

Monongahela Conservation District  
Monthly Meeting Minutes  
October 6, 2016

**I. Call to order**

**Chairman Jean Conley** called to order the regular meeting of the **Monongahela Conservation District** at **9:33 a.m. on, October 6, 2016**, at the Steve Lebnick Agricultural Center in Morgantown, WV. led in the pledge of allegiance.

**II. Roll call**

**Chairman Jean Conley** introduced those present and passed around a sign-in sheet. The following persons were present: Supervisors: Ed Utterback, Mary Lebnick, Paul Nesselroad, Mark Myers, Jean Conley, Art Mouser, Donald Headley, and Jim McDonald. Others present were: Amy Cosco (DM), Jeremy Salyer (WVCA), Ray Carr (NRCS), Hayward Helmick (Mon County SWA), Noah Cummings (NRCS/WVCA), H.R Scott (WVU Extension), Tim Casto (WV Division of Forestry), Mary Jouver (FSA). **Excused:**

**III. Approval of the October 6, 2016 Agenda**

*Mark Myers moved to approve the October 6, 2016 agenda. Seconded by Art Mouser. Motion carried.*

**IV. Approval of September Meeting Minutes**

*Paul Nesselroad moved to approve the September 8, 2016 board meeting minutes as amended. Seconded by Mark Myers. Motion carried.*

**V. Approval of financial statements**

- a) *Credit Card Receipts and Statements- Mark Myers moved to approve and pay the credit card receipts. Seconded by Paul Nesselroad. Motion carried.*
- b) *General/CDO financial statements for September 2016. Mark Myers moved to approve the September 2016 General/CDO financial statements Art Mouser. Seconded by. Motion carried.*
- c) *Co-Administered Funds Financial Statements- Mark Myers moved to approve the September 2016 Co-Administered Funds Financial Statements. Seconded by Ed Utterback. Motion carried.*

**VI. Visitors Comments** – None

**VII. Cooperating Agencies**

**WV Division of Forestry-** Tim Casto reported he is the new Forester in the District. There is talk of a statewide burning ban. If the ban were to be put into effect no one will be allowed to burn. The only exception would be coal companies.

**Watershed Division** –

**Upper Buffalo Watershed-** the OM&R is complete.

**Upper Deckers Watershed-** the OM&R is in process.

**Conservation Technician-** Noah reported he has a computer now and he's been making visits. He is caught up on his work except for water developments. He will be trained on how to design water developments.

**Ag Enhancement Program-**

**The next committee meeting will be, October 27, 2016, at 9:30 a.m. at the Steve Lebnick Agricultural Center.**

**WVU Extension**

**-Bill Shockey-** they are working on closing up the calf pool. They are wrapping up the Federal year and they're half way through their fiscal year.

**-H.R. Scott-** report provided.

**-John Murray-** report provided.

**NRCS** – Ray reported they have been busy due to the end of their fiscal year. They had an area wide training for three days in Morgantown. They submitted 7 CSP renewal contracts. The Pollinator plan looks like it will be accepted. There were issues with the Animal Waste plan and Ray needs to have another local workgroup meeting. Ray, Tim, and Noah have a three-day training next week. Dennis Thorne will be the new Soil Conservationist in the Kingwood Office and will start on, October 17, 2016.

**Local workgroup meeting will be, October 27, 2016, at 11:00 a.m. at the Steve Lebnick Agricultural Center.**

**FSA-** report provided.

**Solid Waste Authority**

**Monongalia County SWA-** Hayward reported they are getting organized and continuing to move forward. Hours of operation are Tuesday, Wednesday, and Thursday from 11:00 a.m. to 2:00 p.m. They have updated the Proper Solid Waste Disposal Handbook and they will be distributed to the Monongalia County Library next week. Hayward reported their meetings are the last Monday of the month at 5:30 p.m. at the Mon County Extension Office. Their website is [www.mcswa.wordpress.com](http://www.mcswa.wordpress.com)

**Marion County SWA-** Jim reported they have a change in their Director and his name is Tony Golden. They've been working on reorganization to save on fuel costs. They lost the grant for the bailer and the sewer line and they can't reapply for the next two years. They are still very busy. Jim reported their meetings are the third Monday of the month at 6:00 p.m. at their building in Farmington.

**Preston County SWA-** no report.

**District Manager- Mark Myers made the motion for Amy to purchase the plaques for the award winners. Seconded by Paul Nesselroad. Motion carried.**

**WVCA Area Director-** report provided. Jeremy reported the meeting with the OES director would not be the best time to discuss budget items with the Monongalia County Commission. Paul feels no harm would be done in extending the invitation to the Monongalia County Commission and Mark Myers agreed. At the Marion County OES meeting it was brought up the structures are "sites" not "creeks" and now the OES will be giving them a street address and a GPS location.

