



# Capitol Conservation District

August 2018 Meeting Agenda

Wednesday August 15, 2018 9:00 am

Cross Lanes USDA Service Center - 418 Goff Mountain Rd.

Cross Lanes, WV 25313 - Phone 304.759.0736 email: ccd@wvca.us

## In attendance:

Terry Hudson, Chairman

Sue Brand, District Manager

Clyde Bailey, Supervisor

Frank Naab, Supervisor

Karen Figgatt, Supervisor-Treasurer

Valerie Thaxton, Supervisor-Secretary

**CALL BOARD MEETING TO ORDER**—Terry Hudson called the meeting to order @ 9:03 am

**APPROVAL OF JULY BOARD MEETING MINUTES**-- Valerie Thaxton made the motion & Frank Naab 2<sup>nd</sup> the motion.

**FINANCIAL REPORTS/INVOICES (M)** Co-Administered, Grant, District Funds Report. Supervisor Per Diem & Travel. Bills to be paid as funds permit and coordinated by office staff and filed for audit.

## REPORTS

1. WVCA Report – **Kim Fisher (attached)**-Discussed the 2018 WVCA Quarterly Meeting Report, Reviewed and discussed the training programs that are required, did survey monkey & sent back in and emailed Kim that is has been completed.
2. WVCA Watershed Report –**Judith Lyons (report attached.)** SPRP – Coal River--Verification of CEC invoice is pending funds, Paint Creek currently beginning stages of starting a project for stream restoration. O&M monthly inspections have been completed.
3. Solid Waste – **(Not in attendance)**
4. NRCS - **Julie Stutler**—Reviewed Renewal Notices for 4 Conservation Reserve Programs easements (on one tract) through the FSA. Terry Hudson along with the help of Julie Stutler submitted a Grant.
5. Russell Young - AgEp **(Not in attendance)**
6. Supervisor, Committee, Associate Supervisor Reports –Supervisors request to have their per diems ready for handing in by the 10<sup>th</sup> of the month so payment could be made. Receipts are required to be reimbursed.

Supervisors also attended the Finance Meeting, and some the State Fair to work for the weekend. All discussed the Agenda.

7. District Manager Report -Working on excel spreadsheet for Per Diems and Mileage for Supervisors and a Balance Excel Spreadsheet for expenditures.

## **NEW BUSINESS**

1. (M) Lime Spreader—Motion was made to move the Lime Spreader to Clyde’s Farm and purchase shelter (for storage of spreader) but not to exceed \$1,000.00—Valerie Thaxton motion and Karen Figgatt 2<sup>nd</sup> the motion.
2. Copy of Licenses for Supervisors- **Need copy of Karen Figgatt Driver License and another ID (for I-9)**-Completed
3. Account Signatories City National Bank- **Supervisors need to sign sheets**—Completed, made copy and returned to Jim Shearer at City National Bank
4. District Board Bond---RFQ sent out for new CPA/Bookkeeper.
5. (M) Ag Day Banners—**Kim sent email and information**—Voted to purchase (2) banners displays. Motion was made by Clyde to purchase and Frank Naab 2<sup>nd</sup> the motion.
6. Women in Agriculture Conference—Sponsorship-Gabriella Scraofano
7. (M) Communications Representative Appointment—**Copy of Kim Report**—Motion was made to make the Chairperson the Representative of this project. Motion was made by Karen Figgatt and 2<sup>nd</sup> by Valerie Thaxton all in favor.
8. Big Coal River Project “Discussion”—Money has been appropriated but not deposited into the CCD account

## **UNFINISHED BUSINESS**

1. Century Farm Signs (Program) Discussion—Motion was made to have banquet and century awards on January 26, 2019. Karen made motion and Valerie 2<sup>nd</sup> the motion.

## **CORRESPONDENCE**

1. Xerces Society—Thanking the District for what had been donated.

Meeting adjourned @ 10:30am

***Finance Committee Meeting @ 8:30am***  
***Next scheduled Board Meeting will be September 19, 2018 @ 9:00am***