



# Potomac Valley Conservation District

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## **MINUTES OF MEETING**

**January 3, 2018**

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, January 3, 2018, at the USDA Service Center in Moorefield. The meeting was called to order at 7:05 p.m. by chairperson, Charlotte Hoover.

**SUPERVISORS:** Charlotte Hoover, Ron Miller, John Hicks, Kent Spencer, Brian Dayton, George Leatherman, J.W. See, Frank Weese, Dale Walker and Gerald Sites

**OTHERS:** Doris Brackenrich, NRCS; Suzy Campbell, Andrea Walker, Ben Heavner, Jennifer Skaggs, Russell Young, and Nadene Jewell, WVCA; Roger Dahmer, FSA; Bill Pownall, WV Division of Forestry; Carolyn Hefner, Associate Supervisor, Al Gramprrie, Hardy Co Resident.

**MINUTES:** The minutes of the December 6, 2017 meeting were presented for review and approval. A motion was made by Ron Miller and seconded by Kent Spencer to dispense with the reading of the minutes of the December 6, 2017 meeting and approve them as written and distributed. Motion carried.

**FINANCIAL REPORTS:** The Treasurer reviewed the treasury reports for the month of December with the Board. Supervisors reviewed the December 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 John Hicks to approve the reports for December and approve the invoices paid within the month. Motion seconded by Ron Miller. Motion carried.

**INVOICE:** Board action was taken on payment of an invoice in the amount of \$525.00 from William Lipps CPA for bookkeeping services in the month of December. A motion was made by John Hicks and seconded by Dale Walker to approve payment to William Lipps CPA in the amount of \$525.00 for bookkeeping services in December. Motion carried.

**INVOICE:** The Board reviewed a revised invoice in the amount of \$6,328.24 from CEC for engineering services completed on the Bergdoll Bridge Project. WVCA watershed staff has verified completion of the work. The balance in the Bergdoll Bridge account is only \$ 4,582.00. Per WVCA, the additional amount of \$1,746.24 will be paid from SPRP funds. A motion was made by Kent Spencer and seconded by J.W. See to approve the payment in the amount of \$6,328.24 to CEC for work completed on Bergdoll Bridge Project. Motion carried.

INVOICE: The Board reviewed an invoice from Trout Unlimited in the amount of \$31,800.00 for work completed on the Reeds Creek Streambank Stabilization Project. Suzy Campbell discussed with the Board – has visited the site, good project. Funding for the project through Chesapeake Bay Program is in the District account. A motion was made by J.W. See and seconded by Ron Miller to approve payment in the amount of \$31,800.00 to Trout Unlimited for the Reeds Creek Project. Motion carried.

WATERSHED: South Fork Emergency Action Plans – Following some discussion, a motion was made by John Hicks and seconded by J.W. See to authorize the chair to sign the updated South Fork Emergency Action Plans when finalized. Motion carried.

EQUIPMENT: Discussion held regarding the purchase of a manure spreader. The equipment committee needs to meet and discuss the options. Need to investigate models – rental option before purchasing. May be able to view different models at Farm Show, also at show in Fishersville, VA. Committee to meet next month.

DISTRICT NEWSLETTER: Andrea Walker discussed the winter issue of the PVCD newsletter. Cost estimate from company that printed and mailed last year's newsletter was \$636.00. Will bring a final draft and estimate to next meeting for action.

RESCHEDULE FEBRUARY MEETING: Discussion was held regarding the need to reschedule the February meeting due to Ag Day in Charleston on 2/7/18. Following some discussion, the group agreed by motion of J.W. See to hold the February meeting on Wednesday, January 31, 2018 @ 7 pm in Moorefield. Motion seconded by John Hicks. One opposed - motion carried by majority.

AG DAY: Ag Day at the Capitol will be held on Wednesday, February 7, 2018. A legislative breakfast will be held that morning – supervisors encouraged to attend. If planning to attend, should make appointments to visit with representatives.

ENVIROTHON TEAMS: Three teams have expressed interest in the 2018 Envirothon competition. Discussion was held regarding team support. A motion was made by John Hicks and seconded by J.W. See to approve support in the amount of \$400.00 per team to attend the 2018 Envirothon. Motion carried.

