

The **Tygarts Valley Conservation District** Board of Supervisors held a Regular Board Meeting on January 27, 2020, commencing at 9:00 am at Tygarts Valley District Office in Philippi. The meeting was called to order by Chairman Donnie Tenney.

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

WVCA Present: Candice Stone, Jeremy Salyer, Sigrid Teets

TVCD Present: Dan Elliott, Terrie Hedrick,

NRCS Present: Shayna Carter, Thomas Wilsoncroft

WVDOF Present: Rudy Williams

FSA Present: David Gardner

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

Reading/Approval of the Agenda/Minutes:

December 16, 2019 Minutes; **Mr. Bush moved to approve the minutes as presented; seconded by Mr. Shaffer; motion carried.**

January 27, 2020 Agenda; **Mr. Shaffer moved to approve the agenda as presented; seconded by Mr. Gumm; motion carried.**

Correspondence Received: Brickstreet, WesMonTy RC&D Grant Agreements, DNR Stream Permit Application, Randolph County Elkwater Maintenance Inspection, Audit Report FY19, DNR Stream Permit Application

Treasurer Report: Ms. Hedrick gave the board financial handouts. Mr. Dean went over the handouts and available funds. Mr. Dean asked for the bills for Ron Able and Robert Wolfe to be rebilled. He also requested that with the new QuickBooks for additional reports for the February Meeting

District Conservation Technician & Work Crew Report: Mr. Elliott stated the crew is completing Pecks Run. He also mentioned they are building hay bale feeders to sale. Mr. Elliott will be attending Ag Days on Friday. Ms. Gerard asked when he would be back to meet with them about work that had been requested a while back. Mr. Elliott stated he would get in contact with them to set up an appointment. He also mentioned the Harman EWP jobs and he would be giving a not to exceed price.

District Manager Report: Ms. Stone reported that she was working on the Spring Newsletter and prepared documents for Poultry Litter Sign Ups. She also attended the Eat and Reap Dinner and the AgEP Committee Meeting. Ms. Stone informed the board that she has been cross-training with Mon District and will be covering that office due to the DM there will be out for an extended time during the summer.

Report of Officers and Agencies:

WVCA: Mr. Salyer reviewed his written report (copy attached). He reminded the board of Ag Days January 31st and informed the board of the Water Resources Committee Meeting to immediately follow the breakfast. He also mentioned the association will be providing information for reservations on the next quarterly meetings.

Ms. Teets stated she attended an AgEP Committee Meeting, Eat & Reap Dinner and Farm Bureau Science Trailer in Belington. She has been working on an allocation formula. Shel also is working on seed mixed for soul health

WesMonTy RC&D: Mr. Tenney reported they are still working on their video grant. The deadline to apply for this year's grant is February 28th.

NRCS: Mr. Wilsoncroft said they have been very busy completing contract work. He also mentioned they are working on new business tools He also said they will all be attending a statewide training in February. Local Work Group will meet Monday February 24,2020 @ 6:30 PM at the District Office.

FSA: Mr. Gardner said he is going to be attending 1 meeting per quarter. He also mentioned sending FACT Sheets so that we have them available to give to our cooperators about upcoming programs and information.

WVDOF: Mr. Williams asked if we would be willing to send a letter of support to have a Forester in Barbour and Tucker County. **Mr. Gumm moved to send a letter in favor of the position; seconded by Mr. Shaffer; motion carried.** He also requested an office at this location.

Old Business:

- **Employee Shirts** – Ms. Hedrick checked with Seneca Design on pricing for shirts. The turnaround time will be about 2 weeks. **Mr. Dean moved to allow the purchase of 5 shirts each for Ms. Hedrick and Mr. Elliott; seconded by Mr. Nester.**
- **Policy and Procedure Manual-** Requested to be placed on the February Agenda

Committee Reports:

Building/Finance/Budget Committee:

- **Credit Card-**Discussed as to if we can have authorized users or individual names and business name on cards and how we go about getting a business card. Mr. Salyer suggest we should check with Eastern Panhandle and Potomac Valley to see how they have set up their cards.

