

**WEST FORK CONSERVATION DISTRICT
BOARD OF SUPERVISORS
May 9th, 2017**

MINUTES

With a quorum being present, Chairman Coffindaffer called the May Board of Supervisors meeting to order on Tuesday, May 9th, 2017 at 9:14 a.m. at the Osborne Farm, Lumberport, WV. The Pledge of Allegiance followed the call to order.

Supervisors Present:	William Coffindaffer	Jane Collins
	James Foster	Steve Hannah
	Phil Osborne	Larry Sponaugle
	Randy Plaughter	

Others Present: **Belva Junkins, WFCD**
 Dinah Hannah, WFCD
 Jeremy Salyer, WVCA
 Robin Ward, WVCA
 Jeff Griffith, NRCS
 Cheryl Carlin, WFCD

Welcome and Introductions: Coffindaffer welcomed everyone and thanked Phil and Becky for their hospitality and having us for the meeting.

Robin introduced Cole Payne, the intern, who will be present this summer to take Soil Samples.

Agenda Approval: With no additions or corrections to today's agenda, Foster/Plaughter. Motion carried to accept the agenda.

Minutes: Hannah recalled that Plaughter's motion under AgEP was to incorporate the list of practices available for FY18, and that he amended Plaughter's previous motion. **With the corrections mentioned. The April 4th, 2017 minutes will stand approved as corrected.**

Financial Report: The financial reports for April are in Supervisor's books for review. The WVCA Year-to-Date Revenue and Expenditure Balance Report for March is here today and Supervisors have a copy of it in their files. The report will be filed for audit. In addition to today's report is an extra balance sheet and income statement provided by John Law CPA for supervisor's review on the General and CDO accounts. **Financial reports will be filed for audit.**

Supervisor Per Diem and Travel: Treasurer Randy Plaucher reported on the following Supervisor's Per Diem and Travel expenses for the month of March:

Randy Plaucher	\$ 1,204.34	
Rebecca Jane Collins	\$ 367.32	
William Coffindaffer	\$ 692.65	
William McClain	\$ 268.74	
Philip Osborne	\$ 508.00	
Larry Sponaugle	\$ 438.00	
James Foster	\$ 1,569.12	
Richard Steve Hannah	\$ 752.00	<i>Totaling \$5,792.25</i>

Total gross spent to date: \$31,712.86

Plaucher moved to approve Supervisor's March Per Diem and Travel as presented. Motion seconded by Foster. Motion carried.

Approval of Invoices and Payments: none at the time

Unfinished Business:

Ag Enhancement Program: Robin passed out an export of the FY17 database, and explained the figures that her and Caleb put on the database. Robin read Caleb's paper report, and he is asking the Board to set approval and cancelation dates for the upcoming AgEP sign up. Jeremy informed that an approval date cannot be set as we do not know what our funding allocation will be. Plaucher questioned the approval and processing of stockpiling applicants since they are under a time constraint. Looking at the database, \$5,000.00 should remain in the AgEP fund if all approved applicants for FY17 complete. Discussion was made on using the \$5,000.00 to approve the impending stockpiling applicants, and have approval and completion dates set for them. No action was made on the \$5,000.00. **Plaucher moved to give authority to the AgEP committee to set approval and completion dates based upon the availability of funding. Motion seconded by Osborne. Motion carried.**

Foster reported that Caleb is a great employee, and is a sought-after applicant and to not be surprised if he will be walking out the door.

Foster reported on the AgEP Payments (See attached list) totaling \$11,190.31.

Foster/Plaucher. Motion carried to approve the AgEP payments.

Coffindaffer reported on his attendance to the State AgEP committee meeting on 5/8/17, and the committee has set the allocation statewide to follow option 4 for FY18. The Board voted in the April Board meeting to have option 4 as their pick over all the other options available. Coffindaffer reported that 8 out of the 14 districts selected option 4.

Jeremy reported that we probably will not know what our funding allocation will be until mid to late July, but Jennifer has informed that Districts may submit their LOR's at the June meeting to get the ball rolling. Jeremy requested that the AgEP LOR be on June's Board meeting agenda.

The Board questioned the Winter Grazing Application, and would like to see section D-3 be highlighted. Also, the verbiage on section E-5 will read as follows: "One hundred (100) pounds of urea or equivalent to 46 pounds of Nitrogen will be applied after livestock are removed and/or hay is cut; do not apply Nitrogen before July 15 or after August 15."

OM&R Salem Fork & Polk Creek: Coffindaffer reported that Jim had called him last night and informed him that he would not be at the meeting today. Coffindaffer reported that the O&M work has been completed. There is a 2-year certification on Polk Creek, and a 1 year certification on Salem Fork. Roy has informed Coffindaffer that there are trees in the outlet channel on Polk Creek sites #1 and #9, and the landowner of site #1 has given the authority for the fence to be removed off the auxiliary spillway. TVCD will be completing the work of removing the trees and fence.

Field Day 2017: No new updates. Plaughter reported that he has been in contact with the individual with a tent for rent, and he has penciled the District's field day in for use. Cheryl suggested that the committee set a date to meet. The committee will meet on May 24th, 2017 at 9 a.m. at the USDA Service Center in Mount Clare, WV.

Cheryl questioned if the Board wanted to have paid advertising. The Board would not advertise with paid advertising, but would like to have advertising in the market bulletin and local areas. Plaughter will work on getting the Grazing Conference's Approval, so the District may send advertisement to their mailing list. Coffindaffer reported that the field day will be advertised in Farm Bureau's July newsletter, and the Harrison County Farm Bureau will pay up to \$100.00 for 10 students to attend the field day.

FFA Teacher Luncheon: Osborne reported on talking with Mr. Herrod and they are working on getting dates.

Conservation Farmer: The Board does not have a farmer in mind, but they have set the tour date for May 30th, 2017. Robin and Cheryl will work on setting the schedule once a cooperator(s) is selected.

Board recess at 10:18 a.m.

Board back to session at 10:33 a.m.

New Business

Summer Soil Sampler: Covered in introductions.

AT&T Track Phone: no action was made.

Lewis County Solid Waste Authority: Bill McClain reported at the last meeting that Richard Bonnett no longer would like to serve on this Board. Someone from Lewis or Gilmer County should serve on this Board. Collins and Sponaugle would work to find someone who would want to serve on this Board. This will be on the agenda for next month.

Gilmer County Meeting: The June meeting will be held at the USDA Service Center in Mount Clare, WV. Collins will provide refreshments.

Tri District Land Judging Contest: Cheryl reported that she has 7 teams RSVP'd up to date, and the contest is this Thursday. She will be ordering the pizzas, and the plaques are ordered. Belva arranged for the Porta-Pot to be available. Cheryl is wondering if she could award t-shirts to the top individuals, and top team. The Board has no issue with awarding t-shirts. Teams are to meet at the Go-Mart in Jane Lew at 9 a.m. on Thursday and go on to Steve and Dinah's Farm.

Correspondence:

Lewis County Commission- The district has received a letter in the mail from the commission informing that they can no longer cost share in their agreement to support the Polk Creek Dam. Brian and the WVCA staff are aware of this, and are in the workings of getting a meeting together to talk with the commission. Robin will call the commission office and see what is a good date to meet, and report back to Jeremy and the Board. The commission meets every Monday. Jeremy informed that any supervisor may attend this meeting and are encouraged to attend.

Card Service Center- A new card has been issued to the District, and it has the new chip technology on it.

Funding Requests: WV Senior Conservation Camp- a letter has been sent from Alan Miller concerning the decreasing attendance to conservation camp, and news if attendance and funding does not increase the camp will dissipate in two years. Robin informed the Board that they can fund program by sending sponsorship to the WVU Extension, and then extension forwarding on the sponsorship to the camp. **Hannah moved to send sponsorship for 4 students in the amount of \$740.00 to the WVU Extension for Conservation Camp. Motion seconded by Sponaugle. Motion carried.**

Letters of Request: One LOR is present today for the CD Employee for JFM 17 in the amount of \$3,984.40. **Foster/Plaughter Motion carried to approve and send the LOR.**

SPRP/EWP Project: none to report

Board Member & Associate Supervisor Reports: Foster reported on his attendance to the quarterly meeting at Twin Falls, and commented that the meeting was poorly attended. They approved the \$500.00 scholarships, and West Fork has been awarded with two scholarships from Lincoln H.S. After this year, scholarships will go to the main office in Sutton, WV. The Century Farm program will now honor 150 and 200 yr farms.

The next quarterly meeting will be at Cacapon State Park on July 17th & 18th. Phil and Bill have set their calendars to attend Lincoln's awards assembly to deliver the scholarships.

Jane reported on the Envirothon, and has not heard anything negative about the competition. Belva notated that she had heard that the food was terrible.

Cheryl reported on the Envirothon training day, and she said that there was only one team that showed up and they had a new aquatics trainer this year.

Dinah reported on her attendance to Liberty FFA banquet, and commented that the flow of the banquet was excellent and the kids have come a long way. She reported on Robin and Caleb receiving awards for their service to the chapter and thought the night was very nice.

NRCS: Jeff provided a paper report for review (see attached). **Foster moved to accept the Long Range Plan revisions and give Jeff the authority to make changes where necessary. Motion seconded by Plaughter. Motion carried.** The next local work group meeting will be on June 28th, 2017 at 9 a.m. at the USDA Service Center in Mount Clare, WV.

WVU Extension: no one to report

Forestry: none one to report

WVCA Report: Jeremy reported that there is still no budget, and they have gone into recess until the 15th. He plans to keep everyone posted on the changes that occur. He does not look for major changes to the Agency. He reminded the Board that the POW needs to be submitted to the Agency by June 15th, and supervisors interested in working the State Fair need to get with Robin and schedule their appointment slots to work. Jeremy reported on the AgEP Agreement that was passed out, and explained what the Agency was trying to accomplish with this document. Supervisors are encouraged to add everything that is encompassed with their in-house AgEP to this working document. The agreement would be reviewed annually.

Robin reported on her staff training at Camp Dawson and thought it was a nice training. She enjoyed meeting new faces and understanding a little more about how the Agency works. Robin also reports that Cheryl is to be expecting a grandchild, and she will be taking a day off through the weeks in her pay period to watch the baby. Robin will be out of the office Thursday to attend Mon CD's Board meeting.

WFCD Report: Cheryl reported on the spring season and the lime spreaders going in and out. Foster had asked Cheryl to order stickers for the spreaders that say oil chains daily, and Cheryl showed the Board the stickers. Cheryl reported on a letter received from Mrs. Hamrick from Mountaineer Middle school outlining her students activity with the Samara Exam.

Cole had nothing to report.

Conservation Agreements: There are two agreements for approval:

Richard L. Kiner, Harrison County, 66.7 acres

Steve Stout II, Harrison County, operator H-7953

Foster/ Hannah . Motion carried to approve Conservation Agreements.

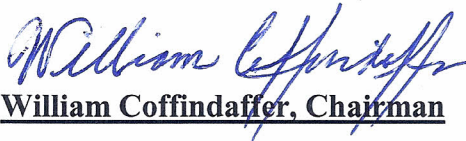
Set Date of Next Meeting: The next meeting will be held on June 6th, 2017 at the USDA Service Center Mount Clare, WV

The July Board meeting will be on July 10th, 2017 at 9 a.m. at the USDA Service Center in Mount Clare, WV.

Respectfully submitted,



Jane Collins, Secretary



William Coffindaffer, Chairman

Minutes Recorded by Robin Ward; District Manager, West Fork CD
The Board Adjourned at 12:13 p.m.

WEST FORK CONSERVATION DISTRICT
87 OLLIE LANE SUITE 104
MT. CLARE, WV 26408

The Agricultural Enhancement committee met on 5-9-2017 and approved the following payments.

Name	Practice	Acre & Tons	\$Paid	Check #
G. Marshall	NM	9.23 acres	\$ 276.90	1064
E. Short	Lime	66.7 Tons	\$ 1,333.50	1063
L. Stout II	Lime	18.24 Tons	\$ 364.80	1065
R. Suan	NM	3 acres	\$ 90.00	1066
R. Kefauver	Lime	8.625 Tons	\$ 172.50	1067
W. Lowther	NM	14.14 acres	\$ 424.20	1069
W. Lowther	Lime	91.48 Tons	\$ 1,829.50	1069
B.T. Stout	WS	1 P/T	\$ 762.71	1062
B.T. Stout	WS	1 Well Dev.	\$ 1,500.00	1062
R. Maxwell	Lime	56.8 tons	\$ 1,136.00	1070
C. Sypolt	Lime	25.3 Tons	\$ 506.00	1071 1072
D. Huff	NM	14 acres	\$ 420.00	1072 1071
J. Workman	Lime	118.71	\$ 2,374.20	1073
			Total	\$11,190.31


Committee Chair

West Fork CD – Board Meeting
May 9, 2017

Conservation Specialist Report

AgEP – Signups for the FY 17 Fall Application Period will begin next Monday, May 15th and run through June 2nd.

The same program will be offered as last year with the addition of Stockpiling. Adjustments were made to the applications based on board suggestions from earlier board/committee meetings. Please review the Project Applications and Eligibility forms in your packets. Things that need to be decided on at this board meeting are **Approval and Completion Dates**. I have tentatively set the approval date for our July board meeting.

The completion dates that I looked at were December 8 for lime, fertilizer, and stockpiling; and March 2nd for fence and water systems. These are just suggestions, if you would like for them to be earlier or later just let me know.

Training – WVCA Staff Meeting May 2-4th at Camp Dawson.
NRCS Engineering Training in Morgantown, May 9, 2017.
Helped the new Soil Tech, Cole Payne, with a soil sampling site visit.

Tygarts Valley – Field Day at French Creek – May 10, 2017
AgEP signs will start July 5th and go through July 14th.

District Activities – Envirothon at Jackson's Mill, April 20-21.
Helped coach the land judging team at Liberty High School.
Attended the Liberty FFA Chapter Banquet, May 4, 2017.
WesMonTy Land Judging Contest – May 11, 2017
Grazing/Steering Committee Strategic Plan Meeting @ TVCD May 17, 2017

Supervisor AgEP Applications – With the recent vacancies in Guyan and Western CD's, I have helped their office staff complete a few verification forms for AgEP.

Other: I will be out of the office May 18-19.

If there are any questions, please let me know.

Caleb Smith
csmith@wvca.us
681-313-0826

West Fork CD – April 4th, 2017

Prepared by: Jeff Griffith

West Fork Conservation District Meeting

- 1) Farm Bill Update
 - a. EQIP: 3 pre-approved EQIP-FCA applicants cancelled their applications prior to signing of contracts; (1- Harrison County, 1-Doddridge County & 1 –Gilmer County)
 - b. Within the past month, eleven (11) additional EQIP applications have been pre-approved for funding. (5 Lewis, 3 Gilmer and 2 Harrison and 1 Doddridge)
 - c. 4 EQIP-RCPP Cerulean Warbler Habitat Enhancement Applications were approved for funding. Two (2) in Harrison County, 1 –Doddridge and 1-Gilmer County.
 - d. Conservation Stewardship Program – 2 applications were pre-approved for funding
1- Doddridge and 1 –Gilmer.
- 2) National Quality Assurance Compliance Review will be held in the Weston Office on Monday, May 15th, 2017. Staff from our National Office will be on-site to review Engineering, Agronomy and Ecological Sciences subject areas will be reviewed in the Weston Field Office. This will include an office review and field review.
- 3) Local Work Group Meeting Summary from April 13th.
 - a. Long Range Plan revisions and motion to accept changes.
 - b. 2018 Project plan deadline (2017 project plan with revision and new 2018 project plans due 9/1/17) Vote on plan revision and new plan no later than August board meeting.

WEST FORK CONSERVATION DISTRICT
87 Ollie Lane Suite 104
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