



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, June 15, 2023**  
**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  
Will Lintner, Director – Vice Chairman  
Mansimran Kahlon, Director - Treasurer  
Tiziana Bottino, Director - Secretary  
Thomas Bolles, Director – VCE Representative  
Jim Gehlsen, Associate Director  
Harry Glasgow, Associate Director  
Nancy Vehrs, guest  
Jacob Zielinski, Bay Watershed Specialist – VA Dept. of Forestry  
Duane Mohr, District Manager  
Veronica Tangiri, Water Quality Program Manager  
Seth Hatfield, Conservation Specialist  
Alex Murphy, Conservation Specialist  
Hunter Quinones, Conservation Technician  
Kim Lowther, Education Specialist

***Virtual Zoom Meeting Attendees:***

Casey James, District Conservationist – NRCS  
Sonnie Cuffey, Associate Director  
Nicole Slazinski, Conservation Specialist  
Josie Anderson, Water Quality Summer Intern

Chairman Price called the meeting to order at 1:12 p.m.

Chairman's Comments – Mr. Price states the Volunteer Awards Banquet was held on June 12<sup>th</sup>. The staff is working on the FY 23 end of year reports.

Board of Directors Meeting, June 15, 2023

Citizen’s Time – None present

Minutes of May 18 meeting – The motion to approve the minutes was made by Mrs. Bottino with a 2<sup>nd</sup> by Mr. Bolles and passed by a 4/0 vote. Mr. Kahlon not in attendance at the time of the vote.

Treasurer’s Report for May 2023 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 present at the time of the vote.

May 2023 Financials

Income

Commonwealth of VA - DCR MWEE Teacher Training - reimbursement grant	\$11,120.50
Cash Reserves Money Market Interest	\$638.85
Total	\$11,759.35

Other Income

Reimbursement from John Marshall SWCD for Potomac Council hosting	\$610.00
Total	\$610.00

Expense

Prepared by: Linda Dunn  
Office Manager

Reviewed by: Mansimran Kahlon  
Treasurer

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

Mr. Mohr stated that staff is working on cost share projects and conservation plans; closing out FY 20 projects. The District will be required to return funds to DCR in order to meet the 90% allotment.

The unveiling of the trash sculpture was held at Freedom High School, Center for Environmental and Natural Sciences.

**Upcoming Meetings/Events**

June 15	1 - 3 p.m.	Board of Directors Meeting
August 5	All day	Manassas African -American Festival
Sept. 16	9 - 4 p.m	Virginia Citizens for Water Quality, Ashland, VA
Sept. 23	9 - 12 noon	Upper Occoquan Annual Cleanup by PWTSC
Sept. 23	11am -3pm	Fall Festival at Leopold's Preserve
Oct. 11, 12	9am - 1:30pm	Farm Field Days

**Meetings/Events Attended**

See attached May staff reports

***Partner reports***

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

See attached for Ms. James's report.

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

Mr. Bolles stated VCE is in the process of hiring a new environmental educator.

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

See attached for Ms. Cross's report.

***PWC Dept. of Public Works - Clay Morris, Natural Resources Section Chief, Watershed Mgmt. Branch***

Mr. Morris unable to attend

***VA Dept. of Forestry – Jacob Zielinski – VA Dept. of Forestry*** (*written report submitted*)

See attached for Mr. Zielinski's report.

***Associate Directors –***

Jim Gehlsen – Mr. Gehlsen gave an update on the pollution issues at Lake Jackson.

Sonnie Cuffey – Mr. Cuffey stated that he has received the table assignment for the Manassas African American Heritage Festival on August 5, 2023.

Harry Glasgow – Mr. Glasgow introduced Nancy Vehrs, who is running for an elected Director position on the Prince William SWCD Board.

Clay Morris – unable to attend

**Operations**

Approve Prince William SWCD FY 24 budget recommendations from the Finance Committee on June 15, 2023 – The motion to approve was made by Mr. Bolles with a 2<sup>nd</sup> by Mr. Lintner and passed by a 5/0 vote.

