

## **Minutes of the GVCD Regular Board Meeting February 20, 2020**

The Greenbrier Valley Conservation District Board of Supervisors met on Thursday, February 20, 2020, at 9am, in the conference room of the Lewisburg USDA Service Center. Those attending were:

### **Supervisors:**

Gary Sawyers  
Timothy VanReenen  
Gary Truex  
Jerry Clifton  
Carolyn Miller  
Avery Atkins

### **Others:**

Barry Level (GVCD)  
Jacob Lavender (WVCA)  
Dennis Burns (WVCA)  
Jeremy Salyer (WVCA)  
Lynn Woods (WVCA)  
Marina Goldgisser (Americorp Vista)

### **Call to Order**

Chairman Gary Sawyers called the meeting to order at 9:01am and welcomed everyone.

### **Approval of Minutes**

**Motion was made by Timothy VanReenen and seconded by Gary Truex to approve the minutes of the January 16 regular board meeting. In discussion it was noted that the agenda had a clerical error on the date of 2019 instead of 2020. Motion was amended to reflect the correct date of January 16, 2020. Motion passed.**

Chairman Sawyers announced a change in order of the agenda to allow the Ag Enhancement and Grasslands Committees to present at this time.

### ***Agricultural Enhancement Program Committee:***

- Timothy VanReenen presented the following payments for approval:

Lime	
Lee Johnson	\$552.75
Jordan Neil Mason	\$132.75

Watering System	
Jann Holwick	<u>\$500.00</u>
Total	\$1,185.50

**Timothy VanReenen moved on behalf of the committee and Gary Truex seconded the motion to approve the payments. Motion passed.**

#### *Grassland Committee:*

- Barry Level reported that he has taken 102 soil samples between January 20 and February 10. The new drill purchased by the District is working as anticipated. GEHS FFA has requested a soils and grazing presentation. Once a date is confirmed, he will request assistance from other staff. After giving his report, Barry Level left the meeting.

#### Guests

- Marina Goldgisser, an Americorp VISTA working to establish a pollinator garden at the fish hatchery in White Sulphur Springs made a presentation about the project and requested financial assistance from the District. Discussion ensued. Her goal is to start planting by the first or middle of May. The board agreed to consider her request. After her presentation, Ms. Goldgisser left the meeting. The item was tabled to give Supervisors time for consideration.
- Jennifer Liddle of DEP was unable to attend the meeting as planned. Dennis Burns reported on her behalf. Plans are in progress for a "Water Festival", which is a field day for 5<sup>th</sup> graders, at the WSS hatchery on April 22, 2020. About 200 5<sup>th</sup> graders are scheduled to attend. The event is financed, but she is requesting that the Supervisors attend and/or volunteer to help on the day of the festival. Our 319 program will be involved with a wetland demonstration.

#### District Manager Report

- Lynn Woods submitted a written report (copy attached) and reviewed the highlights. One of the items she addressed was that all Century Farm applications are due to the District by 3/1/2020 and approved names must be submitted by 4/1/2020. This brought up the need to replace Debbie Echols, who retired in January, on the Century Farm committee. The board opted to address that agenda item at this time. After some discussion, **Timothy Van Reenen moved and Avery Atkins seconded the motion to appoint Carolyn Miller to join Gary Sawyers on the committee to approve Century Farm applications. Motion passed.** Carolyn and Gary will meet in March to review applications.

#### Funding Requests

- Gary Sawyers presented the following LORs:
  - LOR #10337 – Rent January 2020 - \$1,908.75
  - LOR #10338 – Rent February 2020 - \$1,908.75
  - LOR #10339 – Rent March 2020 - \$1,908.75
  - LOR #10340 - Rent April 2020 - \$1,908.75
  - LOR #10341 - Rent May 2020 - \$1,908.75
  - LOR #10342 - Rent June 2020 - \$1,908.75

Timothy VanReenen moved and Gary Truex seconded the motion to send the six LORs, #10337 - #10342, for Rent for January through June, 2020, in the amount of \$1,908.75 each.

