

Capitol Conservation District

April 2019 Meeting Agenda
Wednesday April 17, 2019 9:00 am

ATTENDANCE

Terry Hudson—Chairman
Clyde Bailey—Supervisor
Valerie Thaxton—Supervisor
Richard Sams—Supervisor
Sally Shepherd—Supervisor

Sue Brand—District Manager
Julie Stutler—NCRS
Kim Fisher—Area Director
Russell Young—Conservative Specialist
Tony Leadbeter—Associate Supervisor

CALL BOARD MEETING TO ORDER-----9:05 am

APPROVAL OF MARCH BOARD MEETING MINUTES----Valerie Thaxton made 1st motion & Clyde Bailey 2nd motion, motion passed

FINANCIAL REPORTS/INVOICES (M) Co-Administered, Grant, District Funds Report. Supervisor Per Diem & Travel. Bills to be paid as funds permit and coordinated by office staff and filed for audit ----Clyde Bailey made 1st motion and Valerie Thaxton 2nd motion, motion passed, file for audit

REPORTS

1. **WVCA Report** —Kim Fisher reported on Request to Conservation Districts and encouraging each of us to work on the Plan of Work these are due by June 15, 2019. Engineering Expression of Interest CCD needs to prepare to advertise and go through interviews/selection process if needed to have an engineer on hand for various reasons and consider an engineering firm that does environmental assessments. CCD needs to **REVISE Conservation Supervisor Manual**. The manual has been updated and will soon be available on share point soon. Conservation Farm Tour needs to be selected and emailed to the Area Directors by May 31, 2019, Kim listed the timelines as May 31, 2019 County and District judging—July is Area judging—August is Statewide judging and October is presentation of Area and State awards at the WV Conservation partnership Annual Conference. There will be a new section for districts to do updates. Kim discussed 2019 WVCAD Quarterly Meeting Dates and locations- which are April 22 & 23—Pipe Stem, July 15 & 16—Highlands Event Center, Triadelphia—October 21 & 22---Flatwoods. She discussed AGEF dates for various Presentations and deadlines, FY 2020 programs, CD's submit annual progress report (per Legislative rule). She reviewed the Senate Bill # 655- Effective June 5, 2019, this bill is to clarify that the State Conservation Committee may operate and administer a conservation grant program providing the financial assistant to conservation districts and others to promote approved conservation practices. More information will follow and will be relay by the Area Director as it becomes available. Upcoming dates of Statewide Activities April 17 & 18 WV Envirothon Competition, Canaan Valley & April 22 & 23 WVACD Quarterly Meeting, Pipe Stem State Park. State Fair of WV Volunteer Sign Ups. The schedule is available and time frame are still available. O&M Sponsor Letters Brian is wrapping up his meetings with the counties and cities that have O & M sponsorship agreements. The initiative seeks to review and renew O & M agreements that comply with the Attorney General's opinion.
2. **WVCA Watershed Report**----Judith Lyons-Report was given by Chairman Hudson-CCR: None, Stream Permits- None rec'd, SPRP-Ross Tuckwiller and Judith Lyons went back to Alum Creek Lions Club meeting that was held on March 18th, 2019 to provide an overview of the plan set for the Main Coal River. Dennis Stottelmeyer with the WVDEP was there to talke a look at that to see if it could be included.

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O&M- Blakes Armour Creek # 7-EAP up to date

Elk Two Mile # 12-EAP up to date

Elk Two Mile # 13-EAP up to date

Elk Two Mile # 14-EAP up to date

They are currently working on estimates and work orders for the mowing and maintenance of the structures for the season. Dave Parkulo, crew foreman of the Southern Conservation District crew will provide estimates for the work. Dave will be the person that I work with for the routine maintenance of the dams in the seven districts that I will have in the southern part.

