ grant of \$9,000 allows \$250 for the hosting district (\$1,000/yr.), and the rest is an administrative reimbursement for NVSWCD. Financial staff were asked to provide a report of their costs, and Will Lintner offered to follow up with Linda Dunn. The motion to provide authority to Nancy Vehrs to make decisions on behalf of the District on issues involving the Potomac Council was made by Mr. Price with a 2<sup>nd</sup> by Ms. Reed and passed by a 3/0 vote. Ms. Vehrs abstained from the vote.

Minutes of the April 18 Meeting – Ms. Vehrs asked that Ms. Dunn change the wording “National Bee Festival” to “Manassas Bee Festival.” The motion to approve the minutes with the amendment was made by Ms. Vehrs with a 2<sup>nd</sup> by Ms. Reed and passed by a 3/0 vote. Mr. Bolles not in attendance at the time of the vote.

Treasurer’s Report for April Financials – Mr. Kahlon not in attendance. This item will be moved to the June 20, 2024 meeting.

### ***Managers Time – Alex Murphy (Mr. Mohr on vacation)***

Mr. Murphy stated that cover crop cost share checks have been issued. Two checks have been delivered to date. Several cost share projects will be extended: Jay Yankey, Chris Heaton, and Mr. Jackson.

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**Upcoming Meetings/Events**

|              |                        |  |
|--------------|------------------------|--|
| May 15-16    | All day                | Technical training on Hydric soils/wetlands                            |
| May 16       | 11:30 a.m. - 1:00 p.m. | Legislative Outreach Committee Meeting                                 |
| May 16       | 1:00 - 3:00 p.m.       | Prince William SWCD Board of Directors Meeting                         |
| May 17       | 9:00 a.m. - 3:00 p.m.  | MWEE at Buckland Mills ES  |
| May 19       | Noon                   | PWC Volunteers Appreciation Event by Volunteer Prince William          |
| May 19       | 2:30 p.m.              | National Capitol Scout Recruitment Event                               |
| May 23       | 10:00 a.m.             | Prince William Service Authority Waterways Cleanup - Marumsco Creek    |
| May 23       | 10:00 a.m.             | Wetland Studies and Solutions, Inc Waterways Cleanup - Rocky Branch    |
| May 24       | 9:00 a.m. - 3:00 p.m.  | MWEE at Unity Braxton MS   |
| June 13      | 12:00 - 1:00 p.m.      | Strategic Planning Committee Meeting - 8033 Ashland Ave., Manassas, VA |
| June 13      | 1:00 - 2:00 p.m.       | Technical Review Committee Meeting - 8033 Ashland Ave., Manassas, VA   |
| June 20      | 11:30 a.m. - 1:00 p.m. | Finance / Personnel Combined Committee Meetings                        |
| June 20      | 1:00 - 3:00 p.m.       | Prince William SWCD Board of Directors Meeting                         |
| September 21 | 11:00 a.m. - 3:00 p.m. | Fall Festival at Leopold's Preserve                                    |

**Meetings/Events Attended**

See attached April staff reports

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

Ms. James not able to attend virtually due to Zoom technical difficulties.

Please see attached for Ms. James's complete report.

**Virginia Cooperative Extension Office – Thomas Bolles, Associate Extension Agent**

Mr. Bolles stated that he and Ms. Reed have been working on the Little Seed Library project that is progressing well. He and Ms. Reed will be giving a presentation to the library board on Thursday, May 23<sup>rd</sup>. The Virginia Cooperative Extension office is setting up a weather station in their teaching garden in Bristow, VA. They are also performing an experiment to determine the types of turf and grasses that grow well in shaded areas.

Mr. Bolles stated that he visited the Governor's School. Students are asked to complete an environmental research project in their senior year. He will speak with Ms. Tangiri about providing her contact information to the school, as water quality would be a good area for the students to study.

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

Ms. Cross unable to attend. Please see attached report.

