#### Little Kanawha Conservation District

Board of Supervisors Meeting January 11, 2018, 10:00 AM Mill Run Agricultural Service Center, Parkersburg, WV

#### Minutes

#### Attending were:

\* Supervisors Attending • Supervisors by Conference Call Ivan Banks, Ritchie County Norma Collins, Calhoun County
\*Delmas Carr, Wood County
\*Dexter Graham, Wood County
\*Mike Nichols, Ritchie County
\*Sam Sheets, Roane County
\*Roger Shaver, Wirt County
Judy Saunders, Roane County
\*Roseann Adams, Wirt County

#### Others attending or • Others by Conference Call:

Jerry Waybright, Associate Supervisor, Wood County Brian Farkas, WVCA Tim VanReenen, WVACD Mikayla Hayes, LKCD Jason Crislip, NRCS Davin White, WVCA Vernon Stephens, Forestry Chuck Copeland, Forestry Eleanor Porter, FSA Bob Buchanan, Wood County Solid Waste Authority Jessica Nichols, WVCA

Call to order & Pledge of Allegiance Meeting called to order at 10:10 a.m. by Mike Nichols. Pledge recited by all.

Introduction of Visitors – Their reports and concerns None at this time

#### **District Business**

Minutes of Previous Meeting

Question about Lincoln's birthday being a holiday. Reviewed that it is also stated in WV State Code. Motion to accept as presented was made by Delmas Carr and seconded by Roseann Adams. Majority approved. Motion carried.

#### Approval of Financial Reported Items

- Movement of funds between accounts Account Number 2202 -
  - Dexter Graham placed \$1.00 in account 2202 to keep it open. Jessica Nichols will send the information thru to Guthrie. Motion to reimburse Dexter Graham was made by Roger Shaver and seconded by Sam Sheets. Majority approved. Motion carried. Jessica Nichols requested the deposit ticket so she could scan it to Guthrie.
- Closed out the non-interest-bearing acct.
- Two checks were mailed at the end of December with only one signature. These two checks were out of the interest-bearing account.

#### Approval of Cooperators

Agreements – None Terminations – None

Correspondence – Non-Action Items Please review the items at your leisure.

Correspondence - Action Items -

- Winter Educational Meetings Fund Requests Motion to approve \$450 for Roane County and \$250 as requested by Ritchie County for the Winter Educational Meetings was made by Sam Sheets and seconded by Roger Shaver. Majority approved Motion carried. Requests attached Appendix A.
- Review & Approval request for Sediment Control Plan, Reedy, Roane County Motion to approve was made by Dexter Graham and seconded by Delmas Carr to approve if Sam Sheets deems it suitable after reviewing. Majority approved. Motion carried. Letter attached Appendix B.

#### Report of Agencies and Others

LKCD Associate Supervisors Report – Verbal report was given by Jerry Waybright.

Field Staff Report, NRCS, District, Jason Crislip Verbal report was given.

Field Staff Report, LKCD, Mikayla Hayes Mikayla Hayes went over the information on her report. General questions. Report attached Appendix C.

Field Staff Report, Forestry, Chuck Copeland – Discussed the information in report. Verbal report on additional items. Report attached Appendix D. Field Staff Report, WVCA Verbal report given by Jessica Nichols.

FSA, Eleanor Porter Verbal report was given.

WV DNR Report, Jeff McCrady Unable to attend

LK RC&D Report Unable to attend

Solid Waste Authority Report Bob Buchanan gave verbal report.

WVU Extension Unable to attend.

#### Special Items of Interest

Emergency Watershed Program/Stream Protection & Restoration Program Nothing at this time.

North Fork Hughes River Updates & Issues Please see attached WVCA Watershed Report. Attached Appendix E.

- Debris Removal
  - General discussion on this topic. Motion for Mike Nichols to hand deliver developed funding agreement request for NFHR O&M was made by Dexter Graham and seconded by Sam Sheets. Majority approved. Motion carried.
- Gas well
  - Nothing new at this time.

