

The **Tygarts Valley Conservation District** Board of Supervisors held a Regular Board Meeting on June 24, 2019, commencing at 9:00 am at Tygarts Valley District Office in Philippi. The meeting was called to order by Vice-Chairman Donnie Tenney.

Supervisors Present: Joe Gumm, James Dean, Jim Nester, Doug Bush, Donald Adams, Joe Shaffer

Associate Supervisors Present: Breanna Morgan, John Sencindiver

WVCA Present: Candice Stone, Jeremy Salyer, Sigrid Teets

NRCS Present: Ben Collier

TVCD Present: Dan Elliott

Visitors: Haley Cunningham, Mike Hicks, Brayden Hoffman

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

Reading/Approval of the Agenda/Minutes:

June 24, 2019 Agenda: **Mr. Gumm moved to approve the agenda as presented; seconded by Mr. Shaffer; motion carried.**

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

Introduction and/or Recognition of Visitors: Mr. Sencindiver introduced Mr. Michael Hicks and Mr. Brayden Hoffman. Mr. Hicks and Mr. Hoffman gave a short presentation and slide show on stream restoration.

Treasurer Report: Mr Dean stated that the bills are being paid and payroll is being taken care of and we need to get this position filled immediately.

District Conservation Technician & Work Crew Report: Mr. Elliott presented a PowerPoint Presentation of work the crew has completed. The board appreciate the Presentation and told him job well done. Mr. Salyer reminded Mr. Elliott not do start any O&M work until he has a fully executed agreement in place and also not to go to West Fork they are still working on that agreement.

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 the area farm tours would be taking place the week of August 5th and will give us more information as it is available. He also reminded everyone of Ag Day at the Capital being Friday January 31st and that anyone wishing to make a comment about SB655 needs to do so by the end of the week.

Ms. Teets reported that she has been doing lots of field work and rankings. She also has been attending trainings.

WVU Extension: None Present

NRCS: Mr. Collier reviewed his report (copy attached). He stated that there will be several staffing changes.

FSA: None Present

WesMonTy RC&D: Mr. Tenney reported that they met in Glenville for their last meeting and had a Columbia Coffee grower to do a presentation.

DOF: None Present

Old Business:

OM&R

- Pecks Run Invoice \$10,000.00- **Mr. Dean moved to approve and pay the Pecks Run Invoice; seconded by Mr. Nester; motion carried.**

Committee Reports:

Building/Finance/Budget Committee:

- Mary Goldsborough Bill has been returned again. **Mr. Nester moved to take the bill to Magistrate Court; seconded by Mr. Gumm; motion carried.**
- Loan- BCB finalized the paperwork and cut the checks last week for the tractor and mower. They all waived all closing costs and gave us a 4.75% interest rate.

Equipment/Safety Committee:

- Mr. Nester had a safety meeting with the crew on the importance Defensive Driving.

Education/Publicity/Exhibit Committee:

- Conservation Farm of the Year tours are scheduled for the week of August 5th.

Legislative Committee:

- Legislative Banquet/Upshur County- Scheduled for October 24th. Ms. Stone was asked to contact Way of Holiness and Chapel Hill Churches to see they would be interested in holding a dinner for us.
- State Legislative Committee: Mr. Dean said that he would serve on the Legislative Committee that meets at the Quarterly Meetings.

Grassland/AgEP Committee:

- Poultry Litter Sign Ups July 15-31, 2019. **Mr. Dean moved approve having sign ups July 15-31; seconded by Mr. Shaffer; motion carried.**

- Payment Approvals
 - Emergency Revegetation
 - Travis Hays \$905.40
 - Dale Hay \$192.00
 - Jeffrey Hart \$649.95
 - Justin McAtee \$350.40
 - John Yoakum \$153.41
 - Zachary Teter \$3,921.12
 - Brenda Swecker \$226.66
 - Dry Fork Crossing \$30.00
 - Steve Price \$465.00
 - Lime
 - Eugene McAtee \$547.78
 - Georgette Plaughter \$896.85
 - Poultry Litter
 - Ed Carte \$1,178.40
 - Raymond Bolyard \$1,600.00
 - Andrea Bolyard \$1,344.00
 - Michael Morris \$338.40
 - Holly Barker \$526.69
 - David Bartlett \$1,144.00

Mr. Dean moved to approve all payments as presented; seconded by Mr. Shaffer; motion carried.

