



MINUTES OF MEETING
September 4, 2019

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, September 4, 2019, at the USDA Service Center in Moorefield. The meeting was called to order at 7:30 p.m. by chairperson, Charlotte Hoover.

SUPERVISORS: Charlotte Hoover, Ron Miller, J.W. See, George Leatherman, Brian Dayton, Kent Spencer, Frank Weese, Dale Walker and Gerald Sites

OTHERS: Doris Brackenrich, Christi Hicks, NRCS; Jeremy Salyer, Ed Martin, Ben Heavner, Nadene Jewell, WVCA; Tony Walker, PVCD; Paul Clayton, Carolyn Hefner, PVCD Associate Supervisors, Lloyd Bowers, Pendleton County Resident

MINUTES: The minutes of the August 7, 2019 meeting were presented for review and approval. A motion was made by Kent Spencer and seconded by Frank Weese to dispense with the reading of the minutes of the August 7, 2019 meeting and approve them as written and distributed. Motion carried.

FINANCIAL REPORTS: The District Manager reviewed the treasury reports for the month of August with the Board. Supervisors reviewed the reports for the General Fund and CDO Grant Accounts as prepared by William Lipps, CPA and the Co-Administered accounts as prepared by WVCA Fiscal Department. A motion was made by Ron Miller to approve the Co-Administered reports and General Fund reports and invoices paid within the month of August. Motion seconded by Kent Spencer. Motion carried.

INVOICE: Board action was taken on payment in the amount of \$525.00 to William Lipps CPA for bookkeeping services in the month of August. A motion was made by Frank Weese and seconded by Brian Dayton to approve payment to William Lipps CPA in the amount of \$525.00 for bookkeeping services in August. Motion carried.

FY19 CDO EXPENSE REPORT: The Board reviewed the FY19 expense report for the CDO Grant Account. A motion was made by J.W. See and seconded by Kent Spencer to approve the report, authorize the chair to sign and submit to WVCA. Motion carried.

AUDIT PROPOSAL: The Board reviewed the audit proposal received from Suttle and Stalnaker. The cost for one year is \$6,100.00 or \$5,600.00 per year for a 3-year engagement. Hicks did review the proposal and was in favor of the 3-year proposal. Following discussion, a motion was made by J.W. See to accept the 3-year audit proposal in the amount of \$5,600.00 per year from Suttle & Stalnaker. Motion seconded by Kent Spencer. Motion carried.

INVOICES: The Board reviewed invoices totaling \$14,600.00 received from Tygarts Valley CD for work completed on South Fork dams, sites #15, 16, 17 & 35. Ed Martin discussed the work completed by TVCD – he will review the invoice and provide verification upon inspection of the work. A motion was made by J.W. See and seconded by Kent Spencer to approve payment of the o&m invoices in the amount of \$14,600.00 to Tygarts Valley CD pending WVCA verification. Motion carried.

DUES: An invoice in the amount of \$4,000.00 was received from WVACD for annual dues. A motion was made by Ron Miller and seconded by J.W. See to approve payment in the amount of \$4,000.00 from CDO funds for WVACD annual dues. Motion carried.

SPONSORSHIP REQUEST: The Board reviewed a request for sponsorship of the Hampshire County 4-H Horticulture Judging Team to attend the national competition in October. Following discussion, a motion was made by Ron Miller and seconded by J.W. See to approve \$200.00 from the CDO Education funds, for support of the Hampshire County 4-H Horticulture Team. Motion carried.

Little Kanawha CD is hosting a grant writing training on 9/26/19. Supervisors and staff are welcome to attend – space is limited. Need to register if planning to attend.

NACD LISTENING SESSION: The NACD will hold a listening session on 10/23/19 at Flatwoods following the WVACD quarterly meeting. All supervisors are encouraged to attend.

WVACD QUARTERLY MEETING: The WVACD Fall Quarterly meeting will be held at Flatwoods on 10/21-10/22. A copy of the meeting agenda and registration form have been provided to supervisors. Deadline to register is end of the month. All supervisors are encouraged to attend.

EMERGENCY ACTION PLANS: The Board reviewed the emergency action plans for Patterson Creek in Grant County. A motion was made by J.W. See and seconded by Frank Weese to approve the emergency action plans for Patterson Creek in Grant County, authorize the chair to sign and submit to Dam Safety. Motion carried.

O&M WORK: Jeremy Salyer and Ed Martin addressed the additional o&m work needed on many PVCD dams – including metal work painting, toe drain and trash rack repairs. Discussion was held regarding options to complete the work: statewide contracts / local contracts / District crews. Board was in agreement that stateside contracts would be beneficial and be most cost effective. Question was asked about cost estimates – not completed at this time. Following the discussion, a motion was made by J.W. See and seconded by Ron Miller to approve the PVCD work (metal painting, toe drain and trash rack repairs) be included under statewide contracts. Motion carried. Board requested to be updated on the progress of the contracts. Jeremy agreed.

