



## Potomac Valley Conservation District

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### **MINUTES OF MEETING November 2, 2016**

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, November 2, 2016, at the USDA Service Center in Moorefield. The meeting was called to order at 7:15 p.m. by chairperson, Charlotte Hoover.

**SUPERVISORS:** Charlotte Hoover, John Hicks, Ronald Miller, Brian Eglinger, George Leatherman, Brian Dayton, Kent Spencer, Dale Walker, Gerald Sites and Frank Weese

**OTHERS:** Doris Brackenrich, Christi Hicks, NRCS; Jeremy Salyer, Ed Martin, Nadene Jewell, WVCA; Paul King, PVCD

**MINUTES:** The minutes of the October 5, 2016 meeting were presented for review and approval. A motion was made by Ron Miller and seconded by George Leatherman to dispense with the reading of the minutes of the October 5, 2016 meeting and approve them as written and distributed. Motion carried.

**FINANCIAL REPORTS:** Treasurer, John Hicks reviewed the treasury reports for the month of October with the Board. He reviewed the October 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 Kent Spencer and seconded by Gerald Sites to approve the financial reports and invoices paid within the month of October. 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 October. A motion was made by Kent Spencer and seconded by George Leatherman to approve payment to William Lipps CPA in the amount of \$525.00 for bookkeeping services in October. Motion carried.

**O&M Invoices:** The following invoices were presented for approval by the Board – Prime Contracting in the amount of \$58,827.36 for work completed on the Patterson Creek O&M Contract. A motion was made by Ron Miller and seconded by Kent Spencer to approve payment in the amount of \$58,827.36 to Prime Contracting, pending verification by WVCA. Motion carried.

SW Group in the amount of \$26,200.00 for work completed on the New Creek Woody O&M Contract. A motion was made by Frank Weese and seconded by George Leatherman to approve payment in the amount of \$26,200.00 to SW Group, pending verification by WVCA. Motion carried.

CORRESPONDENCE: EMERGENCY ACTION PLAN – Statements of Review: The EAP Statements of Review for the North/ South Mill Creek Sites #3, #4, #7, and #16 were presented to the Board for approval. A motion was made by Ron Miller and seconded by George Leatherman to approve the statements of review for N/S Mill Creek, authorize the chair to sign the documents and submit to Dam Safety. Motion carried.

INTRODUCTION: The Board reviewed a letter received from Suzy Campbell, the new Chesapeake Bay Program Manager. She is unable to attend the November & December meetings due to prior commitments, but wanted to introduce herself and let the Board know the position has been filled. She looks forward to working with PVCD and the Chesapeake Bay Program.

REIMBURSEMENT: A receipt in the amount of \$106.27 was presented to the Board for reimbursement to Paul King for the purchase of an airtime card for the District cell phone. A motion was made by George Leatherman and seconded by Kent Spencer to approve the reimbursement to Paul King in the amount of \$106.37. Motion carried.

INVOICE: The Board reviewed an invoice in the amount of \$96.14 from Tri County Tool Rental for the rental of an auger for the Communitree planting in Moorefield. A motion was made by Kent Spencer and seconded by George Leatherman to approve payment to Tri County Tool Rental in the amount of \$96.14 from 319 South Branch funds. Motion carried.

EQUIPMENT REPAIRS: The Board reviewed invoices for repairs made to the Lime Spreader by landowner, Griff Yokum. The cost of the repairs was \$ 137.14; the cost of Mr. Yokum's usage was \$136.00. If the Board is in agreement, Mr. Yokum has agreed to accept it as a "wash." His repair zeros out his usage. Following some discussion, a motion was made by Ron Miller and seconded by John Hicks to approve accepting Mr. Yokum's repair (\$137.24) for his usage (\$136.00) of the lime spreader. Motion carried.

EQUIPMENT FOR SALE: The Board reviewed a notice from Greenbrier CD of Equipment for Sale. More information was requested – bring to December meeting. Bids due to Greenbrier CD by 12/14/16.

LOST RIVER SITE #16: Discussion over phone call received from Army Corps of Engineers – Chair returned phone call – no reply. Also, no written response received from June letter.

BERGDOLL BRIDGE: Ed Martin reported the project is moving forward. About 75% complete. Contractor doing good job.

PATTERSON CREEK WOODY O&M CONTRACT: Ed Martin reported that Mark Vincent – Vincent Excavating is completing work on the Patterson Creek sites – should be finished next week.

LOST RIVER WOODY COMPONENT: Ed Martin reported a job showing was held today for the Lost River Woody O&M Contract. Bid opening will be on 11/9/16 @ 1:30 pm. May need to increase the

cost estimate prior to the bid opening – additional debris on the sites. Requested Board to take action after bid opening since getting late in the season – want to complete work before winter. A motion was made by Kent Spencer and seconded by Brian Dayton to delegate authority to John Hicks for action on the Lost River Woody Component O&M Contract on behalf of the Board. Motion carried.

