

## In this packet you will find:

### **Financial & Agreement Information**

Pages 1-2	District Trial Balance Sheet
Page 3	District Account Receivables
Pages 4-8	District Check Detail
Pages 9-10	District Profit & Loss
Page 11	Co-Administered Funds Balances

### **Action Items**

Pages 12-15	WV State Conservation Camp Information
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### **Items late or later in the agenda**

Pages 16-18	LKCD District Staff Report
Page 19	Forestry Report
Pages 20-27	FSA Newsletters
Pages 28-31	Expression of Interest Template Information
Pages 32-38	Brickstreet Insurance Renewal Quote
Pages 39-41	Scholarship Application Information
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Page 55	Financial Meeting Minutes
Pages 56-58	WVCA Report – April 2019

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Accrual Basis

## Little Kanawha Conserveation District

## Trial Balance

As of June 30, 2019

	Jun 30, 19	
	Debit	Credit
CDO Fundes United 0704	52,921.55	
General Fund Checking Peoples	0.00	
General Fund Peoples Bank CD	0.00	
LKCD Account United 1779	86,828.61	
LKCD Projects United 1752	188,874.67	
LKCD Projects United 1752:2nd CD - Part of checking ...	41,583.66	
LKCD Projects United 1752:CD - Part of checking 1752	0.00	
Set-up account - Do-Not Use	0.00	
Accounts Receivable	4,416.61	
Due From Receiving Account	0.00	
Undeposited Funds		37.00
Video Equipment	1,790.79	
Fixed Assets	94,981.02	
Furniture and Equipment	17,800.00	
Accumulated Depreciation		74,587.18
Fed W/H Tax	129.40	
Prepayment Liability	45.00	
Accounts Payable		770.00
Pass Through Money from State		342,854.00
Payroll Liabilities		10,195.60
WV Income Tax W/H	1,523.96	
Fund Balance		137,122.96
Unrestricted Net Assets	110,281.71	
Equipment Rental Income		340.00
Equipment Rental Income:2 Ton Lime Spreader #11		350.00
Equipment Rental Income:2 Ton Lime Spreader #7		350.00
Equipment Rental Income:2 Ton Lime Spreader #5		100.00
Equipment Rental Income:4 Ton Lime Spreader #4		350.00
Equipment Rental Income:2 Ton Lime Spreader #2		350.00
Equipment Rental Income:No Till Drill #1		2,621.00
Equipment Rental Income:Weed Wiper #9	26.00	
Equipment Rental Income:2 Ton Lime Spreader #6		1,050.00
Equipment Rental Income:No Till Drill #8		1,837.50
Equipment Rental Income:Weed Wiper #3		250.00
Interest Revenue		831.32
Interfund Transfer		92,116.96
Investments:Interest-Savings, Short-term CD		155.71
Sales Income		5,747.38
Sales Revenue		7,419.26
Services/Work Crew Revenue		596.00
Equipment Expenses:2 Ton Lime Spreader #6	15.00	
Equipment Expenses:4 Ton Lime Spreader #4	441.82	
Equipment Expenses:2 Ton Lime Spreader #7	296.00	
Equipment Expenses:No Till Drill #8	65.50	
Equipment Expenses:Weed Wiper #3	1,590.50	
Equipment Expenses:2 Ton Lime Spreader #2	1,421.07	
Equipment Expenses:No Till Drill #1	0.79	
Cost of Goods Sold	10,576.86	
Supervisor Expense:Income to Offset Supervisor Exp		14,264.00
Supervisor Expense:Travel, Mileage, Meal Reimburse	11,334.57	
Supervisor Expense:Per Diem Pay	13,800.00	
Advertising/Marketing	1,281.89	
Bank Fees	20.00	
Conference Registration	450.00	
Facilities and Equipment:Rent, Parking, Utilities	4,720.00	
Forage Testing	165.30	
Legal & Professional Fees	6,500.00	
Maintenance & Repairs	381.07	
Meals & Entertainment	1,165.31	
Operations:Books, Subscriptions, Reference	5,719.43	
Operations:Postage, Mailing Service	293.11	
Operations:Supplies	2,347.94	
Operations:Telephone, Telecommunications	1,166.77	
Other Types of Expenses:Insurance - Liability, D and O	2,162.00	

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Accrual Basis

**Little Kanawha Conserveation District**

**Trial Balance**

**As of June 30, 2019**

	Jun 30, 19	
	Debit	Credit
Payroll - Salaries	17,082.00	
Payroll - State Unemployment	614.99	
Payroll - Taxes	2,479.07	
Payroll - Workers Compensation	420.00	
Project/Program	100.00	
Sponsorship Expense	4,210.00	
Supplies - Events	101.16	
Supplies - Office	1,093.99	
Travel and Meetings:Conference, Convention, Meeting	150.00	
Travel and Meetings:Travel	926.75	
TOTAL	<u>694,295.87</u>	<u>694,295.87</u>

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# Little Kanawha Conservation District A/R Aging Summary As of April 10, 2019

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	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Aaron Kaufman	0.00	0.00	0.00	0.00	0.00	0.00
Adam Nichols	0.00	25.00	0.00	0.00	0.00	25.00 PL 4-10
Angela Campbell	0.00	0.00	0.00	0.00	300.00	300.00
Brian Brown	0.00	388.80	0.00	0.00	0.00	388.80 PL 4-8
Camron Stover	0.00	388.80	0.00	0.00	0.00	388.80
CDO Grant Adjustment	0.00	0.00	0.00	0.00	19,000.00	19,000.00
Dan Hickman	0.00	0.00	0.00	0.00	35.00	35.00
Dan West	0.00	0.00	0.00	0.00	0.00	0.00
Daniel McKown	0.00	0.00	0.00	0.00	48.00	48.00
Daniel R. & Gloria J. Hickman	0.00	0.00	0.00	0.00	105.00	105.00
Derek Egbert	0.00	0.00	48.00	0.00	0.00	48.00 PL 4-3
Dewayne Poling	0.00	7.95	0.00	0.00	0.00	7.95 PL 4-3
E.F. Harris	0.00	0.00	0.00	0.00	30.00	30.00 Mistake made in recording
Eric Young	0.00	0.00	0.00	0.00	25.00	25.00
Frank Lane	0.00	25.00	0.00	0.00	0.00	25.00 PL 4-8
General Fund Adjustment	0.00	0.00	0.00	0.00	129.15	129.15
Jessica Nichols	0.00	19.00	0.00	0.00	0.00	19.00 PL 4-3
Joshua Radabaugh	0.00	25.00	0.00	0.00	0.00	25.00
Little Kanawha Conservation Dist...	0.00	0.00	0.00	0.00	16,646.09	16,646.09
Rusty Bennett	0.00	0.00	0.00	58.00	0.00	58.00
Thomas Life	0.00	0.00	0.00	0.00	180.00	180.00 Mistake made in recording
Tyler Millers	0.00	0.00	0.00	0.00	50.00	50.00
Tyler Ritchie	0.00	150.00	0.00	0.00	0.00	150.00
Vick Davis	0.00	0.00	0.00	25.00	0.00	25.00
TOTAL	0.00	1,029.55	48.00	83.00	3,256.06	4,416.61

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# Little Kanawha Conserveation District

## Check Detail

### March 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check		03/31/2019			LKCD Account ...		-3.57
					Fed W/H Tax	-3.57	3.57
TOTAL						-3.57	3.57
Bill Pmt -Check	2037	03/05/2019	WVU Extension ...		CDO Fundes Un...		-250.00
Bill		02/28/2019			Meals & Entertain...	-250.00	250.00
TOTAL						-250.00	250.00
Bill Pmt -Check	2038	03/18/2019	Little Kanawha ...		CDO Fundes Un...		-20,636.00
Bill		03/14/2019			Interfund Transfer	-6,372.00	6,372.00
Bill		03/14/2019			Interfund Transfer	-14,264.00	14,264.00
TOTAL						-20,636.00	20,636.00
Bill Pmt -Check	2039	03/18/2019	Mikayla Hayes		CDO Fundes Un...		-81.32
Bill		03/14/2019			Travel	-81.32	139.10
TOTAL						-81.32	139.10
Bill Pmt -Check	2040	03/18/2019	WV Envirothon ...		CDO Fundes Un...		-738.00
Bill		03/14/2019			Sponsorship Exp...	-738.00	738.00
TOTAL						-738.00	738.00
Bill Pmt -Check	2041	03/20/2019	Little Kanawha ...		CDO Fundes Un...		-14,264.00
Bill		03/19/2019			Interfund Transfer	-14,264.00	14,264.00
TOTAL						-14,264.00	14,264.00
Bill Pmt -Check	2042	03/20/2019	Wv Conservatio...		CDO Fundes Un...		-117.00
Bill		03/19/2019			Advertising/Mark...	-117.00	117.00
TOTAL						-117.00	117.00
Bill Pmt -Check	2708	03/05/2019	Calhoun Chroni...		LKCD Account ...		-64.00
Bill		02/28/2019			Advertising/Mark...	-64.00	64.00
TOTAL						-64.00	64.00
Bill Pmt -Check	2709	03/05/2019	J S C Enterprises		LKCD Account ...		-15.00
Bill		02/23/2019			2 Ton Lime Spre...	-15.00	15.00
TOTAL						-15.00	15.00
Bill Pmt -Check	2710	03/14/2019	Bob Buchannan		LKCD Account ...		-85.83
Bill		02/28/2019			Travel, Mileage, ...	-85.83	85.83
TOTAL						-85.83	85.83

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**Little Kanawha Conserveation District**  
**Check Detail**  
**March 2019**

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	2711	03/14/2019	Delmas Carr		LKCD Account ...		-9.28
Bill		03/12/2019			Travel, Mileage, ...	-9.28	9.28
TOTAL						-9.28	9.28
Bill Pmt -Check	2712	03/14/2019	Dexter Graham.		LKCD Account ...		-65.27
Bill		02/28/2019			Travel, Mileage, ...	-65.27	65.27
TOTAL						-65.27	65.27
Bill Pmt -Check	2713	03/14/2019	Ivan Banks.		LKCD Account ...		-57.34
Bill		02/28/2019			Travel, Mileage, ...	-57.34	57.34
TOTAL						-57.34	57.34
Bill Pmt -Check	2714	03/14/2019	Mikayla Hayes		LKCD Account ...		-57.78
Bill		03/14/2019			Travel	-57.78	139.10
TOTAL						-57.78	139.10
Bill Pmt -Check	2715	03/14/2019	Mike Nichols		LKCD Account ...		-424.51
Bill		02/28/2019			Travel, Mileage, ...	-424.51	424.51
TOTAL						-424.51	424.51
Bill Pmt -Check	2716	03/14/2019	Quill.com		LKCD Account ...		-83.47
Bill	5599...	03/06/2019			Supplies - Office	-83.47	83.47
TOTAL						-83.47	83.47
Bill Pmt -Check	2717	03/14/2019	Roger Shaver.		LKCD Account ...		-148.89
Bill		02/28/2019			Travel, Mileage, ...	-148.89	148.89
TOTAL						-148.89	148.89
Bill Pmt -Check	2718	03/14/2019	United Bankcard...		LKCD Account ...		-29.73
Bill		02/27/2019			Postage, Mailing ...	-7.10	7.10
					Postage, Mailing ...	-7.65	7.65
					Books, Subscripti...	-14.98	14.98
TOTAL						-29.73	29.73

