

The **Tygart's Valley Conservation District** Board of Supervisors held a Regular Board Meeting on February 8, 2021, commencing at 9:00 am at Philippi District Office and via skype. The meeting was called to order by Chairman Donnie Tenney.

**Supervisors Present:** James Dean, Tom Short, Doug Bush, Donald Adams, Joe Shaffer, Joe Gumm

**WVCA:** Candice Stone, Jared Varner, Jeremy Salyer (via skype), Aimee Figgatt (via Skype), Cindy Shreve (via skype)

**TVCD Present:** Terrie Hedrick, Dan Elliott

**NRCS:** Robbie Shomo

Mr. Shaffer led the group in the Pledge of Allegiance.

**Reading/Approval of the Agenda/Minutes:**

*December 14, 2020, January 4, 2021, and January 11, 2021 Minutes;* **Mr. Shaffer moved to approve the minutes as presented; seconded by Mr. Gumm; motion carried.**

*February 8, 2021 Agenda:* **Mr. Shaffer moved to approve the agenda as presented; seconded by Mr. Nester; motion carried.**

**Treasurer Report** Still waiting on payment for Wheeling Creek. Harrison County paid mobilization and bill for work done 1/4/21 to 1/15/21. 1/16/21-2/1/21 still needs to be billed. **Mr. Gumm moved to accept the Treasurer Reports as presented and file for audit; seconded by Mr. Shaffer; motion carried.**

**District Conservation Technician & Work Crew Report:** Mr. Elliott reported that Mr. Nestor with NRCS said that the building looks good but there needs to be some more caulking done and a second coat of paint needs put on the walls. Also, the entry way floor it is fine to paint it with the industrial paint and paint chips they are going to do the painting on Friday, so it has the weekend to dry. He will also be talking with Krista in the Moorefield office this week about prices for the Dams before mowing season begins. The crew is going to be doing metal work for the fishing docks in Parsons on days they can't be working outside. Harrison County Rail Trails has another 4 to 5 miles of work they will need us to complete that can potentially be completed winter 2021/2022. Mr. Elliott also has several cooperators jobs lined up to complete including mowing and brush removal once the weather has cleared up.

**Administrative Specialist:** Ms. Stone explained how the CDO budget works and answered questions.

**Report of Officers and Agencies:**

**WVCA:** Ms. Figgatt presented on a seed program she is offering statewide. If we accept to do the seed program, we will receive all the contact information for the participants.

Ms. Shreve reminded us that AgEP proposals for the upcoming fiscal year need to be submitted. Our new Conservation Specialist Jared Varner started last Monday.

Mr. Salyer reminded us the Breakfast and Ag Days have been canceled. Code is eventually going to be opened and proposed changes will be sent out before the changes are made. He

also reminded us to start looking at farms for the farm tour. There is no guarantee that there will be a state or area tour.

**WesMonTy RC&D:** next meeting is Tuesday February 16

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### **Old Business:**

**QuickBooks:** Need to get a chart of accounts and the way it needs to be set up. Tim Trent who originally set it up can do this for us. **Mr. Short moved to use up to \$1,000.00 for set up and training on QuickBooks; seconded by Mr. Dean; motion carried.**

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### **Committee Reports:**

#### **Building/Budget/Finance Committee:**

- Board will do a walk through of NRCS renovations after meeting is completed.

#### **Grassland/AgEP Committee:**

- AgEP Payments – Jonathan Carpenter Lime \$1,404.00 and Nathan Bennett Heavy Use \$1,000.00 **Mr. Dean moved to approve the payments as presented; seconded by Mr. Shaffer; motion carried.**
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### **New Business:**

**Seed Program:** Mr. Gumm moved to approve to cover the Postage cost of the seed for the program presented by Ms. Figgatt; seconded by Mr. Bush; motion carried.

**MOU Harrison County Rail Trails:** Mr. Dean moved to approve and have entered into the minutes the MOU between Tygarts Valley Conservation District and Harrison County RAILS Trails; seconded by Mr. Bush; motion carried.

**Asbestos Training:** Ms. Hedrick reported that all crew members working around Asbestos would need the training. Costs would include \$525.00 each for training, hazmat gear, annual physical and blood work. We would also be required to get special permits for each job done. Bill Bailey Insurance will cancel our insurance if we begin removing asbestos.

**LOR Approvals:** CD Employee #12531 \$10,389.24 and Audit Reimbursement #11404 \$5,500.00. **Mr. Shaffer moved to approve CD Employee LOR#12531 \$10,389.24 and Audit LOR# 11404 \$5,500.00; seconded by Mr. Gumm; motion carried.**

There being no further business to attend to, Chairman Tenney declared the meeting adjourned.

Minutes recorded and prepared by Candice Stone – WVCA District Manager/ASA 3