

The **Tygarts Valley Conservation District** Board of Supervisors held a Regular Board Meeting on *April 30, 2018* commencing at 9:00 am at the District Office in Philippi. The meeting was called to order by Chairman Sheldon Findley.

Supervisors Present: Joe Shaffer, Bob True, John Sencindiver, Joe Gumm, Donnie Tenney, James Dean, David Bonner, Jim Nester

Others Present: Candice Stone – WVCA, Jeremy Salyer – WVCA via Skype, Joyce Frey –TVCD, Caleb Smith – WVCA, Ben Collier – NRCS, Dan Elliott -TVCD, Rudy Williams-DOF, David Gardner-FSA

Mr. Shaffer led the group in the Pledge of Allegiance.

**Reading/Approval of the Agenda/Minutes:**

*April 30, 2018 Agenda;* **Mr. Gumm moved to approve the agenda as presented; seconded by Mr. Shaffer; motion carried.**

*March 26, 2018 Regular Meeting Minutes:* **Mr. Tenney moved to approve the minutes as presented; seconded by Mr. Gumm; motion carried.**

**Introduction and/or Recognition of Visitors:** Katie Loucks(NRCS/DNR)- Golden Wing Warbler Presentation & Mark Scott Randolph, County Commissioner

**Treasurer Report:** Ms. Frey reviewed her reports (copies attached), commented that Mark Myers did show up for his Magistrate Court Date and an agreement was met for him to pay \$4,500.00 along with the court costs. Per court ruling this is to be paid within 30 days if it is not paid there will be another court appearance date is to be determined. Eddie Farris is yet to answer phone calls about his account. If Mr. Farris does not answer the next phone call attempt his bill will be turned over to the Barbour County Magistrate Court. Equipment rental hold back is \$5.00 per day for each rental put into our maintenance account. **Mr. Shaffer moved to accept the Treasurer Reports as presented and file for audit; seconded by Mr. Nester; motion carried.**

**District Report:** Mr. Elliott reported that he thinks it is going well with the daily crew work report email to all supervisors. Mr. Elliott also mentioned that a new crew member would be starting next week. He has 3 jobs going right now, several more to go and look at, as well as several pending to start once these 3 jobs are completed. Mr. Elliott also stated that he has 2 estimates out right now waiting for approval totaling over \$75,000.00. He mentioned that the crew is doing a great job and that he is still looking for summer help laborers. Mr. Elliott also stated that the tractor needs major repairs, just to fix the transmission and new tires is going to be around \$6,000.00 and the air conditioner will need to still be repaired. Mr. Findley asked Mr. Collier to check on rental rates since Mr. Elliott has been using his own equipment to do jobs for the district.

**District Manager Report:** Ms. Stone reviewed her written report (copy attached).

**Report of Officers and Agencies:**

**WVCA:** Mr. Salyer reviewed his report (copy attached) and reminded the board that the dates for the July quarterly meeting have been changed to July 11-12. He also mentioned that all county farm tours need to be done by the end of this month and that the committees should be using the score sheet that was just recently sent out. Mr Salyer reminded the board members that any who are not up for re-election need to get with Ms. Stone to get their pictures taken and sent to Davin for the new online directory. If any board members have any suggestions about Ag Days or the Supervisor Handbook to please let him know and he will bring them up at the next meetings.

Mr. Smith reported that today is his last day with us and Ms. Teets will be taking over this district. He mentioned that he will be around to help Ms. Teets during the next few weeks.

**WVU Extension:** None Present.

**NRCS:** Mr. Collier reviewed his report (copy attached). He also mentioned that Local Work Group will be meeting here on May 16 to come up with ideas for the upcoming year. He also mentioned that NRCS will be starting on their 2018 annual compliance review checks. Mr. Collier stated that they had received several phone calls from Randolph and Tucker Counties about the recent flooding, he will let the supervisors from each county know so they can attend.

**FSA:** Mr. Gardner reported there is a honey bee loss program and there were not many applications received for it. They are trying to figure out why so many honey bees are dying and you can report any losses found within 30 days.

