**Attendance**

**Terry Hudson-Chairman Sue Brand-Administrative Specialist**

**Clyde Bailey-Vice Chairman Anthony Winters-Conservationist Specialist**

**Rick Sams-Secretary Kim Fisher-Area Director**

**Valerie Thaxton-Treasurer Judith Lyons-Watershed Manager\***

**Sally Shepherd-Supervisor\* Julie Stutler-NRCS\***

**Dawn Lemle-District/NRCS Jason Hughes-WV State University**

 **Diane Lumadue-Visitor**

* **Virtual**

**CALL BOARD MEETING TO ORDER: 9:01 am**

**APPROVAL OF January 25,2022 BOARD MEETING MINUTES**

* Clyde Bailey made 1st motion too accept the January minutes & Valerie Thaxton seconded motion. All in favor. Motion passed

**FINANCIAL REPORTS/INVOICES**

 ***\* Financial reports and supervisor per diem and travel forwarded via email to the financial committee.***

1. **(M) Co-Administered Funds Report, District December Financial Report, Supervisor Per Diem & Travel. Bills to be paid as funds permit and coordinated by office staff and filed for audit**
* Valerie Thaxton reported the financials
* Clyde Bailey made 1st motion to accept the financials & file for audit
* Valerie Thaxton seconded motion. All in favor & motion passed

REPORTS

1. **NRCS – Julie Stutler**
* Cross Lanes Service Center is closed to visitors & limited to 25% staff capacity.
* Completed several practices with Federal Program dollars of $14,530.00 approved in the district (01/2021 thru to date)
* Field Office Priorities- application eligibility & assessments were completed by Mitchell & Lucie
* Upcoming deadlines for Environmental Quality Incentives Program-Conservation Incentives February 18, 2022.
* Upcoming Events-Local Work Group, Winter Blues, Small Farms Conference
1. **CCD AgEp-Anthony Winters**
2. **(D)-Scott Shapero Urban Ag**
* Anthony explained that cooperator Scott Shapero had an issue with why he wasn’t getting paid the full amount. Guidelines weren’t followed properly
1. **Kanawha County Solid Waste Authority – Terry Chairman**
* Called to order, public comments, Day to Day Operations & Safety report given, financial report read, Old Business discussed and New Business. Copy on file in office
1. **WVCA Report – Kim Fisher**
* Covid-19 WVCA continues to monitor the COVID situation & a return to office decision is expected early 2022
* WVCA Budget presentation went well & information was submitted to the House Finance Committee
* B264 & HB4302 Conservation District upset bills
* SB 264 has cleared the Senate Natural Resources Committee, Legislation was endorsed by the WVACD
* WV Legislature Calendar for 2022
1. February 21,2022 Last day to introduce bills in the Senate
2. February 27,2022 Bills due out of committees
3. March 2,2022 Last day to consider bill on third reading in house of origin
4. March 12,2022 Last Day of session
* Agricultural Enhancement Program Timeline
1. February 2022 Comments reviewed & forms revised
2. March 2022 State AgEP committee meeting to finalize upcoming FY AgEP
3. April 2022 Presentation of upcoming FY AgEP to SCC
4. May/June/July 2022 CDs to finalize upcoming FY program, update AgEP agreement addendum, take action to approve LOR’s
* Conservation Farm Contest districts need to be thinking about conservation farm families to be awarded this year. District winners are due to Kim & Jeremy by May 31.
* WVCA is encouraging districts to review & update their District Policy Manuel’s also the CD Employee Manuel & Plan of Work, District Personnel plan is due to SCC in March
* District Video Conference Equipment is now 4-5 years old & its time to think of replacing the video conferencing computers due to a lot of them are beginning to slow down.
* 2022 Dates for WVACD Quarterly Meetings
1. April 18 & 19 Cacapon Park
2. July 18 & 19 TBD
3. October 17 & 18 Days Inn, Flatwoods
4. **WVCA Watershed Report-Judith Lyons-**
* Trash Racks
* Work orders will go out next month (March)
* Agreement is still in progress of completion
* Elk 13- Nothing from the DEP
* Public Meeting scheduled for Thursday February 17, 2022 @ 6pm Alum Creek Lions Club

