

NORTHERN PANHANDLE CONSERVATION DISTRICT
Special Meeting
August 26, 2021
6:00 p.m.

Supervisors Present

Jim Anderson, Hancock County – Vice-Chairman
Chuck Glenn, Hancock County - Treasurer
Britney Hervey-Farris, Brooke County
Amy Wade, Ohio County - Secretary
Robert Luchetti, Ohio County
David McCardle, Marshall County
Mark Fitzsimmons, Marshall County, Chairman

Supervisor Absent

Steve Paull, Brooke County

Others Present

Veronica Gibson, Administrative Specialist, WVCA
Jennifer Kile, Conservation Specialist, WVCA
Katie Fitzsimmons, District Conservationist, NRCS – via telephone

Chairman Mark Fitzsimmons called the meeting order Thursday, August 26, 2021, at 6:00 pm.

The pledge of allegiance was recited.

Wheeling Creek EAPs (Emergency Action Plan) – Statement of Review

- ❖ The EAPs were presented for Wheeling Creek dams for approval. **Amy Wade made a motion to have a meeting set up with local OES directors, the WVCA and monitors to review the EAPs. Seconded by Jim Anderson. Motion passed. David McCardle made a motion to table the approval of the Wheeling Creek EAPs. Seconded by Robert Luchetti. Motion passed.** Amy Wade will find a location to hold the meeting.

Education Day @ USDA Service Center

- ❖ An educational day is scheduled for the USDA Service Center for September 14. It was decided to hold this event at Wheeling Park on September 14 or 15. Amy Wade and Britney Hervey-Farris are working out the details.

Hands on Ag Day

- ❖ Hands on Ag Day for 2021 has been cancelled due to covid concerns.

NPCD Employee

- ❖ This agenda item was moved to the end of the agenda.

Upgrades to New Garage Addition

- ❖ **Jim Anderson made a motion to upgrade the new garage by installing a ceiling, insulation, and ceiling fans. Seconded by Chuck Glenn. Motion passed.** Bids are needed.

NRCS Program – Purchase of Bird Boxes and Bat Boxes

- ❖ Katie Fitzsimmons spoke of a program through NRCS regarding bird boxes and bat boxes. These would be installed in large quantities. Katie asked if the board would like to work with local schools that have wood shops to make the boxes and the district purchase them. In turn, the district could offer the boxes for sale to their cooperators and as needed for those participating in the program through NRCS. Katie will find the cost and the specifications and report back to the board.

AgEP

- ❖ **Cancellations/Possible Funds Available for this Fiscal Year**
 - Jennifer Kile reported that signed contracts are to be returned by August 28. Currently there are 9 contracts that have not been received. This could open funding of contracts that were denied due to lack of funds. Jennifer will contact those that have not submitted their contracts.
- ❖ **Planning for Next Fiscal Year**
 - Jennifer encouraged the board to begin planning changes/additions for practices for the next fiscal year. The meeting will possibly be held in November.

NPCD Employee

- ❖ **David McCardle made a motion to enter an executive session at 7:40 pm to discuss hiring a district employee. Seconded by Jim Anderson. Motion passed.**
- ❖ Executive session ended at 7:59 pm.
- ❖ **Robert Luchetti made a motion to allow the district chairman to contact potential employees to discuss what they may desire in a position with the district. Seconded by Jim Anderson. Motion passed.**

There being no further business, the meeting was adjourned at 8:00 pm.

Next meeting – September 9, 10:00 am at the USDA Service Center in the garage.

Mark Fitzsimmons, Chairman

Amy Wade, Secretary

Minutes submitted by Veronica Gibson