

NORTHERN PANHANDLE CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
December 9, 2021
10:00 a.m.

Supervisors Present

Steve Paull, Brooke County
Britney Hervey-Farris, Brooke County
Amy Wade, Ohio County - Secretary
Robert Luchetti, Ohio County
Mark Fitzsimmons, Marshall County, Chairman

Supervisors Absent

Jim Anderson, Hancock County – Vice-Chairman
Chuck Glenn, Hancock County – Treasurer
David McCardle, Marshall County

Others Present

Veronica Gibson, Administrative Specialist, WVCA
Jenn Kile, Conservation Specialist, WVCA
Katie Fitzsimmons, District Conservationist, NRCS
Bob Straub, CPA
Karen Cox, WVU Extension, Ohio County Agent, Agriculture and Natural Resources
Eric Jack, Insurance Agent, American National
Steve Roth – President of the Tri-State Beekeepers Association

Chairman Mark Fitzsimmons called the meeting to order on Thursday, December 9, 2021, at 10:15 a.m. at Perkins Restaurant, Wheeling, WV.

Pledge of Allegiance – The pledge of allegiance was recited.

Minutes

- **Amy Wade made a motion to approve the November 2021 board meeting minutes and the November 19, 2021 special meeting minutes as presented. Seconded by Steve Paull. Motion passed.**

Financial Report

- Bank statements for November 2021 were not received prior to the board meeting. The November 2021 financial report will be available at the January 2022 board meeting.

Old Business

- Wheeling Creek #3 – Updates
 - Mark Fitzsimmons reported on the status of the letters sent from the NPCD attorney to the TVCD insurance agent. Copies of the letters are in the supervisor packets. At least several letters have been sent over the last year and a response has not been received. **Amy Wade made a motion to request that the NPCD attorney send a letter to the TCVD and their insurance agent with a deadline date to respond.**

Seconded by Britney Hervey-Farris. Vote – three members yes, one member opposed. Motion passed. The topic will be tabled until the January meeting.

- There was a discussion regarding the money owed to TVCD for debris removal.
- FY22 Ohio County Commission Agreement
 - Amy Wade spoke to Randy Russell regarding the changes that they requested to the agreement. Amy explained to Randy that as a sponsor, the Ohio County Commission is liable for the dam. Amy reported that Randy said the agreement will be changed and sent back to the NPCD. **Robert Luchetti made a motion to table the FY22 Ohio County Commission agreement. Seconded by Amy Wade. Motion passed.**
 - There was a discussion regarding the 7-1-3U Agreement. The Ohio County Commission made some suggested changes and returned it to the WVCA.
- Wheeling Creek EAPs – Statement of Review
 - **Amy Wade made a motion to approve and sign the Wheeling Creek EAPs. Seconded by Robert Luchetti. Motion passed.**
- NPCD/NRCS MOU
 - **Robert Luchetti made a motion to accept the NPCD/NRCS MOU as presented. Seconded by Britney Hervey-Farris. Motion passed.**
- American Insurance Agency Review
 - Eric Jack reported that he has received the signature required to allow American Insurance to be the NPCD BRIM representative. Eric said BRIM has a five day waiting period to approve access.
 - Eric recommended that instead of writing a new policy that the NPCD Foundation should be included on the current policy and changes can be made in April of 2022.
 - To begin the process of public officials' liability insurance, Eric will need information for each supervisor. This will be decided at the January board meeting.
- Legislative Day
 - Amy Wade reviewed a written report that was provided to each supervisor. This report included the schedule for legislative day.
 - Katie Fitzsimmons will provide a picture of the Allen farm and Hands-On Ag Day.
 - The survey for the rack cards was completed.

New Business

- Tri-State Beekeepers Association – Honeybee Program
 - Steve Roth promoted the Honeybee Pollination Program as presented by MCD as part of their AgEP. A copy of the MCD application was reviewed. The NPCD will review the program at their January AgEP meeting.
- Version 9 State Code
 - Amy Wade reviewed the changes to the state code version 9. **Robert Luchetti made a motion against the changes of the state code. Seconded by Amy Wade. Unanimous vote to pass motion.**