Board of Directors Meeting, June 15, 2023

Approve recommendations from the Prince William SWCD Personnel Committee on June 15, 2023 – The motion to approve was made by Mr. Bolles with a 2<sup>nd</sup> by Mr. Linter an passed by a 5/0 vote.

Approve the FY 24 Administrative and Operational Grant Agreement and the FY 24 Cost Share and Technical Assistance Grant Agreement – The motion to approve was made by Mr. Bolles with a 2<sup>nd</sup> by Mrs. Bottino and passed by a 5/0 vote.

Approve the delegation of John Price to sign any required documents between June 16 – June 30, 2023 to include Grant Agreements, Cost Share Projects, Cost Share Funds and TA that may need to be returned to DCR, Conservation Plans to meet PWC requirements, and other items requiring Board approval – the motion to approve was made by Mr. Kahlon with a 2<sup>nd</sup> by Mr. Bolles and passed by a 5/0 vote.

Approve FY 24 Secondary Considerations – The motion to approve was made by Mrs. Bottino with a 2<sup>nd</sup> by Mr. Bolles and passed by a 5/0 vote.

Approve the draft of the FY 24 Annual Plan of Work – The motion to approve was made by Mr. Bolles with a 2<sup>nd</sup> by Mr. Lintner and passed by a 5/0 vote.

The Prince William SWCD FY 21 – FY 24 Strategic Plan was reviewed by the board.

The FY 22 and FY 23 VACS Carryover Report was discussed by the board.

**Other Business:**

Approve funding up to \$2,500 for V. Tangiri to attend the Ecological Society of America Annual Conference – The motion to approve was made by Mr. Bolles with a 2<sup>nd</sup> by Mrs. Bottino and passed by a 5/0 vote.

**Conservation**

Approve recommendations from the TRC meeting June 8, 2023 – The motion to approve was made by Mr. Bolles with a 2<sup>nd</sup> by Mr. Price and passed by a 5/0 vote.

1 Recommended Approval of Plans by BOD		Motion: Mohr		Second: Price		Vote: 4-0-1	
<b>Crops</b>							
Plan	GPIN	Crop	Acres	Nut. Reduction			RPA
				N. (lbs)	P. (lbs)	Sed. (T)	
Hendrick Property (2023)	7300-04-4024	Pasture	33.4	25.711	8.727	0.481	<input checked="" type="checkbox"/>
Lawrence Battiefeld_Mathews Hill (2023)	7597-78-9370	Hay	168.4	106.143	37.469	1.566	<input type="checkbox"/>
Grand Totals:			201.8	131.9	46.2	2.0	
<b>Livestock</b>							
Plan	GPIN	Livestock	Num	Manure (lbs/day)	Manure (Tons/Year)	RPA	Manure Stockpiles?
Hendrick Property (2023)	7300-04-4024	Horses	9	489.60	89.4	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hendrick Property (2023)	7300-04-4024	Alpacas	15	60.00	1.4	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Grand Totals:			24	549.6	90.7		

Board of Directors Meeting, June 15, 2023

2 Recommended Approval of VACS BMPs by BOD      Motion: Lintner      Second: Price      Vote: 3-0-2  
 BMPs

**Heaton, Chris**      BMP ID: 527620      Tracking Program #: 35-23-0015

Extension of Watering Systems

Practice	Total Est. Cost	Est. State C/S	Est. Tax Credit	Acres	Estimated Reductions		
					N. Red. (lbs.)	P Red. (lbs.)	Sed Red. (Tons)
SL-7	\$30,757.91	\$24,606.33	\$1,537.90				
BMP Watering System				0.0	0.000	0.000	0.000
Totals				0.0	0.000	0.000	0.000

**Latham, Thomas**      BMP ID: 528131      Tracking Program #: 35-23-0003

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	\$340.00	\$340.00	\$0.00				
BMP Winter Cover Crop				17.0	106.661	2.567	2.542
Totals				17.0	106.661	2.567	2.542

