

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

**Supervisors Present:**

Donald Burroughs  
Shirley Hyre  
Clark Mollohan  
Mike Smalley  
Ken Stowers

**Supervisors Absent:**

Rebecca Lilly  
John Pitsenbarger  
Carly Triplett

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

**CALL TO ORDER**

**Chairman Mollohan** called the meeting to order at 10:01 a.m.

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

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

**June 27, 2019 Minutes:** **Ms. Hyre moved to approve the minutes (copy attached); Mr. Burroughs seconded; motion passed.**

**Treasurer's Report/June 2019 FINANCIAL STATEMENTS:** Ms. Hyre reported that all accounts are in good order. **Ms. Hyre moved to approve the financials and file for audit; Mr. Burroughs seconded; 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. Smalley seconded; motion passed with Mr. Burroughs recusing.**

**REPORTS**

**DISTRICT EQUIPMENT/OM&R MANAGER'S REPORT:** Kirk Burroughs reported that the weed wiper has been sent to CCD for rental to some of their cooperators. He will begin on the OM&R work that he can do soon. Additional OM&R work was discussed.

**DISTRICT MANAGER'S REPORT:** **Mrs. Steele** reviewed her written report. (copy attached)

**DISTRICT ASSISTANT'S REPORT:** None

**WVCA CONSERVATION SPECIALIST REPORT:** **Mr. Young** reported that the ECD was the only district to spend all their FY19 AgEP funds. He also reported on this year's first round of signups that will be voted on later in the meeting.

**AREA DIRECTOR'S REPORT:** **Mrs. Fisher** reviewed the Agency's report. (copy attached). She also informed the board that she will be doing the AgEP Database reconciliations soon, along with file spot checks. She asked the supervisors to let her know who all needs a new ID card.

**WVCA PERSONNEL:** **Mrs. Steele** reviewed **Ms. Lyons'** written report (copy attached).

**SWA Reports:** **Ms. Hyre (Braxton)** reported they are still needing to hire a part time employee. They are presently using community service workers.

**NRCS Personnel Report:** **Mr. Duckworth** reviewed **Mr. Sentez'** written report (copy attached). **Ms. Hyre moved to submit a letter to Suzy Daubert of the NRCS in support of maintaining offices in both Nicholas and Braxton Counties; Mr. Stowers seconded; motion passed.**

**FSA Personnel:** None

**WVU Extension:** None

**Forestry Division:** None

**CD SUPERVISORS:** **Ms. Hyre** reported on the WVACD Quarterly Meeting. Ag Day at the Capitol to be held in January. The legislative breakfast may be canceled. A decision will be made by the WVACD Legislative committee on August 8. She asked that all supervisors contact their representatives personally. She reported on the WVACD Scholarship auction, the fall WVACD Quarterly Meeting that will include a NACD listening session. All supervisors may attend. Invitations

**CD SUPERVISORS (cont.):**

will be sent to all supervisors. The National Envirothon competition will be held in North Carolina next week. WV will be represented by the Moorefield team.

**COMMITTEE ACTIONS:**

**AG ENHANCEMENT:** None

**BUILDING:** None

**COMMUNICATION:** None

**EDUCATION:** None

**EQUIPMENT:** None

**FINANCE:** None

**FORESTRY:** None

**GRASSLANDS:** Mr. Burroughs reported that the statewide field day in TVCD has been canceled.

**LEGISLATIVE:** None

**PROJECT:** It was reported that the WVAWC grant funds have been received as well as the funds for the compacted soils/runoff project.

**WATER QUALITY:** None

**OLD BUSINESS**

- **SPRP Contract: ECD 2018-08-22 SPRP Buffalo Creek Widen Project** – No additional information
- **Transfer of Big Ditch OM&R Funds to Camp Caesar Flood Repair Co-Admin Account** –No response to date
- **2019 Conservation Farms, Grasslands Farms, & Forestry Recognition** – Nothing further currently
- **District Officers, Committees, & Appointments** –List was reviewed and updated (copy attached)
- **District Annual Picnic** – After discussion, it was decided for Mrs. Steele to reach out to cooperating agencies and see if having a picnic in August is feasible.

