

The **Tygart's Valley Conservation District** Board of Supervisors held a Regular Board Meeting on *September 26, 2016* commencing at 9:01 a.m. at the district's office in Philippi, WV. The meeting was called to order by Chairman Sheldon Findley.

Supervisors Present: Sheldon Findley, Dave Bonner, Jim Nester, James Dean, Robert True, Joe Gumm, John Sencindiver, Joe Shaffer, and Sigrid Teets – TVCD/WesMonTy RC&D.

Others Present: Hillary Woofter – WVCA, Joyce Frey – TVCD, Jared Nestor – NRCS, Corey Lambert – TVCD, Dave McGill – WVU Ext., Mary Jouver - FSA, and J.L. Tennant – FSA.

Gumm led the group in the Pledge of Allegiance.

Introduction and/or Recognition of Visitors: Dave McGill introduced himself to the group. Findley welcomed him and thanked for attending, noting that he would be given the floor later in the meeting.

Reading/Approval of the Agenda/Minutes:

September 26, 2016 Board Meeting Agenda: **Sencindiver moved to approve the agenda as presented; seconded by Shaffer; motion carried.**

August 29, 2016 Board Meeting Minutes: **Sencindiver moved to approve the minutes as presented; seconded by Shaffer; motion carried.**

Treasurer Report: Frey reviewed her reports (copies attached). Based on the paperwork she had received, she predicted a \$3,500.00 profit for the six weeks of flood work done by the crew in ECD. (*Mary Jouver joined at 9:07 am*)

- **Linwood Young CD renewal – Gumm moved not to renew the CD and to transfer the cashed out funds to the general account to be used for sponsoring the junior and senior conservation camps; seconded by Bonner; motion carried.**

District Report: Lambert reported that he and the crew had been very busy since completing the flood work. Has been trying to get board approval for working on Decker's Creek. Had the crew check and replace the lightbulbs around the building. The heating unit in Cvechko's office was spitting out water. Andy's Heating inspected the unit and said the blower motor can be repaired, or the entire unit replaced for \$1500.00. Findley asked that he refer to the building committee for their input. **True moved to replace the heating unit in Cvechko's office based on the \$1500.00 quote by Andy's Heating; seconded by Teets; motion carried.** Karl had been working on fixing the wheel bearings in his truck and the title issue was resolved. Karl had also been working on a wiring issue in the green truck, and Lambert stressed the board should consider replacing the black truck. Left a message with Joe Pyle about putting the equipment up for auction. The crew is finishing work on Upper Buffalo in MCD. Needs to get with Jim Roy about work needed on Pecks Run as he has the work orders. *Discussed at length.* Findley spoke with Ed Martin following the August board meeting and said there should also be a work order for Shooks run regarding the dirt on Robert Wolfe's property. Dean asked that Lambert inform him when the crew is working in Randolph County. Teets asked Lambert for details on the last job listed on his job sheet (copy attached) and True added concern how the work for the

remainder of the year was minimal. Lambert had not received any updates on the mowing at Elkwater. *Discussed at length.* Gumm to talk to Huttonsville Correctional Facility about willingness and availability to mow. Gumm asked who is liable for injuries on these sites and if a contract is needed. Will investigate further and report back to board.

District Manager Report: Woofter reviewed her written report (copy attached) and passed around the bank reconciliations for August 2016 for review and signature.

Dates (District Meetings/Work Sessions) to Remember:

I. September

- a. TVCD Education Committee – Today immediately following regular board

II. October

- a. WVACD Quarterly Meeting – 3rd and 4th @ Days Inn Flatwoods
- b. Suttle & Stalnacker Procedural Audit – Week of October 3rd – 7th
- c. WV Grazing Lands Steering Committee – 7th at 10:00am Weston Steakhouse
- d. SCC Quarterly Meeting – 11th Via teleconference @ 10:30am
- e. WesMonTy RC&D – 18th @ 10:00am WFCD Office
- f. TVCD Regular Board Meeting – 24th at 9am TVCD Office
- g. NRCS Local Work Group Meeting – 24th @ 1pm TVCD Office
- h. TVCD Annual Banquet – 27th at 6:30pm Tucker County High School

Report of Officers and Agencies:

WVCA: *Woofter* asked that the supervisors refer to the written report in Salyer’s absence (copy attached) and reminded them that a new group photo would be taken after the meeting. *Woofter* added that Smith had provided a written report as well and had a copies for everyone to review.

