



## GREENBRIER VALLEY CONSERVATION DISTRICT

USDA Service Center  
179 Northridge Drive  
Lewisburg, West Virginia 24901  
Phone (304) 645-6173

Serving Greenbrier, Monroe and Pocahontas Counties

### Minutes of the GVCD Regular Board Meeting August 25, 2016

The Greenbrier Valley Conservation District Board of Supervisors met on Thursday, August 25, 2016, in the conference room of the Lewisburg USDA Service Center. Those attending were:

#### Supervisors:

Avery Atkins  
Jerry Clifton  
Carolyn Miller  
Gary Sawyers  
Gary Truex  
Timothy VanReenen

#### Others:

Katy McBride, NRCS  
Lynn Hutchison

#### Call to Order

Chairman Gary Sawyers called the meeting to order at 7:02 pm.

Gary Sawyers made opening remarks about the State Farm Tour that had taken place the day before. Discussion ensued that it was a successful event and that Barry Level and Dennis Burns had done an excellent job in coordinating the tour. Everyone was very proud of the presentation made by Bill and Carolyn Canterbury and hopeful that their efforts will be rewarded at the state level. The winner will not be announced until October 4<sup>th</sup>.

#### Approval of Minutes

Motion was made by Gary Truex and seconded by Timothy VanReenen to approve the minutes of the June 30, 2016 Special Board Meeting, July 21, 2016 Regular Board Meeting, and August 17, 2016 Special Board Meeting. Motion passed.

#### Guests

#### District Manager Report

Lynn Hutchison referred to her written report, a copy of which is attached.

#### Funding Requests

- LOR – State EWP Quick Response Funds Request - \$100,000.00 (This will nullify and replace the LOR approved last month for \$40,000.00 which was lost in the mail and request an additional \$60,000.00 per Gene Saurborn and Anita May. **Jerry Clifton moved and Carolyn Miller seconded to send the letter of request. Motion passed.**
- LOR – FY17 AgEP Funds - \$121,000.00 - **Timothy VanReenen moved to send the letter of request. Jerry Clifton seconded. Motion passed.**

- LOR – State OM&R Match for Howards Creek Channel - \$2,500.00 – **Gary Truex moved to send the letter of request. Jerry Clifton seconded. Motion passed.**
- Return of Unused Funds – NPS 1463 Second Creek Karnes 319 Federal - \$79,639.74, per letter from Brian Farkas – **Timothy VanReenen moved and Jerry Clifton seconded the motion to return the expired funds as requested.** During discussion, Dennis Burns was called upon to ensure that the project had been completed with other funds, which he said it was. **Motion passed.**

### Cooperating Agency Reports

- *NRCS – Katy McBride*

Katy referred to Jack O'Connell's written report and also answered some questions from the Board. She explained that the Focused Approach will replace EQIP, but that national initiatives (high tunnels, cover crop, and organic) will remain the same. She noted that Focused Approach proposals have been submitted to Greg Stone for review and thanked the Board for participating in the Local Work Group meetings and planning sessions. Gary Truex asked if CSPs will have additional time for completion due to flooding. Katy said that they are waiting for confirmation on that question and she will let Lynn Hutchison know when they get an answer.

Katy also reported that the Freshwater Folk Festival will be held on September 10, 2016 in White Sulphur Springs. She asked if the District would be interested in partnering with NRCS to get the Soil Tunnel from Capitol CD for display there. NRCS cannot pull the trailer with their agency vehicles, so it would be up to the District to go pick it up and return it. Lynn Hutchison noted that Dennis Burns had said he would be in that area on the 8<sup>th</sup> and could pick it up then if approved but was not available on other dates. **Timothy VanReenen moved to have Dennis Burns pick up the trailer if approved by WVCA. Avery Atkins seconded. Motion passed.**

Lastly, Katy reported on the progress of plans for the Women in Agriculture Day planned for September 20<sup>th</sup>. An agenda has been prepared and speakers lined up. The venue has been reserved at the Fairgrounds and the contract will be sent to Lynn Hutchison after the Fair. It is unclear if there will be a charge for the venue as it was arranged through WVU Extension. However, if there is a charge it will be \$125.00. She said that Carol's Bakery had provided the lowest cost option for lunch and asked on behalf of the committee (FSA, NRCS, WVU Extension, and GVCD participating) that the GVCD pay for lunch at a cost of \$6.50 per person and the venue, if needed (which is addressed later on the agenda.)

