

**Minutes of the GVCD Regular Board Meeting
March 19, 2020**

The Greenbrier Valley Conservation District Board of Supervisors met on Thursday, March 19, 2020, at 9am, at the Lewisburg USDA Service Center. This meeting was largely virtual, to comply with social distancing recommendations during the COVID 19 outbreak. Call-in information was posted with the agenda, to comply with open meetings rules. Those attending were:

Supervisors Participating by telephone:

Gary Sawyers
Timothy VanReenen
Jerry Clifton
Carolyn Miller
Avery Atkins

Supervisors Present:

Gary Truex

Others:

Barry Level (GVCD)
Jacob Lavender (WVCA)
Jeremy Salyer (WVCA) (by Skype)
Lynn Woods (WVCA)
John Nelson (WVCA)
Linda Ortiz (NRCS)

Call to Order

Chairman Gary Sawyers called the meeting to order at 9:05am.

Approval of Minutes

Motion was made by Timothy VanReenen and seconded by Jerry Clifton to approve the minutes of the February 20, 2020 regular board meeting. Motion passed.

Guests

There were no guests.

District Manager Report

Lynn Woods submitted a written report. She noted the unusual circumstances of the meeting as a result of the COVID 19 outbreak and pointed out that there are a number of items on the agenda that can be deferred for discussion at a

later date due to them either being non-urgent or dependent upon the progression and/or outcome of the current state of emergency.

Funding Requests

- None

Cooperating Agency Reports

- *NRCS* – Linda Ortiz submitted a written report and briefly reviewed the highlights. She reported that the FCAs submitted by the GVCD were approved at funding levels of \$300,000 for Anthony Creek and \$250,000 for Central Indian Creek. She asked the Supervisors to help promote these projects as deadlines are fast approaching. It was asked if an extension would be possible due to the national emergency. Linda said she didn't know but could inquire. She reported personnel changes as well.
- *WV Division of Forestry* – No report
- *FSA* – No report
- *WVCA* - Jeremy Salyer submitted a written report, which is attached, and deferred his time to the end of the meeting.

Unfinished Business

- Conservation Farm – nominations were postponed due to COVID 19 and resulting uncertainty for the contest.
- CEC, who was selected through the EOI process, proposed an engineering agreement, which was distributed to Supervisors for review in advance of the meeting. **Timothy VanReenen moved to accept the engineering agreement with CEC and Jerry Clifton seconded the motion. Motion passed.**
- Discussion about the purchase of chairs was postponed.
- Banquet – venue has been confirmed for September 10, 2020. No other updates at this time.

Committee Reports

Finance Committee:

Financial Report:

- *General and CDO Funds Report* – **Timothy VanReenen moved to accept the General and CDO Funds Reports and file for audit. Seconded by Gary Truex. Motion passed.**
- *WVCA Restricted Funds Report* – **Gary Truex moved to accept the WVCA Restricted Funds Reports and file for audit. Seconded by Timothy VanReenen. Motion passed.**
- *Payment of all General Funds bills*— **Timothy VanReenen moved to pay all General Funds bills, per payables list, as presented. Seconded by Gary Truex. Motion passed.** List is attached.
- FY21 CDO Budget budget proposal was presented, with no changes from FY20. **Jerry Clifton moved to approve and submit the proposed CDO budget for FY21. Gary Truex seconded the motion. Motion passed.**

Agricultural Enhancement Program Committee:

- Timothy VanReenen reported that the State Ag Enhancement Committee met on 3/17/2020 by conference call. They voted to keep the current funding allocation formula. Under that formula, GVCD is slated to receive \$95,000 in AgEP funds for FY21. He said there was discussion about the return and redistribution of unused funds and a committee was appointed to explore that idea for FY22. Finally, he commended the Supervisors and staff for their commitment to the vision and shared mission of Ag Enhancement.

Grassland Committee:

- No business to discuss at this time.

Building/Equipment Committee:

- Gary Truex shared Eugene Wickline's monthly report.
- Gary Truex reported that Big Silver is back in service after an expensive repair.
- Gary Truex reported that a water tank, issued back in 1999 under a state drought program, was found in the street in Lewisburg. Since it had a "soil conservation district" label on it, the district was contacted by the police to pick it up. The tanks were supposed to have been returned at the end of the program years ago. It is now at the equipment building.