PATTERSON CREEK SITE #49: J.W. See inquired about the status of the landowner request for assistance with filling the pool on Patterson Creek Site # 49 in Grant County. The District received a letter from the Kopple family requesting assistance with filling the dry dam located on their property. The request was forwarded to WVCA watershed staff for follow up. Ed indicated no recent action on the issue. Staff had discussed the request with the landowner some months ago and will provide assistance – will be lengthy process.

OUTLET CHANNEL WORK: Ed Martin addressed the need to remove sediment from the outlet channels on several PVCD dams. Staff in process of meeting with landowners and preparing estimates for the work. Request for Board support – supervisor to oversee contract. Following the discussion, a motion was made by J.W. See to delegate authority to John Hicks to work with WVCA on the outlet channel work / contracts. Motion seconded by Brian Dayton. Motion carried.

CEC INVOICES: No update.

HONORARY MEMBER NOMINATION: Discussion was held regarding a nomination for Honorary Member Award recognition. A motion was made by Ron Miller to nominate Charlotte Hoover for Honorary Member Award. Motion carried. No action taken on Member at Large award.

FARM TOUR: Discussion was held regarding the state farm judging held on 8/2/19. It was a very good tour – Nobel Farms, Newcomers gave a wonderful presentation to the judges. All in agreement they have good chance to win state farm award. Board thanked Christi Hicks for nominating the farm and her work on the tour.

COMPOST: Ron Miller addressed the Board regarding the compost trials at the shop in Fisher. The compost is not heating as it should. Discussion held regarding how to proceed – Ben will assist Tony in working the compost.

AWARD CEREMONY EXPENSES: Board action was taken by motion of J.W. See to approve paying the farmer expenses for the awards ceremony in Flatwoods in October – one-night lodging, mileage and meals. Motion seconded by Brian Dayton. Motion carried.

DISTRICT MANAGER REPORT: Nadene reported on the following:

- Reminder of District Banquet on 9/15/19 @ 3 pm at the South Branch Inn in Romney. RSVP deadline is Friday, 9/6 – please let Nadene know if planning to attend.
- WVACD quarterly meeting notice / agenda distributed to supervisors – registration form must be submitted to Nadene – all forms will be sent to WVCA at one time.
- District rack cards were distributed to supervisors – more available in District office
- Request received from landowner to rent litter spreader again – Board action previously taken not rent equipment to him in future due to condition of spreader last time he used it. Discussion on the issue – Board agreed to stand by previous decision – landowner not allowed to rent equipment. May attend future Board meeting to discuss with Board if desire.

PVCD CREW REPORT: Tony reported on the following:

- Equipment Rentals

- Tires – will only fit large lime spreader – not used very often
- O&M work – crew working on dams in Patterson Creek, Grant County

Ed Martin inquired if crew will complete work on rest of Patterson Creek sites and Lost River sites. Following discussion, a motion was made by Ron Miller for WVCA to proceed with a contract for the work on Lost River dams, pending discussion with John Hicks (PVCD WS chair). Motion seconded by J.W. See. Motion carried.

- Inquired about spray plan for the dams – Ed Martin indicated WVCA is working with a specialist to develop a statewide spray plan – hope to implement next year.

EQUIPMENT: George Leatherman indicated a landowner made contact regarding the condition of one of the Brillion seeders. Tony was aware of the situation and repaired the seeder. The landowner was provided with a different seeder to use.

AG ENHANCEMENT COMMITTEE: Ben Heavner reviewed the Ag Enhancement committee recommendations. Committee in agreement to approve two AgEP applications from Hampshire County that required a site visit. A motion was made by J.W. See to approve the Ag Enhancement Committee recommendations. Motion carried.

WVCA: Jeremy Salyer reported on the WVCA approval of the following supervisor applications: LIME, Ron Miller; COVER CROP, George Leatherman, James W. See III and Kent Spencer; HAY RESEEDING, Ron Miller and Charlotte Hoover.

AG ENHANCEMENT: The following were presented for approval:

DIVISION FENCE - Payments: *Robert Moran \$7,750.30, Tim Wilkins \$8,000.00, Micheline Williams \$6,693.95, Robert R. Williams \$7,839.57, ** James W. See III \$7,850.65*

EXCLUSION FENCE - Payment: *Ranetta Hall \$3,121.95*

LIME - Payments: *Jimmy Wright \$1,167.07, Lawrence Whitacre \$1,769.06*

Hay Establishment Payment: *Michael Alt \$1,250.00*

A motion was made by Gerald Sites and seconded by Frank Weese to approve payment of the Lime, Division and Exclusion Fence, and Hay Establishment payments presented and listed above. Motion carried.

