



Monongahela Conservation District
Board Meeting Agenda
April 7, 2016
Steve Lebnick Agricultural Center
Morgantown, WV
@ 9:30 a.m.

Call to Order and Reciting the Pledge of Allegiance

Welcome and Introductions

- M **Approval of Meeting Draft Agenda**
- M **Approval of March Meeting Minutes**
- M **Approval of Special Meeting Minutes**
- M **Approval Committee Meeting Minutes**
- M **Approval of Financial Statements**
- Credit card receipts and statements
 - General Fund/CDO reports
 - Co-Administered funds financial statements

Visitor's Comments

- D/M **Cooperating Agency's Reports**
- WVCA IT
 - Watershed Division
 - Upper Buffalo Watershed
 - Upper Deckers Watershed- Upper Deckers 1
 - Cobun Creek
 - Aaron's Creek
 - WVCA Conservation Specialist
 - Ag Enhancement Program
 - WVU Extension
 - NRCS- temporary lease of two offices
 - FSA
 - Solid Waste Authority
 - District Manager Update- new blind, equipment survey
 - WVCA Area Director

- M **Invoices**
- Mark Matheny Accountant March \$186.54
 - CTL Invoice #WV-061244 \$3,536.75
 - CTL Invoice #WV-061923 \$4,422.50

- D/M **Conservation Agreements**
- James Manning- Preston County- 96 acres
 - Mary Harner- Monongalia County- 129 acres

- D/M **AgEP Payments**
- Chris Jennings- Lime- 103 tons- 35 acres- \$1,949.69
 - Tama Riley- Partial Payment- Invasive Species- Mechanical- \$2,000.00

Continued on back

D/M **Approval of Supervisor Travel & Per Diem Claims**

Don Headley \$332.69 Ed Utterback \$319.23 Mark Myers \$947.62- \$598.28 March 2016
Jean Conley \$283.60 Art Mouser \$248.31 Paul Nesselroad \$602.99

D/M **Unfinished Business**

Monongalia County Farm Preservation Committee
Preston County Farm Preservation Committee
Grant for school garden
CTL Continuation of Services

D/M **New Business**

Approval of FY15 Audit
LOR Auditing Services
LOR OM&R Match- Preston County Commission
Tri-District Land Judging Contest

D/M **Building and Grounds**

Post-Driver Rate
Mowing quotes
Downspouts
Pollinator Planting in Flower beds behind building

D/M **Committee Reports:**

Finance- Chairman: Paul Nesselroad
Education- Chairman: Paul Nesselroad
Legislation/Policy: Chairman: Mark Myers
Grasslands- Chairman: Don Headley
Safety/Buildings and Grounds: Chairman: Ed Utterback
Ag Enhancement: Chairman: Art Mouser

Correspondence Reports & Various Newsletters

Public Comment

Supervisor's Reports

Meeting Adjournment

Monongahela Conservation District
Monthly Meeting Minutes
March 3, 2016

I. Call to order

Chairman Jean Conley called to order the regular meeting of the **Monongahela Conservation District** at **9:30 a.m. on March 3, 2016**, at the Steve Lebnick Agricultural Center in Morgantown, WV. **Paul Nesselroad** led in the pledge of allegiance.

II. Roll call

Chairman Jean Conley introduced those present and passed around a sign-in sheet. The following persons were present: Supervisors: Art Mouser, Ed Utterback, Mary Lebnick, Jean Conley, Donald Headley, Mark Myers, and Paul Nesselroad. Others present were: Amy Cosco (DM), Jeremy Salyer (WVCA), Brad Durst (WVCA), Gene Saurborn (WVCA), H.R. Scott (Extension), Bill Shockey (Extension), Ray Carr (NRCS), Pam Yost (NRCS), Joe Seybert (NRCS), Susan Funka-Petry (NRCS), John Yost (WVU), Mary Jouvier (FSA), Hayward Helmick (Mon County SWA), Tim Darrah (CTL Engineering) **Excused:** Jim McDonald

III. Approval of the March 3, 2016 Agenda

Ed Utterback made a motion to approve the March 3, 2016 agenda. Seconded by Mark Myers. Motion carried.

