



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, July 20, 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
Sonnie Cuffey, Associate Director
Jim Gehlsen, Associate Director
Harry Glasgow, Associate Director
Nancy Vehrs (Prince William SWCD Director candidate)
Debbie Cross, VA Conservation District Coordinator – DCR
Duane Mohr, District Manager
Nicole Slazinski, Conservation Specialist
Kim Lowther, Education Specialist
Jenny Reed (Prince William SWCD Director candidate) & spouse

Virtual Zoom Meeting Attendees:

Casey James, District Conservationist – NRCS

Chairman Price called the meeting to order at 1:04 p.m.

Mrs. Reed introduced herself to the board and provided background information on her professional career.

Chairman's Comments – Mr. Price asked the Directors if they wanted to add any additional items to the agenda. Mr. Kahlon stated that he wanted to add discussion of a prior MOU with the City of Manassas / Manassas Park.

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Mr. Price also stated that he has extended invitations to the Prince William SWCD Board of Directors candidates to attend upcoming meetings. He has also extended invitations for them to visit the District office to meet with staff and learn about the programs that are offered.

Graves Mountain training will be held August 22 – 24, 2023 at Graves Mountain Lodge.

Mr. Lintner is coordinating an Area II Legislative zoom call on July 27th. Send discussion topics to him.

Potomac Council Update – Will Lintner:

- Potomac Council
 - Finalized Charter and By-Laws
 - Moved next meeting to Northern VA on October 6
- Potomac Roundtable
 - Powers Farm and Brewery – Kevin Powers - growing barley, corn, hops
 - Clifton Institute – Bert Harris – project restoring Piedmont Grasslands & Savannahs. Identified 715 species of signature plants. Most remnants found in Powerline clearings. Difficult to find seed or trees that are truly native (adapted) to Virginia.
 - Northern Virginia Regional Commission – Rebecca Murphy – Coastal Program Manager – project to identify rain gauges across PWC, Fairfax, Loudon, Arlington, VA Climate Center established at GMU, Green Roofs Dashboard, Green Buildings Dashboard
 - Fauquier County GIS, Dan Stell, overview of his system and information gathering, Virginia GIS Clearinghouse
- Potomac Conservancy – Potomac River Report Card – received an overall B grade (potomacreportcard.org)
 - Industrial and farm pollution declining
 - Wildlife is rebounding
 - More people are enjoying recreating on the river
 - **Not yet safe for swimming and fishing.**
 - **Polluted urban runoff** is the *only* growing source of pollution to the Potomac River.
 - If trends continue the Potomac could be deemed safe for swimming within this decade, but not after significant rainfall
- Complete Guide to Restoring Your Soil – Dale Strickler –
 - Recommended reading for those persons, including farmers, wanting to improve soil conditions. Topics include no till planting, crop rotation, grazing, pasture management, cover crops, soil organisms, moisture retention
 - Real life examples

Citizen's Time – None present

Minutes of June 15 meeting – The motion to approve the minutes was made by Mr. Bolles with a 2nd by Mrs. Bottino and passed by a 5/0 vote.

Treasurer's Report for June & 4th qtr. FY 23 Financials – The motion to file the Treasurer's report for audit was made by Mr. Bolles with a 2nd by Mr. Lintner and passed by a 5/0 vote.

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4th Qtr. FY 23 Financials - April - June 2023

Income

DCR 4th Qtr. FY 23 Operations Funding	\$45,707.50
DCR 4th Qtr. FY 23 TA Base Funds	\$9,921.50
Money Market Interest	\$1,739.88
MWEE Grant Reimbursement	\$11,270.50
4th Qtr. PWC Funding	\$71,186.25
Total	\$139,825.63

Other Income

VACS 2023 Cost Share	\$100,000.00	
VASWCD VCAP Reimbursement - B. Beckner	\$844.00	
Potomac Council Hosting	\$610.00	
Youth Conservation Camp	\$550.00	\$500 donation from Ducks Unlimited & \$50 from camper
	\$102,004.00	

Managers Time – Presented by Mr. Mohr

Staff has been working on end-of-year reports. Conservation staff has closed out three FY 20 VCAP projects. We will be holding an office cleanup day to include reviewing old conservation plans and administrative files for records destruction/retention. Mr. Mohr stated he will be meeting with county staff to discuss storm water management for the solar farm in Nokesville.