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## Little Kanawha Conserveation District

## Check Detail

March 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	2719	03/14/2019	MIKAYLA D HAY...	LKCD Account ...			-776.56
				Payroll - Salaries		-960.00	960.00
				Payroll Liabilities		71.00	-71.00
				Payroll - Taxes		-59.52	59.52
				Payroll Liabilities		59.52	-59.52
				Payroll Liabilities		59.52	-59.52
				Payroll - Taxes		-13.92	13.92
				Payroll Liabilities		13.92	-13.92
				Payroll Liabilities		13.92	-13.92
				Payroll - Taxes		-5.76	5.76
				Payroll Liabilities		5.76	-5.76
				Payroll Liabilities		39.00	-39.00
				Payroll - State Un...		-29.76	29.76
				Payroll Liabilities		29.76	-29.76
TOTAL						-776.56	776.56
Paycheck	2720	03/14/2019	DEXTER F GRA...	LKCD Account ...			-147.76
				Per Diem Pay		-160.00	160.00
				Payroll - Taxes		-9.92	9.92
				Payroll Liabilities		9.92	-9.92
				Payroll Liabilities		9.92	-9.92
				Payroll - Taxes		-2.32	2.32
				Payroll Liabilities		2.32	-2.32
				Payroll Liabilities		2.32	-2.32
				Payroll - Taxes		-0.96	0.96
				Payroll Liabilities		0.96	-0.96
				Payroll - State Un...		-4.96	4.96
				Payroll Liabilities		4.96	-4.96
TOTAL						-147.76	147.76
Paycheck	2721	03/14/2019	IVAN B BANKS	LKCD Account ...			-147.76
				Per Diem Pay		-160.00	160.00
				Payroll - Taxes		-9.92	9.92
				Payroll Liabilities		9.92	-9.92
				Payroll Liabilities		9.92	-9.92
				Payroll - Taxes		-2.32	2.32
				Payroll Liabilities		2.32	-2.32
				Payroll Liabilities		2.32	-2.32
				Payroll - Taxes		-0.96	0.96
				Payroll Liabilities		0.96	-0.96
				Payroll - State Un...		-4.96	4.96
				Payroll Liabilities		4.96	-4.96
TOTAL						-147.76	147.76
Paycheck	2722	03/14/2019	K. ROBERT BUC...	LKCD Account ...			-255.58
				Per Diem Pay		-280.00	280.00
				Payroll - Taxes		-17.36	17.36
				Payroll Liabilities		17.36	-17.36
				Payroll Liabilities		17.36	-17.36
				Payroll - Taxes		-4.06	4.06
				Payroll Liabilities		4.06	-4.06
				Payroll Liabilities		4.06	-4.06
				Payroll - Taxes		-1.68	1.68
				Payroll Liabilities		1.68	-1.68
				Payroll Liabilities		3.00	-3.00

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## Little Kanawha Conserveation District

## Check Detail

March 2019

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Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
					Payroll - State Un...	-8.68	8.68
					Payroll Liabilities	8.68	-8.68
TOTAL						-255.58	255.58
Paycheck	2723	03/14/2019	MICHAEL D NIC...		LKCD Account ...		-577.04
					Per Diem Pay	-640.00	640.00
					Payroll - Taxes	-39.68	39.68
					Payroll Liabilities	39.68	-39.68
					Payroll Liabilities	39.68	-39.68
					Payroll - Taxes	-9.28	9.28
					Payroll Liabilities	9.28	-9.28
					Payroll Liabilities	9.28	-9.28
					Payroll - Taxes	-3.84	3.84
					Payroll Liabilities	3.84	-3.84
					Payroll Liabilities	14.00	-14.00
					Payroll - State Un...	-19.84	19.84
					Payroll Liabilities	19.84	-19.84
TOTAL						-577.04	577.04
Paycheck	2724	03/14/2019	ROGER L SHAV...		LKCD Account ...		-214.64
					Per Diem Pay	-240.00	240.00
					Payroll - Taxes	-14.88	14.88
					Payroll Liabilities	14.88	-14.88
					Payroll Liabilities	14.88	-14.88
					Payroll - Taxes	-3.48	3.48
					Payroll Liabilities	3.48	-3.48
					Payroll Liabilities	3.48	-3.48
					Payroll - Taxes	-1.44	1.44
					Payroll Liabilities	1.44	-1.44
					Payroll Liabilities	7.00	-7.00
					Payroll - State Un...	-7.44	7.44
					Payroll Liabilities	7.44	-7.44
TOTAL						-214.64	214.64
Liability Check	2725	03/18/2019	West Virginia St...		LKCD Account ...		-101.00
					Payroll Liabilities	-101.00	101.00
TOTAL						-101.00	101.00
Liability Check	2726	03/18/2019	West Virginia St...		LKCD Account ...		-127.00
					Payroll Liabilities	-127.00	127.00
TOTAL						-127.00	127.00
Bill Pmt -Check	2727	03/28/2019	BDI		LKCD Account ...		-8.22
Bill	9500...	03/15/2019			Maintenance & R...	-8.22	8.22
TOTAL						-8.22	8.22
Bill Pmt -Check	2728	03/28/2019	Boyles Develop...		LKCD Account ...		-385.00
Bill		04/01/2019			Rent, Parking, Uti...	-385.00	385.00
TOTAL						-385.00	385.00



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# Little Kanawha Conserveation District

## Check Detail

### March 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	2729	03/28/2019	CAS Cable		LKCD Account ...		-129.73
Bill		03/14/2019			Telephone, Telec...	-129.73	129.73
TOTAL						-129.73	129.73
Bill Pmt -Check	2730	03/28/2019	Deluxe		LKCD Account ...		-327.70
Bill	0244...	03/20/2019			Supplies	-327.70	327.70
TOTAL						-327.70	327.70
Bill Pmt -Check	2731	03/28/2019	Jonathan Sims.		LKCD Account ...		-64.24
Bill		03/16/2019			2 Ton Lime Spre...	-64.24	64.24
TOTAL						-64.24	64.24
Bill Pmt -Check	2732	03/28/2019	King & Sons LLC		LKCD Account ...		-105.65
Bill		03/14/2019			4 Ton Lime Spre...	-105.65	105.65
TOTAL						-105.65	105.65
Paycheck	2733	03/28/2019	MIKAYLA D HAY...		LKCD Account ...		-595.92
					Payroll - Salaries	-720.00	720.00
					Payroll Liabilities	42.00	-42.00
					Payroll - Taxes	-44.64	44.64
					Payroll Liabilities	44.64	-44.64
					Payroll Liabilities	44.64	-44.64
					Payroll - Taxes	-10.44	10.44
					Payroll Liabilities	10.44	-10.44
					Payroll Liabilities	10.44	-10.44
					Payroll - Taxes	-4.32	4.32
					Payroll Liabilities	4.32	-4.32
					Payroll Liabilities	27.00	-27.00
					Payroll - State Un...	-22.32	22.32
					Payroll Liabilities	22.32	-22.32
TOTAL						-595.92	595.92

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Accrual Basis

## Little Kanawha Conserveation District

## Profit &amp; Loss

July 2018 through June 2019

	Jul '18 - Jun 19
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Equipment Rental Income	
2 Ton Lime Spreader #11	350.00
2 Ton Lime Spreader #7	350.00
2 Ton Lime Spreader #5	100.00
4 Ton Lime Spreader #4	350.00
2 Ton Lime Spreader #2	350.00
No Till Drill #1	2,621.00
Weed Wiper #9	-26.00
2 Ton Lime Spreader #6	1,050.00
No Till Drill #8	1,837.50
Weed Wiper #3	250.00
Equipment Rental Income - Ot...	340.00
<b>Total Equipment Rental Income</b>	<b>7,572.50</b>
Interest Revenue	831.32
Interfund Transfer	92,116.96
<b>Investments</b>	
Interest-Savings, Short-term CD	155.71
<b>Total Investments</b>	<b>155.71</b>
Sales Income	5,747.38
Sales Revenue	7,419.26
Services/Work Crew Revenue	596.00
<b>Total Income</b>	<b>114,439.13</b>
<b>Cost of Goods Sold</b>	
Equipment Expenses	
2 Ton Lime Spreader #6	15.00
4 Ton Lime Spreader #4	441.82
2 Ton Lime Spreader #7	296.00
No Till Drill #8	65.50
Weed Wiper #3	1,590.50
2 Ton Lime Spreader #2	1,421.07
No Till Drill #1	0.79
<b>Total Equipment Expenses</b>	<b>3,830.68</b>
<b>Cost of Goods Sold</b>	<b>10,576.86</b>
<b>Total COGS</b>	<b>14,407.54</b>
<b>Gross Profit</b>	<b>100,031.59</b>
<b>Expense</b>	
Supervisor Expense	
Income to Offset Supervisor E...	-14,264.00
Travel, Mileage, Meal Reimbur...	11,334.57
Per Diem Pay	13,800.00
<b>Total Supervisor Expense</b>	<b>10,870.57</b>
Advertising/Marketing	1,281.89
Bank Fees	20.00
Conference Registration	450.00
Facilities and Equipment	
Rent, Parking, Utilities	4,720.00
<b>Total Facilities and Equipment</b>	<b>4,720.00</b>
Forage Testing	165.30
Legal & Professional Fees	6,500.00
Maintenance & Repairs	381.07
Meals & Entertainment	1,165.31

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Accrual Basis

# Little Kanawha Conserveation District

## Profit & Loss

July 2018 through June 2019

	<u>Jul '18 - Jun 19</u>
<b>Operations</b>	
Books, Subscriptions, Refere...	5,719.43
Postage, Mailing Service	293.11
Supplies	2,347.94
Telephone, Telecommunicatio...	<u>1,166.77</u>
<b>Total Operations</b>	<b>9,527.25</b>
<b>Other Types of Expenses</b>	
Insurance - Liability, D and O	<u>2,162.00</u>
<b>Total Other Types of Expenses</b>	<b>2,162.00</b>
<b>Payroll - Salaries</b>	<b>17,082.00</b>
<b>Payroll - State Unemployment</b>	<b>614.99</b>
<b>Payroll - Taxes</b>	<b>2,479.07</b>
<b>Payroll - Workers Compensation</b>	<b>420.00</b>
<b>Project/Program</b>	<b>100.00</b>
<b>Sponsorship Expense</b>	<b>4,210.00</b>
<b>Supplies - Events</b>	<b>101.16</b>
<b>Supplies - Office</b>	<b>1,093.99</b>
<b>Travel and Meetings</b>	
Conference, Convention, Meet...	150.00
Travel	<u>926.75</u>
<b>Total Travel and Meetings</b>	<b>1,076.75</b>
<b>Total Expense</b>	<b>64,421.35</b>
<b>Net Ordinary Income</b>	<b>35,610.24</b>
<b>Net Income</b>	<b><u>35,610.24</u></b>

