



Potomac Valley Conservation District

500 East Main Street
Romney, West Virginia 26757-1836
304-822-5174

MINUTES OF MEETING

Teleconference

August 26, 2020

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, August 26, 2020, by teleconference, due to restrictions over the coronavirus. The meeting was called to order at 7:30 p.m. by chairperson, Charlotte Hoover.

SUPERVISORS: Charlotte Hoover, Ron Miller, J.W. See, Kent Spencer, Brian Dayton, George Leatherman, Frank Weese, Gerald Sites and Lois Carr

OTHERS: Christi Hicks, Andy Deichert, Suzy Funka-Petry, NRCS; Ed Martin, Jeremy Salyer, Ben Heavner, Tanner McNeilly, Cindy Shreve, Nadene Jewell, WVCA

MINUTES: The minutes of the August 5, 2020 meeting were presented for review and approval. A motion was made by Gerald Sites and seconded by J.W. See to dispense with the reading of the minutes of the August 5, 2020 meeting and approve them as written and distributed. Motion carried.

FINANCIAL REPORTS: Treasurer, J.W. See reviewed the draft treasury reports for the month of August to date with the Board. Supervisors reviewed the reports for the General Fund and CDO Grant Accounts as prepared by William Lipps, CPA and the Co-Administered accounts as prepared by WVCA Fiscal Department. No action was taken on the reports as they are not complete for the month. The final reports will be presented for approval at the next meeting.

INVOICE: Board action was taken on payment in the amount of \$525.00 to William Lipps CPA for bookkeeping services in the month of August. A motion was made by J.W. See and seconded by Brian Dayton to approve payment to William Lipps CPA in the amount of \$525.00 for bookkeeping services in August. Motion carried.

FY20 CDO EXPENDITURE REPORT: J.W. See reviewed the FY20 CDO Expenditure report with the Board. Following some discussion, a motion was made by J.W. See and seconded by George Leatherman to approve the report and authorize the chair to sign and submit to WVCA. Motion carried.

CORRESPONDENCE: TVCD INVOICES – The Board reviewed invoices received from Tygarts Valley CD for work completed on the South Fork dams. The recent invoice was in the amount of \$5,000 for o&m work completed on Lost River Site #10. Ed Martin reviewed the invoices that have been verified to date. A

motion was made by J.W. See and seconded by George Leatherman to approve payment of the verified o&m invoices to TVCD. Motion carried. Discussion was also held regarding an invoice in the amount of \$1,350.00 received from TVCD for the difference in the total agreed upon amount from 2019 to 2020. Ed indicated he has contacted TVCD for clarification on this invoice. Revised amounts were agreed on two sites and this would cover the difference. No action on the \$1,350 invoice. Brief discussion on the lodging invoice for the South Fork area. Have not received lodging invoice for Lost River area. Need to review both before verification is made. Charlotte requested to be kept up to date on the invoices – Ed Martin will update on the status.

INVOICES: The Board reviewed invoices received from Shorty's Garage for repairs made to the 2008 Ford Truck and the Toyota Truck. The first invoice is in the amount of \$381.68 for repairs to the Ford truck. A motion was made by Lois Carr and seconded by George Leatherman to approve payment in the amount of \$381.68 to Shorty's Garage. Motion carried. The second invoice is in the amount of \$153.24 for repairs to the Toyota truck. A motion was made by George Leatherman and seconded by J.W. See to approve payment in the amount of \$153.24 to Shorty's Garage. Motion carried.

NEW CREEK SITE #17: The Board reviewed the watershed agreement for the New Creek Site #17 rehabilitation project. Andy Deichert, NRCS, discussed the agreement. It is required in order to proceed with the design phase of the project. The agreement has also been presented to the Mineral County Commission and the City of Keyser. Following some discussion, a motion was made by Ron Miller and seconded by George Leatherman to approve the chair to sign the watershed agreement for the New Creek Site #17 rehabilitation project. Motion carried.

NEW CREEK SITE #1: Discussion was held regarding the need for a public meeting to provide information for the New Creek Site #1 rehabilitation project. Representatives from WVCA, NRCS and the engineering firm, Gannett Fleming will also participate in the meeting. Jeremy addressed the meeting and the need to confirm a location – date / time has not been agreed upon yet. WVCA is willing to take the lead in setting up the meeting, if desired by the Board. All were in agreement for WVCA to take care of the arrangements for the meeting. Will need a PVCD representative to work on the project with partners. Ron Miller and Brian Dayton volunteered. A motion was made by George Leatherman to delegate authority to Ron Miller and Brian Dayton for the New Creek Site #1 Rehabilitation Project. Motion seconded by Gerald Sites. Motion carried.