***VA Dept. of Forestry – Melina Cienski***

Ms. Cienski stated that fire season is over. They have hired a new watershed specialist that will begin work on May 25<sup>th</sup>. The new Spotsylvania forester begins work on June 10<sup>th</sup>. Cost share applications are due June 24<sup>th</sup>.

***Associate Directors –***

Mr. Gehlsen and Mr. Cuffey unable to attend.

Harry Glasgow – Mr. Glasgow stated he had nothing to report.

Will Lintner – Mr. Lintner stated he has no further updates. Please see the attached May 9, 2024 Potomac Council meeting notes.

**Operations**

Approve the City of Manassas MOU – The motion to approve was made by Ms. Vehrs with a 2<sup>nd</sup> by Ms. Reed and passed by a 4/0 vote.

Authorize delegation of authority to John Price to approve the return of funds to DCR

Discussion:

Mr. Bolles stated that the delegation is too narrow. The board agreed that the motion should state: Authorize delegation of authority to John Price to approve any last-minute items on behalf of the board between June 20 - June 30, 2024. The motion to approve the delegation with the change was made by Ms. Vehrs with a 2<sup>nd</sup> by Ms. Reed and passed by a 4/0 vote.

Approve 3/14/24, 4/11/24 & 5/9/24 FY 25 – 28 Strategic Planning Committee meeting minutes – The motion to approve was made by Mr. Bolles with a 2<sup>nd</sup> by Ms. Reed and passed by a 3/0 vote. Ms. Vehrs abstained from the vote, as she was not in attendance at the meetings.

**Other Business**

***Strategic Plan Surveys – Nicole Slazinski***

Ms. Slazinski stated that the public consensus is that the District needs to conduct more outreach events and publicize what we do. Another major concern is the effects of Data Centers on our waterways.

General comments throughout all surveys (~129 responses):

- More outreach is needed (at least 22 people mentioned this in their responses).
- Concerns about the Data Centers and the impact in our waterways (at least 8 people mentioned this in their responses).
- Concerns with urbanization and increase in suburban sprawl and the impacts they have on our waterways and recharging our groundwater.

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- Salinization and salt in our waterways
- RPA protection; educate public
- Concerns with water quality in county
- Invasive species
- Update website, particularly with water quality
- Attend more community events
- Improve signage
- Work with Board of County Supervisors

Please see the attached for the complete report.

**Conservation**

Approve recommendations from the Technical Review Committee on May 9, 2024 – The motion to approve was made by Ms. Reed with a 2<sup>nd</sup> by Ms. Vehrs and passed by a 4/0 vote.

1 Recommended Approval of Plans by BOD      Motion: Price      Second:Reed      Vote: 4-0-2

**Crops**

| Plan  | GPIN         | Crop           | Acres       | Nut. Reduction |             |            | RPA                                 |
|---|--------------|----------------|-------------|----------------|-------------|------------|-------------------------------------|
|   |              |                |             | N. (lbs)       | P. (lbs)    | Sed. (T)   |                                     |
| Johnson Trouis 13805 Orlando Rd (New Plan 2024) | 7792-33-5427 | Pasture        | 2.8         | 2.155          | 0.732       | 0.039      | <input checked="" type="checkbox"/> |
| Mustoe Hall Farm 2024 Renewal                   | 7692-15-1055 | Pasture        | 68.0        | 52.346         | 17.768      | 0.938      | <input type="checkbox"/>            |
| Rice Farm Conservation Plan 2024                | 7494-66-4300 | Specialty Crop | 0.5         | 2.168          | 0.217       | 0.093      | <input type="checkbox"/>            |
| Rice Farm Conservation Plan 2024                | 7494-66-4300 | Pasture        | 5.0         | 3.849          | 1.307       | 0.069      | <input type="checkbox"/>            |
| <b>Grand Totals:</b>                            |              |                | <b>76.3</b> | <b>60.5</b>    | <b>20.0</b> | <b>1.1</b> |                                     |

