



Potomac Valley Conservation District

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MINUTES OF MEETING July 5, 2012

The monthly meeting of the Potomac Valley Conservation District was held on Thursday, July 5, 2012, at the USDA Service Center in Moorefield. The meeting was called to order by chairperson, Charlotte Hoover, at 7:40 pm.

SUPERVISORS: Charlotte Hoover, John Hicks, Brian Eglinger, Dale Walker, Ronald Miller, Kent Spencer

OTHERS: Christi Hicks, Herb Andrick, NRCS; Carolyn Hefner, Carla Hardy, Jeremy Salyer, Mike Worley, Karen Stickley, Nadene Jewell, WVCA; Dave Pancake, FNB; Paul King, PVCD; Anne Webster, Elizabeth Webster, Lost River Committee.

MINUTES: The minutes of the June 6, 2012 meeting were presented for review and approval. A motion was made by Brian Eglinger to dispense with the reading of the minutes and approve them as written and distributed. Motion seconded by John Hicks. Motion carried.

TREASURERS REPORTS: Treasurer, John Hicks, reviewed the treasury reports with the Board – General Fund report from William Lipps CPA and Co-Administered State Funds report from the SAGE system. A motion was made by John Hicks and seconded by Ronnie Miller to approve the general fund treasury report and invoices paid within the month of June. Motion carried. A motion was made by John Hicks and seconded by Ronnie Miller to approve the treasury report for the co-administered state funds and invoices paid within the month. Motion carried.

INVOICE: The Board reviewed an invoice from District Bookkeeper, William Lipps, CPA, in the amount of \$475.00 for services provided during the month of June. A motion was made by Ronnie Miller and seconded by John Hicks to approve payment of the invoice in the amount of \$475.00 to William Lipps, CPA. Motion carried.

TRANSFER OF FUNDS: Discussion was held regarding remaining funds from the South Branch Watershed Association of Hampshire County. The District received a letter from the past treasurer of the association, Charles B. Herriott, that indicated the remaining funds in the amount of \$3,419.88 should be transferred to the Potomac Valley Conservation District for use on projects within Hampshire County – as the supervisors deem appropriate. A motion was made by John Hicks and seconded by Kent Spencer to transfer the remaining South Branch

Watershed Association of Hampshire County funds in the amount of \$3,419.88 to the PVCD CDO Account. Motion carried.

TRACTOR REPAIR INVOICE: The Board reviewed an invoice in the amount of \$869.77 from Binkley & Hurst for a pump to repair the District tractor. A motion was made by Brian Eglinger and seconded by John Hicks to approve payment of the invoice in the amount of \$869.77 to Binkley & Hurst. Motion carried.

CORRESPONDENCE: The Board received information from WVCA on advertisements for the partnership conference booklet. Last year PVCD purchased a full page color advertisement that included the conservation farmers, conservation teacher and poster winner. Following some discussion, a motion was made by Brian Eglinger and seconded by John Hicks to purchase a full page color advertisement in the booklet at a cost of \$175.00. Motion carried.

EPA CHESAPEAKE BAY MEETING: The District received an invitation to attend an EPA meeting at the South Branch Inn in Romney on July 12, 2012, 9:00 am – 2:30 pm. The purpose of the meeting is to discuss the Chesapeake Bay Watershed Implementation Plan. Ronnie Miller and Dale Walker volunteered to attend the meeting and represent PVCD.

FNB PLEDGE AGREEMENT: FNB has renewed the pledge agreements to cover additional securities for all funds on deposit with the bank over the FDIC Insurance amount. The total amount of the pledge agreement is \$7,500,000.00. A motion was made by John Hicks and seconded by Brian Eglinger to approve the agreements and authorize the chairperson to sign on behalf of the District. Motion carried.

FNB INTEREST RATE REDUCTION: Dave Pancake from First National Bank in Romney was in attendance and addressed the bank's proposal to lower the interest rate on the District Interest Account. The current rate is 2% and as indicated in the original agreement, FNB is providing a 30 day notice to lower the rate to 1%. Mr. Pancake indicated the bank does appreciate the District's business; however, the current economy does not enable the bank to continue with the 2% rate. The average account balance at this time is \$ 7,200,000.00.

WVCA POLICIES & PROCEDURES: WVCA has made several revisions to current policies and procedures. Copies were provided to each supervisor for review and comment. Any comments should be provided to WVCA no later than 8/31/12.