**Little Kanawha Conservation District**  
**Normal Trial Balance - Co-Administered Funds**  
**From 3/31/2019 Through 3/31/2019**

<u>Account Code</u>	<u>Account Title</u>	<u>Debit Balance</u>	<u>Credit Balance</u>
1001-00	Receiving Account		
10001-LK	Receiving Account	<u>7,908.00</u>	
Total 1001-00	Receiving Account	7,908.00	0.00
1007-00	Operation Maintenance and Repair (OM&R)		
13001-LK	North Fork Hughes River OM&R	121,792.62	
13002-LK	Bonds Creek Channel OM&R	1,586.72	
13003-LK	Bonds Creek Structure OM&R	9,813.21	
13004-LK	Pocatalico Site #14 OM&R	7,643.92	
13005-LK	Pond Run - Lower Channel OM&R	118,368.78	
13006-LK	Pullman Creek OM&R	1,001.31	
13007-LK	Walker Creek OM&R	2,018.00	
13008-LK	Pond Run - Dam & Upper Channel OMR	<u>211,581.65</u>	
Total 1007-00	Operation Maintenance and Repair (OM&R)	473,806.21	0.00
1010-00	State Emergency Watershed Protection (EWP) Quick Response		
10005-LK	State EWP Quick Response	<u>34,712.36</u>	
Total 1010-00	State Emergency Watershed Protection (EWP) Quick Response	34,712.36	0.00
1011-00	Stream Protection and Restoration Program (SPRP)		
16000-LK	SPRP Restricted	<u>56,532.95</u>	
Total 1011-00	Stream Protection and Restoration Program (SPRP)	56,532.95	0.00
1014-00	Conservation Reserve Enhancement Program (CREP)		
10006-LK	CREP	<u>3,134.23</u>	
Total 1014-00	Conservation Reserve Enhancement Program (CREP)	3,134.23	0.00
1015-00	Ag-Enhancement		
10016-LK	Ag-Enhancement	<u>64,148.52</u>	
Total 1015-00	Ag-Enhancement	64,148.52	0.00
1026-00	Operation Maintenance and Repair (OM&R) State Supplemental		
29000-LK	OM&R State Supplemental Restricted	<u>80,387.64</u>	
Total 1026-00	Operation Maintenance and Repair (OM&R) State Supplemental	80,387.64	0.00
9998-00	Bank Services		
99998-LK	Bank Services	<u>1.00</u>	
Total 9998-00	Bank Services	1.00	0.00



**Little Kanawha Conservation District**  
**Normal Trial Balance - Co-Administered Funds**  
**From 3/31/2019 Through 3/31/2019**

<u>Account Code</u>	<u>Account Title</u>	<u>Debit Balance</u>	<u>Credit Balance</u>
Report Total		720,630.91	0.00
Report Difference		720,630.91	

12

June 10-15, 2019

3/26/19

West Virginia Conservation Districts

The State Conservation Camp will be held at  
Camp Caesar June 10-15, 2019.

I am asking for your support in finding campers  
and funding for this 77th camp.

Last year many of you supported the camp  
and provided funds to cover the cost of the campers.  
I hope you will continue again this year.

If you desire scholarships to be sent to campers  
please contact me and I will send to them.

The camp needs the support in funds and campers.  
Otherwise the camp will close if support is not  
forthcoming.

Enclosed is information sheet.

On another note of interest. The Ted Harrison Forest  
Industries Camp has closed after 63 years due to lack of  
interest by youngsters.

Thank you

Alan R. Miller Sr.

Sec. - Exec. WV Conservation Camps.

78th  
**WEST VIRGINIA CONSERVATION CAMP**

**CAMP CAESAR, WEBSTER SPRINGS, WEST VIRGINIA**

**JUNE 10-15, 2019**

<b>GOAL</b>	That more than one hundred boys and girls over the age of 14 and under the age of 18 as of the first day of camp, will attend WEST VIRGINIA CONSERVATION CAMP.
<b>TIME AND PLACE</b>	The camp will be held at Camp Caesar on State Route 20 between Webster Springs and Cowen, West Virginia. It will begin with registration at 1:00 p.m. on June 10. The supper meal on June 10 will be the first meal served for campers. The 2019 camp will close with breakfast on June 15. Campers should be picked up by 10:00 a.m., on Saturday, June 15. If campers must arrive early on June 10, it is suggested that they bring a lunch or eat before reaching camp. The camp telephone number is 226-3888 during June 10-15.
<b>CAMP CAESAR</b>	<i>after Hr. Emergency No 226-5875</i> The altitude is above 2,500 feet and the nights are cool, sometimes cold. Campers should bring clothes that will keep them warm. It is suggested that the campers bring <b>ONE or MORE</b> blankets or sleeping bags to insure comfortable sleeping.  The cottages and dormitories are equipped with beds and mattresses. <b>NOTE:</b> Bed linens, pillows, pillow cases, towels, soap, etc. are not furnished. Personal items, as such, must be brought from home. The central dining hall will accommodate all campers and leaders.
<b>PURPOSE</b>	The purpose of the camp is to acquaint West Virginia youth with the economic and social importance of our natural resources: To create a desire to use these resources wisely, and to train them for leadership in conservation.  Subjects emphasized each year are: Forest products, park and forest recreation, wildlife management, forest management, forest protection, fish management, water resources, law enforcement, nature study, soil and water conservation, nonrenewable resources and youth conservation. Assembly, vespers and campfire programs, archery, firearms safety, swimming and other special activities are included in each year's program.
<b>CAMP SPONSORS</b>	The following organizations sponsor the West Virginia Conservation Camp: West Virginia Division of Forestry, West Virginia Conservation Education Council, West Virginia University Cooperative Extension Service, West Virginia Division of Natural Resources, West Virginia Division of Parks and Tourism, Bureau of Vocational Education, West Virginia Conservation Districts, West Virginia Conservation Agency, Natural Resource Conservation Service, West Virginia Association of Conservation Districts, West Virginia Garden Clubs, Inc., Izaak Walton League of America Local Chapters, Izaak Walton League of America Endowment, National Park Service and Sportsmen's Clubs. The NRA provided a grant for the shooting classes in 2003, 2004, 2006, 2008, 2009 and 2010. These agencies and organizations furnish the camp staff, finance the scholarships and select the young men and women to attend camp. Also, memorial scholarships have been funded in the names of I.B. "Tubby" Boggs, George Sharpe, Col. Allen Woodburn, Clay Messinger, George Griffith, Wesley Frame Jr. and Bob Combs.

- COST OF CAMP** The cost of each scholarship (camper) is two hundred dollars (\$200.00) and will be provided by the sponsors or other individuals. The cost of scholarship is for food, lodging and insurance, which covers campers from the time of departure from their place of residence until they return home at the close of camp. Checks to be made payable to WV Conservation Camp Send to: Alan R. Miller, 4290 Greenwalt Gap Rd., Upper Tract, WV 26866.
- SCHOLARSHIP PROCESSING** The health certificate (which is separate of our scholarship form) must be filled out and signed by parent/guardian, the health certificate and the C & D sections of your scholarship form are to be filled out completely (type or print) and mailed to Alan Miller, Secretary, Conservation Camp, 4290 Greenwalt Gap Rd., Upper Tract, WV 26866, before the June 1 deadline. The camp rules and return travel cards are to be hand-carried to camp.
- REGISTRATION** Upon arrival at Camp Caesar, please place your luggage in the designated luggage area.
- Please assemble on the lawn outside the entrance to Burton Hall at 4:00 p.m. on Monday, June 10, 2019. Having in your hand the camp rules and B sections of your registration form will do much to decrease your time spent in the registration line.
- INFORMATION** For further information, you may write to Alan Miller, Secretary, Conservation Camp, 4290 Greenwalt Gap Rd., Upper Tract, WV 26866, phone (304) 358-3298 or Mike Hall, Camp Director, P.O. Box 348, Webster Springs, WV 26288, phone (304) 847-2727.
- CAMP RULES** The camp rules on the front, section A of the registration form should be reviewed by the camper and their parents. Parent/guardian should sign Section C, bottom line of the registration form after discussing and agreeing with the camper that these rules can be followed. Thank you for your cooperation. A camper may return if fee is paid.
- Programs and activities offered by the West Virginia Conservation Camp Committee and sponsoring agencies are available to all persons without regard to race, color, sex or national origin. Cell phones are not allowed in camp and will be taken by staff. Cell phones will be returned at the end of camp.
- Insurance - The Conservation Camp has limited insurance in that campers without insurance will be covered. Those with insurance are expected to use their own and the camp insurance will cover any additional funds if needed.
- The 2019 camp is a tobacco free camp.
- CAMP PUBLICITY** Photographs or tapes (video and/or audio) may be made of youth attending Conservation Camp. They may be used in local and state newspapers, as well as in other materials to promote the camp program. If you do not want us to use photographs or tapes of your child, please attach a note, with your signature and date, stating that "photographs or tapes of my child are not to be used in promoting the camp program."



# **Little Kanawha Conservation District Income**

## **(March 14<sup>th</sup>- April 10<sup>th</sup>, 2019)**

### **Tree Tubes:**

200	\$700.00
110	\$350.00
100	\$350.00
200	\$700.00
25	\$87.50
30	\$105.00
25	\$87.50

**Total: \$2,380.00**

### **Lime Spreaders:**

2 Ton	\$50.00
2 Ton	\$50.00
2 Ton	\$50.00
2 Ton	\$50.00
2 Ton	\$50.00
2 Ton	\$50.00
2 Ton	\$50.00
2 Ton 2 days interest	\$100.00
4 Ton	\$70.00
4 Ton	\$70.00

**Total: \$590.00**

**Typar: \$435.40**

**Tree Tubes: \$1,165.22**

**Float Profit: \$37.28**

**Plates N Bolts: \$1.60**

**Bird Boxes: \$61.92**

**Total Income: \$1,701.42**

# Little Kanawha Conservation District Income

## (March 14<sup>th</sup>- April 10<sup>th</sup>, 2019)

Total Income  
from January  
2019 - Now:  
\$1,701.42

### Field Visits:

Soil test	\$25.00
Soil test	\$25.00
Soil Test	\$25.00
Soil Test	\$25.00
Soil Test	\$25.00
Soil Test	\$25.00
Soil Test	\$25.00
Soil Test	\$25.00
Soil Test	\$25.00

**Total: \$225.00**

### No Till:

35 Acres	\$525.00
35 Acres	\$525.00
15 Acres	\$225.00
Deposit	\$50.00
9 Acres	\$135.00
6 Acres	\$90.00

**Total: \$1550.00**

### Bird Boxes:

4 Boxes	\$48.00
---------	---------

**Total: \$48.00**

### Postage:

Box	\$7.65
-----	--------

**Total: \$7.65**

# **Little Kanawha Conservation District Income**

## **(March 14<sup>th</sup>- April 10<sup>th</sup>, 2019)**

**Typar:**

50 Feet	\$50.00
185 Feet	\$185.00
50 Feet	\$50.00
19 Feet	\$19.00
60 Feet	\$60.00
Roll	\$388.80
Roll	\$388.80

**Total: \$1,141.60**

**Region 6 Landowner Assistance Program Accomplishments for March 2019**

106 requests were received in Region 6. 77 of these requests were incidental covering a wide variety of topics such as logging complaints, Fire season, logging classes, etc.