- *WV Division of Forestry* – not present

- *FSA* – not present

- *WVCA*

Gary Sawyers read from Jeremy Salyer's written monthly report, a copy of which is attached. He pointed out that the Quarterly meeting and Annual Partnership Conference would be held in Flatwoods on October 3<sup>rd</sup> and 4<sup>th</sup>. Registration is due by 9/16. Awards will be presented at the luncheon on 10/4. He noted that the registration fee of \$125.00 per person is the WVACD's way to cover the cost of awards given to farmers. Timothy VanReenen noted that the awards ceremony has been shortened. It was also noted from Jeremy's report that Ag Day at the Legislature will be on February 22, 2017.

### Unfinished Business

- Update on flood recovery efforts and contract – No new information.

- *Women in Agriculture Day* – Carolyn Miller moved and Timothy VanReenen seconded to pay the \$125.00 for the State Fair venue, if charged. Motion passed. Carolyn Miller moved and Avery Atkins seconded to pay for lunch up to an amount of \$812.50 (125 people @ \$6.50.) Motion passed. (See Cooperating Agency reports – NRCS for more info.)
- *Conservation Farm* – Covered in opening remarks and discussion.
- *Garden Projects with Department of Agriculture (W. Greenbrier / Marlinton Middle)* – Timothy VanReenen reported that he has spoken to Walt Helmick about these projects and that the Commissioner has said the money will be coming to the District. Gary Sawyers noted that there needs to be follow-up on these projects to ensure the money is being used properly. Discussion ensued. Avery Atkins moved and Timothy VanReenen seconded to send a letter to the recipients of the Community Gardens grant monies requesting a progress report. Motion passed.
- *Banquet Planning* – Lynn Hutchison suggested having live music at the banquet. She had spoken to Susan Davis of NRCS – Buckeye about her son's band providing music for the social hour. This is a group of young men from Pocahontas County who play string music. It would cost \$160.00. Lynn thought that it would enhance the atmosphere, as well as, encourage participation. Avery Atkins moved and Jerry Clifton seconded to hire the band at \$160.00. Motion passed.

### Committee Reports

#### *Agricultural Enhancement Program Committee:*

Timothy VanReenen reported on behalf of the committee.

- No cancellations, approvals, or payments as this is the transition period between fiscal years. Sign-up period ended on July 8 and applications are in the process of being reviewed. LOR for FY17 AgEP funds was approved under Funding Requests.
- AEP Emergency Assistance – Approvals (M)
  - a. Myron Vaughn – 1,440' of fencing @ \$1.25/foot = \$1,800.00
  - b. Bill Snyder –
    - At Actual - 5,312' of fencing @ \$1.25/foot = \$6,640.00 **OR**
    - At Regular AEP Limits - 4000' of fencing @ \$1.25/foot = \$5,000.00
  - c. Ralph McClung – 1,245' of fencing @ \$1.25/foot = \$1,556.25
  - d. John McClung – 1,082' of fencing @ \$1.25/foot = \$1,352.50
  - e. Total = \$11,348.75 **OR** \$9,708.75 (depending on amount approved for Snyder)

**AgEP committee moved and Carolyn Miller seconded that the AEP Emergency Assistance applications be approved with a cap of \$5,000.00 each for a total of \$9,708.75. Motion passed.**

#### *Finance Committee:*

Carolyn Miller reported on behalf of the committee.

- Financial Report:
- *General and CDO Funds Report* –**Timothy VanReenen moved to accept the General and CDO Funds Report and file for audit. Seconded by Gary Truex. Motion passed.**
- *WVCA Restricted Funds Report* – **Avery Atkins moved to accept the WVCA Restricted Funds Report and file for audit. Seconded by Timothy VanReenen. Motion passed.**
- *Payment of all General Funds bills*— **Carolyn Miller moved to pay all General Funds bills, per payables list, as presented. Seconded by Avery Atkins. Motion passed.** List is attached.
- Carolyn noted that there was a refund of \$527.00 as a result of a Brickstreet Premium audit. This will be credited to our account.

