

**ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
DRAFT Meeting Minutes of May 26, 2020**

Supervisors Present:

Donald Burroughs
Larry Greynolds
Shirley Hyre
Maria Moles (via Call In)
Clark Mollohan
Mike Smalley
Ken Stowers (Via Call In)

Supervisors Absent:

Rebecca Lilly

Others Present: Suzie Steele, WVCA/ECD DM; Kirk Burroughs, ECD Equip./OM&R Manager; Tammy Hoover, ECD DA; Judith Lyons, WVCA Watershed South Manager; Levi Cyphers, WVCA Engineer; Sandy Mollohan; **Following Via Call In:** Russell Young, WVCA Cons. Spec.; Kim Fisher, WVCA Area Director; Andy Sentz, NRCS DC; Chris Ellison, WVCA IT

CALL TO ORDER

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

Pledge of Allegiance was led by **Ms. Hyre**.

AGENDA: **Ms. Hyre moved to approve the agenda; Mr. Greynolds seconded; motion passed.**

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

TREASURER'S REPORT/APRIL 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. Greynolds seconded; motion passed.** Ms. Hyre 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. Burroughs seconded; motion passed.**

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER: **Kirk Burroughs** reported on repairs for the potato planter.

DISTRICT MANAGER: **Mrs. Steele** reported that she is still to work from home as much as possible. She reported on an email received concerning an error in soil test results from the WVU lab. FY21 AgEP signups are going well. There has been a violation reported on Salt Lick Site 7. She also reported on the State AgEP meeting last week.

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

WVCA CONSERVATION SPECIALIST: **Mr. Young** reported on AgEP completions and contact with cooperators as deadline for all receipts is June 1. He also reported on the State AgEP meeting last week. He is working with the WVCA IT department on a database analysis tool. He also reported that Jennifer Skaggs has been named the WVCA Conservation Services Director.

AREA DIRECTOR: **Mrs. Fisher** reviewed the WVCA written report. (copy attached). Agency staff will continue to telework. The WVACD July Quarterly Meeting will be held at Flatwoods.

WVCA PERSONNEL: **Ms. Lyons** reported that the watershed staff is not doing site visit unless necessary. She reviewed the violation on Salt Lick Site 7. Mowing of the watersheds and equipment to do so was discussed.

SWA: **Ms. Hyre** reported that the Braxton recycling center is now open. She has submitted grant reports and new grant requests. **Mr. Stowers** reported that the Nicholas SWA has a meeting this evening.

NRCS Personnel Report: **Andy Sentz** reported that their offices are still closed to the public. They are working on EQIP and AMA rankings. They are performing few site visits with proper social distancing and protective measures. No word yet on the filling of the two soil conservationist positions and one forestry position open within his district offices.

FSA Personnel: **None**

WVU Personnel: **None**

Forestry Division: **None**

DEP: **None**

CD SUPERVISORS: **Ms. Hyre** reported that the Envirothon contest has been canceled. There is an Envirothon meeting tentatively scheduled for August 10 at Holly Gray Park. **Mr. Smalley** reported on a stream issue reported by a landowner.

COMMITTEE ACTIONS:

AG ENHANCEMENT: **Mr. Young** reported on the standards for Urban Ag and that districts will have control. He also stated that they are working on a guide for the programs.

BUILDING: **None**

COMMUNICATION: There is a call-in meeting Thursday. Ms. Hoover will be participating.

EDUCATION: **None**

EQUIPMENT: Committee will meet immediately following this meeting to discuss mower for watersheds.

FINANCE: Committee meeting will be June 16, 2020 at 8:30 am.

FORESTRY: **None**

GRASSLANDS: Next meeting will possibly be held in July.

