



Potomac Valley Conservation District

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MINUTES OF MEETING September 5, 2018

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, September 5, 2018, at the USDA Service Center in Moorefield. The meeting was called to order at 7:35 p.m. by chairperson, Charlotte Hoover.

SUPERVISORS: Charlotte Hoover, Kent Spencer, J.W. See, Gerald Sites, George Leatherman and Frank Weese

OTHERS: Sarah Taylor-Goldizen, NRCS; Suzy Campbell, Andrea Walker, Ben Heavner, Jeremy Salyer, and Nadene Jewell, WVCA; Kelly Rumer, FSA; Carolyn Hefner, PVCD Associate Supervisor

MINUTES: The minutes of the August 8, 2018 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 8, 2018 meeting and approve them as written and distributed. Motion carried.

FINANCIAL REPORTS: The District Manager reviewed the treasury reports for the months 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. Following the discussion, a motion was made by Gerald Sites 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 Gerald Sites and seconded by J.W. See to approve payment to William Lipps CPA in the amount of \$525.00 for bookkeeping services in August. Motion carried.

CORRESPONDENCE: The Board reviewed a notice from WVACD regarding a change in the deadline for submission of the WV Century Farm applications. The new deadline is 2/1/19 and the names of approved farms must be submitted to WVACD by 4/1/19.

AG STRATEGIC PLAN SURVEY: Information on the Ag Strategic Plan Survey was forwarded by email to supervisors. The survey was to be completed on line.

LOR: Board action was taken to approve an LOR for Chesapeake Bay project funds. A motion was made by J.W. See and seconded by Kent Spencer to approve the chair to sign and submit an LOR in the amount of \$9,000 for Moorefield Town Park project under the Chesapeake Bay program. Motion carried.

O&M INSPECTIONS: The Board reviewed the schedule for the 2018 Fall o&m inspections. Supervisors are encouraged to attend in their respective counties. Contact WVCA Watershed staff for additional information.

WVACD: Information on the annual awards luncheon in Flatwoods was discussed by the Board. The luncheon will be held at the Days Inn in Flatwoods on 10/16/18. Copies of the registration form were given to supervisors. The registration deadline is 9/24/18 – submit to WVCA. Brief discussion on state conservation farms: TVCD, GVCD and WCD.

EAP STATEMENTS OF REVIEW: The Board reviewed the statements of review for the Lost River watershed structures. A motion was made by Frank Weese and seconded by J.W. See to approve the EAP statements of review for the Lost River structures and authorize the chair to sign and submit to Dam Safety. Motion carried.

EWP HAMPSHIRE COUNTY: No update was provided.

WVCA: A new watershed technician has been hired in the Romney office. Jeff Brinker began work last week. Welcome aboard Jeff.

CEC INVOICES: PVCD received a call from CEC in August regarding payment of the outstanding invoices. The request was forwarded to WVCA Watershed staff. Upon follow up with CEC representatives, the final reports have NOT been received to date. Payment is on hold until correct reports are submitted and approved.

CONSERVATION FIELD DAY: Sarah Taylor Goldizen reported on the Conservation Field Day to be held on Thursday, 9/20 at Triangle T Farm in Grant County. Flyers mailed last week – please RSVP by 9/7/18. Over 40 responses received to date. Sponsorship from 4 vendors (\$200 each) confirmed – 2 received. Flying W catering the food. FFA members will assist in parking. Lime demonstration to be held on adjacent field – will transport attendees to site. Encouraged supervisors to come early to help with set up. Supervisors will move PVCD equipment to farm on Wednesday, 9/19. Ron, Frank and George offered to move the equipment -Lime and Manure Spreaders, Esch seeder and weed wiper.

STATE LICENSE PLATE EXPIRATION: Jeremy reported no new information on the state license plates. Still unclear if conservation districts will qualify for the state plates.