**Cabwaylingo State Forest:**

**Little Kanawha Conservation District:** (Stephens, King, Robinson, Murdock and Minton)

Two reconnaissance was conducted to make recommendations. Nine practice plans were written consisting of 203 acres. 72 acres of TSI were marked. 588 acres were cruised with an estimated volume of 2281.316 MBF. Three acres of site prep for planting and seeding was determined. One Stewardship Plan was written consisting of 78 acres and five tree plantings were determined.

**Upcoming Events:**

**May 18 Youth Environmental Day at North Bend State Park**

Nichols, Jessica

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**From:** USDA Farm Service Agency <usdafsa@service.govdelivery.com>  
**Sent:** Wednesday, March 20, 2019 2:49 PM  
**To:** lkcd  
**Subject:** Pleasants/Ritchie/Wirt/Wood, WV FSA Updates

March 2019



Farm Service Agency **Electronic News Service**

# BULLETIN

**GovDelivery**

Having trouble viewing this email? [View it as a Web page.](#)

- [Livestock Losses](#)
- [Environmental Review Required Before Project Implementation](#)
- [Reminder to FSA Direct and Guaranteed Borrowers with Real Estate Security](#)

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## Mill Run FSA Updates

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### Mill Run FSA Office

91 Boyles  
Lane  
WV 26104

Phone: 304-422-9072  
Fax: 855-845-3082

**County Executive Director:**  
Eleanor N Grogg

**Farm Loan Manager:**  
Jennifer L. Fisher

**Program Technicians:**  
Teresa  
Painter  
Dye

**County Committee:**  
Jeff McElfresh -

Parkersburg,

### Livestock Losses

The Livestock Indemnity Program (LIP) provides assistance to eligible producers for livestock deaths in excess of normal mortality caused by adverse weather, disease and attacks by animals reintroduced into the wild by the federal government or protected by federal law.

LIP compensates livestock owners and contract growers for livestock death losses in excess of normal mortality due to adverse weather, including losses due to hurricanes, floods, blizzards, wildfires, extreme heat or extreme cold.

For disease losses, FSA county committees can accept veterinarian certifications that livestock deaths were directly related to adverse weather and unpreventable through good animal husbandry and management.

For 2019 livestock losses, eligible livestock owners must file a notice within 30 calendar days of when the loss is first apparent.



Chair Nathanael  
Mason - Vice Chair Bryan  
Sims Audra  
Cunningham Gary  
Oates

Participants must provide the following supporting documentation to their local FSA office no later than 90 calendar days after the end of the calendar year in which the eligible loss condition occurred.

**Next County Committee Meeting:**

April 17, 2019 at 10:00 am

- Proof of death documentation
- Copy of growers contracts
- Proof of normal mortality documentation

USDA has established normal mortality rates for each type and weight range of eligible livestock, i.e. Adult Beef Cow = 1.5% and Non-Adult Beef Cattle (less than 400 pounds) = 5%. These established percentages reflect losses that are considered expected or typical under "normal" conditions.

In addition to filing a notice of loss, producers must also submit an application for payment by March 1, 2020.

Additional Information about LIP is available at your local FSA office or online at: [www.fsa.usda.gov](http://www.fsa.usda.gov).

---

## Environmental Review Required Before Project Implementation

The National Environmental Policy Act (NEPA) requires Federal agencies to consider all potential environmental impacts for federally-funded projects before the project is approved.

For all Farm Service Agency (FSA) programs, an environmental review must be completed before actions are approved, such as site preparation or ground disturbance. These programs include, **but are not limited to**, the Emergency Conservation Program (ECP), Farm Storage Facility Loan (FSFL) program and farm loans. If project implementation begins before FSA has completed an environmental review, this will result in a denial of the request. There are exceptions regarding the Stafford Act and emergencies. It is important to wait until you receive written approval of your project proposal before starting any actions, including, but not limited to, vegetation clearing, site preparation or ground disturbance.

Remember to contact your local FSA office early in your planning process to determine what level of environmental review is required for your program application so that it can be completed timely.

Applications cannot be approved contingent upon the completion of an environmental review. FSA must have copies of all permits and plans before an application can be approved.

---

## Reminder to FSA Direct and Guaranteed Borrowers with Real Estate Security

Farm Service Agency would like to remind farm loan borrowers who have pledged real estate as security for their loans, of key items for maintaining loan collateral. It is required that borrowers must obtain prior consent, or approval, by either FSA, for direct loans, or by a guaranteed lender, for any transaction affecting real estate security. Examples of these transactions include, but are not limited to:

- Leases of any kind;
- Easements of any kind;
- Subordinations;
- Partial releases, and
- Sales

Failure to meet or follow the requirements set forth in the loan agreement, promissory note, and other security instruments could lead to nonmonetary default which could jeopardize your current and future loans.

It is critical that borrowers keep an open line of communication with their FSA loan staff or guaranteed lender when it comes to changes in their operation. For more information on borrower responsibilities, read [Your FSA Farm Loan Compass](#).


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Persons with disabilities who require accommodations to attend or participate in this meeting should contact Eleanor N. Grogg at 304-422-9072 extension 2 or Federal Relay Service at 1-800-877-8339.

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USDA is an equal opportunity provider, employer and lender. To file a complaint of discrimination, write: USDA, Office of the Assistant Secretary for Civil Rights, Office of Adjudication, 1400 Independence Ave., SW, Washington, DC 20250-9410 or call (866) 632-9992 (Toll-free Customer Service), (800) 877-8339 (Local or Federal relay), (866) 377-8642 (Relay voice users).

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**GOVDELIVERY** 

Nichols, Jessica

---

**From:** USDA Farm Service Agency <usdafa@service.govdelivery.com>  
**Sent:** Wednesday, March 13, 2019 4:33 PM  
**To:** lkcd  
**Subject:** March 2019 West Virginia State Newsletter and Updates

March 2019



Farm Service Agency **Electronic News Service**

# NEWSLETTER

**GovDelivery**

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- [Today and All Days, We Thank #OurFarmers](#)
- [USDA Encourages Producers to Consider NAP Risk Protection Coverage before Crop Sales Deadlines](#)
- [Livestock Losses](#)
- [Storage and Handling Trucks Eligible for Farm Storage Facility Loans](#)
- [MAL and LDP Policy](#)
- [USDA Announces Streamlined Guaranteed Loans and Additional Lender Category for Small-Scale Operators](#)

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## West Virginia FSA Newsletter

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West Virginia  
Farm Service Agency  
1550 Earl Core Road  
Morgantown, WV  
26505

[www.fsa.usda.gov/wv](http://www.fsa.usda.gov/wv)

State Executive  
Director:

Roger D. Dahmer

State Committee:  
Andrea Lambert,  
Chair  
Lois Alt

### Today and All Days, We Thank #OurFarmers

Happy National Ag Day!

We celebrate by highlighting just a few of the farmers working hard to grow food, fiber, and fuel for our nation and beyond.

These farmers dedicate their lives to providing for us all. Today and every day, join us in thanking them.

[Read more.](#)



Russell Linger III  
Rocky Peck  
Sara Wayne

## USDA Encourages Producers to Consider NAP Risk Protection Coverage before Crop Sales Deadlines

Please contact your local FSA Office for questions specific to your operation or county

The Farm Service Agency encourages producers to examine available USDA crop risk protection options, including federal crop insurance and Noninsured Crop Disaster Assistance Program (NAP) coverage, before the applicable crop sales deadline.

Producers are reminded that crops not covered by insurance may be eligible for NAP. Beginning, underserved and limited resource farmers are now eligible for free catastrophic level coverage.

Federal crop insurance covers crop losses from natural adversities such as drought, hail and excessive moisture. NAP covers losses from natural disasters on crops for which no permanent federal crop insurance program is available.

The following crops have a NAP application deadline of March 15, 2019: grass, mixed forage, alfalfa, vegetables.

Producers can determine if crops are eligible for federal crop insurance or NAP by visiting <https://webapp.rma.usda.gov/apps/ActuarialInformationBrowser2018/CropCriteria.aspx>.

NAP basic coverage is available at 55 percent of the average market price for crop losses that exceed 50 percent of expected production.

Deadlines for coverage vary by state and crop. To learn more about NAP visit [www.fsa.usda.gov/nap](http://www.fsa.usda.gov/nap) or contact your local USDA Service Center. To find your local USDA Service Centers go to <http://offices.usda.gov>.

Federal crop insurance coverage is sold and delivered solely through private insurance agents. Agent lists are available at all USDA Service Centers or at USDA's online Agent Locator: <http://prodwebnlb.rma.usda.gov/apps/AgentLocator/#>. Producers can use the USDA Cost Estimator, <https://ewebapp.rma.usda.gov/apps/costestimator/Default.aspx>, to predict insurance premium costs.

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## Livestock Losses

The Livestock Indemnity Program (LIP) provides assistance to eligible producers for livestock deaths in excess of normal mortality caused by adverse weather, disease and attacks by animals reintroduced into the wild by the federal government or protected by federal law.

LIP compensates livestock owners and contract growers for livestock death losses in excess of normal mortality due to adverse weather, including losses due to hurricanes, floods, blizzards, wildfires, extreme heat or extreme cold.

For disease losses, FSA county committees can accept veterinarian certifications that livestock deaths were directly related to adverse weather and unpreventable through good animal husbandry and management.

For 2019 livestock losses, eligible livestock owners must file a notice within 30 calendar days of when the loss is first apparent.

Participants must provide the following supporting documentation to their local FSA office no later than 90 calendar days after the end of the calendar year in which the eligible loss condition occurred.

- Proof of death documentation
- Copy of growers contracts
- Proof of normal mortality documentation

USDA has established normal mortality rates for each type and weight range of eligible livestock, i.e. Adult Beef Cow = 1.5% and Non-Adult Beef Cattle (less than 400 pounds) = 3%. These established percentages reflect losses that are considered expected or typical under "normal" conditions.

In addition to filing a notice of loss, producers must also submit an application for payment by March 1, 2020.

Additional Information about LIP is available at your local FSA office or online at: [www.fsa.usda.gov](http://www.fsa.usda.gov).

---

## Storage and Handling Trucks Eligible for Farm Storage Facility Loans

Farm Storage Facility Loans (FSFL) provide low-interest financing so producers can build or upgrade facilities to store commodities. Some storage and handling trucks are eligible for the FSFL. These include:

- **Cold Storage Trucks**-A van or truck designed to carry perishable freight at specific temperatures. Cold storage trucks can be ice-cooled or equipped with any variety of mechanical refrigeration systems.
- **Flatbed Trucks**-Truck with an open body in the form of a platform with no side walls for easy loading and unloading. These trucks can be categorized into different sizes which range from light, medium, or heavy duty, compact or full-size, or short and expandable beds.
- **Grain Trucks**-A piece of farm equipment specially made to accommodate grain products and are traditionally truck chassis units with a mounted grain "dump" body where grain commodities are transported from a field to either a grain elevator or a storage bin.
- **Storage Trucks with a Chassis Unit**-Commonly referred to as a box truck, box van or straight truck, is a truck with a cargo body mounted on the same chassis with the engine and cab.