LIME – Applications: *Brad Bowers 37.2 tons \$744.00 CS; Glenn Mathias 56.91 tons \$1,138.20 CS; Brenda Weese 54.9 tons \$1,098.00 CS; John Weese 112.5 tons \$ 2,250.00 CS; Robert Moran 146.75 tons \$2,935.00 CS; Bill Martin 112.5 tons \$ 2,250.00 CS; Jim Martin 112.5 tons \$2,250.00 CS; Charles Funkhouser 157.2 tons \$ 3,144.00 CS; Roger & Judy Fansler 56 tons \$ 1,120.00 CS; Todd Fansler 42.6 tons \$ 852.00 CS; Nicole Fansler 120.1 tons \$ 2,402.00 CS; William Brooke 148.08 tons \$ 2,961.60 CS; Matt Teets 137 tons \$ 2,740.00 CS; Rebecca Ketterman 36 tons \$ 720.00 CS; ** Ronald Miller 59.75 tons \$ 1,195.00 CS; Jesse Mace 160.74 tons \$ 3,214.80 CS; Ralph Layton 21 tons \$ 420.00 CS; Jane Ruddle 39.53 tons \$ 790.60 CS; Doug Marsh 187.5 tons \$ 3,750.00 CS; Travis Hinkle 167.3 tons \$3,346.00 CS; Jerry Warner 225 tons \$ 4,500.00 CS; Micheline Williams 69.1 tons \$ 1,382.00 CS; Robert R. Williams 47.9 tons \$ 958.00 CS; Charles Judy 130.23 tons \$2,604.60 CS;*

Lisa Basye 217.5 tons \$4,350.00 CS; Tanner Farms 28 tons \$560.00 CS; Craig Franks 69.74 tons \$1,394.80 CS; Cheri Seiler 16.8 tons \$336.00 CS; Baker Farms 101.78 tons \$2,035.60 CS; Garrett Kuykendall 210.45 tons \$4,209.00 CS; Denny Hott 12.99 tons \$259.80 CS; Margaret Page 159.68 tons \$3,193.60 CS; Michael Haines 32.04 tons \$640.80 CS.

*COVER CROP – Applications: Kelly Williams 75 acres \$ 3,750.00 CS; Sam Williams 14.1 acres \$705.00 CS; Steve Heavner 10 acres \$500.00 CS; **George Leatherman 12 acres \$ 600.00 CS; Kenneth Harper 22 acres \$ 1,100.00 CS; Doug Wimer 73.5 acres \$ 3,675.00 CS; Randy Bennett 22 acres \$ 1,100.00 CS; Charles Armentrout 15.7 acres \$ 785.00 CS; John McCoy 49 acres \$ 2,450.00 CS; Joe Harper 19.5 acres \$975.00 CS; ** James W. See III 33.3 acres \$ 1,665.00 CS; W.C. Taylor 54.7 acres \$ 2,735.00 CS; Tom Kimble 12 acres \$ 600.00 CS; Raymond Phrase 40 acres \$ 2,000.00 CS; Bill Martin 75 acres \$ 3,750.00 CS; Jim Martin 75 acres \$ 3,750.00 CS; Robert Moran 42.1 acres \$ 2,105.00 CS; Tim Wilkins 75 acres \$3,750.00 CS; Glenn Mathias 3,105.00 CS; Delray Wilkins 52.5 acres \$ 2,625.00 CS; Charles Funkhouser 36.3 acres \$ 1,815.00 CS; Roger & Judy Fansler 35.4 acres \$ 1,770.00 CS; Todd Fansler 25.4 acres \$1,270.00 CS; Nicole Fansler 26.05 acres \$ 1,302.50 CS; William Brooke 70.2 acres \$3,510.00 CS; Matt Teets 75 acres \$ 3,750.00 CS; Michael Teets 75 acres \$ 3,750.00 CS; Rodney Branson 72.7 acres \$3,635.00 CS; Randy Branson 22.3 acres \$ 1,115.00 CS; Robert E. Williams 27 acres \$ 1,350.00 CS; Jerry Warner 22 acres \$ 1,100.00 CS; Roscoe Ours 50 acres \$2,500.00 CS; Paul Bennett 20 acres \$1,000.00 CS; Jesse Mace 25 acres \$1,250.00 CS; Doug Marsh 75 acres \$ 3,750.00 CS; Brent Titus 70 acres \$ 3,500.00 CS; Hunter Williams 75 acres \$3,750.00; Cynthia Yokum 22 acres \$ 1,100.00 CS; Mallow Farms 75 acres \$ 3,750.00 CS; Lisa Basye 32 acres \$ 1,600.00 CS; Roy Hedrick 36 acres \$1,800.00 CS; Dan Lahman 25 acres # 1,250.00 CS; ** Kent Spencer 33 acres \$ 1,650.00 CS; Harold Omps 12 acres \$600.00 CS; Baker Farms 59.35 acres \$ 2,967.50 CS; Dennis Funk 75 acres \$ 3,750.00 CS; Michael Omps 17 acres \$ 850.00 CS; Brian Brannon 28 acres \$ 1,400.00 CS.*

Heavy Use Area Protection/Concrete - Applications: Nathan Griffin \$5,000.00 CS; Conrad Farms, Inc – Doug Marsh \$5,000.00.

