

**Minutes of the GVCD Regular Board Meeting
August 19, 2021**

The Greenbrier Valley Conservation District Board of Supervisors met on Thursday, August 19, 2021, at 7pm, at the Lewisburg USDA Service Center. This meeting was primarily virtual, to comply with social distancing recommendations during the COVID 19 pandemic. Call-in information was posted with the agenda, to comply with open meetings rules. Those attending were:

Supervisors Participating by telephone:

Timothy VanReenen
Jerry Clifton
Avery Atkins
Carolyn Miller

Supervisors Present:

Gary Truex
Gary Sawyers

Supervisors Absent:

none

Others:

Jeremy Salyer (WVCA) (call-in)
Judith Lyons (WVCA) (call-in)
Barry Level (GVCD)
Lynn Woods (WVCA)
Jake Lavender (WVCA)
Dorian Perez (NRCS)

Call to Order

Chairman Gary Sawyers called the meeting to order at 7:06pm.

Approval of Minutes

Motion was made by Jerry Clifton and seconded by Avery Atkins to approve the minutes of the July 15, 2021, regular board meeting. Motion passed.

Guests

Gary Sawyers welcomed Dorian Perez, new NRCS District Conservationist.

Administrative Specialist's Report

Lynn Woods submitted a written report, which is attached, and pointed out two items: a meeting requested by Dennis Burns to go over Second Creek survey and a potential Local Working Group meeting with NRCS. There was a brief discussion about each of these items, but no dates were set, or decisions made.

Funding Requests

Gary Sawyers presented the following LORs for approval:

- LOR #12658 District Support Jul Rent \$1,908.75
- LOR #12659 District Support Aug Rent \$1,908.75
- LOR #12660 District Support Sep Rent \$1,908.75
- LOR #12661 District Support Oct Rent \$1,908.75
- LOR #12662 District Support Nov Rent \$1,908.75
- LOR #12663 District Support Dec Rent \$1,908.75
- LOR #12667 FY22 AgEP Allocation \$102,000.00

Timothy VanReenen moved, and Carolyn Miller seconded the motion to send all of the listed LORs. Motion passed.

Cooperating Agency Reports

- NRCS – Dorian Perez has just arrived in the district this week and will have a report for the September meeting.
- WV Division of Forestry – No report
- FSA – No report
- WVCA - Jeremy Salyer submitted a written report, which is attached. He noted it's time to be working on Agreed Upon Procedures and that the WVCA has postponed its return to offices due to new developments with Covid. He will keep the District posted on any changes. He also reported that input is being sought regarding relevant practices to be added to the Ag Enhancement Exigency plan. It currently covers water tanks and associated fittings and re-seeding. An effort is being made to establish a balance of \$10,000.00, separate from regular AgEP funds, in each District for the exigency plan. Proposed practices will be presented to the SCC in October, so input is needed by end of September. Discussion ensued. Jeremy noted everything else he had to discuss would be covered by the agenda and report.

Unfinished Business

- WVCA employees' return to office settings has been delayed until further notice.
- Gary Sawyers raised the issue of plans for the banquet, which is scheduled for October 7, 2021. With the recent uptick of Covid cases there are concerns about having a large indoor event where no distancing or masking (due to eating dinner) would be possible. Carolyn Miller also noted that many of the events/awards on which the program focuses had not happened this year. Lynn reported the cancellation policies of the venue and catering service. After all comments were heard, **Avery Atkins moved and Jerry Clifton seconded the motion to not hold the banquet on October 7, 2021, as planned, due to Covid.** There was a brief discussion about when to reschedule, but that will depend on the availability of venue and catering. It was also noted that this decision was being made reluctantly, because all of the Supervisors would like to have the event. **Motion passed.** Lynn Woods will contact venue and caterer.
- There was no discussion on seeking a lawyer. Item postponed.
- **Jerry Clifton moved, and Carolyn Miller seconded the motion to nominate Avery Atkins for the Carroll Greene award. Motion passed.**
- **Jerry Clifton moved, and Avery Atkins seconded the motion to nominate Timothy VanReenen for Honorary Member. Motion passed.**
- **Jerry Clifton moved, and Carolyn Miller seconded the motion to nominate Gary Truex for Member-At-Large. Motion passed.**

Committee Reports

Finance Committee:

Financial Reports:

- **General and CDO Funds Report – Carolyn Miller moved to accept the General and CDO Funds Reports and file for audit. Seconded by Gary Truex. Motion passed.**
- **WVCA Restricted Funds Report – Timothy VanReenen moved to accept the WVCA Restricted Funds Reports and file for audit. Seconded by Avery Atkins. Motion passed.**
- **Payment of all General Funds bills— Gary Truex moved to pay all General Funds bills, per payables list, as presented. Seconded by Avery Atkins. Motion passed.** List is attached.
- **FY21 CDO Actual Budget report – Gary Truex moved to approve and submit the FY21 CDO Actual Budget report. Seconded by Jerry Clifton.** In discussion, Jerry Clifton questioned the total of Supervisor support expenditures and Lynn explained that three line items must be added together for the total. **Motion passed.**

Agricultural Enhancement Program Committee

- Timothy VanReenen noted that we were allocated \$102,000.00 for FY22 and the LOR was approved to be sent.
- The District will give input on the additional practices for the Ag Enhancement Exigency plan.
- Barry Level reported he will have applications ranked and ready for review/approval next board meeting.