LOR – Ag. Enhancement Program: WVCA requested the District to submit an LOR in the amount of \$80,000.00 for the FY13 Ag. Enhancement Program. A motion was made by John Hicks and seconded by Ronnie Miller to authorize the chairperson to sign the LOR for the AEP and submit it to WVCA. Motion carried.

AEP AGREEMENT: The Board reviewed the project agreement for the Ag Enhancement Program. A motion was made by John Hicks and seconded by Brian Eglinger to approve the AEP agreement and authorize the chairperson to sign the agreement. Motion carried.

WVACD QUARTERLY MEETING: The WVACD Summer Quarterly Meeting will be held at Cacapon State Park on July 9-10, 2012. All supervisors are invited to attend the business meeting. Also NRCS will make an announcement regarding the aging watershed structures in the state. Brian Eglinger indicated he will be unable to attend the meeting and requested a

supervisor to attend as his proxy. Charlotte Hoover volunteered to attend. A motion was made by Brian Eglinger and seconded by John Hicks to authorize Charlotte Hoover to serve as Brian's proxy at the WVACD Quarterly Meeting. Motion carried. A letter will be prepared indicating that Charlotte is Brian's proxy and will be hand delivered to the meeting.

STATE COMMITTEE TELECONFERENCE ON July 17, 2012 – PVCD representative invited to participate.

LOST RIVER SITE #16 – No Report

NEW CREEK SITE #14 REHABILITATION PROJECT – Written project update provided by NRCS – copies given to supervisors.

O&M CONTRACTS: Job showings held on 6/26, 6/27 and 6/28 for the O&M contracts on 29 Patterson Creek and New Creek sites. Bids will be opened for the contracts on Friday, July 6, 2012. Following some discussion, a motion was made by Kent Spencer to authorize John Hicks as the District representative and proceed with awarding the contracts following verification by WVCA contracting representative. Motion seconded by Brian Eglinger. Motion carried.

N/S MILL CREEK SITE #3: DOH representatives have contacted PVCD regarding replacement of cattle crossings on N/S Mill Creek Site #3 in Grant County. Supervisors requested additional information regarding materials and design on the replacement of the crossings. Also, requested a cost estimate on the replacement.

DRY HYDRANT INSTALLATION ON LOST RIVER SITE #4: This issue has been discussed in the past – a representative from the Mathias – Baker Fire Department indicated to the Hardy County NRCS office that they were not going to pursue the issue. However, other fire department representatives have contacted the District office and indicated they do wish to pursue the installation. NRCS design must be followed in order to receive District cost share. It is also a concern that the hydrant will be installed into a flood control structure. The Board requested additional information on the installation – location, design, feasibility, etc. in order to move forward on the issue.

O&M COST SHARE AGREEMENT: The Board received the O&M Cost Share agreements from Pendleton County Commission. A motion was made by Brian Eglinger and seconded by Dale Walker to approve the agreements and authorize the chairperson to sign the agreements. Motion carried.

HARDY COUNTY SPRP CONTRACT: The Board approved the bid from L.D. Hanna in the amount of \$4,209.00 for the SPRP Contract in Hardy County (Webster Property) by motion of John Hicks. Motion seconded by Dale Walker. Motion carried.

LOR – Chesapeake Bay Cover Crop Demonstration: The Board approved by motion of Ronnie Miller the Chairperson to sign an LOR in the amount of \$1,600.00 – Chesapeake Bay Funds - for the Cover Crop Demonstration. Motion seconded by John Hicks. Motion carried.

HARPER STREAM PROJECT: No Report.

SUPERVISORS TRAINING: Carolyn Hefner reported on the Supervisors Training held in Charleston. Dale Walker was able to attend and indicated it was a good training. Supervisors who were unable to attend need to complete their oath of office at their local county clerk's office and forward a copy to WVCA.

AG ENHANCEMENT COMMITTEE: The Ag Enhancement Committee met on June 19, 2012 and prepared a listed of proposed practices for FY13 and allocated program funds for those practices. Following some discussion, a motion was made by John Hicks and seconded by Ronnie Miller to accept the Ag. Enhancement recommendations. Motion carried. The committee will meet on July 25, 2012 to finalize the practice guidelines and applications. The meeting will be held on 7/25/12 at 9:00 am in the Moorefield WV Department of Ag. Building.