Pond Run O&M Update -

The City of Parkersburg has done their O&M work. The Wood County Commission has not done the work on their section.

Promotional Items – Tabled till example item received.

#### Local, National & State Meeting Report

Envirothon Committee –

Verbal report was given by Sam Sheets and Jerry Waybright. Range Management, Livestock Grazing, and Multiple Use is the fifth topic. Next meeting is the January 31<sup>st</sup> and competition is April 19 & 20<sup>th</sup>.

Grazing Conference Committee Unable to attend.

Grassland Committee Unable to attend.

#### Active District Committee Reports

Equipment Committee Dexter Graham gave verbal report.

Ag Enhancement Committee – Please see attached Report. Attached Appendix F.

• Contracts Not Signed

• Attached report F. General discussion. Motion to send a letter allowing for 15 days from the date of the letter to sign their contract or request will be cancelled so other landowners might have the benefit of the funds was made by Sam Sheets and seconded by Delmas Carr. Majority approved. Motion carried.

Budget Committee – Meeting needs set soon.

<u>District Manager</u>, Jessica Nichols – Verbal report given.

#### WVCA Report, Kim Fisher

Verbal report given by Jessica Nichols. Please call Kim Fisher with additional questions. Report attached Appendix G.

#### **Closing Activities**

Calendar of Events January 31<sup>st</sup> – Envirothon Meeting – ECD, Sutton, 10 a.m. February 7<sup>th</sup> – Ag Day February 13<sup>th</sup> – District Board Meeting – Mill Run Service Center, Parkersburg, 10 a.m. April 19<sup>th</sup> & 20<sup>th</sup> – WV Envirothon Competition

Motion to Adjourn - Dexter Graham called for adjournment. Meeting adjourned.

These minutes respectfully submitted by Norma Collins, LKCD Secretary and Jessica Nichols, Recorder.

Mike Nichols, LKCD Chairman

Norma Collins, LKCD Secretary

Date approved: \_\_\_\_\_

Page 4 of 4

LKCD Minutes 1/11/2018



January 4, 2018

Dear Little Kanawha Conservation District Supervisors:

I am writing to invite you to partner with the West Virginia University Extension Service in Roane County to sponsor our progressive farmer dinner meeting series offered January, February, and March. You have partnered with WVU Extension in the past to offer meals during these meetings and I humbly request your continued support.

I also plan to partner with Farm Credit of the Virginias to advertise and promote the event. They will provide door prizes and some plastic ware supplies for the meals as well.

I would also like to invite you to have an informational booth at all of these meetings or select a speaker at one of these meetings to briefly discuss the programs that the LKCD offers farmers in our area. In the past, I have given credit to all program sponsors and the services and/or products they provide. I am also willing to continue to do that as well as provide any literature that you supply me with at these meetings. The dinners have typically cost me \$150 each. I humbly request \$450 from you to help offset the costs for these meetings. Please note that any monetary sponsorship you could provide would be appreciated!

Enclosed, please find is a draft flyer advertising the upcoming meetings. If you are able to provide any sponsorship, please let me know as soon as possible and help me by distributing copies of the enclosed flyer in your area. Checks should be made payable to the Roane County Commission *(memo Roane Co. Extension Dinner Meetings)*. If you have any questions or concerns, please contact me at 304-927-0975 or email me at brandy.brabham@mail.wvu.edu.

I look forward to working with you on this and/ or future endeavors!

Sincerely,

Brandy C. Blabham

Brandy E. Brabham Extension Agent

Programs and activities offered by the West Virginia University Extension Service are available to all persons without regard to race, color, sex, disability, religion, age, veteran status, political beliefs, sexual orientation, national origin, and marital or family status. Issued in furtherance of Cooperative Extension work, Acts of May 8 and June 30, 1914 aperpendicular with the U.S. Department of Agriculture.

