



Potomac Valley Conservation District

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Romney, West Virginia 26757-1836
304-822-5174

MINUTES OF MEETING

Teleconference

November 4, 2020

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, November 4, 2020, by teleconference, due to restrictions over the coronavirus. The meeting was called to order at 7:00 p.m. by chairperson, Charlotte Hoover.

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

OTHERS: Christi Hicks, NRCS; Ed Martin, Jeremy Salyer, Ben Heavner, Nadene Jewell, WVCA

MINUTES: The minutes of the October 7, 2020 Board meeting were presented for review and approval. A motion was made by J.W. See and seconded by Lois Carr to dispense with the reading of the minutes of the October 7, 2020 meeting and approve them as written and distributed. Motion carried.

FINANCIAL REPORTS: Treasurer, J.W. See reviewed the treasury reports for the month of October 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. A motion was made by J.W. See and seconded by Lois Carr to approve the treasury report for October and invoices paid the month. Motion carried.

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

CORRESPONDENCE: AGEP MEETING: The meeting notice for the state Ag Enhancement committee meeting on 12/4/20 @ 9 am was reviewed. The meeting will be held by teleconference only- call in information to be provided. George Leatherman and Ron Miller are the PVCD representatives for the meeting.

O&M AGREEMENT: The Board reviewed an updated template for the annual o&m cost share agreement. This format will be used for future agreements with the o&m sponsors.

LIME RECOMMENDATIONS: A copy of correspondence from WVU to WVACD representatives regarding the formula for the lime recommendations was provided to the supervisors for review.

2021 FARM RECORDS BOOKS: The 2021 Farm Record Redbooks have been received. Will get copies to supervisors for distribution to local producers. Some discussion on winter ag dinner meetings – probably will not be held due to virus concerns. Should have more information next month.

NRCS FOOD DESERT PROGRAM: The Board reviewed a request from NRCS for suggestions of a local community that could benefit from the Food Desert pilot project. The program will provide fresh food to those who do not have good local access to it. Christi Hicks reviewed the program and discussed several local community options. The Levels area and the Slanesville area (community garden site) were suggested. Following some discussion, a motion was made by Ron Miller to authorize Christi Hicks and Nadene Jewell to pursue the local options and submit the best one to NRCS for consideration. Motion seconded by J.W. See. Motion carried.

PATTERSON CREEK O&M CONTRACT: Ed Martin gave an update on the Patterson Creek o&m contract. PC#48: The water has been drawn down – contractor working to remove the blockage. Trees and brush have been removed and rocks installed. Additional debris to be removed.

PC#2: Culverts installed – 70% of work completed on the site.

PC#49: Contractor moved to the site today – sediment removal to begin this week.

Contractor should finish work ahead of schedule. Ron Miller also reported on the work. He has visited the sites and indicated the contractor is doing a good job.

NEW CREEK SITE #17: Ron Miller reported on the rehab meeting on at the site on 10/22. Several partner agencies in attendance. Reviewed the work to be completed as part of the rehabilitation. A question was asked about the use of the District attorney for landrights issues – Jeremy indicated the attorney may be needed for landrights concerns. Board agreed this was one of the criteria when he was selected to represent the District.

SOUTH FORK SITE #4: Discussion was held regarding the need to spread lime on SF#14. Ed Martin indicated the soil test results called for 2.8 tons of lime – the area includes about 2 acres. The Board agreed the lime needs to be spread on the site in near future. A motion was made by Ron Miller and seconded by J.W. See to proceed with the lime application on South Fork Site #4 up to \$1,200.00 for the work – authorize Ron Miller to have the work completed. Motion carried.

PATTERSON CREEK SITE #49: Ed Martin reported the o&m work on PC#49 is being completed. Ed is working on a draft agreement with the landowner – hope to have finished by 1st of the year. The agreement will include items to be completed by the landowner before the gate can be closed. It will also address future maintenance and monitoring of the structure. Dam Safety also had several comments to include – copy of their report provided.