Other Committees

- None

Watershed Reports

- *WVCA O, M & R Report* - no report
- The board asked Lynn Woods to send a letter to sponsors and follow up with a phone call to remind them of their contribution due for FY20 and request their contribution for FY21.

319 Committee:

- **Jerry Clifton moved and Gary Truex seconded the motion to send the following LORs:**
 - **#10348 – NPS 1686 Second Creek IV Prescribed Grazing and Winter Feeding - \$40,000.00**
 - **#10344 – USFW Wades Creek \$273.00**

In discussion, John Nelson answered questions about the projects. **Motion passed.**

- **Jerry Clifton moved and Carolyn Miller seconded the motion to pay the following invoice. Motion passed.**
 - CEC \$ 1,225.00 USFW Wades Creek
- Jake Lavender reported that the contract for demo project for Campbell needs to be postponed in light of the current state of emergency and health concerns for the cooperator.
- John Nelson reported that work on the Wades Creek project is being postponed until weather conditions are more favorable.

Actions Between Board Meetings

- Jerry Clifton approved the 319 contract in the amount of \$11,182.50, per authority delegated by board action on 2/20/2020.
- Gary Truex placed order for projector and accessories authorized by board action on 2/20/2020. (These have been received.)

Correspondence

- A letter was received from DEP, requesting sponsorship for Junior Conservation Camp. Due to the uncertainty of activities and cancellations resulting from COVID 19, this was postponed for discussion in April.
- A pledge notification was received from FNBB and has been filed with financials.

New Business

- **There was discussion about Coronavirus:** the COVID 19 outbreak and resulting state of emergency on both state and national levels has required us to alter our operations to comply with "social distancing" recommendations. The office has been closed to the public, with staff being reachable by phone. WVCA staff members have been directed to work from home as much as possible. Meetings will be conducted by teleconference. In our district we have a number of "high-risk" individuals and wish to keep everyone as safe as possible. However, there will still be times that signatures are needed on documents and checks. Several options were discussed, including the use of a signature stamp and waiving the two-signature requirement on checks for the duration of the emergency. **Timothy VanReenen moved to amend the policy to use a signature stamp and waive the two-signature requirement for checks during periods when a National Emergency is declared. Motion passed. (NOTE: PLEASE SEE "OTHER BUSINESS" SECTION FOR SUBSEQUENT NULLIFICATION OF THIS ACTION.)** There was also the question raised of whether to continue to rent equipment during this time. It was noted that farmers are essential and cannot shut down operations. **Gary Truex moved and Carolyn Miller seconded the motion to continue to rent equipment, using precautions to practice proper social distancing and sanitize the hand controls and hitches between rentals. Motion passed.**

Approval of Conservation Agreements & Terminations

- None

Approval of Conservation Plans

- None

CREP

- None

Other Business

- Starting in December 2019, GVCD board meeting time was changed to 9am instead of 7pm and standing committee meetings were suspended through March, 2020. There was discussion on whether to make this temporary change permanent or revert to the old schedule. The decision was made to revert to 7pm meetings with committee meetings on the Wednesday of the week prior to board meeting week. Chairman Sawyers noted that no motion was needed as the change was temporary and automatically reverts to the regular schedule. Daytime meetings for the winter months will be considered again next year. Meetings will continue to be by teleconference/skype until COVID 19 crisis has passed.
- Jeremy Salyer referred to his written report. He said they are currently polling the districts about how to handle the Conservation Farm Contest. He pointed out that the Agency's proposed budget passed with the additional \$3 million for dams. The SCC's rule relating to the creation of an SCC grant program was passed. Senate Bill 586 passed which creates the new State Resiliency Office. The WVCA will have a seat the board. He announced that the WVACD quarterly meeting in April has been cancelled due to COVID 19. He commended the group for a well-organized and executed teleconference.

