

Southern Conservation District
Minutes of Meeting Regular Board Meeting

October 14 2021

The Southern Conservation District met for their regular monthly board meeting at 9:45 AM. Dennis Bailey welcomed those in attendance and opened the meeting. Alvin Marchant led the group in the pledge of allegiance and Randy Prince led in prayer.

Jeffrey Barr, NRCS

Jeffrey provided an overview of his written report that he provided to Marty as distributed to the board. He gave an update on the current activities within NRCS in the Southern District. Please see attached to the minutes his written report.

Jeremy Salyer, WVCA

Jeremy reviewed upcoming items for the district to review such as the plan of work and gave agency updates. He reviewed items provided on his written report which is attached to the minutes. He noted Marty continuing to work through the agreed upon procedures audit.

Other Visitors Reports

Dennis Burns presented the revisions to the Pasture Weed Management Program. He provided members of the board and staff copies of the current program document. He reports that the plan is still focusing on the same target species for weed management. Due to comments received from producers during the first sign-up the program was revised. He states the program mirrors conservation planning in nature and is designed to address invasive weeds in pasture land.

The cost share on this program has been reduced from \$10,000 per year to \$5,000 per year to enable the program to assist two farms instead of one. The application has been revised to a simpler model. He asked that the program be placed on the agenda for the next board meeting, November and to plan to advertise in January to begin taking applications.

Supervisor Reports & Updates

Bill Harris, SCD, WVACD

Bill Harris reported on recent updates from the WV Association of Conservation Districts. He noted the legislative revisions upcoming pertaining to the code. Dennis Bailey commented on information received from the recent meeting and shared an email.

A discussion at length was held among board members and a review of the documentation took place. There will be a meeting next week that supervisors can attend and discuss concerns.

Building Committee Updates

A discussion was had regarding the storage building purchase. Dave reported on the storage unit for Mtn RC&D for file box storage and to maintain their mailbox at the district but allows for the new employee to more appropriately utilize the office space at the district.

Dave reviewed the nature of the storage buildings he has researched with cost and dimensions and style.

Bill Harris moved to approve a 10x12 wood storage building , Randall Patton seconded, motion carried.

John Farrell contacted Marty via cell phone and noted he has joined the call at 11:37 AM.

Bill Harris provided an update on the reminder of cleaning services contract coming due to be reviewed and make sure no changes before advertisement of contract services.

A discussion on the tile installation was held. Dave Parkulo reported the tile will be installed the end of October in Rural Development.

The SCD full-time SCD employee hire was reviewed. The request is to have the authority to hire the full-time employee at \$17.00 per hour when the need presents itself for the South Fork job.

Randall Patton moved to approve Dave Parkulo the authority to hire the full time employee, Curtis Murphy seconded, Bill Harris requested a discussion and asked for clarification that the authority for the hire would be immediate or pending the South Fork job, Randall Patton amended the motion to include immediate hire, motion carried.

Randall Patton moved to approve the minutes for September, Curtis Murphy seconded, motion carried.

The accounts receivable and aging summary was reviewed and discussed reaching the decision that the report will need to be revised by the bookkeeper therefore the approval has been tabled until next meeting pending the modifications and corrections needed by bookkeeping services.

Dave Parkulo, Conservation Technician Supervisor

Dave reported on the work of the district crew the past month. He noted they have removed the sediment from BC site 4 and has started on BC 5. He is moving forward with multiple cost share contracts currently including lime and pond cleanouts across the district.

He gave a detailed oral report on the work of the district crew which included but not limited to 276 tons of lime, slope mowing projects, herbicide spraying of twelve acres, 56 tons of stone and finished mowing and weed eating of Clay county dam at Wallback. Driveway excavation, tire trough installation and autumn olive removal by excavation in Fayette County.

Marty Walker-Owen, Admin WVCA

Marty reviewed and presented the following financial reports for approval.

District Operating Account (FC & MCNB Operating)

District Building Account

Supervisor Travel & Per Diem Account

CDO Account

District Reserve Account

Randall Patton moved to approve the district financial reports as presented, Randy Prince seconded, motion

Marty noted that the reconciled reports for the financials are concise now being only one bank for all accounts at the exception of two operating accounts, one at First Community for the federal rent and taxes and the main operating account at MCNB. She commented that the building account documentation for closure of first community is included in their report under building.

Randall Patton moved to approve the WVCA Co-Administered Funds, Curtis Murphy seconded, motion carried.

Marty stated that the engineering contract has expired and she has sought information necessary to complete the EOI- Advertisement /Engineering firm bids process. Marty commented she will work with Judith Lyons and Jeremy Salyer to see this is done. She noted there is a template and is needing board approval to move forward with the advertisement.

Randall Patton moved to advertise for the contracted engineering firm, Bill Harris seconded, motion carried.

An at length discussion was held in reference to the process of the advertisement for engineering firms between the SCD board and Jeremy Salyer, WVCA.

Marty Walker-Owen introduced Karen Brown the new district employee. Marty reported on her work thus far as the SCD Office Assistant and how pleased she and Dave are with her work on her first two weeks. Karen began working on October 4. Marty explained that she has retrieved the WVCA policy for retention schedule and has been in communication with WV State Archives and is following proper protocol for purging of records per policy. The current task at hand for the office assistant is working with Marty and Dave on the back log of files at the SCD.

Conservation Specialist Kenny Maiolo

Kenny Maiolo reported on the partnered work of assisting with Piney Creek Watershed's New River Drive project. He noted he has done two soil samplings for new cooperators on farms. He has set up a septic project map for the area in which that project includes and is still waiting to hear back about the letters before he can send direct mailers.

He provided a written report to the board and reviewed AgEP at this time, he reported that 21 have completed their contracts and he will be sending a reminder letter to those who have not yet completed their practices soon.

Kenny has visited the demonstration farm site and provided an update on the work being done there.

Meeting reminders:

Next week reminders are Monday Safety & Equipment Committee meeting at 9:00 AM, Tuesday WVACD Quarterly Meeting conference call, Wednesday at 9:00 AM meet at district office for inspection of Dams that continue through Thursday and Friday.

Fall Annual Banquet: Saturday October 23rd 6:00 PM

Randall Patton moved to adjourn, Bill Harris Second, motion carried 12:53

Respectively submitted

Marty R. Walker-Owen, WCA Admin

Dennis Bailey, SCD Chairman of the Board