

**WEST FORK CONSERVATION DISTRICT
BOARD OF SUPERVISORS**

August 14th, 2019

MINUTES

With a quorum being present, Chairman Plaugher called the August Board of Supervisors meeting to order on Wednesday August 14th, 2019 at 9:03 a.m. at the Doddridge County Extension Office West Union, WV. The Pledge of Allegiance followed the call to order.

Supervisors Present:	William Coffindaffer	Jane Collins
	Randy Plaugher	
	Steve Hannah	Larry Sponaugle
	Jim Foster	Phil Osborne

Others Present:	Dinah Hannah, WFCD
	Belva Junkins, WFCD
	Jeremy Salyer, WVCA
	Cheryl Carlin, WFCD
	Jim Roy, WVCA
	Chuck Copeland, WV Div. Forestry
	Ken Heiney, Doddridge County Schools
	George Eidel, Doddridge County Flood Plain Management
	Shawn Glaspell, Doddridge County Commission
	Clinton Means, Doddridge County Commission

Welcome and Introductions: Chairman Plaugher introduced the Board and had the Board and staff introduce themselves to the guests at the meeting today. The guests had an opportunity to speak.

Mr. Ken Heiney, from Doddridge County Schools, stressed that they are willing to work together with the District and welcome any programs the District has to offer for Doddridge County Schools.

Doddridge County Commissioners Mr. Shawn Glaspell, and Mr. Clinton Means, expressed an interest in having an agreement set up between the WVCA, WFCD, and themselves to help fund cleaning out of streams and creeks. They now have funding available to match assistance with this program.

Mr. George Eidel from the Doddridge County Flood Plain Management has information available for creek cleaning assistance.

Agenda Approval: Coffindaffer/ Foster. Approve today's agenda with no additions or corrections. Motion carried.

Minutes: With no additions made, the July 10th, 2019 minutes will stand approved as mailed. Foster/ Sponaugle. Motion carried.

Financial Report: The WVCA financial reports for July are in the Supervisor's books for review. The balance sheet and income statement from John Law CPA for July is present today. John Law CPA General and CDO account financials for June are present today. The District quickbooks report is available for the month of July as well.

Foster/ Sponaugle. Motion carried. Financial reports will be filed for audit.

Supervisor Per Diem and Travel: Treasurer S. Hannah reported on the following Supervisor's Per Diem and Travel expenses for the month of June:

Randy Plaugher	\$ 357.90
Rebecca Jane Collins	\$658.20
William Coffindaffer	\$287.10
William McClain	\$248.44
Larry Sponaugle	\$374.30
James Foster	\$491.04
Richard Steve Hannah	\$207.58
Philip Osborne	\$ (see action below) Totaling \$2,759.96
Total gross spent to date:	\$41,685.22

S. Hannah moved to approve Supervisor's June Per Diem and Travel as presented. Motion seconded by Foster. Motion carried.

Approval of Invoices and Payments: none present today.

Unfinished Business:

Ag Enhancement Program: Caleb reported the list of approvals present today needs to have heavy use, frost seeding, and hay reseeding applicants added. The approvals for FY20 practices are as follows:

M. Adams	Lime	24.8 T	496.00
K. Ball	Lime	8.61 T	172.20
M. Benedum	Lime	118.09 T	2,361.80
J. Brown	Lime	51.51 T	1,030.20
M. Burke	Lime	120.32 T	2,406.40
P. Cottrill	Lime	83.88 T	1,677.60
D. Crim	Lime	26.03 T	520.60
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M. Moses	Lime	16.22 T	109.64

T. Reed	Lime	103.2 T	2,064.00
G. Short	Lime	150 T	3,000.00
C. Smith	Lime	67.17 T	1,343.40
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R. Stenger	Lime	137.15 T	2,743.00
A. Stout	Lime	150 T	3,000.00
J. Tinney	Lime	129.54 T	2,590.80
A. White	Lime	39.76 T	795.20
C. Williams	Lime	126.51 T	2,530.20
L. Woodford	Lime	27.09 T	541.80
M. Zinn	Lime	150 T	3,000.00
R. Hardman	Nutrient Mngmt	20 A	600.00
C. Hinterer	Nutrient Mngmt	20 A	600.00
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D. Romine	Nutrient Mngmt	20 A	600.00
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C. Allman	PDF	2500 Ft	4,000.00
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P. Sabatelli	PDF	2500 Ft	4,000.00
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T. Stroupe	PDF	1900 Ft	3,040.00
A. Ward	PDF	2500 Ft	4,000.00
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E. Scott Bennett	Water Ex. Fence	500 Ft	800.00
B. S. Stout	Water Ex. Fence	600 Ft	960.00
D. Ball Water System	PT	1,000.00	
M. Benedum	Water System	WD	1,500.00
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*R. Plaughter	PDF	1,800 Ft	2,880.00
*R. Plaughter	Heavy Use Area	2,000 Ft2	2,500.00
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B. Stout	Heavy Use Area	2,000 Ft2	2,500.00	
T. Reed	Heavy Use Area	2,000 Ft2	2,500.00	<i>totaling \$121,072.34</i>

