

**EASTERN PANHANDLE CONSERVATION DISTRICT
BOARD OF SUPERVISORS DRAFT MEETING MINUTES**

June 19, 2019

MINUTES

The Eastern Panhandle Conservation District's monthly meeting of the Board of Supervisors was called to order at 7:00 pm by Nancy Lutz, Chairperson at the USDA Service Center.

Pledge of Allegiance/Prayer

Introductions

The following were in attendance of the meeting:

District Supervisors: Daniel Lutz, Nancy Lutz, Robert Boarman, Floyd Kursey, Todd Butler, James Michael and Lin Dunham

District Associate Supervisors:

WVCA/EPCD: Sherry Duncan, Heather Duncan, Kristen Bisom and Barbie Elliott. Jeremy Salyer by teleconference.

NRCS: Tim Canfield

Other: Colin Stine-Water Advisory Committee

Agenda Approval- Daniel Lutz moved to accept the agenda as presented. Todd Butler seconded. Motion carried.

Minutes- Daniel Lutz moved to accept the minutes for the May 15 meeting. James Michael seconded. Motion carried.

Agency Reports:

WVCA/EPCD:

Barbie Elliott- FY20 Ag-Enhancement and Chesapeake Bay sign up is open.

*Kristen Bisom-*Kristen reviewed the written report that she handed out. The Watershed Group Gathering was a success. 45 people were in attendance and liked the variety of speakers. 19 watershed groups were represented. The Elks Run grant closes the end of September 2019. She sent out postcards to make people aware of the septic repair program. It has brought in a lot of septic pumping applications for the Jefferson County Program. The Drost tree planting was completed.

The Sleepy Creek Mini Grant has 4 applications for septic repair.

The Forestry Workshop is scheduled for September 28.

*Jeremy Salyer-*reviewed his report. The EPCD Farm Tour will be sometime the week of August 5-9. SB655 is out for comment. At the October Awards Banquet, NACD will be hosting a listening session. Ag-Day at the Capitol has been set for January 31, 2020.

Heather Duncan-On panel discussion about farm to school program. Possible school curriculum. Harpers Ferry may not be able to do stream monitoring this year. Robin Good has asked for Heather to attend a school board meeting with her to keep this going.

NRCS:

Tim Canfield-obligated 26 EQIP, AMA and RCPP contracts, 3 additional applications pre-approved to be completed by month end, WRP restoration project completed on Ashton site easement, hosted WV NRCS state soil health training held in Jefferson County, will host another WV state soil health training in Berkeley County in July, participation in food desert project.

Practices certified and approved for payment: 1 waste storage facility and livestock HUAP, 2 acres of Conservation Cover (pollinator planting), 3 acres of micro irrigation system, 37 acres of prescribed grazing, .5 acre and shrub planting for pollinators and 500 ft. of fence

New Business

Approve poster contest winners-Daniel Lutz moved to approve the following:

4-6 grade-Matthew Simpson

7-9 grade-Ksusha Lowry-Neufeld

Robert Boarman seconded. Motion carried.

Approve photo contest winners-Daniel Lutz moved to approve the following:

Youth 1st overall-Ksusha Lowry-Neufeld- “Daffodils Welcome Spring”

2nd overall-Ksusha Lowry-Neufeld- “Blooming Iris”

3rd overall-Kaylee Thompson- “Just a Strolling”

Adult 1st overall-Steffanie Simpson- “Caterpillar”

2nd overall-Crystal Thompson- “Just a girl with her lamb”

3rd-overall-Rick Linton- “A Storm is a brewing”

Todd Butler seconded. Motion carried.

Approve WVCA Emergency Watershed Protection Response Policy-Jeremy wanted to be sure that supervisors are aware that the EWPRP is out for comment. This closes the end of June.

Approve LOR for Ag-Enhancement Program-\$55,000-James Michael moved to approve the LOR for Ag-Enhancement Program in the amount of \$55,000. Daniel Lutz seconded. Motion carried.

Approve LOR for CBAY AG BMP-\$40,000-Lin Dunham moved to approve the LOR for CBAY AG BMP for the amount of \$40,000. Todd Butler seconded. Motion carried.

Approve booth for Jefferson County Fair-\$275-James Michael moved to approve the \$275 for a booth at the Jefferson County Fair. Lin Dunham seconded. Motion carried.

Approve bid for audit-We had 2 bids for the audit. James Michael moved to approve Lowe and Associates for \$3500 per year for the audit. Lin Dunham seconded. Motion carried.