FINANCE COMMITTEE: John Hicks reported on the Finance Committee recommendations. The committee reviewed the letter from FNB regarding the 30 day notice of the interest rate reduction to 1% as of July 21, 2012. The committee recommendation is to advertise for proposals from local banks requesting the best available interest rate and other available services. A motion was made by John Hicks and seconded by Ronnie Miller to accept the Finance committee recommendation to advertise for bank proposals on the District interest account. Motion carried.

EDUCATION COMMITTEE: The Education Committee judged the photos for the conservation photo contest. The results were as follows:

Youth Division:

Conservation Practices

- 1st Prisoners of the Barn
- 2nd The Edge of the Field
- 3rd Barn Amongst Four Fields

Close Up Conservation

- 1st Baby Corn
- 2nd Candy Cane Flowers

Conservation in Action

- 1st Evening Rotation
- 2nd Watcha Looking At?

Ag / Conservation Across America

- 1st Communitree Volunteers
- 2nd Farm Storage
- 3rd Tiny

Adult Division:

Conservation Practices

- 1st Plant Me An Apple
- 2nd Erosion Control

Close Up Conservation

- 1st Native American
- 2nd Sunshine Quartet

Conservation In Action

- 1st American Pride
- 2nd Nap Time

Ag / Conservation Across America

- 1st Farm Country
- 2nd Around the Bend

EQUIPMENT COMMITTEE: John Hicks reported that the Equipment committee should meet prior to the August 1st meeting at the District facility in Fisher to inspect equipment and discuss future needs. The meeting will be scheduled for 8/1/12 at 6:30 pm. Hicks also discussed the need to make some adjustments to the cover crop roller. The group also discussed a delivery fee

for the roller. The District may not charge a rental fee for it, as it was purchased with grant funds through the WVDA. A motion was made by John Hicks to charge a delivery fee for the cover crop roller (same fee as charged for other rental equipment). Motion seconded by Kent Spencer. Motion carried.

DISTRICT OFFICE STAFF: Mike Worley, WVCA, was in attendance and addressed the Board regarding the proposal to reassign Karen Stickley from the PVCD office to the WVCA Watershed Office in Romney to work on emergency action plans and deed and easement research on the watershed structures. The Board expressed much concern. Karen is an important part of the District operation and the workload in the office is more than enough for two people. There has always been two positions in the PVCD office. Worley indicated that WVCA would work with the District to make the transition – in no hurry. Karen voiced her desire to work in the District – familiar with watershed program including operation & maintenance; however, unable to pass up an opportunity for advancement. The Board is very supportive of Karen and is willing to work with WVCA on this issue.

DISTRICT AWARDS BANQUET: Pendleton County will host the District Awards Banquet this year. Charlotte indicated they are working to secure a location and date for the banquet. Will report back next month.

FARM TOUR: The area farm tour judges will visit the PVCD farm on Thursday, July 12, 2012 at approximately 9:30 am. All supervisors are encouraged to attend and support the District farm – Paul Clayton. Approval was given to provide refreshments for the event.

LOCAL WORK GROUP – Christi Hicks addressed the Board regarding recommendations for the Farm Bill Programs. Several issues addressed were:

- Manure Transfer Program / entire Chesapeake Bay area
- Streambank Stabilization Projects
- Remove Little Cacapon Watershed / Add North River Watershed
- Litter Transfer Program – does not help with Chesapeake Bay model – much discussion
- Poultry concrete pads also included this year

Mineral County Supervisor Vacancy: To date only one application has been received for the position. The Board agreed to advertise in the Mineral Daily News Tribune again and bring applications to August meeting for review.

CHESAPEAKE BAY INVOICE: An invoice in the amount of \$130.37 for the purchase of nets to be used in the stream monitoring outreach program. A motion was made by John Hicks and seconded by Dale Walker to approve payment of this invoice with Chesapeake Bay funds. Motion carried.

LIME PROGRAM: Four new lime applications were presented for approval.

Mark Largent	50 acres	100 tons	\$ 1,500.00 cs
Robert Groves	26 acres	63.68 tons	\$ 955.20 cs

Larry Hedrick	10.5 acres	21 tons	\$ 315.00 cs
Judy Lough	8.2 acres	19.4 tons	\$ 291.00 cs

No extensions were presented. A motion was made by Ronnie Miller and seconded by John Hicks to approve the lime applications as presented to the Board. Motion carried.

It was also reported that the following lime contracts were cancelled as of June 30, 2012, as the applicants did not following through the contracts.

