



Potomac Valley Conservation District

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MINUTES OF MEETING

February 6, 2019

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, February 6, 2019, at the USDA Service Center in Moorefield. The meeting was called to order at 7:10 p.m. by chairperson, Charlotte Hoover.

SUPERVISORS: Charlotte Hoover, Ron Miller, Kent Spencer, John Hicks, J.W. See, George Leatherman, Brian Dayton, Gerald Sites and Frank Weese

OTHERS: Doris Brackenrich, Christi Hicks, Pam Yost, NRCS; Jeremy Salyer, Ben Heavner, Andrea Mongold, Cindy Shreve and Nadene Jewell, WVCA; Tony Walker, PVCD; Bill Pownall, WV DOF; Robert Reed, FSA; Carolyn Hefner, PVCD Associate Supervisor; Jim Nester & Dan Elliott, Tygarts Valley CD; Michael Sullivan, Pilgrims Pride; David Judy, local landowner.

MINUTES: The minutes of the January 2, 2019 meeting were presented for review and approval. A motion was made by John Hicks and seconded by Ron Miller to dispense with the reading of the minutes of the January 2, 2019 meeting and approve them as written and distributed. Motion carried.

FINANCIAL REPORTS: Treasurer, John Hicks reviewed the treasury reports for the month of January and February with the Board. Supervisors reviewed the reports for the General Fund and CDO Grant Accounts as prepared by William Lipps, CPA and the Co-Administered accounts as prepared by WVCA Fiscal Department. A motion was made by John Hicks to approve the Co-Administered reports and General Fund reports for December and January and invoices paid within the month of January. Motion seconded by Kent Spencer. Motion carried.

INVOICE: Board action was taken on payment in the amount of \$525.00 to William Lipps CPA for bookkeeping services in the month of January. A motion was made by Ron Miller and seconded by Kent Spencer to approve payment to William Lipps CPA in the amount of \$525.00 for bookkeeping services in January. Motion carried.

O&M WORK: Jim Nester and Dan Elliott from Tygarts Valley Conservation District were in attendance and discussed the possibility of completing o&m work on some PVCD dams in the future, as another option to contracting. They discussed equipment used by the District, type of work performed and

competitive pricing. Desire to work with other conservation districts as needed. Supervisors thanked them for attending and providing information.

INVOICE: The Board reviewed an invoice in the amount of \$2,061.68 from Tygarts Valley CD for work completed on the Kisamore EWP site in Pendleton County. The work has been verified by WVCA. A motion was made by John Hicks and seconded by J.W. See. Motion carried.

PILGRIMS PRIDE: Michael Sullivan from Pilgrims Pride was in attendance and addressed the Board regarding a proposal to cost share on the purchase of additional poultry crusters. The crusters would be available for rent to local poultry producers. Discussion was held on bio security issues and the need to develop an agreement between PVCD and Pilgrims prior to the purchase / rental. The issue will be placed on the March meeting agenda for further discussion / action.

O&M – LANDOWNER CONCERN: Local resident, David Judy was in attendance and addressed the Board regarding concern over landowner liability and o&m funding for watershed structures. (Mr. Judy owns property on South Fork sites #4 and #6). He addressed 2014 Dam Control Act and Senate Bill 454 and distributed documentation. He assisted in drafting legislation. Expressed concern that state attempting to make changes – local conservation district should be aware. Also addressed state budget request and possibility of state operated crew for operation & maintenance. Jeremy Salyer responded to Mr. Judy’s concerns – state budget request; proposed state o&m crew and use of District crews for o&m; Dam Safety regulations; Easements – clarification of “dam owner”; some dams are owned by state. Mr. Judy replied that state legislation indicates the state is responsible – not landowner. Available to discuss the issue with any supervisor.

CORRESPONDENCE: The Board reviewed a thank you note from Mineral County Farm Bureau for sponsorship of dinner meetings.

JR. CONSERVATION CAMP: The Board reviewed information on Jr. Conservation Camp. Cost to attend is \$175 per student. Following discussion, a motion was made by John Hicks and seconded by J.W. See to approve two \$175 scholarships for Jr. Conservation Camp. If additional requests are received, bring back to Board. Motion carried.

O&M COST SHARE AGREEMENTS: The Board received the signed FY18-19 o&m cost share agreement in the amount of \$18,500 from Grant County Commission. A motion was made by Frank Weese and seconded by J.W. See to approve the chair to sign the o&m cost share agreement with the Grant County Commission. Motion carried.

