

WEST FORK CONSERVATION DISTRICT

87 Ollie Lane Suite 102

MOUNT CLARE CLARE, WV 26408

Travel and Per Diem - Treasurer Approval for Payment

Month/Year_

January

[illegible]

**WEST FORK CONSERVATION DISTRICT
BOARD OF SUPERVISORS**

February 9th, 2022

MINUTES

With a quorum being present, Chairman Plaugher called the February Board of Supervisors meeting to order on Wednesday, February 9th, 2022 at 10:07 a.m. at the USDA Service Center in Mount Clare, WV

Supervisors Present:	William Coffindaffer	Jane Cain
	Steve Cronin	Bill McClain
	Larry Sponaugle	Jim Foster
	Phil Osborne	Randy Plaugher

Others Present: ***Robin Ward, WVCA**
 Sigrid Teets, WVCA
 Cheryl Carlin, WFCD
 Dinah Hannah, WFCD
 ***Bruce Loyd, WVU Extension**
 ***Jeremy Salyer, WVCA**
 Belva Junkins, WFCD
 Jim Roy, WVCA

**(via teleconference)*

Welcome and Introductions: None present today.

Agenda Approval: With no corrections added to the agenda. **Foster/Cronin. Motion carried. Approve today's agenda.**

Minutes: With no additions made, the January 12th, 2022 minutes will stand approved as mailed. **Foster/Cronin. Motion carried. Approve minutes.**

Cooperating Agencies Report:

NRCS: Wilsoncroft reported on the current AMA contracts, and the new CIC contracts. He reported that the NRCS plans to return to the office at 100% capacity on March 28th. Duckworth reported on working on the nature trail in Gilmer County. He needs a dollar value to move forward and an agreement. Cain will work with Duckworth.

FSA: No one present to report.

Forestry: No one present to report.

WVU Extension: Loyd reported on the success of the grazing school held on February 3rd and 4th, there were cooperators present from many surrounding counties. The invoice for the lunches has been submitted. He reported on the upcoming webinars and dinner meetings. The breeding soundness exam will be on March 18th, 2022 at Jacksons Mill.

WVACD Executive Director: Duncan provided a paper report. *(See Attached)*.

Financial Report: The WVCA financial reports for January are present today. The balance sheet and income statement from John Law CPA for January is present today. John Law CPA General and CDO account financials for January are present today.
Foster/ Coffindaffer. Motion carried. The financials will be filed for audit.

Supervisor Per Diem and Travel: Treasurer Coffindaffer reported on the following Supervisor's Per Diem and Travel expenses for the month of December:

Randy Plaugher	\$486.92	
Jane Cain	\$604.20	
William Coffindaffer	\$452.28	
William McClain	\$408.92	
Larry Sponaugle	\$302.00	
James Foster	\$1,386.55	
Philip Osborne	\$NA	Totaling \$3,642.87
Total gross spent to date:		\$15,097.43

Coffindaffer moved to approve Supervisor's December Per Diem and Travel as presented. Motion seconded by Foster. Motion carried.

Approval of Invoices and Payments: None present today.

Unfinished Business:

Ag Enhancement Program: Sigrid reported and provided a paper report. *(See Attached)*. The AgEP committee would set a meeting date after the State AgEP meeting is held on March 21st, 2022.

OM&R Polk Creek & Salem Fork: Roy reported he and Coffindaffer just returned from the Harrison County Commission, and they have approved the OM cost share of \$8,000.00. The dams all look good.

Plaugher reported on speaking with Thurman and getting a not to exceed price of \$2,000.00 for the trash racks. **Foster/Cain. Motion carried. Accept the not to exceed bid.** Roy would get the MOU.

Dam Inspection Reports: No new report.

South Harrison Meat Processing Lab: No new report. It would remain on the agenda.

Board recessed at 10:47 a.m.

Board back to session at 11:01 a.m.

New Business:

Summer Intern: Discussion was held on hiring a summer intern for this year.

Coffindaffer moved to hire a summer intern. Motion seconded by McClain. Motion carried. Discussion was held on the hourly rate for the summer intern. **Foster moved to**

offer 12\$/hr for the summer intern. Motion seconded by Sponaugle. Motion carried. Ward would advertise the intern position in March.

FY23 Budget Meeting: Ward reported on having to complete the FY23 budget soon and have the draft submitted by April 1st. The Board would be able to meet March 14th or 17th, 2022 depended on Melinda's schedule. Ward would check with Melinda and let the Board know when the meeting would be.

Personnel Plan: Ward reported on the personnel plan present today. She has increased the request for the CD Employee from 12,000.00 to 15,000.00. The rest of the plan remains the same. **Foster/Cain. Motion carried to approve and submit the personnel plan as presented.**

The employee manual is present today for review. The Board met on February 3rd and reviewed the manual and made the proposed changes present today. **Foster/Cronin.**

Motion carried to accept the changes. Discussion was held on the motion.

Foster/Cronin. Moved to withdrawal their motion.

Drafting was made on the employee manual on pages 5 & 13. **Coffindaffer/Sponaugle. Moved to accept the changes made on pages 5 & 13 of the employee manual. Motion carried.**

Century Farm: Two farms are present today. Tim and Dawn Butler a 100 year old farm, and Virgil Meadows farm, a 150 year old farm. **Foster/Cain. Motion carried. To approve and accept the Century farms as presented.**

Correspondence:

WVACD January ¼ Meeting Minutes

WVACD Executive Committee Minutes

WVACD Opening Day Minutes Jan ¼ Meeting

WVACD Training Day Minutes Jan ¼ Meeting

WVACD Financial Report 4th Quarter

Harrison County Solid Waste Authority Report

Funding Request- None at this time.