To be eligible for FSFL, the storage and handling truck must be less than 15 years old and have a maximum of four axles with a gross weight rating of 60,000 pounds or less. Pick-up trucks, semi-trucks, dump trucks, and simple insulated and ventilated vans are ineligible for FSFL.

FSFL for storage and handling trucks must be \$100,000 or less. FSFL-financed storage and handling trucks must be used for the purpose for which they were acquired for the entire FSFL term.

Eligible commodities include grains, oilseeds, pulse crops, hay, honey, renewable biomass commodities, fruits and vegetables, floriculture, hops, maple sap, milk, cheese, yogurt, butter, eggs, meat/poultry (unprocessed), rye and aquaculture.

For more information or to apply for a FSFL, contact your local [FSA Service Center](#).

---

## MAL and LDP Policy

The Agricultural Act of 2014 authorized 2014-2018 crop year Marketing Assistance Loans (MALs) and Loan Deficiency Payments (LDPs), with a few minor policy changes.

Among the changes, farm-stored MAL collateral transferred to warehouse storage will retain the original loan rate, be allowed to transfer only the outstanding farm-stored quantity with no additional quantity allowed and will no longer require producers to have a paid for measurement service when moving or commingling loan collateral.

MALs and LDPs provide financing and marketing assistance for wheat, feed grains, soybeans, and other oilseeds, pulse crops, rice, peanuts, cotton, wool and honey. MALs provide producers interim financing after harvest to help them meet cash flow needs without having to sell their commodities when market prices are typically at harvest-time



lows. A producer who is eligible to obtain a loan, but agrees to forgo the loan, may obtain an LDP if such a payment is available. Marketing loan provisions and LDPs are not available for sugar and extra-long staple cotton.

FSA is now accepting requests for 2018 MALs and LDPs for all eligible commodities after harvest. Requests for loans and LDPs shall be made on or before the final availability date for the respective commodities.

Before MAL repayments with a market loan gain or LDP disbursements can be made, producers must meet the requirements of actively engaged in farming, cash rent tenant and member contribution.

Commodity certificates are available to loan holders who have outstanding nonrecourse loans for wheat, upland cotton, rice, feed grains, pulse crops (dry peas, lentils, large and small chickpeas), peanuts, wool, soybeans and designated minor oilseeds. These certificates can be purchased at the posted county price (or adjusted world price or national posted price) for the quantity of commodity under loan, and must be immediately exchanged for the collateral, satisfying the loan. MALs redeemed with commodity certificates are not subject to the actively engaged in farming, cash-rent tenant, Adjusted Gross Income provisions or the payment limitation.

To be considered eligible for an LDP, producers must have form [CCC-633EZ, Page 1](#) on file at their local FSA Office before losing beneficial interest in the crop. Pages 2, 3 or 4 of the form must be submitted when payment is requested.

The 2014 Farm Bill also establishes payment limitations per individual or entity not to exceed \$125,000 annually on certain commodities for the following program benefits: price loss coverage payments, agriculture risk coverage payments, marketing loan gains (MLGs) and LDPs. These payment limitations do not apply to MAL loan disbursements or redemptions using commodity certificate exchange.

Adjusted Gross Income (AGI) provisions were modified by the 2014 Farm Bill, which states that a producer whose total applicable three-year average AGI exceeds \$900,000 is not eligible to receive an MLG or LDP. Producers must have a valid CCC-941 on file to earn a market gain of LDP. The AGI does not apply to MALs redeemed with commodity certificate exchange.

For more information and additional eligibility requirements, please visit a nearby USDA Service Center or FSA's website [www.fsa.usda.gov](http://www.fsa.usda.gov).

---

## USDA Announces Streamlined Guaranteed Loans and Additional Lender Category for Small-Scale Operators

*Options Help More Beginning, Small and Urban Producers Gain Access to Credit*

The U.S. Department of Agriculture (USDA) announced the availability of a streamlined version of USDA guaranteed loans, which are tailored for smaller scale farms and urban producers. The program, called EZ Guarantee Loans, uses a simplified application process to help beginning, small, underserved and family farmers and ranchers apply for loans of up to \$100,000 from USDA-approved lenders to purchase farmland or finance agricultural operations.

A new category of lenders will join traditional lenders, such as banks and credit unions, in offering USDA EZ Guarantee Loans. Microlenders, which include Community Development Financial Institutions and Rural Rehabilitation Corporations, will be able to offer their customers up to \$50,000 of EZ Guaranteed Loans, helping to reach urban areas and underserved producers. Banks, credit unions and other traditional USDA-approved lenders, can offer customers up to \$100,000 to help with agricultural operation costs.


EZ Guarantee Loans offer low interest rates and terms up to seven years for financing operating expenses and 40 years for financing the purchase of farm real estate. USDA-approved lenders can issue these loans with the Farm Service Agency (FSA) guaranteeing the loan up to 95 percent.

More information about the available types of FSA farm loans can be found at [www.fsa.usda.gov/farmloans](http://www.fsa.usda.gov/farmloans) or by contacting your local FSA office.

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## Nichols, Jessica

---

**From:** Fisher, Kim  
**Sent:** Monday, April 1, 2019 1:27 PM  
**To:** Gibson, Veronica; Cochran, Lori; Nichols, Jessica; Pearson, Sherry; Gilbert, Jennifer; Sue Brand; Steele, Suzie  
**Subject:** EOI  
**Attachments:** Expression of Interest Template - Final.doc

All,

Attached is an updated EOI advertisement that has been approved by Brian and Heather. Use this advertisement as your current district engineering contracts end or for districts that currently do not have engineering services contracts. Because of work that has been identified to be completed in 2019, the following is a list of priority districts that need to have current Engineering Services Contracts:

- Capitol
- Elk
- Northern Panhandle (have current agreement but scope may need to be expanded)
- Little Kanawha

Someone from Gene's staff will participate in the interview process as they are scheduled.

If your district is listed above, let me know what the expiration date is on your current engineering contract.

All district's will need to accept the new template for EOI, so place on your next agenda for motion to accept the updated advertisement template for Expression of Interest.

If you have questions, please let me know,

Kim

# Expression of Interest

## Engineering Services

Invitation:

The \_\_\_\_\_ Conservation District (CD) covering \_\_\_\_\_ Counties is requesting **Expression of Interest (EOI)** for engineering services, on an as needed basis, for a period of 1 year, with up to four renewals. This is not an exclusive contract and the \_\_\_\_\_ Conservation District reserves the right to contract with other engineering firms for work, as desired, at their sole discretion.

Additional information about potential projects may be obtained from the Conservation District contact.

The \_\_\_\_\_ Conservation District reserves the right to reject any, and all submissions.

All submissions are public information subject to the West Virginia Freedom of Information Act, W. Va. Code §29B-1-1 et. seq. All submissions are subject to the West Virginia Ethics Act, W. Va. Code §6B-1-1 et. seq. including conflicts of interest.

Engineers are requested to submit EOI to the CD contact.

### **For Questions, Contacts:**

XXXXX, District Manager

Phone: (304) XXX-XXX E-mail:

### **Proposal Requirements:**

1. EOI may be withdrawn only by submitting a letter of withdrawal to the Conservation District contact.
2. Include federal employee identification number (FEIN).
3. Include demonstration of firm's ability to accomplish required services for work described, including identifying key employees and their qualifications.
4. Include vendor identification # and copy of any other licenses required by state of WV.
5. Proof of WV Workers Compensation coverage.
6. Professional liability insurance with minimum limits of \$1,000,000 or willingness to provide proof if selected.
7. Submit an original and 1 copy of EOI to:

\_\_\_\_\_ Conservation District  
Address

**Work Description:**

1. General engineering services
2. Channel restoration
3. Debris removal
4. Agricultural practices
5. Geotechnical analysis
6. Environmental survey
7. Site reclamation
8. Stream bank stabilization
9. Utility relocation
10. Watershed dam inspection and design
11. Endangered species investigations
  - Investigations should include any potential threatened and endangered flora, fauna or critical habitats within defined work areas.
12. Watershed based plans
13. Watershed dam structure repairs and upgrades: plan and design
14. Construction management
15. State Historic Preservation Office (SHPO), West Virginia Review and Compliance Program
  - Any project that requires a government license or permit or utilizes government money, federal and state laws require the project be sent to SHPO for a Section 106 review.

**Services Required:** (Including, but not limited to)

1. Cost estimates
2. Plans
3. Designs
4. Analysis
5. Site Drawings
6. Specifications
7. Monitoring/Inspection
8. Reporting

**Key Dates**

**Closing date** for EOI: \_\_\_\_\_ 4:00 p.m.

**Please send your packets to:**

30

Revised  
3/27/2019

**Conservation District**  
**Address**





03/19/2019



Little Kanawha Conservation District  
91 Boyles Lane  
Parkersburg, WV 26104

RE: Renewal Quote Proposal  
Quote: Q245608-000  
Policy: WCB1003860

Dear Policyholder,

We are pleased to offer you a preliminary quote for the renewal of your current workers' compensation insurance policy. This notice and quote proposal are based on the payrolls, classifications, coverage and other elements of your current active policy unless you have provided updated information to us.

Renewal premium indicated on the attached proposal is a preliminary estimate subject to additional underwriting, coverage, classification or payroll adjustments.

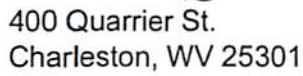
Payment of the deposit premium due must be received by the due date indicated on the Notice of Deposit Premium Due. If your payment is not received by the due date, your current policy will expire at 12:01 a.m. on the expiration date of the above policy number.

Included for your convenience is your installment schedule. Please review your enclosed installment schedule and remember that we offer a variety of payment options. If you are in need of modifications to this quote or installment schedule, please feel free to contact me toll-free at 1-866-452-7425.

We appreciate your business and look forward to continuing our relationship.

Sincerely,

Robert Miles  
Underwriter



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## ***Workers' Compensation Insurance***



0001

Quote Date: 03/19/2019

Quote #: Q245608-000

Proposed Policy Period: 05/24/2019 - 05/24/2020

### **Installment Schedule**

<b><u>Installments</u></b>	<b><u>Due Date</u></b>	<b><u>Amount Due</u></b>
Deposit Premium	05/24/2019	\$216.00
Installment	10/14/2019	\$163.00
Installment	02/13/2020	\$163.00

***Please note this Installment Schedule is valid for this quote as written, any change in this quote or its resulting policy is not reflected here in. A \$0 fee will be charged for each installment listed above.***



# ***Workers' Compensation Insurance***

Proposed Policy Period: 05/24/2019 - 05/24/2020

Quote # Q245608-000

## **Coverage**

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### **Part I. Workers' Compensation Insurance - Statutory**

### **Part II. Employer's Liability Limit:**

\$100,000.00	Bodily injury by accident, each accident
\$500,000.00	Bodily injury by disease, policy limit
\$100,000.00	Bodily injury by disease, each employee

West Virginia Broad Form Employers Liability excluded.