O&M COST SHARE AGREEMENTS: The Board received the signed FY18-19 o&m cost share agreement in the amount of \$7,500 from Pendleton County Commission. A motion was made by J.W. See and seconded by Frank Weese to approve the chair to sign the o&m cost share agreement with the Pendleton County Commission. Motion carried.

O&M COST SHARE AGREEMENTS: The Board received the signed FY18-19 o&m cost share agreement in the amount of \$11,000 from the Mineral County Commission. A motion was made by John Hicks and seconded by Frank Weese to approve the chair to sign the o&m cost share agreement with the

Mineral County Commission. Motion carried. The Mineral County Clerk also included a note requesting when the District supervisors will be meeting with the commission to discuss o&m funding for the coming year. Need to schedule by March in order to be included in budget. Much discussion held on the issue – need to schedule meetings. John Hicks indicated need to contact Brian Farkas, WVCA, to inquire when meetings will be scheduled – supervisors should be notified so they can attend.

O&M AGREEMENTS: Much discussion was held on the o&m agreements and how they are being revised. Board asked Jeremy for a copy of the new agreement to review. He will contact WVCA and have a copy sent to PVCD for review.

713U AGREEMENT: Jeremy Salyer reported briefly on the 713U agreement. The agreement enables local sponsors to complete stream work– will also be addressed with local sponsors.

MINERAL COUNTY FFA REQUEST: Mineral County FFA submitted a request to PVCD for support of students to attend the WV Small Farms Conference in mid-February. The students will be attending farm / food certification courses offered at the conference. Following some discussion, a motion was made by Gerald Sites and seconded by J.W. See to approve \$500 in support to the Mineral County FFA for students to attend the WV Small Farms Conference – to be paid from conservation education funds. Motion carried.

WATERSHEDS: NRCS UPDATE: Pam Yost, NRCS addressed the Board with an update on watershed projects, including the Lost River watershed project. She reviewed a timeline of the project. Agreements for the Lost River Site #16 project have expired. Agreements closed out / funding needs to be addressed. Board inquired if federal funds can be utilized for rehab or o&m on other watersheds. Yost indicated that would be a legislative issue. PVCD could submit a request. Discussion was also held regarding property that was purchased for the LR#16 project – unclear how to address this. Jeremy indicated that state funds were also involved in the purchase of the property. WVCA needs to be included in discussion on the issue. Following the discussion, a motion was made by Gerald Sites and seconded by Ron Miller for PVCD to draft a letter to NRCS regarding funding and concerns on the Lost River Site #16 project. Motion carried.

PATTERSON CREEK Site #22: Discussion was held regarding the invoice for fence repair submitted in December. The Board reviewed correspondence from WVCA, Ed Martin expressing several concerns over the issue. Following much discussion, it was agreed that more information is needed – should review easement and WVCA staff to inspect site. A motion was made by Gerald Sites and seconded by John Hicks to table the issue until the March meeting. Motion carried.

PATTERSON CREEK SITE #2: The Board discussed the culvert replacement on PC#2 in Grant County. Request was made for PVCD to inspect the site and decide if the crew is able to complete the culvert replacement. If not, WVCA can contract the work. Following the discussion, a motion was made by Gerald Sites to give Tony Walker the authority to address the issue. If unable to complete the work, WVCA will contract. Motion seconded by Kent Spencer. Motion carried.

O&M SPONSORSHIP MEETINGS: John Hicks indicated that he spoke with Brian Farkas, and WVCA will contact the sponsors tomorrow. Supervisors also to contact sponsors. The supervisors expressed

desire for Karen Stickley to attend meetings with them as in the past. Following some discussion, a motion was made by John Hicks for supervisors to contact local sponsors and schedule meetings in February or as soon as possible to discuss o&m funds. He also requested that Karen Stickley be able to attend the sponsor meetings with supervisors in PVCD. Motion seconded by Ron Miller. Motion carried.

ENVIROTHON TEAM SPONSORSHIP: Discussion was held regarding the amount of sponsorship for Envirothon Teams. Three teams have contacted PVCD regarding support. The cost per team to attend is \$736 – increased from past years. A motion was made by Ron Miller and seconded by J.W. See to approve \$500 in sponsorship per Envirothon team. Motion carried.

DISTRICT PERSONNEL PLAN: The PVCD District Personnel Plan for 2019 was presented for review. A motion was made by John Hicks and seconded by Frank Weese to approve the plan and authorize the chair to sign and submit to WVCA. Motion carried.

DISTRICT NEWSLETTER: Andrea Mongold presented the PVCD newsletter – winter issue. Total cost is \$766.93. Following some discussion, a motion was made by J.W. See and seconded by Kent Spencer to approve the newsletter and payment in amount of \$766.93 from Chesapeake Bay funds. Motion carried.