**NORTH/SOUTH MILL CREEK Site #4:** Ed Martin reported the NRCS report has been received. Several items to be completed – not as many issues as originally thought. Will address with Board in future.

**PATTERSON CREEK SITE #41:** Ed Martin reported the landowner contacted WVCA about PVCD's responsibility to maintain the fence on the site. After review of the easement, it indicates PVCD must maintain the fence ONLY during construction of the site. Not District's responsibility to permanently maintain the fence. Ed will meet with landowner (Kessel) and discuss the easement.

**TURNER STREAM EROSION SITE:** Jeremy Salyer reported on a site visit made to the Turner stream erosion site in Grant County. The area does not meet state criteria – unable to provide financial assistance with the project.

**NOMINATING COMMITTEE:** Discussion on a nominating committee to select executive officers for 2017. Following some discussion, all current officers willing to continue to serve – no need for nominating committee. A motion was made by Dale Walker to keep same executive officers in 2017: Charlotte Hoover, Chairperson; Ron Miller, Vice Chair; John Hicks, Treasurer; Brian Eglinger, Secretary – All in Favor. Motion carried.

**DECEMBER MEETING:** The USDA conference room is not available for the PVCD December meeting on 12/7 – must decide on alternate location. Discussion was held regarding a Christmas dinner. It was agreed to hold the December meeting at the Ponderosa Restaurant in Moorefield in conjunction with the Christmas dinner. Dinner will begin at 6:00pm at the Ponderosa and the meeting will follow at 7:00 pm. Notices will be sent in late November.

**TREE SEEDLING SALE:** Discussion was held regarding the spring tree sale and offering fruit trees again this year. All in favor. A motion was made by John Hicks and seconded by Frank Weese to approve the spring tree sale and including fruit trees. Motion carried.

**DISTRICT MANAGER REPORT:** Nadene reported on the following:

- Suttle and Stalnaker representatives were in the PVCD office the week of 10/24 to review financial records for the FY16 audit. The final audit report is due to PVCD by the January meeting.
- The Soil Tunnel Trailer from Capitol CD was in Romney at 10/25 & 10/26 at the WV School for the Deaf and Blind. Local staff was able to tour the trailer – awesome educational outreach tool. Encourage support for future use in local schools.

**POST REPLACEMENT / ADDITIONAL BRACING AT COMPOST FACILITY:** Discussion was held regarding the additional bracing for the buildings at the compost facility. NRCS requested to view the original designs – Christi will check on. A suggestion was made to have a date to give contractors the

opportunity to view the buildings and submit quotes – need to prepare specs so quotes are based on same information. Post replacement – contractor to begin work on post this month.

NEW CREEK LEGISLATIVE TOUR: A legislative tour of three New Creek Sites # 1, #17 & #14 was held on 10/24/16. The tour began with a brief meeting / overview at Potomac State College and a site visit followed. WVCA / NRCS hosted the tour – tour well attended, including several PVCD supervisors.

CREW REPORT – Paul King reported on the following:

- The crew finished o&m work on dams – did very good job. Discussed concern over work completed on Lost River dams – reviewed items on the work order. Difference in inspector from other dams completed – no problems on other sites. Hicks indicated issue is being addressed – PVCD invoices will be adjusted
- Equipment rentals slowing for the season
- Spread litter with truck today – truck may still need some work
- Brillion Seeder repair – hit pole while transporting – broken wheel – landowner assisting with repairs. Much discussion on the issue – Board in agreement the seeder should be repaired by HMI – welding business in Romney. A motion was made by John Hicks and seconded by Dale Walker to transport seeder to HMI in Romney for repair – order part as needed / arrange pick up in Winchester to reduce shipping cost. Motion carried.

GREEN BEAN PAYMENT REISSUE: The Board discussed green bean program payments made to landowner, Robert Crites. The payment originally issued in 7/8/16 CK# 1585 was reported misplaced and requested to be reissued. The payment of \$167.00 was reissued on 8/22/16 CK# 1590. Mr. Crites has indicated this payment has also been misplaced and is requesting it be reissued. WVCA will not allow the stop payment fee to be deducted from Mr. Crites' payment due to program guidelines. Following additional discussion, the Board was in agreement to reissue the payment. A motion was made by Kent Spencer to reissue the payment of \$167.00 to Robert Crites for the third time – DO NOT mail – he must pick up in the office – witness that he receives it. Motion seconded by Ron Miller. Motion carried.