**WesMonTy RC&D:** Mr. Sencindiver reported that Ms. Teets resigned at the last meeting. They had a search committee meeting to draft the description for her replacement and emailed it to all the committee and supervisors. The position is paid up to 10 hours per week.

**DOF:** Mr Williams reported there has been 68 fires since February and 2 were structure fires 1 garage and 1 dwelling. He also mentioned that he attended the Envirothon.

**Others:** None present.

**Correspondence Received:** Brickstreet authorizations, Chamber of Commerce Dinner, thank you letter from WVU Soils Team, Sediment Control Plan Pump Station #3 DNR

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## **Old Business:**

- **Farmland Preservation** – Mr. Sencindiver reported that he will no longer be on the committee as of July 1<sup>st</sup> unless the board would like for him to stay on as an Associate Supervisor.
- **SPRP/OM&R** –
  - **Work Pending:** None
  - **Completed Work/Invoices:** None

- **NRCS Elkwater soil core storage:** Mr. Dean said that these still need to be moved and that Mr. Elliott was to help him. Mr. Elliott reported to the board that it is going to cost around \$1,000.00 for the crew to be able to get these all moved and wanted to board approval before doing so. Mr. Collier was asked to check with NRCS to see if they will help with some of the cost. **Mr. Shaffer moved that if NRCS will not pay for the removal of the core storage that the district will pay for it to be moved; seconded by Mr. True; motion carried.**
- **Roger Nestor Memorial Soil Judging Contest:** Mr. Findley reported that at the quarterly meeting this was approved to be the state contest pending approval from WVU Extension. **Mr. Nester made a motion to provide the contest with \$1,000.00 funding to be sent through the association; seconded by Mr. Sencindiver; motion carried.**

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## **Committee Reports:**

**Building/Finance/Budget Committee:** Mr. True reported that he is pleased with the amount of money that is going into the holding account for maintenance. He also mentioned that he did speak with the Regional Director for Erie Insurance about possibly renting storage space in the basement. Mr. True said that there is no water leak and the bill amount is correct. He also mentioned he is going to check and see how much other local places are renting storage for, and reminded us that the Extension Lease is coming due.

**Equipment/Safety Committee:** Mr. Nester reported there was a safety meeting this morning with the crew on proper flagging and rigging. He also mentioned that a cooperator from Tucker County had rented the spreader and that it was in the best shape it had been in since it was new.

**Education/Publicity/Exhibit Committee:** Mr. Sencindiver reminded everyone about the farm tours, Ag in the Classroom in Upshur County on May 7 and the Education Committee Meeting following the board meeting today. Ms. Frey said that we have not had any responses for Soils Field Day yet. The farm tour schedule is as follows:

May 22	Barbour County	Evan Workman	1:30 PM meet at Office
May 23	Randolph County	Jay Wallace	9:30 AM meet at KFC
May 24	Taylor County	Doug Flohr	10:00 AM meet at Walmart

**Legislative Committee:** Mr. Gumm reported on the NACD fly in where 150 district officials representing 27 states were in attendance. He also gave the group a few handouts.

**Grassland/AgEP Committee:** Mr. Smith is working on finishing up the poultry litter applications. Meeting for approval by AgEP Committee is May 4 @ 9 am. **Mr. Shaffer moved to allow the committee to approve the litter applications and AgEP Cost Share Payments; seconded by Mr. Shaffer; motion carried.**

### **Conservation Agreements:**

- Kenneth Mayle – Upshur County

**Mr. Shaffer moved to approve the agreement as presented; seconded by Mr. Tenney; motion carried.**

**AgEP Payment Approvals**

- Nutrient Management
  - Pete Collier \$1,200.00
  - Richard Boice \$1,200.00
  - Stephen Winslow \$1,200.00

**Mr. Shaffer moved to pay all nutrient management cost share as submitted; seconded by Mr. Tenney; motion carried.**

- Pasture Division Fence
  - Gary Strader \$2,853.48
  - Holly Baker \$640.00

**Mr. Tenney moved to pay all pasture division fence cost share as submitted.; seconded by Mr. Shaffer; motion carried.**

**Water Resource Committee:** Mr. Shaffer reported that he spoke with Shane Whitehair's assistant and they are still waiting on a meeting in Charleston with the DEP.

