

**TYGARTS VALLEY CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
Meeting Minutes of December 13, 2017**

The Tygarts Valley Conservation District Board of Supervisors held a regular board meeting on December 13, 2017 at Our Lady of Mercy Catholic Church in Parsons, WV. The meeting was called to order by Chairman Findley at 10:00 am.

**Supervisors Present:** David Bonner, James Dean, Sheldon Findley, Joe Gumm, James Nester, Joseph Shaffer, Sigrid Teets, Donnie Tenney, and Robert True **Supervisors Absent:** John Sencindiver

**Others Present:** Suzie Steele-WVCA, Joyce Frey-TVCD, Dan Elliott-TVCD, Ben Collier-NRCS, Brittany McIntosh-NRCS, Jessica Streets-WVU Ext. Service, Ed Smith-TVCD, Paul Everson-TVCD, Greg Bramer-TVCD, Nancy Nester.

**Pledge of Allegiance was led by Mr. Shaffer.**

**Reading/Approval of the Agenda/Minutes:**

December 13, 2017 Agenda: **Mr. Tenney moved to approve the agenda as presented; Mr. Gumm seconded; motion carried.**

November 27, 2017 regular meeting minutes: **Mrs. Teets moved to approve the minutes as reviewed; Mr. Shaffer seconded; motion.**

**Introduction and/or recognition of visitors:** Jessica Streets, WVU Ext. Service for Tucker County.

**Treasurer Report:** Ms. Frey reviewed her reports (copies attached). Mrs. Steele reviewed the Co-Admin accounts. (Copies attached) **Mr. Nester moved to accept the General and Co-Admin Reports as presented and file for audit; Mr. Gumm seconded; motion carried.**

**District Conservation Technician & Work Crew Report:**

**Mr. Nester** reported that the committee met to discuss the Todd Bolyard invoice issue. The committee reviewed all information and recommends that Mr. Bolyard pay the invoice as per the contract signed by him. There will be a joint committee meeting of the finance and equipment committees on Monday, January 8 at 9 am. **Mr. Elliott** reported all is going well. They are working on finishing a barn job, land clearing, spring development, and also received a call yesterday concerning an emergency spring development.

**District Manager Report:**

**Suzie Steele** reported that things are going well. No issues to report. Still waiting to see who has been hired as the new DM for TVCD.

**Report of Officers and Agencies:**

**WVCA:** **Mrs. Steele** reviewed the written WVCA report (copy attached).

**WVU Extension:** **Mrs. Streets** reminded the board of the Small Farms Conference to be held in Morgantown, February 22-24, 2018. She also reported that the Women in Ag Conference for 2018 will be held in Parkersburg on November 2 & 3. A master gardener class will be held in March in Elkins. She also reviewed the Reap & Eat meeting dates.

**NRCS:** **Mr. Collier** reviewed his written report (copy attached).

**FSA:** None

**WesMonTy RC&D:** **Mrs. Teets** reported that the deadline for reports has been extended because funding has not been received yet. Also, the completed report for the 2013 grant is due by the end of December.

**WVDOF:** None

**Others:** The written report from **Caleb Smith** was given to the board (copy attached).

**Correspondence received:** None

- **Old Business**

- ***Farmland Preservation - None***
- ***SPRP/OM&R (Ongoing/Update)***
  - ***Work Pending: None***
  - ***Completed Work/Invoices: None***
- ***MOU Development with WVCA for EWP Response (Ongoing/Update)***-No update. The state is still reviewing.
- ***NRCS Elkwater soil core storage (Ongoing/Update)*** - The cores at Valley Head still need removed.

**Committee Reports:**

**Building/Finance/Budget Committee:** It was reported that the basement of the TVCD building is almost ready to be used. The renovation project for NRCS is dead due to the amount of money set aside by them being inadequate. **Mr. True moved to spend up to \$3,000 for materials to update that area so it is presentable to potential renters; Mr. Gumm seconded; motion passed.**

- **Past due accounts** - Ms. Frey reported that a response from Mark Myers has not been received to date concerning his past due invoice.
- **Building repairs and maintenance (Ongoing/update)** - Nothing additional
- **NRCS Lease Renewal (Ongoing/update)**-Ms. Frey reported that the lease has been extended for 24 months with all details remaining as in the previous lease. It will run through December 31, 2019. **Mr. Nester moved to approve the extension of the lease; Mrs. Teets seconded; motion passed.**

**Equipment/Safety Committee:** Mr. Nester reported that the employees have been informed that purchases are not to be made without the approval Conservation Tech or Office Manager.

- Sale and/or purchase of district equipment (Ongoing/Update) - None
- Equipment repairs (Ongoing/Update) - Fuel pump was replaced on green truck. Estimates are being gathered on repairs to the tractor transmission. All else is OK.

