



Monongahela Conservation District
Board Meeting Agenda
May 5, 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 April 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
 - Delegation of Authority to Contracting Officer
 - 401 Permit Fee \$350.00
 - Cobun Creek- Green Rivers Invoice \$9,900.00
 - Aaron's Creek
- WVCA Conservation Specialist
- Ag Enhancement Program
- WVU Extension
- NRCS
- FSA
- Solid Waste Authority
- District Manager Update- mat for office chair
- WVCA Area Director

M **Invoices**

- Mark Matheny Accountant April \$ ^{365.00} ~~365.00~~
- King and Sons \$192.52
- King and Sons \$1,876.99
- Stantec Invoice #946608 \$4,090.00
- Stantec Invoice #955511 \$7,840.00

D/M **Cooperator Agreements**

- Dale Wiles- Preston County- 194 ac
- Harry Harned- Preston County- 30 ac
- Wilbert Vincent- Preston County- 189 ac
- Paul Templeton- 74 ac

D/M **AgEP Payments**

Roger Henry- Lime- 48 tons- 19 acres- \$452.50
Ralph Lewis- Lime- 55.5 tons- 18.5 acres- \$994.38
Ben Smith Jr- Lime- 24.42 tons- 12.21 ac- \$287.25
Robert Hennen- Lime- 4.85 tons- 9.7 ac- \$
Steve Milkovich- Lime- 116.52 tons- 40.33 ac- \$2,019.36

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

Don Headley \$529.37 Ed Utterback \$700.37
Jean Conley \$499.21 \$1,349.74 Paul Nesselroad \$193.64

D/M **Unfinished Business**

Monongalia County Farm Preservation Committee
Preston County Farm Preservation Committee
Pasture Sticks

D/M **New Business**

Nominating Committee
LOR Camp Dawson \$2,482.58

D/M **Building and Grounds**

Snow birds for roof

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
April 7, 2016

I. Call to order

Chairman Jean Conley called to order the regular meeting of the **Monongahela Conservation District** at **9:32 a.m.** on, **April 7, 2016**, at the Steve Lebnick Agricultural Center in Morgantown, WV. 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, Jim McDonald, Donald Headley, Mark Myers, and Paul Nesselroad. Others present were: Amy Cosco (DM), Jeremy Salyer (WVCA), Gene Saurborn (WVCA), Doug Oliver (WVCA), Ryan Cooper (WVCA) H.R. Scott (Extension), Bill Shockey (Extension), Ray Carr (NRCS), Andy Deichert (NRCS), Pam Yost (NRCS), Susan Funka-Petry (NRCS) **Excused:**

III. Approval of the April 7, 2016 Agenda

Paul Nesselroad moved to approve the April 7, 2016 agenda. Seconded by Mark Myers. Motion carried.

IV. Approval of March Meeting Minutes

Mark Myers moved to approve the March 3, 2016 board meeting minutes. Seconded by Art Mouser. Motion carried.

Approval of Special Meeting Minutes

Mark Myers moved to approve the March 23, 2016 Special Meeting Minutes. Seconded by Paul Nesselroad. Motion carried.

VI. Approval of committee meeting minutes

Art Mouser moved to approve the AgEP Committee Meeting Minutes and the Education Committee Meeting Minutes. Seconded by Ed Utterback. Motion carried.

VII. 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 March 2016. Mark Myers moved to approve the March 2016 General/CDO financial statements. Seconded by Art Mouser. Motion carried.*
- c) *Co-Administered Funds Financial Statements- Mark Myers made the motion to approve the co-administered funds financial statements for March 2016. Seconded by Art Mouser. Motion carried.*

VI. Visitors Comments – none

VII. Cooperating Agencies

WVCA IT- Jeremy said that IT is still working on their presentation and will be coming to the District soon.

Watershed Division

Upper Buffalo Watershed- Jeremy stated the District hasn't decided if they would like TVCD to continue with their OM&R work. Inspections will be April 18th.

Don Headley moved to approve TVCD for OM&R work for Upper Buffalo and Upper Deckers. Seconded by Art Mouser. Motion carried.