**WVACD Directors Report:** (copy attached) Mr. Findley reminded everyone that all Century Farm Applications are due to Mr. Sencindiver by June 1<sup>st</sup> and Poster/Photo submissions are due by July 1<sup>st</sup>. He also mentioned that of the 25 scholarships presented at the quarterly meeting 11 were approved.

**Personnel Committee:**

Mr. Shaffer moved to go into executive session per WV state code 6-9A-4a to discuss a personnel issue; seconded by Mr. Tenney; motion carried. The board went in to executive session at 11:07 PM.

Mr. Shaffer moved to resume regular board meeting at 11:43 PM; seconded by Mr. Gumm; motion carried.

**Mr. Shaffer moved to approve the raise for Mr. Elliott; seconded by Mr. Tenney; motion carried.**

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**New Business:**

- **Down Payment-** Any work being performed by the district crew totaling more than \$5,000.00 will put half of the money down when work is begun and the other half due upon completion of the job. **Mr. Tenney moved to approve the 50% down payment on jobs over \$5,000.00 with remaining balance being paid upon completion; seconded by Mr. Sencindiver; motion carried.**
  - **LOR's For Approval**
    - 1061-00 FY19 AgEP \$71,000.00 **Mr. Sencindiver moved to approve AgEP FY19 \$71,000.00; seconded by Mr. Shaffer; motion carried.**
    - 1024-08: SCC Employee Jan-March \$8,208.96 **Mr. Shaffer moved to approve SCC Employee Jan-March \$8,208.96 seconded by Mr. Gumm; motion carried.**
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- **Teets Board Resignation-** Ms. Teets letter of resignation was presented to the board. The position will need to be advertised in the local paper for 2 weeks and recommendation will need to be approved by the state committee. **Mr. True moved to accept Ms. Teets resignation as presented; seconded by Mr. Sencindiver; motion carried. Mr. Gumm moved to advertise for the vacancy for 2 weeks; seconded by Mr. Tenney; motion carried.**
- **EOI** Mr. Salyer reported our EOI agreement is about to run out. The EOI will need to be advertised as a legal ad and prices are not to be discussed until a firm has been chosen. He has a meeting on this today and will discuss with us his findings. **Mr. Tenney moved to place the legal ad for EOI when ready; seconded by Mr. Gumm; motion carried.**
- **New Bank Account** A new bank account needs to be established for the poultry litter funding. This account must have 4 signatures. **Mr. Shaffer moved to open the new account; seconded by Mr. Gumm; motion carried.**
- **Removal of Bank Signatures** Ms. Teets and Mr. Sencindiver names will need removed from all bank accounts. Mr. Tenney and Mr. Nester will be added to all bank accounts. **Mr. Bonner moved to remove Ms. Teets and Mr. Sencindiver from all bank accounts and add Mr. Tenney and Mr. Nester to all bank accounts; seconded by Mr. Sencindiver; motion carried.**
- **Committee Chairs** With the resignation of Ms. Teets the AgEP and Personnel Committee will be needing new chairs. Mr. Dean was appointed to be the chair for both AgEP and Personnel Committees.
- **WV Water Research Institute Letter** A request for a letter of in kind support for the WV Water Research Institute for the Bull Run Project has been requested. **Mr. Tenney moved to send the in-kind support letter for the Bull Run Project; seconded by Mr. Sencindiver; motion carried.**
- **Lowes Corporate Account** Ms. Frey asked for the board to approve getting a corporate account since we buy a lot from there and would be saving 5% on each purchase made. **Mr. Tenney moved to approve acquiring a Lowes corporate account; seconded by Mr. Gumm; motion carried.**

#### **Report of Individual Supervisors:**

**Mr. Bonner-** attended AgEP Meeting

**Mr. True-** attended WesMonTy RC&D, State RC&D, AgEP, Visited Farms for Conservation Farm of the Year, Strategic Grazing, Solid Waste Authority, Quarterly Meeting in Canaan, and Arbor Day Tree Planting