**VIII. Invoice/Payments**

**Mark Matheny for September \$243.20 –Mark Myers moved to pay Mark Matheny \$243.20 for services rendered during the month of September. Seconded by Paul Nesselroad. Motion Carried.**

**IX. Conservation Agreements**

Adam Reckart- Preston County- ac

**Mark Myers moved to accept the conservation agreement listed above. Seconded by Art Mouser. Motion carried.**

**X. AgEP Approvals**

Jennifer Kahly- Lime- 53.3 ac- 158.29 tons- \$2,374.35 -\$266.50 (spreading)

Phyllis Summers- Invasive Species- 23 ac- Chemical and Mechanical- \$1,201.00

David Coombs- Lime- 50 ac- 99.8 tons- \$1,497.00 -\$250 (spreading)

Robert VanGilder- Watering trough and well- \$1,000.00 (trough) -\$1,500.00 (well)

Ed Utterback- Lime- 8.5 ac- 17.5 tons- \$262.50 -\$42.50 (spreading)

Mike Morris- Exclusion Fence- 216 ft- \$356.40

Mike Morris- Watering trough- \$

Nicholas Morris- Watering trough- \$

Mike Morris- HUAP- 2,082 sq. ft.- \$3,375.00

Mike Morris- HUAP- 1,000 sq. ft.- \$1,350.00

Mike Morris- HUAP- 1,000 sq. ft.- \$1,350.00

Nicolas Morris- HUAP- 2,500 sq. ft.- \$3,375.00

Kent Leonhardt- Invasive Species- 5 ac- \$1,200.00 (\$500.00 chemical, \$700.00 mechanical)

Ella Maust- Lime- 21 ac- 57 tons- \$855.00- \$105.00 (spreading)

**Mark Myers made the motion to accept Ed Utterback's letter of approval. Seconded by Art Mouser. Motion carried.**

**Mark Myers moved to approve Jennifer Kahly, Phyllis Summers, David Coombs, Robert VanGilder, and Ella Maust's AgEP applications. Seconded by Art Mouser. Motion carried.**

Noah reported Kent Leonhardt has applied for Invasive Species Management, he has about 5 acres that needs treated, and Noah's estimate is \$1,200.00. \$500.00 for chemical treatment and \$700.00 for mechanical treatment.

**Mark Myers made the motion to accept Kent Leonhardt's Invasive Species application with a limit of 5 acres and \$1,200.00. Seconded by Art Mouser. Motion carried.**

Noah reported on the Heavy Use Area Protection application from Mike Morris. The board decided Mike needs to be asked which area(s) are his priority. There is a 2,500 sq. ft. limit and he'll have to choose which area(s) are his priority. The committee will decide on approval once Noah has spoken to Mike. The board also wants Noah to ask Mike if there is a lease for the property.

**Mark Myers made the motion Mike Morris's applications will be pending until Noah gets all information needed. Seconded by Ed Utterback. Motion carried.**

Noah reported he does have a few active applications he's working on.

Noah reported the exclusion fence Mike Morris applied for is new exclusion fence for this year. The pond does have water in it but it does not feed a trough. Mike would like to keep the cattle out of it.

Noah reported the concrete troughs have been purchased prior to the water development applications being submitted. They have not been installed. The board decided the applications cannot be approved because supplies cannot be purchased prior to approval.

Noah reported Mike applied for exclusion fence that had been approved last year. He did not complete the fence and was not paid for it. The board decided he cannot apply and be paid for fence that already exists.

**Mark Myers made the motion to approve Mike Morris's exclusion fence for 216 feet pending information and ranking from Noah. Seconded by Art Mouser. Motion carried.**

#### **XI. AgEP Payments**

Mike Renick- HUAP- \$3,375.00

**Ed Utterback made the motion to approve Mike Renick's HUAP payment of \$3,375.00. Seconded by Mark Myers. Motion carried.**

#### **XII. Approval of Supervisor Travel and Per Diem Claims**

Ed Utterback August \$301.87

Paul Nesselroad August and September \$268.74

Jean Conley August \$383.61 September \$434.98

**Mark Myers moved to approve the District Supervisor Travel and Per Diem claims as listed. Seconded by Art Mouser. Motion carried.**

#### **XIII. Unfinished Business**

**Monongalia County Farm Preservation Committee-** H.R. Scott reported they are accepting applications for committee members.

**Preston County Farm Preservation Committee-** Ed Utterback reported their next meeting is, November 22, 2016. There will be no meeting in October because the Farm Land Protection Conference in Cannan Valley on, October 13th, 14<sup>th</sup>, and 15th.