MOOREFIELD PARK PROJECT: Andrea Mongold reported on the Moorefield Park Project. She reviewed the budget and materials to be purchased. A motion was made by J.W. See and seconded by Frank Weese to approve the project and expenses. Motion carried.

MILEAGE RATE: The GSA mileage reimbursement rate was increased to .58 per mile in 2019. A motion was made by Kent Spencer and seconded by J.W. See to approve the increase for mileage reimbursement to .58 as of January 1, 2019. Motion carried.

PROJECT AGREEMENT – Three Springs Run / Branch Mountain Projects: Ben Heavner and Cindy Shreve addressed the project agreements for two projects listed above. They are still being developed. Will need PVCD signature upon completion. A motion was made by J.W. See and seconded by Frank Weese to authorize the chair to sign the agreements when finalized. Motion carried.

DISTRICT MANAGER REPORT: Nadene reported on the following items:

- Tree Seedling Sale is underway – accepting orders until 3/22 – pick up on 4/12
- Appalachian Grazing Conference reminder March 7 – 9, 2019.
- Ag Education Dinner Meeting reminder – February / March dates
- District Banners – On display at Ag Day

SUPERVISOR REPORTS: WVACD Quarterly Meeting – Ron Miller, John Hicks and Carolyn Hefner attended to meeting in Flatwoods. Ron reported on the following items from the meeting:

- \$2.1 million budget request
- Proposed state o&m crew
- Watershed sponsorship agreements

- Century Farm deadline – February 1
- Poster contest – size change – ½ sheet posters
- Committee meetings by teleconference
- Items for WVACD auction
- Grazing Conference

Ag Day – Carolyn Hefner attended – gave a report.

PVCD CREW REPORT: Tony reported on the following:

- Cruster rental has been busy
- Spreaders rented for shavings
- Elwood works great
- Tractor Trailer was picked up – state moved it to Huttonsville
- Additional discussion on purchase of additional cruster with assistance from Pilgrims – will need rental agreement

AG ENHANCEMENT: The following were presented for approval:

FROST SEEDING – Payment: *Steve Martin \$ 230.00 CS, Dan Lahman \$ 500.00 CS*

LITTER TRANSFER – Application: *Mike Alt 50 tons*

Payments: *Allen Evans \$ 2,500 CS; Rodney Hedrick \$758.00 CS*

A motion was made by Gerald Sites to approve the payments and application. Motion seconded by Brian Dayton. Motion carried.

WVCA: Jeremy Salyer reported on the following:

- Farm Tour – should begin planning for farm tour this year
- Current farmer of the year was recognized during Ag Day at the capitol
- SSRP – document being revised / potential project partners

WVCA: Ben Heavner reported on the following:

- AgEP meeting next week to discuss ranking / priorities for next year
- Reminder of AgEP deadlines / FS March 15 / all others May 31
- Compost trial project

WVCA: Andrea Mongold reported on the following:

- Envirothon Training scheduled for 3/29 @ Brookedale Farm – invited all to attend

FORESTRY: Bill Pownall in attendance – no report

NRCS – Doris Brackenrich reported on the following:

- Local Work Group – need to include on March agenda – select date for meeting

- Water Improvement – working with local community to address water quality concerns in Parker Hollow dam. Planning public meetings
- Geary Site – Streambank stabilization downstream of 220 bridge in Petersburg. Discussion on the issue – any support is welcome
- Jeremy Coon from watershed office in Petersburg accepted position with Corp of Engineers
- NACD Technical grants available – Is District interested in submitting application
- Review handout on Grouse practice

FSA – Robert Reed reported offices are open for business – please stop in for any needs

NRCS: Christi Hicks – provided written report

YEAR OF SERVICE: John Hicks presented years of service recognition to Kent Spencer and Gerald Sites – received during WVACD quarterly meeting in Flatwoods

EXECUTIVE SESSION: John Hicks made a motion to go into an executive session at 9:35 pm to discuss personnel issues. J.W. See seconded the motion. Motion carried.

John Hicks made a motion to come out of executive session at 10:35 pm. Seconded by J.W. See. Motion carried.

No action taken as result of executive session.

There being no further business, the meeting adjourned by motion of Kent Spencer 10:38 pm. Motion seconded by John Hicks. Motion carried. The next regular meeting will be on Wednesday, March 6, 2019 beginning at 7:00 pm at the USDA Service Center in Moorefield.

Chairperson

Secretary

Date