



GREENBRIER VALLEY

Conservation District

USDA Service Center ♦ 179 Northridge Drive ♦ Lewisburg, WV 24901
Phone: (304) 645-6173

Serving Greenbrier, Monroe, and Pocahontas Counties

Minutes of the GVCD Regular Board Meeting August 27, 2019

The Greenbrier Valley Conservation District Board of Supervisors met on Thursday, August 27, 2019, at 7pm, in the conference room of the Lewisburg USDA Service Center. Those attending were:

Supervisors:

Timothy VanReenen
Carolyn Miller
Gary Truex
Jerry Clifton
Avery Atkins
Gary Sawyers for partial meeting

Others:

Linda Ortiz (NRCS)
Jeremy Salyer (WVCA) (by skype)
Judith Lyons (WVCA) (by skype)
Lynn Woods

Call to Order

Vice Chairman Jerry Clifton called the meeting to order at 7:07pm. He welcomed Gary Sawyers back and everyone was happy to see him.

Approval of Minutes

Motion was made by Gary Truex and seconded by Avery Atkins to approve the minutes of the July 18, 2019 regular board meeting. Motion passed.

Guests

None

District Manager Report

Lynn Woods submitted a written report (copy attached).

Funding Requests

None

Cooperating Agency Reports

- NRCS – Linda Ortiz reported on the status of NRCS applications and submitted a written report (copy attached). She reported that the NWQI extension we requested was limited to a very short span of 3 days. However, she was able to get guidance from the national office for FY21. She also reported that we were unable to meet the deadline for the competitive grant agreement, but that it would be re-visited in the spring when the opportunity is posted again.

- *WV Division of Forestry* – Not present
- *FSA* – not present
- *WVCA* - Jeremy Salyer submitted a written report, which is attached, and deferred his time to the end of the meeting.

Unfinished Business

- There was additional discussion about the competitive grant application.
- Banquet - Lynn Woods gave an update on banquet planning and there was discussion on food sourcing.
- There was discussion about whether to have a local Women-In-Ag event or sponsor the state event. Lynn reported that the WIA committee was split as to which route to take. **Timothy VanReenen moved and Carolyn Miller seconded the motion to offer three sponsorships (payment of registration fee for one person from each county in the district) to the state Women-in-Ag event. Motion passed.** The subject of a local WIA event will be re-visited for Spring. No event will be held in the fall.
- There was discussion about awards and nominations were presented for Honorary Member, Carroll Greene, and Member-At-Large. **The committee moved and Jerry Clifton seconded the motion to submit Gary Truex for recognition as Honorary Member. Motion passed. Carolyn Miller moved and Gary Sawyers seconded the motion to nominate Timothy VanReenen for Carroll Greene. Motion passed. The committee moved and Gary Sawyers seconded the motion to nominate Stephen Baldwin for Member-At-Large. Motion passed.**

Committee Reports

Finance Committee:

Financial Report:

- *General and CDO Funds Report* – **Timothy VanReenen moved to accept the General and CDO Funds Reports and file for audit. Seconded by Gary Truex. Motion passed.**
- *WVCA Restricted Funds Report* – **Gary Truex moved to accept the WVCA Restricted Funds Reports and file for audit. Seconded by Timothy VanReenen. Motion passed.**
- *Payment of all General Funds bills*— **Carolyn Miller moved to pay all General Funds bills, per payables list, as presented. Seconded by Gary Truex. Motion passed.** List is attached.