**Livestock**

| Plan  | GPIN         | Livestock   | Num       | Manure (lbs/day) | Manure (Tons/Year) | RPA                                 | Manure Stockpiles?                  |
|---|--------------|-------------|-----------|------------------|--------------------|-------------------------------------|-------------------------------------|
| Johnson Trouis 13805 Orlando Rd (New Plan 2024) | 7792-33-5427 | Donkeys     | 4         | 144.00           | 9.2                | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Johnson Trouis 13805 Orlando Rd (New Plan 2024) | 7792-33-5427 | Goats       | 7         | 35.00            | 0.6                | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Mustoe Hall Farm 2024 Renewal                   | 7692-15-1055 | Beef Cattle | 10        | 920.00           | 167.9              | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Mustoe Hall Farm 2024 Renewal                   | 7692-15-1055 | Horses      | 10        | 544.00           | 99.3               | <input type="checkbox"/>            | <input type="checkbox"/>            |
| Rice Farm Conservation Plan 2024                | 7494-66-4300 | Goats       | 6         | 30.00            | 0.5                | <input type="checkbox"/>            | <input type="checkbox"/>            |
| <b>Grand Totals:</b>                            |              |             | <b>37</b> | <b>1,673.0</b>   | <b>277.6</b>       |                                     |                                     |

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3 Recommended Approval of VCAP BMPs by BOD Motion: Reed Second: Price Vote: 4-0-2

**VCAP**

**Coriano, Karla**

| Practice                 | Contract No.   | Total Est. Cost | Est. State C/S | Area (sq. feet) | Number | Gallons |
|--------------------------|----------------|-----------------|----------------|-----------------|--------|---------|
| Conservation Landscaping | VCAP 35-24-011 | \$24,000.00     | \$7,000.00     | 1,630.0         | 0.000  | 0.000   |

**Baughman, Kathleen**

| Practice                 | Contract No.   | Total Est. Cost | Est. State C/S | Area (sq. feet) | Number | Gallons |
|--------------------------|----------------|-----------------|----------------|-----------------|--------|---------|
| Conservation Landscaping | VCAP 35-24-007 | \$3,160.74      | \$2,528.59     | 1,433.0         | 0.000  | 0.000   |

|                          |                |            |            |         |       |       |
|--------------------------|----------------|------------|------------|---------|-------|-------|
| Conservation Landscaping | VCAP 35-24-006 | \$7,945.74 | \$6,356.59 | 4,545.0 | 0.000 | 0.000 |
|--------------------------|----------------|------------|------------|---------|-------|-------|

**Knutson, Richard**

| Practice | Contract No.   | Total Est. Cost | Est. State C/S | Area (sq. feet) | Number | Gallons |
|----------|----------------|-----------------|----------------|-----------------|--------|---------|
| Dry Well | VCAP 35-24-012 | \$31,500.00     | \$7,000.00     | 525.0           | 0.000  | 0.000   |

|                |  |                    |                    |                |              |              |
|----------------|--|--------------------|--------------------|----------------|--------------|--------------|
| <b>Totals:</b> |  | <b>\$66,606.48</b> | <b>\$22,885.18</b> | <b>8,133.0</b> | <b>0.000</b> | <b>0.000</b> |
|----------------|--|--------------------|--------------------|----------------|--------------|--------------|

***Water Quality Programs Update – Veronica Tangiri***

Ms. Tangiri unable to attend. Please see April staff report.

***Education Programs Update – Kim Lowther***

Ms. Lowther stated that she has been conducting several MWEE trainings. She assisted with the planning of Envirothon. It was a successful event. She taught 4 pre-school classes on subjects of insects, rocks, and animal homes. The watershed models have been requested by teachers throughout the month of April; many of whom participated in the March MWEE teacher trainings. She met with the Prince William County Fairgrounds property manager, Kate, to request the fairgrounds on October 9 & 10 for Farm Field Days. Kate informed Kim that they are planning flea markets this year and will let her know if the grounds will be available on those dates.

