

**ELK CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
Meeting Minutes of December 20, 2018**

**Supervisors Present:**

Donald Burroughs  
Shirley Hyre  
Clark Mollohan  
John Pitsenbarger  
Mike Smalley  
Ken Stowers  
Carly Triplett

**Supervisors Absent:**

**Others Present:** Suzie Steele, WVCA/ECD DM; Russell Young, WVCA Conservation Specialist; Davin White, WVCA (via video); Cassidy James, ECD Assistant; Kirk Burroughs, ECD Equipment Manager; Andy Sentz, NRCS DC; Sandra Mollohan; Brenda Burroughs; Donna Harper; Ken Harper; Marissa Nichols

**CALL TO ORDER**

**Chairman Mollohan** called the meeting to order at 10:06 a.m.

Pledge of Allegiance was led by **Ms. Hyre**.

**AGENDA:** **Mr. Smalley** moved to approve the agenda; **Mr. Burroughs** seconded; motion passed.

**November 15, 2018 Minutes:** **Ms. Hyre** moved to approve the minutes; **Mr. Pitsenbarger** seconded; motion passed.

**Treasurer's Report/November 2018 FINANCIAL STATEMENTS:** **Ms. Hyre** reported that all accounts are in good order and reported on the balance in the Supervisor Support Account. **Ms. Hyre** moved to approve the financials and file for audit; second by **Mr. Pitsenbarger**; motion passed.

**PAYMENT OF BILLS:** **Ms. Hyre** moved to approve the payment of bills (list provided at meeting and attached); **Mr. Pitsenbarger** seconded; motion passed with **Mr. Burroughs** recusing himself.

**REPORTS**

**WVCA Personnel:** **Davin White** (via video) presented the designs for the two district banners. After review, it was suggested that Envirothon be added to the smaller education programs banner and that the fax number be noted on the larger general district banner.

**DISTRICT EQUIPMENT/OM&R MANAGER'S REPORT:** **Kirk Burroughs** reported that all equipment is back and in good order.

**DISTRICT MANAGER'S REPORT:** **Mrs. Steele** presented her written report. (Copy attached.)

**DISTRICT ASSISTANT'S REPORT:** None

**WVCA CONSERVATION SPECIALIST REPORT:** **Mr. Young** reviewed the AgEP timeline from the agency. He suggested keeping ECD's practices as they are for FY20. He has made contact with all cooperators that have not completed their fall practices. This will be discussed further at a later time.

**AREA DIRECTOR'S REPORT:** **Mrs. Steele** reviewed the Agency's report as **Mrs. Fisher** could not be in attendance today (copy attached). **Mrs. Steele** also reviewed the Watershed Report from **Ms. Lyons** (copy attached).

**SWA Reports:** **Ms. Hyre (Braxton)** reported that their audit review for FY17 is complete. **Mr. Stowers (Nicholas)** reported that the transfer station is fully operational. The landfill is still accepting construction and demolition waste. They bought a couple used trucks and have had issues with them. He is encouraging the SWA board to buy only new in the future.

**NRCS Personnel:** **Mr. Sentz** reported that they are writing new EQIP contracts now. They are taking early sign ups for high tunnels and wildlife habitats. The new farm bill will possibly be signed this week. They have all their contracts written and need cooperator signatures by tomorrow. January 18 is the deadline for new signups for EQIP. He asked that the district please help promote this. They also have a pollinator program available. He reminded the board that Greg Stone will be leaving for a new position in Kentucky.

**FSA Personnel** None

**WVU Extension** None

**Forestry Division** None

**REPORTS (cont.)**

**CD SUPERVISORS:** Ms. Hyre reminded everyone of the Envirothon in April. She asked that supervisors contact team sponsors in their respective counties and encourage them to participate. The next Envirothon meeting is January 2. She also reminded everyone about the Appalachian Grazing Conference in March. Supervisors need to recommend farmers to attend and be sponsored by the district. Also, the AGC is free on Friday, March 8 for FFA students. **Mr. Pitsenbarger** reported on attending the Forestry in Ag Conference along with Mr. Burroughs. The Monongahela Forest Director is retiring and there is some concern over who the replacement will be. **Ms. Hyre moved to send a letter from the district addressing this issue and asking for the districts to be kept apprised of the process. Also a motion was made for a letter to be written to Louis Aspey concerning the replacement of Greg Stone and for the district to be kept informed of the process. Mr. Pitsenbarger seconded. Motion passed.** Also, a letter is to be sent to Mr. Stone thanking him for his service. The Farm Bureau is working on a bill for the next legislative session. He cannot attend Ag Day at the Capitol as he has training that day. The American Farm Bureau will be celebrating 100 years in 2019. The national meeting will be held in Louisiana. The WV Farm Bureau will celebrate 100 years in November 2019. **Mr. Smalley** expressed concern over Williams River Road in Webster County being shut down for the last 8 months. It's affecting his business as well as others. He asked that a letter be written to legislative representatives and any other agencies that may be able to assist with rectifying the situation. **Ms. Hyre moved for the district to draft and submit the letters. Mr. Pitsenbarger seconded. Motion passed.**

**COMMITTEE ACTIONS:**

**AG ENHANCEMENT:** None - Meeting to be held in February.

**BUILDING:** None

**COMMUNICATION:** Ms. Hyre reported that the conference call meetings are going very well with good participation.

**EDUCATION:** None

**EQUIPMENT:** None

**FINANCE:** None - A meeting needs to be set soon to discuss the FY20 budgets.

**FORESTRY:** None

**GRASSLANDS:** None - Next meeting is in January.

**LEGISLATIVE:** None

**PROJECT:** Ms. Hyre reported that all materials have been delivered to Birch River Elementary and they will begin construction of the high tunnel sometime after first of the year.