IV. Approval of minutes from last meeting

Paul Nesselroad moved to approve the February 4, 2016 board meeting minutes. Seconded by Mark Myers. Motion carried.

V. Approval of financial statements

- a) *Credit Card Receipts and Statements- Mark Myers moved to approve and pay the credit card receipts. Seconded by Art Mouser. Motion carried.*
- b) *General/CDO financial statements for February 2016. Mark Myers moved to approve the February 2016 General/CDO financial statements. Seconded by Paul Nesselroad. Motion carried.*
- c) *Co-Administered Funds Financial Statements- Mark Myers made the motion to approve the co-administered funds financial statements for February 2016. Seconded by Ed Utterback. Motion carried.*

VI. Visitors Comments – none

VII. Cooperating Agencies

Watershed Division

Cobun Creek- approve apparent low bid- the apparent low bid was Green Rivers at \$9,900.00.

Mark Myers made the motion to approve the apparent low bid pending Ed Cox's verification. Seconded by Don Headley. Motion carried.

Upper Buffalo Watershed- no update

Upper Deckers Watershed- Joe Seybert-Site 1- Gene Saurborn provided an update on the work that has been done. The design has been completed. Joe Seybert went through a power point presentation on the design and why the auxiliary spillway needs rehabilitated. The lake will be drained for at least 18 months while construction is going on.

WVCA Conservation Specialist- report was provided.

Ag Enhancement Program – minutes from the last committee meeting were provided. Brad explained the ranking forms and asked for any comments. Amy explained the three requests for AgEP funds from Little Kanawha, Upper Ohio, and Southern Districts. Discussion was held. No action was taken.
The Ag Enhancement Committee will meet March 31, 2016 at 9:00 a.m.

WVU Extension

-Bill Shockey- report provided

-H.R. Scott- Heifer and Bull sale is March 26th. There is a major disease problem right now. The acting WV State Veterinarian and Kent Saul have been involved. There have been a series of positive test in one herd and 3 other herds have been tested. It is respiratory problems. It's not leptospirosis or brucellosis. There will be a second series of blood work done next week. Calves are being born 4-6 weeks early and passing 2-3 days later or they are stillborn. If someone is having problems they NEED to call Kent Saul or Extension right away. Part of the problem is the large animal veterinarians will not travel that far.

April 9th will be the Appalachia Grows Conference at Garret County Community College. April 8-10th is the Beef Expo at Jackson's Mill.

-John Murray- no report

NRCS – Ray reported the Local Work Group meeting was held on the 23rd. He feels a lot of good information was received. They just received approval for 20 applications approved that totaled around \$400,000.00. They contracted an engineering company to do inspections on the dams in the Upper Buffalo Watershed. Amy will be sending letters out to the property owners to make them aware of the inspections.

FSA- Mary reported they are still taking applications for LIP and ELAP for bees.

Solid Waste Authority

Monongalia County SWA- Hayward reported all SWA are mandated to have a comprehensive plan and a siting plan. They will be submitting their updated plans by the end of March.

Marion County SWA- no report

Preston County SWA- no report

District Manager Report- Amy reported the new fobs have been programmed and distributed. She reported that there are a number of files that need to be sorted. Some documents could be shredded so more room is available for files/documents that need to be retained. Pam Yost requested any watershed project paperwork the NRCS be allowed to view because they also retain those documents.

WVCA Area Director- report provided.

VIII. Invoice/Payments

Mark Matheny for February \$258.20 –Paul Nesselroad made the motion to pay Mark Matheny \$258.20 for services rendered during the month of February. Seconded by Mark Myers. Motion Carried.

TVCD Invoice #1999 \$545.00

TVCD Invoice #1974 \$545.00

TVCD Invoice #2139 \$3,080.04

TVCD Invoice #2121 \$2,275.75

Mark Myers made the motion to approve payment of the TVCD Invoices listed pending Ed Martin's verification. Seconded by Art Mouser. Motion carried.

CTL Invoice #WV-051950 \$962.50

CTL Invoice #WV-060153 \$4,046.80

CTL Invoice #WV-058514 \$5,049.00

CTL Invoice #WV-057283 \$10,048.33

CTL Invoice #WV-056031 \$9,160.50

Ed Utterback made the motion to approve payment of the CTL Invoices listed. Seconded by Don Headley. Motion carried.