John Hicks and George Leatherman excused themselves from the meeting.

Ag ENHANCEMENT: The following applications / payments were presented to the Board:

GREEN BEAN: *Payments:* Adam Harper \$ 5,000; Sloan Williams \$ 5,000; Austin Williams \$ 5,000; Lovers Lane Farm \$ 5,000; Robert Crites \$ 5,000

LIME: *Payments* – Richard Keplinger \$ 415.05 CS, Viola Riggleman \$815.71 CS; Jason Hicks \$988.65 CS; Loy Emmart \$450.00 CS; Rodney Funkhouser \$ 1,740.00 CS, Charles Funkhouser \$1,798.50 CS; Flying W Farms \$1,993.50 CS; \*\*John Hicks \$2,548.20 CS; Harold Omps \$ \$847.14 CS; Leon Evans \$309.00 CS; Griff Yokum \$ 1,068.15 CS

COVER CROPS: *Applications:* Roland Souder

*Payments* – Harold Orndorff \$300.00 CS; Tom Kimble \$600.00 CS; Glenn Mathias \$ \$ 2,350 CS; Harold Omps \$ \$550.00 CS; James W See III \$ 1,600.00 CS; Baker Farms \$ \$1,936.60 CS; Roland

Souder \$ 1,315.00 CS; \*\*George Leatherman \$ 750.00 CS; Joe Harper \$ 1,050.00 CS; Merl Bennett \$ 1,000 CS; Robert Moran \$ 1,920.00 CS; Jesse Mace \$ 1,250.00 CS; Misty Mt Farm \$ 3,750 CS; Timothy Wilkins \$ 3,750 CS; Delmas Ours \$ 250.00 CS; J&L Farm \$ 1,600 CS; W.C. Taylor \$ 1,478.40 CS; Rodney Branson \$ 2,900 CS; Robert Branson \$ 1,550.00 CS; Rodney Funkhouser \$ 2,500 CS; Kenneth Shoemaker \$ 750 CS; John McCoy \$ 1,650 CS; Brian Malcolm \$ 1,589.20 CS; James Bosley \$ 600 CS

HEAVY USE AREA PROTECTION: *Payments* -Harry S Conrad \$ 5,000 CS; Cathy Armentrout \$ 3,600 CS

A motion was made by Kent Spencer and seconded by Frank Weese to approve all Ag Enhancement applications and payments as presented. Motion carried.

John Hicks and George Leatherman returned to the meeting.

CONSERVATION AGREEMENTS: The following conservation agreements were presented for approval:

Harry Singh 185 acres; Ryan Kessler 300 acres; Douglas Veach 356.02 acres

A motion was made by Kent Spencer and seconded by Brian Dayton to approve the conservation agreements totaling 841.02 acres. Motion carried.

WVCA: Jeremy Salyer reported on the following:

- Will be reviewing guidelines for FY18 funding formula – accepting suggestions – contact Brian Farkas or Jennifer Skaggs. John Hicks indicated the formulas should be revised – need to be fair in distribution statewide. \$880,000 Ag EP funding statewide
- Budget shortfall projected this year – mid-year cuts possible. Need to identify possible areas that could be cut – additional sponsorship partners
- Ag Day at the Capitol – February 22, 2017 – Legislative Breakfast – all invited to attend
- Discussion being held to incorporate the awards recognition with Ag Day / Legislative Luncheon, rather than at Flatwoods. This would allow Districts to showcase their activities

NRCS: Christi Hicks reported on the following:

- Meeting held with faculty from WVU / PSC regarding the Integrated Pest Management proposal
- Discussed proposals funding
- Spot check on Dayton project
- Staff attended soil health training

NRCS: Doris Brackenrich reported on the following:

- Local Work Group Meeting on 11/16/16 @ 10 am
- No proposals approved for Grant, Hardy & Pendleton counties
- Need to rework proposal for stream restoration – too broad. Suggested revision to cover only North Fork of South Branch area

- Women in Agriculture Conference on 11/5/16 – Doris to attend
- Lunice Creek Dike – City of Petersburg willing to do o&m work on the dike – no funding requested – Wetland area has developed – need to be addressed
- WV Ag Innovation Showcase – Doris attended – addressed resources available through NRCS – excellent event. Charlotte Hoover also attend – excellent Ag demonstrations.

Ron Miller reported that a \$500 donation was given to the Carla Hardy Scholarship fund.

There being no further business, the meeting adjourned by motion of Kent Spencer at 8:40 pm. Motion seconded by Dale Walker. Motion carried. The next regular meeting will be held on Wednesday, December 7, 2016 at 7:00 pm at the Ponderosa Restaurant in Moorefield.

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Chairperson

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Secretary

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Date