majority of this work will be held in the Capitol District

1. **Soil Conservationist Report-Dawn Lemle**
* Reviewing HEAP Programs
* Third newsletter will go out in March
* Community Garden East End will open in May 2022
* Working in High Tunnel for Nitro High School
* Conservation Day working on workshop list
* Poster & photo contest entries will be taken--more information coming
1. **Supervisor and Committee Reports-All Supervisor**
2. **C. Bailey- V. Thaxton- R. Sams- S. Shepherd- T. Hudson**
3. **Clyde Bailey-**
* 01/26/22-Communication call with Davin White
* 01/27/22-Appalachain Grazing Meeting
* 01/28/22-AgEP Exigency Meeting
* 02/01/22-Meeting at Capitol
* 02/04/22-AgEP commun call
* 02/07/22-Attended the meet and greet at the Capitol
* 02/08/22-Attended Legislature meeting at Capitol
* 02/10/22-Appalachian Grazing Meeting at Hotel
* 02/11/22-Sub Committee meeting
1. **Valerie Thaxton-**
* 02/03/22-Office to sign checks
* 02/07/22-Attended the dinner at Capitol (Meet & Greet)
* 02/08/22-Met with City National Bank to transfer money
* 02/16/22-Attended board meeting at CVT for CCD
1. **Rick Sams-**
* Reports nothing
1. Terry Hudson-
* 01/26/22

**NEW BUSINESS:**

1. **(D/M) AgEP Application Cancelations for Database**
2. **Nicole Jones Urban Ag-UA1330 $24.53**
3. **Robert White Pond Cleanout $750.00**
* Valerie Thaxton made motion to pay cooperators
* Rick Sams 2nd motion to accept and pay cooperators. All in favor. Motion passed
1. **(D/M) AgEP New Cooperator Approval**
2. **Richard Smith Urban Ag**
* Rick Sams made motion to approve new cooperator
* Valerie Thaxton 2nd motion to approve. All in favor. Motion passed.
1. **(D/M) AgEP Applications Approvals**
2. **Zackary Boyko Urban Ag $ 300.00**
3. **Richard Smith Urban Ag $ 300.00**
4. **Matthew Spencer Urban Ag $ 300.00**
* Valerie Thaxton made motion to approve applications
* Rick Sams 2nd motion. All in favor. Motion passed**.**
1. **(D/M) AgEP Payment Approval**
2. **Kristen Fry Urban Ag $ 284.04**
3. **Bryan Rawson Frost Seeding $ 87.00**
* Valerie Thaxton made motion to pay cooperators providing all paperwork is correct.
* Rick Sams 2nd motion. All in favor. Motion passed.

**12.(D/M) AgEP Supervisor Application Approvals**

1. **Sarah Shepherd Heavy Use $ 1,000.00 (max) (Sally)**
2. **Valerie Thaxton Heavy Use $ 1,000.00 (max)**
* **Both supervisors excused themselves from the board until the complete voting was completed.**
* Clyde Bailey made motion to approve supervisor applications.
* Rick Sams 2nd motion. All in favor. Motion passed.

 **13.(D/M) Coal River Group Invoice # 41 $3,100.00 (Sept Oct Nov & Dec 2021 & January 2022 water**

 **Sampling**

 **\***  Valerie Thaxton made motion to pay invoice #41 in the amount of $3100.00

 \* Clyde Bailey 2nd motion. All in favor. Motion passed.

 **14.(D/M) Coal River Group Invoice #42 $300.00 (Jerry O’Neil septic pump-out)**

 **\*** Clyde Bailey made motion to pay invoice # 42 $300.00

 \* Rick Sams 2nd motion. All in favor. Motion passed.

 **15. (D/M) Coal River Group Invoice #43 $ 593.01 (July, Aug & Sept 2021 water sampling**

 **\*** Valerie Thaxton made motion to pay invoice # 43 $593.01

 \* Clyde Bailey 2nd motion. All in favor. Motion passed.

 **16. (D/M) Soil & Water Conservation Society Renewal**

 **\*** Valerie Thaxton made motion to renew the subscription to Soil & Water Conservation $115.00

 \* Clyde Bailey 2nd motion. All in favor. Motion passed.

 **17. (D/M) Winter Blues Booth (Urban Ag February 26,2022)**

 **\*** Clyde Bailey made motion not to exceed $100.00 to go toward this event & allow Dawn Lemle

 to attend the event.

 \* Valerie Thaxton 2nd motion. All in favor. Motion passed.

 **18. (D/M) Alban Elementary Garden**

 **\*** Valerie Thaxton made motion to not exceed the cost of $1325.00 for supplies.

 \* Clyde Bailey 2nd motion. All in favor. Motion passed.

 **19. (D/M) CDO Grant and Supplemental Funds Report for FY2023 due 03/01/2022**

 **\*** Clyde Bailey made motion to allow Chairman to sign and date CDO form and return to Belinda

 Withrow.

* Valerie Thaxton 2nd motion approve the signature. All in favor. Motion passed.

**CORRESPONDENCES: None**

**Meeting Adjourns @ 10:38 am.**