**WATER QUALITY:** None

**OLD BUSINESS**

- **SPRP Contract: ECD 2018-08-22 SPRP Buffalo Creek Widen Project** - Nothing at present time
- **Appointment of Clay County Supervisor** - No responses to date

**NEW BUSINESS & CORRESPONDENCE**

- **Office Lease Renewal** - Mrs. Steele reviewed new lease. Only change is the rent will increase \$50.00 per month. **Ms. Hyre moved to renew the lease for a period of 5 years. Mr. Burroughs seconded. Motion passed.**
- **Educational Dinner Meeting Support Request from WVU Ext.** - Mr. Pitsenbarger moved to provide \$200.00 in support to the Nicholas County Extension Agency. **Mr. Smalley seconded. Motion passed.**

**AgEP Payments**

Joseph Bell - Nicholas County - Lime - \$321.60

Brenda Burroughs - Braxton County - Fence - \$1,000.00

Brenda Burroughs - Braxton County - Cover Crop - \$85.43

Steven Claypoole - Braxton County - Fence - \$1,000.00

Phyllis Grove - Braxton County - Lime - \$2,154.75

Benjamin Mullens - Nicholas County - Lime - \$2,245.86

John Underwood - Nicholas County - Lime - \$885.42

**Ms. Hyre moved to approve payments; Mr. Stowers seconded; motion passed with Mr. Burroughs recusing himself.**

**DEP**

Brooks Run Mining Company, LLC - Renewal 1, Permit U200611 - Holly District, Braxton County

Southeastern Land, LLC - Renewal 5, Permit O201193 - Jefferson District, Nicholas County

**NO COMMENTS**

Mrs. Steele introduced Brenda Burroughs, Donna Harper, and Marissa Nichols, three of the five ladies the district sponsored to the WVU Women in Ag Conference. They all spoke very highly of the conference, gave a brief description of some of the sessions and tours they attended, and spoke about some of the knowledge they gained. There was a lot of information and vendors available. They all expressed their thanks and appreciation of the district's support.

Being no further business to attend to, and on **motion by Mr. Burroughs; seconded by Mr. Smalley; Chairman Mollohan declared the meeting adjourned at 11:46 am.** Chairman Mollohan invited all to stay for the District's Annual Christmas Luncheon.

Others in attendance for the luncheon: Brandon Duckworth, NRCS; Grace Hines; Jimmy & Linda Jenkins; Tyler Putzulu, NRCD/WVDOF; Lilly Stout, FSA

\_\_\_\_\_, ECD Secretary/Treasurer

**DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETINGS)**

Dec 24-25	ECD Office CLOSED - Christmas Holiday
Dec 31	ECD Office CLOSED - New Year's Eve
Jan 1	ECD Office CLOSED - New Year's Day
Jan 2	Envirothon Meeting - 10 AM
Jan 8	WV SCC Meeting at Guthrie - 10:30 AM
Jan 8	ECD Executive Committee Meeting - 10 AM
Jan 11	WV Grazing Lands Committee Meeting - 10 AM
Jan 21	ECD Office CLOSED - Martin Luther King Day
Jan 22-23	WVACD Quarterly Meeting @ Flatwoods Days Hotel
Jan 24	ECD Board Meeting - 10 AM
Jan 30	Ag Day at the Capitol - Breakfast @ 7:30 am
Feb 6	Envirothon Meeting - 10 AM
Feb 12	ECD Executive Committee Meeting - 10 AM
Feb 13-16	WV Small Farms Conference at Charleston Civic Center
Feb 18	ECD Office CLOSED - Presidents' Day
Feb 28	ECD Board Meeting - 10 AM
Mar 6	Envirothon Meeting - 10 AM
Mar 7-9	Appalachian Grazing Conference at Morgantown Marriott at Waterfront Place Hotel
Mar 12	ECD Executive Committee Meeting - 10 AM
Mar 28	ECD Board Meeting - 10 AM
Apr 3	Envirothon Meeting - 10 AM
Apr 9	ECD Executive Committee Meeting - 10 AM
Apr 12	WV Grazing Lands Committee Meeting - 10 AM
Apr 17-18	WV Envirothon Competition at Canaan Valley
Apr 22-23	WVACD Quarterly Meeting @ Pipestem State Park
Apr 25	ECD Board Meeting - 10 AM
Jul 15-16	WVACD Quarterly Meeting @ Highlands Event Center, Triadelphia, WV
Oct 21-22	WVACD Quarterly Meeting @ Flatwoods Days Hotel