Agricultural Enhancement Program Committee:

Timothy VanReenen said that an FY19 report was presented at the committee meeting. He presented the following FY20 contracts for approval:

Lime

Martin, Robert	\$429.00
Bostic, Rick	\$201.00
Holwick, Jann	\$2,745.00
Morgan, Andrew J.	\$1,536.75
Rapp, Brandy	\$3,135.00
Holmes, Carl	\$3,480.00
Spade, Tommy	\$2,371.80
Shuck, Rodney	\$1,221.00

Rose, Michael S.	\$245.25
Yale, Trevor	\$1,455.00
Fedczak, James	\$384.75
Saul, John D.	\$381.00
Johnson, Lee H.	\$552.75
McPaters, Samuel C.	\$300.00
Walton, Kirk	\$405.00
Sams, Alfred L.	\$1,752.00
Wickline, Clyde A.	\$4,140.75
Surgeon, Jack Wayne	\$724.50
Reed, Charles D.	\$1,314.00
Mason, Jordan Neil	\$144.00
Dunbar, Bobby R., Jr.	\$930.00
Tolbert, Douglas E.	\$900.00
Shaw, Timothy B.	\$951.00
Cook, Jeff	\$636.00
Taylor, Ryan	\$2,322.00
Masters, Dwayne Frank	\$1,102.50
Eitel, Doug	\$306.00
Taylor, Lucy A.	\$820.50
Lone Oak, LLC	\$372.00
Canterbury, Bill	\$1,920.00
Wickline, Brian	\$1,984.50
Childers, David	\$2,160.00
Nickell, Jamie	\$216.00
Hanna, Woody	\$1,212.75
Wilfong, Charles II	\$1,500.00
Helmick, Roy W.	\$637.50
Carter, Glenn A.	\$1,462.50
Saffel, Steve	\$570.00
McCormick, Bill	\$1,185.00

Comprehensive Pasture Dev.

Rumer, Randall	\$2,854.50
Clarkson, Gary L.	\$8,790.67
Miller, William E.	\$2,334.71
Johnson, Lee	\$6,374.09
Kieninger, Dawn	\$7,134.51
Nester, William	\$4,115.76
Carter, Glenn	\$1,993.10
Saffel, Steve	\$9,435.00

Watering System

Hoke, Donnie	\$2,835.84
Ballengee, Steve	\$4,999.32

Pasture Division Fence

Mike McCormick \$1,640.00

Exclusion Fence

Walton, Kirk \$3,018.75

Masters, Dwayne Frank \$375.00

Lone Oak, LLC \$5,000.00

Grand Total \$109,008.05

Timothy VanReenen moved on behalf of the committee and Gary Truex seconded the motion to approve the listed contracts for FY20. Motion passed.

Note: Gary Sawyers left the meeting at this point.

Grassland Committee:

- Recommendations for Outstanding Grassland Farms were presented: Mike Rose (Greenbrier County) and Bane Morris (Monroe County). There was a brief discussion and the floor was opened for other nominations, but there were none. **Avery Atkins moved and Timothy VanReenen seconded the motion to recognize the recommended farms. Motion passed.**

Building/Equipment Committee:

- Gary Truex shared Eugene Wickline's monthly report. The Board is hoping for increased revenue now that the building office is nearly completed.
- Eugene Wickline has requested an increase in budget to complete the office construction. Discussion ensued. **Gary Truex moved and Timothy VanReenen seconded the motion to approve another \$1,500.00 to purchase the remainder of supplies needed to finish the office and bathroom. Motion passed.**
- Gary Truex reminded the group of prior discussion about inland marine insurance coverages. Discussion ensued. Lynn provided information regarding the cost savings related to increased deductibles, as requested. Opinions were split amongst the group. Avery Atkins will analyze the equipment schedule and present a recommendation in September.
- Avery Atkins has been in touch with the insulation contractor and he is supposed to visit the building for a new estimate on 8/28/19 at 9am.

Other Committees

- EOI – The selection process is on hold until Gary Sawyers returns to full capacity.

Watershed Reports

- *WVCA O, M & R Report* - Judith Lyons reported that they have been doing routine stream permits and CCRs.