IX. AgEP Approvals

Phyllis Summers- Lime- 26 acres- 52 tons- \$1,144.00

Kent Leonhardt- Heavy Use Area- 2,500 sq ft- \$3,375.00

Mark Myers made the motion to approve Phyllis Summers and Kent Leonhardt's AgEP applications. Seconded by Art Mouser. Motion carried.

X. AgEP Payments

Teddy Jenkins- Pasture Division Fence- 589 feet, Woodland Exclusion Fence- 796 feet \$2,285.25

Mark Myers made the motion to pay Teddy Jenkins pending Brad Durst's authorization of invoices. Seconded by Paul Nesselroad. Motion carried.

XI. Approval of Supervisor Travel and Per Diem Claims for the month of January

Don Headley \$720.11

Ed Utterback \$720.45

Jean Conley \$943.47

Art Mouser \$563.83

Mark Myers made the motion to approve the District Supervisor Travel and Per Diem claims for the month of January. Seconded by Paul Nesselroad. Motion carried.

XII. Unfinished Business

Monongalia County Farm Preservation Committee- Paul reported he isn't sure how the other two Monongalia County Commissioners feel about the program. Mark reported that he attended a Mon County

Commission meeting. One of the commissioners suggested the District should have put a proposal together for a levy to place on the ballot for the upcoming elections.

Preston County Farm Preservation Committee- Ed reported they have two applications in the process. They also have a couple easement problems. They have a meeting on March 8, 2016.

Envirothon- Mark Myers made the motion to support the Envirothon for \$1,000.00. Seconded by Art Mouser. Motion carried.

XIII. New Business

FY17 Plan of Work- board members reviewed the final copy of the FY17 Plan of Work.

Don Headley made the motion to approve the FY17 Plan of Work. Seconded by Paul Nesselroad. Motion carried.

XV. Building and Grounds

Sewer Line Quotes- Ed Utterback reported there are two different quotes to replace the sewer line. Patton Building Services quoted \$16,647.50 and One Call Plumbing quoted between \$11,291.66 and \$12,652.44. Discussion was held. Ed also called Hughart's and they referred him to One Call Plumbing. Don Headley would like one more person called before a decision is made.

Mark Myers made the motion to accept the bid from One Call Plumbing. Seconded by Art Mouser. Motion carried. Paul Nesselroad voted No.

Quote to replace office locks- Ed Utterback reported he called Patton for a quote. Patton would have to subcontract the job and referred Ed to Ellkay, Inc. Ed called Ellkay, Inc. for a quote. Ellkay's quote is \$1,620.00. Discussion was held.

Paul Nesselroad made the motion to accept the bid from Ellkay, Inc for \$1,620.00. Seconded by Mark Myers. Motion carried.

XVI. Committee Reports:

Finance- Chairman: Paul Nesselroad- no report

Education- Chairman: Paul Nesselroad- meeting is set for March 31, 2016 at 10:30 a.m.

Legislation/Policy- Chairman: Mark Myers- no report

Grasslands- Chairman: Don Headley- no report

Safety/Buildings and Grounds- Chairman: Ed Utterback- Ed reported that 2/3 of the snowbirds from the roof have come off due to the heavy snow. Ed checked the 4 ton spreader the divider is gone and the tire is low.

Ag Enhancement- Chairman: Art Mouser- the minutes were provided. There will be a committee meeting on, March 31, 2016, at 9:00 a.m.

XVII. Correspondence- none

XVIII. Public Comment- none

XIX. Supervisor Reports

- **Paul Nesselroad** – no report
- **Mark Myers** – no report
- **Ed Utterback** – reported there is a project going on in the Aurora area called Jacob's Ladder. His farm is cooperating with the project. It's a drug rehabilitation program. Participants, men from 18-25 years old, will be part of a 12 step program and will perform tasks on the farm.
- **Art Mouser** – reported his calving season has started. They've had seven calves so far and will have three bulls on test at Wardensville. They'll sell two out of the three, the third bull doesn't meet the IMF score. He's going to have cataract surgery on both eyes this year.
- **Jim McDonald** – absent
- **Jean Conley** – no report
- **Mary Lebnick** – she thought the presentation on Decker's Creek Site 1 was very informational.
- **Don Headley** – no report

XX. Adjournment

Paul Nesselroad moved to adjourn the meeting at 1:17 pm.