#### **Cooperating Agency Reports**

- *NRCS* – No report from NRCS. However, Jeremy Salyer did note that Louis Aspey has accepted a permanent assignment in DC.
- *WV Division of Forestry* – No report
- *FSA* – No report
- *WVCA* - Jeremy Salyer submitted a written report, which is attached, and deferred his time to the end of the meeting.

#### **Unfinished Business**

- Dennis Burns gave an update on building security issues. The landlord is addressing concerns.
- Partnership Plan of Work review was postponed to May 2020, per policy schedule.

#### **Committee Reports**

##### *Finance Committee:*

##### *Financial Report:*

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

##### *Building/Equipment Committee:*

- Gary Truex shared Eugene Wickline's monthly report.

#### **Other Committees**

- None

#### **Watershed Reports**

- *WVCA O, M & R Report* - Gary Sawyers shared Judith Lyons' written report. Copy attached. (The item for South Fork of Cherry River did not need to be on the agenda—it was inadvertently carried over from previous agenda.)

##### **319 Committee:**

- Jerry Clifton presented the following new contracts for approval:

- Roland Oelschager- Sweet Springs
  - Fence 11,310 ft
  - Well
  - Waterline 4556 ft.
  - Troughs 6 ea.
  - \$35,113.00 total C-Bay funds allocated
- Wayne Morgan- Second Creek
  - Fence 3195 ft
  - \$16,575.00 319 funds allocated
- Jason Kleinfelter- Second Creek
  - Fence 5357 ft.
  - Water line 1810 ft
  - Storage tank
  - Solar Pump
  - Troughs 4 ea.
  - \$40,085.00 319 funds allocated

Discussion ensued regarding the contracts. The amount for the Morgan contract was questioned because it did not seem to be in line with standard cost for the specified amount of fencing. The conservation specialist who wrote the contract was out of cell phone range and could not be reached for clarification. As a result, the board opted to approve two of the contracts and appoint a supervisor to approve the third upon clarification as follows:

**Jerry Clifton moved and Timothy VanReenen seconded the motion to approve the Oelschager contract at \$35,113.00 and the Kleinfelter contract at \$40,085.00. Motion passed.**

**Timothy VanReenen moved and Avery Atkins seconded the motion to delegate authority to Jerry Clifton, the 319 chair, to approve the Morgan contract, upon clarification and verification of the amount and/or additional practices, to his satisfaction. Motion passed.**

Jerry Clifton presented the following invoice for payment:

- Gary Taylor NPS
  - Well
  - Pumping system
  - Excavation
  - \$5,481.00

**Jerry Clifton moved on behalf of the committee and Avery Atkins seconded the motion to pay the invoice. Motion passed.**

Jerry Clifton presented the following for payment:

- Analabs \$ 990.00 Monitoring

**Jerry Clifton moved on behalf of the committee and Avery Atkins seconded the motion to make the payment. Motion passed.**

Jacob Lavender gave an update on Wades Creek. He believes they are waiting on an invoice to see how much funding they have remaining.

#### **Actions Between Board Meetings**

- Matt Ford accepted the appointment to the Greenbrier County SWA Board. GCSWA, GC Commission, and State SWA were all notified. Mr. Ford attended his first meeting.

#### Correspondence

- A letter was received from Greg Hamons requesting a donation to support the WVU Extension Pocahontas County winter dinner meetings. **Timothy VanReenen moved to donate \$100.00 to WVU Extension - Pocahontas County and to make the same donation to Monroe Extension & Greenbrier Extension, if written requests are received. Avery Atkins seconded the motion. Motion passed.**
- A letter was received from the WVU Soils Team requesting a donation to support their trip to national competition. It was noted that the District historically opts to support local youth as they typically travel to national competition. No action taken.

