

The **Tygarts Valley Conservation District** Board of Supervisors held a Regular Board Meeting on June 8, 2020, commencing at 9:00 am at the Tygarts Valley Conservation District Office & via skype. The meeting was called to order by Chairman Donnie Tenney.

**Supervisors Present:** James Dean (via Skype), Jim Nester, Joe Shaffer, Joe Gumm (via skype), Tom Short, Doug Bush, Teresa Gerrard (via skype)

**WVCA Present:** Candice Stone, Jeremy Salyer

**TVCD Present:** Terrie Hedrick

Mr. Shaffer led the group in the Pledge of Allegiance.

**Reading/Approval of the Agenda/Minutes:**

*May 18, 2020 Minutes;* **Mr. Shaffer moved to approve the minutes as presented; seconded by Mr. Bush; motion carried.**

*June 8, 2020 Agenda:* **Mr. Shaffer moved to approve the agenda as presented; seconded by Mr. Bush; motion carried.**

**Treasurer Report:** Ms. Hedrick reported that several of the dams have been billed. She said she needs Mr. Elliott to give her the work orders so she knows how much to bill each dam. There is some confusion in the billing from last year to this year. Mr. Salyer reminded the board that work orders are still needed for West Fork, Mon and Elkwater and these are to be signed before work can begin. He also mentioned that the board needs to get the cost of the hotel rooms sent in so that reimbursements can be made for those as well. Mr. Dean said we are still waiting on the bank for the line of credit could be up to 10 more business days before this is complete. **Mr. Shaffer moved to accept the Treasurer Reports as presented and file for audit; seconded by Mr. Nester; motion carried.**

**District Conservation Technician & Work Crew Report:** None

**District Manager Report:** Ms. Stone reported she has been on finishing up FY20 AgEP Payments and working on FY21 AgEP received applications. She is also still covering the Mon District Office.

**Report of Officers and Agencies:**

**WVCA:** Mr. Salyer stated that staff is not required to be at any meetings in person, they will be attending via skype until further notice. He also reminded the board about the Blackberry survey. Mr. Salyer also reminded the board of the process to be followed when working on dams. The following sites still need work orders: West Fork- Polk Creek, Mon- Upper Buffalo, Upper Deckers Creek, Tygarts- Elkwater. He also reminded the board the need to reach out to Mr. Martin regarding the hotel room costs.

**WesMonTy RC&D:** Mr. Tenney stated they have not met since April.

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**Old Business:**

**None**

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**Committee Reports:**

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### **Building/Finance/Budget Committee:**

- The floor in NRCS has been redone. They were not happy with the paint. Ms. Hedrick is working on getting all the jobs into an excel spreadsheet.

### **Equipment/Safety Committee:**

- Mr. Nester stated they had a safety meeting regarding weed-eater safety. As well as telling the crew the chain of command if there are issues.

### **Grassland/AgEP Committee:**

- **FY20 AgEP Payments**
    - **Urban Agriculture**
      - Donnie Tenney \$200.00
      - Jason Foy \$200.00
    - **Invasive Species**
      - Leslie Rogers \$79.85
      - Portia Dean \$1,456.22
      - Jason Foy \$83.98
      - Gail Tacy \$1,717.74
    - **Pasture Division Fence**
      - Portia Dean \$2,784.00
    - **Watering System**
      - Mary Wolfe \$3,000.00
    - **Nutrient Management**
      - Circle W Farms \$1,200.00
      - Jack Wilkins \$1,200.00
      - Jonathan Wilkins \$1,200.00
      - Edward Goss \$1,200.00
      - Leslie Rogers \$185.97
    - **Poultry Litter Payments**
      - Evan Workman \$1,600.00
      - Michael Morris \$383.04
  - **Mr. Shaffer moved to approve the Poultry Litter Agreements/Payments as presented; seconded by Mr. Bush; motion carried.**
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### **New Business:**

**Insurance Quotes:** The existing company came in with the lowest quote of \$26,437.00 and worker compensation \$6,525.00**Mr. Nester moved to approve the existing company; seconded by Mr. Shaffer; motion carried.**

**Dan's Invoice:** After much discussion the board decided to give Mr. Elliott the discounted bill price due to crew error during installation. **Mr. Nester moved to approve the reduced rate; seconded by Mr. Shaffer motion carried.**

**New Job Sheet:** Crew members will be required to fill out a daily job sheet as well as their 2-week time sheet. Copies of each are put with the job and paychecks every 2 weeks.

There being no further business to attend to, Chairman Tenney declared the meeting adjourned. Minutes recorded and prepared by Candice Stone – WVCA District Manager/ASA 3