PATTERSON CREEK SITE #3: Brief discussion was held on the cattle guards on Patterson Creek Site #3. No update this month.

LOST RIVER SITE #16 PROPERTY: Ron Miller addressed the property on Lost River Site #16 and how to proceed with it. Information was reviewed last month. Jeremy indicated he will follow up with WVCA and provide an update next month.

PATTERSON CREEK SITE #48: Ron Miller inquired if there was a beaver problem on PC#48. Ed Martin indicated there is no recent evidence on the site – will need to continue to monitor the area. Discussion held on the installation of an additional “guard” on the riser to prevent future issues – not certain if this is an option. May need to see if local trappers would be interested if beavers are an issue. Will monitor the site closely during future inspections.

ED Martin reported that he will be on the 3 dams included in the PC o&m contract tomorrow afternoon if any supervisors would like to visit the sites. Contact him and he will be glad to meet them.

PERSONNEL COMMITTEE: Ron Miller reported on the personnel committee recommendations – the committee met prior to the Board meeting. Discussion held on keeping 1 -2 crew members working part time throughout the season, as weather permits. Adam willing to continue working. Supervisors to identify another worker – will follow up and let Ron know. Board in favor of keeping 1 -2 crew members working part time, as needed. Discussion on what work is needed – additional o&m items will be identified for the crew to complete. John Hicks may also assist when available. Some discussion was also held regarding how to proceed with filling the full-time position in the spring. Will address after the first of the year. Rental equipment to slow down for the winter months – spreaders not rented after 12/1. The committee in agreement to keep Adam and another employee working part time as needed throughout the season. A motion was made by J.W. see and seconded by Brian Dayton for Ron Miller to proceed with identifying work for the crew and keep Adam and one other employee working part time, as needed and weather permits throughout the winter. Motion carried.

A motion was made by Ron Miller and seconded by J.W. See to approve the personnel committee recommendations. Motion carried.

FLOAT VALVES: A new shipment of Watson float valves has been received. The cost has increased. Discussion was held regarding the need to raise the price that is charged for the float valves. A motion was made by J.W. See and seconded by Ron Miller to approve increasing the price of the Watson float valves to \$60 each. Motion carried.

NOMINATING COMMITTEE: Discussion was held regarding a nominating committee for the executive officers. The chair requested volunteers to serve on the committee. The question was asked if all were willing to continue to serve and keep the executive officers the same for 2021. All were in agreement. A motion was made by Ron Miller and seconded by J.W. See to approve keeping the executive officers the same in 2021. Motion carried.

WVACD: Lois Carr addressed the issue of changes to the WV Code 19/21 A – the issue was discussed during the WVACD quarterly meeting. Jeremy Salyer reported that a request was submitted to the WV Attorney General to review the code regarding questions of “water quality” for WVCA and the conservation districts. Currently waiting on a reply from the Attorney General’s office. Will keep the Districts updated on the issue.

WINTER FEEDING AREA DEMONSTRATION PROJECT: Ben Heavner reported the winter-feeding area demonstration project is in the design phase – not certain when project will begin. Will keep the Board updated on the project.

FOCUS CONSERVATION APPROACH – Cacapon and Lost River initiative: Christi Hicks reviewed the FCA proposal with the Board. EQIP funding for the Cacapon and Lost River watershed areas – includes Hampshire, Hardy and Morgan counties. Three-year proposal. Following the discussion, a motion was made by J.W. See and seconded by Lois Carr to support the Focus Conservation Approach proposal for the Cacapon and Lost River Initiative and approve submittal for funding. Motion carried.

