

**ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
Meeting Minutes of December 17, 2019**

Supervisors Present:

Donald Burroughs
Shirley Hyre (via conference call)
Rebecca Lilly
Clark Mollohan
Mike Smalley
Ken Stowers

Supervisors Absent:

Others Present: Suzie Steele, WVCA/ECD DM; Kirk Burroughs, ECD Equipment/OM&R Manager; Tammy Hoover, ECD DA; Kim Fisher, WVCA Area Director; Judith Lyons, WVCA; Melodie Bailey, FSA

CALL TO ORDER

Chairman Mollohan called the meeting to order at 10:10 a.m.

Pledge of Allegiance was led by **Chairman Mollohan**.

AGENDA: Mr. Smalley moved to approve the agenda; Mr. Stowers seconded; motion passed.

November 19, 2019 Minutes: Mr. Stowers moved to approve the minutes (copy attached); Mr. Burroughs seconded; motion passed.

TREASURER'S REPORT/NOVEMBER 2019 FINANCIAL STATEMENTS: Ms. Hyre reported that all accounts are in good order. Ms. Hyre moved to approve the financials and file for audit; Mr. Stowers seconded; motion passed. Ms. Hyre also reported on the balance in the supervisor travel and per diem account.

PAYMENT OF BILLS: Mr. Smalley moved to approve the payment of bills (list provided at meeting and attached); Mr. Stowers seconded; motion passed.

Mrs. Lilly arrived at 10:17 am.

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER'S REPORT: Kirk Burroughs reported on equipment rental and maintenance issues.

DISTRICT MANAGER'S REPORT: Mrs. Steele reviewed her written report. (copy attached). She also reported on supervisors that will need to run for reelection in 2020. She asked for supervisor assistance to deliver seedlings and educational materials to all third-grade classes in all four counties.

DISTRICT ASSISTANT'S REPORT: Ms. Hoover reviewed her written report. (copy attached). She also stated that she will soon begin working on the butterfly and tadpole grant project for Nicholas County.

WVCA CONSERVATION SPECIALIST REPORT: Mrs. Steele reported for Mr. Young on the exigency (water tank) program. Mr. Young was attending a training today.

AREA DIRECTOR'S REPORT: Mrs. Fisher reviewed the Agency's report. (copy attached).

WVCA PERSONNEL: Ms. Lyons reported that the regular OM&R work for the 4 Salt Lick sites has been completed by the Southern CD work crew.

SWA Reports: Ms. Hyre (Braxton) reported that they were approved for a REAP Grant to cover operating costs and recycling program in the Braxton County schools. Mr. Stowers (Nicholas) reported that they are involved in legal proceedings concerning the repairs to the transfer station. The contractor used is not cooperating in getting these repairs completed.

NRCS Personnel Report: None

FSA Personnel: Melodie Bailey distributed USDA booklet, "Farmers' Guide to Farm Bill Programs". The FSA elections were recently held. The FSA does have an emergency conservation program for drought. There also was a fertilizer program approved that is based on specific criteria.

WVU Extension: None

Forestry Division: None

REPORTS (cont.)

DEP: None

CD SUPERVISORS: Mr. Burroughs attended the state AgEP committee meeting. Ms. Hyre reported that the Envirothon committee is taking site bid for the 2021 & 2022 contests. The next Envirothon meeting is January 9.

COMMITTEE ACTIONS:

AG ENHANCEMENT: None

BUILDING: None

COMMUNICATION: Ms. Hoover participated in the most recent call in meeting.

EDUCATION: None

EQUIPMENT: Mr. Smalley stated that cooperators should be billed for any damages to the equipment that occur during the cooperators use. This is being done. All winterizing of the equipment is complete. The committee will need to meet soon to discuss the possibility of replacing some of the equipment.

FINANCE: None

FORESTRY: None

GRASSLANDS: Mr. Burroughs reported next meeting will be held January 10.

LEGISLATIVE: None

PROJECT: Mrs. Steele reiterated the need for assistance in delivering the materials to the schools for the WVAWC Grant. She also reported on the Birch River Elementary School Greenhouse project being highlighted by WVCA in one of their articles.