*HAY RESEEDING – Applications: Johnny Hevener 39 acres \$1,950.00 CS; Jerry Warner 12 acres \$ 600.00 CS; Lisa Basye 32.67 acres \$1,633.50 CS; Jesse Mace 5 acres \$ 250.00 CS; Brent Titus 33.88 acres \$1,694.00 CS; **Ronald Miller 50 acres \$ 2,500.00 CS; Nicole Fansler 30 acres \$1,500.00 CS; Glenn Mathias 8.8 acres \$ 440.00 CS; William Richman 10 acres \$ 500.00 CS; Dan Lahman 13 acres \$ 650.00 CS; Brian Brannon 50 acres \$ 2,500.00 CS; Cheri Seiler 15.65 acres \$ 782.50 CS; Tanner Farms \$ 42.18 acres \$ 2,109.00 CS; ** Charlotte Hoover 33.6 acres \$1,680.00 CS*

HAY ESTABLISHMENT – Applications: Robert Moran 6.5 acres \$ 812.50 CS; Bill Martin 23.4 acres \$2,925.00 CS; Eric Hudgins 4 acres \$ 500.00 CS; Robert E. Williams 13 acres \$ 1,625.00 CS; Danny Miller 23 acres \$ 2,875.00 CS; Hunter Williams 31.7 acres \$ 3,962.50 CS; Robert R. Williams 7.5 acres \$ 937.50 CS; Jennings Pyles 47 acres \$ 5,875.00 CS; Baker Farms 10.9 tons \$ 1,362.50 CS; Harold Omps 8 acres \$1,000.00 CS; Trista See 22.91 acres \$2,863.75 CS; Tanner Farms 23.8 acres \$ 2,975.00 CS

LITTER TRANSFER – Applications: Edith Hedrick 250 tons; Nicol Farms – Mark Nicol 250 tons; James Coffman 250 tons; Craig Hott 100 tons; Larry Ours 165 tons; James Ours 82.5 tons; Kenneth Ritchie 250 tons; and Michelle Ritchie 250 tons.

A motion was made by Gerald Sites and seconded by Dale Walker to approve the AgEP applications presented and listed above. Motion carried.

CONSERVATION AGREEMENTS: Two conservation agreements were presented for approval: Margaret Page 600 acres and Mark Redman 5.6 acres. A motion was made by Dale Walker and seconded by J.W. See to approve the conservation agreements totaling 605.6 acres. Motion carried.

WVCA: Jeremy Salyer reported on the following:

- Deadline to submit proposals for AgEP funding allocation is 10/31
- Ag Day – January 2020 – concern has been expressed over holding on Friday – Legislative Committee to address in future
- CDs must return any leftover Emergency Reseeding Program funds to WVCA – place on October meeting agenda for action

NRCS: Christi Hicks reviewed the monthly report and expressed appreciation for District support during the farm tour. Newcomers are very excited to be recognized.

NRCS: Doris Brackenrich reviewed the month report – highlighted high percentage of funds / contracts obligated by Grant, Hardy and Pendleton counties. Approximate ¼ of state funds obligated within PVCD counties.

Charlotte Hoover thanked NRCS and agency staff for hard work and being so supportive to the District.

Paul Clayton inquired about fence repair on his dam – corner brace / fence needs repaired. Ed Martin will be in the South Fork and will meet with Paul tomorrow. Jeremy indicated will need to investigate district requirement for the repairs. Clayton indicated the fence was installed by District contractor in the past.

PENDLETON LANDOWNER: Lloyd Bowers, Pendleton County landowner was in attendance and addressed the Board regarding concern over small farms competing with large operations. Need to exchange ideas for the future. Board thanked Mr. Bowers for his comments.

Reminder of the following dates:

- District Banquet 9/15 @ 3 pm, South Branch Inn in Romney
- WVACD Fall Quarterly Meeting in Flatwoods, 10/21 – 10/22
- Next PVCD meeting, 10/4/19

There being no further business, the meeting adjourned by motion of Kent Spencer at 8:55 pm. Motion seconded by Dale Walker. Motion carried. The next regular meeting will be on Wednesday, October 2, 2019 beginning at 7:00 pm at the USDA Service Center in Moorefield.

Chairperson

Secretary

Date