SOIL TUNNEL TRAILER: The Soil Tunnel Trailer has been requested for the STEM event at Potomac State College in March. The trailer could also be used at local schools during the week prior to the STEM event if PVCD would be able to cover the expenses (\$200 per day). (Focus on schools in Hampshire County this year). Conservation Education funds can be used for the trailer. Will discuss costs with CCD. Cindy Shreve, WV Dept of Ag, will assist with curriculum at schools – may need supervisors to assist in moving trailer to different schools. All were in agreement – good education outreach opportunity. Following some discussion, a motion was made by Kent Spencer to approve sponsorship of the soil tunnel trailer for one week in Hampshire County schools. Seconded by Brian Dayton. Motion carried.

DISTRICT MANAGER REPORT: Nadene reported on the following:

- Ag Day at the Capitol on 2/7/18

- Ag Education Dinner Meeting Reminder – schedule of meetings / topics provided to supervisors
- 2018 Election Reminder – registration dates are 1/8/18 – 1/27/18 – check with local county clerk’s office

EQUIPMENT REPAIRS: Ron Miller discussed repairs needed to rental equipment – Litter spreaders. He will take spreader for repair next week. Ron, J.W. and Kent are moving rental equipment as needed – litter elevator out this week. Ron also reported the water is froze at the shop office building – heater wasn’t working properly. Will need to have heat repaired in office building. Also, working with Southern States on heat for shop building.

AG ENHANCEMENT: Jennifer Skaggs and Russell Young, WVCA, were in attendance and reviewed the Ag Enhancement Trend Analysis Report. The state has reached the 5 year benchmark in the program. Russell reviewed information used in the report – CCD example. Jennifer reviewed information specific to PVCD. Reminded supervisors to review current program and provide comments for any revisions in the coming year.

AG ENHANCEMENT: The following were presented to the Board:

Gerald Sites excused himself from the meeting

LIME - Payments: *Glenn Mathias \$2,930.83 CS; Ervin Wilkins \$3,510.00 CS; \*\* Gerald Sites \$ 4,500.00 CS; Charles T. Wimer \$3,789.20 CS; Baker Farms \$2,035.74 CS*

A motion was made by Kent Spencer and seconded by John Hicks to approve the lime payments as presented to the Board for payment. Motion carried.

LITTER TRANSFER – *No payments submitted*

Gerald returned to the meeting.

DIVISIONAL FENCE / WATER TROUGHS: Applications: *Steve McCauley, Paige Alexander*

Cancellation: *Becky Feller*

Ben Heavner reported that Becky Feller decided to cancel her application for divisional Fence / Water Troughs. This enables the funds allocated for her contract to be freed up for other applications – will cover two smaller applications. A motion was made by John Hicks and seconded by J.W. See to approve the cancellation of Becky Feller’s application and approval of two applications as listed above. Motion carried.

WVACD: Reminder of WVACD winter quarterly meeting to be held at Flatwoods on 1/16 – 1/17. Information on the meeting provided to PVCD directors, Hicks and Miller.

FSA: Roger Dahmer was in attendance and reported on the following:

- LIP – Animal Loss – 30 days from time of loss to file – MUST document
- ARC PLC Base Program – sign up for 2018 currently underway

WVCA: Suzy Campbell reported on the following:

- Continue to wait for release of Chesapeake Bay target goals
- Proposals sought for projects that qualify for Chesapeake Bay funding – must be able to receive credits under Ches. Bay program – welcome project ideas

WVCA: Ben Heavner reported on the following:

- Remind producers that AgEP practices must be completed before May deadline
- Available to answer any AgEP related questions

WVCA: Andrea Walker reported on the following:

- Working on draft for newsletter
- Working on Chesapeake Bay newsletter
- Anderson Run Project

WV FORESTRY: Bill Pownall reported on the following:

- Headquartered in Romney – cover eight counties in the panhandle
- Recent restructure – six districts – service foresters
- Smaller areas – better serve in each area
- Contact him with local forestry concerns

NRCS: Doris Brackenrich reviewed her monthly report with the Board:

- Reviewed contracts/ applications – completion
- Eligible applications – in Morgantown for funding review
- Second ranking period closes next week
- Energy audits on hold / designs
- NRCS Forester, Rosie Santerre had her baby boy on new year's day – Congrats!

Reminder – State Ag Enhancement Committee meeting on 1/17/18 at 1 pm at WVACD office. (Meeting will follow the WVACD Quarterly Meeting). Any supervisors unable to attend, may participate by videoconference at District office.

There being no further business, the meeting adjourned by motion of John Hicks at 8:00 pm. Motion seconded by J.W. See. Motion carried. The next regular meeting will be held on Wednesday, **January 31, 2018 at 7:00 pm** at the USDA Service Center in Moorefield.

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Chairperson

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Secretary

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Date