**District Accounts- Building Perpetuation- General Funds-** Paul reported he spoke with Amy about the open account at Huntington Bank. He reported the committee would like to recommend utilizing the open account, as well as, opening an additional account. One account will be the Building Perpetuation Account and the other will be the General Funds Account. The committee also recommends transferring \$200,000.00 into the Building Perpetuation Account, \$100,000.00 into the General Funds Account, and once checks have cleared, and CDO Funds separated, the residual funds will be moved into the new General Funds Account.

**Paul Nesselroad made the motion to transfer \$200,000.00 of General Funds to the Huntington Bank in a Building Perpetuation Account. Seconded by Mark Myers. Motion carried.**

Paul reported the balance of the money in the General Funds needs to be transferred to another account, a General Fund Account, at Huntington Bank. This will assist in separating the General Funds from the CDO funds. Don Headley disagreed because the total amount will still be the same bank, it will just be in two different accounts.

**Paul Nesselroad made the motion to transfer \$100,000.00 to Huntington Bank in a General Fund. Seconded by Mark Myers. Motion carried.**

Paul reported he has been in contact with Huntington Bank. Huntington Bank has agreed to send a representative here today to get the supporting documents needed.

Don Headley reported there was discussion at the September meeting to purchase a \$300.00 clock for Brad Durst's retirement. Paul contacted the Ethics Committee to ask if money from the General Funds Account could be used to purchase the clock. Paul read what the Ethics Committee has in their rules. The Ethics Committee said the Board is limited to \$100.00 for the clock. Since Brad is a personal friend, any amount of voluntary private funds can be collected. If he was not a personal friend, a limit of \$5.00 of voluntary private funds per person could be collected.

#### **XIV. New Business**

**District Calendar Order-** Amy presented the quote to the board.

**Mark Myers made the motion to purchase a 100 calendars. Seconded by Art Mouser. Motion carried.**

**NACD Membership-** Amy presented the forms to the board. Art reported the membership is handled by the Association.

#### **XV. Building and Grounds**

**Cleaning Service-** Amy presented all of the quotes. Ed reported he did make calls after the last meeting for more quotes. Paul reported he talked to his son and on two separate occasions they have fired Patton Cleaning Services.

**Don Headley made the motion to hire Appalachia's Best for cleaning services. Seconded by Ed Utterback. Motion carried.**

**Broken Soap Dispenser and additional dispenser for handicap restroom-** Amy reported the soap dispenser in the women's bathroom has been broken. She also suggested a new soap dispenser be purchased for the handicap restroom.

**Mark Myers made the motion to order two soap dispensers. Seconded by Paul Nesselroad. Motion carried.**

Ed reported he has talked with Bryan Strawser and the snow rails and the soffit and fascia will be repaired before winter. Mr. Strawser is the original contractor who put the metal roof on the building.

Don Headley reported he felt the District should have a sign posted at the Ag Lab trailer later this month.

**XVI. Committee Reports:**

Finance- Chairman: Paul Nesselroad- previously covered

Education- Chairman: Paul Nesselroad- no report, State Education Council Meeting, November 16, 2016, at the West Fork Conservation District Office.

Legislation/Policy- Chairman: Mark Myers- will be planning a meeting.

Grasslands- Chairman: Don Headley- meeting is tomorrow in Weston

Safety/Buildings and Grounds- Chairman: Ed Utterback- add snow removal to November agenda. He would like for everyone to be thinking about the equipment rental situation. Mark brought up there is a dead tree at the end of the parking lot.

Ag Enhancement- Chairman: Art Mouser- previously covered

**XVII. Correspondence-** Amy reviewed the correspondence.

**XVIII. Public Comment-** None.

**XIX. Supervisor Reports**

- **Paul Nesselroad** – his furnace is broken. The men are coming today to replace it. He finally has a new wall and it's a very nice wall.

- **Mark Myers** – he attended the Buckwheat Festival and the Quarterly Conference.

- **Ed Utterback** – he and his wife visited Niagara Falls, went on into Canada, and came back down into the U.S. This was the thirteenth year they've had the barn dance on their farm.

- **Art Mouser** – they attended the Buckwheat Festival and took cattle. He and Anna were the honorary parade marshals. He still has a lot of spraying to do on his farm. He attended the Quarterly Conference.

- **Jim McDonald** – no report.

- **Jean Conley** – has attended a few meetings. Tomorrow she is taking a mega bus to D.C. to visit her son.

- **Mary Lebnick** – no report.

- **Don Headley** – no report.

**XX. Adjournment**

**Paul Nesselroad moved to adjourn the meeting at 1:50 pm.**

**The next scheduled meeting is November 3, 2016 at the Steve Lebnick Agricultural Center in Morgantown, WV.**

Minutes submitted by: Amy Cosco, ASA3/District Manager

Minutes approved by: \_\_\_\_\_  
**Jean Conley, Chairman**

\_\_\_\_\_  
Date