

The **Tygart's Valley Conservation District** Board of Supervisors held a Regular Board Meeting on *November 10, 2016* commencing at 9:06 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, John Sencindiver, Joe Shaffer, Robert True, and Sigrid Teets – TVCD/WesMonTy RC&D.

Others Present: Hillary Woofter – WVCA, Joyce Frey – TVCD, Jared Nestor – NRCS, Corey Lambert – TVCD, and Jim Roy – WVCA.

Sencindiver led the group in the Pledge of Allegiance.

Reading/Approval of the Agenda/Minutes:

November 10, 2016 Agenda & October 24, 2016 Regular Meeting Minutes: **Sencindiver moved to approve the minutes & agenda as presented; seconded by Shaffer; motion carried.**

Introduction and/or Recognition of Visitors: None present.

Treasurer Report: Frey reviewed her reports (copies attached). **Teets moved to accept the reports as presented and to file for audit; seconded by True; motion carried.**

District Report: Lambert apologized for the change in the district's meeting date as it was due to his accepting a new job with the WVDA. Will miss the district as it was a good learning opportunity. Has been trying to tie up loose ends and show Cale the job sites with outstanding work. Willing to work into the following week if needed as he's still getting billing done on several jobs. Has about \$60,000 of outstanding bills to be invoiced. The crew has not mowed LKCD but has lined up a few spring developments in the meantime. Will be available to assist the replacement for him if needed. Would like to see the crew be encouraged along the way. Asked about Merino getting a raise as he had promised him upon hiring. *Discussed at length.* Lambert went on to say that he has the application for a fuel card with Woodford Oil and will complete it before he leaves.

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

Dates (District Meetings/Work Sessions) to Remember:

I. November

- a. Veteran's Day – Friday 11th
- b. WesMonTy RC&D – Tuesday 15th Upshur County Extension Office
- c. WV Conservation Ed. Council – Wednesday 16th 10:00am WFCD Office
- d. Thanksgiving – Thursday 24th OFFICE CLOSED 24th & 25th

II. December

- a. TVCD Christmas Luncheon/Meeting – 13th 10:00am Taylor County
- b. Monday the 26th OFFICE CLOSED (In observance of Christmas)

Report of Officers and Agencies:

WVCA: *Woofter* reviewed *Salyer's* report in his absence. Stressed the dates of the FY18 AgEP timeline and asked that the board prepare comments in preparation of the new program.

WVU Extension: *None present.*

NRCS: *Nester* reviewed *Collier's* written report in his absence (copy attached). *Findley* addressed concerns about address changes for landowners, stating that the local 911 OEM offices would have master copies of the changes should the NRCS wish to update their mailing lists for the "Focused Conservation" project. *Discussed at length acreage that can be included in a federal program and utilizing the rain model display for future public events.*

FSA: *None present.* *Woofter* reviewed *Jouver's* and *Poling's* reports in their absence (copies attached).

WesMonTy RC&D: *Teets* reported that she attended a recent Barbour County Commission meeting and they approved the supplemental funding for the nature trail at the fairgrounds. Hopes to collaborate with the Barbour County Healthy Family Initiative for organizing public walks/events. The IRS called to remind her to file a 190S. Met with *Reeder* the week before to review the signed RC&D grants and had received all but that from Gilmer County.

DoF: *None present.*

Others: *None present.*

Correspondence Received: 2016 WV Annual Bulletin; Notice of equipment for bid from GVCD; Thankyou letter from ECD; DEP Pending Mine Permit (Three Fork Creek of the Tygarts, Taylor Co.); (2) Brickstreet Authorizations for Everson

Old Business:

- **Farmland Preservation** – *No report/update*
 - **SPRP/OM&R** –
 - **Work Pending:** *None at this time*
 - **Completed Work/Invoices:** *None at this time*
 - **Elkwater Fork Litigation Funds & Title/Deed Transfer (Ongoing/update)** – *No report/update*
 - **Elkwater Dam storage building and mowing (Ongoing/update)** – *Roy* reported that the Huttonsville Prison crew had weed eaten and mowed around the dam and it looks very good. Has arranged for them to mow the dam twice in 2017. The TVCD fixed the access gate going up to the dam and also brush mowed the slope.
 - **District Fuel Card-** *Refer to district report.*
 - **MOU Development with WVCA for EWP Response (Ongoing/Update)-** *Findley* reviewed the key points discussed in the teleconference held earlier that morning.
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Committee Reports:

Building/Finance/Budget Committee: True apologized for not having been at the recent meetings, but he is doing much better since having had his eye surgery.

- **Building repairs and maintenance (Ongoing/update)-** Woofter agreed to compile the list of concerns/needed repairs into a spreadsheet in order to be followed up on and expanded on in monthly reports. Teets expressed concern that the backdoor to the NRCS is still broken.

Equipment/Safety Committee: None

- **Sale of district equipment (Ongoing/update) –** Lambert will forward equipment sale/auction information to Nester before he leaves.

Education/Publicity/Exhibit Committee: Frey discussed her reconsidering hosting an intermediate beekeeping class in the spring. Might offer a “sustainable beekeeping” series of classes instead. Teets would like to use the remaining RC&D money from the pollinator display grant to purchase a model flower that shows how pollination works.

