**Capitol Conservation District**

 October 2019 Meeting Agenda

Wednesday October 16, 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 Kim Fisher-Area Director

 Clyde Bailey-Co Chairman Russell Young-Conservation Specialist

 Valerie Thaxton-Treasurer Judith Lyons-WVCD Watershed Manager

 Richard Sams-Secretary Julie Stutler-NRCS

 Sally Shepherd-Supervisor Danise Smith-ACES Employee

 Sue Brand-District Manager Steve May-Past Chairman-Bee Keeper

 \* Tony Leadbeter-Supervisor-Not in Attendance\*

**CALL BOARD MEETING TO ORDER—9:05am**

**APPROVAL OF SEPTEMBER BOARD MEETING MINUTES – Sign minutes—Clyde Bailey made 1st motion and Valerie Thaxton 2nd motion. All in favor**

**FINANCIAL REPORTS/INVOICES**

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

1. Co-Administered Funds Report, District September Financial Report, Supervisor Per Diem & Travel-**Valerie Thaxton made 1st motion & Richard Sams 2nd motion, all in favor**
2. (M) Bills to be paid as funds permit and coordinated by office staff and filed for audit

**Valerie Thaxton made 1st motion and Richard Sams 2nd motion. All in favor to file for audit.**

**REPORTS**

1. WVCA Report - Kim Fisher-

**WVACD Quarterly Meeting scheduled for October 21 & 22 in Flatwoods, WV**

**Northeast Region Listening Session scheduled for October 23, 2019, at 9:00am in Flatwoods**

**Agreed Procedures Engagement (Audit) Conservation District are asked to begin the Agreed Procedures Engagement (APE) (audit) soon after the close of the fiscl year June 30th. 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, please contact Kim or Jeremy.**

**Emergency Reseeding Funds—per Brian Farkas do not return funds to Guthrie, keep in district.**

1. Watershed Report - Judith Lyons

**CCR: Site 842-J. Mooney-Davis Creek-Charleston-Kanawha Co. –In Progress**

 **Site 14609-J. Griffith-Turkey Creek-Elkview-Kanawha Co.-In Progress**

 **Site 14654-D. McFarlane-Campbell’s Creek -Charleston-Kanawha Co.- In Progress**

 **Site 14652-E. Reed-Unknown Stream-Elkview-Kanawha Co.-In Progress**

**Stream Permits:**

 **Site 14663-Cline, Fishers Run**

**O&M:**

 **Blakes Armour Creek #7**

 **Elk Two Mile #12-EAP Up to date**

 **Elk Two Mile #13-EAP Up to date**

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 **Elk Two Mile #14-EAP-Up to date-EAP sent to DEP for approval**

**The annual inspections were completed in September. The reports will be sent to NRCS & the**

**Sponsors.**

**ELK TWO MILE #14 Seep Repair:**

 **NRCS is reviewing the proposal and one comment is that they are asking for more detail on**

 **the Geotechnical plan.**

 **Stream Projects:**

 **Main Coal River Stream Restoration**

1. Solid Waste – Rodney Loftis-

**Meeting held 09/17/19 present at meeting: Kay Summers, David Armstrong, Diana Haid, Beverly Hobbs, Darrell Taylor, John Luoni and Luke Bowman.**

**Day to day operations were discussed and that fence had been repaired and that Tru Green came and sprayed the fences and will repeat soon. Financial end of the meeting was discussed David Armstrong moved to approve the financial report. Report was given on cars that came through on Saturday to get winterized. Kay also asked about the WVSWMB Grant update and John stated that he had Kay to sign the request asking for $12,000.00 in emergency grant funds for the FY 2019 & 2020 WVSWMB grant period. 3 Kanawha County Fall Cleanups and John stated that Dan Stone said Darrell did a good job at Sissonville cleanup.**

**Meeting adjourned at 10:36am.**

1. NRCS - Julie Stutler-

**High tunnel-over 40 attendance from several conservation district, attended the Dam Inspections, Wetlands Determination-Summers County**

**Attended Marshall Career Fair Conservation Practices-pond started, pumping plant completed, high tunnel-completed, cover crop (mason county) planted, pasture seeding-planted.**

**WV State University- High Tunnel- new site location, composting Facility-design completed.**

**Water Tank Program/Drought Program-Jon Vernon, St. Albans, WV Friday sign up**

**CSP- Conservation Stewardship Program- will be making annual payments once funds are related.**

**Working on East end Community Gardens workshop planning-scheduled for 9:30 am October 26,2019.**

1. AgEP-Russell Young-

**Agency spotlight things going on in the district, Devon is doing a newsletter adding the Nancy Street in Charleston, WV project to it and the Exigency program as well. Rain Barrel project proposal in St. Albans-funding and partnership**

