

NORTHERN PANHANDLE CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
April 11, 2019
10:00 a.m.

Supervisors Present

Jim Anderson, Hancock County
Charles Pugh, Hancock County
Steve Paull, Brooke County, Vice-Chairman
Britney Hervey-Farris, Brooke County
Cele Duvall, Ohio County
Robert Luchetti, Ohio County
David McCardle, Marshall County, Secretary/Treasurer
Mark Fitzsimmons, Marshall County, Chairman

Others Present

Veronica Gibson, District Manager, WVCA
Jennifer Kile, Conservation Specialist, WVCA
Kim Fisher, Area Director, WVCA
Katie Fitzsimmons, District Conservationist, NRCS
Suzie Funka-Petry, Area Conservationist, NRCS
Kevin Paul, NRCS
David Shipman, Soil Conservationist NPCD/NRCS
Bob Straub, CPA, Hartley & Straub
Harry Aston, NPCD Crew
Jocilyn DePetro, Ag Program Assistant, Marshall County WVU Extension

Chairman Mark Fitzsimmons called the meeting to order on Thursday, April 11, 2019 at 10:00 a.m. at the USDA Service Center in McMechen, WV.

Pledge of Allegiance – David Shipman led the pledge of allegiance.

Minutes

Robert Luchetti made a motion to approve the minutes of the March 2019 board meeting and the March 22 special meeting as presented. Seconded by Charles Pugh. Motion passed.

Financial Report

Bob Straub, CPA, reviewed financial reports for district funds for March. **Robert Luchetti made a motion to accept the financials for March 2019 as presented and file for audit. Seconded by Jim Anderson. Motion passed.**

Reports

- District Crew
 - Harry Aston reported the following:
 - Worked on trailer.
 - The new deck for the mower has been delivered.
 - Has another pesticide test in Morgantown on April 19. Harry will use the district truck for travel.

- David McCardle reported that there is a recall on the truck for a steering linkage. Harry will take care of getting the truck to the dealership for repairs.
- Farm Service Agency (FSA)
 - No report.
- WV Division of Forestry (WVDOF)
 - No report.
- WV Conservation Agency (WVCA)
 - Kim Fisher reviewed the monthly agency report that was passed out to each supervisor. Most of the items for her review appear on the agenda or are attached in the supervisor handout.
- Natural Resource Conservation Service (NRCS)
 - Katie Fitzsimmons reviewed a monthly report that was passed out to each supervisor. A local work group meeting will be held on April 30 at 6:30 pm at the USDA Service Center in McMechen.
 - Suzie Funka-Petry discussed that NRCS is working with the WVU Davis School of Agriculture regarding food deserts.
- Wheeling Creek Watershed Commission (WCWC)
 - Mark Fitzsimmons met with Gene Saurborn. Gene asked if the district work crew would be interested in installing the boom on Wheeling Creek site 3. The district crew will not be able to install the boom.
- District Manager
 - No report.
- Visitors
 - Jocilyn DePetro, Ag Program Assistant, Marshall County WVU Extension, introduced herself to the district. She started at the Marshall County WVU Extension office about three weeks ago.
- Committee Reports
 - Building Committee – A small load of gravel is needed for the front of the garage and in front of the doors.
 - High Tunnel Committee – Britney Hervey-Farris and David Shipman have put together a plan for planting in the high tunnel. The straw needs to come off the strawberries. Britney said high tunnels in operation for more than three years need the salt level tested in the soil. David Shipman will send the soil to WVU for results.
 - Other – **Robert Luchetti made a motion to obtain event insurance for the 2019 Women in Agriculture to be held May 14. Seconded by Jim Anderson. Motion passed.**

Old Business

- July 2019 WVACD Quarterly Meeting
 - Transportation is still needed.
 - Locally grown food will be used for the evening meal.

- NPCD Soil Tester and District Administrator
 - Tom Basden is waiting to hear from other districts to find out who may be interested in a soils training. It may be a possibility to have a graduate student come to the district office to train their employees.
- WVACD Annual Scholarship Auction
 - Several items have been purchased or donated for the WVACD scholarship auction. There was a discussion regarding additional items.
- High Tunnel Repairs/Upgrades
 - The materials to replace the cover of the high tunnel have been delivered. The cover will be installed on April 25 at 4:00. Help is needed from all that can attend.
- Conservation Farm
 - The district will not participate in the conservation farm judging this year.