WATER QUALITY: None

OLD BUSINESS

- **Transfer of Big Ditch OM&R Funds to Camp Caesar Flood Repair Co-Admin Account** – No Response. Chairman Mollohan stated that he will speak to Mr. Farkas when he sees him at the January WVACD meeting. Ms. Lyons also reported that WVCA staff will be doing a cost assessment for the project at Camp Caesar.
- **Appointment of Board Member to WVACD Board of Directors** – Mr. Smalley moved to appoint Mr. Burroughs; Mrs. Lilly seconded; motion passed.
- **Appointment of Representative to Mountain RC&D** – Chairman Mollohan asked that contact information for the Mountain RC&D be forwarded to Betsy Morris of Webster County. She is interested in this position but would like more information before committing.

NEW BUSINESS & CORRESPONDENCE

- **Authorized signers of District Checks** – Mr. Burroughs moved to add Mike Smalley and Ken Stowers as authorized signers on all 4 of the district's bank accounts; Mrs. Lilly seconded; motion passed.
- **Appointment of Clay and Nicholas County Supervisors** – There has been one application received for the Nicholas County supervisor position. After discussion, the consensus was to forego a recommendation of appointment at the present time. Ms. Hyre moved to nominate Larry Greynolds for associate supervisor from Nicholas County; Mr. Smalley seconded; motion passed.
- **FY19 Audit Report** – Mrs. Steele reported that Lowe and Associates is needing some additional information to complete the audit report. She is waiting on the needed information to be provided.
- **LOR ID 10312 - OM&R State Supplemental Restricted - \$230,000.00** – Ms. Hyre moved to submit the LOR; Mr. Burroughs seconded; motion passed.
- **Sponsorship of Nicholas County WVU Extension Seminars** – Ms. Hyre moved to approve sponsorship in the amount of \$500.00; Mr. Smalley seconded; motion passed. It was asked that these seminars be advertised in all four of the district's counties.
- **Buffalo Creek Stream Project** – Ms. Lyons and Mrs. Steele reviewed the information on the planting of trees at this project location. There is project money left over to fund the purchase of the seedlings from the state nursery. Mr. Smalley moved to purchase the seedlings in the amount of \$1,735.00; Mrs. Lilly seconded; motion passed.
- **BCHS Greenhouse Project** – Information from Mr. Josh Porto, Ag Teacher at BCHS, was presented on the project. He is pursuing funding options and is asking the district for any assistance they may be able to offer. Mr. Smalley moved to table this item and ask Mr. Porto to attend the January ECD Board meeting to discuss the project in further detail; Mr. Stowers seconded; motion passed.

AgEP PAYMENTS

Wetzel McCoy – Braxton County – Lime - \$335.07

Timothy Bailes – Nicholas County – Lime - \$1,620.50

Mr. Stowers moved to approve; Mr. Burroughs seconded; motion passed.

DEP

Brooks Run Mining Company, LLC – Revision, Permit S200205 – Glade District, Webster County

No Comments

Being no further business to attend to and on motion by Mr. Burroughs, seconded by Mr. Smalley, Chairman Mollohan declared the meeting adjourned at 11:50 am.

Chairman Mollohan invited all in attendance to stay for the district's Christmas Luncheon.

Others in attendance for the luncheon: Brent Boggs, Jean Boggs, Brenda Burroughs, Canna Drake, Larry Greynolds, Melvin "Buster" Gum, Grace Hines, Lisa Mace-Godwin, Donald Jarvis, Sandra Mollohan, Tyler Putzulu, George Skidmore, Doug Steele, Phillip Steele, Kelley Wayne, and Olivia Wayne

DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETINGS)

Dec 24-25	ECD OFFICE CLOSED – Christmas Holiday
Dec 31-Jan 1	ECD OFFICE CLOSED – New Year Holiday
Jan 2	Communications Committee Call-In Meeting – 9 AM
Jan 14	ECD Executive Committee Meeting – 10 AM
Jan 14	WVSCC Meeting 10:30 am
Jan 20	ECD OFFICE CLOSED – MLK, Jr. Holiday
Jan 21-22	WVACD Quarterly Meeting @ Flatwoods Days Hotel
Jan 28	ECD Board Meeting – 10 AM
Jan 31	Ag Day at the Capitol
Feb 11	ECD Executive Committee Meeting – 10 AM
Feb 17	ECD OFFICE CLOSED – Presidents' Day
Feb 25	ECD Board Meeting – 10 AM
Apr 20-21	WVACD Quarterly Meeting in CCD @ Mardi Gras Casino & Resort in Charleston
Jul 20-21	WVACD Quarterly Meeting in EPCD @ Harpers Ferry Clarion Inn
Aug 13-22	WV State Fair
Oct 19-20	WVACD Quarterly Meeting @ Flatwoods Days Hotel