

**ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
Meeting Minutes of January 26, 2021**

Supervisors Present:

Donald Burroughs
Larry Greynolds
Shirley Hyre - via call in
Clark Mollohan
Mike Smalley
Ken Stowers

Supervisors Absent:

Maria Moles

Others Present: Suzie Steele, WVCA/ECD Administrative Specialist; Kirk Burroughs, ECD Equip./OM&R Manager;
Via Call In: Russell Young, WVCA/ECD Conservation Specialist; Allison Given-Nettles, ECD Program Support Specialist; Kim Fisher, WVCA District Operations Manager West; Judith Lyons; WVCA Watershed Program Manager South; Aimee Figgatt, WVCA Administrative Services Assistant- Sponsor Outreach; Andy Sentz, NRCS District Conservationist; Johnny King, WVDOF

CALL TO ORDER

Chairman **Mollohan** called the meeting to order at 10:05 a.m.

Pledge of Allegiance was led by **Mrs. Steele**

AGENDA: Mr. Smalley moved to approve the agenda; Mr. Stowers seconded; motion passed.

MINUTES FOR NOV. 17, 2020: Ms. Hyre moved to approve (copy attached); Mr. Greynolds seconded; motion passed.

TREASURER'S REPORT/NOVEMBER & DECEMBER 2020 FINANCIAL STATEMENTS: Ms. Hyre reported that all accounts are in good order. Ms. Hyre moved to approve the financials and file for audit; Mr. Burroughs seconded; motion passed.

PAYMENT OF BILLS: Ms. Hyre moved to approve the payment of bills (list provided at meeting and attached); Mr. Greynolds seconded; motion passed.

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER: Kirk Burroughs reported all is in good order. He has been replacing the discs and bearings on the seeder. He asked Mr. Stowers to bring the lime spreader from Nicholas County to the next board meeting so that he can do a complete service on it.

ADMINISTRATIVE SPECIALIST: Mrs. Steele reminded those in attendance of the meeting this afternoon on the pasture weed management pilot program. She informed the board of the 2021 WVU Extension Agriculture Education Webinar Series that began on Jan. 14 and will continue every Thursday evening through March 25. She informed the board that the tree and plant sale has been advertised. Orders will be taken until March 15. Forms are available if anyone would like to take some. She asked for a policy review meeting to be scheduled. Upon consensus, this meeting will be held after the February executive committee meeting. The recent FOIA request was discussed, and the information will be sent in soon. She also reported on the second AgEP sign up period and the virtual legislative forum held by EPCD.

ECD PROGRAM SUPPORT SPECIALIST: Ms. Given-Nettles reported she has been working on the district newsletter. She has been researching grants and is in the process of finalizing two grant proposals. She has also found grants that landowners may apply for directly.

WVCA CONSERVATION SPECIALIST: Mr. Young reviewed his written report (copy attached). He also reported on the AgEP applications and completions. He will be attending the pilot program meeting this afternoon.

WVCA DISTRICT OPERATIONS MANAGER WEST: Mrs. Fisher reviewed her written report. (copy attached). She also reported that Ag Day at the Capitol has been canceled.

WVCA PERSONNEL: Ms. Lyons reviewed her written report (copy attached). She also gave information on the process of work on Salt Lick Site 8. There will be an additional report sent soon. A new in-kind agreement for the Big Ditch channel is being worked on. She is in the process of writing work plans for the watersheds. These plans should be to the district sometime in March. She has requested funding for the installation of a boom at Salt Lick Site 9.

Mrs. Figgatt gave an overview of the WVCA Spring Seed Giveaway. Handouts were provided to all supervisors. Ms. Hyre moved to delegate authority to the Executive Committee to set the level of financial support the district will provide; Mr. Greynolds seconded; motion passed.

SWA: Mr. Stowers reported all is running well with the Nicholas County site. They had a meeting yesterday evening and will be meeting every other month. Ms. Hyre reported they are preparing for the audit for Braxton County. She has been preparing grant reports.

REPORTS (cont.):

NRCS Personnel Report: Mr. Sentz reported that they are working on 5-year CSP renewals. There are 18 eligible applications. They are also working on status reviews for approximately 150 existing contracts. EQIP rankings and assessments are ongoing. The three new employees will be attending training soon. The USDA/NRCS offices are closed to the public with only one employee to be there at a time. Public may be seen by appointment.