Upcoming Meetings/Events

August 5	All day	Manassas African -American Festival
August 22 - 24	All day	Graves Mountain Training, Graves Mountain Lodge, Syria, VA
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
Oct. 28	10am - 2pm	PWC Service Authority Trick or Treatment Event

Meetings/Events Attended

See attached June staff reports

Partner reports

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

Ms. Casey stated that she would like to collaborate with Ms. Slazinski on VCAP, as some of her high tunnel clients could benefit from the program. See attached for Ms. James's report.

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Virginia Cooperative Extension Office – Thomas Bolles, Associate Extension Agent

The agency has had staff turnover. A new Environmental Educator will join VCE on Monday, July 24th. The Master Gardener training classes begin in the Fall. Prince William will be audited for FY 22 and 23 this year.

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

Ms. Cross stated that she will present the Prince William SWCD Annual Assessments at the August 17th board meeting. Prince William will be audited in 2023 for FY 22 and FY 23. The auditing firm will contact Ms. Dunn to arrange the date and time. The District's Annual Report is due by September 30, 2023.

See attached for Ms. Cross's complete 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

Mr. Zielinski unable to attend

Associate Directors –

Jim Gehlsen – Mr. Gehlsen stated that the Prince William SWCD has 5 candidates for the 3 Director positions.

Sonnie Cuffey – Mr. Cuffey stated that several individuals were re-certified for water quality monitoring. The African American Heritage Festival will be held on Saturday, August 5, 2023 from 11 a.m. – 6 p.m. at Metz Middle School, 9950 Wellington Road, Manassas, VA.

Harry Glasgow – Mr. Glasgow stated he recommends touring the Hancock Street Community Gardens and the Willing Garden, that are both offering summer tours.

Clay Morris – unable to attend

Operations

Approve 4th qtr. & final DCR Attachment E – The motion to approve was made by Mr. Lintner with a 2nd by Mr. Price and passed by a 4/0 vote. Mr. Bolles not present at the time of the vote.

Approve FY 23 year-end Cash Balance Report and FY 23 Carryover Report – The motion to approve was made by Mrs. Bottino with a 2nd by Mr. Bolles and passed by a 5/0 vote.

Approve the FY 25 – 27 Att. D – The motion to approve was made by Mr. Kahlon with a 2nd by Mr. Price and passed by a 4/0 vote. Mr. Bolles not present at the time of the vote.

Approve the 4th qtr. Prince William County Quarterly Report - The motion to approve was made by Mr. Bolles with a 2nd by Mrs. Bottino. Mr. Linter stated that he noted some spelling and grammatical errors in the report that he would like corrected before it is filed with the board minutes. The motion to accept the report with pending changes was made by Mr. Bolles with a 2nd by Mrs. Bottino and passed by a 5/0 vote.

Approve the Prince William County FY 24 MOU – The motion to approve was made by Mr. Bolles with a 2nd by Mr. Lintner and passed by a 5/0 vote.

Approve the FY 24 Cash Reserves Plan – The motion to approve was made by Mr. Bolles with a 2nd by Mrs. Bottino and passed by a 5/0 vote.

Other Business:

Approval of Mr. Kahlon to contact representatives from The City of Manassas and The City of Manassas Park to discuss funding for the District’s Education and Water Quality programs. The motion to approve was made by Mr. Bolles with a 2nd by Mrs. Bottino and passed by a 4/0 vote. Mr. Kahlon abstained from the vote.