PATTERSON CREEK SITE#49: Discussion was held on the dry dam, Patterson Creek Site #49. Ed Martin reported that a site inspection was held last week. Representatives from WVCA, NRCS and PVCD attended the on-site inspection – conducted a survey of the dam. The group agreed on items to be addressed – Ed reviewed the items with the Board. Major issue is the numerous ground hog holes on the site – 23. Also, several maintenance issues to be addressed – overgrowth to be cleared, fencing to be addressed, & installation of a gate for future access. The need for an agreement with the landowners was also discussed – all in agreement.

PATTERSON CREEK SITE #48: Ed Martin reported on the development of a contract to address the plugged riser on PC#48. Will require time for the water draw down and removal of the blockage. Will also include additional work in the contract – tree removal, debris removal, erosion issues on the gutters and around

the plunge pool area. Landowner also agreed for a fence to be installed to restrict livestock access to the outlet channel.

PATTERSON CREEK SITE#2: Ed Martin also addressed the culvert replacement needed on Patterson Creek Site #2. Will also include this work in the contract with PC#49 and PC#48. All of the dams are located close together.

Discussion was held on the cost estimate for the contract work on all three dams (PC#49, #48 and #2) and the time frame for completion - will be several months. Following the discussion, a motion was made by Ron Miller and seconded by Gerald Sites to approve WVCA to proceed with the development of the contract for work on Patterson Creek Sites #49, #48 and #2. Motion carried.

George Leatherman questioned the removal of the debris in the river near the Petersburg Gap bridge. The information has been forwarded to WVCA watershed staff. Ed Martin not sure of the current status. The County Commissions are also involved with this issue.

PATTERSON CREEK O&M CONTRACTING: Ed Martin reported on the supplemental rehabilitation work on several Patterson Creek sites - #14, #27 and #47. The work will not be as large scale as a full rehab completed through NRCS but will address several issues. WVCA staff have been working with the engineering firm, Potesta to develop an assessment of the sites. Will need to complete drilling work this year in order to move forward with the work. The suggestion was made to appoint a PVCD supervisor to work with WVCA and Potesta on this issue. A motion was made by George Leatherman to delegate authority to Ron Miller and Gerald Sites to work with WVCA and Potesta on the rehab projects for Patterson Creek Sites #14, #27 and #47. Motion seconded by Lois Carr. Motion carried.

EQUIPMENT COMMITTEE: The Equipment Committee met prior to the Board meeting. Ron Miller reviewed the committee recommendations with the Board. The committee recommended the purchase of a new litter spreader – PTO / hydraulic – quote from Broadway Metals – estimate of \$22,200.00. The committee also recommended the sale of the 2008 Green Ford Truck and the Toyota truck – agreed an auction would be best way to sell. May also sell Brillion Seeder – not rented very much and difficult to haul on the roads. Committee also agreed on the purchase of a new rim and tires for the haybuster. The committee agreed to give scrap metal located at the shop to the neighbor for recycling – not much there. The committee also recommended the purchase of a welder for the shop - \$500 max. A motion was made by Ron Miller and seconded by Gerald Sites to approve the Equipment Committee recommendations. Motion carried.

CREP TRAINING: Cindy Shreve addressed the Board regarding upcoming CREP training to be held in September. It will be a virtual training. Request to utilize Chesapeake Bay outreach funds for printing and mailing the training materials – up to \$2,000. A motion was made by J.W. See and seconded by Ron Miller to approve up to \$2,000 from Chesapeake Bay funds for the CREP training. Motion carried.

GRANT COUNTY PARKS AND REC POLLINATOR PROJECT: Tanner McNeilly report on the pollinator planting project with the Grant County Parks and Rec. Tanner met with representatives from the group and toured the parks. They have decided to complete a planting project at one park this year as a trial. The area is just short of a full acre to be seeded. The group has requested assistance with seeds and signs. The cost estimate will be \$400.00. Chesapeake Bay outreach funds can be used for this project. A motion was made

by Ron Miller and seconded by Gerald Sites to approve \$400 from Chesapeake Bay outreach funds for the Pollinator Project with the Grant County Parks and Rec. Motion carried.

WINTER FEEDING AREA DEMONSTRATION PROJECT: Ben Heavner reported on the Winter Feeding Area Demonstration Project in Pendleton County. The proposal has been submitted to DEP and they are in favor of the project. There is some additional work to be completed before Board action is needed. Timeline for the project is not final at this time.