#### New Business

- The CD personnel plan was reviewed. **Jerry Clifton moved and Timothy VanReenen seconded the motion to submit the CD Personnel Plan for FY21, with no changes from the current year.** Discussion ensued. Ultimately it was decided that no changes were needed. **Motion passed.**
- **Timothy VanReenen moved and Jerry Clifton seconded the motion to approve a budget of up to \$300.00 for poster and photo contests. Motion passed.**
- Gary Sawyers noted that new chairs are needed for the GVCD office conference table. Two have collapsed and others are in disrepair. He appointed Avery Atkins to work with Lynn Woods to find options and pricing and make a recommendation for purchase.
- Dennis Burns proposed that the District purchase a new projector, as the one we presently have is about 15 years old and has become unreliable. He requested advice from IT and determined that a new one, with accessories, could be purchased for around \$400.00. **Avery Atkins moved and Jerry Clifton seconded the motion to spend up to \$400.00 for the purchase of a new projector. Motion passed.**
- Lynn Woods reported available dates for the WVU Building for selection of a banquet date. An alternate venue was discussed, but due to uncertainty about its readiness, it was decided to reconsider it in 2021. **Avery Atkins moved and Timothy VanReenen seconded the motion to approve contract and payment to secure the WVU Building for September 10, 2020 for the annual Legislative and Awards Banquet. Motion passed.** There was discussion about the menu and it was requested that any ideas be brought to the next meeting.
- Conservation Farm contest was discussed. A District winner must be selected by May 31, 2020. It was decided that county nominations need to be made at the March meeting.

#### Approval of Conservation Agreements & Terminations

- None

#### Approval of Conservation Plans

- None

#### CREP

- None

#### Other Business

- Avery Atkins, Timothy VanReenen, and Gary Sawyers reported on AgDay and the Legislative Breakfast and shared thank-yous from Del. Jeff Campbell. All said that it was productive day and Gary reported that it was the best turnout since the event's inception. Our District had six representatives in attendance.
- Jeremy Salyer referred to his written report and reminded the Supervisors of the upcoming SCC meeting, Quarterly WVACD meeting date and location, and the Ag & Forestry Hall of Fame nominations.
- Consensus was to put Ms. Goldgisser's request for financial assistance for the pollinator garden on the March agenda, with the hopes of having more information available by that time.

**Adjournment**

With no further business, the meeting adjourned by consensus at 10:52am.

**Respectfully submitted,**

**Gary Sawyers  
Chairman**

**Carolyn Miller  
Secretary/Treasurer**

**GS/CM/lw**

**Recorded by Lynn Woods, District Manager**

*National Emergency Pandemic Delegated supervisor for signature*  
*Gary L. Thue*

10:36 AM

02/19/20

**Greenbrier Valley Conservation District**  
**A/P Aging Summary**  
**As of February 20, 2020**

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
Adkins Auto Parts	25.97	0.00	0.00	0.00	0.00	25.97
City of Lewisburg	17.42	0.00	0.00	0.00	0.00	17.42
First Citizens Bank	465.21	0.00	0.00	0.00	0.00	465.21
Greenbrier PSD #1	22.13	0.00	0.00	0.00	0.00	22.13
Komax, LLC	236.96	0.00	0.00	0.00	0.00	236.96
Liskey Truck Sales, LC	3,308.50	0.00	0.00	0.00	0.00	3,308.50
Mon Power	43.16	0.00	0.00	0.00	0.00	43.16
Mountaineer Gas Company	31.91	0.00	0.00	0.00	0.00	31.91
Precision Ag Resources, Inc.	69.85	0.00	0.00	0.00	0.00	69.85
Rayetta's Lunch Box	100.00	0.00	0.00	0.00	0.00	100.00
S. J. Neathawk Lumber, Inc.	5.96	0.00	0.00	0.00	0.00	5.96
Sherry W. Ferrell	525.00	0.00	0.00	0.00	0.00	525.00
Suddenlink	224.41	0.00	0.00	0.00	0.00	224.41
<b>TOTAL</b>	<u><b>5,076.48</b></u>	<u><b>0.00</b></u>	<u><b>0.00</b></u>	<u><b>0.00</b></u>	<u><b>0.00</b></u>	<u><b>5,076.48</b></u>