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

Personnel Committee:

- Bookkeeper/Education Coordinator – 5 people were chosen to interview. Ms. Stone asked that questions be emailed to her by noon on Thursday to be compiled and printed for interviews.

New Business:

Air Conditioning Issue: There was a miscommunication with the air conditioning being replaced. The wrong unit was replaced. However, it was needing to be replaced. Mr. Dean will contact Dave Davis to come back and replace the correct unit. Two tenants have been affected by the air conditioning unit being down resulting in a loss of productivity. **Mr. Gumm moved to replace the second unit; seconded by Mr. Nester; motion carried. Mr. Dean moved to give a Cvechko Insurance and NISR ½ off on their rent for June for the inconvenience; seconded by Mr. Nester; motion carried.**

Mike Cvechko Water Trough Issue:

Mr. Cvechko had a watering trough moved & installed in 2015 that is leaking to due to an error during installation. There was a huge hole cut in the bottom of the tank and the drain line was not connected.

Mr. Gumm moved to fix the watering trough issue with no cost to Mr. Cvechko; seconded by Mr. Shaffer; motion carried.

Insurance Proposal: Mr. Shaffer moved to have Mr. Dean sign and approve the Insurance Proposal on Friday after reviewing both proposals from Bill Bailey & Insurance Systems; seconded by Mr. Bush; motion carried.

Mike Hicks Farmland Protection: Mr. Hicks is requesting a letter be sent to the Farmland Protection board in Upshur County. Mr. Bush moved to send the letter stating that we agree with the principles of what is being done as long as they are following all agreements by agencies involved; seconded by Mr. Nester; motion carried.

Crew Members and Job Descriptions- Add to the next agenda. Mr. Findley requested this information and was unable to attend this meeting.

Purchase of additional truck & 1 trailer:

Used Truck and Trailer- We need to call and get bids on the truck and trailer. Both items are under \$10,000.00 each. We will use the Line of Credit to purchase the truck and trailer and then apply for a loan to replace the money out of the line of credit. **Mr. Nester moved to allow Mr. Dean to apply for the loan and transfer funds from the line of credit; seconded by Mr. Bush; motion carried.**

Travel and Per Diem Policy:

The following items will be added to the travel and per diem policy:

- Any expenses over 90 days will not be paid.
- Meals will be reimbursed at actual expense not to exceed the following rates (\$13.00/breakfast, \$15.00/lunch, \$23.00/dinner.)
- Overnight stays will require a hotel receipt with a zero balance and a supervisor's signature to be reimbursed.
- Per Diem will be reimbursed at \$80.00/day and \$40.00/half day. Anything over 4 hours will be considered a full day. Reasonable half day per diem includes things like teleconferences, farm visits, job site visits, county meetings, etc.
- Associate supervisors will be reimbursed in accordance with supervisor regulations for mileage, melas, and overnight stay for district functions Associate Supervisors will not receive Per Diem.
- All Per Diem/Travel must be turned in by July 14th to receive payment.

Mr. Nester moved to approve the changes listed to the Travel & Per Diem Policy; seconded by Mr. Bush, motion carried with Mr. Gumm opposed.

NRCS Grant Position: The NRCS Grant Employee Position will be added to the next agenda for discussion.

LOR's

FY20 Ag Enhancement #8244 \$67,000.00

Innovative Hay Management Practices #8251 \$40,000.00

Mr. Shaffer moved to approve both LOR's ##8244 FYAG Enhancement \$67,000.00 & #8251 Innovative Hay Management Practices \$40,000.00 by Mr. Nester; motion carried.

There being no further business to attend to, Vice-Chairman Tenney declared the meeting adjourned.

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