

Capitol Conservation District

418 Goff Mtn. Road Suite # 102 Cross Lanes, WV 25313

April 2020 Meeting Minutes

Wednesday April 15, 2020 9:00 am

ATTENDANCE

In Person

Chairman Terry Hudson
Vice-Chairman-Clyde Bailey
Sue Brand-District Manager

Skype Call

Area Director—Kim Fisher
Watershed Manager-Judith Lyons
Conservation Specialist-Russell Young
Treasurer-Valerie Thaxton
Secretary-Rick Sams
Supervisor-Sally Shepherd
NRCS-Julie Stutler
Outreach Specialist-Aimee Figgatt

CALL BOARD MEETING TO ORDER-----9:05 am

APPROVAL OF MARCH BOARD MEETING MINUTES---Clyde Bailey made motion & Rick Sams 2nd motion. All in favor.

FINANCIAL REPORTS/INVOICES (M) Co-Administered, Grant, District Funds Report. Supervisor Per Diem & Travel. Bills to be paid as funds permit and coordinated by office staff and filed for audit

Clyde Bailey made motion Valerie Thaxton 2nd motion. Allow in favor. File for audit.

REPORTS

1. WVCA Report—Kim Fisher-

Request District to review and update the District Plan of Work. Conservation Farm Tours have been pushed back due to COVID-19.

State Committee approved the FY21 AgEP Program

State Fair of WV Volunteer Sign Ups schedule is located on the website for review

All districts are teleworking now due to the COVID-19.

2. WVCA Watershed Report-Judith Lyons-

No site visits right now.

Dam Inspections are still going on

It was asked by Judith Lyons if the board would approve payment for lunch which would pay for the monitors to go to DEP Training- This has been tabled until a later date.

3. (M) Solid Waste –

No Report

4. NRCS –Julie Stutler

Completed Practices-High Tunnel Irrigation System with gutters, cisterns and pumps- Big Chimney

15 acres pasture reseeding-Derrick's Creek

5 acres of brush management & pasture reseeding-Kelley's Creek

NRCS's Inspection of Ridenour Lake in Nitro was completed by Patti Mitchell.

2 career fairs (WVSU & Marshall) were scheduled by had to be cancelled due to COVID-19

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EQIP sign up cut off has passed for FY2020 funding. Capitol 15 EQIP applications ranging from High Tunnels to Forestry & Invasive Species to Grazing/Livestock Systems. These applications will be ranked in mid-May. WVSU is holding a Farm Planting virtually for beginning farmers and veterans. Julie will be presenting digitally for that on April 25th, 2020.

WVSU Urban Ag Conference is planning on holding virtual workshops. They've asked that NRCS put together a video for the High Tunnels and Pollinator Plantings. Julie again will be working on preparing these by the end of the month.

Jordan Roush, Acting District Conservationist, has been working on contract management and planning in the Capitol Conservation District over the last month.

NRCS is continuing normal business & performing as many field visits & phone call communications as possible to best serve our customers. Both of Julie's office lines (direct extension & NRCS group lines) are forwarded to her cellphone. If you talk with people who need NRCS assistance, Julie asked they be informed to call her directly.

5. Agriculture Enhancement Program -Russell Young

State Committee Approved AgEp FY21 Program.

Clyde Bailey has gotten several quotes for the trailers that are needed for the moving of the manure. Cost of the could cost approximately \$8100.00.

6. Supervisor, Committee, Associate Supervisor Reports

A. Clyde Bailey-

- Has enjoyed working on his farm during this COVID-19 pandemic.
- 04/15/2020-Attended Board Meeting at CCD
- 04/15/2020-Clyde is meeting with Ben Goff this afternoon out on his farm.

B. Valerie Thaxton-

- Has come to the office once a week to sign checks and paperwork
- Has gone to the bank to make bank deposits

B. Richard Sams-

- Trying to stay healthy

C. Sally Shepherd

- She has not been active since the COVID-19 hit.

D. Terry Hudson

- Chairman has been coming into the office on a weekly basis to sign checks and paperwork.
- Chairman Hudson has been working with Clyde on several plan.

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7. Grow This! West Virginia -Outreach Program-Aimee Figgatt

CCD board members approved a LOR to assist with purchases for the program

Clyde Bailey made motion, Rick Sams 2nd motion. All in favor

NEW BUSINESS:

1. (D/M)-AgEP Application Approvals

a. Bridget Bailey	Urban Ag	\$300.00
b. Julie Watkins	Urban Ag	\$300.00
c. Erin Listermann	Pollinator	\$225.00
d. Erin Listermann	Urban Ag	\$300.00
e. William Ashley	Lime	\$1237.50

Clyde Bailey made motion to accept approvals of applications, Valerie Thaxton 2nd motion. All in favor.

