



## Potomac Valley Conservation District

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### **MINUTES OF MEETING September 7, 2016**

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, September 7, 2016, at the USDA Service Center in Moorefield. The meeting was called to order at 7:35 p.m. by vice chairperson, Ronald Miller.

**SUPERVISORS:** Ronald Miller, Brian Eglinger, George Leatherman, Dale Walker, Gerald Sites and Frank Weese

**OTHERS:** Pam Lupton, Lee Haggerty, Mike Allen, Austin Shank, NRCS; Andrea Walker WVCA/ NRCS; Ben Heavner, Nadene Jewell, WVCA; Paul King, PVCD; Alan Gramprrie, Lost River Resident

**MINUTES:** The minutes of the August 3, 2016 meeting were presented for review and approval. A motion was made by George Leatherman and seconded by Brian Eglinger to dispense with the reading of the minutes of the August 3, 2016 meeting and approve them as written and distributed. Motion carried.

**FINANCIAL REPORTS:** The District Manager, Nadene Jewell reviewed the treasury reports for the month of August with the Board. She reviewed the August 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 Gerald Sites and seconded by Dale Walker to approve the financial reports and invoices paid within the month of August. Motion carried.

**FY16 AUDIT APE PROPOSALS:** One proposal was received from Suttle & Stalnaker for the FY16 Audit. The proposal amount was \$5,700 for one year or \$5,100.00 for a three contract. Hicks was given authority to review and accept the proposal – he was in favor of the three year contract. The Board was in agreement. A motion was made by Gerald Sites and seconded by Dale Walker to approve the three year proposal submitted by Suttle & Stalnaker at a cost of \$5,100.00 per year. Motion carried.

**INVOICE:** The Board received an invoice in the amount of \$525.00 from William Lipps CPA for bookkeeping services in the month of July. A motion was made by Gerald Sites and seconded

by Frank Weese to approve payment to William Lipps CPA in the amount of \$525.00 for bookkeeping services in August. Motion carried.

LOR: Discussion was held regarding the notice from WVCA to submit an LOR in the amount of \$25,000.00 for the Green Bean Demonstration Project. George Leatherman was previously given authority to act for PVCD on the Green Bean Demo Project – the LOR was submitted to WVCA on August 8, 2016. Board was in agreement. A motion was made by Frank Weese and seconded by Brian Eglinger to approve the chair to sign the LOR in the amount of \$25,000.00 for the Green Bean Demonstration Project and submit to WVCA. Motion carried.

INVOICE: The Board reviewed an invoice in the amount of \$76,750.00 from Vincent Excavating for the South Fork Moorefield Project. This includes the contract modification to add two additional sites. A motion was made by Gerald Sites and seconded by George Leatherman to approve payment in the amount of \$76,750.00 to Vincent Excavating for work completed on the project, pending verification by WVCA. Motion carried.

INVOICE: The Board received an invoice from CEC in the amount of \$2,733.82 for engineering services completed on the Bergdoll Bridge Project. A motion was made by Gerald Sites and seconded by George Leatherman to approve payment in the amount of \$2,733.82 to CEC for engineering services completed on the Bergdoll Bridge Project, pending verification from WVCA. Motion carried.

TREES: Discussion was held regarding the Carla Hardy Memorial Tree program – copies of the order form were distributed for review. Orders must be submitted by 9/14/16 – delivery during month of October.

SCHOLARSHIP CONTRIBUTIONS: The Board discussed a group donation to the Carla Hardy Memorial Scholarship fund. All were in favor – decided to hold off until October meeting since several supervisors were absent this month. Will address at October meeting.

LOST RIVER SITE #16: No response received to date form US Army Corp of Engineers from correspondence sent in mid-June. No additional report.

Alan Gramprrie addressed the Board, he apologized for comments made in the August meeting.

PATTERSON CREEK O&M CONTRACT REBID: Bids were opened on 9/1/16 for the Patterson Creek – Mineral County O&M Contract rebid. The apparent low bid was submitted by Prime Contracting in the amount of \$58,827.36. (Two bids received). A motion was made by Gerald Sites and seconded by Frank Weese to approve the low bid of \$58,827.36 and award the contract the Prime Contracting pending WVCA verification. Motion carried.

EQUIPMENT COMMITTEE REPORT: The Equipment Committee met prior to the meeting and Ron Miller reported the recommendations:

- Mechanical problems with green Ford Truck – wait until crew is finished o&m work to make repairs – need truck for rental equipment deliveries – approximately 2 wks.
- Replacement of damaged corner post at District compost facility in Fisher. Also discussed two additional posts with surface damage. Two posts can be repaired by crew, but corner post must be replaced. One quote received from local contractor for replacement of all three posts - \$ 5,021.93. All in agreement price too high – only need replace one post. Committee requested additional contractors to inspect the damage and submit quotes. A motion was made by Ron Miller and seconded by George Leatherman to obtain additional quotes on replacement of the corner post only – may proceed if quote is less than \$2,500.00. Motion carried.

LOCAL WORK GROUP PROPOSAL: Discussion was held regarding the local work group proposals submitted to NRCS. Did not submit barn proposal this year – hold off until next year. Lee discussed proposals for Hardy, Grant & Pendleton counties – Poultry / Litter Composters; Soil Health / Pasture Management; Stream Restoration; High Tunnels. Andrea Walker discussed proposals submitted for Hampshire and Mineral Counties – also included Chemical Handling Facilities for Orchards.