Legislative Committee: None

Grassland/AEP Committee: None

- **Conservation Agreements:** None
- **AgEP Applications:** None
- **AgEP Cancelations:** None
- **AgEP Payments:** Teets moved to pay the following AgEP contracts as presented (master copy attached); seconded by Shaffer; motion carried.

<u>Cooperator Name</u>	<u>Practice Name</u>	<u>Cost Share Approved</u>	<u>Cost Share Payment</u>
Bruce Bennett	Invasive Mgmt.	\$300.00	\$300.00
Bruce Bennett	Pollinator Planting	\$200.00	\$200.00
Ed Corey	Invasive Mgmt.	\$300.00	\$300.00
Gary Elbon	Lime	\$2230.20	\$2230.20
Paul Hamner	Fertilizer	\$1200.00	\$1200.00
Steve Hamner	Fertilizer	\$1200.00	\$1200.00
Denise Holbert	Lime	\$1237.50	\$1237.50
Terry Johnson	Lime	\$900.00	\$900.00
Peter Lynch	Invasive Mgmt.	\$300.00	\$300.00
Peter Lynch	Lime	\$1620.00	\$1478.55
Peter Lynch	Fertilizer	\$1200.00	\$1200.00
Donald Parsons	Lime	\$1021.50	\$1009.50
Rick Sharp	Lime	\$900.00	\$678.15
Stanford White	Fertilizer	\$1200.00	\$1200.00
George Winspear	Fertilizer	\$1200.00	\$1200.00

Water Resource Committee: Shaffer did a site visit at the Elkwater Dam on November 1st to see the crew and their work. Thanked Roy for his information while on site and added that he had never learnt so much about the project. Discussed at length the potential safety hazards of reading the far side piezometer. Findley asked Roy to prepare a list of needs for a possible solution that they can submit through O&M.

WVACD Directors Report: *None*

Personnel Committee:

- **Acceptance of district employee resignation-** Sencindiver moved to accept Lambert's resignation as TVCD's Conservation technician and his last day of employment being no later than November 16, 2016; seconded by Nester; motion carried.
- **Advertising of open district position-** True moved that the open position be advertised using the same template from 2014 in both the Inter Mountain and The Exponent Telegram for 2 weeks/weekends and the deadline for submission be December 2, 2016; seconded by Teets; motion carried.

The board went on to discuss technicalities of Lambert's resignation, noting that the keys were to be turned into Frey; his bonuses were to be paid on his last paycheck; Lambert waived reimbursement for his phone for November; the Personnel Committee will be in charge of hiring a replacement; Lambert suggested Findley speak with Cale as to whether he's willing to assume leadership over the crew after he leaves; Cale is permitted to use the company truck to and from home when he assumes leadership of the crew; Cale is to report to Findley on a day-to-day basis; and OT pay is permitted for Frey as she assumes payroll duties etc. in Lambert's absence.

Nester moved to increase Merino's pay by \$00.25/hour effective at the beginning of the next period; seconded by True; motion carried.

New Business:

- **Discussion on Invasive Species and BMP Handout for Oil & Gas Industry Workers-** *Tabled for next meeting.*

Report of Individual Supervisors:

Teets: Attended the Barbour County Growers Association meeting. A WVACD meeting at MCD was held to develop a new direction of funding for the NRCS high tunnel grants and expand the program, including a mentoring program with experienced farmers and interested students.

Attended the TVCD Legislative Banquet and presented on RC&D. Also attended the WV Envirothon meeting and sat in on the EWP MOU teleconference call held earlier that morning.

Nester: Attended the Farmers Ag Day at Eastern College where they had hands-on displays and demonstrations. Thought the Legislative Banquet was a success and received a lot of good feedback.

Bonner: Attended the Legislative Banquet and thought there was good participation.

Sencindiver: At the last Upshur County Farmland Preservation meeting, took copies of the TVCD newsletter and the committee was appreciative of the articles that Woofter included. Also thought the Legislative Banquet went very well.

Shaffer: Attended the Legislative Banquet and thanked Nester for being the MC and the FFA students for their help with the food preparation. Thanked Lambert for his good work, especially in Clay County.

Findley: Attended the Legislative Banquet and thanked Lambert for his work.

Public Comment Period: None

There being no further business to attend to, Chairman Findley declared the meeting adjourned at 10:56am.

Secretary

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

November 10, 2016 Regular TVCD Board Meeting Minutes Summary of Motions

- **Sencindiver moved to approve the October 24, 2016 minutes & November 10, 2016 agenda as presented; seconded by Shaffer; motion carried.**
- **Teets moved to accept the fiscal reports as presented and to file for audit; seconded by True; motion carried.**
- **Teets moved to pay the AgEP contracts as presented (master copy attached); seconded by Shaffer; motion carried.**
- **Sencindiver moved to accept Lambert’s resignation as TVCD’s Conservation technician and his last day of employment being no later than November 16, 2016; seconded by Nester; motion carried.**
- **True moved that the open position be advertised using the same template from 2014 in both the Inter Mountain and The Exponent Telegram for 2 weeks/weekends and the deadline for submission be December 2, 2016; seconded by Teets; motion carried.**
- **Nester moved to increase Merino’s pay by \$00.25/hour effective at the beginning of the next period; seconded by True; motion carried.**