Approve selection of engineer-Daniel Lutz moved to approve Postesta for our engineer. Todd Butler seconded. Motion carried.

Approve contract between EPCD and Morgan County Commission for slope mower-James Michael moved to approve the contract between EPCD and Morgan County Commission for slope mower for the mowing of the Warm Spring Dams. Lin Dunham seconded. Motion carried.

Approve bid for Ventrac mower-Todd Butler moved to accept the bid from Cutting Edge Small Engine Repair for the Ventrac 4500P mower in the amount of \$28,640.10. Daniel Lutz seconded. Motion carried.

Approve LOR for Ventrac mower-\$28,805.10-James Michael moved to send the LOR for the Ventrac mower in the amount of \$28,805.10 this includes \$165 for the insurance to cover the mower. Lin Dunham seconded. Motion carried.

Approve providing meals and refreshments for Dam Monitoring meeting-Daniel Lutz moved to approve up to \$250 for the meals and refreshments for the Dam Monitoring meeting. James Michael seconded. Motion carried.

Approve bid for Jefferson County Fair project-Todd Butler moved to accept the bid from Heiston's in the amount of \$36,900.60 for the supplies for the Jefferson County Fair project. James Michael seconded. Motion carried.

Approve District support for submitting a Chesapeake Bay project proposal for Back Creek Conservation Easement Project - \$113,500-Lin Dunham moved to support submitting a Chesapeake Bay project proposal for Back Creek Conservation Easement Project in the amount of \$113,500. James Michael seconded. Question-Floyd asked what happens if the proposal is not approved by CBAY? Kristen reported that we are only held responsible for the amount that CBAY approves. Motion carried.

Approve Application for Jefferson County Parks and Rec. for rain garden under Elks Run Program-Todd Butler moved to approve the Jefferson County Parks and Rec. application for rain garden under Elks Run Program. James Michael seconded. Motion carried.

Approve Potesta's scope of work for design of Jefferson County Parks and Rec. rain garden-Todd Butler moved to approve Potesta's scope of work for design of Jefferson County Parks and Rec. rain garden in the amount of \$5500. Lin Dunham seconded. Motion carried.

Approve delegate to approve contractor's contract for Jefferson County Parks and Rec. rain garden-Lin Dunham moved to appoint Nancy Lutz as delegate to approve contractor's bid for Jefferson County Parks and Rec. rain garden. Robert Boarman seconded. Motion carried.

Appoint a supervisor to serve on the WVACD Legislative Committee-Lin Dunham moved to appoint Daniel Lutz to serve on the WVACD Legislative Committee. James Michael seconded. Motion carried.

Approve support for USGS Karst Symposium-James Michael moved to support Nancy Lutz to make arrangements for the USGS Karst Symposium. Lin Dunham seconded. Motion carried.

Appoint someone to meet with Dr. Andress to discuss Food Deserts-Floyd Kursey moved to appoint Heather Duncan to meet with Dr. Andress to discuss Food Deserts. Robert Boarman seconded. Motion carried.

Discussion of Morgan Grove and newly discovered Persimmon Lane Ash Trees, and possible financial support for treatment of Ash Borer. Annual contribution of smaller amount rather than a larger

amount every 3 years. Daniel Lutz moved to contribute \$500 to the treatment of Morgan Groves Ash Trees by February 1, 2020 if a treatment is deemed needed. The money will come from the Tree Account. Lin Dunham seconded. Motion carried.

Ag-Enhancement Program

Approve Lime Program Payment- Jimmy Miller, Hycrest Farms, William Roberts, Spruce Pine LLC, Jeremy Perkins, Britt Sherman-Todd Butler moved to approve the following:

	County	First Name	Last Name	Farm #	Tract #	Fd#	Acres	Tons	Amount	Check #
1	Jefferson	HyCrest Farms		75	79	3,4,11	75	133.76	\$ 1,906.08	10583
2	Berkeley	Jimmy L	Miller	d top field				23.25	\$ 465.00	10585
3	Berkeley	Jeremy	Perkins	483 Fd 4,5			31.53	15.60	\$ 312.00	10597
4	Berkeley	Jeremy	Perkins	pckmakers			35	26.98	\$ 370.98	10598
5	Berkeley	William Larry	Roberts	1157	5058		8.06	15.314	\$ 306.28	10589
6	Berkeley	Britt	Sherman	83	543			29.94	\$ 598.80	10591
7	Berkeley	Spruce Pine LLC		635	3577	2,4,3	7.4	20.095	\$ 401.90	10588
							166.99	264.939	\$ 4,361.04	

Lin Dunham seconded. Motion carried.