- Avery Atkins wanted to reiterate the point that the continued rental of equipment was not about revenue, but to serve our farmers who cannot shut down operations and depend on its availability.
- Jeremy Salyer received a response to an inquiry made earlier regarding the use of stamps and/or delegating authority for proxy signatures. The response was "If a supervisor signature is needed on a document, it is up to the district supervisors to determine how the district will operate but cannot include giving a DM signature authority, including as proxy. This falls consistence with the policy of no rubber stamp signatures. Signing a letter in the normal course of business would be the exception." Considering this information, it was determined that the earlier decision to use a stamp would have to be revisited. Discussion ensued and Gary Truex again volunteered to sign documents in person. **Jerry Clifton moved and Timothy VanReenen seconded the motion to nullify the earlier action regarding the use of a stamp and instead, to delegate authority to Gary Truex to sign any necessary documents during this emergency and to amend the policy only to waive the two-signature requirement for checks during periods when a National Emergency is declared. Motion passed.**

Adjournment

With no further business, the meeting adjourned by consensus at 10:06am.

Respectfully submitted,

**Gary Sawyers
Chairman**

**Carolyn Miller
Secretary/Treasurer**

GS/CM/lw

Recorded by Lynn Woods, District Manager

Gary L. Truex designated COVID 19 signator

GVCD District Manager Report

March 19, 2020

Due to the outbreak of the COVID 19, the Governor has declared a state of emergency and WVCA personnel have been directed to telework as much as possible. Many of the items on our agenda will need to be postponed because they are dependent upon the progression and/or outcome of this state of emergency. We have closed our doors to the public and are conducting business by phone and internet.

Due to this state of emergency, there are some issues that need to be addressed:

- Will you continue to rent equipment and if so, what precautions will be in place?
 - The WVCA is going to provide cell phones for all DMs, so that calls can be forwarded to them at home. Work plans are being developed and at this time my plan is to come to the office once a week for routine banking, mail check, etc., and other times, as needed, to conduct urgent or essential business that cannot be conducted from home.
 - Signatures for payroll and payment of bills
 - Delegation of authority for any Supervisor to sign documents on behalf of the board, if needed
-
- We have received three Century Farm applications to date. Names must be submitted by April 1, 2020 so the applications will need to be approved in the month of March. I have reviewed them and they appear to be complete.
 - Grassland Evaluation Contest and Beef Expo have been cancelled.
 - Envirothon has been postponed until June.
 - Our Land Judging is on hold and will likely be cancelled.
 - Photo contest has been advertised.
 - Poster contest was advertised, however, with schools being closed, its fate is questionable.
 - Banquet date has been confirmed with venue. No further updates at this time.
 - Water festival field day at the Hatchery has been cancelled.
 - Refer to agenda for other items needing action.

Dates to Note:

April 16 Regular board meeting



Natural Resources Conservation Service
179 Northridge Drive
Lewisburg, WV 24901

PHONE: 304-645-6172
FAX: 304-647-9627

Greenbrier Valley Board Meeting March 19th, 2020

NRCS Progress Report: Linda Ortiz- District Conservationist

Farm Bill Programs Applications, Obligations and Deadlines:

- Applications sign-up deadline is;
 - o **March 20th** for Conservation Stewardship Program (CSP)
 - o **March 25th** for EQIP and FCAs
 - Anthony Creek- Greenbrier (\$300,000)
 - Central Indian Creek (\$250,000)

Farm Bill Programs and Staff Activities:

- Christopher Elliot will start his new journey with Ohio-NRCS at the end of the month (March 30th).
- Wanda Smith is currently Acting DC in Princeton Field Office for 120 days.
- Katy McBride will be back in the Lewisburg Field Office at the end of the month.
- Linda Ortiz is participating of a Leadership Development Program (12 months).
- Staff has been participating of multiple trainings (CART, RUSLE, Engineering Tools, etc.)
- Staff participated of the Soil Health meeting offered by WVU Extension (Greenbrier & Monroe)
- Staff continues to work with active contract, practice certification, designs and payments.

