

The **Tygarts Valley Conservation District** Board of Supervisors held a Regular Board Meeting on February 24, 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, Tom Short

WVCA Present: Candice Stone, Jeremy Salyer, Sigrid Teets, Cindy Shreve (via skype)

TVCD Present: Dan Elliott, Terrie Hedrick

NRCS Present: Shayna Carter, Jared Nestor

Associate Supervisor Present: Breanna Morgan

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

Reading/Approval of the Agenda/Minutes:

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

February 24, 2020 Agenda: **Mr. Gumm moved to approve the agenda as presented; seconded by Mr. Nester; motion carried.**

Correspondence Received: Brickstreet, Shayna Carter resignation

Treasurer Report: Ms. Hedrick gave the board financial handouts. Mr. Dean went over the handouts and available funds. Mr. Dean said that they are still needing to collect the money owed by Mary Goldsborough. Ms. Hedrick said that she is working on the paperwork for the direct deposit to be completed. **Mr. Gumm moved to accept the Treasurer Reports as presented and file for audit; seconded by Mr. Nester; motion carried.**

District Conservation Technician & Work Crew Report: Mr. Elliott said they are putting in a trough this week and most of the crew is off due to weather. They are getting equipment ready for Spring and the tractor is at Shrocks due to a recall notice. Mr. Elliott said over the next few weeks he will be attending board meetings in Elk, Little Kanawha, Potomac, West Fork and Monongahela Districts regarding mowing. He also mentioned mowing the Grafton Cemetery. Little Kanawha is doing a field day April 25th where the crew will be demonstrating equipment. He also put ads on Facebook and Craigslist for the feeders and brush removals. Mr. Elliott stated we did not get the jobs at Harman. Mr. Salyer reminded the board that they must have a work order in place and district permission before beginning any mowing or weed eating.

District Manager Report: Ms. Stone reported that she was working on the Spring Newsletter, prepared documents for FY21 AgEP Sign Ups, and sent out reminder cards for the Local Work Group meeting. She also attended the Eat and Reap Dinner and the Education Committee Meeting. Ms. Stone reminded the board that she will be covering for Mon District on Tuesday and Thursday during the District Managers absence.

Report of Officers and Agencies:

WVCA: Mr. Salyer reviewed his written report (copy attached).

Ms. Teets stated that we have 11 poultry litter applications and still have 2 weeks left to accept applications. She also said there is still more funding available that we can request for litter. Ms. Teets also mentioned the AgEP deadlines and signup period for this year. She has attended the Education Meeting and Eat & Reap Dinners and has upcoming trainings.

Ms. Shreve said that we can set additional ranking questions that will need to be approved by State Committee. She also said that if we request Litter Funding to just request what we can use.

WesMonTy RC&D: Mr. Tenney reported the deadline to apply for this year's grant is February 28th. Ms. Teets said the reports and request for reimbursement have been submitted.

NRCS: Mr. Nestor said that he is preparing for the Local Work Group Meeting tonight. He also said his staff is working with us on watering systems. Mr. Nester announced the Vacant Grant Position to be filled and February 25th is Shayna's last day. He also said that the Randolph County Conservation Technician has been filled and the Barbour County position has been announced to be filled.

Old Business:

- **Plan of Work – Mr. Nester moved to change the dates only on the Plan of Work and submit as is; seconded by Mr. Bush; motion carried.**
- **Policy and Procedure Manual- Mr. Shaffer moved to approve the Policy and Procedure Manual as submitted; seconded by Mr. Gumm; motion carried.**

Committee Reports:

Building/Finance/Budget Committee:

- **Past Due Account-** Talk with the magistrate on what is the next step to get payment on Mary Goldsborough account.

Equipment/Safety Committee:

- Mr. Nester did not have safety meeting due to the crew being off.

Education/Publicity/Exhibit Committee:

- **Conservation Farm-** Mr. Nester gave Mr. Bush some suggestions and supervisors need to be thinking of other names.
- **Upshur County Ag Days-** Mr. Bush is going to email everyone about the Ag Days.

Legislative Committee:

Mr. Gumm said that the Ag Days Breakfast was successful and well attended by supervisors.

Grassland/AgEP Committee:

- **AgEP Meeting scheduled for March 12th @ 9am.**

Personnel Committee: Mr. Tenney moved to go into executive session per WV state code 6-9A-4a to discuss personnel issues; Mr. Gumm seconded; motion carried. Board went into executive session at 11:25 am. Board came out of executive session at 12:55 pm.

New Business:

LOR:

- **#10331 CD Employee October – December 2019 \$9,923.10**
- **Mr. Shaffer moved to approve for payment LOR #10331 CD Employee October-December 2019 \$9,923.10; seconded by Mr. Nester; motion carried.**

Hay Innovative Grant Seed Budget \$3,000.00: Mr. Adams moved to approve a \$3,000.00 budget to purchase seed mixtures; seconded by Mr. Bush; motion carried.

PEIA Insurance: Mr. Dean moved to pursue PEIA Insurance; seconded by Mr. Nester; motion carried.

District Personnel Plan: Mr. Dean moved to approve the District Personnel Plan as presented; seconded by Mr. Bush; motion carried.

O&M Sponsorship: Ms. Stone read email from Mr. Martin regarding O&M Meetings. Supervisors are going to talk to County Commissions and let Ms. Stone know the dates to get with Mr. Martin about funding presentations.

Vacant Positions:

- **NRCS Grant Soil Conservationist-**
- **Housekeeper**
 - **Mr. Dean move to advertise on indeed and Craigslist screening applicants every 2 weeks and ending on May 1st, seconded by Mr. Bush motion carried.**

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