Letters of Request- Two LORs are present today. One for the AgEP Exigency Fund Rebalance; LOR Number 13747, AGR number 1024-09, in the amount of \$9,999.96. Also, a letter drafted to Farkas for WVCA continued support of the CD employee funding upon Cheryl's retirement is present today for approval. **Coffindaffer/Sponaugle. Motion carried. Approve and submit the LORs as presented.**

SPRP/EWP Project: No new report.

Board Member & Associate Supervisor Reports:

Foster reported on the Doddridge County Solid Waste Authority.

Foster also reports on the awards council for the WVACD. He would like to see the district participate in the conservation farmer award.

Cain reported on rack cards being present from Davin White. The dinner meeting in Charleston with the legislators was a better success than the breakfast.

WVCA Report:

Teets had nothing else to report.

Salyer provided a paper report (*See attached*). He echoed the report of Foster wanting to participate in the conservation farmer contest, and reminded he would need a farmer by May 31st.

Ward reported on having a call from a gentleman wanting information about bee programs within the state. She reported having a lot of people having interest in attending the conference. She reports she plans to work the conference on the 10, 11, and 12th. She also researched what other districts were doing as far as having a speech and poster contest. She would compile notes from other districts and prepare a report for the Board for the next meeting.

WFCD Report: Carlin had nothing more to report.

Public Comments: none.

Conservation Agreements: Two agreements are present today for approval:

Darren Hardman, Harrison County, 4 acres

George Stansberry, Lewis County, 19 acres

Coffindaffer/Sponaugle. Motion carried. Approve the Conservation Agreements as presented.

Set Date of Next Meeting: The next meeting will be held on March 9th, 2022 at 10 a.m. at the USDA Service Center in Mount Clare, WV.

Meeting adjourned at 12:26 p.m.

Respectfully submitted,



Jane Cain, Secretary



Randy Plaugher, Chairman

Minutes Recorded by Robin Ward,

Administrative Specialist West Virginia Conservation Agency/

West Fork Conservation District.



Harrison County Solid Waste Authority

**PO Box 1396
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Phone (304) 326-0086
Fax (304) 326-0084**

Board Members

*Michael Grunau, Chairman
Don Wikert, Vice-Chairman
Orpha Swiger, Member
Gary Kincade, Member
Elaine Lucente, Member
Richard Barnett, Ex.Director*

Update Summary for:
WV Soil Conservation Agency
West Fork Conservation District
January 2022

The Harrison County Solid Waste Authority (HCSWA) continues to provide satellite recycling trailers for the public to use. These trailers accept plastic, metal, newspaper and cardboard. They are located in three areas of the county; Anmoore, Shinnston and West Milford. The trailers are transported to the Harrison County Recycling center one to two days per week depending on usage.

The HCSWA continues to provide community education by speaking at functions including Garden Clubs, Lions Club, school events (classrooms), etc. Two presentations were given for the month of December. Covid related concerns have cut this program substantially due to obvious reasons.

The HCSWA is planning a spring collection event and we are in the process of coordinating with a private contractor to hold a "paint collection" event. The event is tentatively scheduled for April or May of this year. Cost is estimated at \$20K-\$30K.

The major topic currently is an interagency agreement with the Harrison County Commission to hire a litter control officer to enforce the state's litter laws here in Harrison County. The agreement was approved at the County Commission meeting held on January 12, 2022. The employee will have full benefits of a county employee through the Commission, but all expenses will be paid by the HCSWA. The employee will report to the HCSWA directly and will be provided a work station at the HCSWA office.

In December of 2020, S&S Landfill closed and ceased operations due to budget reasons of Waste Management. All trash now goes to Meadowfill Landfill. December tonnage report shows that the landfill accepted 24,472.72 tons of normal waste and 14,830.81 tons of waste was disposed of in the dedicated special waste cell. These numbers are fairly consistent from month to month. All other programs and policies remain the same as 2021.

Respectfully,
Richard Barnett, Executive Director
Harrison County Solid Waste Authority

Website - www.harrisoncountysolidwaste.com



February Board Report from Heather Duncan, WVACD Executive Director

Quarterly Meeting Recap

I think everything went as well as it could all things considered! A large [e-mail](#) was sent on January 26th with minutes and other updates pertaining to the quarterly meeting and beyond.

Conservation Day

February 7th: Meet and Greet- meet at the Gaston Caperton Training Center 3:30 -4:00 pm. Legislators are invited 4:30-6:30 pm. There will be a short program followed with light refreshments and mingling. Shuttle service will be available beginning at 3 pm from Laidley Field. Masks must be worn in shuttle vehicles.

February 8th: Meet at the bottom of the rotunda (where the pop up banners will be displayed) at 7:30 am. Meet with legislators/have lunch from 8/9 am-1:30 pm. Everyone will meet back at the display area to recap the day and to take down the banners. Shuttle service will begin at 7 am at Laidley Field. Masks must be worn in shuttle vehicles.

Reminders

Please be sure to follow up with your NRCS DC and start planning your Local Work Group (LWG) meetings. Also, please do not forget about the training videos produced by WVCA and Bob Buchanan.

Upcoming Dates:

January 31: WV Farm Bureau and Forestry Day
February 1: Agriculture and Conservation Day
February 7: Meet and Greet with Legislators
February 8: Conservation Day at the Capitol
February 12-16: NACD Annual Conference
March 10-12: Appalachian Grazing Conference
April 18-19: Spring Quarterly Meeting
April 21-22: WV Envirothon at Cacapon State Park, Morgan County

