



# Potomac Valley Conservation District

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## **MINUTES OF MEETING December 5, 2018**

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, December 5, 2018, at the Ponderosa Restaurant in Moorefield. The meeting was called to order at 7:10 p.m. by vice chair, Ron Miller.

**SUPERVISORS:** Charlotte Hoover, Ron Miller, Kent Spencer, John Hicks, J.W. See, George Leatherman, Brian Dayton, Gerald Sites, Frank Weese and Dale Walker

**OTHERS:** Doris Brackenrich, NRCS; Ben Heavner and Nadene Jewell, WVCA; Tony Walker, PVCD; Carolyn Hefner, Paul Clayton, PVCD Associate Supervisors

**MINUTES:** The minutes of the November 7, 2018 meeting were presented for review and approval. A motion was made by Ron Miller and seconded by John Hicks to dispense with the reading of the minutes of the November 7, 2018 meeting and approve them as written and distributed. Motion carried.

**FINANCIAL REPORTS:** Treasurer, John Hicks reviewed the treasury reports for the month of November 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 John Hicks to approve the Co-Administered reports and General Fund reports and invoices paid within the month of November. 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 November. A motion was made by John Hicks and seconded by Frank Weese to approve payment to William Lipps CPA in the amount of \$525.00 for bookkeeping services in November. Motion carried.

**CORRESPONDENCE:** The Board reviewed a request from WVU Extension for support of the winter Ag Dinner meetings. All agreed to provide support. A motion was made by J.W. See to provide support for the winter Ag Dinner meetings in the amount of \$3,000.00 (\$750.00 per county). Motion seconded by George Leatherman. Motion carried.

INVOICE – Patterson Creek o&m contract: The Board reviewed an invoice in the amount of \$38,880.00 from Kidwell Construction for work completed on the Patterson Creek O&M Contract. Hicks reported the work is complete and WVCA has approved the work. A motion was made by John Hicks and seconded by Kent Spencer to approve payment in the amount of \$38,880.00 to Kidwell Construction for the Patterson Creek O&M Contract, pending WVCA verification. Motion carried.

INVOICE – Hampshire Co EWP MOA: The Board reviewed an invoice in the amount of \$1,500.00 from Kidwell Construction for additional work completed on the Hampshire County EWP site, under the MOA. Hicks indicated the work has been completed, WVCA in process of verification. A motion was made by John Hicks and seconded by Kent Spencer to approve payment in the amount of \$1,500.00 to Kidwell Construction for the Hampshire Co EWP MOA, pending WVCA verification. Motion carried.

PATTERSON CREEK SITE #22: Discussion was held regarding reimbursement to landowner, Howard Page, on Patterson Creek Site #22 for installation of a new gate and fence installation on the dam. The landowner provided an invoice for the work and requested reimbursement of the expenses. Following some discussion, a motion was made by J.W. See and seconded by John Hicks to approve payment in the amount of \$1,635.00 to Howard Page, pending WVCA approval, for the work completed on Patterson Creek Site #22 – gate and fence installation. Paid from o&m funds. Motion carried.

NRCS AGREEMENTS: The District received a notice from NRCS regarding the expiration of agreements for Lost River Site #16. Board agreed to discuss the issue with NRCS. However, Board needs to address the state funds with WVCA - possibility of state funds being used for o&m or dam rehabilitation. Hicks volunteered to contact WVCA.

ENVIROTHON: The Board received a request for sponsorship of two Envirothon teams from Moorefield High School. Following discussion, a motion was made by J.W. See to approve support of Envirothon teams from PVCD – will finalize dollar amount of sponsorship at later date – depending on number of teams. Motion seconded by Ron Miller. Motion carried.

LOR: PVCD received a notice from WVCA to submit an LOR in the amount of \$9,000.00 for the Chesapeake Bay Moorefield Town Project. A motion was made by Ron Miller and seconded by Frank Weese to approve the chairperson to sign the LOR in the amount of \$9,000.00 for the Chesapeake Bay Moorefield Town Project and submit to WVCA. Motion Carried.

WVACD: The Board reviewed correspondence from WVACD requesting response to the following questions:

- What do you see as the future of Conservation in your District?
- What needs to be corrected legislatively to make this happen?