DISTRICT MANAGER REPORT: The District Manager reported on the following:

- WVCA staff continue in the telework status for near future – District Manager working in the office 2-3 days per week – depending on the workload.
- Rookie Supervisor Nomination – Lois Carr was nominated by PVCD at the last meeting for this award. After reviewing the application, the eligibility period for the nominee ends July, 2020. Since Lois was elected as of July 1 – does not fit the nomination period. A suggestion was made to hold the nomination until next year – she is an excellent candidate and will have much more to include next year. Board in agreement
- Redbooks – Discussion on ordering the Redbook – cattle record books for 2021. Cost is \$625 for 100 books. All in agreement to order the books. A motion was made by J.W. See and seconded by Brian Dayton to approve ordering 100 of the Redbook cattle record books for 2021. Motion carried.
- Calendar Books – Discussion was held regarding the purchase of the 2021 calendar books. Request District Manager to bring cost figures to October meeting.

SUPERVISOR REPORTS: Ron Miller reported the crew has been work well – only have 12 dams to complete this season. They have been doing a great job. One of the employees that did the weed eating quit last week – only have 3 crew employees now. John Hicks is moving the rental equipment – 2 /3 days per week. It is going well. Ron requested to put the sale of the District trucks on the agenda of the October meeting.

AG ENHANCEMENT: Ben Heavner reported that several producers had missed the sign up for cover crop and funding is still available. He inquired if the Board would be in favor of a second sign up for two weeks – 8/27 – 9/10/20. Could hold a special meeting on 9/16 for approvals. All were in favor. A motion was made by Ron Miller and seconded by George Leatherman to approve a 2nd sign up for the Cover Crop practice – beginning 8/27/20 and ending 9/10/20 and having a special meeting on 9/16 to review / approve the applications. Motion carried. Ben also reviewed the remaining Ag Enhancement funds with the Board. Should review later in the fall – may have another practice sign up.

WVCA: Jeremy Salyer reported on the AgEP approvals for PVCD supervisors: Charlotte Hoover, J.W. See III, Gerald Sites and George Leatherman.

AG ENHANCEMENT: The following applications and payments were presented to the Board:

Lime Applications: Bruce Alt 74 ac 143.6 tons \$2,872.00 CS; Doug Marsh 75 ac 210.1 tons \$4,202 CS; Rick Woodworth 63.6 ac 69.9 tons \$1,398 CS; Ray Carr 35 ac 87.5 tons \$1,750 CS; Andrew Seldon 69.49 ac 40.86 tons \$817.20 CS; Joan Barker 50 ac 90 tons \$1,800 CS; Robert Yokum 35.23 ac 71.57 tons \$1,431.40 CS; Frank Seldon 75 ac 161 tons \$3,220 CS; Gerald Sites 58.5 ac 160.875 tons \$3,217.50 CS; Keith Lambert 38 ac 89.2 tons \$1,784 CS; Woodside Farms LLC 46.4 ac 66.56 tons \$1,331.20 CS; Kenneth Webb 32.32 ac 44.93 tons \$898.60 CS; Homan LLC 75 ac 103.15 tons \$2,063.00 CS; JW See 43.6 ac 72.215 tons \$1,444.30 CS;

Nicole Fansler 75 ac 120.1 tons \$2,402 CS; Todd Fansler 28.4 ac 42.6 tons \$852 CS; Judy Fansler 32 ac 56 tons \$1,120 CS; Melissa Malcolm 21.33 ac 16 tons \$320 CS; Sam Williams 71.3 ac 178.25 tons \$3,565 CS; Ralph Keller 26.7 ac 57.48 tons \$1,149.60 CS; Richard Braun 20.39 ac 21.12 tons \$422.40 CS; Mike Teets 75 ac 137.25 tons \$2,745 CS

Invasive Species Applications: *Tom Phares \$500 CS; Doug Marsh \$500 CS; Andrew Seldon \$500 CS; Melissa Malcolm \$500 CS; Richard Braun \$500 CS; Frank Seldon \$500 CS; James Sowers \$500 CS; Carol Webb \$500 CS; Brenton Ebert \$500 CS; Joan Barker \$500 CS; JW See \$500 CS; Sam Williams \$500 CS; Kelly Williams \$500 CS; Nicole Fansler \$500 CS*

Hay Reseeding Applications: *Doug Marsh 23.4 ac \$1,170 CS; Bruce Alt 44.41 ac \$2,220.50 CS; Ralph Landis 35 ac \$1,750 CS; Ray Carr 24 ac \$1,200.00 CS; Danny Miller 38.3 ac \$1,915 CS; Andrew Seldon 49.74 ac \$2,487 CS; Jim Martin 32.7 ac \$1,635 CS; Frank Seldon 45.7 ac \$2,285 CS; Charlotte Hoover 44.3 ac \$2,215 CS; Rodney Funkhouser 15.7 ac \$785 CS; Nicole Fansler 30 ac \$1,500 CS; Roland Souder 33.56 ac \$1,678 CS; Brent Titus 33.88 tons \$1,694 CS; Richard Braun 26.23 ac \$1,311.50 CS*