New Business

- WV Sr. Conservation Camp
 - **David McCardle made a motion to make a \$1,600.00 donation to the WV Sr. Conservation Camp. Seconded by Robert Luchetti. Motion passed.**
- NRCS Office Space Reduction
 - Suzie Funka-Petry informed the district that NRCS is reducing rented space by 625 square feet effective May 31.
- Rain Barrel Kits/Cost
 - **David McCardle made a motion to purchase 50 rain barrel kits for resale to the public. The cost of a rain barrel will be \$20 to the public and the cost of a rain barrel and the kit will be \$60 to the public. Seconded by Jim Anderson. Motion passed.**
- District Plan of Work – Due June 15
 - A FY20 District Plan of Work meeting is scheduled for April 30 at 4:00 pm at the USDA Service Center in McMechen.
- Stantec Agreement Review
 - The district was informed by the WVCA that their current agreement with Stantec does not meet requirements for scope of work to be completed at the dams. **David McCardle made a motion to submit a letter to Stantec for cancellation of their current agreement with a 30-day notice and to advertise for a new agreement/contract. Seconded by Jim Anderson. Motion passed.** The district is awaiting details with the scope of work requirements for the new advertisement.
- WV Envirothon
 - One team from Cameron High School attended a local Envirothon training.
 - David McCardle, Mark Fitzsimmons, Jim Anderson, and David Shipman will attend the WV Envirothon.

- Dam Safety Workshop
 - There is an upcoming dam safety workshop hosted by WV DEP. **Jim Anderson made a motion to pay for registration and mileage for each dam monitor in the northern panhandle that wishes to attend the workshop. Seconded by David McCardle. Motion passed.** A list of dam monitors will be requested from the watershed division.
- Poster Judging
 - Posters will be judged following the meeting.
- New Conservation Agreement
 - Michael Stern/Marshall County/330 acres
David McCardle made a motion to approve Michael Stern as a new cooperator. Seconded by Jim Anderson. Motion passed.
- Emergency AgEP – Revegetation of Feeding Areas
 - Jennifer Kile presented the emergency AgEP for revegetation of feeding areas. Participation in the program in the Northern Panhandle Conservation District will not happen due to lack of a motion to participate.
- Letter of Request – Emergency AgEP
 - Not needed due to not participating in the program.
- AgEP
 - FY20 – Cost Share Rates
 - **David McCardle made a motion to set the cost share of lime as follows: \$40 per ton, 50% cost share up to 50 acres. Seconded by Jim Anderson. Motion passed.**
 - No additional changes were made to the program.
 - FY20 Sign up Period
 - **David McCardle made a motion for the first sign up for FY20 will open May 15 and close May 30. Applications will be approved at the July monthly meeting. Seconded by Jim Anderson. Motion passed.**

Name	Practice	Cost Share	Reason
Mark Maple	Lime	\$435.24	Contract not signed
Gary Dean	Water System	\$2,527.66	Landowner Request

David McCardle made a motion to cancel the AgEP contracts for Mark Maple and Gary Dean. Seconded by Cele Duvall. Motion passed.

Name	Practice	Amount	Cost Share
Linda Whitaker	Lime	129.79	\$2,336.22
Mark Fitzsimmons	Fence	2079 ft	\$3,638.25
Katie Fitzsimmons	Fence	1988 ft	\$3,479.00
Wanda Woodruff	Fence	1133 ft	\$1,982.75
Gerald Blake	Fence	840 ft	\$1,990.80
Lawrence Moore	Fence	1950 ft	\$3,412.50

David McCardle made a motion to approve payments for completed AgEP practices for Linda Whitaker, Mark Fitzsimmons, Katie Fitzsimmons, Wanda Woodruff, Gerald Blake, and Lawrence Moore. Seconded Robert Luchetti. Motion passed.

Correspondence

- David McCardle, Secretary, reviewed the following correspondence: 1) Four pending mine permits from WV DEP. 2) Notices for equipment for sale from Potomac Valley CD, Tygarts Valley CD, and Eastern Panhandle CD. 3) A thank you card for support of the ham, bacon, and egg sale. 4) A notice confirming fraudulent transactions on the district credit card. 5) A notice from WVCA regarding the supervisor handbook availability on the website. 6) A notice for the Roger Nestor Memorial Soil Judging contest. 7) A notice of finding no significant impact for Wheeling Creek site 25 from NRCS.

NEXT MEETING –The next meeting will be held on Thursday, May 9, 2019 at 10:00 a.m. at the USDA Service Center in McMechen.

There being no further business, the meeting was adjourned at 12:30 p.m.

Mark Fitzsimmons, Chairman

David McCardle, Secretary/Treasurer

Minutes submitted by Veronica Gibson