

Monongahela Conservation District
Monthly Meeting Minutes
February 4, 2021

I. Call to order

Chairman Rick Abel called to order the regular meeting of the **Monongahela Conservation District** at **9:30 a.m.** on, **February 4, 2021**, at the Steve Lebnick Agricultural Center in Morgantown, WV via teleconference.

II. Roll call+

Chairman Rick Abel introduced those present and passed around a sign-in sheet. The following persons were present: Supervisors: Rick Abel, Ed Utterback, Jim McDonald, Mark Myers Art Mouser, Andy Price and Jean Conley. Others present were Jeremy Salyer (WVCA), Amy Cosco (WVCA), Sigrid Teets (WVCA), Amiee Figgatt (WVCA), Gene Saurborn (WVCA), Ed Martin (WVCA), Rudy Williams (WVDOF), Bill Shockey (Extension), HR Scott (Extension), and Dustin Atkins (NRCS).

III. Approval of January Meeting Minutes

Mouser moved to approve the January 7, 2021 minutes. Seconded by McDonald. Motion carried.

IV. Approval of financial statements

a) **Credit Card Receipts and Statements-** *has not arrived in time for meeting, will be on March agenda.*

b) **General/CDO financial statements-** *has not arrived in time for meeting, will be on March agenda.*

c) **Co-Administered Funds Financial Statements-** *McDonald moved to approve Co-Administered Funds financial statements for January 2021. Seconded by Utterback. Motion carried.*

V. Visitors Comments –

Cooperating Agencies

WV Division of Forestry- Williams reported he brought calendars. They have had a couple fires. Price asked if Clemens would be taking over growing the hybrid chestnut trees. Williams said he believes they will.

Watershed Division- Mowing and OM&R for 2021

Martin reported he provided the 5-year plans for both watersheds. This is a more extensive report. He discussed the seep work on #4, toe drains and trash racks that are planned. Saurborn reported his goal is to get the seep work started this year. Mouser will call in to the watershed call meeting on the 24th.

Upper Buffalo Watershed- EAPs

Cosco presented the EAPs for signature. Discussion was held.

Utterback moved to approve the EAPs and for Abel to sign them. Seconded by McDonald. Motion carried.

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**Upper Deckers Watershed- Upper Deckers 1 Rehab Contract and Project-
The Bright Law Firm Invoice \$1,170.00**

Cosco sent the invoice to the board for review prior to the meeting.

McDonald moved to pay the invoice from The Bright Law Firm in the amount of \$1,170.00. Seconded by Utterback. Motion carried.

Approval of Federal Audit

Cosco provided the audit report and stated the audit was complete with no corrections.

Utterback moved to approve the federal audit and for Abel to sign the paperwork for Perry and Associates. Seconded by Mouser. Motion carried.

Saurborn said he spoke to Bright and she would like to schedule a call to get everyone updated on the UDC1 Project issues. He got information from Pam Yost that needs to be reviewed for in-kind monies. WVU called wanting the 300k, Bright questioned the PSD, and they claim it's already been paid. The boil cannot be seen due to water flow. He contacted Diekart for the fix.

EWP and SSRP- Saurborn reported the County Commissions should be approached for agreements on this program.

Cooperator Agreements-

Randall Kocsis Marion County

Jerry Carnes Marion County

Nicholas Nedrow Preston County.

Myers moved to approve the above listed Cooperator Agreements. Seconded by Utterback. Motion carried.

Conservation Technician- Teets provided her report. She asked for dates to schedule another pollinator meeting with LKCD. February 19th will be the next meeting date. She reported the committee suggested April 26, 2021 will be the start date for FY22 applications.

AgEP Approvals

Jerry Carnes Lime 53.14 tons \$1,594.20

Mike Renick HUAP 2,500 sq ft \$3,375.00

Utterback moved to approve the above listed AgEP application. Seconded by McDonald. Motion carried.

AgEP Payments

Kitty Wolfe Hay Reseeding \$450.00

McDonald moved to pay Kitty Wolfe for her completed Hay Reseeding practice in the amount of \$450.00. Seconded by Utterback. Motion carried.

WVU Extension

Bill Shockey- Provided a report.

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H.R. Scott- has been following a couple seminars for cattle markets. The market is stable right now and it is felt the price will not increase before summer.

NRCS- Adkins provided a report.

FSA- No report.

Solid Waste Authority-
Monongalia County SWA- No report.

Marion County SWA- McDonald reported timber is still being removed. They have cashed in all their grants, new skid steer will come the first of March, the bigger bins are coming soon, prices for recycling are up and down depending on the day.

