

WEST FORK CONSERVATION DISTRICT
BOARD OF SUPERVISORS
March 13th, 2019

MINUTES

With a quorum being present, Chairman Plaughter called the February Board of Supervisors meeting to order on Wednesday March 13, 2019 at 10:00 a.m. at the USDA Service Center in Mount Clare, WV. The Pledge of Allegiance followed the call to order.

Supervisors Present:	William Coffindaffer	Jane Collins
	Randy Plaughter	Steve Hannah
	Phil Osborne	Larry Sponaugle
	Jim Foster	Bill McClain

Others Present:

- Dinah Hannah, WFCD**
- Belva Junkins, WFCD**
- Jim Roy, WVCA**
- Ed Martin, WVCA**
- Jared Nestor, NRCS**
- Bruce Loyd, WVU Extension**
- Becky Smith, WVU Extension**
- Jeremy Salyer, WVCA**
- Caleb Smith, WVCA**
- Cheryl Carlin, WFCD**

Welcome and Introductions:

Agenda Approval: With no additions or corrections to today's agenda.
Foster/McClain. Motion carried.

Minutes: With no additions made, the January 9th, 2019 minutes will stand approved as mailed. **Coffindaffer/Collins. Motion carried.**

NRCS: Jared will be here until the 31st March. Nick Beaver will take as acting dm. The position will be filled but not a high priority. Staff working on the glenville office. Gary Bush retired. Moving files to Weston. Currently taking applications for fca and ama. Doing farm visit for grazing plans. Rex due back in April.

Financial Report: The WVCA financial reports for February are in the Supervisor's books for review. The balance sheet and income statement from John Law CPA for February is present today. John Law CPA General and CDO account financials for February are present today.

The General Ledger from the District's Quickbooks® program for equipment rental and water supplies for the month of February will be presented at the next
Coffindaffer/McClain. Motion carried. Financial reports will be filed for audit.

Supervisor Per Diem and Travel: Treasurer Steve Hannah reported on the following Supervisor's Per Diem and Travel expenses for the month of January:

Randy Plaugher	\$852.54
Rebecca Jane Collins	\$0976.42
William Coffindaffer	\$207.12
William McClain :	\$250.38
Larry Sponaugle	\$693.60
James Foster	\$1,697.51
Richard Steve Hannah	\$145.10
Philip Osborne	\$0 <i>Totaling \$4,822.67</i>
Total gross spent to date:	\$18,018.55

Hannah moved to approve Supervisor's January Per Diem and Travel as presented. Motion seconded by Foster. Motion carried.

Approval of Invoices and Payments:

Unfinished Business:

Ag Enhancement Program:

Caleb reported on the following payment:

T/Reed, WoEF, 2,500', \$4,000.00.

Foster/ McClain. Motion carried

All but 2 contracts signed from . Funding available to do field day or pilot project April 1 to get proposal out. He suggests reseeding program. Filed day with no till drill. Don't have to use all funds this year but must use some. Special board meeting March 21 at 9 a.m. Attached Minutes from last committee meeting. Foster/Coffindaffer to accept 2 practices reseeding and cistern. Motion carried. 18th st ag enhan metg in flatwoods. Dr. Rayburn grassland repair workshop at 7 at flatwoods. June 3-21 FY 20 signups Foster/McClain. Motion carried.

OM&R Salem Fork & Polk Creek: Ed Martin. Bryan has met with all sponsors in state to update O&M agreements. 5 year plan was handed out. Projects costs of next 5 years. Breaks down costs of dam maintenance. report attached. Jim said all estimates based on what could happen, a projection. Bryan hopes to get increased funding on OM&R. (See attached spreadsheet) Coffindaffer said Harrison co commission is concerned about feud between Dolly & D'Aprile since the commission wants the district to deal with it. Ed said

we need to find out where the county road is located since it had been relocated in the past. Coffindaffer would like to use Steve's suggestion that the chair and Harrison co supervisors visit the D'Apriles. Along with Jim Roy and City of Salem. Randy, Bill C. Ed and Jim Roy. Harrison co comm will be kept informed. Discuss fencing in Polk Creek – copy of original easement on polk creek #4, copy of operation & maintenance agreement He feels that the board needs to proceed with caution with putting anything across the spillway. The O&M agreement states that the board isn't responsible for fencing, page 1 B2 Polk Creek #9 Pat Boyles. It is feasible to relocate fencing. Wait on agency attorney for decision on what can be done with cattle on the auxiliary spillway and location of the fencing. 2 solutions pat boyle in addl funding comes in we can move the fence. Danny Gumm #4 fix to put gate back is expensive

Watershed Dam Meetings:

Recess: 10:30

Back in session: 10:38

New Business

Budget Committee Meeting: March 21st at 10:30 a.m.

Land Judging Contest:

Conservation Farmer:

April Board Meeting:

District Pens: Foster moved to add \$500 to promotional items. Collins seconded. Motion carried.

