



# 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 October 19, 2017

The Greenbrier Valley Conservation District Board of Supervisors met on Thursday, October 19, 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  
Greg Stone, NRCS  
Katie Loucks, NRCS Golden Winged Warbler  
Brian Wickline, WVU Extension  
Reagan Ernst, Monroe 4-H Soils Team  
Andrew Wrzosek, Monroe 4-H Soils Team  
Cammie Wickline, Monroe 4-H Soils Team  
Lynn Woods, DM

#### Call to Order

Chairman Gary Sawyers called the meeting to order at 7:08pm.

#### Approval of Minutes

Motion was made by Timothy VanReenen and seconded by Jerry Clifton to approve the minutes of the September 21, 2017 Regular Board meeting. Motion passed.

#### Guests

- Brian Wickline and the award-winning Monroe 4-H Soils Team made a presentation about the 2017 National Land and Home Site Judging competition in Oklahoma and thanked the Board for their financial support for the trip. Reagan Ernst, Andrew Wrzosek, and Cammie Wickline shared a power-point and talked about their experience at the competition. Kris Hoke, also a team member, was not present as he is now with the US Marines. This impressive group of young people brought home the national team title, as well as, the first-place individual title in both land judging and home site judging.
- Katie Loucks from NRCS made a presentation on the Golden-winged Warbler Initiative.

#### District Manager Report

Lynn Woods stated that the agenda would address most items and referred to her written report.

#### Funding Requests

No funding requests at this time.

### Cooperating Agency Reports

- *NRCS – Jack O’Connell and Greg Stone*  
Jack O’Connell reviewed his written report, which is attached. Greg Stone congratulated the District on continued focused approach funding for Meadow River and Stamping Creek and answered questions from the Supervisors.
- *WV Division of Forestry* – not present
- *FSA* – not present
- *WVCA*  
Jeremy Salyer reviewed his written report, which is attached.

### Unfinished Business

- Ronceverte high tunnel project – no new information.
- SSRP review – Jeremy Salyer went over the proposed program that would replace the current SPRP program. The main differences are that it will be a cost-share, rather than a full funding program and will give the agency the ability to enter into agreements with county commissions.
- Timothy VanReenen reported that listening sessions are on-going with the districts. Ours is completed and now we need to follow-up on the items that were identified as concerns during that session.
- State awards luncheon and auction - Timothy VanReenen reported that \$2,671.00 was raised for scholarships at the auction. There was discussion about the luncheon and the need to improve the quality of the conservation farm videos. It was also suggested that an additional, more in-depth video be made about the winner, to be played after the announcement of first place.

### 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 Avery Atkins. 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 Timothy VanReenen. Motion passed.** List is attached.
- **Avery Atkins moved and Timothy VanReenen seconded the motion to sign and submit the CDO budget report of actual expenses for FY17. Motion passed.**

#### *Agricultural Enhancement Program Committee:*

Timothy VanReenen presented the following for payment:

Pasture Division Fence:

Benjamin H. Ellis	\$ 625.00
Benjamin L. Ellis	\$ 760.00

Amy Rae Hubbard	\$ 512.50
Sub-Total	\$1,897.50

Lime:

Billy Young	\$ 642.15
Julia Light	\$ 390.00
Franklin G. Rapp	\$3,102.00
Dave Rapp	\$2,250.00
Mark Hoke	\$2,460.00
Salvador Valdez	\$1,863.00
Willis W. Humphreys	\$ 150.00
David Wills	\$1,228.50
Mike McCormick	\$2,156.25
Jamie Walker	\$3,745.65
Joe Ramsey	\$1,145.25
Sub-Total	\$19,132.80

**Total Payments \$21,030.30**

**Timothy VanReenen moved on behalf of the committee and Jerry Clifton seconded the motion to approve the aforementioned payments totaling \$21,030.30. Motion passed.**

Timothy VanReenen presented the following for cancellation:

Kermit Morgan - Lime - \$1,584.00

**Timothy VanReenen moved on behalf of the committee and Avery Atkins seconded the motion to approve the aforementioned cancellation totaling \$1,584.00. Motion passed.**

#### *Grassland Committee:*

- Banquet after-action review – Gary Truex reported that Barry Level and Dennis Burns are working on recommendations. Gary Truex moved on behalf of the committee and Timothy VanReenen seconded the motion to reimburse Lynn for hotel bill following the banquet. In discussion, Lynn said that was not necessary. Supervisors asked Jeremy Salyer if this was acceptable and Jeremy said that she should submit the expense to the agency. With that, Gary Truex withdrew his motion.

#### *Building/Equipment Committee:*

- Manure spreader parts are still being researched. No action taken.

#### Other Committees

None

#### Watershed Reports

- WVCA O, M & R Report

- Judith Lyons sent written report. Copy attached.
- Lynn reported that payment for the OM&R contract for Marlin Run is pending verification of completed work. Judith Lyons said there was additional work to be done to satisfy the terms of the contract.
- Lynn noted that the LOR for Anjean Rd, Roaring Creek, and Charmco sediment removal sites may not be needed after all and referred to Judith's report.

#### *319 Committee:*

Jerry Clifton presented the following invoices for payment.

Participant	Amount	
Snake Run Project	\$53.90	Muddy Creek State funds
Wes Reed	\$200.00	Second Creek Karst II
John Nelson	\$85.00	Milligan Creek State
Rita Goff	\$593.50	Muddy Creek State funds
Wes Reed	\$12,600.00	Second Creek Karst II
Total Invoices	\$13,532.40	

**Jerry Clifton moved on behalf of the committee and Avery Atkins seconded the motion to approve the payment of the aforementioned invoices totaling \$13,532.40. Motion passed.**

Jerry reported that the situation at Snake Run discussed last month has been resolved. He also noted that the committee has discussed having an outreach workshop in January and this will be on the December committee agenda to plan.

**Jerry Clifton moved on behalf of the committee and Timothy VanReenen seconded the motion to send the LOR for Howards Creek.** There was discussion about the intended use of these funds. It was explained that this was for Howards Creek improvements above the channel and that the funds which are for survey and design work, were possible through an AGO grant. **Motion passed.**

#### **Actions Between Board Meetings**

- Gary Truex signed the contract for the venue for Women-In-Ag event on October 21. The fee was paid by outside sponsors.

#### **Correspondence**

- Gary Sawyers reviewed correspondence from Louis Aspey (official notification of focused approach funds) and noted we received the 2017 WV Annual Bulletin from WVDA.

#### **New Business**

- Timothy VanReenen went over the highlights of the quarterly WVACD meeting. He noted the following:
  - The education committee voted to start recognizing sesquicentennial and bicentennial farms in addition to century farms.
  - Tweaks were made to the photo and poster contest requirements. Photos will now be brought to the quarterly meeting rather than being mailed to the WVACD office.
  - GVCD needs to appoint a supervisor to the Envirothon committee.
  - Quarterly meeting dates and venues have been announced for 2018.

- Responsibility for the WVACD State Fair display has been moved from the Education committee to the District Operations committee and a trailer is to be purchased for storage and transport of the materials.
  - The legislative breakfast will be held again at Ag Day and districts are strongly encouraged to make personal contact with their representatives.
  - Dam tours are pending federal scheduling.
  - There are concerns that general EQIP funds will suffer if new legislation diverts \$300 million to the Chesapeake Bay watershed. Any letter of support will note a contingency that funds do not come from general EQIP funds.
- Gary Sawyers reported that the Legislative committee is trying to get the Legislative breakfast for Ag Day on the master schedule to improve attendance. He also said that he had talked to Boogie Ambler and that we should do another Legislative briefing in January (like last year) and the 4<sup>th</sup> was suggested as a possible date. He noted that Del. Stephen Baldwin was appointed to the Senate vacancy left by Ron Miller and the replacement for his seat as Delegate is pending. It was suggested that legislators also be invited to a field day, tractor presentation, etc. Planning and budget for a January briefing will be put on the November agenda. Ron Miller would also like to visit with us and may attend the November 8<sup>th</sup> committee meetings. Listening session notes have been shared with him.