The next scheduled meeting is April 7, 2016 at the Steve Lebnick Agricultural Center in Morgantown, WV.

Minutes submitted by: Amy Cosco, ASA3/District Manager

Minutes approved by: _____
Jean Conley, Chairman Date _____

Special Meeting Minutes

3/23/2016

9:00 am

Those in attendance: Don Headley, Art Mouser, Jean Conley, Ed Utterback, Mark Myers, Paul Nesselroad, Amy Cosco, Jeremy Salyer.

Jean Conley called the meeting to order at 9:00 am.

WVCA Lease- Ed Utterback asked who wrote the lease. Amy explained there was a gentleman out of the WV Agriculture building that handled writing the lease for the WVCA. Mark expressed concern over a 5 year lease instead of a 3 year lease. Paul inquired about the current rate and that was discussed.

Paul Nesselroad made the motion to accept the WVCA Lease as presented. Seconded by Mark Myers. Motion carried.

One Call Plumbing Invoice \$15,581.87- Don voiced that he doesn't want to pay One Call Plumbing until the small ditches are filled in, the ground is seeded and mulched, and the typar and spring boxes moved back to their original spots.

Paul Nesselroad made the motion to pay the One Call Plumbing Invoice for \$15,581.87 contingent upon the contractor completing the items discussed. Seconded by Art Mouser. Motion carried.

Quote for the downspouts- A lot of discussion was held on the issues the contractor made the Building and Grounds Committee aware of concerning the downspouts. The decision was made to have One Call Plumbing bring the camera to run into the pipes so the board members can see if the pipe is crushed and where the water is going. Ed is going to call him to come on the 30th when they are here for committee meetings. He is also going to ask him to bring Amy the pictures he took or bring the card from his camera so that Amy can print off the pictures he took of the work he did and the work he quoted.

The meeting was adjourned at 9:45 a.m.

Monongahela Conservation District

AgEP Committee Meeting

3/30/2016

9:00 a.m.

Those in attendance: Art Mouser, Paul Nesselroad, Jean Conley, Amy Cosco, Brad Durst

Art Mouser called the meeting to order at 9:28 a.m.

Brad Durst reported there are no payments to consider at this time.

Discussion was held about the practices offered. It was suggested to possibly adjust the cost-share rates due to the fact the District is no longer working with a surplus of AgEP funds. It was discussed to add a pH range to the lime practice. It was also discussed dropping the cost-share rate to 50%, 50 acre limit, and hay, hay/pasture, pasture. The recommended pH range is 6.0 or lower to be approved for lime. It was recommended to leave the \$5.00 flat rate as is.

It was suggested to adjust the cost-share rate for all water development items to 50% cost-share and to remove the water catchment item from the practice list.

It was suggested to encompass areas around watering troughs and gate passages to be considered "Heavy Use Areas" and drop stream crossings and barn lot areas.

It was suggested to leave woven wire on the fence application along with exclusion and division fence. It was suggested to no longer offer the cost-share on the fence charger. It was suggested to leave the rate and the total linear feet as it is.

It was suggested to leave the Invasive Species practice cost-share and acreage as it is but to adjust the verbiage to include the DNR list.

It was suggested to gather more information on Pollinator Planting and possibly offer it as a practice for FY17.

The meeting was adjourned at 11:09 a.m.

Monongahela Conservation District Education Committee

3/30/2016

10:30 a.m.

Those in attendance: Art Mouser, Ed Utterback, Paul Nesselroad, Jean Conley, Brad Durst, and Amy Cosco

Paul Nesselroad called the meeting to order at 11:09 a.m.

The grant proposal from Bruceton School was reviewed. The committee was very pleased with the grant application. Discussion was held on the project.

Art Mouser made the motion to accept the grant proposal and grant them the \$5,000.00. Seconded by Ed Utterback. Motion carried.

