**Capitol Conservation District**

**Wednesday September 16,2020 9:00 am**

418 New Goff Mountain Rd. Suite # 102

Cross Lanes, WV 25313 - Phone 304.759.0736 email: [ccd@wvca.us](mailto:ccd@wvca.us)

ATTENDANCE

Vice Chairman-Clyde Bailey-In person

Chairman-Terry Hudson-In person

District Manager-Sue Brand-In person

Treasurer-Valerie Thaxton-Skype

Secretary-Rick Sams-Skype

Supervisor-Sally Shepherd-Skype

IT-Chris Ellison-Skype

Conservation Specialist-Russell Young-Skype

Area Director-Kim Fisher-Skype

NRCS-Julie Stutler-Skype

**CALL BOARD MEETING TO ORDER:** 9:02am

**APPROVAL OF AUGUST 19,2020 & September 8,2020 BOARD MEETING MINUTES:**

* Clyde Bailey made 1st motion & Sally Shepherd 2nd motion to accept 8/19/20 minutes. All in favor.
* Valerie Thaxton made 1st motion & Clyde Bailey 2nd motion to accept the 9/8/20 minutes. All in favor

**FINANCIAL REPORTS/INVOICES**

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

***\**** Financial report was given by Treasurer Valerie Thaxton. The board accepted the report and filed for audit.

***\****  Sally Shepherd made 1st motion & Valerie Thaxton 2nd motion

**REPORTS**

1. September WVCA Report-Kim Fisher: \* See Attachment
2. Watershed Report – Judith Lyons: \* See Attachment
3. AgEP Russell Young:

* Busy ranking applications, met with Julie and Jacob at the Sunday’s stables (last Friday 09/11/20) to take water samples, also discussed issues that landowners were having, Russell and Jacob Russell went on to visit Tyler Mt. to take more water samples there, Russell went to visit a site at Pam Curry’s place (Frank & Laura neighbor) Russell’s been working with Aimee Figgatt they are doing a presentation for the State Conservation Agency it’s an online event that is to be presented on 10-06-20, Russell will be representing Lightening Seminar the agency on October 21, 2020-on everything LIME, Community Gardens project took pictures of it and talked with Judy have 18 of 20 spaces have been rented and the vegetables were doing well.

(perhaps a sign up and determine to who gets the planting spots—per Chairman)

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1. KSWA Report-T. Hudson-

* Attended the meeting on September15,2020, volume of recyclable increase about 65 to 75% since the city has stop picking up material, solid waste making at least 2 trips from Charleston to Sissonville, cardboard is at $75.00 a ton, 6 persons attended the meeting (3 by phone and 3 in person),setup panel for plastic they have roughly 80,000 pounds of plastic

1. NRCS--Julie Stutler:

* Zac Perry and Julie installed all the data collectors for the CCD Shade Cloth project. The shade cloths were delivered too late to be effective this growing season so they will be installed June 2020. Julie met with Jeremy Grant, the CCD’s selection for 2020 Conservation Farmer. Julie submitted the write up and pictures to Davin White with the WVCA for his presentation at the WVACD quarterly meeting. Our Area Engineer came down and met the stable owners to discuss the cleanup and pad installation for the CCD’s HEAP program. They have worked up information for a job showing and are willing to assist the CCD inspect on the project. Also met with Russell Young for the preliminary water samples at each site. Julie will work with the CCD in coordinating a job showing with the potential contractor in the upcoming weeks.
* Julie’s continues to work with the Huntington and Beckley Offices on completing Farm Bill obligations for the fiscal year. Julie met with Cerulean Warbler Biologist and reviewed a new contract for a landowner in Kanawha County. This was the only Farm Bill Contract that was received in the district. Julie’s plan to have a job description for the CCD’s Urban Ag Conservationist Partner ready for the Board’s later this week. Hoping to be able to advertise that position in the next few weeks and hire someone by December.
* Corine Powell, NRCS District Conservationist in Guyan, and Julie have been exploring avenues for assistance with forestry work within both districts. They have also been in contact with other groups for wildlife planning assistance. This should help us increase workload and expand program opportunities in both Guyan and Capitol Districts.

1. District Manager Report: Sue Brand

* Working with Ed Cox/District Audit on cooperators and on WVCA Contracting
* Working with Ed Cox /District Audit Non-Contracting Projects
* Made bank deposits of #19,000.00 into acct# 4308 and $11,734.00 into acct.#4319.

1. Supervisors Reports:

**Clyde Bailey-**

* 08/26/20-Communicsation Conference Call/Davin White
* 08/27/20-Legislative Meeting
* 08/28/20-Conference call by skype
* 09/03/20-Signed Checks

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**CONTINUE: Clyde Bailey**

* 09/08/20-Special Board Meeting by skype
* 09/16/20-Capitol District Board Meeting
* 09/17/20-Farm Bureau Meeting
* 09/18/20-Grazing Land Committee Meeting
* 09/30/20-Conference

**Valerie Thaxton-**

* 09/08/20-Skype in on the Special Board Meeting
* Several times has signed checks and paperwork

**Rick Sams**

* Signed checks at the office
* 09/08/20-Special Board Meeting by skype
* 09/15/20-Farm Bureau Meeting