**Education/Publicity/Exhibit Committee:** None

**Legislative Committee** - Mr. Gumm reminded everyone of Ag Day at the Capital with the Legislative breakfast.

**Grassland/AEP Committee** - Mrs. Teets reported that the AgEP Committee met on November 17. They reviewed the district's practices and rates. **Caleb Smith** reviewed the information with the board (copy attached). **Mrs. Teets moved to accept the program practices and changes as presented; Mr. Shaffer seconded; motion passed.** The board discussed the pros and cons of adding deer fence into their program. Also, discussed was the gathering of additional information from cooperators to report to the state.

**Conservation Agreements:** None

**AgEP Approvals, Cancellations, Payments:**

- Roger Nestor - Heavy Use Protection Area - \$1,000.00
- Rosemary Woods - Lime - \$234.62
- Douglas Flohr - Water Exclusion Fence - \$960.00

**Mrs. Teets moved to approve the payments; Mr. Shaffer seconded; motion passed.**

**Water Resource Committee** - Mr. True reported on attending a meeting on the water project at Union.

**WVACD Directors Report** - None

**Personnel Committee** - Mrs. Teets stated that it is time to do evaluations and review policy. A committee meeting will be scheduled in January.

## **New Business**

- **Policy Changes**: Mrs. Steele reminded the board that all policies need to be reviewed and updated as needed.
- **Donation to Annual Watershed Celebration Day**: Mr. Nester moved to donate \$100.00; Mr. Tenney seconded; motion passed.
- **WVCA EWP Invoice Tucker County (Tompkins & Hile)-\$8,606.30**: Mr. Nester moved to submit the invoice; Mr. Tenney seconded; motion passed.

## **Supervisor Reports**

**Mr. Gumm** suggested that the district check on getting a group from the district to attend the Watershed Celebration Day. He reminded the board of the WVACD Quarterly Meeting in January. Also, mentioned the NACD Annual meeting in Nashville, TN on January 26-30, 2018.

**Mr. True** attended the meeting concerning the Bolyard invoice. He also will be attending a SWA meeting on Thursday at 7 pm. He discussed the updating the plan of work for the strategic grazing steering committee.

**Mr. Dean** asked about an income and expense report for the district. Ms. Frey will work with him on this. He also asked about a report on the costs of running the district's shop. This will be discussed further in committee.

**Mr. Tenney** asked for a copy of the USDA grant info for FY18. He attended a watershed meeting, the Envirothon committee meeting, and WV Farm Bureau meeting. There was discussion on the damages done by the deer population and possible cost sharing on some fencing to help with this problem.

**Mr. Shaffer** attended the meeting concerning the Bolyard invoice. He thank the TVCD tech and crew for all their work. He also thanked Mr. Nester for coordinating today's luncheon.

**Mrs. Teets** reported on her involvement with the Envirothon Committee and that she has been appointed to chair the Education Subcommittee of the Envirothon Committee. The fifth topic for this year's competition is "ranchland". They are working with a professor from WV Wesleyan College and the final draft on the fifth topic should be coming soon. She also attending the equipment committee meeting.

**Mr. Findley** thanked the TVCD work crew that was in attendance and gave them cards. By policy, only 3 employees may receive bonuses this year. He presented Mr. Nester with his 5 years of service certificate and lapel pin.

**Public Comment Period**: Mr. Elliott thanked the board for all their support and presented Ms. Frey a gift in appreciation of all her assistance

**On motion by Mr. Tenney, and being no further business to attend to Chairman Findley declared to meeting adjourned at 11:46 am.**

**Dates to Remember:**

- **December**
  - **Monday - 25<sup>th</sup> - CLOSED for Christmas**
- **January**
  - **Monday - 1<sup>st</sup> - Closed for New Year's Day**
  - **Wednesday - 3<sup>rd</sup> - Envirothon Meeting at Flatwoods - 10 AM**
  - **Monday - 8<sup>th</sup> - Joint Finance and Equipment Committee Meetings - 9 AM**
  - **Thursday - 11<sup>th</sup> - Eat & Reap Dinner in Barbour Co. - 6 PM**
  - **Friday - 12<sup>th</sup> - Grazing Lands Steering Committee @ Weston - 10 AM**
  - **Tuesday & Wednesday - 16<sup>th</sup> & 17<sup>th</sup> - WVACD Quarterly Meeting at Flatwoods Days Hotel**
  - **Wednesday- 17<sup>th</sup> - State AgEP Committee meeting at ECD in afternoon**
  - **Thursday - 18<sup>th</sup> - Appalachian Grazing Conference committee meeting at MCD**
  - **Monday - 29<sup>th</sup> - TVCD Board Meeting**
- **February**
  - **Wednesday - 7<sup>th</sup> - Ag Day at the Capitol w/ Legislative Breakfast**
  - **Thursday - 8<sup>th</sup> - Eat & Reap Dinner in Randolph Co. at Camp Pioneer - 6 PM**
  - **Thur. - Sat. - 22<sup>nd</sup>-24<sup>th</sup> - Small Farms Conference at Morgantown**
  - **Monday - 26<sup>th</sup> - TVCD Board Meeting**
- **March**
  - **Thursday - 8<sup>th</sup> - Eat & Reap Dinner in Tucker Co. at Senior Center - 6 PM**
  - **Monday - 26<sup>th</sup> - TVCD Board Meeting**