



Potomac Valley Conservation District

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MINUTES OF MEETING

August 7, 2019

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, August 7, 2019, at the USDA Service Center in Moorefield. The meeting was called to order at 7:40 p.m. by chairperson, Charlotte Hoover.

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

OTHERS: Doris Brackenrich, Christi Hicks, NRCS; Ben Heavner, Nadene Jewell, WVCA; Tony Walker, PVCD; Mike Biser, FSA; Ryan Cooper, Trout Unlimited; Carolyn Hefner, PVCD Associate Supervisor

MINUTES: The minutes of the July 3, 2019 meeting were presented for review and approval. A motion was made by John Hicks and seconded by Frank Weese to dispense with the reading of the minutes of the July 3, 2019 meeting and approve them as written and distributed. Motion carried.

FINANCIAL REPORTS: Treasurer, John Hicks reviewed the treasury reports for the month of July with the Board. Supervisors reviewed the reports for the General Fund and CDO Grant Accounts as prepared by William Lipps, CPA and the Co-Administered accounts as prepared by WVCA Fiscal Department. A motion was made by John Hicks to approve the Co-Administered reports and General Fund reports and invoices paid within the month of July. Motion seconded by Kent Spencer. Motion carried.

INVOICE: Board action was taken on payment in the amount of \$525.00 to William Lipps CPA for bookkeeping services in the month of July. A motion was made by John Hicks and seconded by J.W. See to approve payment to William Lipps CPA in the amount of \$525.00 for bookkeeping services in July. Motion carried.

WATERSHED FUNDS: John Hicks reported to the Board on the state funding (approximate amount is \$5,000,000.00) in the PVCD account for the Lost River Site #16 project. With the deobligation of the LR16 federal project funds, WVCA has indicated that the state funds will be returned. Not certain on the time frame – looking at late summer or early fall. Hicks indicated the District will be able to retain the interest – approximately \$550,000.00 for local projects. Much discussion was held regarding the possibility of the state funds being retained by PVCD for rehabilitation or other watershed needs.

Suggestion was made to send a letter to the governor and other legislators regarding the local need for the funds. Also discussed making a trip to Charleston to personally meet with the legislators to discuss the issue. A motion was made by J.W. See and seconded by Brian Dayton to draft a letter to the governor and other legislators to request PVCD retaining the \$5,000,000.00 in funds to address local watershed issues (rehab, o&m, etc). Motion carried.

INVOICES: The Board reviewed invoices totaling \$22,550.00 received from Tygarts Valley CD for work completed on South Fork dams – five sites invoiced. WVCA verification has been received on all of the invoices. A motion was made by John Hicks and seconded by Ron Miller to approve payment of the o&m invoices in the amount of \$22,550.00 to Tygarts Valley CD. Motion carried.

WV WOMEN IN AG CONFERENCE: A notice of the WV Women in Agriculture Conference to be held 11/15 – 11/16 at Stonewall Resort was reviewed by the Board.

HONORARY MEMBERS / MEMBERS AT LARGE: Discussion was held regarding nominations for the WVACD Honorary Members and Members at Large recognition. The deadline to submit nominations is 9/6/19. The request was made to include on the September meeting agenda for action.

PESTICIDE PICKUP: The Board reviewed information regarding a pesticide pick up being held at Hampshire High School on 8/9/19. The project is in conjunction with WV Dept of Ag and Farm Bureau.

SOCIAL MEDIA POLICY: The Board reviewed information regarding the development of a social media policy. Discussion was held, will review and address at future meeting.

PUBLIC MEETING – NEW CREEK SITE #17: The Board discussed a notice of the public meeting to review the watershed plan for New Creek Site #17 being held on 8/14/19 from 4 – 6:30 pm at Potomac State College. WVCA sent the information and requested PVCD representatives to attend. Following the discussion, Brian Dayton indicated he will try to attend.

STATEWIDE AG FIELD DAY: A notice was received regarding the need to cancel the statewide ag field day planned for early August. No additional information was received.

MOA: Discussion was held regarding a MOA for repairs to a cattle crossing on North / South Mill Creek Site #3 in Grant County. The quote for the repair was \$1,600.00. Supervisors worked with WVCA Watershed staff to engage a contractor to complete the work. A motion was made by J.W. See and seconded by Kent Spencer to approve the MOA in the amount of \$1,600 for the repair project and payment to the contractor, pending WVCA verification. Motion carried.

Frank Weese also reported on fence repair needs on N/S Mill Creek Site #3 – landowner to contact the District. Will address issue when requested by landowner.

