



# MINUTES

## Western Conservation District Board Meeting

APRIL 15, 2021

### In Attendance on the 9:00 a.m. Teleconference

**Supervisors:** Charles Lipscomb, Chairman; Oscar Harris, Vice-Chairman; Don Stephens, Jeremy Grant.

**Absent:** Jim Withrow, Secretary; D. W. "Peachie" Arthur

**Others:** Dennis Brumfield, CPA; Kim Fisher, Russell Kidwell, Sherry Pearson, WVCA; Justin Knopp, WCD; Jackie Byars, NRCS

### Call to Order:

Chairman Lipscomb called the meeting to order at 9:00 a.m.

### Adopt Agenda / Approve Minutes

**Stephens moved to adopt the agenda as presented, second by Harris. Passed.**

Chairman Lipscomb asked for any corrections or discussion on the March minutes. Oscar said the purchase of printer ink was to be on this agenda for discussion. Chairman Lipscomb said it was already approved in the budget for office supplies and that supervisors can purchase ink for their printers. He suggested Oscar put it on WCD credit card and send the receipt to the office. **On a Harris/Stephens motion minutes were approved as presented. Passed**

### Financial Reports

**CDO Financial Reports and General Fund** for March 2021 were reviewed by supervisors as mailed. Dennis reviewed the report with supervisors and answered questions. The report will be filed for audit

**Financial Transactions Report for March:** Sherry went over the invoices and checks issued for the month, automatic transfers for payroll and PEIA. Two additional checks were noted: WV State Tax Dept. \$352 and \$500 to Mason County Commission for Ben Goff's approved request. The WCD also received two reimbursements from NRCS for the grant \$11,366.43 and \$9,975.54. **On a Grant/Stephens motion the payments were approved with the two additions. Passed**

**Co-Administered Fund:** Supervisors were provided a copy of the funds cash balance report. Sherry went over the balances per fund. The receiving account balance of \$62,000 was explained as \$30,000 Cherry Fork Failed Septic and \$32,000 Pilot Weed Management Program. The board accepted the report which will be filed for audit.

**Treasurer's Report:** The report was mailed to supervisors for review. Don asked for any questions on the report. He had not received anything from Jim for the month. **The payroll of \$1,026.42 was approved as submitted on an Harris/Stephens motion. Passed.**

## Partnership Reports

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### Justin Knopp, SC, WCD/NRCS

Justin reports NRCS staff are in the middle of ranking all EQIP applications with this Friday as the deadline.

### Jackie Byars, DC, NRCS

Jackie reports there will not be a pathways employee in the Ripley office this year, they all declined the position. The budget for NRCS looks good, however the national headquarters is looking at budgets with 14 states in deficit meaning budget constraints are possible. Currently staff is very busy ranking applications with the deadline being tomorrow. They have 22 AMA; CSP 19 new and 16 renewals for 35 totals; endangered species warbler 3; and 91 EQIP.

### Kim Fisher, Area Director, WVCA- WVCA Written Report

She referred to the WVCA report. The Awards Council and WVACD decided to go ahead with the statewide conservation farm contest. CD's need to provide their district winner information by June 1<sup>st</sup>. State Fair scheduled is on line, get with your AS to sign up to work the booth. The other items are on the agenda.

## CORRESPONDENCE

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Emailed: Press Release on Weed Pasture Management Pilot Program, Wayne McKeever Legislative Talking Point, USDA National AgDay March 23<sup>rd</sup>, Greenbrier Valley CD Rebuttal to Proposed AgEP Allocation, Pollinator Workshop, Blakes/Amour Creek Minutes, WCD Local Workgroup Materials

## Programs

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O&M Watershed Dams- Written Report Submitted by Judith Lyons was emailed along with O&M work orders for this year.

### A. Approve Mill Creek 5 Spraying & FY22 O&M Work Orders

Oscar reports that he had went out to site 5 saying it needs sprayed now. He could tell where the spraying had done. He reviewed the O&M work orders saying there were in line with last years and felt we should move forward. **Oscar motioned to approve spraying on MC5 plus all work orders that were included in Judith's written report; Mill Creek 4,5,8,9,10,13 and Poca 28,second by Stephens. Passed.**

### B. 7-1-3u Agreements with County Commissions

Supervisors in each county have been asked to assist Judith in scheduling a meeting about the statewide 7-1-3u Agreement with county commissions. Sherry explained it is a blanket agreement that can be modified to fit each county. With this agreement in place WVCA can work with the county commissions on stream projects. Each project will also have an agreement. The district is not a signer on the agreements. It is a vehicle for the counties to get technical support and funding from WVCA. This agreement and the policy and procedures manual will be discussed at the meeting with Judith. Don and Oscar requested a copy to be sent to Dick Waybright and the county's lawyer Eric Holmes for Jackson County to review.

### C. Blakes Amour Rehabilitation:

Chairman Lipscomb mentioned he saw a report on the news about recreation at Ridenour Lake. Meetings continue with minutes and agenda provided to WCD. Judith sends reports to WCD.

## CO-ADMINISTERED COST SHARE PROGRAMS

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## A. Agriculture Enhancement Program (AgEP)

### 1. State Committee Approval

Kim said the State Committee met this week and approved all the recommendations and changes to the program. Russell told Oscar the new allocation formula had passed. Oscar noted the new allocation formula using 5% for population; 37.5% farm numbers; 37.5% farm acres and 20% equal base distribution was approved.