*** Indicates District Supervisor- applicants approved by WVCA. (see attached letters)**

Caleb presented to the Board two allocation options for FY20. One totaling the amount presented, and one being more conservative.

S. Hannah moved to approve the FY 20 practices totaling \$121,072.34 as presented. Motion seconded by Coffindaffer. Motion carried.

Coffindaffer moved to have all FY20 practices be completed by May 29th, 2020. Motion seconded by Sponaule. Motion carried.

Sponaule moved to have all FY20 approvals have their contracts signed by September 13th, 2019. Failure of signature on the contract forfeits their approval and will move on to the next cooperator in ranking. Motion seconded by Foster. Motion carried.

The AgEP committee will meet on Monday, September 16th, 2019, at 9 a.m. at the USDA Service Center in Mount Clare, WV. Checks will be signed that day as well.

OM&R Salem Fork & Polk Creek: Roy reported the mowing on Salem Fork dams has been completed. They are working on Polk Creek. He and Coffindaffer have looked at the fence on Boyle's dam. Coffindaffer reported on what needs to be done to correct the fence on Boyle's dam. He and Roy are going to explore where funding can come from to correct the fence. They are going to ask Mr. Boyle for permission before doing any work, and they are going to use the plan from the NRCS. By the next Board meeting they hope to have more answers. The gate on Mr. Gum's dam needs to be addressed and is of higher importance because of the flooding issue that has happened in Harman, WV.

Foster moved to give authority to Roy and Coffindaffer to solicit a bid for the proposed fence project on Mr. Boyle's dam upon Mr. Boyle's approval. Motion seconded by Sponaule. Motion carried.

Roy reported the power company has been on Mr. Dolly's dam in Salem Fork, and he informed them they need to get in contact with the dam sponsors before they did any work.

O&M work- Trash Rack & Toe Drain: Coffindaffer reported on his attendance to the meeting held in Flatwoods, WV on August 12th, 2019. Several proposals came out of that meeting concerning OM&R work. On Tuesday, August 22nd, 2019, the Agency is going to meet on site at Polk Creek #6 at 1p.m. to take a look at engineering for the slip on Mr. Hall's place.

Trash racks and toe drains either need replaced or repaired on the Polk Creek and Salem Fork dams. The Agency has looked at these and has contracted someone to fabricate and install them at no cost to the District if the District chooses to give the Agency the authority to proceed. The funding for this project will come out of the 3 million extra proposed dollars to the Agency for O&M work.

Coffindaffer moved to have the Agency do the work and fund the trash racks and toe drains needed for the Polk Creek and Salem Fork Dams. Motion seconded by Foster. Motion carried.

Coffindaffer mentioned the issue of painting and lead in the paint. There is a proposed lime and fertilizer pilot project that could be coming to us in the future and talk of mowing the dams 2x a year will be heard more.

Salyer reported there is a potential for dollars to present themselves for stream mitigation. At the time he has minimal information but will inform the Board as he gains knowledge.

Engineering EOI- Thrasher: Foster moved to accept Thrasher as the engineer firm on retainer for 3 years. Motion seconded by Coffindaffer. Motion carried. Robin will get with Jeremy to follow the next steps in the EOI process.

Board recessed at 10:29 a.m.

Board back to session at 10:42 a.m.

New Business

Operation, Maintenance Funding Agreement- Salem Fork Dams: Salyer reported on Robin receiving agreements from the Harrison County Commission drafted from Brian's travels to meet with County Commissions State wide. The Harrison County Commission is proposing a cost share of \$8,000.00 to help fund O&M on the Salem Fork dams. **Coffindaffer moved to accept the agreements totaling \$8,000.00 and submit them to the Agency for approval. Motion seconded by Sponaule. Motion carried.**

WVACD Meeting Locations- District: no action was made.

Annual Banquet- Harrison County: The Board chose October 24th, 2019 as the date for the banquet with October 8th, 2019 as the alternative date. Junkins, Coffindaffer, and Osborne will get together and report on a location at the next Board meeting.

