

**Southern Conservation District  
Minutes of Board Meeting  
February 13, 2020**

The Southern Conservation District February board meeting was held at their office at 463 Ragland Road, Beckley WV. Chairman Virgel Caldwell called the meeting to order following the leading of the Pledge of Allegiance by John Farrell and prayer from Randy Prince. The meeting was called to order at 9:45 AM.

Those present of meeting were:

**Board of Supervisors**

John Farrell  
Dennis Bailey  
Curtis Murphy  
Bill Harris  
Oscar Vecellio  
Virgel Caldwell  
Randy Prince  
Randall Patton  
Jeff Mitchem

**Supervisors absent**

Ray Lafferty

**SCD/WVCA & Other agencies**

Dave Parkulo, SCD  
Marty Walker, WVCA  
Lynn Woods, WVCA, GVCD  
Jeremy Salyer, WVCA

**Visitors**

James Allen, RCSWA  
Carl Gower, NRCS

Approval of January 9, 2020 Board Meeting Minutes as reviewed

**Randall Patton moved to approve the January 9, 2020 minutes. Randy Prince seconded; motion carried.**

**Southern Conservation District Financial Reports**

**Randall Patton moved to approve the January financial reports for the following reviewed: operating account, District building account, District money market account, and supervisor travel and per diem account as prepared by *Akers & Associates***

**Randall Patton moved to approve the financial reports as presented. Oscar Vecellio seconded, motion carried.**

**Accounts Receivable**

**Dave Parkulo provided an update on the accounts receivable. A brief discussion was held about a cooperator who is habitually late paying invoices. Board in agreement to have the cooperator pay up front in the future for rentals and services.**

**Randall Patton moved to approve the accounts receivable reports as prepared by Akers & Associates. Dennis Bailey seconded; motion carried.**

**Southern Conservation District Crew/Technician Supervisor Report****Dave Parkulo, SCD**

Dave reported that the crew has finished the Veteran's Association Permaculture trail project completed under contract with the WVDA. He provided a photo book of pictures of said project. He met with the department of agriculture and VA representatives when the trail was concluded, they are pleased with project. A split rail fence was added outside of previous set plans and this addition was commended. The crew is currently working in cranberry creek, adverse weather has been a challenge due to high water, but they are working thru sections of the channel and removing debris as they progress.

A recent site visit was had with the Elk District. He met with Donald Burrows with Elk Conservation District about mowing 5 dams and gave an estimate to the district. He provided a report on attending the Ag Day breakfast and watershed resource meeting in Charleston.

He reported that other districts are providing training/recognition to dam monitors, and the DEP is available to conduct the training.

A discussion was held regarding signature approval for O&M process for completed O&M work through delegation of authority.

Jeremy Salyer noted to make this an agenda item next month for the district. He suggested to record in policy notebook for SCD about authority to sign checks before approved.

**West Virginia Conservation Agency District Manager Report****Marty Walker WVCA**

Marty Walker provided the December financial reports as prepared by the WVCA fiscal section for the co-administered funds. Marty noted that Supervisor notebooks have been revised and updated providing an outline for co-administered funds per section to assist with review during meetings. An outline was developed for the financial documents. A discussion was held pertaining to the expenditure of revenues statement as well as the balance sheets provided. Dennis Bailey **moved to approve the co-administered funds, Randall Patton seconded, motion carried.**

**Marty reported on the LOR invoice for payment. Randall Patton moved to approve the LOR FY19 Audit Reimbursement in the amount of \$4,000, Curtis Murphy Seconded, motion carried.**

**Invoices for payment approval**

**Invoice # 4938 WVDA Permaculture Trail VA Hospital in the amount of \$125,653.80**

**Randall Patton moved to approve the invoice; Randy Prince seconded; motion carried.**

Marty updated the board about requests received to attend the WVU Small Farm Conference brought to SCD by Katy McBride, NRCS. The Small Farm Conference Sponsorship requests are Tim Ward, Raleigh County, Dusty Jones, Summers County and Hollie Parks, Fayette County. The dates and cost of sponsorship was reviewed.

**Bill Harris moved to approve the scholarships, Oscar Vecellio seconded, motion carried.**

Marty read a letter from the WVU Soils team pertaining to a donation request to SCD.

**Dennis Bailey moved to approve the donation request in the amount of \$100.00, Curtis Murphy Seconded, motion carried.**

Marty reviewed the Statement of Reviews (5) received from Kimberly Neal needing signatures and approval that she will then scan to her for submission to DEP.

**Bill Harris made the motion to sign SORS, Dennis Baily seconded, motion carried.**

Marty requested support from the board to work on the Century Farm program for the SCD realizing it is somewhat of a short window. She asked to post an ad in newspaper for SCD Century Farm program to receive applications from farmers until March 1<sup>st</sup> then she will submit by April 1<sup>st</sup> to the representative with the Association for the program. A discussion on Century Farm program advertisement and importance of this recognition program in our district for century long operations was held by all.

**Dennis Bailey moved to approve Marty's request for a full ad in the newspaper about the century farm program, Randy Prince seconded, motion carried.**

#### **West Virginia Conservation Specialist Report, Marty Walker WVCA**

Marty Walker presented the following **AgEP Contract payments for approval**

##### **Heavy Use Protection Area**

Harry Hylton	\$1,000
--------------	---------

##### **Pasture Division Fence**

Sarah Bennett	\$750.00
---------------	----------

Virgel Caldwell	\$875.00
-----------------	----------

**Dennis Bailey moved to approve, Curtis Murphy seconded Pasture Division Fence contracts, motion carried.**

**(Virgel Caldwell recused himself from the fence approval vote)**

**Dennis Bailey moved to approve the Heavy Use Protection Area contract, Bill Harris seconded, motion carried.**

Marty provided an update on the current AgEP Program. She will be sending reminder letters for outstanding AgEP contracts for the spring and is working on consolidating and organizing AgEP files in the office prior to the start of the new conservation specialist. She reviewed ongoing work to update the AgEP database and communication with landowners about current projects or inquiry to the next available application period.