CONTRACTS FOR O&M REPAIRS: WVCA is working on contracts for repairs to trash racks and toe drains on various dams within PVCD. Will need PVCD supervisor to address contracts when finalized. A motion was made by Kent Spencer to delegate authority to John Hicks to act on behalf of the District on the contracts for trash rack and toe drain repairs. Motion seconded by J.W. See. Motion carried.

STATE O&M MEETING: Request representative to attend state o&m meeting on 8/12 at Elk CD.

ENGINEERING INTERVIEWS: John Hicks reported on the interviews with engineering firms held on 7/26/19. Three firms interviewed – CTL, Potesta and Thrasher. Based on the scoring of the interview questionnaire, Potesta and Associates was ranked the highest. The group recommended engaging Potesta and Associates to perform engineering services within PVCD. A motion was made by John Hicks and seconded by J.W. See to approve Potesta and Associates for the engineering services contract with PVCD. Motion carried.

LOCAL WORK GROUP – FCA PROPOSALS: Doris Brackenrich addressed the Focus Conservation Approach proposals agreed upon by the local work group. She distributed copies and reviewed with the Board. Implementing Comprehensive Nutrient Management Plans on Farms Utilizing Poultry Manure; Improving Plant / Soil Health (Grant, Hardy & Pendleton Counties); Locally Grown Foods (High Tunnels); Targeted Stream Restoration in the North Fork of the Potomac River (requesting an extension); New FCA – Targeted Stream and Riparian Restoration in the Upper South Branch Watershed (Pendleton county). Following the discussion, a motion was made by John Hicks and seconded by J.W. See to approve the FCA proposals. Motion carried.

TROUT UNLIMITED / NRCS TOUR: Doris Brackenrich reported on the Trout Unlimited / NRCS tour to be held on 8/21/19 beginning at 8:00 am at the USDA office in Moorefield. Visiting several sites within Hardy and Mineral counties. Invited supervisors to attend. Charlotte Hoover will be recognized at the first contract with TU for stream restoration for brook trout habitat.

RFQ / AUDIT: The District Manager reported that the request for quotes for the FY19 audit have been sent – Quotes are due to PVCD by 8/20/19. Following the discussion, a motion was made by J.W. See and seconded by Kent Spencer to delegation authority to the Treasurer, John Hicks, to act on the quotes / proposals received for the FY19 audit. Motion carried.

NRCS GRANT APPLICATIONS: Discussion was held regarding the submittal of an application for the NRCS grant opportunity for the hiring of personnel to assist NRCS with various projects including wildlife contract development. Much discussion was held on the issue. Must apply online – WVCA indicated that District Manager is not able to assist with the grant process. The group reviewed the materials needed to apply – very extensive. NRCS staff offered to assist. District bookkeeper would need to provide assistance with payroll and reported information. Reviewed a tentative budget – suggested request of \$400,000 for 5-year grant. The deadline to submit the application is tomorrow, 8/8/19. Following the discussion, a motion was made by John Hicks and seconded by Frank Weese to approve the preparation and submittal of the application for the NRCS grant in the amount of \$400,000.00. Motion carried. If unable to complete the application process, will address in the future.

DISTRICT MANAGER REPORT: Nadene reported on the following:

- District Banquet to be held on 9/15/19 at 3:00 pm at the South Branch Inn in Romney.
- District Rack Cards – provided copy of cards to supervisors for review. Cards to be available at the state fair exhibit.
- WVACD History Committee requested a photo of Board – please stay after the meeting for photo

WVACD Quarterly Meeting: John Hicks and Gerald Sites attended the WVACD Quarterly Meeting held in July at Triadelphia. Hicks reported on the meeting for dam monitors held in EPCD – encouraged other Districts to hold similar meetings. Sites reported on the legislative committee meeting – discussion on Ag Day and need to meet with representatives regarding local needs.

Gerald Sites also reported is serves on the WV Aviation Committee – recently appointed to serve as chairman.

PVCD CREW: Tony Walker reported on the following:

- One crew member, Caleb returned to college early – last day was this past Thursday
- Need to hire driver – Tony needs to take crew to dam sites
- Other crew member also leaving on 8/15 to return to college
- Completed work on N/S Mill Creek, Lunice Creek and one dam left in New Creek
- Will need to hire additional workers in order to complete o&m work this season

Office received several inquiries regarding work on the crew – information given to Hicks. Discussion held regarding the need to hire additional workers. A motion was made by Kent Spencer and seconded by J.W. See to delegate authority to John Hicks to hire additional employees for the work crew. Motion carried.