3. **(M) Solid Waste**---Chairman Hudson made the report on the KCSWA-Chairman Hudson attended the monthly meeting that was held on Tuesday April 16, 2019 @ 10:00am, KCSWA reported that they lost \$6000.00 for tires on a truck, they are also looking into purchasing a new bailer. Chairman Hudson will attend the next meeting that KCSWA has which will be May 14, 2019 @ 10:00am.
4. **NRCS** - Julie Stutler---Reports that approvals for EQIP several completed, Terry and Russell on community garden, Field visits for Urban Ag May 3-4, 2019 @ Institute, WV. Julie talked about the Land Judging Contest that will be held April 25 & 26, 2019, Julie and Barbie Parsons from FSA attended the Entrepreneurial Farming & Food Manufacturing Workshop held at the Clendenin Community Center on April 17, 2019 @ 6pm.
5. **Russell Young** - AgEp – Russell reports that the State Conservation Committee approved all AgEp changes and additions, updated census data should arrive soon, Farm Census data is part of the allocation formula that determines the money each district gets each year.
6. **District Manager Report** -Sue Brand reports rooms have also been reserved for the Canaan Valley Resort for the conference there, also over 100 persons have been by to pick up seeds along with 8 different schools have been delivered seeds to. I attended a training session on April 11, 2019 at Western District on Excel. Work with Russell on getting the AgEp folders ready and updated, Julie, Aimee and myself assembled the Pollinator Seeds to the flyers. Talked with Annette Erickson at WVSU on the table for the AG Conference- which the district will get one table and it is 6' long for the two days, no charge for table. Taped up the Pollinator Seeds for the Outreach Program.
7. **Supervisors Reports**
 - A. **Clyde Bailey**—Clyde reports that he attended the Construction Expo at the Charleston Civic Center, was scheduled to attend the function at Jackson Mill but due to matters beyond his control he had to change plans, Also Clyde will do the State Fair Teleconference on April 22, 2019 @ 7:00pm
Clyde did the teleconference communication call with Davin, Came to office to sign checks and paperwork, attended an Auction, Attended the Beef Expo approximately 39 students attended, Clyde will attend the Quarterly Meeting on April 22 & 23, 2019.

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- B. **Valerie Thaxton**—Valerie reports that she came to the office to sign checks.
- C. **Terry Hudson**---Chairman Hudson reports that Terry and Julie Stutler with NRCS went to Rebecca Street and worked on the High Tunnel.
March 3, 2019 Met with Julie Stutler which then they met with the Mayor of Charleston (Amy Goodwin) along with Kay Steele about a site on the East end of Charleston, WV
March 27, 2019-Chairman Hudson went to Birch River Elementary to work on the High Tunnel
March 30, 2019-Chairman Hudson went to Lola Eastwood-top blew off High Tunnel
April 3,4&5 2019-Chairman Hudson worked on High Tunnel at Rebecca Street in Charleston, WV and then worked on High Tunnel @ Mary Engle Elementary School
April 6, 2019-Chairman met with Debbie Shanklin(Farm Market) doors on High Tunnel fixed
April 16, 2019-Chairman Hudson attended the Kanawha County Solid Waste Authority Meeting.
- D. **Tony Leadbeter**---Associate Supervisor-Associate Supervisor was to attend the conference in Morgantown, WV however due to an accident he was unable to attend the conference.
- E. **Richard Sams**---New Supervisor came on board today at 9:00am at the board meeting
- F. **Sally Shepherd**---New Supervisor was not in attendance today April 17, 2019

NEW BUSINESS

1. (M) AgEp Applications Approvals-

- a. Eric Price \$1425.99 NM
- b. Danny Saunders \$ 194.02 NM
- c. Bob Underwood \$ 225.00 Pollinator

Clyde Bailey made 1st motion and Valerie Thaxton 2nd motion, motion passed

- d. Valerie Thaxton \$ 750.00 Lime

Kim Fisher-Area Director approved

Clyde Bailey made 1st motion and Chairman Terry Hudson made 2nd motion, motion passed to accept the approval letter from Area Director Kim Fisher