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1. Supervisor and Committee Reports

Clyde Bailey:

**09/19/19-Attended 2021 Appalachian Grazing planning committee**

**09/20/19-worked on High Tunnel at Camp Virgil Tate**

**09/21/19-worked om High Tunnel at Camp Virgil Tate**

**09/25/19-9:00am communication call/10:00am/St. AgEP Conference call**

**Wasn’t in attendance at Dam Inspections, Lime Spreader has been steady on the rentals**

**Attended the WV Farm Bureau Quarterly Meeting**

**10/12/19-Attended the Kanawha County Horse Show**

Richard Sams:

 **Attended the WV Farm Bureau September Meeting**

 **Worked on High Tunnel at Camp Virgil Tate**

 **Attended the Dam Inspection**

 Sally Shepherd:

 **Read and has a lot of support for all the supervisors that have done a lot for the community.**

 Valerie Thaxton:

 **Attended the Nitro Dam Inspection**

 **Attended today Board Meeting at the District**

 Terry Hudson:

 **09/17/19-Worked on High Tunnel at Camp Virgil Tate**

 **09/20/19-Worked on High Tunnel at camp Virgil Tate**

 **09/21/19-Completed High Tunnel at Camp Virgil Tate**

 **09/23/19-Meeting at Office with Julie Stutler (NRCS) and Sue (CCD District Manager)**

 **09/25/19-Attended all Dam inspections Elk Two Mile # 12,13 & 14, also Blake Armour**

 **09/28/19-Worked on ZHigh Tunnel at Geary Elementary School in the Elk District**

 **Attended a Budget Meeting**

 Sue Brand:

 **Audit email came in from Rod Lowe and Associates to gather all information and email Rod so**

 **that audit can be scheduled for the Capitol Conservation District**

**NEW BUSINESS**

1. (D/M) FY20 AgEp Application Payments
	1. Danny Beckner NM $499.00
	2. Danny Beckner Lime $644.96
	3. Terri Massie Urban Ag $432.54

**Richard Sams 1st motion and Sally Shepherd 2nd motion, all in favor to pay coordinator’s**

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

**Steve May belongs to the Kanawha Valley Bee Keepers**

**Steve discussed his thoughts on needing help for the bees and help for the students at area schools to learn more about the bees**

**Board Members moved this item to November 20, 2019 agenda**

1. (D/M) Close out the non-interest-bearing account #1688

**Email from Andrew Riffe from Guthrie accounting asking the board members to make a motion to close the non-interest-bearing account # 1688 too interest-bearing account.**

**Clyde Bailey 1st motion and Sally Shepherd 2nd motion to close the non-interest-bearing account and change to an interest-bearing account.**

1. (D/M) Proposal/ GAI Consultants for repair on Elk Two Mile #14-Chairman Hudson-

**Moved to the November 20, 2019 Agenda for further discussion**

1. (D/M) LOR for GAI Consultants-Chairman Hudson-

**Moved to the November 20, 2019 Agenda**

1. (D/M) AgEP Exigency Program (water tank program) Kim Fisher & Russell Young

**Clyde Bailey 1st motion and Sally Shepherd 2nd motion to accept the Exigency Water Tank Program—Appointed to approve AgEP Exigency(Water Tank Project application) was Clyde Bailey**

1. (D/M) LOR (water tank program)-Chairman Hudson

**Chairman Hudson signed LOR for AgEP Exigency Program**

**UNFINISHED BUSINESS**

1. (M/D) Pilot Program of Southern CD and Tygarts Valley CD (O&M Agreement)

 M**oved to November 20, 2019 Agenda**

1. (D/M) Back rent due for CCD back office space from January 2016 to present October 2019

**Moved to the November 20, 2019 Agenda**

1. New sign up to attend the Women in Agriculture Conference: Angela Born & Lena Shandor

**Chairman Hudson asked that letters be sent to each lady that has signed up and will be attending The Women in Agriculture Conference.**

**CORRESPONDENCE**

Meeting Adjourns @ \_\_\_\_10:50am\_\_\_

**“Next Board Meeting November 20,2019 @ 9:00am”**

**j\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-Terry Hudson-Chairman**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-Clyde Bailey-Co-Chairman**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-Valerie Thaxton-Treasurer**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-Richard Sams-Secretary**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-Sally Shepherd-Supervisor**