

**Monongahela Conservation District  
Board Meeting Minutes  
December 02, 2021  
@ 9:30 a.m.**

**Jim McDonald called the Finance Committee meeting to order @ 9:30 AM.**

**Jim stated all financial records are not present to review at this time. Jim did report the balance on the credit card is eighteen dollars. Jim made motion to pay Credit Card statement, Seconded by Chuck Motion Carried. Rick Abel went on to state therefore he would like to see the board change the meeting date to the second Thursday of each month, to allow sufficient time to get bank statements into the office. Rick checked with Jeremy to make sure there was no conflict with his schedule if the meeting date would be moved. Jeremy stated it was not a conflict with him. Bank statements from this month will be reviewed in January along with December statements. Jim then made a motion to move Board Meeting date to the second Thursday of each month, starting in January. Chuck seconded this motion, motion carries. Next meeting Date will be January 13, 2022.**

Finance Meeting adjourned at 9:40 AM

**Call to order**

Chairman Rick Abel called to order the regular meeting of the **Monongahela Conservation District** at 9:45 a.m. on, **December 2, 2021**, in person and via teleconference.

**Roll call+**

Present: Supervisors: Rick Abel, Chuck Cienawski, Art Mouser (Video), Mark Myers (Video), Andy Price Associate, H.R. Scott Associate, Dustin Adkins NRCS (Video), Rudy Williams WVDOF, Jim McDonald supervisor, Ed Utterback supervisor, Bill Shockey WVU Extension, Chris Ellison WVCA, Sigrid Teets WVCA Conservation Specialist, Gene Saurborn WVCA, Jeremy Slayer WVCA (Video), Dee Altman WVCA (AS).

**Pledge of Allegiance**

Was recited by all present

**Prayer**

Prayer was given by Andy Price

**Approval of August Meeting Minutes**

*Jim moved to approve the November 4, 2021, minutes. Seconded by Mark. Motion carried.*

**Approval of financial statements**

**Credit Card Receipts and Statements-** *Jim moved to approve the Credit Card Receipts Seconded by Chuck Motion carried.*

**General/CDO financial statements-** *Chuck moved to look at these statements in January 2022. The General/CDO Financial Statements Seconded by Jim McDonald. Motion carried.*

**Co-Administered Funds Financial Statements-** *Chuck moved to look at these in January along with the other statements. The Co-Administered Funds Financial Statements. Seconded by Ed Utterback. Motion carried.*

**Monongahela Conservation District  
Board Meeting Minutes  
December 02, 2021  
@ 9:30 a.m.**

**Visitors Comments** – None

**Cooperating Agencies** - No Report

**WV Division of Forestry-** Rudy Williams Stated the Mon County forester position has been filled. The Marion County position remains open, as the person that was offered the position, back out. This will have to be reposted, so we are looking at spring before we can get the position filled. Fire season has already been extremely busy with fires in Marion County, also in Taylor County.

**Watershed Division**

Gene Saurborn stated work is on going at Upper Decker's Creek. Rick Abel stated that Upper Buffalo Site #16 that MCD took title of the gorge back in 1980/1981. After checking with Hillary, it was found that EQT was crossing MCD property. Hillary then sent EQT a letter stating to stop work on the site. Heather Connelly (WVCA) legal representative sent them a letter to cease and desist order. Gene Stated this property has always been confusing. Rick Abel then stated he has spoken with Brian regarding legal fees and who will reimburse MCD for funds spent. Rick stated we own other acreage there as well. Gene stated he would like to see EQT leave it alone, because this is a fifty-year dam.

**EWP and SSRP-** No Report

**Conservation Specialist –**

Sigrid stated that some people have completed their practices already, the following are completed.

**Lime-**

John Flint \$ 2,705.62

David Harsh \$2,666.25

Chuck Cienawski made motion to approve, Mark Myers Seconded. Motion Carried to pay both Cooperators.

**New Practice ideas for FY 2023-** Sigrid stated Urban Agriculture must be presented to the State AgEP Committee for approval and she would like to submit the changes requested by this district. A motion was made by Chuck Cienawski and Seconded by Mark Myers. Motion Carried Sigrid will submit the proposed changes to the State Committee.

**WVU Extension**

Bill Shockey stated he has been helping Marion and Mon County. Also, that Mon County is still searching for someone to replace HR Scott.

