

NORTHERN PANHANDLE CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
August 9, 2018
10:00 a.m.

Supervisors Present

Jim Anderson, Hancock County
Charles Pugh, Hancock County
Britney Hervey-Farris, Brooke County
Steve Paull, Brooke County, Vice-Chairman
Cele Duvall, Ohio County
Robert Luchetti, Ohio County
David McCardle, Marshall County, Secretary/Treasurer
Mark Fitzsimmons, Marshall County, Chairman

Associate Supervisor Present

Betty Schafer, Marshall County
Gary Dean, Marshall County

Others Present

Kim Fisher, Area Director, WVCA
Jennifer Kile, Conservation Specialist, WVCA
Katie Fitzsimmons, District Conservationist, NRCS
J. L. Tennant, County Executive Director, FSA
Ed Hanson, NRCS
Brent Lyons, Forester, WVDOP

Chairman Mark Fitzsimmons called the meeting to order on Thursday, August 9, 2018 at 10:09 a.m. at the USDA Service Center in McMechen, WV.

Pledge of Allegiance – Chairman Mark Fitzsimmons led the pledge of allegiance.

Minutes

Charles Pugh made a motion to approve the minutes of the July 2018 Board meeting and the July 23, 2018 special meeting as presented. Seconded by Robert Luchetti. Motion passed.

Financial Report

David McCardle, Treasurer, did not review the financials for July.

Reports

- District Crew Supervisor
 - Mark Fitzsimmons reported the following – Keith Pyles quit. Kyle Pyles assumed the position of crew supervisor. There are now only two work crew employees. One dam in Harmon Creek needs to be mowed. The crew was unable to mow because of a guardrail installed by DOH. The crew is currently at the Upper Grave Creek dams. After today, the crew will have one more dam to mow at Upper Grave Creek. The NPCD has received two job applications that need to be reviewed for possibility of new hires.

- Farm Service Agency (FSA)
 - J.L. Tennant reported the following – Chuck Glenn and Elbert Allison are both up for election for county committee for Hancock County. Corn sign will run up to September.
- WV Division of Forestry (WVDOF)
 - Written report passed out. Brent Lyons reviewed the report. Performed mast survey with DNR.
- WV Conservation Agency (WVCA)
 - Kim Fisher reviewed the monthly report. A copy was given to each supervisor.
- Natural Resource Conservation Service (NRCS)
 - Monthly report passed out. Katie Fitzsimmons reviewed the report.
 - Tentative dates for field day are November 9 and 10.
- Wheeling Creek Watershed Commission (WCWC)
 - Howard Coffield took possession of the WCWC checkbook and current bank statements.
- District Manager
 - No report.
- Visitors
 - Betsy Tustin, local landowner, spoke to the board regarding the Ag Enhancement Program. Betsy said she has called several times for an application to participate in the last two rounds but did not receive a call back. Her contact information will be given to Jenn Kile to contact when the next application round is available.
- Committee Reports
 - Building Committee – Jim Anderson reported the following – the concrete in the building addition is a priority. The back doors of the building are starting to rust. They need to be removed and sanded and new seals need to be installed. Jim will order the seals.
 - High Tunnel Committee – Britney Hervey-Farris reported the following – the tree that hangs over the top of the high tunnel has been trimmed. There are some ideas for winter growing season (Lewis Jett).
 - Equipment Committee – David McCardle reported the following – The new 41-gallon sprayer has been purchased and delivered. It weighs about 100 pounds and could be loaded by two men. Signage is needed for the 2017 lime/fertilizer spreader.

Old Business

- USDA Building Complex
 - Janitorial supplies are needed. Veronica Gibson will order.
 - Robert Luchetti and Jim Anderson will decide where to install the mailbox that was purchased for outside.

- Plastic Mulch Layer
 - It was decided to find out directly from growers if there is an interest in renting a plastic mulch layer. Britney Hervey-Farris will put something together. David McCardle said he has heard from one person that would be interested. **Robert Luchetti made a motion to table the purchase of a plastic mulch layer. Seconded by Jim Anderson. Motion passed.**

- NPCD County Farm Recognition
 - Brooke County – Charlie Bonar
 - Ohio County – John and Dave Henderson
 - Marshall County – Lloyd Earnest
 - Hancock County – Jim Anderson will speak to Chuck Glenn

- NRCS Funding Opportunity to Support Technical Assistance
 - Britney Hervey-Farris reported on the progress of the application process. The deadline for submission is August 15. The NPCD and UOCD have partnered together for the grant with a 60% (NPCD)/40% (UOCD) split.

- NPCD Logo
 - Mark Fitzsimmons is still working on a new logo.

- Update Signature Cards for Accounts
 - Information needed from each supervisor has been collected and will be submitted to the bank.

- NPCD Truck Signage
 - Ohio Valley Awards will install NPCD signs on the truck for \$150-\$175. **Robert Luchetti made a motion to have Ohio Valley Awards install NPCD signs on the truck. Seconded by David McCardle. Motion passed.** If the signs are more than \$175 it will need to be approved by the board.

- Conservation Outreach Dinner
 - A list of attendees from each supervisor for their county is needed by the September board meeting. The dinner will be held October 18, 5:30 pm, at the USDA Service Center.

- Display Banners
 - The board asked Jenn Kile, Katie Fitzsimmons, and Veronica Gibson to collect pictures that could be used for the display banners. **Cele Duvall made a motion to purchase two display banners. Seconded by Jim Anderson. Motion passed.**

- Host July 2019 WVACD Quarterly Meeting
 - Dates of the meeting are July 15 and 16, 2019. A quote has been requested from the Highlands Event Center for cost. District tours that were discussed were Eric Freeland and Eric Blend. Dinner and a tour will be held at Family Roots Farm. Cost of hosting the meeting will be available at the September meeting.