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

- WVCA has approved a revised employee structure plan – the District Manager title has been changed to Administrative Specialist. No change in salary
- Suttle and Stalnaker representatives completed review of the District financial records for FY2019-20. AEP – audit report should be ready to present by the January meeting.
- 2021 Farm Records books (Redbooks) have been received – ready to distribute
- The 2021 calendar books have been ordered – should receive soon
- Promo portfolios also ordered – should receive soon

SUPERVISOR REPORTS: Lois Carr and Ron Miller attended the WVACD Fall Quarterly Meeting in Flatwoods and both reported on the meeting. Several PVCD supervisors were recognized for years of service: 10 years of service: George Leatherman and Ron Miller; 30 years of service: Charlotte Hoover; 2 PVCD poster winners; 1 scholarship winner; David Parker Farm – Sesquentinnel Farm. The scholarship auction also went well – items donated by PVCD sold very well. The auction raised \$5,000 for the scholarship fund. Ron Miller purchased 2 days for the Soil Tunnel Trailer – will be able to use in the District for 2 days. Not certain when able to bring to schools because of Covid19.

FUNDRAISERS: Lois Carr inquired about raising funds for local scholarships, etc. This issue was raised during the quarterly meeting. Is this permitted by conservation districts? Jeremy Salyer addressed the issue, this issue is unclear in the WV Code that governs conservation districts. Opinion was sought through the WV Ethics Commission – can review the Ethics web page. CDs advised these issues were unclear.

NRCS TRAINING: Ron Miller attended the NRCS employee training on October 21. He gave a presentation on PVCD and activities / programs available through the District. He also spoke on the local poultry industry. He indicated the event went well. Christi Hicks thanked Ron for participating in the event.

TRUCK AUCTION: Ron Miller also reported on the truck auction held at the shop on 10/17. Both trucks sold – Toyota truck sold for \$3,600.00 and the Ford truck sold for \$10,200.00. Good turn out for the event – Board pleased with the sale.

EQUIPMENT REPAIRS: Ron Miller reported that several pieces of equipment have needed repairs this month. John Hicks has been busy moving the rental equipment – usually 2 full days per week.

NEW LITTER SPREAD: Ron reported the new poultry litter spreader should be in next week. Need to use it before putting it out for rent – hydraulic driven. Asked for volunteers to spread the poultry litter. Ron can use it, if no one else wants to.

AG ENHANCEMENT: Discussion was held regarding the sign ups for the Frost Seeding and Warm Season Annuals. The suggestion was made to hold sign-ups 11/30/20 – 1/15/21. Approvals to be made at February meeting. A motion was made by J.W. See and seconded by Lois Carr to approve the sign-up period for Frost Seeding and Warm Season Annuals for November 30, 2020 – January 15, 2021. Motion carried.

The suggestion was made to hold a special board meeting mid-November to approve the cover crop payments – deadline to submit invoices is 11/10. Board in agreement. Request District Manager to work with conservation specialist and set up the meeting. Send notices to supervisors.

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

Lime Payments: James W. Pyles 115.16 tons \$1,554.66 CS; Keith Lambert 85.87 tons \$1,245.11 CS; William Mitchell 147.72 tons \$2,954.40; Robert E. Williams 53.28 tons \$798.53 CS; Fairview Farm (Umstot) 52.72 tons \$949.00 CS

Invasive Species Payments: Dennis Rogers \$308.62 CS

Hay Reseeding Payments: Andrew Seldon 8.08 acres \$404.00 CS; ** Charlotte Hoover 21 acres \$1,050.00 CS

Hay Establishment Payments: Baker Farms 11.36 acres \$1,420.00 CS; Harold Omps 12 \$600.00 CS; Ben Heavner 11 acres \$1,375.00 CS; Kenneth Harper 9.9 acres \$1,237.50 CS