**Mr. Tenney-** attended Quarterly Meeting in Canaan, Envirothon, Buckhannon Watershed Annual Meeting, Bull Run Project Meeting, Upshur County FEMA Pollinators Garden Meeting, and Arbor Day Tree Planting

**Mr. Nester-** attended AgEP, Grasslands, Safety Meeting with Crew, and Quarterly Meeting in Canaan

**Mr. Gumm-** attended State RC&D, NACD, Envirothon, and Appalachian Grazing Meeting.

**Mr. Sencindiver** – attended State RC&D, and Forest Stewardship Meeting

**Mr. Findley** – attended State AgEP and Quarterly Meeting in Canaan.

**Public Comment Period:** None

**Mr. Nester made a motion to adjourn the meeting; seconded by Mr. Tenney.**  
There being no further business to attend to, Chairman Findley declared the meeting adjourned at 12:37 PM.

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Secretary

Minutes recorded and prepared by Candice Stone – WVCA District Manager/ASA 3

**April 30, 2018 Regular TVCD Board Meeting Minutes Summary of Motions**

1. **Mr. Gumm moved to approve the minutes as presented; seconded by Mr. Shaffer; motion carried.**
2. **Mr. Tenney moved to approve the agenda as presented; seconded by Mr. Gumm; motion carried.**
3. **Mr. Shaffer moved to accept the Treasurer Report as presented and file for audit; seconded by Mr. Nester; motion carried.**
4. **Mr. Shaffer moved that if NRCS does not pay for the removal of the core storage that the district will pay for it to be moved; seconded by Mr. True; motion carried.**
5. **Mr. Nester moved to provide the Roger Nestor Memorial Soil Judging Contest for \$1,000.00 and funding should be sent through the association; seconded by Mr. Sencindiver; motion carried.**
6. **Mr. Shaffer moved to approve the agreements as presented; seconded by Mr. Tenney; motion carried.**
  - a. **Kenneth Mayle-Upshur County**
7. **Mr. Shaffer moved for the AgEP Committee to approve the litter applications and AgEP Cost Share Payments; seconded by Mr. Tenney; motion carried.**
8. **Mr. Tenney moved to pay all Nutrient Management cost shares payments as submitted; seconded by Mr. Shaffer; motion carried.**
  - a. **Pete Collier \$1,200.00**
  - b. **Richard Boice \$1,200.00**
  - c. **Stephen Wilson \$1,200.00**
9. **Mr. Tenney moved to pay all Pasture Division Fence cost share payments as submitted; seconded by Mr. Shaffer; motion carried.**



- a. Gary Strader \$2,853.48
- b. Holly Baker \$640.00

10. Mr. Shaffer moved to approve the raise for Mr. Elliott; seconded by Mr. Tenney; motion carried.
11. Mr. Tenney moved to approve the 50% down payment on jobs over \$5,000.00 with the remaining balance being paid upon completion; seconded by Mr. Sencindiver; motion carried.
12. Mr. Sencindiver moved to approve LOR 1061-00 FY19 AgEP \$71,000.00; seconded by Mr. Shaffer; motion carried.
13. Mr. Shaffer moved to approve LOR 1024-08 SCC Employee Jan-March \$8,208.96; seconded by Mr. Gumm; motion carried.
14. Mr. True moved to accept Ms. Teets resignation from the board as presented; seconded by Mr. Sencindiver; motion carried.
15. Mr. Gumm moved to advertise for the vacancy on the board for 2 weeks; seconded by Mr. Tenney; motion carried.
16. Mr. Tenney moved to place the legal ad in local newspapers for EOI when ready; seconded by Mr. Gumm; motion carried.
17. Mr. Shaffer moved to open the new bank account for poultry litter funding; seconded by Mr. Gumm; motion carried.
18. Mr. Bonner moved to remove Ms. Teets and Mr. Sencindiver from all bank accounts and add Mr. Tenney and Mr. Nester to all bank accounts; seconded by Mr. Sencindiver motion carried.
19. Mr. Tenney moved to send the in-kind support letter for the Bull Run Project; seconded by Mr. Sencindiver; motion carried.
20. Mr. Tenney moved to approve acquiring a Lowes Corporate Account; seconded Mr. Gumm; motion carried.