

**ELK CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
Meeting Minutes of April 25, 2019**

**Supervisors Present:**

Donald Burroughs  
Shirley Hyre  
Rebecca Lilly  
Clark Mollohan  
Mike Smalley  
Ken Stowers

**Supervisors Absent:**

John Pitsenbarger  
Carly Triplett

**Others Present:** Suzie Steele, WVCA/ECD DM; Russell Young, WVCD/ECD Conservation Specialist; Kim Fisher, WVCA Area Director; Kirk Burroughs, ECD Equipment/OM&R Manager; Andy Sentz, NRCS DC

**CALL TO ORDER**

**Chairman Mollohan** called the meeting to order at 10:05 a.m.

Pledge of Allegiance was led by **Ms. Hyre**.

**AGENDA: Mr. Smalley moved to approve the agenda; Mr. Burroughs seconded; motion passed.**

Mr. Mollohan asked that all in attendance introduce themselves as new supervisor, Rebecca Lilly of Clay County, was in attendance for her first meeting.

**March 28, 2019 Minutes:** Ms. Hyre moved to approve the minutes; Mr. Smalley seconded; after discussion both respectively moved and seconded to rescind the motion. There was a correction made to the minutes per Mr. Stowers' request. The correction was to the district equipment/OM&R manager's report section to add the word "facilitating" the rental of such to the duties of Mr. Stowers where the lime spreader is concerned. Mr. Burroughs moved to approve the minutes with the correction; Ms. Hyre seconded; motion passed.

**Treasurer's Report/March 2019 FINANCIAL STATEMENTS:** Ms. Hyre reported that all accounts are in good order. Ms. Hyre moved to approve the financials and file for audit; second by Mr. Burroughs; motion passed. Mrs. Steele reported on the balance in the supervisor travel and per diem account.

**PAYMENT OF BILLS:** Ms. Hyre moved to approve the payment of bills (list provided at meeting and attached); Mr. Burroughs seconded; motion passed.

**REPORTS**

**DISTRICT EQUIPMENT/OM&R MANAGER'S REPORT:** Kirk Burroughs reported that all is going well. Need to replace a bearing on the potato planter.

**DISTRICT MANAGER'S REPORT:** Mrs. Steele reported on AgEP completions and payments, on Williams River Road correspondence, and high tunnel at Birch River Elementary. She also asked what supervisors needed new ID cards, and she will report on tree and plant sale on a later date.

**DISTRICT ASSISTANT'S REPORT:** None.

**WVCA CONSERVATION SPECIALIST REPORT:** Mr. Young reported that the deadline for submission of invoices for payments on AgEP is June 1. He is meeting with a DEP stormwater specialist on Tuesday, April 30 to look at possible project at the Braxton County Soccer Complex. He reviewed the FY20 AgEP prep, process, and possible funding, along with the new census data. He has been meeting with cooperators to discuss practices needed. He will be attending a grassland management training at the end of May. He hopes to hear soon about the WVAWC grant.

**AREA DIRECTOR'S REPORT:** Mrs. Fisher reviewed the Agency's report. (copy attached). She also reminded Mrs. Lilly to have her oath of office filed at the Clay County Courthouse and send a copy to the ECD office. The 2020 Ag Day at the Capital will be held on January 31. The LOR process for supervisor support and district support is being simplified. The new supervisor manual is uploaded on to Sharepoint. New supervisor training should be scheduled soon. The state conservation farm tours will be held August 27 & 28. The rule committee for Senate Bill 655 met at ECD and are working on the items that need presented to State Committee for approval.

**WVCA PERSONNEL:** Mrs. Fisher reviewed the watershed report from Ms. Lyons. (copy attached)

**SWA Reports:** Ms. Hyre (Braxton) reported they will be meeting within the next couple weeks for a siting plan meeting. Mrs. Fisher asked about the requirement of residency for representatives to county solid waste boards. Ms. Hyre will check into this. Mr. Stowers (Nicholas) reported that all is going well, and they will be meeting next week.

**NRCS Personnel Report:** Mr. Sents reported on their new applications and contracts. They have a total of approximately 40. They have 4 new forestry contracts and 1 new wildlife habitat contract. Installations on contracts are being completed and payments are being made. They will be a partner on a small project for fish habitat on feeder streams of the Cherry River. He reported there were 8 attendees to each of the local work group meetings.

**FSA Personnel:** None

**WVU Extension:** None

**Forestry Division:** None

**CD SUPERVISORS:** Mr. Smalley reported that he had a call concerning a streambank issue. He instructed the person to call the office. Ms. Hyre reminded those interested in working at the state fair to sign up through the district DM. The information concerning the block of reserved rooms is in the WVCA report. The next fair committee meeting will be at CCD or supervisors may call in. She reported on the WVACD quarterly meeting held last week, the scholarship auction process, possible bylaw update/change, and the continuation of the legislative breakfast at Ag Day at the Capitol. The Appalachian Grazing Conference will be held again in 2021. She reported that there are grants available through NACD. The WVACD Legislative Committee is asking for a representative from each district. **Per consensus, John Pitsenbarger will be ECD's representative.** There was a communication committee call in meeting yesterday. The Urban Ag Conference will be May 3 & 4 in Charleston. SCD will have a Women in Ag Conference on May 22 as will NPCD & UOCD on May 14. There will be a field day at UOCD on April 27. Land judging competitions are being held by various districts. There will be a Grazing Lands Committee meeting on May 10 at ECD. The contest may possibly be moved to the Roger Nester Farm. There may be a NACD listening session held in conjunction with the October WVACD quarterly meeting. This would add a ½ day to the meeting. There was a motion at the quarterly meeting from the Natural Resources committee to add the Himalayan Blackberry to the recognized invasive species list. There will be a statewide field day in TVCD at the Wallace Farm on May 10. The Envirothon had 22 teams in attendance. The Braxton FFA team placed 4<sup>th</sup>. The Moorefield team won and will be attending the national competition in North Carolina.