#### *Grassland Committee:*

No new information.

#### *Building/Equipment Committee:*

Gary Truex reported on behalf of the committee.

- Avery Atkins reported he has been in contact with Sinks Grove Construction and some materials have been ordered. He noted that sewer lines are now going to be installed along 219 and that delaying the finish of the bathroom in the building will likely save a couple of thousand dollars.
- No action has been taken on a tractor purchase; one is still being sought.
- Billy Morgan has not yet rescheduled the auction at which the pasture drag and aerator were to be sold.

#### **Watershed Reports**

*WVCA O, M & R Report* – Judith Lyons did not provide a report. It was noted that she, as well as all watershed staff have been incredibly busy with flood recovery efforts.

#### *319 Committee:*

Jerry Clifton reported on behalf of the committee.

#### ***319 Program:***

- **Invoices (M)**

Participant	Vendor	Account	Total
Doug Goodwin	S.J. Neathawk	NPS Milligan Creek	\$1,883.41
Doug Goodwin	Acacio Fencing	NPS Milligan Creek	\$9,584.55
Ross Tuckwiller	Lowes, etc.	Milligan Creek	\$1,545.86
Tim Hoke	Waters Lab	Second Creek	\$ 71.50

Bill Canterbury	Waters lab	Second Creek	\$ 501.50
Sam McPaters	Varner	NPS Knapps Creek	\$3,477.14
Sam McPaters	Varner	Knapps Creek	\$ 350.00
Supplies	Hach	Knapps Creek State	\$ 446.91
Kenneth Workman	JD & JT General Contractors	20502 State Knapps Creek	\$5,737.50
		<b>Total</b>	<b>\$23,868.37</b>

The committee moved and Avery Atkins seconded the motion to pay the invoices totaling \$23,868.37. Motion passed.

- **Contracts (M)**

Ronnie Lemons	NPS St Milligan	\$6,700.00	Amendment
		<b>Total Maximum</b>	<b>\$6,700.00</b>

The committee moved and Timothy VanReenen seconded the motion to approve the contract amendment of \$6,700.00. Motion passed.

- There was a request from the committee for funds up to \$500.00 to provide lunch for EPA NP staff visit and review of projects in October. Consensus was to table this until the next committee meeting for more discussion once dates and areas are known, etc.

#### **Actions Between Board Meetings**

None noted.

#### **Correspondence**

- WVU Extension Women in Agriculture Conference – November 4-5, 2016 – Sponsorship Request; Sponsorship Levels range from \$175.00 to \$5,000.00 – Consensus was to table this until the September meeting.
- Hospice Care 2016 Fundraising Campaign – Their “Suggested Giving Levels” range from \$50.00 to \$1,000.00 (see correspondence) – Consensus was that this was not relevant to our mission.
- 2016 Government Units Survey – Consensus was that this is a voluntary survey and there is no need to participate.
- 18<sup>th</sup> Annual Watershed Celebration Day brochures were distributed.

#### **New Business (D/M)**

- Nominations for Awards
  - Honorary Member – Consensus was for no nomination.
  - Member-At-Large – **Timothy VanReenen moved and Jerry Clifton seconded the motion that Walt Helmick be nominated by the GVCD for Member-At-Large. Motion passed.**
  - Carroll Greene – **Timothy VanReenen moved and Jerry Clifton seconded the motion that Gary Sawyers be nominated for the Carroll Greene Award. Motion passed.**

#### **Conservation Agreements & Terminations** - none

#### **Conservation Plans**

- Andrew P. Alderman (submitted by Jack O’Connell)

Gary Truex moved to approve the above named Conservation Plan. Timothy VanReenen seconded. Motion passed.


**Other Business**

It was decided that a group photo of the Supervisors will be taken at the September meeting to comply with the request from the History Committee and that Supervisors should wear their new GVCD shirts.

**Adjournment**

With no further business, the meeting adjourned by consensus at 9:14pm.