LEGAL SERVICES ADVERTISEMENT: Advertisement to run in local newspapers next week. Deadline for proposals end of September. Will bring to October meeting for review. Charlotte spoke with Howard Krauskopf at a picnic – he sends his regards to the Board.

CREP MAILING / POSTAGE: Suzy Campbell reported on a targeted outreach project / mailing being conducted in Eastern Panhandle CD. All CREP funds are in PVCD account. Need Board action to approve expenses up to \$300 for this CREP project. A motion was made by J.W. See and seconded by George Leatherman to approve the CREP project expenses in EPCD up to \$300. Motion carried.

AG STRATEGIC PLAN LISTENING SESSION: The PVCD Ag Listening Session has been scheduled for Thursday, October 4, 2018. The South Branch Inn is available on that date. The District is responsible for engaging a meeting location and refreshments. WVCA to send invitations. Following the discussion, a motion was made by Kent Spencer to approve the South Branch Inn as the meeting location on 10/4 and purchase refreshments for the event. (Up to \$350) WVCA to reimbursement Districts up to \$350 for meeting expenses. Motion seconded by George Leatherman. Motion carried.

MOOREFIELD TOWN PARK PROJECT: Andrea Walker reported on the Moorefield Town Park Arboretum project being completed under the Chesapeake Bay program. The LOR approved earlier is for this project. A request was made for Board approval to pay project expenses pending the receipt of funding as the work is completed. A motion was made by Frank Weese and seconded by Kent Spencer to approve payment of Moorefield Town Park project expenses, pending the receipt of funds, as work is completed. Motion carried.

PVCD O&M: Discussion held regarding o&m work completed by District crew. One employee off on workers comp claim for a month. Not able to find additional employee to do weed eating. However, Adam was able to return to work on 8/27. The crew is currently working on Patterson Creek dams in Grant County, John Hicks talked with WVCA regarding the possible need to contract some of the Patterson Creek dams in Mineral County in order to finish all this season. Board in agreement with o&m contract, as needed.

AWARDS BANQUET: The PVCD Awards Banquet will be held on Saturday, September 29, 2018 beginning at 4 pm at the North Fork Ruritan in Grant County. Invitations mailed this week. RSVP deadline is 9/20. Discussion on door prizes.

EMPLOYEE PAY RATE: Discussion was held regarding an increase in the pay rate for the weed eater position. All in agreement to raise the rate to \$15 per hour. A motion was made by J.W. See and seconded by Kent Spencer to approve the pay increase for the weed eater position to \$15 per hour. Motion carried. Additional discussion held on the pay rate of the mowing position. All in agreement to increase – not certain how much. A motion was made by J.W. See and seconded by Frank Weese to research the issue and increase up to \$15 pending the research. Motion carried.

AG ENHANCEMENT COMMITTEE: George Leatherman reported the AgEP committee met prior to the Board meeting. The group reviewed the AgEP applications received by the 8/24 deadline and also reviewed the FY19 funding amounts. (FY19 funding has not been received to date). The committee recommended the approval of all AgEP applications, as funding permits. Will only be able to approve nine division fence applications and three HUAP – concrete pad applications. The committee also recommended revising the last seeding date for cover crops to 11/9/18.

The following AgEP contracts were presented for approval:

LIME: Applications: *Brian Eglinger 208.15 tons \$4,163 CS; Jerry Warner 225 tons \$ 4,500 CS; Greg Heavener 145.19 tons \$2,903.80 CS; Carl Wolfe 88.68 tons \$1,773.60 CS; Charles Funkhouser 138.75 tons \$ 2,775 CS; Ridge Woods Acres 127 tons \$2,540 CS; Conrad Farms 187.5 acres \$3,750 CS; John Pratt 150 tons \$3,000 CS; Karen Crites 82.5 tons \$1,650 CS; Mike Taylor 225 tons \$4,500 CS; Brenda Weese 54.9 tons \$1,098 CS; Edward Mayhew 43.98 tons \$879.60 CS; Jimmy Wright 31.9 tons \$638 CS; Scott Kimble 108.75 tons \$2,175 CS; John Weese 112.5 tons \$2,250 CS; Eston Propst 42.68 tons \$853.60*