Jeremy Salyer reported that interviews have been held for the Conservation Specialist at SCD.

#### **WV Association of Conservation Districts Update**

John Farrell reported that regretfully he was not able to attend the recent meeting

**Visiting Agency Reports****West Virginia Conservation Agency**

**Jeremy Salyer, WVCA** Jeremy Salyer reported that personnel reports needs to be approved at next meeting placed on agenda; this includes current employees and potential employees. He reported on conservation farm tour to begin putting thoughts together as the May 31<sup>st</sup> deadline is set. He suggested to start planning who you wish to run for county and district winners. He reviewed upcoming meetings as listed on his written report.

Jeremy reported on Ag Day breakfast which included 29 representatives and a great attendance overall. He advised on the O& M Sponsorship letters in which the district needs to reach out to partners and set the meeting dates.

He noted that the Conservation Photo, Poster and Education contests are coming up should the district wish to participate in those programs this year. He stated that the State AgEP meeting will be in March. They are currently compiling comments received and allocation formula discussions are being had.

A Discussion was held regarding SCC about proposals suggested and the nature of the SCD's proposal. Jeremy reminded that anyone wishing to work the State Fair needed to see Marty about signing up to work the State Fair.

Jeremy concluded his report with the mention of the current Tree Order Form from state nursery should any tree orders wish to be placed by the district.

**Judith Lyons, WVCA-** She was not able to attend the board meeting and provided a written report, Marty provided a copy to supervisors for review.

Jeremy Salyer commented on the status of one blockage in McDowell County

Randall Patton commented that the county commissioner mentioned stream issues at Coalwood.

**USDA/NRCS**

**Katy McBride, NRCS** was not able to attend today's meeting and provided a written report, in which Marty provided a copy for supervisor review.

**Carl Gower, NRCS** reported on current applications in progress for forest management, which he included statistics of the program ongoing in his written report. He stated that he has completed 17 forest management plans, 4 tree planting plans and has 5 more forest plans he is working on. Carl will work with landowners whom are working with the EQUIP program and forest stewardship assistance primarily but is also assisting other forest landowners as his workload allows.

Bill Harris inquired about the nature of the current forest programs in terms of eligibility. A discussion was held regarding the NRCS forest related practices currently offered.

Carl reported that Katy is working with PCWA, and the survey is complete. She is working on permits and preparing soils maps for the Woodrow Wilson project.

He will attend the WV Christmas Tree Grower meeting and will be presenting to the association on Managed timberlands, Carl is working on plans under that program.

**Visitors of Meeting****James Allen, Raleigh County Solid Waste Authority High Tunnel Update**

James reported that the high tunnels are installed and provided a handout packet on the current status of the high tunnels at SWA. The larger tunnel is ready for planting, the smaller tunnel needs additional soil amendments. The packet included today includes photos, an outline and a draft policy for the high tunnel operations. He discussed that he had previously met with Marty, Oscar and Master Gardeners in previous planning meetings. The present goal is that produce grown is not to be sold for profit but for educational and charitable purposes. An individual has volunteered to develop the growing plans – (NAME) James has spoken to AEP about fan systems and is having a pole installed for power for the fans and electrical outlets and lighting. Water is available on site. Thus far they have plowed the soil to 18 inches deep and fertilizing is needing done which will be the conclusion of first part of the phase. The plan is for donation of produce boxes to be given to needy kids from the school system information. He expressed appreciation for the donation and initiation to the project from Oscar Vecellio and the SCD. Bill Harris noted that this is an ambitious plan that he supports.

**Supervisor Reports****Mileage Rate Change for Supervisor Travel**

**Virgel Caldwell** reported that This year the rate has been dropped from 58 to 57.5 cents per mile to be sure the travel per diem reports are correct.

Virgel reported that the teacher at Independence Middle School wishes to meet the supervisors. He has set February 17<sup>th</sup> to meet with the teacher, Katy McBride and SCD supervisors at 10:00 AM at the SCD Conference room.

**Bill Harris** reported on the attendance of himself and Dave Parkulo at the Ag Day breakfast as well as the Watershed Resource Committee meeting. He discussed the rehab priority plans for the 3 structures in our district and reviewed the request of Elk for the SCD to do work at their dams. Dave commented that the watershed meetings mentioned earlier in his report would be ongoing. The consensus is that letters of invite out to current delegates/ representatives to be more attentive to Ag Day and be made aware of issues important to the SCD, should be a priority.

**Bill Harris** discussed the stock of SCD shirts for events and photos in Large and Medium, and there is a need for new supervisor shirts in sizes 1x and 2X so that everyone has matching shirts.

**Dennis Bailey** moved that we replenish the inventory of SCD shirts for correct sizes in the amount of up to \$500.00 **Bill Harris** seconded the motion.

**Closing remarks**

**Mark Hudnall** from Division of Forestry arrived to make an announcement for Women of Woodland Ownership class coming up and brought registration forms. He also brought Clemons order forms for tree orders. Mark Hudnall is the Service Forester for Raleigh Co.

Marty commented on a supervisor photo replacement for WVCA webpage.

**Meeting Adjourned at 11:35 AM**

*Page 5 of 5*

*Respectfully submitted:*

*Marty Walker-Owen, District Manager WVCA*

*Virgel Caldwell, Chairman*

*Bill Harris, Secretary*