Much discussion was held on the issue – all agreed that the excellent staff in PVCD area make it possible to address the local needs and implement the conservation programs.

1. Must continue efforts of cost share programs through partnering agencies in order to help local farmers – need to increase efforts to reach more producers.
2. Need continued legislative support with funding – at current level or more

Responses need to be submitted to Tim VanReenen @ [hillcrestfarm100@gmail.com](mailto:hillcrestfarm100@gmail.com) no later than January 4, 2019.

Discussion was also held regarding the new NRCS chief, Mathew Loar. He is from the Broadway, Virginia area. Several supervisors know him - agreed he could relate to local issues and concerns. Board in favor of sending letter to Mr. Loar regarding continued support of local programs. Carolyn offered to assist with drafting the letter. All in favor. A motion was made by George Leatherman and seconded by Dale Walker to draft a letter to the new NRCS chief, Mathew Loar regarding support of local programs and provide written response to WVACD as discussed. Motion carried.

PATTERSON CREEK SITE #2: Landowner contacted PVCD, through NRCS field office in Petersburg to request assistance with the replacement of a culvert on the access road to Patterson Creek Site #2. Photos of the culvert were also provided by the landowner. Nadene forwarded the information to WVCA watershed staff for review. A motion was made by Ron Miller and seconded by Kent Spencer to delegate authority to John Hicks to work with WVCA staff to resolve the issue – in favor of assisting the landowner with replacement. Motion carried.

CEC INVOICES: CEC indicated the final reports have been submitted – WVCA sent the reports to NRCS state office for review. If acceptable, WVCA will verify the work so the outstanding invoices can be paid.

COMPOST TRIAL: Ben Heavner discussed the revised agreement for the compost trial for the Patriot Guardian project. Copy was sent to Region 9 for review / approval. Request for PVCD chair to sign the agreement. A motion was made by J.W. See and seconded by George Leatherman to approve participation in the compost trial project and authorize the chair to sign the revised agreement. Motion carried.

PERSONNEL / SAFETY COMMITTEE: Discussion was held on the District and Employee policies. No changes were recommended at this time. A motion was made by Kent Spencer and seconded by John Hicks to continue operation under the current District and Employee policies. Motion carried.

GRAZING CONFERENCE SCHOLARSHIPS: Discussion was held regarding scholarships for the Appalachian Grazing Conference to be held March 7 – 9, 2019 in Morgantown. The full registration amount for the conference is \$150 / single day registration is \$125. Following the discussion, all agreed to provide two \$150 scholarships per county for the conference. As the date of the conference gets closer, if the scholarships are not used in one county, they can be used in another. A motion was made by John Hicks and seconded by Frank Weese to approve two \$150 scholarships per county for the Appalachian Grazing Conference in March to be paid from CDO Education funds. Motion carried.

SOIL TRAILER: The soil trailer has been engaged for use at the WV School for the Deaf and Blind in Hampshire County in January. Chesapeake Bay funds will be used to cover the expense of the trailer. A motion was made by John Hicks and seconded by Frank Weese to approve up to \$900 of Chesapeake Bay funds for the soil tunnel trailer in January. Motion carried.

DISTRICT MANAGER REPORT: Nadene reported on the following:

- District Banners – Board reviewed drafts of the PVCD banners prepared by WVCA – a few revisions noted. Will be printed and ready to use at Ag Day in January
- Promo items - what items is District interested in? Discussion on possibility of ordering farm record books – farmers could use these. Nadene to research and bring info to January meeting.
- Reminder of Ag Day at the Capitol on January 30, 2019 / Legislative Breakfast

DITCHING MACHINE: John Hicks discussed the pending sale of the Ditching Machine. Since the equipment is property of the state, WVCA is working to finalize the sale. To be sold for scrap metal price – proceeds from the sale to be returned to the state. Should be removed from the shop facility in near future.

PVCD CREW REPORT: Tony Walker reported on the following:

- The jack was broken on one of the litter spreaders – landowner will be billed for the repair
- Cruster is being rented – several people reserved for future use
- Replaced tire on litter spreader – cost was \$373.00
- Heat has been installed in the shop – working with Southern States to finalize
- New tires purchased for both District trucks – total cost was \$ 1,894.00

LICENSE PLATES: John Hicks reported on the new license plates for District vehicles / trailers. He went to DMV and got the new plates this week. Had to register with regular plates – will need to renew vehicles registration each year. Trailer plates are permanent. Tony to install new plates and return green state plates to DMV.