Grassland Committee:

- Nothing to report this month.

Building/Equipment Committee:

- Gary Truex reported that security cameras and internet have finally been installed at the equipment building and Eugene is now able to monitor remotely.
- Gary Truex reviewed Eugene Wickline's monthly report. Lack of availability and/or cost of fence posts is still contributing to low rentals.
- Gary Truex reported that Eugene had requested a price increase on rentals, with the increase being put into a fund for future equipment program needs. His proposal was emailed to all Supervisors earlier in the month. There was a brief discussion. Consensus was to leave prices where they are, and no motion was made for an increase.

Watershed Reports

- **WVCA O, M & R Report**
 - Judith Lyons reported that she is still waiting for Gene Saurborn to schedule his visit to the area for a meeting about the Howards Creek weir. Her group has been working on quite a few stream permits. She has come across two permitting delays due to endangered species. She has a new employee in Princeton, who will be taking over Brian Fry's duties, including inspections of Marlin Run and Howard's Creek dams. (Brian is now working with Stream Team.) She has not heard anything about the sub-agreement with Pocahontas County for removal of camper blockage, nor has an invoice been received. She has been contacted by the Mayor of Marlinton regarding the removal of a willow tree on the Marlin Run Channel.

This is a very large, old tree and he said that people are concerned it is going to fall on a nearby apartment building. Removal of this tree would fall under maintenance of channel. Due to its size and position, it will require a professional tree service. She wants to do a 7-1-3U sub-agreement with the County for removal of the tree. She also walked the channel with the mayor and noted heavy growth in some areas. It was discussed that the town's employees could cut the brush and invoice for the work.

- **Gary Truex moved, and Jerry Clifton seconded the motion to allow the town's people to cut the brush on the channel. Motion passed.**
- **Jerry Clifton moved, and Avery Atkins seconded the motion for Judith to move forward with writing a 7-1-3U sub-agreement for the removal of the willow tree. Motion passed.**

Avery Atkins reported he had been called about a bridge needing repair at Tuckahoe and asked Judith whether she was familiar with it. There was discussion about what bridge it could be and who would be responsible for upkeep. Judith will call the citizen to clarify and investigate.

319 Committee:

- Jerry Clifton presented the following payments for approval:

Jason Kleinfelter	1686 Second Creek IV	\$11,525.50
SGS Laboratory Monitoring Inv# 15139722	Meadow River	\$ 64.00
SGS Laboratory Monitoring Inv# 15139721	319 State Monitoring	\$ 144.00
SGS Laboratory Monitoring Inv# 15139708	Milligan Ck/Davis Spring	\$ 112.00
Total Payments		\$ 11,845.50

Jerry Clifton moved on behalf of the committee and Gary Truex seconded the motion to approve the listed payments, totaling \$11,845.50. Motion passed.

- Jerry Clifton presented the following payments for approval with final amounts yet to be determined. He said the jobs have been completed and verified, but the contractor has been slow getting invoices together:
 - Sibold Excavating (Aaron Helmick, participant, 180 Old Spruce Road Union, WV property) -Indian Creek 319 NPS 1706 – not to exceed \$5,000.00
 - Sibold Excavating (Aaron Helmick, participant, Spruce Run Road Union, WV property) -Indian Creek 319 NPS 1706 – not to exceed \$5,000.00

Jerry Clifton moved on behalf of the committee and Carolyn Miller seconded the motion to approve the two listed payments to Sibold Excavating, upon receipt of final invoices in amounts not to exceed \$5,000.00 each. In discussion, it was asked and answered what the qualifications are for septic tank projects. Motion passed.

- Jerry Clifton presented the following new contracts for approval:
 - Bransford Burwell Second Creek Total 319 Funds \$34,838.00
 - Frank Masters Second Creek Total 319 Funds \$25,031.00
 - Jim Campbell Spring Creek Total 319 Funds not to exceed \$16,800.00 (Clerical error on agenda listed this as Second Creek, but it is Spring Creek, and the amount was lowered due to cooperater deciding not to complete some items previously planned.)

Jerry Clifton moved on behalf of the committee and Gary Truex seconded the motion to approve the new contracts as shown above. Motion passed.

Actions Between Board Meetings

Gary Sawyers reported that the WVACD had hired an Executive Director. Heather Ishman Duncan was former education/outreach coordinator for EPCD.

Correspondence

- Correspondence not requiring board action was forwarded to the Supervisors by email.

New Business

- There was a discussion of delinquent Accounts Receivable. Supervisors volunteered to contact some individuals. Lynn suggested certified letters, but these were considered too ineffective to justify the cost. Gary Truex will ask Eugene Wickline to make collections contacts.

Other Business

- Committee chairs decided that there will be no committee meetings for the month of September 2021.

Adjournment

With no further business, the meeting adjourned by consensus at 8:45pm.

Respectfully submitted,



**Gary Sawyers
Chairman**

**Carolyn Miller
Secretary/Treasurer**

GS/CM/lw

Recorded by Lynn Woods, Administrative Specialist