¥.	WestVirginiaUniversity.	
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# ROANE COUNTY PROGRESSIVE FARMER DINNER MEETING SERIES

- **Tuesday, January 23, 2018** "Beef Cattle Outlook," by Dr. Andrew Griffith; University of Tennessee. Location: Roane County High School Vo-Ag Department, Spencer, WV.
- **Tuesday, February 20, 2018** "Beef Cattle Health," by Dr. Darin Matlick, DVM, West Virginia University. Location: Roane County High School Vo-Ag Department, Spencer, WV.

# Wednesday, March 21, 2018

"Woods and Wildlife," by Dr. Dave McGill and Dr. Sheldon Owen, West Virginia University. Location: Roane County High School Vo-Ag Department, Spencer, WV.

Agriculture producers and landowners encouraged to attend! Call ahead to pre-register. Arrive by 6:30 p.m. for dinner! For more information or to pre-register, call 304-927-0975 or email <u>brandy.brabham@mail.wvu.edu</u>.



Programs and activities offered by the West Virginia University Extension Service are available to all persons without regard to race, color, sex, disability, religion, age, vereaperately Artical beliefs, sexual orientation, national origin, and marital or family status. Issued in furtherance of Cooperative Extension work, Acts of May 8 and June 30, 1914, in cooperation with the U.S. Department of Agriculture.



Little Kanawha Conservation District 91 Boyles Ln Parkersburg, WV 26104

Dear Little Kanawha Conservation District:

The WVU Extension Service is again hosting a series of three winter dinner meetings in Doddridge and Ritchie Counties. Each dinner will host a guest speaker covering a very timely agriculture topic. We have found this format to be very successful in educating farmers and strengthening the connection between the public and agricultural organizations. In addition, two sessions will provide credit hours towards private applicators pesticide recertification.

Financial support is needed to cover the meal cost. In the past, roughly 50 farmers have attended. Estimating \$5.00 per meal, I am requesting \$250 to support a farmer dinner meeting. And as always any donation will be greatly appreciated.

Please plan to join us for these dinner meetings and help us spread the word about these sessions. Checks can be written to Ritchie County Youth Livestock Association and mailed to the WVU Extension Office Ritchie County 1608 East Main Street Harrisville, WV 26362

For more information, please feel free to contact me. Thank you so much for you time and support.

Sincerely,

#### Stephanie M. Deem

Stephanie M. Deem, Ritchie County Extension Agent Ritchie County Office: 304-643-5200, <a href="mailto:smdeem@mail.wvu.edu">smdeem@mail.wvu.edu</a>

Cooperative Extension Service The West Virginia University Cooperative Extension Service, U. S. Department of Agriculture, West Virginia County Boards of Education and County Commissions Cooperating

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#### In Engles (Lans



501 Eagle Mountain Road Charleston, WV 25311 (304) 342-7168 (304) 342-7169 FAX www.s-s-eng.com

• ENGINEERS • DESIGNERS • SURVEYORS December 27, 2017 District Conservation st Little Kanawha Conservation District 91 Boyles Lane Parkersburg, WV 2610

> Re: Town of Reedy Wastewater System Improvements Project Roane County, West Virginia

To Whom It May Concern:

Enclosed is the State of West Virginia Construction Sediment Control Plan, erosion & sediment control narrative, along with pertinent project maps for your review and approval.

Please call if you have any questions or need additional information.

Very truly yours,

S & S ENGINEERS, INC. Jessie O. Parker, Jr., P.E. President

#### Enclosures

cc: Town of Reedy, w/encl. Mr. Tim Meeks, MOVRC, w/encl.