#### **Approval of Conservation Agreements & Terminations**

- None

#### **Approval of Conservation Plans**

- None

#### **CREP**

- None

#### **Other Business**

- It was suggested that a policy be developed for A/R write-offs, bad debts, small amounts of interest, etc.

#### **Adjournment**

With no further business, the meeting adjourned by consensus at 9:37pm.

Respectfully submitted,



**Gary Sawyers**  
Chairman



**Carolyn Miller**  
Secretary/Treasurer

GS/CM/lw

Recorded by Lynn Woods, District Manager



# GVCD District Manager Report

*October 19, 2017*

## **Items Needing Action:**

- See Agenda
- Review of A/R accounts

## **Accomplishments:**

- Draft minutes for September regular board meeting have been distributed and are awaiting approval at this meeting.
- All approved minutes have been posted on the website.
- Committee meeting minutes will be obtained from Dennis and Barry due to my absence on 10/13.
- OMR invoice for Howards Creek has been paid. Marlin Run is pending.
- Contractor reference list ad was placed in all district papers.
- Quarterly report has been submitted and distributed to all districts.
- Annual Legislative & Awards Banquet was held on September 19 with about 85 attendees. A last-minute schedule change at the Legislature prevented a few people from attending. We have received a lot of positive feedback about the event.
- Articles about our honorees with photos from the banquet are being placed in district newspapers and our Facebook page weekly.
- Timothy VanReenen and Gary Sawyers attended the WVACD Quarterly meeting in Flatwoods on October 16 & 17.
- State Awards luncheon was held on October 17 in Flatwoods. All GVCD Supervisors, Barry Level, Matt Morgan, John Nelson & Lynn Woods attended along with our finalists for the State Conservation Farm Contest, Aaron, Tara, and Graham Helmick. We were excited to learn that they were chosen as the WV Conservation Farm of the Year. This has been shared on our Facebook page and the WVCA website. An official press release is being put together by Rebecca Haddix of NRCS. This will be submitted to our district newspapers and we will also ask Fox59 to do a follow-up. Gary Sawyers was also recognized as an Honorary Member.
- Two donations were made for the scholarship fundraiser auction at the quarterly meeting.
- Women-in-Ag will be held on October 21 at the Blue Ribbon Center on the State Fairgrounds. We are expecting about 85 people to attend. We have five speakers, as well as, about a dozen vendors and agencies setting up displays. Breakfast and lunch have been arranged. (GVCD is paying for the lunch.) Outside sponsors have generously paid for the venue and donated door prizes.
- Hollifield & Associates has said they will begin our Agreed Upon Procedures review in October; however, I do not have a firm date.
- AgEP database has been updated to reflect all approved AgEP contracts for FY18.

## **Upcoming Dates to Note:**

<b>Oct 21</b>	Women-In-Ag @ Blue Ribbon Center 9am – 3pm (registration begins at 8:30am)
<b>Nov 8</b>	Committee Meetings – 9am (these will need to be in our office as federal reviewers will be in conf room)
<b>Nov 13</b>	Veteran's Day – office closed
<b>Nov 16</b>	Regular Board Meeting
<b>Nov 23 &amp; 24</b>	Thanksgiving Holidays – office closed



United States Department of Agriculture  
Natural Resources Conservation Service  
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## NRCS Report – Greenbrier Valley Conservation District October 19, 2017

### Farm Bill Programs

**EQUIP/AMA** – Applications for EQUIP/AMA are accepted year-round with rankings occurring at specified intervals. The application cut-off for consideration in the first round of funding is November 3.