Equipment/Safety Committee:

- Mr. Nester had a safety meeting on the 10 Commandments of Safety.

Education/Publicity/Exhibit Committee:

- **Signs for District Winner-** **Mr. Bush moved to purchase signs for the district farm winners; seconded by Mr. Nester; motion carried.**
- **Conservation Farm-** Ms. Stone asked that they be thinking about a farm from each county for next year

- **Century Farm-** Reminder that all applications be turned into the district by February 1, 2020. District decisions are due to Mr. Sencindiver by April 1, 2020. **Mr. Bush moved to replace any Century Farm Signs that have been damaged at the districts cost and approval; seconded by Mr. Nester; motion carried.**
- Education Meeting scheduled for Thursday January 30, 2020 @ 9am

Legislative Committee:

Mr. Gumm mentioned Ag Days on January 31st and the importance of supervisors attending.

Grassland/AgEP Committee:

- **Water System Practice Approval**
 - Brad Bennett- \$3,000.00
 - Mary Wolfe - \$3,000.00
- **Heavy Use Protection Area Practice Approval**
 - Brad Bennett \$1,000.00

Mr. Dean moved to approve the practices as submitted; seconded by Mr. Shaffer; motion carried.

- **Conservation Agreements**
 - Michael Kromer- Barbour County

Mr. Dean moved to approve Conservation Agreements as presented; seconded by Mr. Shaffer; motion carried.

- **FY21 AgEP Agreement**

Mr. Nester moved to approve the FY21 AgEP Agreement as presented; seconded by Mr. Bush; motion carried.

WVACD: Mr. Nester said there is going to be a statewide field day in Mineral County date to be determined. Mr. Tenney mentioned we should try getting involved in the Poster/Photo Contest. He also said there is going to be a supervisor training. Mr. Nester handed out scholarship applications to be delivered to the high school guidance counselors.

Personnel Committee:

- **Housekeeping Lunch Break**

Mr. Bush moved that a ½ lunch break be deducted from the housekeeper total hours each day for a mandatory lunch break; seconded by Mr. Gumm; motion carried.

New Business:

LOR:

- **#10331 CD Employee October – December 2019 \$10,0053.75**
- **#8200 FY19 Audit \$5,500.00**

- **Mr. Shaffer** moved to approve for payment LOR #10331 CD Employee October-December 2019 \$10,053.75 and #8200 FY19 Audit \$5,500.00; seconded by Mr. Gumm; motion carried.

May Board Meeting Date: Mr. Adams moved to have the May Board Meeting on May 18, 2020; seconded by Mr. Shaffer; motion carried.

WV Watershed Celebration Day Sponsorship: Mr. Gumm move to send \$100.00 for sponsorship; seconded by Mr. Bush; motion carried.

Plan of Work: Place on the February Agenda

Direct Deposit: Mr. Adams moved to have direct deposit mandatory for all TVCD employees; seconded by Mr. Nester; motion carried. Mr. Nester moved that direct deposit for supervisors is optional; seconded by Mr. Dean; motion carried.

Innovative Hay Management Practice Invoices:

- Invoice # 1 Shipping Cost \$20.25
- Invoice # 2 Lab Analysis \$148.50

Mr. Shaffer moved pay both invoices as presented; seconded by Mr. Nester; motion carried.

Supervisor Reports:

- **Dean:** Eat & Reap Dinner, Audit of why district paid for boat parts “Mr. Elliott said to give him a bill and he will pay for these.”, AgEP Committee Meeting
- **Bush** AgEP Committee Meeting, Newspaper Article
- **Adams** FFA Advisory Council
- **Nester** AgEP Committee Meeting, Grassland Steering Committee, RC&D, Quarterly Meeting, Eat and Reap Dinner, Envirothon
- **Shaffer** RC&D, County Commission, AgEP Committee
- **Gumm** NRCS Soil Health, Quarterly Meeting, NACD Annual Meeting will be held in February in Las Vega
- **Tenney** RC&D, Buckhannon Watershed, Quarterly

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

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