WVU Extension: *McGill* introduced himself to the group and said that he reason for visiting was to discuss a stewardship project. The idea is to offer seminars and “walks in the woods” to discuss forestry topics such as: tree identification, growing shitake mushrooms, and woodland management. A graduate student, Ryan Birch, is helping to coordinate the public events, which are focused within three local watersheds. Together, they hope to identify what impact these education seminars have via conduction of pre and post surveys. The current plan is to offer 12 seminars per year, four in each of the three watersheds. *Sencindiver* asked if TVCD can help advertise the events. *McGill* said yes and the next event was scheduled for Ritchie County in November. *Teets* commented that she’d like to see what incentives and topics draw people out. *McGill* continued that the second focus of the project is on invasive species, trying to make broad leaf deciduous trees resistant to spraying in relation to clear cutting. Wants to form a “sprayer control team” that would map out invasives on resident’s properties and monitor their year-to-year treatments. Possibly a four year project and the project proposal will be submitted to the USDA on October 19th. *Teets* asked what species were of concern and *McGill* replied they are focusing on woody species. *Woofter* will be contact for the project.

NRCS: *Nestor* reviewed *Collier*’s written report in his absence (copy attached).

FSA: *Jouver* commented that *Tennant* was the new trainee. *Nestor* asked if there was any drought funding available, to which *Jouver* replied no.

WesMonTy RC&D: *Teets* reported that the RC&D met the previous week at the steakhouse in Weston. The “Conservation Innovation” grant was funded. The “Improvements for Pasture Fields” grant from 2013 had its extension approved. Developing an area plan for the future of RC&D’s. *Discussed at length the function and organization of RC&D’s for McGill.*

DoF: None

Others: None

Correspondence Received: Brickstreet Authorization for Everson (5); WV Soils & Water Conservation Society annual auction notice; USDA Certification of Safety Inspection of Elkwater Fork Dam. Findley added that he had received noticed about Sam Ware of the WV SCC passing away.

Old Business:

- **Farmland Preservation** – Sencindiver reported that on October 12th-14th there is a WV Farmland Protection Conference at Canaan Valley that he would be attending.
 - **Approval of funds for SPRP/OM&R** – No new projects at this time
 - i. **Completed SPRP Invoices for Payment Approval & Processing** – None
 - **Elkwater Fork Litigation Funds & Title/Deed Transfer (Ongoing/update)** – Gumm had been in contact with the attorney who would be forwarding a draft of the deed to Woofter for further review.
 - **Elkwater Dam storage building and mowing (Ongoing/update)** – No update: Still unable to determine size and space within PSD fencing.
 - **District Fuel Card**- No update. Lambert asked if the district had water tanks for loan to cooperators. While the district had in the past, they discontinued the practice due to the risk of disease and cross contamination.
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Committee Reports:

Building/Finance/Budget Committee: True reported that since the last board meeting, Lambert had replaced some light bulbs around the building, but there’s still a concern for light covers. Brought an example of covers that can be cut to size. Asked that a broken ceiling tile be taken for measure and color matchup for ordering replacements. Would like for the finance committee to meet after the audit is held. Teets reviewed a safety issue involving the back door to the NRCS server room being broken. Lambert to investigate the door and replacement options. Lambert is to also investigate spraying the knotweed on the property, or at minimum, cutting it down.

Equipment/Safety Committee: Nester held a safety meeting with the crew earlier that morning and discussed “Shoe and Foot Safety.”

- **Sale of district equipment (Ongoing/update)** – Nester said that at the recent committee meeting, they elected to sell the D5 Dozer and repair the 312 Excavator. Also approved to take the one ton spreader to auction for sale.

Education/Publicity/Exhibit Committee: Sencindiver had no report but reminded the group that a committee meeting was planned for immediately following the regular meeting. Frey added that the NPCD “Hands on Ag Day” went very well and that she was featured in a newspaper article that thanked her and the district for their efforts.

Legislative Committee: Gumm reported that Woofter would be mailing invitations to the dinner later in the week and Nester is to MC the event. Pictures and information to be included in the presentation are to be forwarded to Woofter for inclusion.

Grassland/AEP Committee: No report.

