

**Guyan Conservation District
Monthly Board Meeting Minutes
October 18, 2018 at 1:00 pm
2631 5th Street Road, Huntington, WV 25701**

The Guyan Conservation October 18, 2018 board meeting was called to order at 1:00 pm by Chairman Bill Stewart.

Supervisors Present:

Bill Stewart

Ken Brown

George Mathis

Ronnie Perdue

John Kovach

Helen Stanley

Zackary Winters

Mike Adkins

Grady Hayner (Associate)

Jason Ekers

David Webb

Supervisors Absent:

Adam Rutledge

Reggie Woodrum

Others Present:

Caitlin Black, WVCA

Kim Fisher, WVCA

Corine Powell, NRCS

Approval of Agenda

Ronnie Perdue moved to approve the October 18, 2018 board meeting agenda. Zackary Winters seconded. The motion carried.

Approval of Board Meeting Minutes

David Webb moved to approve the September 20, 2018 Guyan Conservation District (GCD) board meeting minutes. Ronnie Perdue seconded. The motion carried.

Agency Reports

WVCA-Kim Fisher – See Attached Report

WVCA-Judith Lyons-See Attached Report

NRCS-Corine Powell-See Attached Report

Business Meeting

Treasures Report

David Webb moved to approve the co-administered funds financial reports and Ronnie Perdue seconded. The motion carried.

George Mathis moved to approve the District General and CDO financial reports and Ronnie Perdue seconded. The motion carried.

Ronnie Perdue moved to approve the following General and CDO accounts payable. Helen Stanley seconded. The motion carried.

| <u>Name</u> | <u>Inv. #</u> | <u>Amount</u> |
|---|---------------|-------------------|
| Bagby, Johnson & Assoc., Inc. | | \$ 200.00 |
| Bagby, Johnson & Assoc., Inc. | | \$ 275.00 |
| LM&OC Properties | | \$ 593.32 |
| Xerox | | \$ 155.43 |
| Suddenlink | | \$ 164.50 |
| Bill Stewart (reimbursement for mailing soil samples) | | \$ 18.90 |
| | | <u>\$1,407.15</u> |

Approval of supervisor's travel and per diem expenses

Ronnie Perdue moved to approve the supervisors September travel and per diem expenses. Helen Stanley seconded. The motion carried.

September Travel and Per Diem Balances

| | | | |
|---------------------|-------------------|----------|-------------------|
| September Lodging - | \$1,046.08 | Per Diem | \$3,720.86 |
| September Meals - | \$ 24.00 | Total | <u>\$7,394.83</u> |
| September Mileage - | <u>\$2,603.89</u> | | |
| | <u>\$3,673.97</u> | | |

Ken Brown reviewed the travel and per diem balance monthly worksheet. He discussed having a sheet that all supervisors should sign off on stating that they have also reviewed the bank statements, financial statements and accounts payable. The auditor Rod Lowe wanted these safety measures in place. It was also decided that these statements and reports would be emailed to all supervisors asap in advance so that they could have time to process them. It was also noted that these reports would be put up on the tv screen in the conference room and Ken Brown could review at the monthly board meetings.

Annual Awards Luncheon or Dinner

Zackary Winters moved to approve having the award banquet dinner at Wayne High School on November 15, 2018 at 6:00pm. Jason Ekers seconded. The motion carried. Zachary Winters approved \$600.00 (with receipts) for the meal preparation that Dorothy Stewart would be handling. Jason Ekers seconded. The motion carried. The board decided to have the meeting at 5:00 pm that day at Wayne High School also. Invitation lists were discussed and it was decided there would be no gifts given out.

Guyan Conservation District Street Signs

The board discussed GCD signs and agreed the district was in need of more signs and missing many. The signs cost \$200.00 each. Several supervisors were going to make calls and check to see if our old signs were stored elsewhere, as Rocky Adkins had been in charge of them at some point.

Listening Session Discussion

The board was told that our listening session was the best session in the State and 60 people attended. **David Webb moved to approve putting the \$350.00 LOR reimbursement on the November agenda for expenses incurred, with receipts. Grady Hayner seconded. The motion carried.**

FY19AgEP \$29,000.00

The board was notified a deposit of \$29,000.00 was deposited into the interest bearing account for AgEP.

2017 Draft Audit Report

The board was notified that the 2017 Audit Report was done and copies would be emailed. Meetings would be held to address and hopefully correct mistakes that were noted. The board was going to discuss further at another meeting.

Per Diem Rate Increase \$60.00 to \$80.00

Helen Stanley moved to keep the per diem rate at \$60.00. David Webb seconded. The motion carried. The board agreed that they would look at the money situation at another time and possibly visit the topic again.

GCD Flyers/Newsletters

The topic was tabled until Caitlin Black could get some postage information back to the board.

AgEP Fund

Heavy Use Approval

Robert Winters, III \$ 870.00

Urban Ag Approval

Robert Winters, III \$ 300.00

\$1,170.00

Zackary Winters recused himself when the vote was taken. John Kovach moved to approve the above approvals. Jason Ekers seconded. The motion carried.

AgEP Balance

The board was given a worksheet to review AgEP balance.

Communications

- DEP mining notices
- Forestry report from Charles R. Copeland
- SunTrust Pledge Statement
- Ag Day at the Capitol January 30, 2019
- State Conservation Committee Meeting Date October 9, 2018

Next Board Meeting Will Be Held On:
November 15, 2018 at 5:00 pm at Wayne High School