Upper Deckers Watershed-Site 1- Inspections will be April 20th. Pam Yost provided an update on Upper Deckers Site 1. The project will be out for public review next week. The comment period will end in May. Gene Saurborn also provided an update. The 404 and 401 permits could go out as early as next week. Andy Deichert provided an update on what volume of water the dam could hold once the rehabilitation is complete. The PSD has not had any new communication with the DNR so there is not a signed contract as of right now. There will be a meeting on April 19th or the 26th with the PSD and the DNR. The project will be monitored for at least 5 years. The wetlands that will be disturbed will be reconstructed on a different location on the site. Jeremy highly recommended the District delegate a Contracting Officer for this project and give them the authority to sign contract modifications and other documents needed to keep the project moving fluidly. Andy reported that any major changes would have to go through Dam Safety review so there would be time for the District to meet and discuss a major change. There will also be on-site meetings every week and Andy recommended that Art attend those meetings as much as possible so he can provide complete reports. The WVCA has hired Gannet Fleming Engineering as the design engineer and they will be the inspectors on the job site.

Cobun Creek- the tree planting will begin this week.

Aaron's Creek- the watering troughs will be installed this year.

WVCA Conservation Specialist- report was provided.

Ag Enhancement Program – minutes from the last committee meeting were provided. Jeremy stated that it's Brian's objective to try and leave AgEP funds as whole as possible. Brian is prepared to cover up to a 10% cut. State Committee will meet on April 12th and will approve the state wide list. Once the list is approve the District needs to submit what practices they would like to offer for FY17.

WVU Extension

-Bill Shockey- report provided

-H.R. Scott- report provided- he reported if Extension had not received support for the dinner meetings from the District they would have been over by \$1,873.00. He reported the disease outbreak has not spread from the original farm. The farmer is working with them and working with Ohio State University on the blood work. The samples from the deer also came back negative.

-John Murray- no report

NRCS – Suzie reported they will be hiring on more employees and they would like to rent the two empty offices. There would be a temporary lease until September 30, 2016 and then an extension of the current lease from October 1, 2016 for one year that would include their current space as well as the two offices. Don Headley asked if there would be anything needed in the two offices before they moved in. Suzie requested blinds be purchased and hung. Paul Nesselroad asked how these requests would affect

the construction of the server room. Suzie said the request for the year extension would cover the time needed to construct the server room.

Mark Myers moved to approve the temporary lease of the two empty offices at the current NRCS rate until September 30, 2016. Seconded by Art Mouser. Motion carried.

Mark Myers moved to approve a one year extension of the current NRCS lease from October 1, 2016 to September 30, 2017 at the current NRCS rate including the two extra offices. Seconded by Art Mouser. Motion carried.

Ray reported they have about 30 participants they are working with to get contract paperwork finalized. They had two meetings for two animal waste structures.

FSA- no report

Solid Waste Authority

Monongalia County SWA- the draft copies of their five year comprehensive plan are beginning to be distributed and there will be a public comment period. They are still investigating a new recycling method for the future.

Marion County SWA- they had their meeting March 21st. They are working on a discrepancy with their escrow account. They placed 3 bins in Monongah and after this weekend they'll be picking them up to empty them and replacing them with empty bins. 19 schools in Marion County have a paper bin. West Side School will have a paper pin this week. They are having a recycling educational event for 7th and 8th grade at Barrackville School. Their audit is scheduled for May 1st and willing to submit a bid for the next fiscal year.

Preston County SWA- no report

District Manager Report- Amy reported the new blind in her office as already broke. Something has happened to the cord in the main part that is attached to the window frame. Amy asked the board if they would like her to include a short survey with the invoices when she bills for the equipment use. She also reported the gate outside isn't closing correctly and someone needs to investigate the issue.

WVCA Area Director- report provided.

VIII. Invoice/Payments

Mark Matheny for March \$186.54 – Paul Nesselroad moved to pay Mark Matheny \$186.54 for services rendered during the month of March. Seconded by Ed Utterback. Motion Carried.