DISTRICT BANQUET: The District Awards Banquet will be held on Sunday, October 16, 2016 at 3:00 pm at Brookedale Farm in Mineral County. Nethkin Hill Church will cater the meal. Invitations will be sent.

DISTRICT MANAGER REPORT: Nadene reported on the following:

- The annual WVCA Awards Recognition will be held at Flatwoods on October 3-4, 2016. It was requested for the State Conservation Farm Winner from 2015 – Stump Family from Hampshire County – attend to present the 2016 Award. We have attempted to contact Mr. Stump about attending the conference, but have not heard back. If they are able to attend, PVCD will pay their expenses. A motion was made by George Leatherman and seconded by Frank Weese to pay the expenses for the Stump's to attend the conference for the 2016 Farm Award Presentation. Motion carried.
- Need to order some promotional / outreach material – note pads & key rings. A motion was made by Gerald Sites and seconded by George Leatherman to approve the purchase of promotional / outreach items – notepads & key rings. Motion carried.

PVCD CREW REPORT: Paul King reported on the following:

- Crew is doing well with O&M work – only 6 more dams to complete – will be finished within 2 weeks.
- Compost – heating well – will be getting more paper
- Equipment Rentals increasing – fall season

- Ron Miller commended Paul on his work – shop facility and equipment look good

AG ENHANCEMENT: District received lime invoices from Clyde See for payment. The invoices were for a lime contract from FY 2014. Normal procedure – all Ag Enhancement contracts that are not complete by the end of the fiscal year, are cancelled and the producer must reapply. George Leatherman addressed the Board – producer was unable to get the lime spread – Southern State no able to get to him. Out of producers control that vender not able to get lime spread on timely basis. Much discussion on the issue. A motion was made by Frank Weese and seconded by Brian Eglinger to follow the program guidelines and deny the payment request. Letter should be sent to Mr. See regarding the Board’s decision. Motion carried. Leatherman abstained from the vote.

BRANDYWINE PROJECT FUNDS: Discussion was held regarding the use of funds for the Brandywine Ag Enhancement Project for FY17 AgEP applications. More applications received than funding available. The Board reviewed the FY17 Budget / FY16 carry funds and total amount of applications received. \$28,000 needed to cover all FY17 Ag Enhancement applications.

Deer Fence: The group agreed to only fund four applications for the Deer Fence practice – Total FY17 Budget amount of \$10,000.00 / \$2,500 max per application.

Lime: All were in agreement to fully the lime applications – pending the availability of the funds.

Litter Transfer: George Leatherman expressed concern over the company that did not provide weight tickets to producers last year; unable to receive cost share payments without the weigh tickets. He suggested that letters should be provided to applicants to caution against using this company. Ben indicated the applicants have been made aware of past problems with the company.

Discussion over applications for Lime, Invasive Species and Frost Seeding. Supervisors have applications submitted for approval; therefore not enough in attendance for a quorum to vote on approvals. All in agreement to hold teleconference on Tuesday, 9/13/16 @ 9:00 am to discuss and take action on the AgEP applications / payments. Nadene will set up the teleconference and send call in information to supervisors & staff.

HUAP: Greg Berg \$5,000, Harry S. Conrad \$5,000, Harry Michael Eye \$5,000, Barry Keiter \$5,000, Charles Mongold \$5,000, Delray Wilkins \$5,000, Cathy Armentrout \$5,000

A motion was made by Dale Walker and seconded by Frank Weese to approve the Heavy Use Area Protection applications as presented. Motion carried.

LITTER TRANSFER: *Applications:* Rodney Hedrick 250 tons, Mark Wrotchford 250 tons, Gary Hedrick 250 tons, Mark Mongold 250 tons, Will Taylor 250 tons, Ward Malcolm 150 tons, Dorsey Evans 200 tons, Woodrow Sherman 150 tons, Ralph Thorne 250 tons, John Ruddle 250

tons, Mark Nicol 250 tons, Tim Ritchie 250 tons, Roscoe Alexander 100 tons, Allen Evans 250 tons, Mark Nesselrodt 250 tons

*Payments:* Allen Evans \$2,500, Mark Nicol \$2,500, Mark Wratchford \$2,500, Rodney Hedrick \$2,500, Gary Hedrick \$2,500

A motion was made by Gerald Sites and seconded by George Leatherman to approve the Litter Transfer applications and payments as presented. Motion carried.

DEER FENCE: Applications: Andrew Seldon \$2,500, James W. See III \$2,500, Emma Kiser \$2,500, Scott Whitacre \$2,500

A motion was made by Frank Weese and seconded by Gerald Sites to approve four Deer Fence applications – pending funding. Motion carried.

CONSERVATION AGREEMENTS: Three Conservation Agreements totaling 268 acres were presented for approval: John Gavitt 115 ac; Gary Ehlert 118 ac; and Scott Whitacre 35 ac. A motion was made by Gerald Sites and seconded by Frank Weese to approve the conservation agreements totaling 268 acres. Motion carried.

NRCS: Andrea Walker reviewed report for Mineral & Hampshire counties

NRCS: Lee Haggerty reviewed report for Hardy, Grant and Pendleton counties

NRCS: Mike Allen - brief report

There being no further business, the meeting adjourned by motion of Frank Weese, seconded by Gerald Sites at 8:45 pm. Motion carried. The next regular meeting will be on October 5, 2016 at 7:30 pm.

***Reminder – Special Board Meeting by Teleconference on Tuesday, 9/13/16 @ 9:00 am.***

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Chairperson

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date