Apex Farms, Christina Kesner, Roy Swartz, Triangle T Farm, Branson Farms, Sandra Fitzwater, Gary Funk, Dixon Orndorff, Beverly Strickler, Kevin Shipe, John Welton, Eugene Buckley, Anthony Cooper, David Floyd, Mark Largent, Alvin McKee, Steve McCauley, Terry Richman, Beth Reese, Adam Stump, Donald Whitacre, Codster Farms, Louis McGee and Michael Sears.

CONSERVATION AGREEMENTS: The following conservation agreement totaling 383.74 acres were presented for approval. John A. Harper 321.74 acres (Grant County) and Robert Groves 62 acres (Hampshire County). A motion was made by John Hicks and seconded by Brian Eglinger and approve the conservation agreements are presented to the Board. Motion carried.

Hampshire County:

Pam Brady	EQIP	2.6 acres
Michael McQuaid	EQIP	1 acre
Joann McCabe	AMA	2 acres
Christine Feller	CBWI	21 acres
Brian Eglinger	EQIP	25 acres
Yeong Park	AMA	7.7 acres
Jason D. Whitacre	EQIP	10 acres
Jason D. Whitacre	EQIP	30 acres
Michael McKee	CBWI	18.2 acres
Nellie Wilson	EQIP	22 acres
Kelly Smith	EQIP	50 acres
Judith Clower-Nazelrod	CBWI	8 acres
Martin Cecil	CBWI	10.8 acres
Walter Long	CBWI	33.1 acres
Baker Farms	EQIP	167 acres
Roger Everett Sr.	CBWI	27 acres

Hardy County:

Gary Funk	32 acres
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A motion was made by John Hicks and seconded by Dale Walker to approve the above listed contracts, plans, etc. for the various programs. Motion carried. ** Brian Eglinger abstained from the vote on this issue.

CREP: None

AEP: None

WVCA: Carla Hardy reported that her office has received several inquiries on drought relief-water tanks. She forwarded the information to WVCA.

WVCA: Carolyn Hefner thanked the Board for their support while she was in the roll of area director. Jeremy Salyer is the new Area Director for the East Area.

WVCA: Jeremy Salyer reported on the following items:

- FY13 SPRP funding – Districts will receive \$12,700.00 in funding per county. Each District will review and approve SPRP requests as received. No additional SPRP funding will be available once annual allotment is spent.
- State Fair will be held August 10-18, 2012. Supervisors are encouraged to sign up to work the booth.
- Agreed Procedures Engagement – Districts should proceed with the RFQ for the FY12 agreed procedures engagement or if engaged in a multi-year contract, make arrangements with the firm.
- All year end travel expenses and per diem MUST be received by WVCA by Friday 7/6/12 in order to process.
- Annual Partnership Conference October 29-30, 2012 at Charleston Marriott.
- Nominations for Carroll Greene/ Lifetime Members / Members at Large
- OSHA is making unannounced visits to sites – WVCA wants to make Districts with work crews aware

WVCA: Mike Worley addressed the Board regarding the vacant O&M Watershed Manager Position (Jeremy's old position). WVCA does intend to fill the position – no date for posting yet.

OM&R PROGRAM: Worley indicated the Brian Farkas is very interested in the program and is working to obtain additional funding. More funding will be needed in the future, especially in light of the age of many of the structures – to complete necessary repairs.

WVCA: Karen Sticklely thanked the Board for all of their support.

FNB: Dave Pancake thanked the Board for the opportunity to serve their financial needs.

NRCS: Christi Hicks reported on the following:

- Substantial loss of poultry due to the recent storms – power outages. Not too much structure loss reported
- Invasive species issue – several species not included on the NRCS list
- Sign up dates for various programs

NRCS: Herb Andrick reported on the following:

- Wildlife Incentive Program – 7/16 deadline
- Farmland Protection applications
- \$3 million in EQIP funding in PVCD
- 307 contracts in East area – half of work in state is within local area
- NRCS Field Office of Future meetings being held throughout the state
- Discussed several versions of Farm Bill being addressed by Congress
- Interviews held for Forestry position in Romney
- Doris Brackenrich’s brother passed away unexpectedly

PVCD: Paul King reported on the following:

- Crew completing o&m work on dams
- Tractor has been repaired – not leaking
- Wind damage at shop – fallen tree – will cut up and remove
- Dead rodent in District truck – bad odor

There being no further business, the meeting adjourned at 9:05 p.m. The next regular meeting will be held on Wednesday, August 1, 2012 beginning at 7:30 p.m. in Moorefield.

Chairperson

Secretary

Date