CTL Invoice #WV-061244 \$3,536.75

CTL Invoice #WV-061923 \$4,422.50

Art Mouser moved to approve payment of the CTL Invoices. Seconded by Ed Utterback. Motion carried

IX. Conservation Agreements

James Manning- Preston County- 96 acres

Mary Harner- Monongalia County- 129 acres

Mark Myers moved to accept the above listed conservation agreements. Seconded by Paul Nesselroad. Motion carried

X. AgEP Payments

Chris Jennings- Lime- 103 tons- 35 acres- \$1,949.69

Tama Riley- Partial Payment- Invasive Species- Mechanical- \$2,000.00

Mark Myers moved to pay Chris Jennings and Tama Riley for their AgEP practices. Seconded by Paul Nesselroad. Motion carried.

XI. Approval of Supervisor Travel and Per Diem Claims

Don Headley \$720.11 Ed Utterback \$720.45 Mark Myers \$947.62 -\$598.28 March 2016

Jean Conley \$943.47 Art Mouser \$563.83 Paul Nesselroad \$602.99

Mark Myers moved to approve the District Supervisor Travel and Per Diem claims. Seconded by Ed Utterback. Motion carried.

XII. Unfinished Business

Monongalia County Farm Preservation Committee- the question was raised by a Mon County Commission member as to why Farm Preservation wasn't added to a levy. Discussion was held about how there is a lack of education on the county commission's part as to how the program runs.

Preston County Farm Preservation Committee- no report

Grant for school garden- Paul reported Bruceton School submitted an impressive grant proposal and the committee decided to recommend their school receive the grant money.

Paul Nesselroad moved to issue the full \$5,000.00 grant to Bruceton School. Seconded by Mark Myers. Motion carried.

CTL Continuation of Services- CTL provided their rates.

Mark Myers moved to approve a Continuation of Services with CTL Engineering of West Virginia Inc. Seconded by Paul Nesselroad. Motion carried.

XIII. New Business

Approval of FY15 Audit-

Mark Myers moved to approve the FY15 Audit. Seconded by Ed Utterback. Motion carried.

LOR Auditing Services

Mark Myers moved to send the LOR for the Auditing Services. Seconded by Art Mouser. Motion carried

LOR OM&R Match- Preston County Commission

Mark Myers moved to send the LOR for the OM&R matching funds. Seconded by Art Mouser. Motion carried.

Tri-District Land Judging Contest- it was reported the location will be on a farm in Bruceton Mills on May 17th.

Mark Myers moved to provide snacks and water not to exceed a cost of \$200.00. Seconded by Ed Utterback Motion carried

XV. Building and Grounds

Post-driver rate- Mark Myers felt the post-driver rate should be raised. He also liked the idea of having a weekend rate. Jean Conley suggested a week day rate of \$100.00 per day and a weekend rate of \$150.00.

Mark Myers moved to increase the rental rate of the post-driver to \$100.00 per day and a weekend rate of \$150.00. Seconded by Ed Utterback. Motion carried.

Mowing quotes- Ed reviewed the lawn care quotes provided by Thornton and Beardie's.

Mark Myers moved to continue with Thornton Services LLC for mowing and trimming of the grass. Seconded by Paul Nesselroad. Motion carried

Downspouts- Ed reviewed the downspout situation once again.

Mark Myers moved to reject the quote from One Call Plumbing to replace the downspouts in the front and back. Seconded by Paul Nesselroad. Motion carried.

Pollinator planting in flower beds behind building- discussion was held. No action.

XVI. Committee Reports:

Finance- Chairman: Paul Nesselroad- no report. **Mark Myers moved to submit the FY17 budget. Seconded by Art Mouser. Motion carried.**

Education- Chairman: Paul Nesselroad- committee meeting minutes were provided. Envirothon is this month the 21st and 22nd at Camp Ceaser