Hay Establishment Applications: *Kenneth Harper 12.9 ac \$1,612.50 CS; Harold Omps 8 ac \$1,000 CS; JW See 33.8 ac \$4,225 CS; Sam Williams 28.3 ac \$3,537.50 CS; Ashley Crites 35 ac \$4,375 CS*

HUAP Concrete Pads Applications: *Steve Lambert \$5,000 CS; Andrew Seldon \$5,000 CS; Nathan Griffin \$5,000 CS; Adam Goldizen \$5,000 CS; Todd Fansler \$5,000 CS*

Litter Transfer Applications: *Roscoe Alexander 150 tons \$1,500 CS; James Coffman 250 tons \$2,500 CS*

Cover Crop Applications: *Charles Armentrout 15 ac \$750 CS; Baker Farms 55 ac \$2,750 CS; Doug Wimer 57 acre \$2,850 CS; Andy Mathias 36.75 ac \$1,837.50 CS; Joe Mathias 73.86 ac \$3,693 CS; Bill Martin 75 ac \$3,750 CS; Jim Martin 75 ac \$3,750 CS; Mallow Farms 74 ac \$3,700 CS; Randy Bennett 26 ac \$1,300 CS; Ben Heavner 9 ac \$450 CS; Mike Teets 75 ac \$3,750 CS; Matt Teets 75 ac \$3,750 CS; Robert E. Williams 26.6 ac \$1,330 CS; WC Taylor 54.5 ac \$2,725 CS; Robert Moran 49.1 ac \$2,455.00 CS; Delray Wilkins 52.5 ac \$2,625 CS; Randy Branson 72.7 ac \$3,635 CS; Rodney Branson 22.3 ac \$1,115 CS; Glenn Mathias 57.7 ac \$2,885 CS; JW See 25.02 ac \$1,251 CS; Roland Souder 34 ac \$1,700 CS; Michael Omps 17.31 ac \$865.50 CS; Tom Kimble 12 ac \$600 CS; Gerald Sites 27 ac \$1,350 CS; Rodney Funkhouser 35.8 ac \$1,790 CS; Tim Wilkins 75 ac \$3,750 CS; George Leatherman 15 ac \$750 CS; Andrew Seldon 8.05 ac \$402.50 CS; Doug Marsh 75 \$3,750 CS; Cynthia Yokum 22 ac \$1,100 CS; Brent Titus 75 ac \$3,750 CS; Kenneth Harper 15.2 ac \$760 CS; Mike Rexrode 40 ac \$2,000 CS; Greg Dyer 75 ac \$3,750 CS; Roscoe Ours 51.54 ac \$2,577 CS; Roscoe Ours 22.46 ac \$1,123 CS; Nicole Fansler 26.05 ac \$1,302.50 CS; Todd Fansler 35 ac \$1,750 CS; Judy Fansler 35.4 ac \$1,770 CS; Sam Williams 28.3 ac \$1,415 CS; Kelly Williams 33.8 ac \$1,690 CS; Glenn Mathias 9.5 ac \$475 CS; Mark Fansler 8 ac \$400 CS*

A motion was made by Brian Dayton and seconded by Kent Spencer to approve all of the Ag Enhancement and Chesapeake Bay applications as presented. Motion carried.

Litter Transfer Payments: *Mark Fink 234.70 tons \$2,347 CS; Larry Ours 195.40 tons \$1,954 CS; Edith Hedrick 144.11 to \$1,441.10 CS; Bernice Hedrick 117.01 tons \$1,170.10 CS*

Division Fence / Water Payment: *John Hicks \$7,824.92 CS*

A motion was made by Ron Miller and seconded by Kent Spencer to approve the Litter Transfer and Division Fence payments as presented. Motion carried.

WVCA: Jeremy Salyer indicated no further information to report at this time.

NRCS: Christi Hicks reported on the following:

- Reviewed contracts / deadlines
- Funding allocated by county - \$2.4 million obligated in PVCD area
- NRCS office remain closed to the public – staff are able to meet with producers on the farms or outside of the offices

NRCS: Suzy Funka-Petry reported on the following:

- Thanked Christi for filling in after Doris' retirement – covering in all five counties of the PVCD
- Additional funding secured for applications
- Soil Conservationist position open in PVCD area – to be housed in Moorefield / Petersburg offices – will address grassland issues
- District Conservationist position is not open yet – should be soon

Reminder of the special meeting to be held on 9/16/20 at 7:00 pm to address Cover Crop applications. Meeting notices will be sent.

There being no further business, the meeting adjourned by motion of Kent Spencer at 9:00 pm. Motion seconded by J.W. See. Motion carried. The next regular meeting will be held on Wednesday, October 7, 2020 beginning at 7:00 pm, by teleconference.

Chairperson

Secretary

Date