- New Sprayer Rental
 - The cost for rental of the 41-gallon sprayer will be \$25 per day.
- Field Day
 - Dates for the field day are November 9 and 10. A dinner will be held on November 9 and the field day will be held at the Jeff Allen farm on November 10.
- Hands on Ag Day Donation
 - **Cele Duvall made a motion to donate \$2,000 to the 2018 Hands on Ag Day event as agreed on for the FY19 CDO budget. Seconded by Robert Luchetti. Motion passed.**

New Business

- Purchase of Outdoor US Flag (4x6) and Light
 - **Robert Luchetti made a motion to purchase a storm flag. Seconded by Jim Anderson. Motion passed.**
- Brooke County Fair – September 7-9
 - Britney Hervey-Farris will set up the district display.
- Hancock County Fair – September 14-16
 - Jim Anderson will set up the district display at the fair.
- FY19 WVACD Dues
 - **David McCardle made a motion to pay the FY19 WVACD dues. Seconded by Jim Anderson. Motion passed.**
- Letter of Request
 - \$10,000 – FY19 OM&R Harmon Creek
Robert Luchetti made a motion to sign and submit the letter of request listed above. Seconded by David McCardle. Motion passed.
- Conservation Agreements
 - Donna M. Perez/Brooke County
 - Marilyn Thomas/Marshall County/2 acres
 - Kenneth James Anderson/Hancock County
 - Michael Ludovici/Hancock County/100 acres
 - Matthew Bonar/Ohio County/130 acres
 - Nikki & Jonathon Stevens/Marshall County
Robert Luchetti made a motion to approve the agreements listed above as new cooperators. Seconded by Cele Duvall. Motion passed.
- Ag Enhancement Program
 - Cancellations

Name	Practice	Cost Share	Reason
Jeffery Allen	Invasive Species	\$600.00	Landowner Request

Total \$600.00
David McCardle made a motion to cancel the contract for Jeffrey Allen. Seconded by Jim Anderson. Motion passed.

There was a discussion regarding the applications presented. It was determined that all the applications did not have all the required documents that would make them eligible for the AgEP.

David McCardle made a motion to approve the cooperators listed below for cost share for the practice listed as follows:

Sam Yoho/Pasture Division Fence/2,200 ft/cost share \$3,850

Robert Miller/Pasture Division Fence/1,688 ft/cost share \$4,000

John Adam Dobbs/Lime/38.81 acres/77.62 tons/cost share \$1,397.16

Seconded by Jim Anderson. Motion passed.

David McCardle made a motion to table all other applications listed below until a special meeting to be held August 30 at 10:00am. Seconded by Charles Pugh. Motion passed.

o Denied Applications

Name	Practice	Reason
Donald R. Yoho	Water System	No Cooperator Agreement
Steven Wayne Shook	Exclusion Fence – Water	No Cooperator Agreement
Earnest Eugene Kuhn	Pasture Division Fence	No Cooperator Agreement

- Applications
 - Nutrient Management

Name	Amount	Cost Share Estimate	Ranking
Donna M. Perez	4 acres	\$181.22	98
Alice Joann Toth	31.01 acres	\$1,546.81	82
Walter J. Maas	18 acres	\$45.36	78

- Pasture Division Fence

Name	Amount	Cost Share Estimate	Ranking
Tracy W. Gilbert	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	113.5
Tammy Clark	1,688 ft (Woven Wire)	\$4,000.00 (\$4,000.56)	109
Matthew Bonar	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	108
Melissa Dawn Gebhardt	1,688 ft (Woven Wire)	\$4,000.00 (\$4,000.56)	107.5
Richard Link	1,688 ft (Woven Wire)	\$4,000.00 (\$4,000.56)	107
Gaylerd E. Hull	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	95
David Henderson	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	94.5

- Lime

Name	Amount	Cost Share Estimate	Ranking
Kenneth J. Anderson*	16.4 acres/49.2 tons	\$885.60	95
Nikki Stevens	7.75 acres/23.25 tons	\$418.50	85
Robert Cook	10 acres/20 tons	\$360.00	65 (7/13 – 11:00am)

NPCD Supervisor*

- Water System

Name	Amount	Cost Share Estimate	Ranking
Sharlene Lucey	1 system	\$2,632.16	105
Andrew Evick	1 system	\$2,360.46	85
Gary Dean	1 system	\$2,527.66	80

Scott & Carolyn Harris	1 system	\$2,318.66	75
Ronald L. Yoho	1 system	\$2,579.91	65

▪ **Urban Agriculture**

Name	Amount	Cost Share Estimate	Ranking
Eric Freeland	Low Tunnels, Raised Beds, Straw Mulch, Rain Barrels	\$250.00	130
Jesse Gandee	Compost Bins, Raised Beds, Soil, Rain Barrels	\$250.00	80

David McCardle made a motion to deny the application for Jeffery Allen for forage reseeding listed below. Seconded by Robert Luchetti. Motion passed.

▪ **Forage Reseeding**

Name	Amount	Cost Share Estimate	Ranking
Jeffrey Allen	4 acres	\$300.00	66

- Sign up for the next round of AgEP will be September 4 through September 14 at 4:00pm.
- Ranking of applications will be September 17 through September 28 at 4:00 pm.
- Approval will be held on October 11 at the monthly board meeting.

NEXT MEETING –The next meeting will be held on Thursday, September 13, 2018 at 10:00 a.m. at the USDA Service Center in McMechen.

There being no further business, **Jim Anderson made a motion to adjourn the meeting at 12:15 pm. Seconded by Robert Luchetti. Motion passed.**

Mark Fitzsimmons, Chairman

David McCardle, Secretary/Treasurer

Minutes submitted by Veronica Gibson