Legislation/Policy- Chairman: Mark Myers- no report

Grasslands- Chairman: Don Headley- no report

Safety/Buildings and Grounds- Chairman: everything has been covered

Ag Enhancement- Chairman: committee meeting minutes were provided

XVII. Correspondence- Urban Ag Conference and Appalachian Grazing Conference Planning Committee pasture sticks

VIII. Public Comment- none

XIX. Supervisor Reports

- **Paul Nesselroad** – has started baking more sweet potatoes than Irish potatoes. He's found it takes less time to back a sweet potato
- **Mark Myers**– no report
- **Ed Utterback** – and his wife have been battling sickness. Mary has a type of influenza. He has a couple of clients on the farm now that are a part of the Jacob's ladder program. They've finished calving and lambing. He attended the Extension Dinner Meeting where Bruce Lloyd spoke.
- **Art Mouser** – went to the Quarterly Meeting. They had a meal with Walt Helmick and he gave out a book. He and Anna bought their farm 50 years ago today. He sold a bull at Wardensville. They're going down to the Beef Expo today with cattle. They have one more calf to go and they'll be done calving. He bought a new tractor and hopes to get a lot of spraying done on invasives.
- **Jim McDonald**– had a blockage in his heart. They had to put three stints in his heart. He's doing better and will have to change his diet.
- **Jean Conley** – has one more cow to calf and has been cleaning out a cinder block building on her property.
- **Mary Lebnick** – spent a week in the Shenandoah Valley with her son.
- **Don Headley** – had a birthday was April 6th and he took the day off to enjoy it

XX. Adjournment

Paul Nesselroad moved to adjourn the meeting at 1:22 pm.

The next scheduled meeting is May 5, 2016 at the Steve Lebnick Agricultural Center in Morgantown, WV.

Minutes submitted by: Amy Cosco, ASA3/District Manager

Minutes approved by: Jean Conley Date May 5, 2016
Jean Conley, Chairman

April 2016 Monthly Report

Bradley Durst, Conservation Specialist, WVCA

Ag Enhancement

Working throughout the month on the proposed Ag Enhancement updates and gathering information for the upcoming fiscal year.

Completion visit to Tama Riley farm, invasive control using clearing and grubbing

Took the names and contact information of several farmers interested in the program for the upcoming year and placed them on a master list

Conservation Services

Assisted the WFCD with their annual Envirothon Workshop

Served as a judge for the preliminary oral presentations at the State Envirothon

Provided plant nutrition and soils information to several farmers who visited the office

Delivered soil sample to the WVU lab

Visited a landowner, Waylon Miller, on Indian Creek Road to provide advice on establishing pasture and dealing with drainage issues.

Provided invasive plant control information to WV Forestry in regard to Japanese Stiltgrass

Tama Riley – Invasive control Mechanical method







West Virginia University

Extension Service

May 5, 2016

Subject: Preston County Report to Monongahela Conservation District

From: Bill Shockey, Preston County Extension Agent

April Report:

Several FFA and 4-H teams placed in the top half of the Beef Expo Stockman's Contest in Jackson's Mill on April 8.

Garrett County Extension Agent Willie Lantz reported a good attendance at the Appalachian Grows Conference at Garrett College in McHenry despite the 8+ inches of snow that fell on the morning of the 9th.

The WV Master Gardener Conference was held in Lewisburg on April 15 to 17.

Twenty-two bulls were tested in the bull breeding soundness exam held at the Terra Alta Stockyards on April 16. Nine producers completed requirements for Level II BQA training at the Terra Alta Stockyards on Tuesday, April 19. Estimated number of calves that will participate in the first Terra Alta BQA Calf Pool currently stands at 210.

On April 22, 32 students from WVU participated in WVU Day of Service at the WV Challenge Academy at Camp Dawson. They assisted in erecting the frames for 2 high tunnels that will be used to raise vegetables for the agricultural education program and for use by both the National Guard and Challenge Academy cafeterias.

On April 23, 12 individuals completed training in fruit tree grafting techniques at the extension office in Kingwood.

Also on April 23, the 2016 Royalty Court for the 2016 Preston County Buckwheat Festival was selected: Abbielle Savage of Albright was crowned Queen Ceres and Takoda Kelly, also of Albright, was crowned King Buckwheat. This is the 75th anniversary of the Preston County Buckwheat Festival.

*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/

Kiddie Days was held at the WVU Livestock Farm on April 26 through 30. 1,975 children and 903 adults attended the event.