2. (D/M)-AgEP Payment Approval

a. Brian Rawson	Nutrient Management	\$ 263.50
b. Austin Given	Nutrient Management	\$1305.00

Clyde Bailey made motion to pay cooperators Rawson & Given, Rick Sams 2nd motion. All in favor.

3. FY20 end date for applications-Russell Young

Discussion was to leave the application end date the same as FY19. **NO CHANGES-**

Clyde Bailey made motion to no changes, Rick Sams 2nd motion. All in favor.

4. Selection of programs, practices, signup periods and deadlines Russell Young

Meeting has been scheduled for Wednesday April 22, 2020 at 9:00am to discuss.

5. (D/M)-St. Albans Rain Barrel Project \$4821.00-Russell Young

Valerie Thaxton made motion to pay the invoice. Rick Sams 2nd motion. All in favor

6. (D/M)-GAI Invoice \$11,346.13- Dam Repair

Rick Sams made motion to pay the invoice verified by Judith Lyons the work was completed, Valerie Thaxton 2nd motion. All in favor.

7. (D/M)-Coal River Group Invoice for \$620.00-WPP Staff Reimbursement

The invoice was tabled, Clyde Bailey made motion to remove from table and Valerie Thaxton 2nd motion. All in favor.

Motion was made by Valerie Thaxton to pay the CRG invoice of \$620.00 after verification was made by Justin Hunt through email, Rick Sams 2nd motion. All in favor.

8. (D/M)-Sign for Camp Virgil Tate High Tunnel.

Request for a sign for the High Tunnel at CVT up to \$200.00 be purchased for display, Clyde Bailey made motion and Valerie Thaxton 2nd motion. All in favor.

UNFINISHED BUSINESS

1. Thank you card from Hopewell by George Jarrett for the donation for raised beds.

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Adjourned: 10:42am

Next Board Meeting to be May 20th, 2020, at 9:00am

Board Members to Sign

1. Terry W. Hudson -Chairman Hudson
2. Valerie Thaxton -Treasurer Valerie Thaxton
3. Rick Sams -Secretary Rick Sams
4. Clyde Bailey -Vice-Chairman Clyde Bailey
5. _____ -Supervisor Sally Shepherd

CCD Board of Supervisors Meeting
April 15, 2020-9:00 AM
CCD Conference Room
418 Goff Mt. Rd. Cross Lanes, WV 25313
304-759-0736

Please Print Name

1. Jerry W. Bodin - En Person
 2. Clyde Banks - En Person
 3. Aimee Izatta - Call in
 4. Sally Shepherd - Call in
 5. Russell Young - Call in
 6. Julie Stutler - Call in
 7. Kim Fisher - Call in
 8. Valerie Thayer - Call in
 9. Judith Lyons - Call in
 10. Pick Sams - Call in
- Sue Brand - En Person

April 2020 WVCA Report

Request to Conservation Districts

The WVCA is encouraging Conservation Districts to review and update your District Plan of Work. Plans are due to Guthrie by June 15.

Conservation Farm Tour

Due to COVID-19 the farm tour will at least be pushed back if not cancelled completely this year.

In recent discussions on how to revive the contest, it has been suggested that it be changed to every other year. This move might increase district participation.

The next consideration is what to do this October to replace the awards banquet? A suggestion would be to hold an Association/SCC convention that would feature past award farmers to lead panel discussions on conservation BMPs, experts in the field to talk about conservation trends and opportunities and invite national conservation leaders to make addresses.

West Virginia has also been asked to host a listening session on small watershed dams, and that might be incorporated into this meeting as well.

District Personnel Plan

District Personnel Plans were due to the SCC by **March 1**. Failure to meet the deadline may cause a delay in approving the District's personnel plan and the release of state funds for those positions. If you have not submitted, please do so ASAP.

Conservation District Operation (CDO) Grant Funds

Districts are asked to prepare your CDO budget report for FY21. The budget was to be submitted to Fiscal Services and your Area Director by March 1, so it can be presented to SCC in April. If you have not submitted, please do so ASAP.

2020 WVACD Quarterly Meeting:

Due to COVID-19 the April meeting has been cancelled.

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)

The state AgEP committee met March 17. The focus of the meeting was to review proposed changes for the FY21 program. The funding allocation formula will remain the same as last year (Based on farms/acres and average payments). Information on LORs will be sent as soon as possible.

WVACD Educational Programs and Contest Information

Information for the photo and poster contests can be found on the WVCA webpage under WVACD Contests tab.

Where would we BEE without Pollinators? is the 2020 theme for the poster contest.



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.

State Fair of WV Volunteer Sign Ups

The schedule for state fair volunteers is now available under WVCA admin. If you would like to schedule a time to work at the state fair, please contact your district manager.

O&M Sponsor letters

Please review your agreements and be sure that they are current. It is the responsibility of CDs to accomplish this this year.