Respectfully submitted,

  
Gary Sawyers  
Chairman

  
Carolyn Miller  
Secretary/Treasurer

GS/CM/lh

Recorded by Lynn Hutchison, District Manager

## **GVCD District Manager Report**

*July 22 – August 25, 2016*

### **Items Needing Action:**

- Approval of minutes for the June 30, 2016 Special Board Meeting, July 21, 2016 Regular Board Meeting and August 17, 2016 Special Board Meeting
- Approval of Financial Reports, Accounts Payable – approval of bills – list provided
- LOR for CD State EWP Quick Response - \$100,000.00. This will nullify and replace the LOR approved on July 21 for \$40,000 and request an additional \$60,000.00, per Gene Saurborn and Anita May.
- LOR for FY17 AgEP Funds -- \$121,000.00
- LOR for State OM&R Match for Howards Creek Channel -- \$2,500.00
- Return unused funds – NPS 1463 Second Creek Karnes 319 Federal -- \$79,639.74 per letter from Brian Farkas
- Approval of Committee actions, if any
- Approval of AgEP Emergency Assistance contracts
- Approval of 319 contracts and payments
- Approval of funds for EPA NP staff visit and review of projects
- Nominations for Honorary Member, Member At Large, and Carroll Greene.
- Group Photo of Supervisors for WVACD History Committee.
- Registrations for Annual Partnership Conference
- Correspondence sponsorship requests
- Thank you to the State Fair for use of shuttle

### **Accomplishments:**

- Draft Minutes for the July 21, 2016 Regular Board Meeting and the August 17, 2016 meetings have been distributed and are awaiting approval at tonight's meeting.
- Approved minutes for the June 16, 2016 Regular Meeting been posted on the website.
- Minutes of all August 10, 2016 Committee meetings have been distributed.
- CCRs continue to be taken as a result of June flooding and submitted to Kimberly Neal.
- FY16 AgEP database spot check was completed as requested by Jeremy Salyer.
- Thank you was sent to NPCD for donations to residents of the district affected by the floods.
- Equipment Rental contracts have been revised and distributed for use.
- Watson Manufacturing increased prices on floats, valves, etc., effective July 2016, which increased our cost. Our prices have been adjusted to reflect the new manufacturer's suggested retail prices.
- Promotional items were ordered and delivered upon behalf of the WVACD. Invoices will be submitted to the Association for reimbursement.
- John Nelson and Matt Morgan set up the WVACD Fair display and Matt Morgan checked on it every morning. John, Matt, and Dennis Burns tore down the display at the end of the fair.
- Banquet venue has been booked. Banquet is scheduled for 9/22/16 at the WVU Building on the State Fairgrounds. Dennis Burns and I have been in contact with potential caterers and plans are in progress.



- Plans continue for the Women in Agriculture event to be held on 9/20/16. Katy McBride has put together a draft agenda and the event has begun to be publicized.
- Contract was signed and down payment has been made to Sinks Grove Construction. Work will begin on the building in October.
- Conservation Farm of the Year – State Tour went very well. Barry Level and Dennis Burns are to be commended for the work they did on this. Bill and Carolyn Canterbury were gracious hosts, as always, and represented the GVCD with a shining example of conservation practices and farm family values. Fox 59 news covered the event.

#### **Things to be Thinking About / Items to Note:**

- Appalachian Grazing Conference – March 2017—committee representation, donation, landowner participation expenses
- Outstanding Grassland Farmers
- Long Term Goals 2016-2019
- Education activities – NACD has announced their 2017 Stewardship theme: “Healthy Soils are Full of Life”
- Newsletter
- Special Meeting end of September to approve all FY16 319 payments.
- Freshwater Fish Festival – Soil Tunnel from Capitol CD – Katy McBride
- Southern States has organized hay donations that will be coming in to the fairgrounds starting the 2<sup>nd</sup> week of September. This is for anyone in need of hay due to loss of baled or standing hay or pasture in the floods. Contact is Kevin Johnson @ 304-647-8294.