Approvals for AgEp Payments

- e. Clyde Bailey \$ 123.90 Lime
- f. Clay Bailey \$ 500.00 Heavy Use

Board did not have quorum to agree on the approval-moved to add to May Agenda

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2. **(D/M) Project Funding Application for Barn Bums 4-H Requesting \$975.00-Terry Hudson**
Clyde Bailey made 1st motion to send \$200.00 toward this trip for students, Valerie Thaxton 2nd motion
Motion passed
3. **(M) Renew 13/month CD to 12 months CD-Terry Hudson-**
Valerie Thaxton made 1st motion and Clyde Bailey 2nd motion, motion passed to have Chairman Hudson to get other information from other Credit Unions to be able to move the CD to location that is offering a better rate.
4. **(M) Emergency AgEp Approval to Participate in the program-**
Clyde Bailey made the 1st motion and Valerie Thaxton 2nd motion, motion passed- Clyde Bailey was appointed as the one to have the authority to approve people over the phone for this program.
5. **(M) Emergency AgEp LOR Approval-** Board moved to put this on the May agenda.
6. **(D) AgEp Administration Agreement/Timeline for FY2020-Terry Hudson-**The board moved this from agenda for April and will scheduled a special meeting for April 29, 2019 at 9:30am.
Valerie Thaxton 1st made motion and Clyde Bailey 2nd motion, motion passed to reschedule to special meeting
7. **(M) Plan of Work-Terry Hudson-**The board moved this from the April agenda and will have this on the table for discussion at the special meeting April 29, 2019 @ 9:30am.
Valerie Thaxton 1st made motion and Clyde Bailey 2nd motion, motion passed
8. **(D/M) Advertisement for the Expression of Interest for Engineering Services-Kim Fisher**
Clyde Bailey 1st made motion and Valerie Thaxton 2nd motion, motion passed to send out letters of interest to area engineering group to see if they respond.
9. **(M) Land Judging Competition Expenses (Food and Porta Johns)-Julie Stutler**
Clyde Bailey made 1st motion and Valerie Thaxton 2nd motion, motion passed to spend up to \$500.00 for this request.
10. **(D) Pollinator Flower Seeds-Julie Stutler**
Julie Stutler and Aimee Figgatt made the flyers and made flower packets for Sue at CCD to attach the pollinator seed packets to the flyers and have on hand to give to cooperators or people visiting our office.
11. **(M) Century Farm Applications-Clyde Bailey**
Clyde Bailey stated no one has come forward for this, he knew of a few but no responds.

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12. Camp Virgil Tate Educational High Tunnel Funding-Terry Hudson

A high tunnel workshop will be open to the public on May 11, 2019, Chairman Hudson will be talking with Emily soon.

13. Workshop to be held at Clendenin Community Center- Julie Stutler

Julie and Barbie Parsons from FSA attended the Entrepreneurial Farming & Food Manufacturing Workshop held at the Clendenin Community Center on April 17, 2019 @ 6pm. And Julie will report on it at the next Board meeting

14. Camp Waldo-Clyde Bailey

Clyde Bailey was sharing the literature on this camp that offers free camp up to 80 persons/students at free of charge.

15. CCD Community Garden Grant Fund-Julie Stutler & Russell Young-

A project proposed with the WVCA for a community garden reclamation project in Charleston, WV. The project will need additional financial support, to be determined, from the CCD to be completed. The project hopes to begin the first of May and be completed by August 2019.

16. Provide lunch for the Kanawha County Home Schoolers-up to \$250.00-Terry Hudson

Valerie Thaxton made 1st motion and Clyde Bailey 2nd motion, motion passed

New Supervisor Richard Sams was officially brought on as CCD Board.

UNFINISHED BUSINESS- Terry Hudson

WV Extension Service Letter- to thank the board their sponsorship.

Meeting Adjourned: 11:10am

Next Board Meeting May 15, 2019 @ 8:30 am

Days the Office will be Closed:

May 27, 2019---Memorial Day
June 20,2019---West Virginia Day
July 4, 2019---Independence Day
September 2, 2019---Labor Day

Chairman Hudson:

Valerie Thaxton:

Clyde Bailey:

Richard Sams:

