



GREENBRIER VALLEY

Conservation District

USDA Service Center ♦ 179 Northridge Drive ♦ Lewisburg, WV 24901
Phone: (304) 645-6173

Serving Greenbrier, Monroe, and Pocahontas Counties

Minutes of the GVCD Regular Board Meeting August 17, 2017

The Greenbrier Valley Conservation District Board of Supervisors met on Thursday, August 17, 2017 in the conference room of the Lewisburg USDA Service Center. Those attending were:

Supervisors:

Avery Atkins
Jerry Clifton
Timothy VanReenen
Gary Sawyers
Gary Truex
Carolyn Miller

Others:

Jack O'Connell, NRCS
Jeremy Salyer (via Skype)
Lynn Woods

Call to Order

Chairman Gary Sawyers called the meeting to order at 7:11pm.

Approval of Minutes

Motion was made by Jerry Clifton and seconded by Timothy VanReenen to approve the minutes of the July 20, 2017 Regular Board meeting and the August 1, 2017 Special Board meeting. Motion passed.

Guests

- Monroe 4-H Soils Team had to postpone their visit due to scheduling conflicts with the State Fair. Tentatively rescheduled for October meeting.
- Tammy Rhodes also cancelled due to a scheduling conflict. Gary Sawyers read a letter from her requesting financial assistance for the purchase of a heater for a greenhouse in the Ronceverte Community Garden. There was discussion about the project. Gary Truex will seek more information and the item will be placed on the next agenda.

District Manager Report

Lynn Woods referred to her written report, a copy of which is attached. She noted that new Emergency Action Plans had been received for review and signature after the posting of the agenda. These will be put on the agenda for September.

Funding Requests

No funding requests at this time.

Cooperating Agency Reports

- *NRCS – Jack O’Connell*

Jack O’Connell reviewed his written report, which is attached. He also presented three conservation plans for approval: Gary Truex, John Tomlinson Jr., and Rem Perkins. **Timothy VanReenen moved to approve the conservation plans and Jerry Clifton seconded the motion. In discussion, Jack answered questions about each one. Motion passed.**

- *WV Division of Forestry – not present*

- *FSA – not present*

- *WVCA*

Jeremy Salyer submitted a written which is attached. He highlighted the following: WVACD quarterly meeting and Awards Luncheon will be held October 16 & 17 and registration packets are due to Lynn by 9/25; State Conservation Farm judging for our area will take place on 8/31. Lynn Woods provided an update on plans for the tour; Someone from Kentucky will be attending the quarterly meeting to discuss the Leopold Award; GVCD’s Ag Enhancement agreement has been received so our LOR should be being processed; February 7, 2018 is Ag Day at the Capitol and the WVACD will sponsor its annual Legislative Breakfast. He also reported that Timothy VanReenen and Brian Farkas will be starting their “listening sessions” in September and asked the Board to schedule a two-hour block of time for this. After some discussion, it was scheduled for 9am on September 13, 2017, prior to the regularly scheduled committee meetings. Committee meetings will follow immediately after the session.

Unfinished Business - none

Committee Reports

Finance Committee:

Financial Report:

- *General and CDO Funds Report – Gary Truex moved to accept the General and CDO Funds Reports and file for audit. Seconded by Timothy VanReenen. Motion passed.*
- *WVCA Restricted Funds Report – Timothy VanReenen moved to accept the WVCA Restricted Funds Reports and file for audit. Seconded by Avery Atkins. Motion passed.*
- *Payment of all General Funds bills— Jerry Clifton moved to pay all General Funds bills, per payables list, as presented. Seconded by Carolyn Miller. Motion passed. List is attached.*

Agricultural Enhancement Program Committee:

- Timothy VanReenen reported that the committee had reviewed and discussed the options for allocation of FY18 funds among BMPs and recommended “course of action #1,” which would fund all lime applications, eliminate allocations for cover crop and woody invasive species, and increase funds available for fencing and water projects. The committee also recommended “plan #1A,” which would allocate the remaining funds after all lime applications are funded, to pasture division fencing, alternative water systems, and combination PDF/AWS practices. (See attached.) **Timothy VanReenen moved on behalf of the committee to approve the aforementioned allocations. Gary Truex seconded the motion. Discussion ensued. Motion passed.**

- Gary Sawyers said that a special board meeting would be needed to approve the AgEP contracts due to the fact that they were not posted on this meeting's agenda. One will be scheduled.

Grassland Committee:

- Gary Truex reported that the committee had discussed a budget for the State Conservation Farm tour and had recommended up to \$2,500.00 to cover expenses. Lynn reported that we will not have to rent a tent after all and that would reduce the amount needed significantly. **Gary Truex moved to approve up to \$1,500.00 and Timothy VanReenen seconded the motion. Motion passed.**

Building/Equipment Committee:

- The item of whether to invest in repairs to a donated manure spreader was tabled until September.
- Gary Truex presented an income statement for the equipment program for FY17, showing a loss. He explained that this was due to major repairs that had been needed for a long time, as well as start-up costs for the new building.

Other Committees

None

Watershed Reports

- *WVCA O, M & R Report* – Lynn shared information from Judith Lyons on OMR contracts. There was discussion regarding the bids vs. the agency estimates. Gary Truex accepted the validated bids on both Marlin Run and Howards Creek OMR contracts as he had been previously authorized to do.

319 Committee:

- Jerry Clifton presented one new payment for Wes Reed in the amount of \$3,390.10 as listed on the agenda. Lynn noted that Matt Morgan had requested the amount be reduced to \$2,130.10 at this time until questions could be answered about materials receipts. Discussion ensued. **Jerry Clifton moved to approve the payment at the amount of \$2,130.10. Avery Atkins seconded the motion. Motion passed.**
- Jerry presented one correction to a prior payment for Gray Coyner, as listed on the agenda. Lynn explained that Dennis had reviewed this and discovered that he reversed the 319 payment and the cooperator's match amount on the paperwork for Mr. Coyner's check. As a result, Mr. Coyner is owed an additional \$3,482.84. **Jerry Clifton moved to make the additional payment to Mr. Coyner. Timothy VanReenen seconded the motion. Motion passed.**
- Jerry Clifton reported that the committee had discussed delegating authority to a Supervisor to approve invoices and contracts for 319 due to upcoming deadlines on federal funds. This would ensure the deadlines are met, rather than depending on a special meeting or meetings for approval. There was discussion about whether this was to be from present until August 31 or September 30. A phone call was placed to Dennis Burns for clarification and Dennis explained why he had requested that the delegation be extended to September 30. **Avery Atkins moved to delegate authority to approve 319 invoices/contracts to Jerry Clifton until September 30, 2017. Carolyn Miller seconded the motion. Motion passed.**

Actions Between Board Meetings

- Validated bids were accepted on Snake Run and Knapps Creek and notices to proceed were issued.

Correspondence

- Gary Sawyers read a thank-you note from the WVWN for the GVCD's sponsorship of Watershed Celebration Day.

New Business

None

Approval of Conservation Agreements & Terminations

None

Approval of Conservation Plans

- See Cooperating Agencies section, NRCS, above.

CREP

The following were submitted by Monroe County FSA:

- Page M. Dickson Contract #11003 17.8 acres @ \$32/acre - \$569.60
- Page M. Dickson Contract #11004 28.9 acres @ \$32/acre - \$924.80
- William R. Tuggle, Jr. Contract #11005 4.6 acres – RE-ENROLLMENT

Lynn explained that information had been received from Kevin Hinkle, FSA-Morgantown, reminding districts that there is no state payment for re-enrollments. **Gary Truex moved to approve the two contracts and payments for Page Dickson. Timothy VanReenen seconded the motion. Motion passed. Jerry Clifton moved to approve the contract without payment for William R. Tuggle, Jr. Avery Atkins seconded the motion. Motion passed.**

Other Business

- Timothy VanReenen reported that a letter of support had been requested from RCPP (Regional Conservation Partnership Program.) The Board previously voted to support the project at a special meeting but now they have asked for a letter. **Timothy VanReenen moved to send the letter and Carolyn Miller seconded. Motion passed.** Lynn will contact Lavonne Paden for details.
- Jack O'Connell noted that NRCS may possibly partner with CDs to share employees in the future and the Board may want to be thinking about potential scenarios.
- Gary Sawyers asked that a time be set for a special board meeting to approve AgEP contracts. This meeting will be a Skype meeting/conference call. Time was set for 9am on 8/23/17.

Adjournment

With no further business, the meeting adjourned by consensus at 9:05pm.

Respectfully submitted,



Gary Sawyers
Chairman



Carolyn Miller
Secretary/Treasurer

GS/CM/lw

Recorded by Lynn Woods, District Manager

GVCD District Manager Report

July 20, 2017

Items Needing Action:

- See Agenda.
- Set special board meeting or appoint Supervisor(s) to approve AgEP contracts.
- Auction donations
- Updated EAP plans signed
- Conservation Plans signed

Accomplishments:

- Draft minutes for July regular board meeting and August 1 special board meeting have been distributed and are awaiting approval at this meeting.
- All approved minutes have been posted on the website.
- Committee meeting minutes have been distributed.
- AgEP administration agreement has been submitted and signed by Brian Farkas.
- Knapps Creek contract was signed and notice to proceed issued.
- OMR bids have been validated and are under review.
- AgEP funding LOR for \$93,000.00 is being processed.
- State Tour plans are underway. Tour will take place August 31 at 9am.
- Banquet plans are underway. Invitations will go out this week. Banquet is September 19 at 5:30pm.
- Women-in-Ag plans are underway. It is October 21 at 9am.

Upcoming Dates to Note:

Aug 1	Special Board Meeting (tentative)
Aug 31	State Tour at Helmicks' – 9am
Sep 13	Committee Meetings – 9am
Sep 19	Banquet
Sep 21	Regular Board Meeting
Sep 24	Registration forms/payment for Awards Luncheon due to DM
Oct 16-17	WVACD Quarterly Meeting
Oct 16	Live Auction 7pm
Oct 17	Awards Luncheon
Oct 21	Women-In-Ag



United States Department of Agriculture
Natural Resources Conservation Service
LEWISBURG SERVICE CENTER
179 NORTHRIDGE DRIVE
LEWISBURG, WV 24901
(304) 645 - 6172 (Phone)

NRCS Report – Greenbrier Valley Conservation District August 17, 2017

Farm Bill Programs

EQIP/AMA – Applications for EQIP/AMA/CSP are being obligated as contract folders are checked for accuracy. There have been a number of new preapprovals, particularly High Tunnels in Greenbrier County and National Water Quality Initiative in Pocahontas County.

County	Number of Contracts	Contract Value
Pocahontas	20	\$449k
Greenbrier	53	\$771k
Monroe	25	\$592k
Total	98	\$1,812k

Personnel/Other

- Silas Sattler, Josh Cook, Adam Merritt, Lee Godbey, and Dewey Broyles attended Emergency Watershed Program (EWP) construction training and have been attending job showings.
- Josh Cook attended and participated in the Soil and Water Conservation Society (SWCS) International Conference in Madison WI.
- Silas Sattler attended Concrete Fundamentals training in Harrisburg PA.
- Most staff attended a National Environmental Policy Act (NEPA) compliance training on correctly completing the NRCS-CPA-52 Environmental Evaluation Worksheet, a rather complex 5+ page form with many required entries.
- Tom Vance continues to be a great help with EQIP practice application and HELC planning.
- Katy attended and worked at the National Envirothon Contest in Emmitsburg MD.
- Katy has been working with the Women in Agriculture committee on the upcoming Greenbrier Valley Women in Agriculture workshop to be held from 9:00AM to 3:00PM on October 21 at the WV State Fair Blue Ribbon Poultry Building. “Save-the-Date” cards are available at GVCD/NRCS/FSA offices and elsewhere.
- Golden-winged warbler biologist Katy Loucks has been meeting with contract-holders of to discuss implementation of practices and to promote others with GWW to apply.
- Jack has been working on an Agricultural Easement Program (AEP) conservation plan covering almost 400 acres in the upper reaches of Second Creek in Monroe County.
- Adam, Katy, and Tom are working with FSA on CREP and CRP projects.
- Bob Martin provided Greenbrier County farmland protection easement monitoring reports.
- Food Security Act Compliance reviews were conducted throughout the district. All farms visited were found to be in compliance.
- Most staff contributed in some way to the NRCS and USDA booths at the WV State Fair.
- Staff have been working with NRCS State Biologist Jason Bladow with strategies for avoiding negative effects on endangered/threatened/listed species identified through the Interagency Coordination Tool.



August 2017 WVCA Report

WVACD Quarterly Meeting – The WVACD Quarterly meeting was held on July 17th, 18th at Cacapon State Park. District Directors will provide a report.

Conservation Farm Tour

Timelines:

Area I August 2 & 3
ECD, GVCD, SCD, GCD

- **August** - Statewide judging late August 29,30 & 31
- **October** – Presentation of Area and State awards at WV Conservation Partnership Annual Conference. County and District winners will be presented at local Conservation District annual banquets.

The Farm Tour Committee is reviewing the Leopold Conservation Award promoted by the Sand County Foundation as a potential option for the WV Farm Contest.

The web site is: Sandcountyfoundation.org The Sand County Foundation bills itself as the “Nation’s Leading Voice for Private Land Conservation.”

West Virginia WVACD State Fair Display – The dates for this year’s fair is from August 10th – August 19th. It is suggested that Supervisors contact their District Manager to sign-up for the time period(s) they wish to work.

Agreed Procedures Engagement (Audit)

Please verify your engagement is current. If it needs to be extended or rebid, please begin the process. With the closing of the fiscal year, if you haven’t done so already please start the process to conduct your audit with your firm.

Items to be thinking about and placed on your agendas in the coming month:

Carroll Greene Nomination – form is due to Belinda Withrow by September 1st

WVACD Honorary Member At Large – form due to Joe Gumm by September 1st

WVACD Lifetime Honorary Member – form due to Joe Gumm by September 1st

AgEP Timeline

Funding allocations have been finalized and LORs are ready to be processed. Districts need to have the new AgEP agreement signed and in WVCA ASAP. Your AgEP LOR CAN NOT be processed until this is received.

State Committee

The next scheduled meeting for the SCC is October 10th.

AgDay at the Capitol / Legislative Breakfast

Ag Day will be held on February 7th 2018. There will be another Legislative breakfast, details will be provided as available.

Listening Sessions

Brian and Timothy VanReenen will be planning to visit all conservation districts beginning in September for listening sessions. These sessions allow the CDs an opportunity to discuss issues and offer ideas to present to WVCA and the WVACD. They will be looking for recommendations on which questions they should present to districts to update the information obtained during the last session in all 14 districts.

WVCA Project Section

OM&R

- Annual inspections are complete. Monthly inspections resumed in May.
- Work continues with NRCS to develop engineering plans for watershed dams. The seep investigation work being conducted by CEC in South Fork is currently underway.
- O&M work for this season has started in some Districts.

EWP

- NRCS continues to complete bank stabilization sites following the June 2016 flood.
- Regional permit renewal – the proposed permit is currently out for public comment. The comment period closes July 10, 2017.

Citizens Contact Reports

- Call Log Procedure – a call log procedure has been implemented to assure that calls are directed to the appropriate project section staff. Please call 304-872-4302 and your call will be directed as needed.
- Technicians are performing site and generating stream management plans and blockage removal based on the calls that are received.

Stream Projects

- South Fork of the Cherry River (GVCD) – First phase is complete. Surveying is ongoing for the second phase with construction planned for this summer.
- Buffalo Creek (ECD) – Surveying and design are in process.
- Coal River (CCD) – surveying and assessments were started in March in the Alum Creek area.
- Rainelle Flood Control Channel restoration is complete. The total cost for the project is \$220,528.15.
- A new version of the SSRP cost-share program is being finalized and details will be made available soon.

Dam Rehab

- Gannett Fleming is continuing to work on planning studies for Brush Creek 9 & 15 and New Creek 1 & 17, and perform the construction oversight for UDC1.
- Upper Deckers 1
 - Groundbreaking set for August 7
 - The permit process continues for UDC1 with construction slated for 2017/2018.
 - WVCA is preparing the permit applications and mitigation plan.
 - MCD has accepted the bid from Triton Construction.
 - MCD awarded contract to Triton Construction of Nitro, WV. The winning bid was \$7.9 million.
- NPCD, SCD, MCD and PVCD – Please track hours that District Supervisors attend any rehab meetings.

- Reminder: Rehab meetings are held the first Wednesday of each month. Any District that has rehab projects can participate in these meetings by phone.

11:53 AM

08/17/17

Greenbrier Valley Conservation District
A/P Aging Summary
As of August 17, 2017

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
American Forage and Grassland Council	25.00	0.00	0.00	0.00	0.00	25.00
BJW Printing & Office Supplies	47.30	0.00	0.00	0.00	0.00	47.30
Boone Tractor & Implement, Inc.	134.69	0.00	0.00	0.00	0.00	134.69
City of Lewisburg	17.42	0.00	0.00	0.00	0.00	17.42
First Citizens Bank	354.96	0.00	0.00	0.00	0.00	354.96
Fisher Auto Parts	370.42	0.00	0.00	0.00	0.00	370.42
Greenbrier County Landfill	0.00	6.08	0.00	0.00	0.00	6.08
Harry L. Vance Logging	342.88	0.00	0.00	0.00	0.00	342.88
Komax, LLC	263.14	0.00	0.00	0.00	0.00	263.14
Liskey Truck Sales, LC	86.00	0.00	0.00	0.00	0.00	86.00
Mon Power	20.06	0.00	0.00	0.00	0.00	20.06
Mountaineer Gas Company	31.75	0.00	0.00	0.00	0.00	31.75
RBS, Inc.	86.53	0.00	0.00	0.00	0.00	86.53
S. J. Neathawk Lumber, Inc.	19.93	0.00	0.00	0.00	0.00	19.93
Sherry W. Ferrell	525.00	0.00	0.00	0.00	0.00	525.00
State Fair of WV	125.00	0.00	0.00	0.00	0.00	125.00
Suddenlink	216.72	0.00	0.00	0.00	0.00	216.72
Waters Agricultural Laboratories, Inc.	0.00	122.00	0.00	0.00	0.00	122.00
Westfield Insurance	61.27	0.00	0.00	0.00	0.00	61.27
WVACD	4,000.00	0.00	0.00	0.00	0.00	4,000.00
TOTAL	6,728.07	128.08	0.00	0.00	0.00	6,856.15

Course of Action (COA) Analysis

COA #1

- COA 1 – Lime and Grazing Focus
 - Fund all Lime applications
 - Eliminate Allocations for Cover Crop and Woody Invasive Species Management
 - Increase funds available for Fencing and Water

Projects

Lime	~55%	\$75,871.20
Fence and Water	~45%	\$62,159.13
Cover Crop and Woody Invasive	0%	<u>\$0.00</u>
	100%	\$138,030.33

Fence and Watering Decisions

Lime		~55%	\$75,871.20	
Fence and Water		~45%	\$62,159.13	
Total App		1/2 Funded	100%PDF& AWS	Divided Even
PDF	\$33,105.75	\$16,552.88		\$12,431.82
AWS	\$28,966.08	\$14,483.04	\$75,420.59	\$12,431.82
PDFAWS	\$13,348.76	\$6,674.38		\$12,431.83
EF	\$29,557.00	\$14,778.50		\$12,431.83
EFAWS	\$16,440.27	\$8,220.14		\$12,431.83
	\$121,417.86	\$60,708.93		\$62,159.13
Cover Crop and Woody Invasive		0%	\$0.00	