#### **Upcoming Dates to Note:**

##### **Other**

<b>September 7</b>	Committee Meetings 9am
<b>September 15</b>	Board Meeting 7pm
<b>September 20</b>	Women in Agriculture Day 9:30am – 3:30pm
<b>September 22</b>	Legislative and Awards Banquet
<b>October 3 &amp; 4</b>	WVACD Fall Quarterly Meeting - Flatwoods
<b>October 4</b>	Conservation Awards Luncheon – 1pm
<b>February 22, 2017</b>	Ag Day

Respectfully Submitted,

Lynn Hutchison  
GVCD District Manger





United States Department of Agriculture  
Natural Resources Conservation Service  
LEWISBURG SERVICE CENTER  
179 NORTHRIDGE DRIVE  
LEWISBURG, WV 24901  
(304) 645 - 6172 (Phone)

---

## NRCS Report – Greenbrier Valley Conservation District August 25, 2016

### Farm Bill Programs

#### *EQIP-Focused Conservation Approach*

Proposals for the four resource concerns identified and approved by the Local Working Group have been submitted to the Area Office for review. These include: High Tunnels for Food Security and Plant Quality, Ground Water Quality Impacts from Livestock(P), Meadow River Livestock Water(G), Indian Creek Livestock Water(M). The Area Office is to review the draft proposals and submit them to the State Office by August 26. By September 30, State Office Leadership will review the proposals and either accept with no recommendations, return with recommendations, or reject from potential funding for FY2017.

#### *EQIP/AMA/CSP Contracting*

Our current contracting workload is Conservation Stewardship Program (CSP) renewals. Eighteen active CSP contract participants have expressed the desire to renew their contracts. These include eight applications in Pocahontas County, four applications in Greenbrier County, and six applications in Monroe County. These applications will be evaluated using the Conservation Measurement Tool (CMT) prior to 9/30/2016.

### Personnel

Greg Stone has returned to his post as the South Area Conservationist. Julie Stutler continues acting as Area Resource Conservationist.

Rick Wernicke began work in Buckeye on Monday as a DOF/NRCS shared employee. He brings badly-needed forestry experience to the District and has a virtually untapped resource non-industrial private forestland. Rick's charge will be to work with our landowners to develop forest management plans and plan/design/implement forestry practices and enhancements.

### Other News.

- Barbara Greenleaf conducted Food Security Act highly erodible and wetland compliance reviews on nine tracts throughout the District in July. Eight of the reviews are completed and closed out, with one in progress. All those completed were found to be in compliance. Letters have been mailed to the participants and FSA.
- In an effort to provide relief to the WV Conservation Agency, NRCS continues servicing Citizen Contact Reports (CCR's) of flood damage. Randy Rumer, Katy McBride, Adam Merritt, Tom Vance, and Wanda Smith have devoted time to the project. Close to 95 reports have been serviced to date, with new ones coming in several times per week.
- Staff attended a Civil Rights training in Beckley on July 28.
- Katy and Josh attended a Women in Agriculture meeting in Lewisburg on August 4.
- Lee coordinated the State Fair display, with many others both within and outside of the District assisted with staffing.
- Katy and Susan assisted the Area Office by conducting technical reviews of preapproved applications from other districts prior to obligation.
- Katy is making plans for the Freshwater Folk Festival in White Sulphur Springs.

*Helping People Help the Land*

An Equal Opportunity Provider and Employer



## **August 2016 WVCA Report**

### **Legislative Rule-**

The passage of SB1017 means the WVCA cost-share rule has been approved. One thing about the rules bill is the creation of the cost-share stream program. We will be working to finalize that and present to districts in the near future. Flood recovery efforts have slowed the discussion on the development of this program.

**WVACD Quarterly Meeting** – The WVACD Quarterly meeting was held on July 13<sup>th</sup>, 14<sup>th</sup> at Glade Springs Resort.

Supervisor training was well attended. Area Directors will be providing information to the newly elected supervisors that were unable to attend.

Poster contest winners:

10-12 Krya Ellison SCD	7-9 Ksusha Lowry-Neufeld EPCD
4-6 Hannah Cooley ECD	2-3 Matthew Simpson EPCD
K-1 Pierson Hayes UOCD	

Photo contest adult:

1<sup>st</sup> Basil Cartwright ECD  
2<sup>nd</sup> Leisa Moran SCD  
3<sup>rd</sup> Kathryn Goddard UOCD

Photo contest youth:

1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> Daniel O'Leary NPCD

Conservation teacher of the year: Leigh Jenkins EPCD, Berkeley Springs High School

### **WVACD Fall Quarterly Meeting and WVCAC Awards & Recognition Program**

The Fall WVACD Quarterly Meeting will be held October 3-4 at the Days Inn & Suites in Flatwoods, WV. Room reservations can be made by calling 1-866-700-7284 before September 16.

