

The **Tygarts Valley Conservation District** Board of Supervisors held a Regular Board Meeting on May 20, 2019, commencing at 9:00 am at Tygarts Valley District Office in Philippi. The meeting was called to order by Chairman Sheldon Findley.

Supervisors Present: Joe Gumm, James Dean, Jim Nester, Doug Bush, Donnie Tenney, Joe Shaffer

Associate Supervisors Present: Breanna Morgan,

WVCA Present: Candice Stone, Jeremy Salyer, Sigrid Teets

NRCS Present: Ben Collier

TVCD Present: Joyce Frey, Dan Elliott

WVDOF Present: Rudy Williams

Visitors: Stan White, Haley Cunningham

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

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

*May 20, 2019 Agenda;* **Mr. Shaffer moved to approve the agenda as presented; seconded by Mr. Gumm; motion carried.**

*April 29, 2019 Regular Meeting Minutes & May 3, 2019 Special Meeting Minutes:* **Mr. Gumm moved to approve the minutes as presented; seconded by Mr. Nester; motion carried.**

**Introduction and/or Recognition of Visitors:** Mr. Bush introduced Mr. White to the group he is Barbour County Resident. Mr. Dean introduced Ms. Cunningham to the group she is interested in our Education Program.

**Treasurer Report:** Ms. Frey reviewed her reports (copies attached). Mary Goldsborough return receipt was signed and if the bill is not paid in the next 30 days they will be taking it to Magistrate Court. **Mr. Gumm moved to accept the Treasurer Reports as presented and file for audit; seconded by Mr. Tenney; motion carried.**

**Bookkeeper/Education Coordinator Report:** Ms. Frey reported that she has helped with AgEP signups, attended an Excel Training, worked on crew job sheets, rented equipment along with her usual job duties.

**District Conservation Technician & Work Crew Report:** Mr. Elliott reported that he worked on the bids for the equipment. He also mentioned that WV National Cemetery and a few other jobs should be completed by the Memorial Day weekend. Mr. Elliott also said that he has 5 new people starting within the next 2 weeks and is getting all equipment ready to start the new jobs.

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

**Report of Officers and Agencies:**

**WVCA:** Mr. Salyer reviewed his written report (copy attached). He informed the board that once the Legislative Rule is finalized we will get a copy. Mr. Salyer reminded us that all O&M work for the other districts must be completed by September 30 and if we don't think we can get it done by then to let me know up front.

Ms. Teets reported that she has been doing lots of field work, writing Nutrient Management Plans for Poultry Litter and attended the Roger Nestor Memorial Soil Judging Contest.

**WVU Extension:** None Present

**NRCS:** Mr. Collier reviewed his report (copy attached). Next Local Work Group meeting is June 17<sup>th</sup>.

**FSA:** None Present

**WesMonTy RC&D:** Mr. Tenney reported they found a new coordinator and the next meeting is tomorrow.

**DOF:** Mr. Williams reported that Luke Papermill was closing, and a lot of employees were being laid off.

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**Committee Reports:**

**Building/Finance/Budget Committee:**

- Extension 2<sup>nd</sup> Building- WVU Extension is requesting for a 2<sup>nd</sup> building to be set out back. The board requested that the basement or an extra office be offered for rent. Mr. Dean said that he would talk to Mr. Carpenter.
- Loan – Mr. Dean checked with the local banks. BC Bank said 5% interest without using the building as collateral. Freedom Bank said 7.5% interest for the first 5 years and then the interest could change, and they want the building as collateral.
- Air/Heating- The air is not working on the other side of the building. We are still waiting for the new air/heating unit to be installed.

**Equipment/Safety Committee:**

- Mr. Nester had a safety meeting with the crew on the importance of protecting your eyes, and head. He also reminded them to work smarter not harder.
- Equipment Values for Insurance- (copy attached) **Mr. Nester moved to approve the values as presented; seconded by Mr. Dean; motion carried.**

**Education/Publicity/Exhibit Committee:** Conservation Farm of the Year visits have been completed, score will be tallied and sent to Ms. Stone.