March 2020
WVCA Report

Request to Conservation Districts

The WVCA is encouraging Conservation Districts to review and update your District Policy Manuals. In addition to your policy manual you are encouraged to review your CD Employee Manual (if you have one) and your CD Plan of Work. If you are already doing these reviews, please disregard this request.

District Personnel Plan

District Personnel Plans was due to the SCC by **March 1**. Failure to meet the deadline may cause a delay in approving the District's personnel plan and the release of state funds for those positions.

Conservation District Operation (CDO) Grant Funds

Districts are asked to prepare your CDO budget report for FY21. The budget was to be submitted to Fiscal Services and your Area Director by March 1, so it can be presented to SCC in April.

Engineering Expression of Interest

Review your current contract and if needed, prepare to advertise and go through interview/selection process if needed.

The WVCA is interested in working with the district to ensure they retain a firm that has strong civil engineering and is familiar with dams.

Because of questions raised about these agreements, it's important to make sure that the scope of work is clearly defined and an agreement between the district and engineering firm is signed.

Also, the district may want to consider whether it wants an engineering firm that also can perform environmental assessments.

Conservation Farm Tour

It is time for districts to be thinking about the conservation farm families to be awarded. CDs should have their district farm selection to their Area Directors by May 31.

Timelines:

- **May 31** - County and District judging.
- **July** - Area judging.
- **August** - Statewide judging.
- **October** – Presentation of Area and State awards at WV Conservation Partnership Annual Conference. County and District winners at local Conservation District annual banquets.

O&M Sponsor letters

Brian has asked for DM's and supervisors to check and see if the County Commissions and cities who signed the agreements in 2019 have paid. If not, an invoice needs to be sent and supervisors need to follow up.

WVACD Educational Programs and Contest Information

Information for the photo and poster contests can be found on the WVCA webpage under WVACD Contests tab.

Where would we BEE without Pollinators? is the 2020 theme for the poster contest.



All **photos** are due in the WVACD office in Sutton by July 1.

All **posters** are due at the July Quarterly meeting before the standing committees break to meet. Please get your schools and community involved in both of these contests. 2020 poster theme is "Where Would We BEE Without Pollinators?"

Education District of the Year entries are due on the first day of the July Quarterly Meeting.

WVACD Scholarship applications are due on the first Monday in March at the WVACD Office in Sutton. Please contact the schools in your district to be certain they have the correct information on scholarships.

The Spring Quarterly Meeting of the WVACD will be held April 20-21 at Mardi Gras Casino Resort.

Location: Mardi Gras Casino Resort---Cross Lanes, WV

To make room reservations call: 304-776-1000 or 800-224-9683

AGEP:

- **March 2020-** State AgEP committee meeting to finalize upcoming FY AgEP.
- **April 2020-** Presentation of upcoming FY AgEP to SCC
- **May/June/July 2020**– CDs to finalize upcoming FY program, update AgEP agreement addendum, take action to approve LORs
- **June 15, 2020**– Deadline for CDs submit final practice list to WVCA (CDs can submit final list any time after SCC approval of practice list)
- The state AgEP committee will meet March 17 at 10:00 a.m. in the Elk Conservation District conference room. If you would like to use videoconference, please contact Jennifer Skaggs to set it up. The focus of the meeting will be to review proposed changes for the FY20 program.

Legislature:

As of the last week of the session, both House and Senate budget proposals for FY21 provided \$11,023,235 for WVCA operations beginning July 1, 2020. This is a continuation of the current fiscal year budget and as promised to the legislature, the extra money is to be used for dam repairs and operations.

Senate Bill 586 passed which creates the new State Resiliency Office. The bill also adds language to WV Code §19-21A-4 relating to the State Conservation Committee's authority. The language says **"the State Conservation Committee shall cooperate with the State Resiliency Office to the fullest extent practicable to assist that office in fulfilling its duties."** Similar language was inserted into code sections for several agencies. The WVCA's executive director or his/her designee sits on the new resiliency board along with the "Secretary of the Department of Commerce or his or her designee; the Director of the Division of Natural Resources or his or her designee; the Secretary of the Department of Environmental Protection or his or her designee; the President of the West Virginia Emergency Management Council or his or her designee; the Secretary of the Department of Homeland Security or his or her designee; the Secretary of Transportation or his or her designee; the Adjutant General of the West Virginia National Guard or his or her designee; the Director of the Division of Emergency Management; two nonvoting members of the West Virginia Senate, to be appointed by the President of the Senate; and two nonvoting members of the West Virginia House of Delegates, to be appointed by the Speaker of the House of Delegates.