## **States Covered**

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WV

## Workers' Compensation Insurance

Proposed Policy Period: 05/24/2019 - 05/24/2020

Quote # Q245608-000



0001

Code	Description	Exposure	Rate	Total
State: WV				
Premium Period: 05/24/2019 - 05/24/2020				
Location: 1				
9410	MUNICIPAL, TOWNSHIP, COUNTY OR STATE EMPLOYEE NOC	\$16,895.00	2	\$338.00
	Total Standard Premium			\$338.00
0900	Expense Constant			\$175.00
9740	Terrorism		0.007	\$1.00
9741	Catastrophe (Other than certified acts of terrorism)		0.014	\$2.00
9703	WV Regulatory Budget Surcharge		0.05	\$26.00
Policy Estimated Annual Premium				\$516.00
Policy Total Amount Due				\$542.00

NOTE: Premium listed is an estimated annual premium based upon submitted payroll exposures.

This proposal shows the premiums for the coverages described, but in no way changes or affects any terms, conditions or exclusions of the policies currently in existence. Proposed premiums shown are based on information furnished to us. If accepted, the coverages in this proposal will commence upon the expiration of any policies currently in effect. Coverage comparisons are available if desired. This proposal will expire 30 days from the quote date or at the requested effective date whichever occurs first. Please note that the premium indicated may be subject to change prior to activating coverage due to state rate approval that may occur after the quote was issued.

### IMPORTANT NOTICE REGARDING EXPIRATION OF CURRENT WORKERS' COMPENSATION INSURANCE COVERAGE.

The current workers compensation insurance coverage provided by Policy Number WCB1003860 is scheduled to expire at 12:01 am on 05/24/2019. In the event this proposal is not accepted and the initial premium for a renewal policy is not received on or before 05/24/2019, your current policy will lapse (expire) at the time and on the date identified above and the lapse (expiration) of workers' compensation insurance coverage will be reported to the appropriate state regulatory body.

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# ***Workers' Compensation Insurance***

Proposed Policy Period: 05/24/2019 - 05/24/2020

Quote # Q245608-000



## **POLICYHOLDER DISCLOSURE NOTICE OF TERRORISM INSURANCE COVERAGE**

Coverage for acts of terrorism is included in your quote. You are hereby notified that under the Terrorism Risk Insurance Act, as amended in 2015, the definition of act of terrorism has changed. As defined in Section 102(1) of the Act: The term "act of terrorism" means any act or acts that are certified by the Secretary of the Treasury --in consultation with the Secretary of Homeland Security, and the Attorney General of the United States --to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion. Under your coverage, any losses resulting from certified acts of terrorism may be partially reimbursed by the United States Government under a formula established by the Terrorism Risk Insurance Act, as amended. However, your quote may contain other exclusions which might affect your coverage, such as an exclusion for nuclear events. Under the formula, the United States Government generally reimburses 85% through 2015; 84% beginning on January 1, 2016; 83% beginning on January 1, 2017; 82% beginning on January 1, 2018; 81% beginning on January 1, 2019 and 80% beginning on January 1, 2020, of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage. The Terrorism Risk Insurance Act, as amended, contains a \$100 billion cap that limits U.S. Government reimbursement as well as insurers' liability for losses resulting from certified acts of terrorism when the amount of such losses exceeds \$100 billion in any one calendar year. If the aggregate insured losses for all insurers exceed \$100 billion, your coverage may be reduced.

The portion of your annual premium that is attributable to coverage for acts of terrorism is \$1.00, and does not include any charges for the portion of losses covered by the United States government under the Act.

## **BrickStreet 360° Team Approach**

- **Claims Services:**
  - Twenty four (24) Hour Contact
  - Cost Reduction Programs
    - Case Management Services
    - Medical Cost Containment
    - Procedure/Bill Review by Medical Specialists
    - Return to Work/Rehabilitation Services
    - Medical Provider Selection Assistance
    - Vendor Management
  - Special Investigative/Fraud Units
  - Pro-Active Claims handling
  - Specialized Services
- **Loss Control Services:**
  - On-site Risk Assessment
  - Documented Workplace Safety Recommendations
  - OSHA Approved Safety Training
  - National Safety Council Approved Training
  - Free Access to Extensive Safety Video Library
  - Web Based Safety Resources
  - Industry Experienced Safety Specialists
- **Audit Services:**
  - On-Site Payroll and Classification Verification
  - Telephonic and Mail Audit Options
  - Recordkeeping Assistance
  - Class Dispute Resolution Assistance
  - Detailed Audit Results Statement
  - Extensive Classification Consultation Resource
  - Industry Experienced Premium Auditors
- **Underwriting Services:**
  - Competitive Coverage and Pricing Options
  - Prompt Response to Coverage Questions
  - Flexible Premium Payment Options
  - Small and Large Deductible Programs
  - Association Safety Discount Programs
  - Premium Finance Availability
  - Specialized Team Approach
- **Litigation Management:**
  - Reduce frequency and extent
  - Panel counsel
  - Litigation strategy
  - Savings to policyholders

## Area Conservation Scholarship Application for High School Seniors

**Send  
completed  
application  
to:**

Lori Cochran  
201 Underwood Street  
Middlebourne, WV 26149

**Application  
deadline:**

First Monday in April

**Eligibility:**

Any high School senior who is a resident of Pleasants, Tyler or Wetzel counties in West Virginia who is pursuing a degree in Agriculture, Forestry, Plant Sciences, Soils, Animal and Veterinary Sciences, or any other Agriculture related curriculum. Only applicants with a 2.0 cumulative GPA (or greater) will be considered for this scholarship.

\$500 scholarships are available in 2019. Funds will be presented to Seniors at the end of the school year.

**Personal  
Information:**

Name \_\_\_\_\_  
Last First Middle

Home Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Home Phone Number \_\_\_\_\_

Name of Parent or Guardian \_\_\_\_\_

Hometown Newspaper \_\_\_\_\_

Additional Information \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Academic  
Information:**

Name of High School \_\_\_\_\_





**Area Conservation  
Scholarship Application for High School Seniors**

Date of Graduation \_\_\_\_\_

Academic Rank in High School \_\_\_\_\_

Graduating Class Size \_\_\_\_\_

Composite ACT and/or SAT Score \_\_\_\_\_

Calculated GPA \_\_\_\_\_

*A copy of your high school record must be attached to this application*

Date application for admission was submitted to college or university \_\_\_\_\_

Have you been accepted? \_\_\_\_\_

Please indicate your anticipated major:

\_\_\_\_\_ Agriculture (General ... major undecided)

\_\_\_\_\_ Animal and Veterinary Sciences (Pre-veterinary medicine, and  
Pre-Professional Animal Sciences)

\_\_\_\_\_ Family Resources (Child Development and Family Studies: Home  
Economics Education; Human Nutrition and Foods; Interior Design;  
and Textiles, Clothing and Fashion Merchandising)

\_\_\_\_\_ Forestry (Forest Resource Management, Wood Industries, Wildlife and  
Fisheries Resources, and Recreation and Parks)

\_\_\_\_\_ Plant and Soil Sciences (Agronomy, Horticulture, Environmental  
Protection, and Basic Sciences)

Additional Information \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**Financial Information:** Have you applied for financial assistance through Financial Aid Program? \_\_\_\_\_

<b>Total</b>	<b>100%</b>
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This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

**LKCD – AgEP Minutes – 1-10-19**

**Sam Sheets  
Mike Nichols  
Bob Buchanan  
Roger Shaver  
Kaitlyn Murphy  
DJ Allen  
Jessica Nichols**

**Discussed pollinators as potential practice.**

**Discussed ranking forms.**

**Sign up time frame and details were discussed at length.**

**A Conservation Plan is not required in the policy.**

**Take out question #1 on ranking form as it serves no purpose.**

**Discussed LKCD Trend Analysis Report.**

**Slight change to the reminder letter to be sent.**

**Discussed approval of Critical Area Planting and Pasture Division Fencing.**

- **Critical Area Planting thru Tina Knopp**
- **Pasture Division Fencing thru Wayne Longfellow**

**Meeting adjourned.**

## **Pollinator Planting for FY20**

For this practice, I have collected information from Conservation Specialists in the other districts throughout the state the already offer the practice and have current information for their pricing and practice size limits.

### **Monongahela District:**

- Practice not to exceed  $\frac{1}{4}$  ac
- 80% cost-share on purchase of seed (cost of seed only)
- Quantity of seed is to be determined by source recommendations from an approved vendor and must be seed native to the region
- Cost-share amount is not to exceed \$200
- No information on guidance document was provided

### **Capitol District:**

- Require a Northeast Pollinator Mix from an approved vendor
- Not to exceed  $\frac{1}{2}$  ac planting
- 50% cost-share rate (cost of seed only)
- Not to exceed \$225
- No information on guidance document was provided

### **Tygart's Valley District:**

- Practice not to exceed  $\frac{1}{4}$  ac.
- Cover cost of seed only (from approved vendor)
- Cost-share 100% up to \$200
- Use guidance document from Xerces Society

### **Western District:**

- Practice not to exceed  $\frac{1}{4}$  ac.
- Cost-share 100% up to \$200
- Cover cost of seed only
- Use FOTG from NRCS for guidance document. -note- This document is 138 pages.

After reviewing this information and doing my own research into seed costs and guidance documents, I would recommend that we do  $\frac{1}{4}$  ac plantings maximum as this is the first year for adding this practice. The seed for these plantings can be expensive and I would like for a cost range to be chosen between 80% and 100% up to \$200.

For the guidance document, I would like to use the one from Xerces Society. This document is enough for plantings in smaller sizes. It is thorough and shorter than the NRCS document meaning it is more likely to be read.

## Nichols, Jessica

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**From:** Skaggs, Jennifer  
**Sent:** Monday, April 8, 2019 1:17 PM  
**To:** Ag Enhancement Group; 00 - District Managers  
**Cc:** Farkas, Brian; Russell, Pam; Shreve, Cynthia; Fisher, Kim; Salyer, Jeremy  
**Subject:** Call - AgEP Emergency Assistance

Please plan to participate in a conference call tomorrow, April 9 at 1 PM to discuss AgEP – Emergency Assistance. I will send a meeting invitation to AgEP staff and the DMs. DMs – please share with district supervisors.

Tomorrow at the SCC meeting, the emergency assistance for revegetation of feeding areas will be discussed. The proposal is as follows:

- \$60/acre flat rate
- Cap of 50 acres per farm
- Davin will issue a news release encouraging interested people to contact their local conservation district.
- May 3 districts must provide a report to WVCA (send email to [jskaggs@wvca.us](mailto:jskaggs@wvca.us) and [cshreve@wvca.us](mailto:cshreve@wvca.us)) on the number of applications received, total cost of those applications and total acres
- Retroactive payments will not be allowed
- Seed mixtures and specifications contained in the WVU technical guide *Recovering From Mud Spring 2019* and/or *NRCS standard 512 Forage and Biomass Planting* must be followed in order to qualify for reimbursement
- Staff need to visit site and complete a site visit form to document conditions
- Practice completion deadline May 31

Upon SCC approval, you will receive the application form, site visit form, program description, and verification form. Timeframe is extremely tight. The last day to apply for the program is May 3. Districts will need to submit LORs for funding from WVCA once amounts are known.