**NRCS-** Dustin Adkins reported the following.

**USDA-NRCS, Mon. Work Unit Report to the MCD**

- 2021 CSP payments are nearly complete. Only 1 remains to be paid.
- All 3 FY22 CSP-Renewal applications have been preapproved and contract development is underway. The contracts are to be obligated by 12/17/2021

**Monongahela Conservation District  
Board Meeting Minutes  
December 02, 2021  
@ 9:30 a.m.**

- FY 2022 program sign-up closed 11/5/2021 for AMA, EQIP and RCPP-EQIP. The next deadline is 12/17/2021 to have all eligibility documents filed. Please encourage any NRCS program applicants to contact the Field Office to complete the required forms.
- COVID-19 Status update:
  - o White Hall - Service center doors remain locked, 1-2 employees will be available in the office, customers are not permitted entry to the office. We will work with customers in the parking lot or on their farms as needed. Masks are required inside the office regardless of vaccination status for employees.
  - o Kingwood - Service center doors remain locked, 1-2 employees will be available in the office, customers are not permitted entry to the office. We will work with customers in the parking lot or on their farms as needed. Masks are required inside the office regardless of vaccination status for employees.
  - o Overall: Encourage anyone you speak with to call either service center to schedule a meeting. Staff may or may not be available on site, entry is not permitted.
- Feel free to contact me at 304-368-6910 (White Hall) or 304-441-3767 (Kingwood) with any questions or need for further information.
- On behalf of the Kingwood and White Hall NRCS offices, we wish the MCD board a safe and happy holiday season.

Dustin explained in detail the MOA, Rick then asks for a Motion to accept and give him permission to sign the MOA. Chuck made the motion to allow Rick to sign the MOA and Jim McDonald Seconded. Motion Carried. Dustin went on to state that the MOA is entirely the MCD's Ballgame, and he is willing to work with MCD on anything that may arise. Rick Abel then thanked Dustin for the Clarity of the MOA, stating this is a good move

**FSA-** No Report

**Solid Waste Authority-**

Jim McDonald stated the director of SWA in Marion County has been off sick. Jim went on to state, he found out last week they are not going to be able to sale the property to the ammunition company. Jim asks the county commission for funds, but the county commission is going to give the property to the firearms company. Jim went on to state there is 356 acres there. H.R. Scott stated not much going on in Mon County, this month.

**Administrative Specialist-**

Dee Stated we have received bids on the Lime spreader

**WVCA Area Director -**

Jeremy Stated the following:

**Covid-19**

The WVCA continues to monitor the COVID situation and a return to office decision is expected in early 2022.

**Ag Day/Legislative Meet and Greet**

A legislative meet and greet and dinner following are scheduled for the evening of Feb 7. Each district is to provide Davin White with two photos for a slide program.

**Monongahela Conservation District  
Board Meeting Minutes  
December 02, 2021  
@ 9:30 a.m.**

**Agreed Procedures Engagement (Audit):**

Conservation Districts are asked to begin the Agreed Procedures Engagement (APE) audit if you haven't already. Please check your current agreement to make sure it is valid.

**WVCA Budget:**

Initial budget talks look good, and we are anticipating that things will stay as they are now.

Now is the time for districts to explore additional funding opportunities/partnerships to maintain local programming. It's also time to talk to their local representatives about the work of their districts, and why it's important to maintain funding.

**2022 Dates for WVACD Quarterly Meetings**

January 18, 19 & 20 Stonewall Resort

April 18 & 19 Cacapon State Park

July 18 & 19 TBD

October 17 & 18 Days Inn, Flatwoods

**Request to Conservation Districts**

The WVCA is encouraging Conservation Districts to review and update your District Policy Manuals. In addition to your policy manual, you are encouraged to review your CD Employee Manual (if you have one) and your CD Plan of Work. If you are already doing the reviews, please disregard this request. However, please let us know with a written response that you are already reviewing or will be reviewing the documents.

Rick asks Jeremy about Clements Nursery and the contact person Jennifer. Rick stated he has not heard back from her and ask if Jeremy could reach out to her. Jeremy then stated he contacted her, and she stated that Ze Lisha from RCCP would be the point of contact for answers regarding the nursery.

**Invoices-**

Bookwise Business Service December 2021 \$300.00 Ed Utterback made a motion with Jim McDonald seconded to pay Bookwise invoice. Motion Carried

Perry & Associates Preparation of FY2020 Audit \$ 8,400.00 Chuck Cienawski made a motion to pay Perry & Associates, with Mark Myers Seconded. Motion Carried (Comes out of UDC Funds)

Board Of Risk January- March 2022 \$ 781.00 Jim made a motion to pay Board of Risk, with Ed Utterback seconded. Motion Carried

Katie Construction for Hanging Glass Board \$ 180.00 Jim made a motion to pay Katie Construction, seconded by Ed Utterback. Motion Carried.

Jim McDonald made a motion to pay Frontier, Mon Power, Southern Air. Chuck Cienawski seconded. Motion carried.

Chuck Cienawski made a motion to delay payment to Merchant Services and De Lage Landen Financial Services, pending review of both accounts. This was seconded by Jim McDonald.

Mark Myers made motion to pay invoices, this was seconded by Jim McDonald. Motion Carried.