**NEW BUSINESS & CORRESPONDENCE**

- **Hiring of District Assistant** – Mr. Stowers moved to approve the Interview committee’s recommendation to hire Ms. Tammy Hoover; Mr. Smalley seconded; motion passed.
- **Resignation of Clay County Supervisor** – Mr. Smalley moved to approve the resignation of Ms. Carly Triplett; Mr. Stowers seconded; motion passed. (copy of resignation letter attached) Mr. Smalley moved to advertise for a replacement for two weeks per policy; Mr. Stowers seconded; motion passed.
- **ECD Salt Lick Watershed Monitoring and Emergency Action Plans** – Ms. Hyre moved to approve the Emergency Action Plan Statements of Review; Mr. Smalley seconded; motion passed.
- **Sponsorship of Women in Ag Conference – Nov. 15-16 @ Stonewall Resort** – Ms. Hyre moved to sponsor two ladies to attend the conference; Mr. Burroughs seconded; motion passed.
- **Purchase of District Hats & Shirts** – Mr. Smalley moved to purchase 3 dozen navy blue hats through the NACD; Ms. Hyre seconded; motion passed. Ms. Hyre moved to purchase navy blue district shirts; Mr. Burroughs seconded; motion passed. Mrs. Steele will collect sizes and the style of shirt everyone would like to have.
- **WVACD Member at Large** – Information presented. Deadline 9/6/19. There were not any nominations today.
- **WVACD Honorary Member** - Information presented. Deadline 9/6/19. There were not any nominations today.
- **Monthly Board Meeting Date** – Mr. Smalley moved to change the ECD regular monthly board meeting date to the 4<sup>th</sup> Tuesday of each month; Mr. Burroughs seconded; motion passed.
- **FY20 Potato Bag Program** – Ms. Hyre moved to approve the potato bag program with 300 bags per acre provided to each participating cooperator, providing that each cooperator apply a cover crop after harvest. If cover crop is not applied, the cooperator will be billed \$1.00 per bag; Mr. Stowers seconded; motion passed.

**COOPERATOR AGREEMENTS**

Jackie Butler – Braxton County

Chad Hanks – Nicholas County

Damon Kincaid – Nicholas County

Patrick Nettles – Braxton County

Mike Shamblin – Clay County

Mr. Burroughs moved to approve the agreements; Mr. Smalley seconded; motion passed.

**AgEP APPLICATIONS:**

**Division Fence**

Randy Tucker \$1,000.00

**Cover Crop**

Donald Burroughs \$120.00

Donna Harper \$135.00

**Lime**

Damon Kincaid \$1,207.50

Charles Stalnaker \$1,347.50

Bret Singleton \$2,000.00

Lawrence Bailes \$315.00

Jackie Butler \$2,000.00

Randy Tucker \$1,837.50

Chad Hanks \$175.00

Tim Bailes \$1,620.50

Lawrence Bailes (Permittier) \$399.00

Michael Shamblin \$350.00

Linda Brown \$1,785.00

Ray Teets \$588.00

James McClung \$1,550.50

Merle Hartley \$1,925.00

Phyllis Groves \$2,000.00

James Hannah Sr. \$1,400.00

Mike Romano \$525.00

James Stone \$455.00

Wetzel McCoy \$357.00

Rick Hart \$1,144.50

Patrick Nettles \$288.75

Benjamin Mullens \$1,494.50

Mike Nuckles \$392.00

**Mr. Smalley moved to approve the applications; Mr. Stowers seconded; motion passed.**

**Cover Crop**

Donald Burroughs \$120.00

**Mr. Stowers moved to accept the approval submitted by Mrs. Fisher; Mr. Smalley seconded; motion passed with Mr. Burroughs recusing himself.**

Mrs. Fisher reminded Mrs. Steele to submit these approvals to the district's newspapers and post to district website.

**DEP** - None

**Being no further business to attend to and on motion by Mr. Burroughs, seconded by Mr. Stowers, Chairman Mollohan declared the meeting adjourned at 12:15 pm.**

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

Jul 24-27	Nicholas County Fair	Sep 24	ECD Board Meeting - 10 AM
Jul 30-Aug 3	Braxton County Fair	Oct 8	ECD Exec. Committee Meeting - 10 AM
Aug 13	ECD Exec. Committee Meeting - 10 AM	Oct 21-22	WVACD Quarterly Meeting @ Flatwoods Days Hotel
Aug 8-17	WV State Fair	Oct 22	ECD Board Meeting - 10 AM
Aug 27	ECD Board Meeting - 10 AM	Nov 19	ECD Board Meeting - 10 AM
Aug 27-28	State Conservation Farm Tours	Dec 17	ECD Board Meeting - 10 AM & Luncheon immediately following
Sep 4	Envirothon Committee - 10 AM	Jan 31	Ag Day at the Capitol
Sep 4-7	Webster County Fair		
Sep 10	ECD Exec. Committee Meeting - 10 AM		
Sep 19-22	Clay County Golden Delicious Festival		