Cover Crop Payments: Charles Armentrout 15 acres \$750.00 CS; Baker Farms 47 acres \$2,350.00 CS; Mallow Farms 52 acres \$2,600 CS; Randy Bennett 26 acres \$1,300 CS; Ben Heavner 9 acres \$450 CS; Mike Teets 75 acres \$3,750 CS; Matt Teets 75 acres \$3,750 CS; Robert E. Williams 26.6 acres \$1,330 CS; WC Taylor 54.4 acres \$2,675 CS; Robert Moran 49.1 acres \$2,455 CS; Delray Wilkins 52.5 acres \$2,625 CS; Randy Branson 72.1 acres \$3,605 CS; Rodney Branson 15.8 acres \$790 CS; Glenn Mathias 57.7 acres \$2,885 CS; Glenn Mathias 9.5 acres \$475 CS; Roland Souder 34 acres \$1,700 CS; Michael Omps 17.31 acres \$865.50 CS; Tom Kimble 12 acres \$600 CS; Rodney Funkhouser 35.8 acres \$1,790 CS; Tim Wilkins 75 acres \$3,750 CS; **George Leatherman 15 acres \$750 CS; ** George Leatherman 21.15 acres \$1,057.50 CS; Andrew Seldon 8.05 acres \$402.50 CS; Brent Titus 53.29 acres \$2,664.50 CS; Kenneth Harper 15.2 acres \$760 CS; Nicole Fansler 26.05 acres \$1,222 CS; Todd Fansler 35 acres \$1,360 CS; Judy Fansler 21.5 acres \$1,075 CS; John McCoy 30 acres \$1,500 CS; Dennis Funk 75 acres \$3,750 CS; James Wilkins 68.5 acres \$3,425 CS; Lisa Basye 30 acres \$1,500 CS; Brian Brannon 32 acres \$1,600 CS; J Mike Miltenberger 20 acres \$1,000 CS; Harold Omps 12 acres \$600 CS

Litter Transfer Payments: *Mark Fink 15.3 tons \$153 CS; Long Run Poultry 250 tons \$2,196.40 CS*

A motion was made by J.W. See and seconded by Lois Carr to approve the Ag Enhancement payments as presented. Motion carried. ** Charlotte Hoover abstained from discussion and vote.

Litter Transfer Applications: Jacob Griffin 250 tons \$2,500 CS

Cover Crop Application: Raymond Phares 35.1 acres \$\$1,755 CS

A motion was made by Kent Spencer and seconded by Lois Carr to approve the Litter Transfer and Cover Crop application. Motion carried.

CREP: Three CREP contracts were presented for approval:

Pendleton County: Hunter Carr 6.94 acres; Jeffrey Mitchell 7.02 acres, Ben Heavner 3.21 acres

A motion was made by J.W. See and seconded by Brian Dayton to approve the three CREP contracts as presented. Motion carried.

Lois Carr inquired about the CREP program. Christi Hicks explained the program.

WVCA: Jeremy Salyer reviewed the WVCA monthly report:

- WVCA Budget
- Legislators – reach out and address conservation issues
- WV Code – opinion requested by WV Attorney General – will keep CDs updated on any changes

NRCS: Christi Hicks reported on the following:

- Thanked PVCD and Ron Miller for participating in the NRCS employee training in October
- Sarah Taylor Goldizen is the new District Conservationist for Grant, Hardy and Pendleton counties – start date is 12/6/20

DEFINITION OF A FARMER: Lois Carr reported on an additional issue discussed during the WVACD quarterly meeting – What is the definition of a “farmer”? The group expressed concern over non farmers – need to clarify what identifies as a farm / farmer. Much discussion on the issue. All were asked to think about this issue and provide feedback.

UPCOMING DATES:

- The State Ag Enhancement Committee meeting on 12/4/20 @ 9 am (teleconference)
- PVCD special Board meeting – Mid November

There being no further business, the meeting adjourned by motion of Kent Spencer at 8:55 pm. Motion seconded by J.W. See. Motion carried. The next regular meeting will be held on Wednesday, December 2, 2020 at 7:00 pm by teleconference.

Chairperson

Secretary

Date