Correspondence: Harrison County Master Gardener's Clinic

Funding Requests: Foster moved to due to absenteeism of McClain second. 40 hours. Motion carried.

Letters of Request: none at this time

SPRP/EWP Project: None.

Board Member & Associate Supervisor Reports:

Collins 19th larry caleb a7 jane spolke at extension. March 26 at 10 is educ comm counc at usda bldg.. Belva asked if they will pay her expenses to the state fair.

Coffindaffer/McClain. Motion carried.

Foster April 4th Envirothon training

Coffindaffer, successful farming”, total biological is of 2 elephants
Farmland Protection 1
round has closed in Harrison Co. 5 farms to rank and they will choose 1
Asked Jeremy if the State Dept of Agriculture changed the travel from 51 cents to 54
cents per mile on travel. He is asking Jeremy to get back to us on this.
Plaughter said the numbers were down at AGC but it was a good conference.

NRCS:

FSA:. None present to report

WVU Extension: Samantha Cogle was introduced as the Harrison County Extension
Agent. Bruce reported on the meeting tomorrow, March 14 at Jackson’s Mill, 25 bulls.
Beef qual assur. Trainings in state Jacksons Mill March 26 6-9. Bqa.org online is free.

Forestry: none present to report

WVCA Report: Section of report. If our District has anything to share with other
Districtss send it to him and he will get it added.

Jeremy reported with a paper report. *(see attached.)*

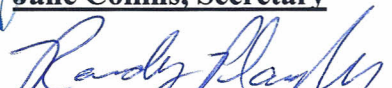
WFCD Report: Cheryl’s asked what the supervisors would like to have published in the
newsletter.

Conservation Agreements: Buffalo Lake Manor, Harrison County, 25 acres

Set Date of Next Meeting: The next meeting will be held on April 10, 2019 at 9 a.m.
USDA Service Center, Mount Clare, WV.

Respectfully submitted,


Jane Collins, Secretary


Randy Plaughter, Chairman

Minutes Recorded by Cheryl Carlin, Office Assistant, West Fork CD
The Board Adjourned at 11:55 p.m.

**West Fork Conservation District
Board of Supervisors
Special Meeting
March 21, 2019**

MINUTES

With a quorum being present, Chairman Plaughter called the Board of Supervisors special meeting to order on Thursday, March 21, 2019 at 9:00 a.m. at the USDA Service Center, Mount Clare WV.

Supervisors Present: Randy Plaughter
Bill McClain
Steve Hannah
Bill Coffindaffer
Jim Foster
Jane Collins
Larry Sponaugle
Phil Osborne

Others Present: Dinah Hannah
Robin Ward, WVCA
Cheryl Carlin, WFCD
Caleb Smith, WVCA
Bruce Loyd, WVU Extension
Sam Cogle, WVU Extension
Jeremy Moore, WVU Extension

Pledge of Allegiance

Welcome and Introductions

Foster moved to approve the agenda. Motion seconded by McClain. Motion carried.

Foster moved to approve payment of \$2,750.00 to TVCD for work performed on Polk Creek Dam #9, pending verification from Ed Martin. Motion seconded by McClain. Motion carried.

Special Funds Project Proposal:

The Special Funds Project Committee will consist of Phil Osborne (Chairman), Steve Hannah, Jim Foster, Randy Plaughter, Larry Sponaugle, Bruce Loyd, Sam Cogle and Jeremy Moore. The Committee will meet and come up with sites before the next board meeting.

S. Hannah moved for Caleb to submit a proposal for a pasture re-seeding project that includes field days and multiple pilot test sites for warm season grasses, cool season grasses, and frost seeding. Motion seconded by Foster. Motion carried.

.S. Hannah moved to submit \$20,000.00 LOR to the WVCA for the Special Funds Project Proposal. Motion seconded by Osborne. Motion carried.

Polk Creek MEAPs:

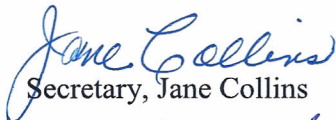
Foster moved to approve the Monitoring and Emergency Action Plans for the Polk Creek Dam Sites. Motion seconded by Sponaugle. Motion carried.

Budget FY 20: (attached)

Hannah moved to approve the FY20 Budgets and to send the approved CDO Budget to the WVCA. Motion seconded by Foster. Motion carried.

Meeting Adjourned: 11:35 a.m.

Respectfully Submitted,


Secretary, Jane Collins


Chairman, Randy Plaughter

Minutes recorded by C. Carlin, WFCD Office Assistant

3/13/19

Travel and Per Diem - Treasurer Approval for Payment
Month/Year JAN 2019

[illegible]

WEST FORK CONSERVATION DISTRICT
87 OLLIE LANE SUITE 102
MT. CLARE, WV 26408

The Agricultural Enhancement committee met on March 13, 2019, during the monthly WFCD board meeting and approved the following payments.