LEGISLATIVE: **None**

PROJECT: **None**

WATER QUALITY: **None**

OLD BUSINESS

- **Appointment of Representative to Mountain RC&D** – No action
- **2020 Conservation Farms** – Mrs. Steele reported on the information received from Mr. Sentz on the farms in Nicholas and Webster Counties. She will gather additional information and report at the June meeting.
- **EOI for Engineering Firms** – There were 8 EOI's received. These were reviewed prior to today's meeting and will be further reviewed. Firms will be chosen and interviews to be held on June 10, 2020 beginning at 10 am.

NEW BUSINESS & CORRESPONDENCE

- FY21 AgEP Administration Agreement and Addendum – Mr. Burroughs moved to approve as presented (copy attached); Mr. Greynolds seconded; motion passed.
- LOR FY21 AgEP Funds \$41,000.00
- LOR 8160 FY19 Audit \$1,975.00
- LOR 11355 District Support FY21 1st Quarter \$37,775.00
- LOR 11356 District Support FY21 2nd Quarter \$20,045.00
- LOR 11357 District Support FY21 3rd Quarter \$20,044.00
- LOR 11358 District Support FY21 4th Quarter \$14,680.00
Ms. Hyre moved to approve submission of the 6 LOR’s as listed; Mr. Burroughs seconded; motion passed.
- SWA Appointments – Mr. Smalley moved to reappoint Ms. Hyre to the Braxton County SWA; Mr. Burroughs seconded; motion passed. Other appointments will be reviewed and addressed at the June meeting.
- 2020 NACD Technical Assistance Grant - Ms. Hoover presented additional information on the grant (copy attached). Mr. Smalley moved to approve submission of the grant; Mr. Greynolds seconded; motion passed.

AgEP PAYMENTS

Mike Pierson – Clay	Fertilizer	\$734.00
Jerry Salisbury – Clay	Fertilizer	\$488.00
Ross Young – Braxton	Fertilizer	\$660.81
Johnny Johnson – Braxton	Fertilizer	\$361.48
Doug Given – Braxton	Fence	\$1,000.00

Mr. Smalley moved to pay the cooperators as listed; Ms. Hyre seconded; motion passed.

Being no further business to attend to and on motion by Mr. Smalley; seconded by Mr. Burroughs; Chairman Mollohan declared the meeting adjourned at 11:16 AM.

DATES TO REMEMBER: (OFFICE CLOSED/ECDMEETING)

Jun 9	ECD Office Closed – Election Day
Jun 10	ECD Executive Committee Meeting – 9 AM
Jun 10	EOI Engineer Interviews beginning at 10 AM
Jun 16	ECD Finance Committee Meeting – 8:30 AM
Jun 19	ECD Office Closed – WV Day
Jun 23	ECD Board Meeting – 10 AM
Jul 3	ECD Office Closed – Independence Day
Jul 14	ECD Executive Committee Meeting – 10 AM
Jul 20-21	WVACD Quarterly Meeting @ Flatwoods, WV
Jul 28	ECD Board Meeting – 10 AM
Aug 11	ECD Executive Committee Meeting – 10 AM
Aug 13-22	WV State Fair
Aug 25	ECD Board Meeting – 10 AM
Sep 7	ECD Office Closed – Labor Day
Sep 8	ECD Executive Committee Meeting – 10 AM
Sep 22	ECD Board Meeting – 10 AM
Oct 12	ECD Office Closed – Labor Day
Oct 13	ECD Executive Committee Meeting – 10 AM
Oct 19-20	WVACD Quarterly Meeting @ Flatwoods Days Hotel
Oct 27	ECD Board Meeting – 10 AM
Nov 3	ECD Office Closed – Election Day
Nov 11	ECD Office Closed – Veterans’ Day
Nov 17	ECD Board Meeting – 10 AM
Nov 26-27	ECD Office Closed – Thanksgiving
Dec 15	ECD Board Meeting – 10 AM
Dec 24-25	ECD Office Closed – Christmas
Dec 31-Jan 1	ECD Office Closed – New Years

Public may only attend this meeting via the call information below:

Join by phone:

1 (202) 870-5794

Conference ID: 4234705