## Greenbrier Valley Conservation District

2/19/2020 2:45 PM

Register: 10003 · Bank of Monroe Ck 2603 General

From 01/17/2020 through 02/20/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/17/2020	4948	Carolyn J Miller	-split-		1,438.12			416,047.41
01/17/2020	4949	Gary L Truex	-split-		1,547.07			414,500.34
01/17/2020	4950	WV Rivers Coalition	20000 · Accounts Paya...	WCD 2020	100.00			414,400.34
01/24/2020			12000 · Undeposited F...	Aviagen Turkeys		X	1,050.00	415,450.34
01/24/2020			12000 · Undeposited F...	David Wills		X	110.00	415,560.34
01/24/2020			12000 · Undeposited F...	John Shinaberry		X	107.15	415,667.49
01/24/2020			12000 · Undeposited F...	Chad Smailes		X	114.62	415,782.11
01/24/2020			12000 · Undeposited F...	Adam Morris		X	98.00	415,880.11
01/24/2020			12000 · Undeposited F...	Sharon (Trevor...		X	98.00	415,978.11
01/24/2020			12000 · Undeposited F...	Glenden Comer		X	180.00	416,158.11
01/24/2020			12000 · Undeposited F...	West Farms LL...		X	180.00	416,338.11
01/24/2020			12000 · Undeposited F...	WV Dept. of A...		X	508.00	416,846.11
01/24/2020			12000 · Undeposited F...	Porter Robertson		X	98.00	416,944.11
01/24/2020			12000 · Undeposited F...	Sharon Whited		X	98.00	417,042.11
01/24/2020			-split-	December 201...		X	1,908.75	418,950.86
01/24/2020			41700 · WVCA Fundi...	FYE 6/30/20 C...		X	16,691.00	435,641.86
01/31/2020			12000 · Undeposited F...	Michael Massie		X	185.44	435,827.30
01/31/2020			12000 · Undeposited F...	David Hambrick		X	37.50	435,864.80
01/31/2020			12000 · Undeposited F...	Dale Crooksha...		X	50.00	435,914.80
01/31/2020			40500 · Interest Revenue	Interest		X	18.31	435,933.11
01/31/2020	4951	Barrett L Level	-split-		955.81			434,977.30
01/31/2020	4952	Lacy E Wickline	-split-		703.78			434,273.52
01/31/2020	4953	Barrett L. Level	20000 · Accounts Paya...	Reimbursement	54.32			434,219.20
02/05/2020	ACH	PEIA	-split-	808319911	832.20			433,387.00
02/05/2020	ACH	Retiree Health Benefi...	21020 · Health Insuran...	808319911	168.00			433,219.00
02/05/2020	ACH	Consolidated Public ...	-split-	X58300	817.97			432,401.03
02/05/2020	ACH	United States Treasur...	-split-	55-6008337	2,094.70			430,306.33
02/05/2020	ACH	WV State Tax Depart...	21040 · State Payroll T...	1048-0059	265.00			430,041.33
02/14/2020	4954	Barrett L Level	-split-		1,124.91			428,916.42
02/14/2020	4955	Lacy E Wickline	-split-		575.62			428,340.80
02/14/2020	4956	Barrett L. Level	20000 · Accounts Paya...	Reimbursement...	232.30			428,108.50
02/14/2020	4957	Lacy E. Wickline	20000 · Accounts Paya...	Reimbursement	98.30			428,010.20
02/18/2020			12000 · Undeposited F...	Pam West			540.00	428,550.20
02/18/2020			12000 · Undeposited F...	Carrie Ortman			40.00	428,590.20
02/18/2020			12000 · Undeposited F...	Stone Meadow ...			180.00	428,770.20
02/18/2020			12000 · Undeposited F...	Aviagen Turkeys			1,050.00	429,820.20
02/18/2020			12000 · Undeposited F...	James Rose			390.00	430,210.20
02/18/2020			12000 · Undeposited F...	David Hedrick			180.00	430,390.20
02/20/2020	4958	Adkins Auto Parts	20000 · Accounts Paya...	Invoices 009-2...	25.97			430,364.23
02/20/2020	4959	City of Lewisburg	20000 · Accounts Paya...	Acct. 05328	17.42			430,346.81