Judith also reported that the WVCA is ready to go to contract on modification of the Howards Creek Weir. She and Gary Truex met with representatives from the City of White Sulphur regarding a joint effort with their project plans, however, they are still a couple of years away from project commencement so the Agency wants to move forward. The Agency is currently waiting for approval of the NRCS design, which had to be sent to Texas for review. A permit has been obtained. Discussion ensued. **Gary Truex moved to go to contracting and have a job showing for the weir modification. Timothy VanReenen seconded the motion. Motion passed.** These are WVCA funds and Judith will send a copy of the design for the District's records.

Judith reported that Dam inspections will take place in September and October.

Jeremy Salyer and Judith Lyons talked about the need for trash rack, toe drain, and metal painting work at the dams to be done by a contractor outside of routine mowing agreements. The WVCA is looking into doing a statewide contract for these types of work and would like all of the Districts' support in doing so. Judith explained that a statewide contract would be a more efficient and effective way to get the work done, with a better price point. GVCD is not in immediate need of this type of work but may need it in the future. Discussion ensued. It was decided that since GVCD is not in immediate need of work, the Board would take some time to consider this.

It was noted that the Town of Marlinton has not yet signed their sponsorship agreement for FY20 or paid their FY19 share. Timothy VanReenen has left a message for the mayor. Judith will also contact the mayor.

319 Committee:

INVOICES

Jerry Clifton presented the following 319 invoices for payment:

- Analabs – Monitoring - \$120.00
- Hach – filters for fecal coliform testing – Second Creek/Indian Creek - \$410.62
- Gary Taylor – NPS 1624 – exclusion fence - \$7,671.00
- Clyde Wickline – NPS 1614 - water system - \$1,839.21

Timothy VanReenen moved and Gary Truex seconded the motion to pay all of the listed invoices. Motion passed.

CONTRACTS

- A request has been made by the project coordinator for extension of time (at no additional cost) for 2019-07-10 GVCD CS319 Wades Ck SS&R Bridge. **Gary Truex moved and Timothy VanReenen seconded the motion to modify 2019-07-10 GVCD CS319 Wades Ck SS&R Bridge contract for additional time. Motion passed and modification was signed.**
- A request has been made to modify the 319 contract for Rocky Wickline to change from a pond to a well, with no additional funds provided. **Gary Truex moved and Avery Atkins seconded the motion to approve the contract modification. Motion passed.**

LORs

- **Carolyn Miller moved and Timothy VanReenen seconded the motion to send the LOR for NPS 1706 Upper Indian Creek II Burnside Branch, in the amount of \$25,000.00. Motion passed.**
- Lynn Woods reported that the LOR for Potts Creek listed on the agenda was not needed as the money has already been received. This was a miscommunication in agenda preparation.

Actions Between Board Meetings

- Per his delegated authority, Gary Truex accepted the bid and signed the contract for 2019-07-10 GVCD CS319 Wades Ck SS&R Bridge.

Correspondence

- No correspondence requiring action was presented.

New Business

- Debt collection options for a delinquent cooperator account were discussed.

Approval of Conservation Agreements & Terminations

- None

Approval of Conservation Plans

- HEL Plans for Charles E. Miller - Tracts 10092 & 1361 – Greenbrier County, and Laramie Myers - Tract 262 – Greenbrier County, were submitted by NRCS. **Gary Truex moved and Carolyn Miller seconded the motion to approve the plans. Motion passed.**

CREP

- None

Other Business

Jeremy Salyer referred to his written report and noted that the FY19 CDO actual budget is due, the FY19 Agreed Upon Procedures engagement should be initiated, and the WVACD quarterly meeting is in October at Flatwoods. There is also a listening session being held by the NACD on October 23, 2019, which all supervisors are encouraged to attend. October 31, 2019 is the deadline for input on FY21 AgEP funding allocations. Ag Day is January 31, 2020.

Adjournment

With no further business, the meeting adjourned by consensus at 9:15pm.