**Focused Conservation Approach (FCA)** – Due to the low number of applications received in the Pocahontas County Ground Water Quality (Stamping Creek) FCA, a targeted mailing went out last week to landowners identified through the county's online tax maps system. Sixty-eight potential customers were located and letters were mailed. The letter briefly described the project and listed some potential practices that could be used to treat the identified resource concerns. With uncertain numbers for participants in the Upper Indian Creek NWQI project, a similar letter was mailed this week to sixty-seven landowners in that project area.

**Documents Management System (DMS)** – as NRCS moves to make more of our paper online and accessible to staff through Conservation Desktop and to customers through Client Gateway, there is a need to scan and upload existing contracts and supporting documents to the system. This massive undertaking will be handled in WV by contract staff. Katlyn Sharp will be reporting to the Lewisburg office on Monday October 23. Katlyn will work throughout the GVCD and other locations if time permits.

### Personnel/Other

- Silas Sattler continues to perform construction inspection at Emergency Watershed Protection (EWP) program job sites in Webster counties. He is expected to finish next week.
- Stream stabilization practices were completed this week at one Knapps Creek site.
- Tom Vance continues to be a great help with EQUIP, CREP, CRP practice application and HELC planning.
- Staff in all offices completed the Conservation Activity Evaluation Tool (CAET) by the 9/30/2017 deadline for FY2018 Conservation Stewardship Program renewal contracts. The new CSP and tools has been very confusing for NRCS staff nationwide. Barb Greenleaf is coordinating efforts to hopefully provide much-needed training.
- Katy has been working with the Women in Agriculture committee on the upcoming Greenbrier Valley Women in Agriculture workshop to be held this Saturday from 9:00AM to 3:00PM on October 21 at the WV State Fair Blue Ribbon Poultry Building.
- Jack has been working on Agricultural Conservation Easement Program (ACEP) conservation plans, while staff in all offices have been assisting with applications.
- Staff in all offices are working with FSA on CREP, CRP, and Emergency Conservation Program (ECP) projects.
- Conservation Desktop Release 1 is coming soon. Brandon Duckworth and Josh Cook will teach small groups to use this application. Training for GVCD personnel will occur on 11/1/2017.



United States Department of Agriculture

## Focused Conservation Approach to Environmental Quality Incentives Program (EQIP) Conservation Delivery

September 26, 2017

XXX  
XXX  
XXX

SAMPLE

Dear XXX:

The Natural Resource Conservation Service (NRCS) in West Virginia is targeting specific natural resource concerns to increase the efficiency and effectiveness of Environmental Quality Incentives Program (EQIP) delivery for installation of conservation practices.

Our project area in Pocahontas County is a high groundwater vulnerability area that we are calling the Hillsboro Groundwater Quality project. This is centered on the highly agricultural Hillsboro-area Stamping Creek and Millstone Creek drainages as well as Improvement Lick Run, Beaver Creek, and Chicken House Run drainages to the east of the Greenbrier River. A search of the Pocahontas County tax maps shows that you may own an eligible parcel of land within the project area.

Conservation practices for the groundwater project were selected as those having the greatest potential to reduce degrading effects of livestock manure on groundwater quality in this area. There are many practices available to help improve water quality through this project. EQIP pays financial incentives at a flat rate per unit for installing contracted conservation practices. The rate of payment is intended to approximate 75% (up to 90% in some cases) of the installed cost, though no particular percentage rate is guaranteed. Following are several ways that you might participate with our conservation efforts:

- Enhancing livestock health and grazing distribution by developing watering systems through installation of wells and spring developments.
- Implementing rotational grazing systems to improve plant and animal health through the installation of pasture division fencing.
- Reducing livestock contamination to surface water and open sinkholes through exclusion fencing and creation or expansion of buffers.
- Enhancing forest health and reducing compaction and erosion by excluding livestock from wooded areas.
- Removing debris from sinkholes to prevent leaching of contaminants into groundwater.
- Applying fertilizer and soil amendments according to a nutrient management plan for better plant quality, less waste of fertilizer, and reduced contamination to surface and groundwater.
- Developing hardened animal walkways and access roads in areas of heavy livestock or farm vehicle traffic areas to reduce soil erosion and better control animal movement.
- Adding or upgrading guttering systems and drains on existing buildings to keep clean rainwater from flowing over surfaces contaminated by manure.
- Relocating animal feeding areas away from surface water and sinkholes to better utilize the filtering effects of pasture/hayland and reduce the amount of contaminants reaching groundwater.

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- Constructing roofed feeding and waste storage facilities to properly collect and store manure, retain nutrient value, and facilitate proper field application.

Applications for EQIP are accepted year-around, with ranking and evaluation periods at specified periods. The cut-off date for applying for the first round of funding is Friday, October 27, 2017, though we encourage early application so we have sufficient time to evaluate your application. Those applications with the highest environmental benefit have the best chance of being selected for funding.

Please contact our office at the address/phone below prior to October 27, 2017 if you have questions or wish to apply for participation in this project. A NRCS representative will also be present at the Hillsboro Public Library meeting room on Tuesday October 10, 2017 from 3:00 PM to 5:00 PM to answer your questions in person. If you have an existing application on file with the Buckeye Service Center, please call to confirm that you wish to participate in the Fiscal Year 2018 funding cycle.

Thank you for your interest and participation in our conservation programs.

Sincerely,

Jack O'Connell  
District Conservationist



## **October 2017 WVCA Report**

### **WVSCC Meeting:**

The West Virginia State Conservation Committee meeting will be October 10<sup>th</sup> @ 10:30 a.m.

### **WVACD Fall Quarterly Meeting**

The Fall WVACD Quarterly Meeting will be October 16 & 17 at the Days Inn & Suites in Flatwoods, WV.

### **AgDay at the Capitol / Legislative Breakfast**

AgDay will be held on February 7, 2018. There will be another Legislative breakfast planned for that morning.

### **Request to Conservation Districts**

The WVCA is encouraging Conservation Districts to review and update your District Policy Manuals. In addition to your policy manual you are encouraged to review your CD Employee Manual (if you have one) and your CD Plan of Work. If you are already doing the reviews, please disregard this request. However, please let us know with a written response that you are already reviewing or will be reviewing the documents.

### **Agreed Procedures Engagement (Audit):**

Conservation Districts are asked to begin the Agreed Procedures Engagement (APE) audit. Please check your current agreement to make sure it is valid.

### **SSRP Program**

Draft will be presented to SCC in October. No action will be taken by SCC until January. Districts are encouraged to review the provided draft and provide comments back to their Area Directors.

### **WVCA Project Section:**

#### **OM&R**

- Work continues with NRCS to develop engineering plans for watershed dams. The seep investigation work being conducted by CEC in South Fork is nearing completion.
- O&M work this season is nearing completion.
- O&M summaries will be available for each District for 2017 construction year by December.

#### **EWP June 2016**

- 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 closed and the Corp is reviewing the comments that were received.

#### EWP July 2017

- WVCA has worked on debris cleanup in Upper Ohio, Monongahela and the Northern Panhandle Conservation Districts.
- The stream debris cleanup is almost complete.
- Debris clean up on the Wheeling Creek Dams is complete.
- WVCA utilized the purchased pit burner to dispose of the woody debris.
- WVCA is addressing flood related calls as they come in.
- WVCA is working with FEMA for reimbursement for eligible expenses.

#### 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) – Surveying underway.
- Buffalo Creek (ECD) – Design complete, working on permitting and landrights
- Coal River (CCD) – Survey and assessment complete, design underway
- Hughes Creek (CCD) – WVCA is working with Kanawha County Commission to complete this project.
- Webster County (ECD) – job showings for sediment removal were held on 9/21/17.
- Short Creek and Middle Grave Creek (NPCD) – monitoring is planned for October, this will be the final year of monitoring on these projects.