**Monongahela Conservation District  
Board Meeting Minutes  
December 02, 2021  
@ 9:30 a.m.**

**Approval of Supervisor Travel and Per Diem Claims**

Art Mouser-\$	Chuck Cienawski- \$	Richard Abel- \$	H.R. Scott -\$
Ed Utterback-\$	Jim McDonald- \$	Mark Myers- \$	Jean Conley-\$
Andy Price -\$			

Mark moved to approve Supervisor payments as submitted and authorized when they arrive from the bookkeeper. Seconded by Ed. Motion carried.

**Unfinished Business-**

Discussion was held regarding moving the board meetings to the second Thursday of the month, instead of the first Thursday. This is due to not receiving the bank statements prior to the first Thursday of each month. A Motion was made by Jim McDonald, Seconded by Chuck Cienawski Motion Carried. Board Meetings will be the Second Thursday of each month starting in January 2022. This will make our first board meeting of FY 2022 on January 13, 2022. (This was done in the Finance Committee Meeting, prior to board meeting this day).

Discussion regarding the surplus furniture in the conference room. Should we sale it, donate it? A motion was made by Chuck Cienawski, seconded by Ed Utterback. Motion Carried Furniture will be donated or sold.

Open Bids on 4 Ton Lime Spreader:

First Bid was from Mark Myer \$1,200.00

Second Bid was from JJ Dalton \$350.00

Third Bid was from Art Mouser \$6,100.00

Fourth Bid was from Sharron Ball \$ 3,501.00

Fifth Bid was from Jim McDonald \$ 6,500.52

Highest bidder is Jim McDonald \$ 6,500.52, The 4 Ton Lime Spreader goes to Jim McDonald pending payment and check clearing the bank. A motion was made to accept the bid by Mark Myers, seconded by Ed Utterback Motion Carried 4-Ton Lime Spreader goes to Jim McDonald.

The Bids were opened by Jim McDonald, Chuck Cienawski, with Sigrid Teets.

Award nominations for Banquet was discussed-

Rick Abel read the description of the awards, then the following nominations what up:

**Luther Britton Award:** Art Mouser was nominated by Mark Myers, with Jim McDonald Seconded.

**General Conservation Award:** Preston County Individual

**SWA Award:** H.R. Scott nominated by Mark Myers, Seconded by Chuck

**Frank Glover Award:** Ray Carr Nominated by Chuck, Seconded by Ed Utterback

**Service to Conservation District Award:** Phil & Janet Greg Nominated by Rick Abel, Seconded by Jim McDonald

**Public Service Award:** Tom & Lori Kliethermes Nominated by Chuck, seconded by Jim McDonald

**Conservation Service Award:** Eugenia Pena-Yewtukhiw

Rick made a motion to accept all nominations for award, this was seconded by Jim McDonald.

**Monongahela Conservation District  
Board Meeting Minutes  
December 02, 2021  
@ 9:30 a.m.**

After all information is gathered on the Award nominee, awards order will be placed with Winners Choice in Fairmont.

Eastern Quarterly Meeting/ Snacks discussion was held. We will provide for this meeting on 12/15/2022, here at MCD. Chuck stated that Donnie Tenney will be taking notes for this meeting. Rick and Chuck are going to provide snacks for this meeting as well. Chuck will contact Heather Duncan to add items to that agenda.

**New Business-** None

**Committee Reports:**

**Finance-** Previously Discussed

**Education-** Mark Myers stated FFA Fruit Sale going on in Preston County

**Legislation/Policy-** Mark, art will be attending the Meeting for possible changes for Supervisors, to Represent MCD.

**Grasslands-** no report.

**Safety/Buildings and Grounds** Chuck stated that our building is going to need some repairs soon, around the doors and windows. Stated we may want to be thinking about getting a contractor in here now, so they can give estimate then possibly be able to be completed said repairs in the spring.

**Ag Enhancement-** Previously Discussed

**Correspondence- Copies** to all present

**Public Comment-** None

**Supervisor Reports**

- **Mark Myers**— No Report

- **Ed Utterback** — Sold some Cattle

- **Art Mouser** — No Report

- **Jim McDonald**— Preparing for Winter

- **Chuck Cienawski** — Been Hunting

- **Richard Abel** — All on the Abel Ranch going well. I will be getting stickers to place on all equipment with contact information and contact phone numbers.

- **Jean Conley** — No Report

- **Andy Price-** Built Greenhouse, Bought House in Blacksville

- **H.R.** -No Report

- **Adjournment**

**Art moved to adjourn the meeting seconded by Jim. Motion carried Meeting adjourned @ 12:40 PM**

**The next scheduled meeting is January 13, 2022 - Steve Lebnick Agricultural Center**

Minutes submitted by Dee Altman, Administrative Specialist

Minutes approved by: \_\_\_\_\_

**Rick Abel, Chairman**

\_\_\_\_\_  
Date

**Monongahela Conservation District  
Board Meeting Minutes  
December 02, 2021  
@ 9:30 a.m.**