-Jennifer

## Agricultural Enhancement Program – Emergency Assistance for Revegetation

The State Conservation Committee has approved the AgEP – Emergency Assistance for Revegetation.

- \$60/acre flat rate
- Cap of 50 acres per farm
- Davin will issue a news release encouraging interested people to contact their local conservation district.
- May 3 districts must provide a report to WVCA (send email to [jskaggs@wvca.us](mailto:jskaggs@wvca.us) and [cshreve@wvca.us](mailto:cshreve@wvca.us)) on the number of applications received, total cost of those applications and total acres
- CDs will send LOR to WVCA for funding
- Retroactive payments will not be allowed
- Seed mixtures and specifications contained in the WVU technical guide *Recovering From Mud Spring 2019* and/or *NRCS standard 512 Forage and Biomass Planting* must be followed in order to qualify for reimbursement
- Staff need to visit site, take photos and complete a site visit form to document conditions
- Map with area(s) marked must be included with application
- Practice completion deadline May 31

After this was approved by SCC, a conference call was held at 1pm. The above information is what was covered in that call.

### -Notes-

- Site visits for each application must be conducted to determine eligibility and document need and amount for each case.
- Pictures will be taken as part of this documentation process.
- Maps will be used to determine area size, location, and field numbers.
- Receipts will be collected.
- If time permits, follow-up pictures once growth occurs
- Focus is areas in pasture and hay ground that have been used as winter feeding areas.
- Producer will be required to keep cattle off the areas until seedlings have grown 8-12in in height.

\*This will be part of FY19 funds and will have its own tagline in the database to separate it from regular AgEP funds.

# AgEP Emergency Program – Revegetation

Information gathered from FSA and with input from Eleanor Grogg

\*Number of acres are only from crop acreage report\*.

\*Number of active farms listed and some estimated higher based on knowledge of area and program participation in NRCS, FSA, and LKCD/WVCA programs\*. Low reported farm numbers indicated by \*\*.

## Calhoun

- 764 active farms in database\*\*
- 600 farms estimated affected
- 636 acres of hay
- 450 acres of pasture

## Ritchie

- 700 farms affected
- 1,568 acres of hay
- 3,717 of pasture

## Roane

- 1,200 farms affected
- 9,090 acres of hay

- 1,215 acres of pasture

## Wirt

- 529 active farms in database\*\*
- 600 farms estimated affected
- 2,002 acres of hay
- 5,039 acres of pasture

## Wood

- 890 active farms in database\*\*
- 1000 farms estimated affected
- 2,332 acres of hay
- 3,558 acres of pasture

Total Hay Acres: 15,628

Total Pasture Acres: 13,979

We estimated that there was approximately:

- 35-40% loss of pasture ground in all five counties, or 4,892 – 5592 acres.
- 30-35% loss of hay ground in all five counties, or 4688 – 5470 acres.

I spoke with NRCS to gather seeding rates and recommendations for feeding areas in both pasture and hay ground, based on the list and seeding rates provided. Costs of seed per pound was provided by Southern States.

## **Recommendation for pasture:**

- Kentucky bluegrass 3 lb/acre (\$4.29/lb x 3lb = \$12.87)

- Ladino clover 2 lb/acre ( $3.99/\text{lb} \times 2\text{lb} = \$7.98$ )
- Orchardgrass 10 lb/acre ( $\$4.95/\text{lb} \times 10\text{lb} = \$49.50$ )
- Annual ryegrass 5 lb/acre ( $\$1.19/\text{lb} \times 5\text{lb} = \$5.95$ )

At these seeding rates and costs, reseeding costs would be \$76.30/acre.

Reseeding costs for total estimated pasture area would be approximately \$373,259.6 - \$426,669.6.

**Recommendation for Hay:**

- Orchardgrass 10 lb/acre ( $\$4.95/\text{lb} \times 10\text{lb} = \$49.50$ )
- Red clover 8 lb/acre ( $\$2.79/\text{lb} \times 8\text{lb} = \$22.30$ )
- Annual ryegrass 5 lb/acre ( $\$1.19/\text{lb} \times 5\text{lb} = \$5.95$ )

At these seeding rates and costs, reseeding costs would be \$77.75/acre.

Reseeding costs for total estimated hay area would be approximately \$364,492 - \$425,292.5.

-Note-

In speaking with Eleanor, she mentioned that she is working to include some of this information to be hopefully be covered by WHIP in this area, however, this has not been approved.





Parkersburg (Wood County)  
District Headquarters  
Telephone: 304-422-9088  
E-mail: lkcd@wvca.us

*Serving the Counties of:*  
Calhoun  
Ritchie  
Roane  
Wirt  
Wood

*Little Kanawha*  
Conservation District  
91 Boyles Lane  
Parkersburg, West Virginia 26104

April 11<sup>th</sup>, 2019

Re: Agricultural Enhancement Program

Dear Sir or Madam,

The Little Kanawha Conservation District has taken into consideration the unfavorable weather conditions that presented in 2018 and considered the difficulties this placed on you completing your AgEP practice(s). The District board has decided that some practice applications and completion affected by weather will be given the opportunity to take the incomplete practice into the new fiscal year. In doing this, you will be given an opportunity to reapply for the incomplete practice during the new AgEP sign-up. The application will be exempt from ranking and will be given priority on remaining funds. To be considered for this, you will need to bring a written request for board review and to update your records at the time of signing the new application. The sign-up and reapplication period will begin **April 29<sup>th</sup>, 2019** and end **May 17<sup>th</sup>, 2019**. After this period, no reapplication requests can be granted. If you are interested in reapplying for your practice(s), it can be done with the Little Kanawha Conservation District in Parkersburg or in the NRCS office in Spencer. If you have additional questions, please contact the Little Kanawha Conservation District at (304) 422-9088.

Sincerely,

Little Kanawha Conservation District  
Board of Supervisors

Little Kanawha Conservation District

4/4/2019

Critical Area Planting

STATUS	FNAME	LNAME	ACRES		TOTAL COST	CS APPROVED	CS PAID	DATE PAID	CHECK #	UNFUNDED
Paid	Tina	Knopp		1	\$1,392.00	\$800.00	\$800.00	10/31/2018	2339	
Unfunded	Craig	Marshall		1						\$800.00
Unfunded	James	Asbury		1						\$800.00
			<b>TOTALS:</b>		\$1,392.00	\$800.00	\$800.00			\$1,600.00

Exclusion Fence

STATUS	FNAME	LNAME	TYPE	FEET	TOTAL COST	CS APPROVED	CS PAID	DATE PAID	CHECK #	UNFUNDED	NOTES
Approved	Debra	Allman	Woodland	2000		\$3,000.00					
Approved	Mark	Huffman	Woodland	2000		\$3,000.00					
Canceled	Kevin	Lang	Woodland	2000		\$3,000.00					10/18/18 -
Unfunded	Kevin	Townsend	Woodland	2000						\$3,000.00	77 Rank
Unfunded	Michael	King	Woodland	2000						\$3,000.00	75 Rank
Unfunded	Jeff	Boyles	Woodland	2000						\$3,000.00	72 Rank
			<b>TOTALS:</b>		\$0.00	\$9,000.00	\$0.00			\$9,000.00	

Heavy Use Protection Area

STATUS	FNAME	LNAME	TYPE	SQ FT	TOTAL COST	CS APPROVED	CS PAID	DATE PAID	CHECK #	UNFUNDED	NOTES
Approved	James	Delancy		2000		\$2,000.00					
Approved	Robert	Delancy		2000		\$2,000.00					
Approved	Roger	Eagle		2000		\$2,000.00					
Approved	Gary	Harold		2000		\$2,000.00					
Approved	Paul	Harold		2000		\$2,000.00					
Approved	Adam	Kinzy		750		\$750.00					
Approved	Henry	Longfellow		2000		\$2,000.00					
Approved	Nathanael	Mason		2000		\$2,000.00					
Approved	Mitchell	Moore		2000		\$2,000.00					
Approved	Russell	Shamblin		2000		\$2,000.00					
Approved	Daniel	Sillaman		2000		\$2,000.00					
Approved	Mike	Williams		2000		\$2,000.00					
Canceled	Charles	Stump		2000		\$2,000.00					
Paid	Jim	Metheney		2000	\$3,562.40	\$2,000.00	\$2,000.00	1/9/2019	2344		

Paid	Troxal	Metheney			\$3,849.20	\$2,000.00	\$2,000.00	12/19/2018	2342		\$2,000.00	92 Rank
Unfunded	Jeffrey	Boyles		2000							\$2,000.00	92 Rank
Unfunded	Larry	Cottrell		2000							\$2,000.00	92 Rank
Unfunded	Lee	Helmic		2000							\$2,000.00	92 Rank
Unfunded	Tony	McVey		2000							\$2,000.00	92 Rank
Unfunded	Larry	Gardner		2000							\$2,000.00	89 Rank
Unfunded	Brent	Matheny		2000							\$2,000.00	89 Rank
Unfunded	John	Eaton		2000							\$2,000.00	88 Rank
Unfunded	Dale	Cunningham		2000							\$2,000.00	87 Rank
Unfunded	David	Rupert		2000							\$2,000.00	84 Rank
Unfunded	Burl	Balderson		2000							\$2,000.00	82 Rank
Unfunded	Ryan	Dawson		2000							\$2,000.00	79 Rank
Unfunded	Mark	Jones		2000							\$2,000.00	78 Rank
Unfunded	Mary	Minney		2000							\$2,000.00	78 Rank
Unfunded	Stephen	Full		2000							\$2,000.00	77 Rank
Unfunded	David	Collins		2000							\$2,000.00	73 Rank
				<b>TOTALS:</b>	\$7,411.60	\$28,750.00	\$4,000.00				\$30,000.00	

#### Invasive Species Management

STATUS	FNAME	LNAME	TYPE	ACRES	TOTAL COST	CS APPROVED	CS PAID	DATE PAID	CHECK #	UNFUNDED	NOTES
Approved	Pamela	Exline		10		\$700.00					
Approved	Stephen	Johnson		10		\$700.00					
Approved	Benjamin	Lucky		10		\$700.00					
Approved	Brian	Rawson		10		\$700.00					
Approved	Mike	Williams		10		\$700.00					
Paid	Hazel	Boggs		10	\$1,603.13	\$700.00	\$700.00	10/31/2018	2338		
Paid	Richard	Fisher		10	\$1,015.84	\$700.00	\$700.00	4/4/2019	2351		
Paid	George	Harper		10	\$1,407.91	\$700.00	\$700.00	10/31/2018	2337		
Paid	Howard	Parsons		10	\$1,104.01	\$700.00	\$700.00	10/24/2018	2336		
Unfunded	Cathy	Bluming		10						\$700.00	95 Rank
Unfunded	Mike	King		10						\$700.00	95 Rank
Unfunded	Erin	Nichols		10						\$700.00	95 Rank
Unfunded	Paulette	Burdette		10						\$700.00	85 Rank
Unfunded	Doy	Harris		7						\$490.00	85 Rank
Unfunded	Charles	Hopkins		10						\$700.00	85 Rank