**Smith, Kraig**      BMP ID: 528133      Tracking Program #: 35-23-0005

Small Gram 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	\$1,372.40	\$1,372.40	\$0.00				
BMP Winter Cover Crop				34.3	215.268	5.181	5.129
Totals				34.3	215.268	5.181	5.129

Grand Totals:	Total Est. Cost	Est. State C/S	Est. Tax Credit	Acres	N. Red. (lbs.)	P Red. (lbs.)	Sed Red. (Tons)
	\$32,470.31	\$26,318.73	\$1,537.90	51.3	321.929	7.748	7.671

**Education Programs Update – Kim Lowther**

Ms. Lowther stated that she attended MWEE events at Marumscos Hills Elementary and Dale City Elementary. They were performed by two of the teachers that were part of the MWEE teacher training program funded by a grant from DCR. She is applying for a DCR grant in the amount of \$16,088 that would fund additional MWEE teacher trainings in March of 2024. It will also cover costs to teach the previously trained teachers on how to conduct environmental action projects that are in addition to the previous training. Ms. Lowther stated that she has secured the Prince William County Fairgrounds for Farm Field Days October 11 – 12. Nine schools will be attending with approximately 1,000 students over the two-day period.

**Water Quality Programs Update – Veronica Tangiri**

Ms. Tangiri stated she will be attending the Virginia Water Monitoring Conference in September. See Ms. Tangiri’s May 2023 staff report for a complete listing of upcoming events and cleanups.

**VCAP Update – Nicole Slazinski**

Ms. Slazinski stated she hasn’t received any new VCAP requests at this time. She is following up with a current client that she has requested receipts from to complete his project.

Board of Directors Meeting, June 15, 2023

***VACS Update – Duane Mohr***

Mr. Mohr stated there are two FY 20 projects to complete. They are Mary Mauck and James Holdener. Both projects will be completed by 30 June. All other FY 20 projects have been paid. All FY 21 projects have been cancelled or paid.

***Directors' Time –***

Mr. Bolles – Mr. Bolles stated VCE has hired a new extension specialist who is working with the waste water treatment plants in Northern VA. Acid sulfate soil issues have been found in the county and are being monitored.

Mrs. Bottino – Nothing to report

Mr. Lintner – The next meeting of the Potomac Watershed Roundtable is Friday, July 7, 2023 at 10:00 a.m. at Powers Farm and Brewery in Midland VA. Registration is now open. He will email the information to the board members.

Mr. Kahlon – no further comments

Mr. Price – no further comments

Motion to adjourn

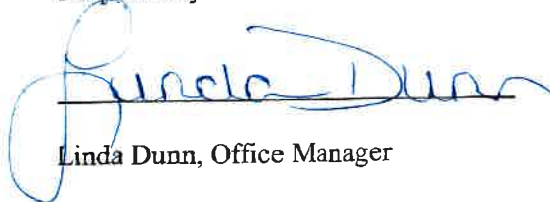
The motion to adjourn the meeting at 2:22 p.m. was made by Mr. Bolles with a 2<sup>nd</sup> by Mr. Lintner and passed by a 5/0 vote.

Next TRC meeting – Thursday, July 13, 2023, 1 p.m., 8033 Ashton Avenue, Conference Room D, Manassas, VA 20109


Next Board meeting – Thursday, July 20, 2023, 1 p.m., WSSI, 5300 Wellington Branch Dr., #100, Gainesville, VA 20155, 2<sup>nd</sup> Floor Conference Room

Next Finance Committee meeting – Thursday, July 20, 2023, 12 p.m., WSSI, 5300 Wellington Branch Dr., #100, Gainesville, VA 20155, 2<sup>nd</sup> Floor Conference Room

Respectfully Submitted:

  
Linda Dunn, Office Manager

Approved:

  
Tiziana Bottino, Secretary