

**ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
DRAFT Meeting Minutes of February 25, 2020**

Supervisors Present:

Donald Burroughs
Shirley Hyre (Via Call In)
Clark Mollohan
Ken Stowers

Supervisors Absent:

Rebecca Lilly
Mike Smalley

Associate Supervisor: Larry Greynolds

Others Present: Suzie Steele, WVCA/ECD DM; Kirk Burroughs, ECD Equip./OM&R Manager; Tammy Hoover, ECD DA; Russell Young, WVCA Cons. Spec.; Johnny King, WVDOF; Debbie Friend, WVU Ext. Serv. Braxton Co.; Andy Sentz, NRCS DC; James Nester, TVCD Supervisor; Dan Elliott, TVCD Cons. Tech.

CALL TO ORDER

Chairman Mollohan called the meeting to order at 10:00 a.m.

Pledge of Allegiance was led by **Mrs. Steele**.

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

WVU Extension: **Mrs. Debbie Friend** addressed the board requesting a letter of support for a grant application (copy of informational email attached). **Ms. Hyre moved to submit a letter of support; Mr. Burroughs seconded; motion passed.**

Chairman Mollohan asked that all in attendance introduce themselves.

January 28, 2020 Minutes: **Ms. Hyre moved to approve the minutes (copy attached); Mr. Burroughs seconded; motion passed.**

TREASURER'S REPORT/JANUARY 2020 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.** **Mrs. Steele** reported on the balance in the supervisor travel and per diem account.

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

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER: **Kirk Burroughs** reported that he has had some inquiries on rental of the lime spreaders. Nothing further at this time.

DISTRICT MANAGER: **Mrs. Steele** reviewed her written report. (copy attached).

DISTRICT ASSISTANT: **Ms. Hoover** reviewed her written report. (copy attached).

WVCA CONSERVATION SPECIALIST: **Mr. Young** reported that he has been contacted by the instructor at the Nicholas County Tech Center concerning expansion of their programs. He attended the Small Farm Conference last Thursday. He will be attending the State AgEP meeting in March. He will be attending grazing management training the 2nd week of March. The WV Expo will be held March 25 & 26. Project proposals have been submitted for weather stations and high slope lime. Those proposals will be reviewed this Thursday.

AREA DIRECTOR: **Mrs. Steele** presented Mrs. Fisher's report. (copy attached)

WVCA PERSONNEL: **Mrs. Steele** presented Ms. Lyons' report. (copy attached)

SWA: **Mr. Stowers** reported that the Nichols Co. SWA met last evening. Mr. Young mentioned HB4690 and expressed his concern to the board over this bill.

NRCS Personnel Report: **Andy Sentz** requested holding a Local Work Group meeting after the district's March meeting beginning at 1 pm. Agreed on by consensus. He reported that the district NRCS staff is very limited as there are only 3 of them at the present time. Positions are posted but not sure when hiring will happen. Forester that was on staff has taken a position elsewhere and probably will not be replaced. They do have a partner forester through the National Wild Turkey Federation that will help some. He asked for patience in any requests. He also reported that the current Summersville office location will be closing within the next two years. They are looking at other locations to move to in that area. They will not be getting any summer temporary employees. He reported that the engineers were at Camp Caesar last week doing the survey on the repairs needed done there. He also mentioned a grant being written for a composting facility, possibly at Muddlety.

FSA Personnel: **Andy Sentz** informed the board that the FSA staff will soon be temporarily down to just Melodie Bailey as her assistant will be going on maternity leave.

Forestry Division: Johnny King reported that he has been doing a lot of logging inspections. Reminded everyone that fire season is coming up. The meet your forester function in Braxton County was well attended. He stated that they have 3 foresters available to assist the NRCS. He will be assisting the district with their Envirothon team training. He reported to the board that District Assistant, Tammy Hoover, has been a great help on the Envirothon Education Committee.

DEP: None

CD SUPERVISORS: Ms. Hyre reminded everyone of the next Envirothon Committee meeting on March 4. Mr. Burroughs reported that he attended the Small Farm Conference and the meeting at BCHS with Commissioner Leonhardt.

TVCD DELEGATION: Supervisor, Jim Nestor & Con. Tech. Dan Elliott addressed the board expressing their interest in working with the district on their OM&R or any work that may need done for cooperators. They are willing to do a field day in the district to demo equipment and such. They currently have a field day scheduled in LKCD on April 25. Info will be forthcoming.

COMMITTEE ACTIONS:

AG ENHANCEMENT: A State AgEP committee meeting will be held March 17 at ECD beginning at 10 AM.

BUILDING: None

COMMUNICATION: Ms. Hyre reported that the committee will be meeting tomorrow. Ms. Hoover will be sitting in.

EDUCATION: None

EQUIPMENT: None

FINANCE: None

FORESTRY: None

GRASSLANDS: Mr. Burroughs reported that their next meeting will be held April 3 at the ECD office.

LEGISLATIVE: Ms. Hyre inquired about the status of a HB4410 (?) and SB613 coming out of committees.

PROJECT: Mr. Young reported on the soil compaction project and obtaining of the weather stations.

WATER QUALITY: None

OLD BUSINESS

- **Appointment of Representative to Mountain RC&D** – No action. Mrs. Steele will reach out to the interested party.
- **Appointment of Clay Supervisor** – No action. The board asked Mrs. Steele to advertise the position again.
- **Appointment of Nicholas Supervisor** – Mr. Stowers moved to appoint Larry Greynolds; Mr. Burroughs seconded; motion passed.
- **FY19 Audit Report** – Ms. Hyre moved to accept the report; Mr. Burroughs seconded; motion passed. (copy attached)
- **District Envirothon Team Training** – Mrs. Steele and Ms. Hoover reported that the training is set for Monday, April 6 beginning at 10 am. All the instructors have been verified.