CS; Johnny Wilkins 42.4 tons \$848 CS; Ralph Layton 91.25 tons \$1,825 CS; Robert E. Williams 46.6 tons \$932 CS; Lester Funkhouser 94.45 tons \$1,889 CS; Roger Fansler 56 tons \$1,120 CS; Shelba Vincell 11 tons \$220 CS; Kelly Williams 122.25 \$2,445 CS; Nicole Fansler 120.1 tons \$2,402 CS; Todd Fansler 42.6 tons \$852 CS; Bill Martin 112.5 tons \$2,250 CS; Jim Martin 112.5 tons \$2,250 CS; Matt Teets 137 tons \$2,740 CS; Mike Teets 55 tons \$1,100 CS; Dan Lahman 63.56 tons \$1,271.20 CS; Lawrence Whitacre 138.75 tons \$2,775.00 CS

INVASIVE SPECIES – Applications: Adam Goldizen \$500 CS; Jimmie Parker \$500 CS; Michael Rudolph \$500 CS; Mark Fansler \$500 CS; Steve Martin \$500 CS; Richard Lough \$500 CS; Richard Frye \$500 CS; Triangle T Farm \$500 CS; Jerry Warner \$500 CS; Diana McMarrow \$500 CS; J.W. See \$500 CS; Lynise Fansler \$500 CS; Dan Lahman \$500 CS; Charles Armentrout \$500 CS; Isaiah Smith \$500 CS; Paige Alexander \$500 CS; Lester Funkhouser \$500 CS; Raymond Wilkins \$500 CS; Jane Ruddle \$500 CS; Elizabeth Green \$500 CS; Doug Wimer \$500 CS; Brett Fansler \$500 CS; W.C. Taylor \$500 CS; John Gavitt \$500 CS; Allen Simmons \$500 CS; Eric Hartwig \$500 CS; Kenneth Harper \$500 CS; Mike Teets \$500 CS; Matt Teets \$500 CS; Mary Williams \$500 CS; Micheline Williams \$500 CS; Robert Williams \$500 CS; Viola Riggelman \$500 CS; Misty Mt. Farm \$500 CS

FROST SEEDING – Applications: ** James W. See III 40.51 acres \$405.10 CS; Greg Heavner 46 acres \$460 CS; Karen Crites 50 acres \$500 CS; Rodney Hedrick 2 acres \$20 CS; Steve Martin 23 acres \$230 CS; Dan Lahman 50 acres \$500 CS; Charles Armentrout 50 acres \$500 CS; Robert E. Williams 50 acres \$500 CS; Carl Wolfe 25 acres \$250 CS; Trista See 46.64 acres \$466.40 CS; J.W. See 32.26 acres \$322.60 CS; Lester Funkhouser 50 acres \$500 CS; Adam Goldizen 16 acres \$160 CS; Eric Hudgins 50 acres \$500 CS; Carl Hevener 50 acres \$500 CS; Roger Lewis 50 acres \$500 CS; Micheline Williams 50 acres \$500 CS; Isaiah Smith 50 acres \$500 CS; Paige Alexander 50 acres \$500 CS; ** Gerald Sites 50 acres \$500 CS; Mike Taylor 50 acres \$500 CS; Will Taylor 50 acres \$500 CS; Robert R. Williams 50 acres \$500 CS; Stephen Creman 50 acres \$500 CS; Raymond Wilkins 22 acres \$220 CS; Mike Teets 50 acres \$500 CS; Misty Mt. Farm 50 acres \$500 CS; Mary Williams 50 acres \$500 CS; Roger Fansler 25 acres \$250 CS; Kelly Williams 50 acres \$500 CS; Sam Williams 50 acres \$500 CS; Allen Simmons 50 acres \$500 CS; Nicole Fansler 50 acres \$500 CS; Todd Fansler 28.5 acres \$285 CS; Matt Teets 50 acres \$500 CS