As of the last week of the session, the State Conservation Committee's rule relating to the creation of an SCC grant program was endorsed by both the House and Senate and appeared to be set for passage. A committee comprised of WVCA/RCD/Supervisor membership will meet in late March to begin drafting the program with the goal of having the SCC approve it in July.

**Greenbrier Valley Conservation District
Monthly Equipment Report**

Month/Year Feb 2020

Equipment	Number of Days Rented	Number of Acres	Total Revenue	Total Cost of Repairs & Maintenance	Total Field Service Mileage
Tye #1					
Tye #2					
Great Plains #1					
Great Plains #2					
Great Plains #3					
No-till Seeder Totals					
Cricket					
Grasshopper					
Big Silver				\$3546 ⁹¹	
Lime/fertilizer Totals					
Chemical Sprayer					
Litter Spreader #1					
Litter Spreader #2					
Litter Spreader Totals					
Post Driver #3					
Post Driver #4					
Post Driver #5					
Post Driver Totals					
Potato Planter					
Potato Sprayer					
Potato Hiller					
Potato Totals					
Both Hinge for Bridge				\$36 ⁰⁴	
Portable Scales					
Other Forklift				\$115 ⁸¹	
Shop Supplies				\$91 ⁵²	
GRAND TOTALS (all equipment)				\$3790 ³³	

10:26 AM

03/18/20

Greenbrier Valley Conservation District

A/P Aging Summary

As of March 19, 2020

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Adkins Auto Parts	36.95	0.00	0.00	0.00	0.00	36.95
Boone Tractor & Implement, Inc.	95.54	0.00	0.00	0.00	0.00	95.54
Brickstreet Insurance	321.00	0.00	0.00	0.00	0.00	321.00
City of Lewisburg	23.78	0.00	0.00	0.00	0.00	23.78
First Citizens Bank	451.78	0.00	0.00	0.00	0.00	451.78
Fisher Auto Parts	247.40	0.00	0.00	0.00	0.00	247.40
Greenbrier PSD #1	19.10	0.00	0.00	0.00	0.00	19.10
Komax, LLC	204.44	0.00	0.00	0.00	0.00	204.44
Liskey Truck Sales, LC	141.10	0.00	0.00	0.00	0.00	141.10
Matheson Tri-Gas Inc.	32.22	0.00	0.00	0.00	0.00	32.22
Mon Power	39.58	0.00	0.00	0.00	0.00	39.58
Mountaineer Gas Company	629.01	0.00	0.00	0.00	0.00	629.01
S. J. Neathawk Lumber, Inc.	8.99	0.00	0.00	0.00	0.00	8.99
Sherry W. Ferrell	375.00	0.00	0.00	0.00	0.00	375.00
Suddenlink	224.41	0.00	0.00	0.00	0.00	224.41
Sunshine Graphics	110.00	0.00	0.00	0.00	0.00	110.00
Westfield Insurance	1,783.40	0.00	0.00	0.00	0.00	1,783.40
WVU Extension Service - Greenbrier County	100.00	0.00	0.00	0.00	0.00	100.00
TOTAL	4,843.70	0.00	0.00	0.00	0.00	4,843.70