Approval for Emergency Assistance Revegetation of Feeding Areas: Mary Ellen Largent, Bullwalla Farms, Robert Cloud, Blonde Farm LLC-James Michael moved to approve the following payments:

<i>EP Emergency Assistannd Revegetation of Feeding Area Program Paymen</i>										
	County	First Name	Last Name	Farm #	Tract #	Fd#	acres	Amount		
1	Berkeley	Blonde Farm LLC		100	241	2,3,4,8	26.08	\$ 1,564.80		
2	Jefferson	Bullwalla Farms LLC		F189 T 2138 fd3,8		F1094 T	9.86	\$ 591.60		
3	Berkeley	Robert	Cloud	254	499	1,5	11	\$ 660.00		
4	Morgan	Mary Ellen D	Largent	268	179	7	1	\$ 60.00		
							47.94	\$ 2,876.40		

Todd Butler seconded. Motion carried.

Chesapeake Bay Program

Approve Heavy Use Protection Payment: Double H Ranch LLC-James Michael moved to approve the following:

<i>Chesapeake Bay Program Heavy Use Area Protection Payments</i>										
	County	First Name	Last Name	Farm #	Tract #	Fd#	acres	Amount	check #	
1	Berkeley	Double H Ranch, LLC		930	4826	7	2652	2000	10593	

Lin Dunham seconded. Motion carried.

Approve divisional fencing payment: David Henry, Backcreek Bend Farm-Todd Butler moved to approve the following:

<i>Chesapeake Bay Program Divisional Fence Payments</i>											
	County	First Name	Last Name	Farm #	Tract #	Fd#	Amount	Check #			
1	Berkeley	David Wayne	Henry	803	3422	3,4,6	1423 ft,532ft,1	4324.2	10592		
2	Berkeley	Backcreek Bend Farm Inc		496	317	7	721 ft	1074.29	10590		
							5398.49				

James Michael seconded. Motion carried.

Sleepy Creek

Septic Pumping Approval-Margaret Billings, Thomas Swieczkowski, Shelley Jones, Stephen Elko, Patricia Keys, Tadeusz Okninski, Pamela Hoffman-James Michael moved to approve the following for septic pumping: Margaret Billings, Thomas Swieczkowski, Shelley Jones, Stephen Elko, Patricia Keys, Tadeusz Okninski, Pamela Hoffman. Lin Dunham seconded. Motion carried.

Approve Septic Repair Applications and bids: Darla McDonough*, Donal Smith-James Michael moved to approve the following:

Sleeping Creek Septic Repair Applications and Bids					
	Last	First	Amount		
1	McDonough	Daria	\$7,000	GHS Inc.	
2	Smith	Donal	\$2,625	GHS Inc.	

Lin Dunham seconded. Motion carried.

Approve Septic Pumping Payment- David Fink-Todd Butler moved to approve the following:

Sleeping Creek Pumping Payment					
	Last	First	Amount		
1	Fink	David	\$132.50		10581

James Michael seconded. Motion carried.

Jefferson County WQIP

Septic Pumping Approval- David Miljour, Ben Miljour, Erin Shaw, Shelley Hill, Betty Simons-James Michael moved to approve the following for septic pumping: David Miljour, Ben Miljour, Erin Shaw, Shelley Hill and Betty Simons. Lin Dunham seconded. Motion carried.

Financial Reports

Approve financial reports/expenses-Floyd Kursey reviewed financial reports. James Michael moved to approve the financial reports and expenses. Daniel Lutz seconded. Motion carried.

Supervisor Report

Daniel Lutz-Danny welcomed new baby Abby Duncan. Thanked Kristen for a successful Watershed Group Gathering. He suggested that at the next Tree Sale that we offer wildflower seeds for pollinators.

Todd Butler: Todd said that about 75% of the persimmon trees are now leafing out. He did not realize how slow they grow.

Lin Dunham-Lin asked Jeremy about the church near one of the dams cleaning up an additional area. They use the grounds for picnics and swimming. Jeremy suggested having Derrick meet with them just to double check on what they want to do and to also look into some type of agreement that the district and or the agency is not responsible if someone was injured on the grounds.

Nancy Lutz-asked to put Jefferson County Fair Booth on the next agenda. Nancy researching information on a USGS grant \$300,000. Kristen thinks it is just for a meeting on Karst.

The meeting adjourned at 8:55 pm.

Nancy Lutz
Chairperson

Robert Boarman
Secretary