Preston County SWA- Utterback reported Sunrise is coming to pick up their recycling.

District Manager Update- Cosco reported Southern Air had to be called due to a thermostat not working in Ed Martin's office. They came out and fixed the problem the best they could, but other repairs are needed, and a quote will be coming soon.

WVCA Area Director- Report provided. Ag Day at the Capitol and the Legislative breakfast have been canceled.

VI. Invoices

Bookwise Business Service January 2021 - \$300.00

Myers moved to approve the invoice for Bookwise Business Service's accounting services in the amount of \$300.00. Seconded by McDonald. Motion carried.

VII. Approval of Supervisor Travel and Per Diem Claims

Art Mouser-\$	Chuck Cienawski- \$	Richard Abel- \$	
Ed Utterback-\$	Jim McDonald- \$	Mark Myers- \$	Jean Conley-\$

Mouser moved to approve Supervisor payments as submitted and authorized when they arrive from the bookkeeper. Seconded by Myers. Motion carried.

VIII. New Business

Seed Giveaway-Outreach- Amiee Figgatt

Figgatt reported on the seed giveaway from last year. She received 12,000 packs of seeds this year. The mix is a good variety for a small home garden. She would like to mail them out this year and she set her budget without money for postage, COVID wasn't a factor yet. Her request today is for the District to support the seed program to help with postage costs. There are 101 signups for MCD using Facebook alone. She would like to get approval for at least 200 signups and up to \$400.00. The packets will complete a follow up survey

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and the packets can contain more District information. She feels MCD has the best Urban Ag Program in the state. Discussion was held.

Myers moved to support the seed program in the amount of \$1,000.00. Seconded by McDonald. Motion carried.

Century Farm Application- Angle Acres- Melinda K. Double

Cosco presented the application from Melinda K. Double.

McDonald moved to approve the application from Melinda K. Double for Angle Acres. Seconded by Utterback. Motion carried.

Purchase of pollinator seed mixes

Teets reported the original program cannot be held because of COVID. She doesn't want to compete with the garden seed program. Discussion was held.

McDonald moved for Teets to continue looking for seed mixtures and pricing for District pollinator seed. Seconded by Mouser. Motion carried.

Printing and mailing of AgEP Flyer

Teets reported she worked with Cosco on a mailing list for a flyer or postcard to promote the AgEP program. Cosco got a quote from WVDA of \$106.23 for printing and postage.

Utterback moved to proceed with the mailing. Seconded by McDonald. Motion carried.

Purchase of pollinator manual

Teets reported she runs into people asking, "how to". She feels like this would be helpful for not just pollinators but other practices too. Discussion was held.

McDonald moved to support "how to guides" related to the Special Project Funds in the amount of \$1,000.00. Seconded by Utterback. Motion carried.

County Commission visits for OM&R

Cinelli requested a budget sheet and moved the meeting to February 10th at 9:00 a.m.

Purchase of Equipment

Discussion was held. Abel reported it needs to be put out to bid. Building and Grounds Committee will meet with Bill King on February 18, 2021 at 10:00 a.m.

Building Expansion-architectural services

Meetings with the three selected firms are slated for this afternoon.

Plan of Work- Cosco reported she sent the plan of work for review. The dates need changed but everything else appeared to be accurate. Discussion was held.

McDonald moved to change the dates and send the Plan of Work on to State Committee. Seconded by Utterback. Motion carried.

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Personnel Plan- Cosco reported the only change to the personnel plan is adding Annie Dalton. Discussion was held.

McDonald moved to add Annie Dalton and send the Personnel Plan on to State Committee. Seconded by Myers. Motion carried.

XVI. Committee Reports:

Finance- McDonald- no report.

Education- Myers – the Envirothon is going virtual.

Legislation/Policy- Myers – previously discussed.

Grasslands- Ed Utterback- hasn't heard of any meetings.

Safety/Buildings and Grounds-Ed Utterback- previously discussed.

Ag Enhancement- previously discussed.

Correspondence- None.

XVII. Public Comment- None.

XVIII. Supervisor Reports

- **Mark Myers** – no report.

- **Ed Utterback** – no report.

- **Art Mouser** – no report.

- **Jim McDonald** – no report.

- **Chuck Cienawski** – no report.

- **Richard Abel** – no report.

- **Jean Conley** – no report.

- **Andy Price**- no report.

- **Adjournment**

Mouser moved to adjourn the meeting at 12:14 p.m.

The next scheduled meeting is March 4, 2021 – Steve Lebnick Agricultural Center
Minutes submitted by Amy Cosco, ASA3/District Manager

Minutes approved by: _____
Rick Abel, Chairman

Date