Meeting adjourned at 11:31 a.m.

Monongahela Conservation District
Ag Enhancement Meeting March 30, 2015

State Committee Meeting update

Financial status update

Planning for the Fiscal 2016-2017 year BMP Offerings and Amounts

Current practices and incentives

Lime: 100 Acres Maximum, Eligible on Pasture/Hay/Crop land minimum of 5 Acres
65% cost of lime and hauling and \$5.00/Acre spreading incentive

Water Development:

Trough, spring, pipe, fittings, etc. 75% of the actual cost up to \$1500 payment

Well drilling and pumping plant 75% of the cost up to \$3000 payment

Water catchment 50/50 cost of materials \$1000 limit

Heavy Use Area Protection:

2500 sq. ft. limit \$1.35/sq. ft. \$3375 maximum payment

Division/Exclusion Fencing:

2500 linear feet maximum

\$1.65/ft. flat rate, electric high tensile, barb wire

\$2.10/ft. woven wire

Fence Charger 50% up to \$150 payment

Invasive Species Management:

50% Herbicide and additives cost

50% Mechanical Control – labor and equipment

\$2500 maximum payment per fiscal year



West Virginia University

Extension Service

April 7, 2016

Subject: Preston County Report to Monongahela Conservation District

From: Bill Shockey, Preston County Extension Agent

Bill

March Report:

Headcount of 95 at the Educational Dinner Meeting in Kingwood where Steve Woodruff spoke on the topic of Grassland Management. Lots of good comments on his presentation.

Ham Bacon and Egg Sale was held by Preston County FFA on March 18. Seemed to have good attendance and sale prices were rewarding.

The Wardensville Bull Test Sale was held on March 24. 88 yearling Angus, Hereford and Charolais bulls were sold at an average price of \$3,559/head.

Eighty-two attended the Educational Winter Dinner Meeting at the Winfield Community Building in Fairmont to hear the presentation on Brush Control by Lewis County Extension Agent Bruce Loyd.

April Calendar:

Every Friday at 2 pm: Livestock Auction at Preston Farmers Market, Terra Alta.

April 7: Preston County Livestock Association, Preston High School Cafeteria, 7 pm.

April 7 - 10: WV Beef Expo, Jackson's Mill.

April 9: Appalachian Grows Conference, Garrett Community College, McHenry, MD.

April 13: Preston County Farm Service Agency meeting, Kingwood USDA Service Center, 9:30 am.

April 14: Preston County Antique Tractor Association, Preston County Extension Office, 7 pm.

April 15 - 17: WV Master Gardener Conference, WV State Fairgrounds, Lewisburg.

April 16: Bull Breeding Soundness Examinations, Terra Alta Stockyards, Starts 9 am.

Preston County Extension Office

*Cooperative
Extension Service*

The West Virginia
University Cooperative
Extension Service,
U. S. Department
of Agriculture,
West Virginia County
Boards of Education and
County Commissions
Cooperating

Phone: 304 329-1391
Fax: 304 329-1395
www.wvu.edu/~exten/

115 West Court Street
Kingwood WV 26537-1192

Equal Opportunity/Affirmative Action Institution

April 19: Level II BQA Training, Terra Alta Stockyards, 6:30 pm.

April 21: Preston County Beekeepers Association, Preston County Extension Office, 7 pm.

April 22: WVU Day of Service at Mountaineer Challenge Academy, Erecting 2 Hightunnels, 10 am.

April 23: Grafting Workshop, Location TBA, 10 am.

April 23: Preston County Buckwheat Festival Pageant, Craig Civic Center, Kingwood, 6:00 pm.

April 30: Tucker County Health Fair, Canaan Valley, Bear Paw Lodge, 8 am.

May 3: Preston County Master Gardeners, Preston County Extension Office, 7 pm.

