**Capitol Conservation District**

 **Wednesday September 18, 2019 9:00 am**

Cross Lanes USDA Service Center - 418 Goff Mountain Rd.

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

**Attendance**

Terry Hudson-Chairman

Clyde Bailey-Co-Chairman

Valerie Thaxton-Treasurer

Richard Sams-Secretary

Sue Brand-District Manager

Kim Fisher-Area Director

Judith Lyons-Watershed Manager

Chris Ellison- IT Gutherie

Julie Stutler- NRCS

Sally Shepherd-Supervisor-Not in attendance

Tony Leadbeter-Associate Supervisor—Not in attendance

**CALL BOARD MEETING TO ORDER---- 9:08am**

**APPROVAL OF AUGUST BOARD MEETING MINUTES ----Clyde Bailey-1st motion & Valerie Thacxton-2nd motion. All in favor**

**FINANCIAL REPORTS/INVOICES**

 *\** ***financial reports and supervisor per diem and travel forwarded via email to the financial committee.***

 Co-Administered Funds Report, District August Financial Report

 Motion for bills to be paid as funds permit and coordinated by office staff and filed for audit -Clyde Bailey-1st motion & Valerie Thaxton-2nd motion to approve Co-Admin Funds & Financial Report & also to file for audit.

**REPORTS**

1. September WVCA Report-Kim Fisher-

Kim discussed deadline for CD’s to submit allocation formula proposals and new practices for the FY21 program year by 10.31.19.

November/December 2019-StateAgEp committee mid- year meeting to review allocation formula proposals and new practices.

February 2020- Comments reviewed and form revised

March 2020-State AgEP committee meeting to finalize upcoming FY AgEP

April 2020-Presentation of upcoming FY AgEP to SCC

May/June/July- CD’s to finalized up coming FY program, update AGEP agreement addendum, take- action to approve LORs

 June 15, 2020-Deadline for CD’s submit final practice list to WVCA (CDs can submit final list anytime after SCC approval of practice list.

Ag Day will be held January 31, 2020.

Emergency Reseeding Funds-Asked that all residual emergency reseeding funds be returned to

WVCA.

Farm Tour Timeline-October presentation of Area and State Awards at WV Conservation Partnership

Annual Conference. County and District winners will be awarded at local Conservation District

annual banquet.

WVCAD Quarterly meeting October 21 & 22, 2019 in Flatwoods, WV

Northeast Region Listening Session will be held October 23, 2019 starting at 9:00am.

Grassroots Advocacy Training-Local stakeholders are the most effective messengers for conservation

Policy priorities. District officials are NACD’s most valuable policy advocates, however mechanics of

Grassroots advocacy-how to arrange meetings and convey your message.

1. Watershed Report – Judith Lyons:

Received the string report also received permit for Coal River.

Construction should start soon on the 6mile section mainly waiting on the land rights which are needed for working.

Dam statement of review

CCD is ready for the Annual Inspections the board scheduled September 25, 2019 Wednesday to meet with Judith Lyons-Watershed Project Manager at Site #12 @ 9:00am and from there moving on to Dams #13 & #14

Site #14 Kinder submitted the proposal on Friday.

1. NRCS--Julie Stutler-

Working on High Tunnel Workshop that will be held on September 20 & 21, 2019 at Camp Virgil Tate

Wet land training last week

New Employee for NRCS-Danese Smith

1. CCD AgEp -Russell Young—CCD Community Garden fund transfer of $5052.99 for expenses

Motion was made to transfer funds to CCD/material bought for Community Gardens

Valerie Thaxton-1st motion, Richard Sams-2nd motion, all in favor

1. Solid Waste—Rodney Loftis/Terry Hudson-

Report for last month meeting was gather by Sue Brand-DM and everyone briefly read it for an update on the Solid Waste Authority. See Attachment

1. Supervisor and Committee Reports-All Supervisors-

Clyde Bailey- 08/26/19-attended Budget meeting at CCD

08/27/19-Came to office to sign checks and paperwork

09/10/19-Attended the State Fair Conference Call held at the Capitol Conservation District