ENVIRONMENTAL MUNICIPAL WASTE INDUSTRIAL WASTE STORMWATER/SCP NPDES PERMITS CIVIL DESIGN LAND PLANNING LAND SURVEYS DIGITAL MAPS HYDROLOGY ENVIRONMENTAL SITE ASSESSMENT 3PS/GIS CONSTRUCTION Appendix B MANAGEMENT

# Little Kanawha Conservation District Income (December 21<sup>st</sup>- January 10, 2018)

#### 2 Ton Lime Spreader

1 Day

\$50.00

Total: \$50.00

#### **Typar**

1 Roll

\$388.80

Total: \$388.80

Total Income for the Month: \$438.80

**Difference from** 

last month:

- (\$4397.32)

January 1- Now: \$0.00

# Region 3 Landowner Assistance Program Accomplishments for December 2017

121 requests were received in Region 3. 109 of these requests were incidental covering a wide variety of topics such as logging complaints, Fire season, logging classes, etc.

#### **Cabwaylingo State Forest:**

A timber showing was held at the Wiley Branch sale, consisting of 80 acres.

## Camp Virgil Tate 4-H Camp (Kanawha County)

Logging continues on this project.

#### Capitol Conservation District: (Oxley)

One logger/industry assist was made.

### Guyan Conservation District: (Six, Cook, Turnipseed)

One reconnaissance was conducted to make recommendations.

# Little Kanawha Conservation District: (Copeland, Stephens, Jelich, Robinson, and

Six practices plans were written consisting of 117 acres. 20 acres of TSI were marked. One insect and disease detection was made. Two acres were marked for wood fiber production. Two acres of trees were planted for timber production. Two acres of TSI was marked for wood fiber production and 37 acres for wildlife enhancement.

#### Upper Ohio Conservation District: (Minton and Wilson) Nothing at this time.

West Fork Conservation District (Wilson and Jelich) One practice plans was written covering 160 acres. One reconnaissance was conducted to make recommendations.

Western Conservation District: (Six and Stephens) One insect and disease detection was made.

**Upcoming Events:** 

#### January 2018 Watershed Report

#### CCRs:

• Site 12261-R. Riggs-Pennsboro-Ritchie Co.-In Progress

#### **Stream Permits:**

None received

#### SPRP:

None

#### **0&M**

#### North Fork of the Hughes:

Upon a discussion with Brian Farkas, we think the best thing to do is to burn the debris up on site with our trench burner that we now have. As soon as we can make contact with Steve Jones, we will have him to designate a place that we can burn. It has to have clearance as it will be about 12 feet deep and 30 feet long and 15 feet wide. That will be the most effective process to take care of the debris.

#### Pullman

Jason and I reviewed Pullman last week. There are two sediment/soil piles on the left and right side of the riser with some debris on the riser. Pictures below.







Little Kanawha Conservation District

# 12/31/2017

# Critical Area Planting

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Unfunded	Robert	Wigal	00	10 1						\$767.65	\$767.65 75 Rank
		1 ** 15ci		44.0						\$1,287.00	\$1,287.00 65 Rank
				TOTALS:	\$30,954.86	\$32,898.97	\$14,768.79	6		\$16,463.92	
asture Div	Pasture Division Fence										
STATUS	FNAME	LNAME		FEET	TOTAL COST	CS APPROVED	CS PAID	DATE DAID	T NULIU	I IA INT IA IA IA	
Approved	John	Alt		2000	1	To				UNFUNDED	NOTES
Approved	Suzanne	Clayton		2000		\$3.000.00					
Approved	Elza	McPherson		1300		\$1.950.00					
Approved	Calvin	Nettles		2000		\$3 000 00					
Unfunded	Benjamin	Allen		2000		00:000/04				40 222	
Unfunded	Robert	Delancy		2000						\$3,000.00 Rank 117	Rank 117
Unfunded	Pamela	Exline		0002						53,000.00 Rank 119	Rank 119
Unfunded	<b>Boyce Sisters</b>	Farming LLC		0000						\$3,000.00 Rank 119	Rank 119
1	Clark	Hunt		0002						\$3,000.00 Rank 119	Rank 119
Unfunded	Sam	Jarvis								\$3,000.00	\$3,000.00 117 Cancelled
	Wavne	l ongfallow								\$3,000.00 Rank 119	Rank 119
	Henry	1 onafallow		0000						\$3,000.00 Rank 119	Rank 119
T	Rocemany	Doloton		7000						\$3,000.00 Rank 119	Rank 119
	Raymond	Came		2000						\$3,000.00 Rank 114	Sank 114
1	Rohert	Wigal		7000						\$3,000.00 Rank 114	Sank 114
1		vv (5d)		240						\$810.00 Rank 114	Sank 114
			1	I UTALS:	S0.00	\$10 950 00	çu uu			0000000	