Unfunded	Kimberly	Davis	21.66	10.83					\$346.56	55 Rank
Unfunded	Patrick	Gill	36	24					\$576.00	55 Rank
Unfunded	Vincent	Klicka	70.5	47					\$1,128.00	55 Rank
Unfunded	Russell	Shamblin	21.85	21.5					\$349.60	55 Rank
Unfunded	Gilbert	Smith	36	20					\$576.00	51 Rank
Unfunded	Phil	Sims	68.4	41.1					\$1,094.40	49 Rank
Unfunded	George	Lemon	86	43					\$1,376.00	45 Rank
Unfunded	Gary	Mossor	11.25	9					\$168.75	40 Rank
			<b>TOTALS:</b>		\$8,147.18	\$15,676.52	\$3,231.28		\$19,281.71	

**Pasture Division Fence**

STATUS	FNAME	LNAME	FEET	TOTAL COST	CS APPROVED	CS PAID	DATE PAID	CHECK #	UNFUNDED	NOTES
Approved	Paulette	Burdette	2000		\$3,000.00					
Approved	Larry	Gardner	2000		\$3,000.00					
Approved	Christiana	Grow	2000		\$3,000.00					
Approved	Wayne	Longfellow	2000		\$3,000.00					
Approved	H. Robert	Miller III	2000		\$3,000.00					
Approved	Richard	Phillips	1000		\$1,500.00					
Unfunded	Matthew	Roberts	2000						\$3,000.00	134 Rank
Unfunded	James	Delancy	2000						\$3,000.00	129 Rank
Unfunded	Robert	Harris	2000						\$3,000.00	129 Rank
Unfunded	Vincent	Klicka	1200						\$1,800.00	129 Rank
Unfunded	Elza	McPherson	750						\$1,125.00	129 Rank
Unfunded	Robert	Wigal	540						\$810.00	129 Rank
Unfunded	Mark	Huffman	2000						\$3,000.00	119 Rank
Unfunded	Benton	Cochran	2000						\$3,000.00	114 Rank
Unfunded	Kevin	Lang	2000						\$3,000.00	114 Rank
Unfunded	Robert	Delancy	2000						\$3,000.00	90 Rank
			<b>TOTALS:</b>	\$0.00	\$16,500.00	\$0.00			\$24,735.00	

**Watering System**

STATUS	FNAME	LNAME	COMPONENT	NUMBER	TOTAL COST	CS APPROVED	CS PAID	DATE PAID	CHECK #	UNFUNDED	NOTES
Approved	Debra	Allman				\$900.00					
Approved	Susan	Davis				\$1,800.00					
Approved	Brian	Fields				\$4,900.00					

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Approved	Christiana	Grow				\$1,800.00						
Approved	George	Harper				\$950.00						
Approved	Johnnie	Jones				\$1,450.00						
Approved	Tony	McVey				\$1,400.00						
Approved	H. Robert	Miller III				\$1,000.00						
Canceled	Gary	Mossor				\$1,400.00						10/23/18 -
Canceled	David	Rupert				\$1,800.00						Cancelled due
Paid	Harry	Fields			\$5,104.84	\$3,200.00	1/23/2019	2346				
Paid	Frank	Lane			\$1,425.00	\$900.00	2/12/2019	2349				
Paid	Henry	Longfellow	1		\$1,127.00	\$1,600.00	10/18/2018	2335				
Paid	Jim	Metheney			\$1,804.87	\$1,400.00	1/9/2019	2345				
Paid	Troxal	Metheney			\$952.00	\$600.00	1/31/2019	2348				
Paid	Howard	Parsons			\$1,064.50	\$1,000.00	4/3/2019	2350				
Unfunded	Paul	Harold							\$3,400.00	95 Rank		
Unfunded	Bryan	Sims							\$2,800.00	95 Rank		
Unfunded	George	Lemon							\$1,400.00	90 Rank		
Unfunded	Matthew	Roberts							\$4,900.00	90 Rank		
Unfunded	Phil	Sims							\$1,800.00	90 Rank		
Unfunded	Gary	Hedrick							\$800.00	85 Rank		
Unfunded	James	Matheny							\$1,600.00	85 Rank		
Unfunded	Dana	Wheeler, Jr							\$1,400.00	85 Rank		
Unfunded	Adam	Kinzy							\$3,300.00	80 Rank		
Unfunded	Tina	Knopp							\$2,600.00	80 Rank		
Unfunded	Nathanael	Mason							\$1,400.00	75 Rank		
Unfunded	Brent	Matheny							\$1,400.00	75 Rank		
			TOTALS:		\$11,478.21	\$26,100.00	\$8,270.00				\$26,800.00	

	Approved	Paid	Cancellations & Payment Changes	Balance	Unfunded
Critical Area Planting	\$800.00	\$800.00	\$0.00	\$0.00	\$1,600.00
Exclusion Fence	\$9,000.00	\$0.00	(\$3,000.00)	\$6,000.00	\$9,000.00
Heavy Use Protection Area	\$28,750.00	\$4,000.00	(\$2,000.00)	\$22,750.00	\$30,000.00
Invasive Species Management	\$6,300.00	\$2,800.00	\$0.00	\$3,500.00	\$7,490.00
Lime	\$15,676.52	\$3,231.28	(\$28.32)	\$12,416.92	\$19,281.71
Pasture Division Fence	\$16,500.00	\$0.00	\$0.00	\$16,500.00	\$24,735.00
Watering System	\$26,100.00	\$8,270.00	(\$3,630.00)	\$14,200.00	\$26,800.00
Totals	\$103,126.52	\$19,101.28		(\$75,366.92)	\$118,906.71
Current AgEP Funds & Interest	\$ 81,156.20	\$19,101.28		\$ 62,054.92	
Residual Supervisors Support Funds	\$ -	\$0.00		\$ -	
Final Balance				(\$13,312.00)	

# **Little Kanawha Conservation District**

## **Financial Meeting**

### **Minutes**

**March 12, 2019, 9:00 AM**

**Mill Run Agricultural Service Center, Parkersburg, WV**

Attending were:

**\* Supervisors Attending**

\*Mike Nichols, Ritchie County

\*Sam Sheets, Roane County

\*Roger Shaver, Wirt County

\*Roseann Adams, Wirt County

\*Bob Buchanan, Wood County

Meeting called to order at 9:10 a.m.

Reviewed reports and made recommendations to balance items.

The suggestion is to increase book keeper from 5,400.00 to 6,000.00 moving the 600.00 from office rent

Increasing supplies & events from 1,900.00 to 2,500.00 moving the 600.00 from Educational/Contest.

These recommendations will be brought before the full board for consideration.

Meeting adjourned.



## **April 2019 WVCA Report**

### **Request to Conservation Districts**

The WVCA is encouraging Conservation Districts to review and update your District Plan of Work. Plans are due to Guthrie by June 15.

### **Engineering Expression of Interest**

Review your current contract and if needed, prepare to advertise and go through interview/selection process if needed.

**A template has been provided to all DMs for CDs to use moving forward. This effort is to ensure that engineering services can provide the service that may be required moving forward with O&M work/repairs.**

The WVCA is interested in working with the district to ensure they retain a firm that has strong civil engineering and is familiar with dams.

Because of questions raised about these agreements, it's important to make sure that the scope of work is clearly defined and an agreement between the district and engineering firm is signed.

Also, the district may want to consider whether it wants an engineering firm that also can perform environmental assessments.

### **Revised Conservation District Supervisor Manual**

The Conservation District Supervisor Manual has been updated and will soon be available on Sharepoint. If supervisors would like a copy of the newly revised manual, please have your DM's to print copies for you. All districts should have a hard copy available for office use.

### **Conservation Farm Tour**

It is time for districts to be thinking about the conservation farm families to be awarded. CDs should have their district farm selection to their Area Directors by May 31.

### **Timelines:**

- **May 31** - County and District judging.
- **July** - Area judging.
- **August** - Statewide judging.
- **October** – Presentation of Area and State awards at WV Conservation Partnership Annual Conference. County and District winners at local Conservation District annual banquets.

### **WV Conservation District News: *New section for district updates***

We are adding this section to our report for districts to have the opportunity to share news, events or any other information they wish to share with each other. If your CD has anything they wish to add to the report, please make sure that it is shared with your Area Director.

**2019 WVACD Quarterly Meeting Dates/Locations:**

April 22 & 23	Pipestem State Park
July 15 & 16	Highlands Event Center, Triadelphia
October 21 & 22	Flatwoods

The Spring Quarterly Meeting of the WVACD will be held April 22-23 at Pipestem State Park. To make your room reservations call (833)987-2757. The room rate has been set at \$93.00 plus tax. The deadline for room reservations is March 22, 2019.

**AGEP:**

- **April 2019** - Presentation of FY 19 AgEP to SCC
- **June 15, 2019** – Deadline for CDs submit final practice list to WVCA (CDs can submit final list any time after SCC approval)
- **July 1, 2019** - Start of FY 20 program
- **July 31, 2019** - CDs submit annual progress report (per legislative rule)

The state AgEP committee met March 18. The focus of the meeting was to review proposed changes for the FY20 program. The funding allocation formula will remain the same as last year (Based on farms/acres and average payments). We do not have dollar amounts at this time because we are waiting for Census data, but information on LORs will be sent as soon as possible.

Also discussed during the March 18 committee meeting, the previous year has been extremely wet and has caused significant issues on farms. It has been recommended that we consider the practice of revegetation of feeding areas through AgEP under the emergency provision. This will be discussed at the April 9 SCC meeting. More information will be provided as soon as possible.

**West Virginia Legislative Calendar**

**SB 655:** Effective June 5, 2019

The purpose of this bill is to clarify that the State Conservation Committee may operate and administer a conservation grant program providing financial assistance to conservation districts and others to promote approved conservation practices.

The legislation puts in law a practice that was based on a 2010 Attorney General's opinion relating to the SCC's ability to award grants for conservation practices.

AgEP lead Jennifer Skaggs is leading a committee has been formed to complete necessary legislative rules and set program guidelines. This program change will include grant opportunities for AgEP and SSRP. Upper Ohio Supervisor Bill Gellner and Monongahela Supervisor Rick Able are on the committee.

Because of changes in legislative rulemaking, a draft rule will be available for 30-day public comment by the end of May. The rule will be presented to the SCC at its July meeting.

If supervisors have input or concerns as we move through the process forward them to your Area Director.

More information will be provided by Area Directors as it becomes available.

**Upcoming Dates of State Wide Activities**

April 17 & 18            WV Envirothon Competition, Canaan Valley  
April 22 & 23            WVACD Quarterly Meeting, Pipestem State Park

**State Fair of WV Volunteer Sign Ups**

The schedule for state fair volunteers is now available under WVCA admin. If you would like to schedule a time to work at the state fair, please contact your district manager.

WVACD has scheduled a block of rooms for supervisors who work at the state fair. Please call the Fairfield Inn, attention Susan McCormick to make reservations. 1-304-645-7999

**O&M Sponsor letters**

Brian is wrapping up his meetings with counties and cities that have O&M sponsorship agreements. The initiative seeks to review and renew O&M agreements that comply with Attorney General's opinion.