#### **COMMITTEE ACTIONS:**

**AG ENHANCEMENT:** None

**BUILDING:** Ms. Hyre will contact the tenant at the building in Gassaway to set up a meeting for 9 am on May 14.

**COMMUNICATION:** Nothing additional

**EDUCATION:** Nothing additional

**EQUIPMENT:** Kirk Burroughs reported that repairs are complete to lime spreader, and all is good.

**FINANCE:** None

**FORESTRY:** None

**GRASSLANDS:** Mr. Burroughs reported that the next meeting will be May 10.

**LEGISLATIVE:** None

**PROJECT:** None

**WATER QUALITY:** None

#### **OLD BUSINESS**

- **SPRP Contract: ECD 2018-08-22 SPRP Buffalo Creek Widen Project** – Land rights have been completed. Mr. Smalley moved to reissue the Notice to Proceed with the date of April 26, 2019; Mrs. Lilly seconded; motion passed.
- **Transfer of Big Ditch OM&R Funds to Camp Caesar Flood Repair Co-Admin Account** – No response
- **2019 Conservation Farms, Grasslands Farms, & Forestry Recognition** – Ms. Hyre moved to delegate authority to the Executive Committee to approve any recommendations from county supervisors received by April 30 for judging for the state contest; Mr. Stowers seconded; motion passed. Farms for individual counties will still be recognized at the district banquet if nominees received after the set deadline. Ms. Hyre asked that it be noted in the minutes that if no recommendations are received that this would be the first year the ECD has not participated in the state contest, noting that the main reason is because of the condition of farms on the account of the wet weather during the last year.

#### **NEW BUSINESS & CORRESPONDENCE**

- **Updated OM&R Agreement #1360-00 – Braxton County** – Mr. Smalley moved to approve the updated agreement; Mr. Stowers seconded; motion passed. (copy attached)
- **Expression of Interest** – Ms. Hyre moved to approve the advertising of the EOI for two weeks in the 4 counties' newspapers; Mr. Smalley seconded; motion passed. (copy attached)

**NEW BUSINESS & CORRESPONDENCE (cont.)**

- **LOR Emergency AgEP Funding** – Mr. Young along with the assistance of Mr. Sentz explained this program and process. **Mr. Burroughs moved to approve the submission of the LOR if/when notification of funds is received; Mr. Stowers seconded; motion passed.**
- **FY20 AgEP Program & Administration Agreement** – Mr Smalley moved to approve the program and agreement as presented; **Mr. Burroughs seconded; motion passed.** (copy attached)
- **LOR FY20 AgEP Funding** – Ms. Hyre moved to approve the submission of an LOR in the amount of \$42,000.00 **Mr. Stowers seconded; motion passed.**
- **Sponsorship of State Conservation Camp at Camp Caesar, June 10-15** – Ms. Hyre moved to approve sponsorship in the amount of \$1,600.00; **Mr. Stowers seconded; motion passed.**

**AgEP PAYMENTS**

Billy Carr	\$291.65	Braxton County – Nutrient Management
Brandon Keiper	\$2,360.95	Nicholas County – Nutrient Management
Randy Tucker	\$1,513.44	Nicholas County – Nutrient Management
Robert Hart	\$2,000.00	Braxton County – Nutrient Management
Freddie Parsons	\$295.62	Braxton County – Nutrient Management
Steven Claypoole	\$1,646.13	Braxton County – Nutrient Management
Carl Willey	\$365.39	Nicholas County – Nutrient Management
John Wimmer	\$2,659.22	Braxton County – Nutrient Management

**Ms. Hyre moved to approve the payments; Mr. Smalley seconded; motion passed.**

**DEP**

Power Mountain Contura, LLC – Renewal 5, Permit S005384 – Grant/Jefferson District, Nicholas County  
South Fork Coal Company, LLC – Revision 1, Permit O301311 – Clearco Loadout & Prep Plant  
Southeastern Land, LLC – Renewal 5, Permit O200194 – Jefferson District, Nicholas County

**NO COMMENTS**

Being no further business to attend to, and on **motion by Mr. Burroughs; seconded by Stowers; Chairman Mollohan declared the meeting adjourned at 12:16 pm.**

\_\_\_\_\_, ECD Secretary/Treasurer

**DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETINGS)**

May 1	Envirothon Meeting – 10 AM
May 7	DM out of office for training at WFCD
May 10	Grazing Lands Steering Committee Meeting – 10 AM @ ECD
May 14	ECD Executive Committee Meeting - 10 AM
May 23	ECD Board Meeting - 10 AM
May 27	ECD Office CLOSED – Memorial Day
May 31	Conservation Farm County & District Judging Deadline
Jun 11	ECD Executive Committee Meeting – 10 AM
Jun 20	ECD Office CLOSED – WV Day
Jun 27	ECD Board Meeting – 10 AM
Jul 4	ECD Office CLOSED – Independence Day
Jul 9	ECD Executive Committee Meeting – 10 AM
Jul 12	WV Grazing Lands Steering Committee Meeting – 10 AM @ ECD
Jul 25	ECD Board Meeting – 10 AM
Jul 15-16	WVACD Quarterly Meeting @ Highlands Event Center, Triadelphia, WV
Aug 13	ECD Executive Committee Meeting – 10 AM
Aug 22	ECD Board Meeting – 10 AM
Oct 21-22	WVACD Quarterly Meeting @ Flatwoods Days Hotel