May Calendar:

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

Preston County Extension Office

115 West Court Street
Kingwood WV 26537-1192

Equal Opportunity/Affirmative Action Institution

May 5: Preston County Livestock Association, Preston High School Cafeteria, 7 pm.

May 11: Preston County Farm Service Agency meeting, Kingwood USDA Service Center, 9:30 am.

May 12: Preston County Antique Tractor Association, Preston County Extension Office, 7 pm.

May 13: Terra Alta / East Preston Middle School FFA Banquet, TAEP Cafeteria, 6:30 pm.

May 18: Buckwheat Festival Barn and Show Chairmen Meeting, Preston County Extension Office, 6:30 pm.

May 19: Preston County Beekeepers Association, Preston County Extension Office, 7 pm.

May 25: MAC Dairy Extension In-service Training, online, 9 am to 3 pm.

May 27: Outdoor Classroom, Preston County 4-H Camp, 9 am to 2 pm.

May 2016 WVCA Report

WVCA Budget- Legislative session ended without a budget being approved. We will keep all informed as things develop. If a budget is not approved by July 1, there are no provisions that allow state government to continue working until a budget is approved. That means WVCA will close and the DMs will not be available to come to work.

SB159- The cost-share program and process for supervisors was vetoed by the Governor. We are operating under the emergency rule. One facet was the implementation of the supervisor eligibility for the AgEP beyond the \$1,000 cap that is in law. If this dies we will have to go back to the beginning of that process. The supervisors would have to go back to the \$1,000 cap.

Supervisor Elections

District Managers are asked to call the county clerk's offices after the May primary election to inform WVCA (Belinda Withrow and cc Area Directors), as to who won the CD Supervisor positions.

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.

Envirothon Results

Top Ten:

Doddridge Co. Gold Team, Ravenswood FFA, Jefferson FFA, Hampshire, Mineral Co. FFA, Cheat River Sirens, Moorefield High School, Roane Co. A, The Amazonians, Cabell Midland FFA

State Fair

The state fair schedule sign in sheet is up and running on the admin site. Rooms are available at The Fairfield Inn in Lewisburg under the name of Clyde Bailey at a rate of \$135.00 per night plus tax.

Due to the late reservation of the rooms, when reserving a room Supervisors **MUST** contact Susan McCormack, General Manager at the Fairfield Inn in order to make that reservation. She can be reached **Monday through Friday 8 am to 5 pm** at 1-304-645-7999. Her email is susan.mccormack@marriott.com

These rooms cannot be booked online.

Deadline to reserve your room is July 13th 2016. Space is limited, the sooner reserved the better.

Conservation District Operation (CDO) Grant Funds

Directions from Guthrie Fiscal section have been sent out to all DM's on how to request/justify supplemental funding requests. If you have questions please contact Chris Casto or your Area Director.

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 your Plan of Work to Guthrie before June 15th.

AgEP Timeline

June 15 - CDs submit final practice list to WVCA (Jennifer Skaggs)

July 1 - Start of FY 17 program

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

Watershed O & M

OM&R

- Project Section staff is performing monthly and quarterly inspections of watershed dams.
- Work continues with NRCS to develop engineering plans for watershed dams. We are reviewing proposals from the PVCD engineer for South Fork Watershed engineering work.
- 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.

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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.
- Upper Deckers 1
 - The contract and permit process is beginning for UDC1 with construction slated for 2017.
 - WVCA is preparing the permit applications and mitigation plan as well as preparing the contract.
- New Creek 1
 - A public meeting was held in Keyser to discuss New Creek 1.
 - Activities (drilling core samples) for the planning studies have begun at the Brush Creek and New Creek Sites.
 - Survey and drilling landrights had to be obtained.
- Brush Creek 9 & 15
 - Activities (drilling core samples) for the planning studies have begun at the Brush Creek and New Creek Sites.
- Brush Creek 14 – NRCS is taking the lead on this site and will assist with landrights.
- Wheeling Creek 25 - NRCS is the lead for this site, rehab is the planning stage.
- 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