# Watering System

	TES															
	UAIE PAID CHECK # UNFUNDED NOTES															
	CHECK #													2		
DATE DAID	UAIE PAID															
	C2 FAID	<u> </u>					1									
OTAL COST ICS ADDROVED ICS BAID	CONT NOVED	\$700.00	\$1 700 00	\$1 600 00	\$1 200 00		\$2,600.00	\$3.100.00		00.0000	\$600.00	\$2 600 00	00.000/34	\$1,000.00		
TOTAL COST	1000															
NUMBER		H	1	1			7		-	1	T	2		T		
COMPONENT		Irougn	Trough	Water Source	Trough	Trough	190011	Water Source	Trough	10/040% Courses	water source	Trough	Trough	11 UUBU		
LNAME	Allman	AIIIIdil	Alt	Bennett	Clayton	Cox		LOX	Cunningham	Cumingham	Cumingian	Grow	Harold			
FNAME	Dahra		John	Rusty	Suzanne	Clayton		lorepnen	Dale	Roger	12921	Christiana	Paul	12.22		
STATUS	Approved	non data	Approved	Approved	Approved	Approved		while used	Approved	Approved		Approved	Approved		(July 1)	2

Approved	Alvin	Hunt	Water Source			\$1 800 00					
Approved	Gary	Laughlin	Water Source			54 200 00					
Approved	Norman	Law	Pipeline			\$1 000 00					
Approved	George	Lemon	Trough			41 000 00					
Bapproved	James	McKown	Water Source			\$1 600 00					
Approved	Phil	Sims	Water Source	1		\$2 500 00					
Approved	Vernon	Walker	Water Source	1		\$4 900 00					
Paid	Bobby	Cottrell	Water Source	1	\$2.116.92	\$1 725 00		C1 77E 00 12/CF			
Paid	George	Harper	Trough	2	\$875.13	¢1 700 00	7	/107/21/27	8577		
Paid	Frank	Lane	Trough	C		00'00' (TC	i	/107//7/6 00:00/6	2243		
Paid	Nathanael	Mason	Water Source	1 7		74,000.00		52,600.00 12/13/201/	2261	2	
Paid	El-2	A - DL		-		\$1,600.00		\$1,600.00 11/29/2017	2255		
	L12d	INICPRETSON	Irough	1		\$1,300.00		\$1.300.00 12/21/2017	772/2		
Paid	Troxal	Metheney	Water Source	1		\$1 800 00		L+04/+1/14	1022		
Paid	James	Methenev	Trough	1		¢1 000 00			2248		
Unfunded	Angela	Campbell	Trough	-		ηη.υυο,	00.008,15	9/28/2017	2245		
Unfunded	Adam	Kinzy	Water Source	1 -						\$1,800.00 Rank 105	ank 105
Unfunded	Mike	>	Trough							\$1,700.00 Rank 105	ank 105
Unfunded	Russell		Water Source	1 -						\$1,450.00 Rank 100	ank 100
			1	-	10.00					\$1,100.00 Rank 100	ank 100
				IUIALS:	\$2,942.05	\$45,505.00	\$45,505.00 \$11,525.00			\$6.050.00	