#### 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
  - The permit process continues for UDC1 with construction slated for 2017/2018.
  - WVCA continues to work on the permits and mitigation plan.
  - WVCA/NRCS/GF are working with the contractor to review submittals and complete the construction schedule.
  - A gas pipeline has been removed from near the dam to allow construction to begin.
- 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.

## October 2017 Watershed Section Report

### CCRs:

- 3067-Wilfred Johnson Boggs Ck-ineligible
- Erma Jean McKinney-Neola-Legislative-site is not eligible-referred to 319 program.

### Stream Permits:

- Site 8081-Ambassadors for Christ-Marlington-Pocahontas Co.-completed -COE had comments of material being placed on bank. Brian Fry is making adjustments.
- Site 9092-Autumn Wooling-Renick-Greenbrier Co.-Submitted.
- Jim Craft-Valley View Country Club-White Sulphur-COE approved and permitted.
- Rita Rose-Hillsboro-submitted to COE

### EWP:

Meeting with Al Whitaker on November 1 to go over the sites he selected for sediment removal from 2016 flood. The agency will send the funds to the county for the work as they are responsible for the sites selected. The agency nor the District is responsible for that process as it is only done after a flood and the county has to request it.

### SPRP:

### O&M

Donny Dodd and Brian Fry are designing a plan to provide better drainage for Marlin Run. The bottom area stays wet and is difficult to cut. As soon as the plan is ready we will conduct a job showing.

I will approve the invoice from L.D.Hanna upon the downstream right gutter being cut. There is brush/weeds that were not cut. I have called Mr. Hanna and advised him of the need.

- Howard Creek #12-EAP: Up To Date
- Marlin Run EAP: Up To Date

**Greenbrier Valley Conservation District**  
**A/P Aging Summary**  
 As of October 19, 2017

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
ACF Environmental	775.00	0.00	0.00	0.00	0.00	775.00
BJW Printing & Office Supplies	31.00	0.00	0.00	0.00	0.00	31.00
Boone Tractor & Implement, Inc.	17.95	0.00	0.00	0.00	0.00	17.95
City of Lewisburg	19.16	0.00	0.00	0.00	0.00	19.16
First Citizens Bank	1,401.96	0.00	0.00	0.00	0.00	1,401.96
Fisher Auto Parts	73.19	0.00	0.00	0.00	0.00	73.19
Greenbrier County Landfill	10.75	0.00	0.00	0.00	0.00	10.75
Greenbrier Valley CD Equip Repair Fund	550.00	0.00	0.00	0.00	0.00	550.00
Harry L. Vance Logging	404.12	0.00	0.00	0.00	0.00	404.12
Komax, LLC	478.91	0.00	0.00	0.00	0.00	478.91
Mon Power	20.23	0.00	0.00	0.00	0.00	20.23
Mountaineer Gas Company	31.75	0.00	0.00	0.00	0.00	31.75
Robert Cook	200.00	0.00	0.00	0.00	0.00	200.00
Sherry W. Ferrell	375.00	0.00	0.00	0.00	0.00	375.00
Suddenlink	217.21	0.00	0.00	0.00	0.00	217.21
Taste of Heaven	658.75	0.00	0.00	0.00	0.00	658.75
The Pocahontas Times	33.00	0.00	0.00	0.00	0.00	33.00
Waters Agricultural Laboratories, Inc.	8.50	0.00	0.00	0.00	0.00	8.50
Watson Mfg.	2,197.02	0.00	0.00	0.00	0.00	2,197.02
WV Daily News and Valley Ranger	120.00	0.00	0.00	0.00	0.00	120.00
<b>TOTAL</b>	<b>7,623.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,623.50</b>