ROAD SIGN STICKERS: John Hicks also reported on the stickers for the “Entering CD” road signs – he will order the stickers.

AG ENHANCEMENT: Ben Heavner reviewed funding amounts for cover crop practice. With completion of the cover crop practice, \$44,000 in funding was not spent. Request made to reallocate the funds to cover unfunded fence contracts. All were in favor to reallocate the unused cover crop funds for fence applications and agreed to extend the completion deadline for new fence approvals to 8/30/19. A motion was made by J.W. See and seconded by Kent Spencer to approve the reallocation of unused cover crop funds for HUAP and approve six HUAP fence applications and extend the completion deadline for the new HUAP fence contracts to 8/30/19. Motion carried.

AG ENHANCEMENT: The following were presented for approval:

LIME: – Payment: *Steve Martin 29.58 tons \$421.51 CS*

COVER CROPS - Payments: *Craig Crites 20 acres \$850.00 CS; Roger Fansler 22 acres \$1,100.00 CS; Todd Fansler 26.4 acres \$1,056.00 CS; Charles Funkhouser 25 acres \$1,250.00 CS; Kenneth Harper 22 acres \$880.00 CS; Kenneth Shoemaker 12 acres \$ 480.00 CS; W.C. Taylor 29.8 acres \$1,192.00 CS; Sam Williams 23 acres \$ 920.00 CS; Robert E. Williams 25.8 acres \$1.032.00*

A motion was made by Ron Miller and seconded by Kent Spencer to approve the lime and cover crop payments as presented. Motion carried.

*John Hicks abstained from discussion and vote.*

LITTER TRANSFER – Payments: *Barbara Miller 250 tons \$2,500.00*

A motion was made by Kent Spencer and seconded by Ron Miller to approve the litter transfer payment as presented. Motion carried.

CREP: Several CREP payments have been held until clarification was provided by WVCA regarding the payment amount (CREP / CBIP). The following CREP payments have been clarified:

Barry Armstrong	4.0 acres	\$ 136.00
Barry Armstrong	3.47 acres	\$ 117.98
Jessica Wysopal	.8 acre	\$ 27.20
Cecil Haycock	89.08 acres	\$ 89.08
Milleson's Stock Farm	.2 acre	\$ 6.80
Brookedale Holsteins	1.3 acres	\$ 52.00
Charles Hugh Bean Jr.	8.1 acres	\$ 324.00
Tamara Bradfield	.6 acre	\$ 24.00
E. Eugene Buckley	25.9 acres	\$ 1,036.00
C.E. Frye Farm Inc.	5.7 acres	\$ 228.00
Gregory Hite	1.6 acres	\$ 64.00
Gregory Hite	7.6 acres	\$ 304.00
Gary Holtz	38.7 acres	\$ 1,548.00
Harold Omps	4.8 acres	\$ 192.00
Carl Saville	1.0 acre	\$ 40.00
Carl Saville	2.7 acres	\$ 108.00
Bonnie Cox	13 acres	\$ 520.00
Kirsten Weiblen	3.0 acres	\$ 120.00
Brenda Wilkins	1.7 acres	\$ 68.00

A motion was made by George Leatherman to approve the CREP payments. Motion seconded by Kent Spencer. Motion carried.

NRCS: Doris reviewed the Focus Approach Conservation approvals. Some confusion on the upper South Branch proposals.

TOUR: Under Secretary Bill Northey will be in WV on Friday, 12/7 – planning short tour of sites in EPCD and PVCD. Will visit DeSanctis Farm in Hampshire County in the early afternoon and Lost River Site #4 around 4 pm. Supervisors invited to attend.

Reminder of January meeting on Wednesday, January 2, 2019 @ 7 pm. All in agreement to keep meeting on this date.

There being no further business, the meeting adjourned by motion of George Leatherman at 8:10 pm. Motion seconded by John Hicks. Motion carried. The next regular meeting will be on Wednesday, January 2, 2019 beginning at 7:00 pm at the USDA Service Center in Moorefield.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date