Greenbrier Valley Conservation District

3/18/2020 1:20 PM

Register: 10003 · Bank of Monroe Ck 2603 General

From 02/21/2020 through 03/19/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/27/2020			12000 · Undeposited F...	Dr. Gerald Ers...		X	6.50	427,619.69
02/27/2020			-split-	Elizabeth Steph...		X	188.77	427,808.46
02/28/2020	4972	Barrett L Level	-split-		1,074.40	X		426,734.06
02/28/2020	4973	Lacy E Wickline	-split-		575.62			426,158.44
02/28/2020	4974	Barrett L. Level	20000 · Accounts Paya...	Reimbursement	173.63	X		425,984.81
02/28/2020	4975	Lacy E. Wickline	20000 · Accounts Paya...	Reimbursement...	13.80			425,971.01
02/29/2020			40500 · Interest Revenue	Interest		X	17.24	425,988.25
03/04/2020	ACH	PEIA	-split-	808319911	832.20			425,156.05
03/04/2020	ACH	Retiree Health Benefi...	21020 · Health Insuran...	808319911	168.00			424,988.05
03/04/2020	ACH	Consolidated Public ...	-split-	X58300	811.54			424,176.51
03/04/2020	ACH	United States Treasur...	-split-	55-6008337	1,350.85			422,825.66
03/04/2020	ACH	WV State Tax Depart...	21040 · State Payroll T...	1048-0059	250.00			422,575.66
03/09/2020			12000 · Undeposited F...	Gary Taylor			192.00	422,767.66
03/09/2020			12000 · Undeposited F...	Aviagen Turkeys			1,050.00	423,817.66
03/09/2020			12000 · Undeposited F...	Bert Ellison			15.00	423,832.66
03/09/2020			12000 · Undeposited F...	Dale Beckett			37.50	423,870.16
03/09/2020			12000 · Undeposited F...	Beckie Irons			60.00	423,930.16
03/09/2020			12000 · Undeposited F...	John David Fur...			100.00	424,030.16
03/09/2020			12000 · Undeposited F...	James R. McGr...			150.00	424,180.16
03/09/2020			12000 · Undeposited F...	Clint Hylton			90.00	424,270.16
03/09/2020			12000 · Undeposited F...	Amy Denison			200.00	424,470.16
03/13/2020			12000 · Undeposited F...	Deposit			182.70	424,652.86
03/13/2020			12000 · Undeposited F...	Deposit			196.00	424,848.86
03/13/2020			41700 · WVCA Fundi...	CD Employee ...			10,683.28	435,532.14
03/16/2020	4976	Barrett L Level	-split-		1,113.94			434,418.20
03/16/2020	4977	Lacy E Wickline	-split-		575.62			433,842.58
03/16/2020	4978	Barrett L. Level	20000 · Accounts Paya...	Reimbursement...	194.35			433,648.23
03/16/2020	4979	Lacy E. Wickline	20000 · Accounts Paya...	Reimbursement	79.76			433,568.47
03/19/2020	4980	Adkins Auto Parts	20000 · Accounts Paya...	Invoice 009-22...	36.95			433,531.52
03/19/2020	4981	Boone Tractor & Imp...	20000 · Accounts Paya...	LI74230 & LI7...	95.54			433,435.98
03/19/2020	4982	Brickstreet Insurance	20000 · Accounts Paya...	WCB1006102;...	321.00			433,114.98
03/19/2020	4983	City of Lewisburg	20000 · Accounts Paya...	Acct. 05328	23.78			433,091.20
03/19/2020	4984	First Citizens Bank	20000 · Accounts Paya...	-4279	241.11			432,850.09
03/19/2020	4985	First Citizens Bank	20000 · Accounts Paya...	-5650	210.67			432,639.42
03/19/2020	4986	Fisher Auto Parts	20000 · Accounts Paya...	-245460; 2454...	247.40			432,392.02
03/19/2020	4987	Greenbrier PSD #1	20000 · Accounts Paya...	Acct. 663163-00	19.10			432,372.92
03/19/2020	4988	Komax, LLC	20000 · Accounts Paya...	AR158615 & ...	204.44			432,168.48
03/19/2020	4989	Liskey Truck Sales, LC	20000 · Accounts Paya...	Invoice 963841	141.10			432,027.38
03/19/2020	4990	Matheson Tri-Gas Inc.	20000 · Accounts Paya...	Acct U1238; I...	32.22			431,995.16
03/19/2020	4991	Mon Power	20000 · Accounts Paya...	110 121 466 186	39.58			431,955.58