District T-Shirts: Cheryl reported on needing to replenish the T-shirt stock. **Foster moved to spend up to \$500.00 to replenish the stock. Motion seconded by Collins. Motion carried.**

Lewis/Gilmer Solid Waste Authority: Cheryl reported on receiving a call from Nicole Hunter requesting to have people serve on the Solid Waste Authority Board for Lewis and Gilmer Counties. They are having a hard time getting someone to volunteer their time. Collins reported because of no reimbursement or pay for service on the Board, that that is why they cannot get anyone to serve.

Grassland Farmer: Robin reported on witnessing a farm in Lewis County that was in very good shape and could be a potential Grassland farm. The Board needs to be thinking about cooperators that could be nominated for this award. The Board would report at the next meeting with cooperators that could be awarded.

Correspondence:

Timberland Forestry Services
WVACD Board of Directors Meeting Minutes
WV Forestry Conservation Educational Conference

Funding Requests: WV DEP- Environmental Protection's Youth Program- Coffindaffer/ Foster. **Motion carried. Sponsor \$180.00.**
2019 Women in Ag Conference- no action made

Letters of Request: none at this time

SPRP/EWP Project: no updates at this time.

Board Member & Associate Supervisor Reports: Foster reported on having a meeting with the Dam Monitors to educate them about the importance of being a dam monitor. Emergency Action Plans are updated every 2 years. Foster will be the legislative representative for the WFCD to the WVACD.

Foster reported Mark West has agreed to put in a dry hydrant and Foster will be in contact with MCD to get parts, and NRCS to make the design if the Board would like to proceed with this project. **Coffindaffer moved to have Foster proceed. Motion seconded by Collins. Motion carried.**

Foster reported \$235,000.00 was raised this year at the Doddridge County Livestock show. On October 23rd, 2019 there will be a special speaker from the NACD, and all supervisors are encouraged to attend the meeting. The WV Ag and Forestry hall of fame is not getting the support it used to get.

Collins reported on the status of the walking trail grant in Gilmer County. The grant funds have almost been spent, and they hope to apply for another grant to supply the

second phase of the project. She reports Mark Fitzsimmons has made a list of silent auction items that will be available at the quarterly meeting in October. He plans to make place mats.

Osborne reported on his attendance to a livestock meeting, and EID tags are going to become a strict importance because of the open markets to Great Britain and the need for everything to have a paper trail. Walmart sales of beef will need to have BQA certified calves. At the moment not all feeder cattle need to be ID'd, but he looks for a big change in the future. Producers may apply for 25 EID tags per year from the WV Department of Agriculture.

Coffindaffer reported on behalf of the Harrison County Farmland Protection Board, and reports that 475 acres of farmland in Harrison County have now been enrolled into farmland protection.

S. Hannah reported on needing to add Phil Osborne's June per diem and travel to the amounts listed above. His total amount for June 2019 is \$135.40. **Treasurer S. Hannah moved Osborne's June per diem and travel. Motion seconded by Coffindaffer. Motion carried.**

Junkins reported on the Upper Tenmile Watershed Association is having a meeting on August 29th, 2019, and we need to let them know who will be attending from our District. Randy Plaughter plans to attend for the District.

NRCS: no one present to report. Plaughter reported Nick is no longer in the Mount Clare office, and Jessica Ball from Elkins will be on detail.

FSA: No one present to report.

WVU Extension: Bruce reported they have just finished up with the State dairy show at the Mill. In three weeks the round up will take place at the Mill. The round up will be the last livestock event at the old building. He has experienced a lot of weed questions in the last month.

Forestry: Chuck reported the Forestry contest will be on August 28th, 2019 at Mount Wood at 9:30 a.m. There was a crew to go out west to help with wild fires, but because of flooding the guys were sent home.

WVCA Report: Caleb reported on receiving an AgEP newsletter from the Agency, and a copy is available for supervisors to review in their packets today. Next week Caleb will be in Lewisburg for training on prescribed grazing. There will be an Ag staff meeting on September 3rd. September 9-11 he will be in grazing training in KY. September 7th, MCD will be hosting a field day/ pasture walk at the Kingwood VFW. Caleb would like to meet about the WFCD field day after the AgEP meeting on September 16th, 2019 to get a game plan of their field day. The field day committee will meet on August 23rd, 2019 at 9 a.m. at the USDA Service Center in Mount Clare, WV.

Jeremy reported with a paper report. (*see attached.*) He reminds the Board that the CDO expenditure report is due to WVCA by September 1st, 2019.

Robin reported the FY 19 Audit will take place on September 16th and 17th, 2019. She made attendance to the State Fair this year, and really liked the tire trough display the WVACD had at their booth. She thought it would be nice to have a similar design to have in the office.