Name	Practice	Units	\$Paid	Check #
T. Reed	Woodland Fence	2500 ft.	\$4,000.00	
			Total:	\$4,000.00


Committee Chair

March 2019 WVCA Report

Request to Conservation Districts

The WVCA is encouraging Conservation Districts to review and update your District Policy Manuals. In addition to your policy manual you are encouraged to review your CD Employee Manual (if you have one) and your CD Plan of Work. If you are already doing these reviews, please disregard this request.

District Personnel Plan

District Personnel Plans are due to the SCC by **March 1**. Failure to meet the deadline may cause a delay in approving the District's personnel plan and the release of state funds for those positions.

Conservation District Operation (CDO) Grant Funds

Districts are asked to prepare your CDO budget report for FY20. The budget is to be submitted to Fiscal Services and your Area Director by March 1, so it can be presented to SCC in April.

Engineering Expression of Interest

Review your current contract and if needed, prepare to advertise and go through interview/selection process if needed.

The WVCA is interested in working with the district to ensure they retain a firm that has strong civil engineering and is familiar with dams.

Because of questions raised about these agreements, it's important to make sure that the scope of work is clearly defined and an agreement between the district and engineering firm is signed.

Also, the district may want to consider whether it wants an engineering firm that also can perform environmental assessments.

Conservation Farm Tour

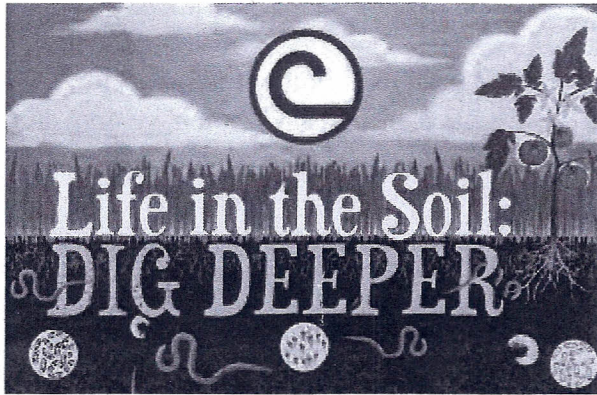
It is time for districts to be thinking about the conservation farm families to be awarded. CDs should have their district farm selection to their Area Directors by May 31.

Timelines:

- **May 31** - County and District judging.
- **July** - Area judging.
- **August** - Statewide judging.
- **October** – Presentation of Area and State awards at WV Conservation Partnership Annual Conference. County and District winners at local Conservation District annual banquets.

WVACD Educational Programs and Contest Information

Information for the photo and poster contests can be found on the WVCA webpage under WVACD Contests tab.



Life in the Soil: Dig Deeper is the 2019 theme for the poster contest.

WV Conservation District News: *New section for district updates*

We are adding this section to our report for districts to have the opportunity to share news, events or any other information they wish to share with each other. If your CD has anything they wish to add to the report, please make sure that it is shared with your Area Director.

2019 WVACD Quarterly Meeting Dates/Locations:

April 22 & 23	Pipestem State Park
July 15 & 16	Highlands Event Center, Triadelphia
October 21 & 22	Flatwoods

The Spring Quarterly Meeting of the WVACD will be held April 22-23 at Pipestem State Park. To make your room reservations call (833)987-2757. The room rate has been set at \$93.00 plus tax. The deadline for room reservations is March 22, 2019.

AGEP:

- **March 18, 2019** - State AgEP committee to meet and review proposed changes for FY 20
- **April 2019** - Presentation of FY 19 AgEP to SCC
- **June 15, 2019** – Deadline for CDs submit final practice list to WVCA (CDs can submit final list any time after SCC approval)
- **July 1, 2019** - Start of FY 20 program
- **July 31, 2019** - CDs submit annual progress report (per legislative rule)

The state AgEP committee will meet March 18 at 10:00 a.m. in the Elk Conservation District conference room. If you would like to use videoconference, please contact Jennifer Skaggs to set it up. The focus of the meeting will be to review proposed changes for the FY20 program.

West Virginia Legislative Calendar

March 19, 2019 - Last day of session

SB 655: Has passed the Senate and moved to the House

The purpose of this bill is to clarify that the State Conservation Committee may operate and administer a conservation grant program providing financial assistance to conservation districts and others to promote approved conservation practices.

Upcoming Dates of State Wide Activities

April 17 & 18	WV Envirothon Competition, Canaan Valley
April 22 & 23	WVACD Quarterly Meeting, Pipestem State Park

Agricultural Day at the Capitol

The WVCA has formed an Agricultural Conservation Day committee to start the planning of next year's program. If you have suggestions, please provide them to your Area Director.

O&M Sponsor letters

Brian is in the midst of meeting with all current O&M sponsors to review and renew O&M agreements that comply with Attorney General's opinion. When meeting dates are set, Belinda will send a note to DMs notifying them of the time and location of the local district meeting. Supervisors are encouraged to attend these meetings.

SSRP Program

SSRP (Streambank Stabilization and Restoration Program) is on hold pending passage of the budget and outcome of discussions with the National Guard relating to flood mitigation projects.