- **Conservation Agreements:** None
- **AgEP Applications:** Shaffer moved to approve Dean’s applications for Invasives Species Management (\$300) and Exclusion Fence (\$3360) as recommended by Salyer; seconded by True; motion carried.
- **AgEP Cancelations:** None
- **AgEP Payments:** None

Water Resource Committee: Shaffer said that while out for lunch in Philippi, Karen Weaver stopped to mention that she would forward updates on the Barbour Co. Water Project to him. Mr. Wriggleman on Wickwire Creek continues to flag him down and Collier needs to arrange a time to meet with him. *Discussed at length a civil dispute in regarding a pond discharge in Upshur County.*

WVACD Directors Report: Sencindiver reported that the next quarterly meeting will be held October 3rd and 4th. The WVACD hired Terry Truman as the part time secretary in the Sutton office. The current plan is for the office to be staffed Tuesday-Thursday from 8am to Noon. Woofter forwarded email of schedule for the quarterly meeting to the supervisors. The RC&D Annual Meeting scheduled for 4pm on Monday the 3rd.

Personnel Committee:

Gumm moved to go into executive session per WV state code 6-9A-4a to discuss a personnel issue; seconded by Nester; motion carried. The board went in to executive session at 10:59 AM. Shaffer moved to resume regular board meeting at 12:41 AM; motion carried.

- **Dean moved to switch the position of Conservation Technician from salary to hourly, effective December 1, 2016; seconded by Nester; motion carried.**
- **Teets moved to adopt the new TVCD Disciplinary Policy and Employee Discipline Form as presented; seconded by Bonner motion carried.**

New Business:

- **LOR CD Employee Reimbursement (July- September) -** Nester moved to approve and submit the LOR as presented; seconded by Shaffer; carried.

Report of Individual Supervisors:

Teets: Attended the Barbour County Fair Education Day, WV Envirothon Meeting, CWMPA teleconference; TVCD Ag Committee meeting, TVCD Personnel Committee meeting, and TVCD Equipment Committee meeting.

Nester: Attended TVCD Ag Committee meeting, TVCD Personnel Committee meeting, and TVCD Equipment Committee meeting.

Bonner: Attended TVCD Ag Committee meeting, TVCD Personnel Committee meeting, and TVCD Equipment Committee meeting.

Dean: Attended TVCD Ag Committee meeting, TVCD Personnel Committee meeting, and TVCD Equipment Committee meeting, and rode with Smith to several site visits/inspections.

True: Attended Barbour Co. Solid Waste Authority meeting, WesMonTy RC&D meeting, TVCD Personnel Committee meeting, and TVCD Equipment Committee meeting, NRCS LWG, and Annual WV Farm Bureau banquet.

Sencindiver: Attended WV Envirothon meeting, WesMonTy RC&D meeting, WVACD Executive Committee meeting, and WVACD hiring meeting.

Shaffer: Attended a spraying on Poe farm and the TVCD Ag Committee meeting, TVCD Personnel Committee meeting, and TVCD Equipment Committee meeting.

Gumm: Attended the WV RC&D meeting, WesMonTy RC&D meeting, Appalachian Grazing Conference meeting, and WVACD hiring meeting.

Public Comment Period: None

There being no further business to attend to, Chairman Findley declared the meeting adjourned at 1:00pm.

Secretary

Minutes recorded and prepared by Hillary Woofter – WVCA District Manager/ASA 3

September 26, 2016 Regular TVCD Board Meeting Minutes Summary of Motions

- 1. Sencindiver moved to approve the September 26, 2016 agenda as presented; seconded by Shaffer; motion carried.**
- 2. Sencindiver moved to approve the August 29, 2016 minutes as presented; seconded by Shaffer; motion carried.**
- 3. Gumm moved not to renew the Linwood Young CD and to transfer the cashed out funds to the general account to be used for sponsoring the junior and senior conservation camps; seconded by Bonner; motion carried.**
- 4. True moved to replace the heating unit in Cvechko's office based on the \$1500.00 quote by Andy's Heating; seconded by Teets; motion carried.**
- 5. Shaffer moved to approve Dean's applications for Invasives Species Mgmt. (\$300) and Exclusion Fence (\$3360) as recommended by Salyer; seconded by True; motion carried.**
- 6. Dean moved to switch the position of Conservation Technician from salary to hourly, effective December 1, 2016; seconded by Nester; motion carried.**
- 7. Teets moved to adopt the new TVCD Disciplinary Policy and Employee Discipline Form as presented; seconded by Bonner motion carried.**
- 8. Nester moved to approve and submit the LOR for CD Employee Reimbursement (July-September 2016) as presented; seconded by Shaffer; carried.**