## Greenbrier Valley Conservation District

2/19/2020 2:45 PM

Register: 10003 · Bank of Monroe Ck 2603 General

From 01/17/2020 through 02/20/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
02/20/2020	4960	First Citizens Bank	20000 · Accounts Paya...	-4279	308.88		430,037.93
02/20/2020	4961	First Citizens Bank	20000 · Accounts Paya...	-5650	156.33		429,881.60
02/20/2020	4962	Greenbrier PSD #1	20000 · Accounts Paya...	Acct. 663163-00	22.13		429,859.47
02/20/2020	4963	Komax, LLC	20000 · Accounts Paya...	AR154002 & ...	236.96		429,622.51
02/20/2020	4964	Liskey Truck Sales, LC	20000 · Accounts Paya...	Invoice 963813	3,308.50		426,314.01
02/20/2020	4965	Mon Power	20000 · Accounts Paya...	110 121 466 186	43.16		426,270.85
02/20/2020	4966	Mountaineer Gas Co...	20000 · Accounts Paya...	525479-679446	31.91		426,238.94
02/20/2020	4967	Precision Ag Resour...	20000 · Accounts Paya...	Invoice 61014	69.85		426,169.09
02/20/2020	4968	Rayetta's Lunch Box	20000 · Accounts Paya...	WVU Dinner ...	100.00		426,069.09
02/20/2020	4969	S. J. Neathawk Lumb...	20000 · Accounts Paya...	Invoice 2001-2...	5.96		426,063.13
02/20/2020	4970	Sherry W. Ferrell	20000 · Accounts Paya...	Invoice 1635	525.00		425,538.13
02/20/2020	4971	Suddenlink	20000 · Accounts Paya...	07713-104391-...	224.41		425,313.72

## **February 2020 WVCA Report**

### **Request to Conservation Districts**

The WVCA is encouraging Conservation Districts to review and update your District Policy Manuals. In addition to your policy manual you are encouraged to review your CD Employee Manual (if you have one) and your CD Plan of Work. If you are already doing these reviews, please disregard this request.

**The district personnel plan is due to SCC in March, so please add to your February agenda for review and approval.**

### **Engineering Expression of Interest**

Review your current contract and if needed, prepare to advertise and go through interview/selection process if needed.

The WVCA is interested in working with the district to ensure they retain a firm that has strong civil engineering and is familiar with dams.

Because of questions raised about these agreements, it's important to make sure that the scope of work is clearly defined and an agreement between the district and engineering firm is signed.

Also, the district may want to consider whether it wants an engineering firm that also can perform environmental assessments.

### **Conservation Farm Tour**

It is time for districts to be thinking about the farm families to be awarded. CDs should have their district winners by May 31.

### **WVSCC Meeting:**

The next West Virginia State Conservation Committee meeting will be April 14@ 10:30 a.m.

### **2020 Dates for the WVACD Quarterly Meetings**

April 20 & 21	CCD/Mardi Gras Casino & Resort
July 20 & 21	EPCD/Harpers Ferry Clarion Inn
October 19 & 20	Flatwoods

Registration information regarding the CCD and EPCD meeting will be sent out from the WVACD

### **Agricultural/Conservation Day at the Capitol**

Brian would like to thank all the Conservation Districts and Supervisors for your help and support at the recent Ag/Conservation Day. We would also request that you continue to stay in contact with your representatives and support our Budget and Bills.

### **O&M Sponsor letters**

Brian has asked for DMs and supervisors check to see if County Commissions and cities who signed the agreements in 2019 have paid. If not, an invoice needs to be sent and supervisors need to follow up.

### **WVACD Contests**

All **photos** are due in the WVACD office in Sutton by July 1.

All **posters** are due at the July Quarterly meeting before the standing committees break to meet. Please get your schools and community involved in both of these contests. 2020 poster theme is "Where Would We BEE Without Pollinators?"