CD supervisors please submit your registration forms with payment to your District Manager before September 16.

The Awards Luncheon will be held on October 4 from 1:00-3:00.

### **Conservation Farm Tour**

Dates for area tour will be the last week of July/first week of August.

#### **Timelines:**

- **August** - Statewide judging August 23, 24 & 25
- **October** – Presentation of Area and State awards at WV Conservation Partnership Annual Conference.  
County and District winners will be presented at local Conservation District annual banquets.

### **State Fair**

The state fair schedule sign in sheet is up and running on the admin site.

### **Agreed Procedures Engagement (Audit)**

Please verify your engagement is current. If it needs to be extended or rebid, please begin the process.

### **Items to be thinking about and placed on your agendas in the coming month:**

Carroll Greene Nomination – form is due to Belinda Withrow by September 12<sup>th</sup>

WVACD Honorary Member At Large – form due to Joe Gumm by September 1<sup>st</sup>

WVACD Lifetime Honorary Member – form due to Joe Gumm by September 1<sup>st</sup>

### **AgDay at the Capitol / Legislative Breakfast**

Ag Day will be held on February 22, 2017.

### **Flooding**

Flooding hit the state on June 24<sup>th</sup>. WVCA staff is currently assessing damages and working with contractors to remove blockages in affected areas. **The WVCA will be assessing the funding needs in the affected areas and will be asking CDs to transfer EWP funding on an as needed basis. Area Directors will be giving direction of this process.**

Hay donation: Hillary Woofter, DM for TVCD, has been designated to as point of contact for WVCA regarding hay donations for affected areas. You should start by providing information to your local FSA office, but you can also share the information with Hillary which will pass the information onto FSA for their program.

### **Watershed O & M**

**Please be patient with watershed staff as flood recovery continues. O&M work will continue to be completed as staff becomes available.**

#### **OM&R**

- Regular dam maintenance is going well.
- Work continues with NRCS to develop engineering plans for watershed dams. Approval has been received to proceed with CEC on work in the South Fork Watershed. The sites include South Fork 1, 2, 5, 11, 13, 21, 32, 33 and 36.
- PVCD – WVCA is working with DOH for a project on Bergdoll Bridge in Grant County. The job showing is scheduled for July 18, 2016.
- NPCD – Work to install seep boxes on Harmon Creek 13 is progressing. The job showing was held on July 11, 2016.

#### **Rehab**

- Rehab planning continues for Brush Creek 9, Brush Creek 15, New Creek 1 and New Creek 17. The start date for construction for Upper Deckers 1 has been postponed as the PSD works out their secondary water supply situation.

1:00 PM

08/24/16

**Greenbrier Valley Conservation District**  
**A/P Aging Summary**  
**As of August 24, 2016**

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
ACF Environmental	475.00	0.00	0.00	0.00	0.00	475.00
Boone Tractor & Implement, Inc.	0.00	74.78	0.00	0.00	0.00	74.78
City of Lewisburg	0.00	19.16	0.00	0.00	0.00	19.16
First Citizens Bank	607.89	0.00	0.00	0.00	0.00	607.89
Greenbrier Printing, Inc.	500.00	0.00	0.00	0.00	0.00	500.00
Harry L. Vance Logging	0.00	78.14	0.00	0.00	0.00	78.14
Komax, LLC	243.93	0.00	0.00	0.00	0.00	243.93
S. J. Neathawk Lumber, Inc.	0.00	146.55	0.00	0.00	0.00	146.55
Security Unlimited Access Control, Inc.	0.00	259.25	0.00	0.00	0.00	259.25
Sherry W. Ferrell	0.00	525.00	0.00	0.00	0.00	525.00
Suddenlink	213.55	0.00	0.00	0.00	0.00	213.55
Waters Agricultural Laboratories, Inc.	0.00	10.00	0.00	0.00	0.00	10.00
Watson Mfg.	609.27	0.00	0.00	0.00	0.00	609.27
WVACD	4,000.00	0.00	0.00	0.00	0.00	4,000.00
<b>TOTAL</b>	<b><u>6,649.64</u></b>	<b><u>1,112.88</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>7,762.52</u></b>