AG ENHANCEMENT: The Ag Enhancement committee met prior to the Board meeting. The committee allocated the FY20 AgEP funding, including the rollover funds from FY19. They also approved the extension of the Chesapeake Bay Fence contracts until 10/31/19. A motion was made by J.W. See and seconded by Kent Spencer to approve the Ag Enhancement Committee recommendations. Motion carried.

AG ENHANCEMENT: The following FY20 applications were presented for approval:

LIME – Applications: *Kelly Williams 122.25 tons \$ 2,445.00 CS; Sam Williams 102.75 tons \$2,055.00 CS; John Pratt 120.25 tons \$2,405.00 CS; Kenneth Harper 36.5 tons \$ 730.00 CS; Allen Simmons 79.5 tons \$1,590.00 CS; Kelly Rumer 162.5 tons \$3,250.00 CS; Luci Raines 136.76 tons \$2,735.20 CS; Roger Lewis 47.75 tons \$955.00 CS; **George Leatherman 183.45 tons \$3,669.00 CS; Steve Heavner 82.2 tons \$1,644.00 CS; Forrest Alderman 22.23 tons \$444.60 CS; Peter Wright 14.2 tons \$284.00 CS; Robert Woodson 97.25 tons \$1,945.00 CS; ** James W. See III, Isaiah Smith 147.66 tons \$ 2,953.20 CS; Mike Teets 55 tons \$1,100.00 CS*

HEAVY USE AREA PROTECTION / CONCRETE - Applications: *Cody Malcolm \$5,000; Jacob Griffin \$5,000*

LITTER TRANSFER – Applications: *Rock Evick 170 tons; Gary Hedrick 250 tons; Mike Alt 50 tons; Nathan Griffin 250 tons; John Ruddle 250 tons; Ben Wolfe 250 tons; Jacob Griffin 250 tons; George Schell 250 tons; Robert Berg 250 tons; Allen Evans 250 tons; Roscoe Alexander 150 tons*

HAY RESEEDING – Applications: *Carl Hevener 50 acres \$2,500.00 CS; Neal Eye 35 acres \$1,750.00 CS; Jerry Mowery 29.11 acres \$1,455.50 CS; Allen Simmons 17.5 acres \$875.00 CS; Charles Lee 39.62 acres \$1,981.00 CS; Jack Rudolph 25 acres \$1,250.00 CS; Lee Haggerty 4 acres \$200.00 CS; ** James W. See III*

33.22 acres \$1,661.00 CS; James See Jr 37.41 acres \$1,870.50 CS; Isaiah Smith 32.5 acres \$ \$1,625.00 CS; Steve Heavner 43 acres \$ 2,150.00 CS; Lois Carr 14 acres \$ 700.00 CS

HAY ESTABLISHMENT – Applications: Mike Alt 10 acres \$ 1,250.00 CS; Randy Bennett 10 acres \$1,250.00 CS; Matt Nesselrodt 43 acres \$5,375.00 CS; Charles Armentrout 15.7 acres \$1,962.50 CS; Milleson Stock Farm 10 acres \$1,250.00 CS

A motion was made by Kent Spencer and seconded by Frank Weese to approve all FY20 Ag Enhancement applications as presented. Motion carried.

*Applications for George Leatherman and James W. See III have been approved by WVCA.

CONSERVATION AGREEMENT: A conservation agreement totaling 90 acres for Michael Haines was presented for approval. A motion was made by Kent Spencer and seconded by Frank Weese to approve the conservation agreement for 90 acres. Motion carried.

NRCS: Christi Hicks introduced Ryan Cooper as the new Trout Unlimited / NRCS employee. He replaced Cory Trego and will be headquartered in the Romney office. Ryan addressed the Board – happy to be in this position, looks forward to working in the District – previously worked with WVCA.

FSA: Mike Biser reported on the following:

- funding received for payments to producers impacted by tariffs. Sign up period 7/29 – 12/6
- Reviewed the per acre rates in PVCD counties
- Reviewed eligible crops
- Discussed Fansler site to be included in TU tour on 8/21 – excellent site
- Will be conducted CREP visits this week

Reminder of the following dates:

- O&M meeting on 8/12 @ Elk Conservation District office
- Tour with Trout Unlimited and NRCS on 8/21, begins at USDA Moorefield office
- District Banquet 9/15

There being no further business, the meeting adjourned by motion of Kent Spencer at 9:27 pm. Motion seconded by John Hicks. Motion carried. The next regular meeting will be on Wednesday, September 4, 2019 beginning at 7:30 pm at the USDA Service Center in Moorefield.

Chairperson

Secretary

Date