FSA Personnel: None

WVU Personnel: None

Forestry Division: Mr. King reported now that fire season is over, he should be able to work on more landowner assistance programs this spring. A lot of his time has been spent on logging jobs.

DEP: None

CD SUPERVISORS: Mr. Smalley stated that the Big Ditch Channel was last cleaned in 1989. Mr. Burroughs reported that there has not been any progress on a statewide field day with the WVACD Grazing Lands Committee. Ms. Hyre reported on the forming of the WVACD Foundation, which will be a 501c3.

COMMITTEE ACTIONS:

AG ENHANCEMENT: Mr. Burroughs reported there will be a statewide meeting held in March.

BUILDING: None

COMMUNICATION: Ms. Hyre reported that there will be a call-in meeting tomorrow.

EDUCATION: Ms. Hyre asked Johnny King to report on the Envirothon contest to be held April 15 & 16, 2021. He reported the contest will be virtual and held at testing stations around the state. He asked the ECD to host one of the stations. **Mr. Greynolds moved for the district to support the Envirothon as requested; Mr. Stowers seconded; motion passed.**

EQUIPMENT: None

FINANCE: None

FORESTRY: None

GRASSLANDS: None

LEGISLATIVE: Ms. Hyre reported that a meeting was held last week, and the attendance was very low. Mr. Smalley asked at be replaced on this committee.

PERSONNEL: None

PROJECT: None

WATER QUALITY: None

OLD BUSINESS

- **Cash Payment Policy** – Policy as follows: Payments from the customer to the district for services and supplies may be made by check, cash, or money order. Funds received must be deposited within 24 hours of receipt. Cash payments may only be accepted by a district supervisor or a district employee. The administrative specialist may only accept check or money order. **Mr. Greynolds moved to approve the policy as presented; Mr. Smalley seconded; motion passed.**

NEW BUSINESS & CORRESPONDENCE

- **Return of Unused Buffalo Creek Project Funds (copy of letter attached)** – Ms. Hyre moved to approve the request as submitted by the WVCA; Mr. Greynolds seconded; motion passed.

COOPERATOR AGREEMENTS

Dennison, Bradley – Braxton County – 65 Acres

Jarvis, Annette – Nicholas County – ___ Acres

Lynch, Steven – Braxton County – 31 Acres

Rapp, Eugene – Nicholas County – 150 Acres

Workman, Nicky – Nicholas County – 93 Acres

Mr. Greynolds moved to approve the agreements; Mr. Stowers seconded; motion passed.

AgEP PAYMENTS

John O'Dell – Nicholas County – Lime - \$1,563.03

Jarod Lyons – Nicholas County – Lime - \$809.55

Harold Herndon – Braxton County – Lime - \$859.25

Larry Crawford – Nicholas County – Lime - \$630.00

Brandon Keiper (Lynn) – Nicholas County – Lime - \$306.25

Brandon Keiper (Tyree) – Nicholas County – Lime - \$885.50

Brandon Keiper – Nicholas County – Lime - \$844.11

AgEP PAYMENTS (cont.)

Colin Raynor – Braxton County – Lime - \$291.55

Kevin Kniceley – Braxton County – Lime - \$848.75

Brandon Keiper (Lynn) – Nicholas County – Fence - \$1,000.00

Brandon Keiper (Tyree) – Nicholas County – Fence - \$1,000.00

Brandon Keiper – Nicholas County – Fence - \$1,000.00

Jerry Salisbury – Clay County – Fence - \$1,000.00

Mr. Stowers moved to approve the payments; Mr. Greynolds seconded; motion passed.

DEP

Lexington Coal Company, LLC – Renewal 5, Permit O300895 – Jefferson District, Nicholas County

DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETING)

Feb 3 Envirothon Meeting – 10 AM

Feb 9 ECD Executive Committee Meeting – 10 AM

Feb 15 ECD Office Closed – Presidents' Day

Feb 23 ECD Board Meeting – 10 AM

Mar 3 Envirothon Meeting – 10 AM

Mar 9 ECD Executive Committee Meeting – 10 AM

Mar 23 ECD Board Meeting – 10 AM

Mar 31-Apr 2 Tree & Plant Sale Delivery

Apr 7 Envirothon Meeting – 10 AM

Apr 13 ECD Executive Meeting – 10 AM

Apr 27 ECD Board Meeting – 10 AM

Being no further business to attend to Chairman Mollohan declared the meeting adjourned at 11:46 AM