### 2. Set Practices for 2021 Sign Up

There were no suggested changes to the WCD's current practices. **On a Harris/Grant motion the board agreed to use the same practices and rules as last year and adapt them to fit states new recommendations. Passed.** Russell asked if this also included the budget percentages per practice, Oscar answered yes.

### 3. AgEP Payment Approvals:

The following is being submitted for payment approval under the AgEP program:

Jerod Mount                      \$1,650                      Division Fence

Sherry said the amount listed on the agenda was his agreement amount and not the amount he is being paid. **On a Stephens/Harris motion the board approved the changed payment amount of \$1,650. Passed.**

## B. Cherry Fork

Russell reported he has been out this week with the stream crew surveying along the creek. He said the work will be bid out to a contractor to restore a stretch of the creek. He noted about a ½ mile stretch with strategic bends needs reinforced. A question on the failed septic was asked with Russell stating he had tried to get in contact with the sanitarian for Putnam County which he understands is handled by Kanawha County at this time. He was not sure why the funding name is failed septic. Sherry said that fund name came from WVCA.

## C. Pasture Weed Management Pilot Program

Russell has received two inquires and mailed out one application and has not heard back from the applicant. The end of April is the current deadline. Chuck asked if Ben Goff has been contacted to see if he knows of any potential applicants. He said he has spoken with Ben. Jeremy asked if supervisors could sign up for the program. Russell thought they wanted to open to the public first and was not sure if no one signs up if it will be open to supervisors.

## OLD BUSINESS

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### A. SB357/HB2633 Status

Supervisors made contacts to their representatives. Chairman Lipscomb said he sent emails but the email to Senator Grady came back undeliverable. The bills passed and are waiting signature. Don said that Bob Buchanan said that Eric Tarr had recommended a \$165,000 cut to the WVCA's budget. Kim said the budget passed with no cuts. Don reported on a Legislative Committee meeting with NASCA Executive Director, Mike Brown, on WV's conservation law. Several key points were noted. Some were 74% of WV is forested with conservation not addressing much in relation to forestry. Travel and per diem for CD supervisors. With top performers getting higher pay, qualifications for supervisors, knowing local concerns, etc. Don will have a copy of the issues emailed to supervisors.

### B. Approve LOR for APE FY21

The draft report was received last month with the bound originals received along with the invoice. The invoice \$1,425 is being paid this month. **On a Harris/Stephens motion the LOR for reimbursement was approved. Passed.**

### C. Seed Packets

The packets have been received from Aimee last week. Sherry has labeled them and they are ready to

mail. However, the easiest way will be taking them to the PO with a credit card to pay the postage. Chuck agreed to take them to the PO today.

## NEW BUSINESS

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### A. WCD Insurance Renewal

Chairman Lipscomb reports that he has been in contact with Larry Jones of Point Financial to get a quote. He has not gotten a definite figure but was told the minimum premium would be close to ours. He talked with our agent, Sam Sams, to discuss the coverages and making some adjustments to blanket coverages we did not need. It would save \$500 per year. This would be on office content and inland marine. There is replacement cost coverage on our equipment so a blanket coverage is not needed. **On a Harris motion to renew with adjustments by April 20<sup>th</sup> was approved with a Stephens seconded. Passed.** The new adjusted premium is \$6,382.93.

### B. Partnership Plan of Work

Oscar reports he has read over the POW and the changes that were made and felt it was inclusive of all new programs and changes for FY22. Including a statement about changes due to Covid19 Pandemic **Oscar motion to approve the FY22 Plan of Work, second by Stephens. Passed.**

### C. County Conservation Farm Program

**On a Harris/Stephens motion to not participate this year due to the pandemic the program will be suspended. Passed.**

### D. Insurance Benefits for WCD Employee

Justin stated he did not want to add any benefits.

## SUPERVISOR REPORTS

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### Mill Creek 9

Oscar reported that nothing has been done to fix the boat dock parking area at MC9. DNR had the property logged trucks used the lot leaving behind a lot of damage. He has been trying to locate someone to talk with. He was told that DNR has a Forster and to talk with them. Sherry noted that the DNR Parkersburg office covers Jackson County and provided the number to Oscar 304-420-4550 to speak with DNR.

### Agriculture Workshop Hosted by WV Dept of Ag

Jeremy said they are hosting a field day at Lakin Farm on May 7<sup>th</sup>. He will get a flyer out to supervisors and said you need to register with Jessica Stricklin at 304-549-4013. Jeremy will be speaking on behalf of the district and Jackie will be talking about NRCS programs. Also, information will be covered on food safety, poultry processing, cold weather crops, new rules at Farmer's Markets, etc.

### WV Envirothon Committee

Don reported on the upcoming WV Envirothon. He attended the meeting on April 7<sup>th</sup>. There are 10 teams and 69 students participating this year virtually. No teams from WCD. There is not as much cost associated with a virtual competition. The balance of their funds is \$154,530.48.

Chairman Lipscomb and Treasurer Stephens will meet at the office at 12:00 p.m. to sign checks and other approved documents. The date of the next tele meeting was set for May 20, 2021 at 9:00 a.m. With no further business Chairman Lipscomb adjourned the meeting at 10:58 p.m.

Minutes recorded by:

Sherry Pearson

Approved by: \_\_\_\_\_

James Withrow, Secretary