- Solid Waste Authority (SWA) Appointment – Ohio County
 - Robert Luchetti has decided to no longer represent the NPCD for the Ohio County SWA. Robert suggested that Amy Wade accept the position. The topic will be tabled until the January meeting.
- WVU Extension Winter Dinner Meetings
 - **Robert Luchetti made a motion to sponsor the WVU winter dinner meetings with a \$200 donation. Seconded by Steve Paull. Motion passed.**
- WVACD Quarterly Meeting – January 18-20 – Stonewall Resort
 - All supervisors were provided with the information for the upcoming WVACD quarterly meeting.
- AgEP
 - Payment

Name	Practice	Amount	Cost Share
Charles Glenn	Nutrient Management	12,500 lbs.	\$1,121.83

Amy Wade made a motion to approve payment for the completed practice for C. Glenn as presented. Seconded by Robert Luchetti. Motion passed.

- Cancellation

Name	Practice	Amount	Cost Share Estimate	Reason
Larry Moore	Water System	1 system	\$2,350.01	Landowner Request couldn't find a contractor installed himself using a bathtub

Robert Luchetti made a motion to cancel the AgEP contract for L. Moore per landowner's request. Seconded by Steve Paull. Motion passed.

Current Unfunded list (they said to include these last month) with having the cancellation that will consider funding the next one on the list.

John (Jay) Bierce	PD Fence	1,100 ft (Woven Wire)	\$2,600.00	99
David Henderson	Lime	30.04ac/50.98 Tons	\$1,019.60	37.8
Grant Carter	Water System	1 system	\$2,600.00	65 (5/28)
Tammy Clark	PD Fence	1,100 ft (Woven Wire)	\$2,600.00	97.5 (5/25)
Charles Reinacher	Water System	1 System	\$2,433.61	50
Michaelene Frye	PD Fence	1,100 ft (Woven Wire)	\$2,600.00	97.5(5/28)
Scott Andernora	Water System	1 System	\$2,569.46	55
Zachary Sberna	PD Fence	1,500 ft (High Tensile/Barbed Wire)	\$2,600.00	96
Greg Knight	PD Fence	1,500 ft (High Tensile/Barbed Wire)	\$2,600.00	93
Jerry Knight	PD Fence	1,500 ft (High Tensile/Barbed Wire)	\$2,600.00	92.5
Kari Maury	PD Fence	1,500 ft (High Tensile/Barbed Wire)	\$2,600.00	91.5
Mark Fitzsimmons	PD Fence	1,500 ft (High Tensile/Barbed Wire)	\$2,600.00	77.5

Elbert Allison	PD Fence	1,500 ft (High Tensile/Barbed Wire	\$2,600.00	77
Kenneth Jim Anderson	PD Fence	1,500 ft (High Tensile/Barbed Wire	\$2,600.00	52
Matthew Bonar	PD Fence	1,500 ft (High Tensile/Barbed Wire	\$2,600.00	35

Amy Wade made a motion to fund J. Bierce for the AgEP program for pasture division fence as presented. Seconded by Robert Luchetti. Motion passed.

Reports

- District Crew
 - Mark Fitzsimmons reported that he and Harry Aston visited the PA dams for mowing.
- Farm Service Agency (FSA)
 - No report.
- WV Division of Forestry (WVDOP)
 - A written report was provided to each supervisor and reviewed. The report will be filed with the minutes.
- WV Conservation Agency (WVCA)
 - A written report was received and reviewed. The report will be filed with the minutes.
- Natural Resource Conservation Service (NRCS)
 - Katie Fitzsimmons reviewed a written report for NRCS and for Logan Marino. The reports will be filed with the minutes.
- Wheeling Creek Watershed Commission (WCWC)
 - The next WCWC meeting will be January 20.
- Administrative Specialist
 - Veronica Gibson reviewed the supervisor terms that are up in 2022.
- Visitors
 - None.
- Committee Reports
 - Education Committee
 - No report.
 - High Tunnel Committee
 - Katie Fitzsimmons reported that the shade cloth will be removed, and the fertigation unit will be drained.
 - Building Committee
 - No report.
 - Legislative Committee
 - No report.

- Equipment Committee
 - No report.
- O&M Committee
 - No report.

Correspondence

- None.

NEXT MEETING -The next board meeting will be held on Thursday, January 6, 2022, at 5:30 pm at the USDA Service Center in McMechen.

There being no further business, the meeting was adjourned at 12:45 p.m.

Mark Fitzsimmons, Chairman

Amy Wade, Secretary

Minutes submitted by Veronica Gibson