**Sally Shepherd**

* No work done yet by me, per Sally

**Terry Hudson-**

* 08/21/20-Met with Julie Stutler on the HEAP and Shade Cloth Programs
* 08/25/20-Worked with Kelly Wade & Belinda Withrow on Awards for WVACD
* 08/26/20-Communications Call with Davin White
* 08/27/20-Legislative Committee Call WVACD
* 08/28/20-Met with Clyde Bailey and Russell Young on future AgEP funding-

“Received letter from Ag Commissioner o four additional AgEP $10,000.00 Ward”

* 08/31/20-Received final approval from Beth Bishop-NRCS-grant for Soil Specialist
* 09/01/20-Envirothon Meeting in Sutton

“Discussed finances & upcoming workshop for 09-28-20 at 9:00am at Holly Grove Park in Sutton”

* 09/08/20-Special Board meeting to approve LOR’s for HEAP funding & the additional $10,000.00 in AgEP funding.
* 09/09/20-Greater Kanawha RC&D meeting in Chapmanville RCD has approved our grant request for $3,125.00 announcement should be mailed out soon
* 09/10/20-Clyde Bailey and Terry Hudson attended Guyan Supervisor Mike Adkins wake in Delbarton, WV “Chairman sent flowers to Mike Adkins funeral

“please keep the Adkins family in your thoughts”

* 09/15/20-Kanawha Solid Waste Authority meeting-the volume of recyclables has increased significantly due to the city of Charleston decision to stop the

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**NEW BUSINESS**

1. **(D/M)-AgEP Application/Cooperator Approvals**
2. William Ashley Lime $1,500.00
3. William Ashley Nutrient Management $ 377.62
4. Pam Curry Pollinator Planting $ 255.00
5. Michael Kearns Urban Management $ 300.00
6. Warren Kelly Urban Ag $ 300.00
7. Chris Listermann Pollinator Planting $ 225.00
8. Chris Listermann Frost Seeding $ 200.00
9. Diane Lumadue Lime $ 238.84
10. Diane Lumadue Nutrient Management $ 572.79
11. Erica Parker Urban Ag $ 300.00
12. Sylvia Watson Urban Ag $ 300.00

* Rick Sams made 1st motion-Valerie Thaxton 2nd motion-
* All in favor

1. **(D/M)-AgEP Application cancellation**
2. Pam Curry Pond Cleanout $1000.00
3. Pam Curry Urban Ag $ 300.00

* Rick Sams made 1st motion & Clyde Bailey 2nd motion to cancel Curry’s 2 applications
* All in favor

1. **(D/M)-WVCA/CCD Approve and Accept HEAP Agreement**

* Clyde Bailey made 1st motion & Valerie Thaxton 2nd motion to sign and date the MOA for the HEAP Program-All in favor

1. **(D/M)-Coal River Group-Invoice # 13-$ 620.00** (Admin & Volunteers hours for-July 20)

* Sally Shepherd made 1st motion-Clyde Bailey 2nd motion to approve the payment for $620.00 ti CRG- All in favor

1. **(D/M)-Coal River Group-Invoice # 14-$620.00** (Admin & Volunteer hours for August 20)

* Sally Shepherd made 1st motion-Rick Sams 2nd motion, to approve & pay CRG $620.00
* All in favor.

1. **(D/M)-McVay’s Septic Invoice # 15-$7,500.00** (Martin/Watson Septic Replacement)

* Sally Shepherd made 1st motion- Rick Sams 2nd motion to pay the $7500.00 to McVays-All in favor

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**CONTINUE:**

1. **(D/M)-Coal River Group-Invoice # 16-$197.67** (August water Testing & Volunteer hours)

* Clyde Bailey made 1st motion-Sally Shepherd 2nd motion to pay $197.67 to CRG
* All in favor

1. **(D/M)-Hiring of the Soil Specialist through the NRCS Grant**

* Julie Stutler & Terry Hudson are putting the job specs together- the board approved to pay the first quarter for the new employee wage and benefits due to the fact NRCS grant is a reimbursable grant (when the person is hired)- the job is a $32500.00 a year plus benefits
* Sally Shepherd made 1st motion & Clyde Bailey made 2nd motion- All board members were in favor.

1. **(D/M)-WVACD Live Scholarship Auction** held at the Days Inn, Flatwoods-Oct. 19,2020

* If someone wants to donate to the scholarship auction they should contact Mark Fitzsimmons or WVACD

**UNFINISHED BUSINESS:**

1. **(D/M)-Approval to purchases (3) trailers at $9149.00 each for the HEAP Program**

Clyde B. report

* The board has purchased two (2) of the (3) three trailers
* Clyde Bailey made 1st motion-Sally Shepherd 2nd motion to approve the already purchased (2) trailers for the HEAP Program
* All in favor

**CORRSPONSENCE:**

* **Thank You card from Frank Naab Family**
* **Supervisor Michael Adkins of Guyan District passed away September 5, 2020.**

**(Sympathy card was mailed out on 09/10/2020 from CCD Staff & Supervisors)**

**Meeting Adjourns @** \_\_ 10:31am \_\_\_\_

**Next board meeting October 21, 2020@ 9:00 am**

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Supervisor Date

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