09/18/19-Attended Board Meeting at CCD

09/19/19-Attending the Appalachian Grazing Conference

09/20 & 21/2019-Will attend the High Tunnel Workshop both days

09/21/19- Will attend another State Fair meeting in Sutton, WV

Valerie Thaxton-

08/26/19-Attended the Budget Meeting held at Capitol Conservation District

08/27/19-Came by office in Cross Lanes, WV

Richard Sams-

08/26/19-Attended the Budget Meeting

08/26/19-Visited the East End Community Gardens

08/27/19-Attended the Farm Bureau Meeting

Chairman Hudson-

08/23/19-Attending WVSU meeting with staff on Hay Maze

08/24/19-Worked at the East End Community Gardens

08/26/19- Attended the Budget Meeting at CCD office

08/26/19-Worked on the East End Community Gardens

08/27/19-Worked on the East Community Gardens

09/04/19-Attended the Evirothon meeting in Flatwoods, WV

09/06/19-Attended Guyan District for High Tunnel Inspection

09/09/19-Worked on Raised Beds for the Community Gardens

09/10/19-Attended the State Fair Conference Call held at CCD office

09/14/19-Worked on Raised Beds for Community Gardens

09/16/19-Worked at Camp Virgil Tate 4-H to prepare for High Tunnel Workshop (09-20&21-19)

09/18/19-Attended CCD Board Meeting at office

1. DM Report – Sue Brand-

Updated Board on the large Copier and the status of owning it and how long till it is paid off and let board know that property taxes are also paid on it.

Received the overpayment of $5625.00 from McVay’s Innovation

Received $200.00 rental and deposit for Lime Spreader.

**NEW BUSINESS**

1. (D/M) Pollinator Planting Program- Steve May-

Was unable to make meeting will be moved to October 16, 2019 Board Meeting

1. (D/M) CCD Phone System-Chris Ellison-

Chris Ellison form Gutherie-Headquarters attended the board meeting to discuss the landline phone issues that have been ongoing for 5 weeks.

Chris discussed the fact of the district purchasing their phone system the cost of the phones and monthly bill, 2 lines 2 phones (same number)

Clyde Bailey 1st made motion and Valerie Thaxton 2nd motion purchasing phone for the district office.

All in favor.

3. (D/M) Emergency Action Plan-Review and signed-return to Kimberly Neal

 a. Elk Two Mile #12

 b. Elk Two Mile #13

 c. Elk Two Mile #14

 Richard Sams 1st made motion and Clyde Bailey 2nd motion to accept the Emergency Action Plan

 All were in favor

1. (D/M) Continuing the Pilot Program of Southern CD-Kim Fisher

Moved to the October 16, 2019 agenda

1. (D) Review and discuss the Seminole WV Mining Complex, LLC Permit

Each Board Member was given a copy to review.

1. (D/M) Revised Universal Funding Agreement-Kim Fisher

Board discussed and motion was made by-Valerie Thaxton 1st motion & Richard Sams 2nd motion

All was in favor to the revised Universal Funding of the MOA reverses the MOU

1. (D/M) Return any unused Emergency Reseeding Funds & any Accrued Interest—Kim Fisher

Board Members made motion to return the reseeding funding plus interest back to the WVCA

Clyde Bailey 1st motion and Richard Sams 2nd motion, all in favor

8. (D) Back Rent that is due FSA/office space from January 2016 to Present balance due $ $7,582.95.

 Josh from FSA, Kim Fisher-Area Director and Chairman Hudson-

 Questions were asked about the past due rent Josh with FSA attended the Board Meeting and

 Informed the board that no rent had been paid since October of 2015. Josh said that john Pettit

Was in charge of the lease which he located in the Kansas City office, and that the lease. Josh

Will present Captiol Conservation District with updates as soon as they arrive or next board

meeting which is scheduled for October 16, 2019.

**UNFINISHED BUSINESS**

1. Women in Agricultural

CCD will sponsor two individuals to attend plus Valerie Thaxton will attend and Richard Sams will attend.

1. Capitol Conservation Signs-Clyde Bailey

No report on the signs, per Clyde Bailey

**Meeting Adjourns @** \_\_10:45am\_\_\_\_\_\_\_

 **Next board meeting is October 16, 2019 @ 9:00 am**

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Chairman Terry Hudson Date

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Valerie Thaxton Date

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Clyde Bailey Date

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Richard Sams Date

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Sally Shepherd Date