WFCD Report: Cheryl reported on the final soil sampler report and thanked the Board on behalf of Richard Law for support of the field day at his farm.

Conservation Agreements:

David Smith, Lewis County, 124 acres

S.Hannah/Foster. Motion carried. Accept agreements.

Set Date of Next Meeting: The next meeting will be held on September 11, 2019 at the Mount Clare USDA Service Center in Mount Clare, WV at 9 a.m.

Respectfully submitted,


Jane Collins, Secretary

✓ 
Randy Plaugher, Chairman

Minutes Recorded by Robin Ward, District Manager, West Fork CD
The Board Adjourned at 12:22 p.m.

WEST FORK CONSERVATION DISTRICT
87 Ollie Lane Suite 102
MOUNT CLARE CLARE, WV 26408

Travel and Per Diem - Treasurer Approval for Payment
Month/Year JUNE 2019

[illegible]

WEST FORK CONSERVATION DISTRICT
87 Ollie Lane Suite 104
MT. CLARE, WV 26408

The West Fork Conservation District Board of Supervisors met on 8/14/19 and approved the following practices.

Name	Practice	Amount	\$Encumbered	Check #
M. Adams	Lime	24.8 T	496.00	
K. Ball	Lime	8.61 T	172.20	
M. Benedum	Lime	118.09 T	2,361.80	
J. Brown	Lime	51.51 T	1,030.20	
M. Burke	Lime	120.32 T	2,406.40	
P. Cottrill	Lime	83.88 T	1,677.60	
D. Crim	Lime	26.03 T	520.60	
S. Frame	Lime	45 T	900.00	
J. Hill	Lime	31.67 T	633.40	
J. Law	Lime	31.36 T	627.20	
M. Moses	Lime	16.22 T	109.64	
T. Reed	Lime	103.2 T	2,064.00	
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C. Williams	Lime	126.51 T	2,530.20	
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M. Zinn	Lime	150 T	3,000.00	
R. Hardman	Nutrient Mngmt	20 A	600.00	
C. Hinterer	Nutrient Mngmt	20 A	600.00	
S. McKinney	Nutrient Mngmt	2 A	60.00	

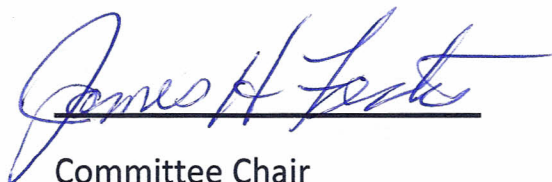
Frost Seeding

R. Swan 23.4 ac. \$351.⁰⁰
 R. W. Imoth 16.3 ac. \$244.⁵⁰

Hay Reseeding

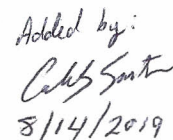
R. Hardman 23.19 ac. \$1,159.⁵⁰
 R. Wentz 16.19 ac. \$809.⁵⁰

D. Romine	Nutrient Mngmt	20 A	600.00	
W. Swan	Nutrient Mngmt	13.3 A	399.00	
C. Allman	PDF	2500 Ft	4,000.00	
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M. Benedum	Water System	WD	1,500.00	
M. Burke	Water System	WD/Well	3,800.00	\$3,300. ⁰⁰
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D. Sabatelli	Water System	SD	1,200.00	
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J. Sprouse	Wo. Ex. Fence	2500 Ft	4,000.00	
★ R. Plaugher	PDF	1,800 ft.	\$2,880. ⁰⁰	
★ P. Osborne	Water System	SD	\$1,200. ⁰⁰	
	Totalling		122,072.34	\$121,072.³⁴


 Committee Chair

Heavy Use

G. Short 2,000 ft.² \$2,500.⁰⁰
 L. Woodford 2,000 ft.² \$2,500.⁰⁰
 Ward LLC. 2,000 ft.² \$2,500.⁰⁰
 J. Brown 2,000 ft.² \$2,500.⁰⁰
 ★ R. Plaugher 2,000 ft.² \$2,500.⁰⁰
 B. White 2,000 ft.² \$2,500.⁰⁰
 R. Swan 2,000 ft.² \$2,500.⁰⁰
 W. Swan 2,000 ft.² \$2,500.⁰⁰
 C. Allman 2,000 ft.² \$2,500.⁰⁰
 B. Stout 2,000 ft.² \$2,500.⁰⁰
 T. Reed 2,000 ft.² \$2,500.⁰⁰

Added by:

 8/14/2019

★ District Supervisor
 - Applicants approved by WVCA.

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Committee Chair