Respectfully submitted,

Jerry Clifton
Vice Chairman



Carolyn Miller
Secretary/Treasurer



GS/CM/lw

Recorded by Lynn Woods, District Manager

GVCD District Manager Report

August 27 2019

- August 22, 2019 meeting was postponed due to lack of a quorum. There were no changes or additions to the original posted agenda.
- AgEP FY20 sign ups have closed. Funds have been received. Applications are in the approval process and cooperators will be notified upon approval.
- NRCS grant application deadline was not met, due to the length of time to register for grants.gov and SAM. The registration process is now complete, however, so an application can be submitted when the opportunity is re-posted in the spring.
- 2019-04-16 GVCD CS319 Wades Ck SS&R Phase 2, has been suspended, by modification. 2019-07-10 GVCD CS319 Wades Ck SS&R Bridge was signed upon validation of bid and acceptance of bid by Gary Truex. There is a modification on the agenda for this contract, to extend the time for completion (at no additional cost).
- Agenda item for "LOR – NPS 1614 Potts Creek Objective 32.10 – remainder of funds (TBD) (M)" can be removed. These funds were already received.
- EOI process is currently on hold due to Gary Sawyers being unable to participate.
- Inland marine schedule with cost break-down has been provided as requested.
- New agreement for OMR with Town of Marlinton has been mailed for signature and an invoice sent for FY19.
- Banquet date has been set for 9/26 and WVU Building is under contract. Soil Tunnel Trailer will be on site for social hour. Invitations have been mailed. Plans are in progress.
- Reminder to close non-interest bearing account.

Dates to Note:

September 11	Standing Committee Meetings 9am
September 19	Regular Board Meeting 7pm
September 26	BANQUET



Natural Resources Conservation Service
179 Northridge Drive
Lewisburg, WV 24901

PHONE: 304-645-6172
FAX: 304-647-9627

**Greenbrier Valley Board Meeting
August 27th, 2019**

NRCS Progress Report: Linda Ortiz- District Conservationist

Farm Bill Programs Applications, Obligations and Deadlines:

- Additional 9 applications have been obligated under NWQI in Monroe County (total of 15 for 2019).
 - o Plus, 2 High Tunnel and 1 AERI were pre-approved in Monroe.
- Greenbrier County got a new AERI application obligated for Streambank Restoration work.
- 26 applications pre-approved under Conservation Stewardship Program- Grasslands Conservation Initiative (CSP-GCI).
- 8 pre-approved applications under General-CSP (4-Greenbrier & 4- Monroe).

*** FY20 Indian Creek NWQI- We received guidance and recommendations from the National Office to bring the NWQI Watershed Base Plan up to standards for the remaining sub-watersheds. NRCS & WVCA will be working during this upcoming year to have the plan(s) ready for implementation for 2021. Central Indian Creek FCA remains as our target area for FY20 in Monroe Co, State Office still making selections to approve FCA's for 2020.***

*** Competitive Agreement application/proposal between NRCS and GVCD will stay on hold until the new sign-up period (Spring of 2020).***

Farm Bill Programs and Staff Activities:

- Employees worked multiple days at the USDA Booth during the State Fair.
- Linda Ortiz participated of the 2019 Soil and Water Conservation Society in Pittsburgh, PA (August 28th- 31st).
- HEL/WC Compliance reviews were completed by Aron Sattler, Soil Scientist for the whole district during August 6th to the 8th.
- Linda Ortiz participated last week of the Supervising for Excellence Training in Little Rock, Arkansas.
- Few staff members participated of the Pasture Management and Pasture Assessment training in Union, WV last week. Training between NRCS and WV Extension.
- Staff continues to work actively with contracts, practice certification, designs and payments (e.g. AMA, EQIP and CSP).



August 2019 WVCA Report

Conservation Farm Tour Timeline:

- **August** - State judging. August 28 - 30, 2018
- **October** – Presentation of Area and State awards at WV Conservation Partnership Annual Conference. County and District winners at local Conservation District annual banquets.