Greenbrier Valley Conservation District

3/18/2020 1:20 PM

Register: 10003 · Bank of Monroe Ck 2603 General

From 02/21/2020 through 03/19/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
03/19/2020	4992	Mountaineer Gas Co...	20000 · Accounts Paya...	525479-679446	629.01		431,326.57
03/19/2020	4993	S. J. Neathawk Lumb...	20000 · Accounts Paya...	Inv 2003-2961...	8.99		431,317.58
03/19/2020	4994	Sherry W. Ferrell	20000 · Accounts Paya...	Invoice 1640	375.00		430,942.58
03/19/2020	4995	Suddenlink	20000 · Accounts Paya...	07713-104391-...	224.41		430,718.17
03/19/2020	4996	Sunshine Graphics	20000 · Accounts Paya...	Invoice 628112	110.00		430,608.17
03/19/2020	4997	Westfield Insurance	20000 · Accounts Paya...	Acct. 4701508...	1,783.40		428,824.77
03/19/2020	4998	WVU Extension Ser...	20000 · Accounts Paya...	Dinner Meals	100.00		428,724.77

Conservation District Operations (CDO) Grant and Supplemental Funds Report Fiscal Year 2020

Conservation District Name	Greenbrier Valley CD		
Date Prepared	3/19/2020		
Do not type in grey boxes.			
CDO Cash Assets as of June 30, 2020	Explanation of Assets		
Checking Account	\$0.00		
Money Market Account	\$0.00		
Saving Account	\$0.00		
Certificates of Deposit	\$0.00		
Other Cash Investments	\$0.00		
	\$0.00		
	\$0.00		
Total Current (Cash) Assets	\$0.00		
CDO Encumbrances as of June 30, 2020 for next fiscal year	Explanation of Encumbrances		
	\$0.00		
	\$0.00		
	\$0.00		
	\$0.00		
	\$0.00		
	\$0.00		
	\$0.00		
Total Encumbrances	\$0.00		
Total Remaining Unencumbered Funds	\$0.00		
	FY 2021 Budgeted	FY 2021 Actual	Variance
CDO Income			
CDO Grant Funds	\$38,900.00	\$0.00	\$38,900.00
Total CDO Income	\$38,900.00	\$0.00	\$38,900.00
CDO Expenses			
Accounting Services	\$5,100.00	\$0.00	\$5,100.00
Advertising/Marketing	\$0.00	\$0.00	\$0.00
Appraisal Services	\$0.00	\$0.00	\$0.00
Awards	\$600.00	\$0.00	\$600.00
Bank	\$0.00	\$0.00	\$0.00
Conference Registration	\$300.00	\$0.00	\$300.00
Construction	\$0.00	\$0.00	\$0.00
Donations	\$500.00	\$0.00	\$500.00
Dues and Subscriptions	\$4,180.00	\$0.00	\$4,180.00
Employee Training	\$0.00	\$0.00	\$0.00
Forage Testing	\$0.00	\$0.00	\$0.00
Fuel	\$0.00	\$0.00	\$0.00
Grants	\$0.00	\$0.00	\$0.00
Insurance	\$3,200.00	\$0.00	\$3,200.00
Janitorial Services	\$0.00	\$0.00	\$0.00
Lab Fees	\$0.00	\$0.00	\$0.00
Landscaping	\$0.00	\$0.00	\$0.00
Legal and Professional	\$0.00	\$0.00	\$0.00
Maintenance and Repair	\$250.00	\$0.00	\$250.00
Office Rent	\$6,240.00	\$0.00	\$6,240.00
Salary, Benefits, & Taxes	\$0.00	\$0.00	\$0.00
Postage	\$800.00	\$0.00	\$800.00
Printing	\$1,600.00	\$0.00	\$1,600.00
Promotional Items	\$1,000.00	\$0.00	\$1,000.00
Rental Fees	\$0.00	\$0.00	\$0.00
Scholarship	\$0.00	\$0.00	\$0.00
Sponsorship	\$1,200.00	\$0.00	\$1,200.00
Speaker Fees	\$400.00	\$0.00	\$400.00
Soil Testing	\$0.00	\$0.00	\$0.00
Storage Facility Rental	\$0.00	\$0.00	\$0.00

[illegible]