Conservation

Approve recommendations from the TRC meeting July 13, 2023 – The motion to approve was made by Mr. Bolles with a 2nd by Mr. Price and passed by a 5/0 vote.

1 Recommended Approval of Plans by BOD Motion: Second: Vote:

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

BMPs

3 Recommended Approval of VCAP BMPs by BOD Motion: Bolles Second: Vote: 5-0-1

VCAP

Hillery, Robert

Practice	Contract No.	Total Est. Cost	Est. State C/S	Area (sq. feet)	Number	Gallons
Conservation Landscaping	VCAP 35-24-001	\$4,500.00	\$3,600.00	880.0	0.000	0.000
Totals:		\$4,500.00	\$3,600.00	880.0	0.000	0.000

4 BMPs and VCAP Completed this Month

BMPs

VCAP

Name	Contract No.	Practice	Area (sq. feet)	#	Gallons	Final Cost Share
Allison, Clifford	VCAP 35-22-001	Conservation Landscaping	6,075.0	0.000	0.000	\$3,500.00
Totals:			6,075.0	0.000	0.000	\$3,500.00

Education Programs Update – Kim Lowther

Ms. Lowther states that she completed a Water Quality Macroinvertebrate training. She also stated that she began a summer homeschool education program to be taught once a week into early August. She has registered 8 schools for Farm Field Days.

Water Quality Programs Update – Duane Mohr

The District's summer intern, Josie Anderson has been assisting Ms. Tangiri with water quality monitoring and floatables. Please see the PWC summary of achievements report for the Adopt-A-Stream and Floatables Survey final numbers for FY 23.

VCAP Update – Nicole Slazinski

Ms. Slazinski stated that she submitted one practice to the steering committee for approval. She has received additional inquiries about the program, however, the individuals have not committed to sign up yet. Mr. Murphy is compiling a practice that will be submitted to the committee in August. She received a call from Tim Hughes, who is working with several HOAs that may be interested in the VCAP program.

VACS Update – Duane Mohr

Mr. Mohr stated the District closed out the 2020 projects. The remaining 2021 projects were cancelled. The cost share funds from 2020 and 2021 will be returned to DCR. Some of the 2022 and 2023 projects that were cancelled will be reinstated in FY 24. We will be scheduling an outreach event in January 2024.

Directors' Time –


Mr. Bolles – Mr. Bolles stated that VSU provides rabbit production information for individuals interested in raising rabbits. This may be something that 10-acre lot owners would be interested in. Contact Thomas if you know of anyone interested.

Mrs. Bottino – Mrs. Bottino emphasized her concern on climate change and the importance of voicing your concerns to your representatives to make this topic a top priority.

Mr. Lintner – See Mr. Lintner's Potomac Council, Potomac Roundtable, and Potomac Conservancy update on page 2. Also see The Complete Guide to Restoring Your Soil included in the board packets.

Mr. Kahlon – Mr. Kahlon stated that he would like to contact representatives from the City of Manassas and the City of Manassas Park to discuss funding for the District's Education and Water Quality programs. See the motion under "Other Business."

Mr. Price – no further comments

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Board of Directors Meeting, July 20, 2023

Motion to adjourn

The motion to adjourn the meeting at 2:59 p.m. was made by Mr. Kahlon with a 2nd by Mrs passed by a 5/0 vote.


Next TRC meeting – Thursday, August 10, 2023, 1 p.m., 8033 Ashton Avenue, Conference Manassas, VA 20109

Next Board meeting – Thursday, August 17 , 2023, 1 p.m., WSSI, 5300 Wellington Branch Gainesville, VA 20155, 2nd Floor Conference Room


Next Finance Committee meeting – Thursday, October 19, 2023, 12 p.m., WSSI, 5300 Wel #100, Gainesville, VA 20155, 2nd Floor Conference Room

Respectfully Submitted:

Approved:



Linda Dunn, Office Manager



Tiziana Bottino, Secretary

