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**Capitol Conservation District**

**December 2019 Board Meeting Agenda**

Wednesday December 18th, 9:00 am

418 New Goff Mountain Rd.-- Cross Lanes, WV 25313

Phone 304.759.0736 email: [ccd@wvca.us](mailto:ccd@wvca.us)

**Attendance**

Terry Hudson-Chairman Sue Brand-District Manager

Valerie Thaxton-Treasurer Kim Fisher-Area Director

Richard Sams-Secretary Judith Lyons-Watershed Manager

Clyde Bailey-Co-Chairman Julie Stutler-NRCS

Sally Shepherd-Supervisor Russell Young-Conservation Specialist

Tony Leadbeter-Associate Supervisor-Not in Attendance

**CALL BOARD MEETING TO ORDER---9:00am**

**APPROVAL OF NOVEMBER BOARD MEETING MINUTES – Clyde Bailey 1st motion & Valerie Thaxton 23nd Motion—All was in favor**

**FINANCIAL REPORTS/INVOICES**

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

1. (M) Co-Administered Funds Report, District September Financial Report, Supervisor Per Diem & Travel. Bills to be paid as funds permit and coordinated by office staff and filed for audit

Clyde Bailey 1st motion & Valerie Thaxton 2nd motion- all in favor

**REPORTS**

1. WVCA Report - Kim Fisher-

WVSCC Meeting will be held January 14, 2020 @ 10:30am. 2020 dates for the upcoming WVACD Quarterly Meetings Dates. Review AgEp dates and deadlines. Updated board on the WV Legislative Calendar for the 2020 Session-from January 8, 2020 to March 7, 2020. Ag Day at the capitol is set for January 31, 2020 with breakfast for the Legislators. Discussed the shuttle service will run from 6:30am to 1:00pm for this event. Also, watershed meeting following breakfast. Request for the districts to review and update their District Policy Manuals, encourage Districts to review their CD Employee Manual (if the district has one).

1. WVCA Watershed Report-Judith Lyons

Monthly dam inspections are being done.

1. Solid Waste -Rod Loftis—

No report.

1. NRCS - Julie Stutler—

Working on training and a grant thru the NACD to hire someone to run the east end garden. Need a letter with all board members signatures for the grant-due January 10,2020.

1. AgEp - Russell Young—

Just returned from Nutrient Management training in Maryland



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**CONTINUE:**

1. Supervisor and Committee Reports—
2. Richard Sams—Nothing to report
3. Sally Shepherd—Nothing to report
4. Valerie Thaxton—Nothing to report
5. Clyde Bailey—

12/10/19-State AgEP Meeting held at Flatwoods

12/18/19-Attended Board Meeting @ Capitol Conservation District

1. Chairman Hudson—

11/26/19-Completed the High Tunnel @ Gearry Elementary School.

12/02/19-Meeting on NACD Grant with Julie Stutler—NRCS

12/04/19-Attended the Envirothon Meeting held at Flatwoods, WV

12/10/19-Attended the AgEP Meeting at Flatwoods, WV

12/13/19-Meeting at Cross Lanes office with Sue on office business (IRS) & Julie Stutler with NRCS

**NEW BUSINESS:**

1. (M) AgEp Payment Approvals
2. Sally Shepherd Water Tank $ 175.49

* Clyde Bailey 1st motion & Rick Sams 2nd motion to pay $175.49, All in favor
* Sally Shepherd rescue herself from the meeting during this time\*

1. Jon Vernon Water Tank $ 400.00

* Rick Sams 1st motion & Clyde Bailey 2nd motion- all in favor

1. Bridget Bailey HU $1000.00

* Clyde Bailey 1st motion & Rick Sams 2nd motion-all in favor

1. (D/M) Invoice from Charleston Daily Mail for running the EOI ad. (Motion to pay)-C. Hudson-

* Sally Shepherd 1st motion & Rick Sams 2nd motion- all in favor to pay the Invoice for EOI to the HD Media $1196.41

1. (D/M) LOR # 10311 for OM&R State Supplemental Restricted Project-$157,700.00- Chairman Hudson-

* Clyde Bailey 1st motion & Sally Shepherd 2nd motion to send the LOR to Guthrie with board meeting minutes



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**Continue:**

1. (D/M) LOR # 10323-$ 5000.00- Annual Contribution for Flood Control Structures in Kanawha County-Kim Fisher—

* Clyde Bailey 1st motion & Valerie Thaxton 2nd motion to send LOR to Guthrie along with board meeting minutes

1. (D/M) Agreement for Paint Creek Stream Restoration with WVDEP-J. Lyons-

* Judith Lyons gave a heads up on the possibility of more money could be needed down the road.

1. (D/M) Agreement for the Coal River Project-J. Lyons-

* Judith Lyons let the board know of the possibility of more money could be needed down the road.

1. (D/M) Request for donation of $3000.00 to the Appalachian Grazing Conference-C. Bailey-

* Clyde Bailey 1st motion & Sally Shepherd 2nd motion donating $3000.00 toward the speaker at the conference. All in favor

1. (D/M) 2020 GSA Mileage Rate-Clyde Bailey-

* Motion was made to make the mileage rate match the GSA rate starting Jan. 1, 2020,

Clyde Bailey 1st motion & Sally shepherd 2nd the motion, all in favor

1. (D) Election for upcoming Supervisors 2020-Clyde Bailey-

* Election for upcoming supervisors for 2020 are Clyde Bailey & Richard Sams for re-election.

**UNFINISHED BUSINESS:**

1. Pollinator Planting Program w/Steve May—Sally Shepherd-Update

* Sally shepherd still working on the program with Steve May

1. Quarterly Meeting April 20 & 21, 2020 Mardi Gras-KRT Rental-Sue Brand-

* Still working with Allison at Mardi Gras Casino on the quarterly meeting for April 20&21,2020, & the KRT bus for the farm tours

1. AgEP Enhancement Program Administration Agreement-updated—Chairman Hudson-

* Have a continuous sign up period



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**CONTINUE:**

**CORRESPONDENCE:**

1. **2020 Small Farm Conference**

* **Move to the January 15, 2020, board meeting**

Meeting Adjourns @ \_\_\_\_10:35 am\_\_\_\_

* **Mandatory Training Session for all Supervisors Immediately after luncheon**

**“Next Board Meeting will be held January 15, 2020**

**“MERRY CHRISTMAS AND HAPPY NEW YEAR!”**

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Chairman Hudson

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Valerie Thaxton

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Richard Sams

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Clyde Bailey

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Sally Shepherd