***VCAP Update – Nicole Slazinski***

Ms. Slazinski stated that two projects have been completed. Four applications were received that will be submitted today or tomorrow to the VCAP steering committee. Beginning in July, VCAP applications approved by the Board will be sent to the VCAP Steering Committee the following month.

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***Directors' Time –***

Mr. Bolles – Mr. Bolles stated he has nothing more to add.

Ms. Vehrs – Ms. Vehrs stated the following:

**Invasive Species** – The compromise budget passed by the General Assembly and signed by the governor includes funding for invasive species management. VDACS, DCR, DOF, and DWR all received funding. Additional positions were also funded.

The bill to allow supervised volunteers to apply herbicides was signed by the Governor. Other bills relating to invasive species were vetoed by the Governor.

The Manassas Bee Festival is Saturday, June 22<sup>nd</sup> from 10 a.m. – 2 p.m. Ms. Lowther stated that she will check her schedule to see if she is available to attend.

The **Prince William Wildflower Society** will meet on Monday evening at 7:30 for a program on light pollution. **Eileen Kragie**, Founder of Dark Sky Friends, and **Tom Reinert**, President of DarkSky International, will cover the impact of disrupted circadian rhythms on plants along with the impact on insects and the nocturnal pollinators, among other effects.

Charlie Grymes is on the Service Authority board. He would like to create an “Educate the Public” campaign about the threats of salt to the Occoquan Reservoir. He asked what the Prince William SWCD can do to become more outspoken about the benefits of the Occoquan Reservoir Preservation area. The board could consider speakers attending one of the board meetings.

Mr. Kahlon – Mr. Kahlon unable to attend

Mr. Price – Mr. Price stated the board needs to discuss creating a Marketing Committee in FY 25 to discuss outreach and ways to advertise our programs.

Ms. Reed – Ms. Reed stated that she removed 723 feet of Japanese honeysuckle from her yard. She also stated that several resolutions are typically announced at The College of Electors convention every 4 years. She asked that anyone interested in submitting a resolution do so within 5 days.

Motion to Adjourn:

The motion to adjourn the meeting at 2:28 p.m. was made by Mr. Bolles with a 2<sup>nd</sup> by Ms. Vehrs and passed by a 4/0 vote.

Upcoming Meetings:

Joint Personnel/Finance Committee meetings – Thursday, June 13, 2024 10:30 a.m., 8033 Ashton Avenue, Conference Room D, Manassas, VA 20109

FY 25-28 Strategic Planning Committee meeting - Thursday, June 13, 2024 12:30 p.m., 8033 Ashton Avenue, Conference Room D, Manassas, VA 20109

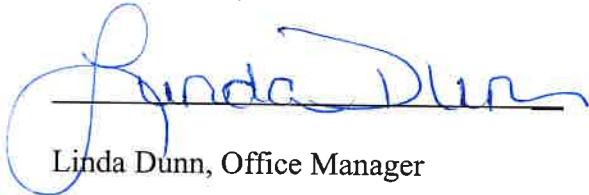
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Next TRC meeting – Thursday, June 13, 1 p.m., 8033 Ashton Avenue, Conference Room D, Manassas, VA 20109

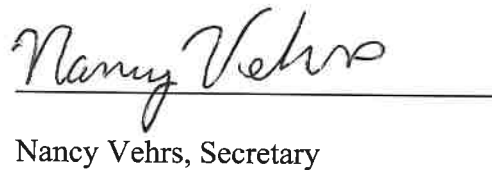
Next Board meeting – Thursday, June 20, 1 p.m., WSSI, 5300 Wellington Branch Dr., #100, Gainesville, VA 20155, 2<sup>nd</sup> Floor Conference Room.

Respectfully Submitted:

Approved:



Linda Dunn, Office Manager



Nancy Vehrs, Secretary