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### **Grassland/AgEP Committee:**

- AgEP Payment Approval Meeting- A committee meeting is to be held on June 14<sup>th</sup> to approve all completed Revegetation/AgEP Payments. **Mr. Dean moved to give the AgEP Committee to approve the applications; seconded by Mr. Bush; motion carried.**
- Conservation Agreements
  - Taylor County – Amy Cimarolli
  - Tucker County – Robert Colebank, Samantha Summers**Mr. Dean moved to approve all Conservation Agreements as presented; seconded by Mr. Bush; motion carried.**
- Payment Approvals
  - Exclusion Fence/Pasture Division Fence
    - Chad Smith \$1,212.80 (exclusion)
    - Chad Smith \$1,585.60 (division)
    - Matthew Poling \$536.00 (division)
  - Nutrient Management
    - Matthew Auvil \$800.00
    - Jonathan Wilkins \$1,200.00
    - Jack Wilkins \$1,200.00
    - Martin Carpenter \$728.90
    - Rita Kennedy \$852.00
    - Thomas Poling \$882.00
  - Invasive Species
    - Georgette Plaughter \$30.00
  - Watering System
    - Justin McAtee \$3,000.00
  - Poultry Litter
    - James Poling \$1,096.87
  - Pollinator Plantings
    - Kalyn Roberts \$200.00
  - Urban Agriculture
    - Kalyn Roberts \$100.00
    - Terri Jo Bennett \$97.66**Mr. Shaffer moved to approve all payments as presented; seconded by Mr. Tenney; motion carried.**

**WVACD Director Report:** Next Meeting Highland Events Center July 15-16

**Personnel Committee:** None

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### **New Business:**

#### **Travel & Per Diem:**

Mr. Findley asked that the policy be revised. We need to define what constitutes as a charge. With the rates being raised we need to be very careful with our budget. Mr. Dean and Ms. Stone are going to work on the policy revisions to have ready by the June Board Meeting.

**Old Glen Auvil Payment:**

Mr. Auvil cashed a check in 2019 that was printed in 2013. According to the board minutes from June 30, 2014.

**Mr. Gumm moved to reinstate the payment; seconded by Mr. Nester; motion carried.**

Mr. Dean is going to check with the bank to see why they allowed a check that 6 years old to be cashed when it states that the check is void after 180 days.

**CD O& M Agreements Signature Authority: Mr. Tenney moved to give signature authority to Mr. Dean; seconded by Mr. Nester; motion carried.**

**Focus Conservation Program: Mr. Tenney moved to approve the same projects from the previous years and alter the Grazing land with Pollinator Benefits; seconded by Mr. Nester; motion carried.**

**Statewide Field Day Sponsorship- We have \$1,200.00 budgeted this year for field day expenses. Mr. Shaffer moved to use up to \$1,200.00 as needed for sponsorship of the field day; seconded by Mr. Gumm; motion carried. The planning meeting for the event will be at the TVCD office on May 30<sup>th</sup> @ 9am.**

**Randolph County & Upshur County O&M Funding Agreements: Mr. Dean moved to approve and sign both agreements; seconded by Mr. Nester; motion carried.**

**Sealed Bids:**

Tractor – 1 bid received – Shrocks Equipment \$64,000.00 and \$3,000.00 for the extended warranty.

**Mr. Tenney moved to approve the purchase of the McCormick Tractor @64,000.00 and the \$3,000.00 extended warranty totaling \$67,000.00; seconded by Mr. Nester; motion carried.**

Truck – No Bids

Slope Mower- 1 bid received – Power Trac \$48,000.00 with a factory warranty

**Mr. Nester moved to approve the purchase of the Slope Mower @ \$48,000.00; seconded by Mr. Tenney; motion carried.**

**LOR's**

CD Support Quarter 1 #8196 \$42,469.00

CD Support Quarter 2 #8197 \$23,398.00

CD Support Quarter 3 #8198 \$23,397.00

CD Support Quarter 4 #8199 \$16,691.00

CD Employee (April – June) #7009 \$4,819.69

**Mr. Shaffer moved to approve all 5 LOR's #8196,8197,8198,8199, for CD Support Quarters 1-4 totaling \$105,955.00 and #7009 CD Employee \$4,819.69; seconded by Mr. Nester; motion carried.**

There being no further business to attend to, Chairman Findley declared the meeting adjourned at 11:51 AM.

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