**Education District of the Year** entries are due on the first day of the July Quarterly Meeting.

**WVACD Scholarship applications** are due on the first Monday in March at the WVACD Office in Sutton. Please contact the schools in your district to be certain they have the correct information on scholarships.

### **AGEP:**

- **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)

### **West Virginia Legislative Calendar**

February 11, 2020 - Last day to introduce bills in the House

February 17, 2020 - Last day to introduce bills in the Senate

February 23, 2020 - Bills due out of committees

February 26, 2020 - Last day to consider bill on third reading in house of origin

March 7, 2020 - Last day of session

### **2020 WV State Fair Volunteer Schedule**

The dates for this year's fair is from August 13<sup>th</sup> – August 22<sup>th</sup>. It is suggested that Supervisors contact their District Manager to sign-up for the time period(s) they wish to work.

### **Clements State Tree Order Form**

All districts were emailed the order form from the state tree nursery.

### **Ag/Forestry Hall of Fame**

Nomination forms can be found here:

<https://agriculture.wv.gov/divisions/executive/Documents/2020%20AFHOF.pdf>.

All forms should be sent to West Virginia University Extension Service, c/o Robin Rupenthal, 809 Knapp Hall, PO Box 6031, Morgantown, WV 26506 or emailed to [JOWilliams@mail.wvu.edu](mailto:JOWilliams@mail.wvu.edu) and must be received by close of business on Monday, February 24, 2020.

For more information, visit <https://agriculture.wv.gov/divisions/executive/WVAFHOF/Pages/default.aspx>

**Greenbrier Valley Conservation District  
Monthly Equipment Report**

Month/Year Jan 2020

Equipment	Number of Days Rented	Number of Acres	Total Revenue	Total Cost of Repairs & Maintenance	Total Field Service Mileage
Tye #1					
Tye #2					
Great Plains #1					
Great Plains #2					
Great Plains #3					
<b>No-till Seeder Totals</b>					
Cricket					
Grasshopper					
Big Silver					
<b>Lime/fertilizer Totals</b>					
<b>Chemical Sprayer</b>					
Litter Spreader #1	1	4	\$98		
Litter Spreader #2					
<b>Litter Spreader Totals</b>					
Post Driver #3					
Post Driver #4	1	2000	\$180	\$2 <sup>98</sup>	
Post Driver #5	7	6500	\$1260	\$2 <sup>98</sup>	
<b>Post Driver Totals</b>	8	8500	\$1440	\$5 <sup>96</sup>	
Potato Planter					
Potato Sprayer					
Potato Hiller					
<b>Potato Totals</b>					
<b>Portable Scales</b>					
<b>Other</b>					
<b>Shop Supplies</b>				\$118 <sup>91</sup>	
<b>GRAND TOTALS (all equipment)</b>	9	8500 <sup>1</sup> 4 ACRES	\$1538	\$124 <sup>93</sup>	



## February 2020 Watershed Section Report

### **Site Visits Conducted:**

CCRs none received

### **Stream Permit App:**

- Site 14686-J. Lynch-Anthony's Creek-White Sulphur Springs-Greenbrier Co.-In Progress  
Received notification from DNR that his permit would be for one time access only. Johnny Lynch said he kept an open permit to remove the sediment at his bridge. The DNR put stipulations on his stream permit that has now been sent to the COE.

### **Weir Removal**

NRCS Fort Worth office has sent comments of the weir removal. The comments will have to be addressed and changes made and sent back for their review. Once accepted, we will be able to go to contract.

#### **Note:**

The City of WSS called and wanted the sediment out as it had built up. John Lynch had asked them about it and they told him that WVCA had a hold on removal due to the project going out to bid and the sediment is part of the project. That is factual. We told them it could not be removed due to the sediment being used for the project. John Lynch called Donny Dodd with NRCS and asked him about it. Donny referred him to me. I approved upon NRCS not having any objection for removal for Lynch to get it out and advised him and the City of WSS the same. NRCS did not have an objection due to the length of time it will take to get Fort Worth to review the comments from Donny.

Lynch will remove the sediment if he hasn't already done so.  
That will help with our agreement and not cost the district funds.