Extension Service Report
Monongahela Conservation District Meeting
April 7, 2016

April 2016 Events

- April 9 at Garrett Community College is Appalachia Grows Conference
- April 11 WVU Faculty Senate meeting – Erickson Alumni Center
- April 12 Morgantown Farmers Market Growers Association meeting –
Extension Office
- April 14 Farm Service Agency meeting – Whitehall Office
- April 14 Gamma Sigma Delta Banquet – Erickson Alumni Center
- April 15-17 WV Master Gardeners State Association meeting – Lewisburg
- April 16 State Horse Judging Contest – Potomac State
- April 18 4-H Club meeting – Ridgedale Elementary School
- April 20 Monongalia Livestock Association mineral shipment load out –
WVU Animal Science Farm
- April 21 Envirothon Contest – Camp Caesar
- April 26 Monongalia County Solid Waste Authority meeting
- April 26 – 29 WVU Kiddie Days – WVU Animal Science Farm
- April 30 WV Farmers Market Nutrition Training – Extension Office

April 2016 WVCA Report

WVCA Budget- Legislative session ended without a budget being approved. We will keep all informed as things develop.

SB159- The cost-share program and process for supervisors in now regulatory law.

This means we will be unveiling a new program over the next few months that will replace the SPRP program with the new SSRP, Steambank Stabilization and Repair Program. This will be a cost-share program and the old 100 percent government funded project will disappear.

WVACD Quarterly Meeting – The WVACD Quarterly meeting will be April 4th and 5th at The Resort at Glade Springs, 255 Resort Drive, Daniels, WV. The WVACD Executive Committee Meeting will be held at 10 a.m. on Monday, April 4, 2016, and the Legislative Committee Meeting will be held at 11 a.m. on Monday, April 4.

Conservation Farm Tour

Districts are encouraged to select your County winners and start planning your district tour.

Timelines:

- **May 31** - County and District judging.
- **July** - Area judging.
- **August** - Statewide judging.
- **October** – Presentation of Area and State awards at WV Conservation Partnership Annual Conference.
County and District winners at local Conservation District annual banquets.

Conservation District Operation (CDO) Grant Funds

Districts were asked to prepare your CDO budget report for FY17. The budget was to be submitted to Fiscal Services and your Area Director on or before March 30 so it can be presented to SCC in April.

If you haven't sent this in please do so ASAP.

Agreed Procedures Engagement (Audit)

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

Conservation District Plan of Work

Conservation Districts are encouraged to prepare a District Plan of Work. Please submit you Plan of Work to Guthrie before June 15th.

AgEP Timeline

March 29 - State AgEP committee to meet and review proposed changes for FY 17

*final opportunity to make comment for FY 17 program.

April 12 - Presentation to SCC

June 15 - CDs submit final practice list to WVCA

July 1 - Start of FY 17 program

July 31 - CDs submit annual progress report (per legislative rule)

There was a meeting of the state AgEP committee Tuesday, March 29 at the ECD office. Cd representatives reviewed the ranking forms, practices, lime standard, and program document. Final revisions will be made based on the discussion and will be presented to the SCC on April 12th. **Once the SCC approves the master practice list all CDs must take action and notify the WVCA (Jennifer Skaggs) which practices they will offer during the upcoming year.**

Watershed O & M

OM&R

- * Annual inspections will begin in March and go through April. District Supervisor participation is encouraged.
- * Work continues with NRCS to develop engineering plans for watershed dams.
- * Watershed section staff is working with Districts to develop plans of work for 2016. Staff will be contacting each District's OM&R representative to begin discussions. If Districts have questions, please contact Judy (South) at 304-807-7437, Ed (North) at 304-590-1969 or Gene at 304-541-9813.

Dam Rehab

- * WVCA has hired engineering firm Gannett Fleming to conduct the planning studies for Brush Creek 9 & 15 and New Creek 1 & 17, and perform the construction oversight for UDC1. Activities (drilling core samples) for the planning studies have begun at the Brush Creek and New Creek Sites. A public meeting was held in Keyser to discuss New Creek 1.
- * NPCD, SCD, MCD and PVCD – Please track hours that District Supervisors attend any rehab meetings.
- * Reminder: Rehab meetings are held the first Thursday of each month. Any District that has rehab projects can participate in these meetings by phone.

Streams

- * The stream management plan agreement with the Corp (Stream Permit) has been signed and information will be given to districts in the near future.

Each area manager will be contacting area directors to provide details of activities in their respective areas. As always, feel free to contact Gene or Penny for further information.