Items to be thinking about and placed on your agendas in the coming month:

- Carroll Greene Nomination – form is due to Belinda Withrow by September 1
- WVACD Honorary Member At Large – form due to Joe Gumm by September 1
- WVACD Lifetime Honorary Member – form due to Joe Gumm by September 1

CDO Budget Expenditure Report for FY19

This report is due to Guthrie by September 1.

Agreed Procedures Engagement (Audit)

Conservation Districts are asked to begin the Agreed Procedures Engagement (APE) (audit) soon after the close of the fiscal year on June 30th. It is important that each district read their audit, and then take steps to correct any findings noted by the auditors. Audits reports are due to Guthrie in January/February. If you have questions, ask Kim or Jeremy.

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

Refer to Davin's communication call report

2019 WVACD Quarterly Meeting Dates/Locations:

October 21 & 22 Flatwoods

AGEP:

- **October 31 2019** – Deadline for CDs to submit allocation formula proposals and new practices for FY 21 program year.
- **November/December 2019** – State AgEP committee mid-year meeting to review allocation formula proposals and new practices
- **February 2020**- Comments reviewed and forms revised
- **March 2020**- State AgEP committee meeting to finalize upcoming FY AgEP
- **April 2020**- Presentation of upcoming FY AgEP to SCC
- **May/June/July 2020**– CDs to finalize upcoming FY program, update AgEP agreement addendum, take action to approve LORs
- **June 15 2020**– Deadline for CDs submit final practice list to WVCA (CDs can submit final list any time after SCC approval of practice list)

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. State Fair Committee Chairman Clyde Bailey encourages district supervisors and others who wish to sign up to work at the fair to do so as soon as possible.

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

NACD/WVACD Listening Session

NACD and the association is working to hold a listening session in October to coincide with the conservation farmer event. The event will be in Flatwoods and ALL supervisors are encouraged to attend.

Ag Day

Ag Day will be January 31, 2020

The WVACD and Agency have discussed potentially changing the date for the breakfast. More information will be provided as available.

11:28 AM

08/22/19

Greenbrier Valley Conservation District

A/P Aging Summary

As of August 22, 2019

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Boone Tractor & Implement, Inc.	64.54	0.00	0.00	0.00	0.00	64.54
City of Lewisburg	19.16	0.00	0.00	0.00	0.00	19.16
First Citizens Bank	392.37	0.00	0.00	0.00	0.00	392.37
Harry L. Vance Logging	135.51	0.00	0.00	0.00	0.00	135.51
Komax, LLC	222.83	0.00	0.00	0.00	0.00	222.83
Mon Power	35.11	0.00	0.00	0.00	0.00	35.11
S. J. Neathawk Lumber, Inc.	1,945.13	0.00	0.00	0.00	0.00	1,945.13
Sherry W. Ferrell	600.00	0.00	0.00	0.00	0.00	600.00
State Electric Supply Company	67.37	0.00	0.00	0.00	0.00	67.37
Suddenlink	225.48	0.00	0.00	0.00	0.00	225.48
Waters Agricultural Laboratories, Inc.	387.00	0.00	0.00	0.00	0.00	387.00
WVACD	4,000.00	0.00	0.00	0.00	0.00	4,000.00
TOTAL	8,094.50	0.00	0.00	0.00	0.00	8,094.50