Critical Area Planting	Approved \$3,600.00	Paid \$2,000.00	Balance \$1,600.00	Unfunded \$0.00
Exclusion Fence	\$9,885.00	\$2,175.00	\$7,710.00	\$9,750.00
Heavy Use Protection Area	\$32,900.00	\$6,000.00	\$26,900.00	\$24,000.00
Invasive Species Management	\$18,500.00	\$4,000.00	\$14,500.00	\$25,600.00
Lime	\$32,898.97	\$14,768.79	\$18,130.18	\$16,463.92
Pasture Division Fence	\$10,950.00	\$0.00	\$10,950.00	\$30,810.00
Watering System	\$45,505.00	\$11,525.00	\$33,980.00	\$6,050.00
Totals Funds - AgEP Last FY AgEP Residual Supervisors Support Funds District Work Crew Funds (prevoiusly CD) Final Balance	\$154,238.97 \$ 82,040.21 \$ 14,105.48 \$ 25,000.00 \$ 41,256.44	\$40,468.79 \$26,363.31 \$14,105.48	(\$113,770.18) \$ 55,676.90 \$ \$0.00 \$ 25,000.00 \$ 41,273.39 \$8,180.11	\$112,673.92

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#### January 2018 WVCA Report

### 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 current.

#### 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 these reviews, please disregard this request.

#### AGEP:

- January 31, 2018 Deadline for CDs to submit program comments
- February 2018 Comments reviewed and forms revised
- Late February 2018 Revisions sent to CDs/staff for review
- Mid-March 2018 CDs submit recommendations for FY 19 practices
- Late March 2018 State AgEP committee to meet and review proposed changes for FY 19 and establish allocation formula
- April 2018 Presentation of FY 18 AgEP to SCC
- June 15, 2018 Deadline for CDs submit final practice list to WVCA (CDs can submit final list any time after SCC approval)
- July 1, 2018 Start of FY 19 program
- July 31, 2018 CDs submit annual progress report (per legislative rule)

The AgEP funding allocation formula will be looked at soon by the state AgEP committee. If you have comments on what factors you would like to see utilized in the formula, please contact your district state AgEP committee member or Jennifer Skaggs.

### <u>West Virginia Legislature – 2018 Legislative Calendar</u>

January 10, 2018 - First day of session

January 29, 2018 - Legislative Rule-Making Review bills due

February 13, 2018 - Last day to introduce bills in the House

February 19, 2018 - Last day to introduce bills in the Senate

February 25, 2018 - Bills due out of committees

February 28, 2018 - Last day to consider bill on third reading in house of origin

March 10, 2018 - Last day of session

#### Agricultural Day at the Capitol

Agricultural Conservation Day will be February 7, 2018. Please make appointments to see your House and Senate representatives before going to Agricultural Conservation Day. There will also be a Legislative breakfast that morning, so contact your representatives to invite them to the breakfast.

# **Revised WVACD Quarterly Meeting Dates/Locations:**

January 16 &17, 2018 Flatwoods Days Inn April 16 & 17, 2018 Oglebay, Canaan or Pipestem July 16 & 17, 2018 Tamarack October 15 & 16, 2018 Flatwoods Days Inn

## State Conservation Committee Meeting Dates

January 9, 2018 April 10, 2018 July 10, 2018 October 9, 2018

## WV Ethics Commission - Financial Disclosure Statement

Completed Financial Disclosure Statements must be filed with the Ethics Commission by February 1, 2018.

#### 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 complete and the reports are being reviewed by NRCS.
- O&M work this season is nearing completion. O&M summaries will be available for each District for 2017 • construction year at the next quarterly meeting.

EWP

- Regional permit renewal The comment period closed and the Corp is reviewing the comments that were
- WVCA is working with FEMA for reimbursement for eligible expenses for the July 2017 event.

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 .

#### 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
  - WVCA continues to work on the permits and mitigation plan. Construction is slated to begin in 2018.
  - WVCA/NRCS/GF are working with the contractor to complete the construction schedule.
- 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.