NEW BUSINESS & CORRESPONDENCE

- **District Debit/Credit Card** - Mrs. Steele presented information from bank on the cards. Mr. Burroughs moved to proceed with obtaining a debit card for the general account; Ms. Hyre seconded; motion passed with Mr. Stowers voting against.
- **FY21 CDO Budget & FY21 General Budget** – Ms. Hyre moved to approve both budgets as presented (copies attached); Mr. Stowers seconded; motion passed.
- **Plan of Work & Policy Manual** – Ms. Hyre moved to approve both items as presented (copies attached); Mr. Stowers seconded; motion passed. Mrs. Steele also reported on the need for the district to have an employee policy manual. She will begin that process.
- **District Assistant attending Envirothon** – Mr. Stowers moved to approve the DA attending the Envirothon for up to 3 days with the district paying her expenses and registration; Ms. Hyre seconded; motion passed.
- **Request for Sponsorship of Envirothon Team** – Mrs. Steele presented the request (copy attached). Mr. Stowers moved to approve the request; Mr. Burroughs seconded; motion passed.
- **Sponsorship of Junior and Senior Conservation Camps** – Mr. Stowers moved to support the camps with sponsorship of registration for 2 campers per county per camp; Mr. Burroughs seconded; motion passed.
- **Sponsorship – WVU Soils Team - \$100.00** – Mr. Stowers moved to approve sponsorship; Mr. Burroughs seconded; motion passed.
- **Century Farm – James Dickenson Hanna – Twin Maple Farm** – Mr. Stowers moved to approve the application; Mr. Burroughs seconded; motion passed.

COOPERATOR AGREEMENTS

Doug Given - Braxton County - 485 Acres

Franklin Bailey - Nicholas County - 80 Acres

John Ellison - Nicholas County - 19 Acres

Ms. Hyre moved to approve the agreements; Mr. Burroughs seconded; motion passed.

AgEP APPLICATIONS

Division Fence

Given LLC - Braxton \$1,000.00

Nutrient Management

Franklin Bailey - Nicholas \$1,742.82

Ross Young - Braxton \$660.81

Harold Johnson - Braxton \$896.56

Sherry Thomas - Nicholas \$1,618.97

John Ellison - Nicholas \$291.38

Mike Pierson - Clay \$827.27

Carl Johnson - Nicholas \$2,000.00

Given LLC - Braxton \$1,655.76

Lawrence A. Shaver - Braxton \$420.82

Benjamin Mullins - Nicholas \$2,000.00

Larry Grogg (C) - Braxton \$1,352.86

Randy Tucker - Nicholas \$1,943.64

Joe Bell - Nicholas \$1,469.60

Tim Bailes - Nicholas \$1,488.39

Jerry Salisbury - Clay \$488.00

Steven Claypoole - Braxton \$283.00

Robert Hart - Braxton \$1,089.88

Linda Brown - Braxton \$2,000.00

John Underwood - Nicholas \$832.29

Mr. Young stated that the application for Ross Young was ranked by an out of district conservation specialist. **Ms. Hyre moved to approve the applications; Mr. Stowers seconded; motion passed.**

Being no further business to attend to and on motion by Mr. Burroughs, seconded by Mr. Stowers, Chairman Mollohan declared the meeting adjourned at 12:20 pm.

DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETINGS)

Mar 4 Envirothon Meeting - ECD/WVACD Conference Room - 10 AM

Mar 10 ECD Executive Committee Meeting - 10 AM

Mar 10 Braxton Workforce/Education Stakeholder Meeting - 6:30 PM at Braxton High School

Mar 10 WVU Extension Dinner Meeting - Grazing - Sunday Rd. Bapt. Church, Hico, WV - 5:30 PM

Mar 16 Grasslands Evaluation Contest Committee Meeting - 10 AM at ECD

Mar 24 ECD Board Meeting - 10 AM

Mar 30-31 Sort Trees and Plants for delivery

Apr 1-2 Tree and Plant Delivery

Apr 1 Envirothon Meeting - 10 AM

Apr 3 Grazing Lands Steering Committee Meeting ECD Conference Room - 10 AM

Apr 6 District Envirothon Team Training at ECD

Apr 10 Grasslands Evaluation Contest - Jackson's Mill

Apr 14 ECD Executive Committee Meeting - 10 AM

Apr 16-17 Envirothon Competition - Canaan Valley

Apr 20-21 WVACD Quarterly Meeting @ Mardi Gras Casino & Resort in Charleston

Apr 28 ECD Board Meeting - 10 AM

May 6 Envirothon Meeting - ECD/WVACD Conference Room - 10 AM

May 11 or 13 ECD Executive Committee Meeting - 10 AM

May 12 ECD Office Closed - Election Day

May 25 ECD Office Closed - Memorial Day

May 26 ECD Board Meeting - 10 AM

Jun 15-20 Junior conservation Camp @ Cedar Lakes & Senior Conservation Camp @ Camp Caesar

Jul 20-21 WVACD Quarterly Meeting @ Harpers Ferry

Aug 13-22 WV State Fair

Oct 19-20 WVACD Quarterly Meeting @ Flatwoods Days Hotel