Greenbrier Valley Conservation District

8/22/2019 11:41 AM

Register: 10003 · Bank of Monroe Ck 2603 General

From 07/22/2019 through 08/22/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
07/22/2019			12000 · Undeposited F...	DuntruKn Farm		X	39.00	394,564.53
07/22/2019			12000 · Undeposited F...	Brian Friel		X	99.47	394,664.00
07/22/2019			12000 · Undeposited F...	Kyle Killen		X	180.00	394,844.00
07/22/2019	4775	Carolyn J Miller	-split-		1,244.83			393,599.17
07/22/2019			41700 · WVCA Fundi...	CD Support L...		X	33,082.00	426,681.17
07/31/2019			40500 · Interest Revenue	Interest		X	17.46	426,698.63
07/31/2019	4776	Barrett L Level	-split-		955.81			425,742.82
07/31/2019	4777	Lacy E Wickline	-split-		943.32			424,799.50
07/31/2019	4778	Barrett L. Level	20000 · Accounts Paya...	Reimbursement	200.12			424,599.38
07/31/2019	4779	Lacy E. Wickline	20000 · Accounts Paya...	Reimbursement...	190.24			424,409.14
08/05/2019	ACH	Consolidated Public ...	-split-	X58300	588.44			423,820.70
08/05/2019	ACH	WV State Tax Depart...	21040 · State Payroll T...	1048-0059	219.00			423,601.70
08/05/2019	ACH	United States Treasur...	-split-	55-6008337	1,734.09			421,867.61
08/09/2019			12000 · Undeposited F...	Girlonza Scott			98.00	421,965.61
08/09/2019			12000 · Undeposited F...	Laura Hawver ...			90.00	422,055.61
08/09/2019			12000 · Undeposited F...	Chris Hawver			90.00	422,145.61
08/09/2019			12000 · Undeposited F...	Karl Reese, Jr.			85.26	422,230.87
08/09/2019			12000 · Undeposited F...	Shane Hanna			50.00	422,280.87
08/09/2019			12000 · Undeposited F...	Melvin Piercy			42.00	422,322.87
08/09/2019			12000 · Undeposited F...	Nicole Keller			190.00	422,512.87
08/09/2019			12000 · Undeposited F...	Hans Creek Ou...			240.00	422,752.87
08/09/2019			12000 · Undeposited F...	Aviagen Turkeys			1,050.00	423,802.87
08/16/2019	4780	Barrett L Level	-split-		955.81			422,847.06
08/16/2019	4781	Lacy E Wickline	-split-		557.41			422,289.65
08/16/2019	4782	Barrett L. Level	20000 · Accounts Paya...	Reimbursement	291.11			421,998.54
08/16/2019	4783	Lacy E. Wickline	20000 · Accounts Paya...	Reimbursement	59.28			421,939.26
08/19/2019	4784	PEIA	20000 · Accounts Paya...	VOID:		X		421,939.26
08/22/2019	4785	Boone Tractor & Imp...	20000 · Accounts Paya...	LI171565	64.54			421,874.72
08/22/2019	4786	City of Lewisburg	20000 · Accounts Paya...	Acct. 05328	19.16			421,855.56
08/22/2019	4787	First Citizens Bank	20000 · Accounts Paya...	-4279	362.22			421,493.34
08/22/2019	4788	First Citizens Bank	20000 · Accounts Paya...	-5650	30.15			421,463.19
08/22/2019	4789	Harry L. Vance Logg...	20000 · Accounts Paya...	Invoice 43781	135.51			421,327.68
08/22/2019	4790	Komax, LLC	20000 · Accounts Paya...	AR124755 & ...	222.83			421,104.85
08/22/2019	4791	Mon Power	20000 · Accounts Paya...	110 121 466 186	35.11			421,069.74
08/22/2019	4792	S. J. Neathawk Lumb...	20000 · Accounts Paya...	Acct. #100300;...	1,945.13			419,124.61
08/22/2019	4793	Sherry W. Ferrell	20000 · Accounts Paya...	Invoice 1605	600.00			418,524.61
08/22/2019	4794	State Electric Supply ...	20000 · Accounts Paya...	Invoice 141269...	67.37			418,457.24
08/22/2019	4795	Suddenlink	20000 · Accounts Paya...	100001-2323-7...	225.48			418,231.76
08/22/2019	4796	Waters Agricultural ...	20000 · Accounts Paya...	A2190729-117...	387.00			417,844.76
08/22/2019	4797	WVACD	20000 · Accounts Paya...	Invoice 000000...	4,000.00			413,844.76