HAY RESEEDING – Applications: Johnny Wilkins 12.7 acres \$635 CS; Neal Eye 37.25 acres \$1,862.50 CS; Jerry Warner 21.5 acres \$1,075 CS; Charles Wimer 27.4 acres \$1,370 CS; J.W. See 15.55 acres \$777.50 CS; Lester Funkhouser 46.66 acres \$2,333 CS; ** Gerald Sites 50 acres \$2,500 CS; Dan Lahman 45.35 acres \$2,267.50 CS; Carl Hevener 50 acres \$2,500 CS; Samantha Mick 4.82 acres \$241 CS; Donna Thompson 32.33 acres \$1,616.50 CS; David Hevener 50 acres \$2,500 CS; Brent Titus 50 acres \$2,500 CS; Sam Williams 50 acres \$2,500 CS;

HUAP – Concrete Pads - Applications: Brian Malcolm \$5,000 CS; Rick Ord \$5,000 CS; Jacob Griffin \$5,000 CS

Following the discussion, a motion was made by J.W. See and seconded by Frank Weese to approve the AgEP committee recommendations pending the receipt of FY19 AgEP funds from WVCA, excluding the PVCD Supervisor applications, as they are approved by WVCA. Motion carried.

FY19 AgEP AGREEMENT: The Board reviewed the FY19 AgEP agreement – revised with FY19 practices / guidelines. A motion was made by Frank Weese and seconded by Gerald Sites to approve the agreement and authorize the chair to sign the FY19 AgEP agreement. Motion carried.

CHESAPEAKE BAY PRACTICES APPLICATIONS: The applications for Chesapeake Bay practices will be referred to committee for approval, as a quorum will not be present to vote if supervisors excuse themselves for application approval. A motion was made by J.W. See and seconded by Frank Weese to refer applications for Chesapeake Bay practices to committee. Motion carried. Can have special meeting or bring back to October meeting.

CONSERVATION AGREEMENTS: The following agreement were presented for approval:

Cody Malcolm 43 acres and Edward Mayhew 27.75 acres

A motion was made by J.W. See and seconded by Kent Spencer to approve the conservation agreements totaling 70.75 acres. Motion carried.

WVCA: Jeremy Salyer reviewed the WVCA monthly report – most items already covered:

- Ag Day Banners – conservation districts to order own banners
- Ag Day at the Capitol – 1/30/19
- WV State Committee Fall Quarterly Meeting – 10/9/18

WVCA: Suzy Campbell reported on the stream restoration sites in Grant County. She and Ben Heavner made site visits and discussed the options with the landowners on the residual side of the stream. She provided copies of the agreement needed in order to move forward in identifying the work and funding. Only 2 of the 6 landowners have returned the paperwork – they were given a deadline of 9/4/18. Must have all landowners in agreement in order to move forward. Much discussion held on the issue. Suzy will report back.

FSA: Kelly Rumer, new FSA County Director in Pendleton County, reported on the following:

- ARC Payments
- Payments on corn, soybeans, - to offset tariffs.
- LIP – report livestock loss to FSA county offices

REMINDERS:

- Conservation Field Day @ Triangle T Farm on 9/20/18 beginning at 5 pm
- District Awards Banquet, Saturday, 9/29/18 at 4 pm – North Fork Ruritan
- Next Board Meeting – Wednesday, October 4, 2018 at 7 pm

There being no further business, the meeting adjourned by motion of Frank Weese at 8:35 pm. Motion seconded by Kent Spencer. Motion carried. The next regular meeting will be held on **Wednesday, October 3, 2018 at 7:00 pm** at the USDA Service Center in Moorefield.

Chairperson

Secretary

Date