

Monongahela Conservation District
Board Meeting Minutes
March 10, 2022
Steve Lebnick Agricultural Center
Morgantown, WV
@ 9:30 a.m.

Finance Committee Meeting to start @9:30 AM; Board Meeting starts at 9:45 AM

Jim McDonald called the finance committee meeting to order at 9:30 AM. He stated that the accounts are in good standing order at this time. Chuck Cienawski then made a motion to accept the accounts, as stated by Jim McDonald. This was seconded by Ed Utterback. Motion Carried Rick Abel then ask the group to review the quote in their packet from Southern Air to make repairs to the Heat pump. This will be discussed in a little while. Art made a motion to adjourn the finance committee meeting, this was seconded by Ed Utterback. Motion Carried Meeting adjourned at 9: 40 AM.

Roll call

Present: Supervisors: Rick Abel Chairman, Chuck Cienawski Supervisor, Art Mouser Supervisor, Mark Myers Supervisor, Andy Price Associate, H.R. Scott Associate, Rudy Williams WVDOF, Dustin Adkins NRCS, Mary Jouver FSA, Jean Conley Associate, Jim McDonald Supervisor, Ed Utterback Supervisor, Bill Shockey WVU Extension, Judith Lyons WVCA, Levi Cyphers WVCA, Gary Walls, Chris Ellison (Video)WVCA, Mike Scherpenberg WVCA, Sigrid Teets WVCA Conservation Specialist, Gene Saurborn WVCA, Jeremy Slayer WVCA, Meadoe Richards WVU Extension, Cindy Shreve WVCA, Mary Jouver USDA-FSA, Heather Duncan WVCA, Dee Altman WVCA (AS).

Call to Order Rick Abel called the meeting to order @ 9:55 AM

Pledge Pledge was led by Chuck Cienawski and recite by all in attendance.

Prayer Prayer was given by Ed Utterback

Welcome and Introductions. None

D/M **Approval of February Meeting Minutes**

Chuck Cienawski made a motion to accept the meeting minutes for February 2022 Board Meeting. This was seconded by Mark Myers. Motion Carried.

D/M **Approval of Financial Statements**

Credit Card Receipts and Statements- Jim McDonald stated the charges on the credit Card statement are true and correct.

General/CDO financial statements- Jim reported this account is in good standing

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Co-Administered Funds Financial Statements- Jim reported this account is in good standing at this time.

Chuck Cienawski made a motion to accept Credit Card Statement, General/ CDO Fund statements, and Co- Administered Fund accounts. As Stated by Jim McDonald. This was seconded by Ed Utterback Motion Carried.

D/M **Visitor's Comments** None

D/M **Cooperating Agency's Reports**

- **WV Forestry Division**
- **Watershed Division**

- **Upper Decker's Creek**

Mike Scherpenberg gave an update on UD2 this project will go out for bids in May with the construction to start in June. The WVCA, CTL consultants and Watershed will be on site for this project, as well as an inspector always. Gene Saurborn stated this is a grading job.

- **EWP Funding- Gene**

- **Repair**
- **Maintenance**
- **Dam Reports**

Bid discussion

WVU Partnership opportunity

Agreement \$50,000

Judith Lyons stated that the bids received for the planting of the trees was way over the allotted cost by \$ 25,000.00 dollars. Judith then asks if the MCD would like to reject both bids received for the planting of the trees. A motion was made by Art Mouser to reject both bids, this was seconded by Ed Utterback. Motion Carried. Both bids rejected, Judith will send letter to both companies that place those bids. Judith stated that she has contacted Paul Keener at WVU, and he has agreed to use students to get the trees planted, and he will also be monitoring the trees /growth for five years. Judith went on to state that MCD would enter a contract with WVU for five years. Judith stated we could make a \$50,000.00 dollar donation to WVU, and this would cover the five-year period. Judith also stated this is within the budgeted amount for this project. Gene Saurborn stated he likes this agreement, and this is for UD1 dam. Gene went on to state that the permit for the work is in MCD name. Rick asks Judith if she would write the agreement between MCD and WVU for the planting of the trees. Judith stated she would. Art Mouser then made a motion to enter into this agreement with WVU to plant said trees, this was seconded by Ed Utterback. Chuck Cienawski asks if the Tree Tubes are included in this cost as well. Gene answered yes it will be included. Motion

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Carried. This will be the planting of 7,350 trees. Judith stated she supports the agreement between MCD and WVU.

▪ **Upper Buffalo Creek**

• **Repair**

• **UB4- Cost to Repair Seeping**

Mike Scherpenberg stated that the downstream left side slope on UB4 needs work, and they will be putting in seed boxes. This construction will be taking place in June 2022. There is no permit required for this construction. CTL should have a design to the watershed division next week. Rick Abel stated he would like the watershed divisions to keep an eye on the beaver problem. Gene stated that the seed boxes are eight or nine weeks out. He also stated he needs to figure this out prior to next month's board meeting Mike also stated he has a draft of the mowing contract if anyone would like to review it. Gene stated an LOR needs to be completed for \$25,000.00 for the Easement on Upper Buffalo. This is on the agenda for today's meeting.

• **Maintenance**

• **Dam Reports**

Monitoring/ Emergency Action Plan Upper Buffalo Watershed Meeting

○ **EWP and SSRP**

○ **Conservation Specialist**

Sigrid Stated, No new payments to report, one contract modification to report, for Jennifer Kahly. Sigrid has been contacting cooperators with incomplete projects to remind them of upcoming deadlines. Sigrid gave Account Summary (will be different than sage report)

Beginning Balance: \$95,367.57

Funds Approved/Spent: \$25,823.68

Account Balance (after payments): \$69,543.89

Active Contracts: \$95,668.24

Sigrid stated the Weed Management Program, Sign-ups March 1-31, 2022.

MCD Special Project, we need to get together to get this project back on track. Education Committee could meet to discuss next steps and make suggestions for the April meeting. FY-23 AgEP Planning AgEP Practice Development wrapped up planning meetings and I have been working with Russell Young to summarize suggested AgEP Exigency Program practices and policies. MCD Administrative Agreement: The Agreement will need to be updated and approved between April 13th – June 30th. A motion was made by Art Mouser and Seconded by Jim McDonald to accept David Shanan as a cooperator

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Mark Myers abstained from voting. Motion Carried. A motion was made by made by Ed Utterback to accept the modification of Jennifer Kahly practice agreement. This was seconded by Chuck Cienawski. Motion Carried. A meeting of the AgEP committee will be held on 3/24/2022 @ 9:30 AM at Morgantown Office. An education meeting will be held on 3/17/2022 @ 9:30 AM in the Morgantown Office.

WVU Extension

Bill Shockey reported the following:

Ag Webinar Series was completed. Topics covered were Grazing High Elevation, Cooper Hibbard; Adaptive/Intensive Grazing, Alan Williams; and Using Sheep and Goats to Improve Profitability, Brad Smith.

Art Mouser and Ed Utterback presented Roger Lewis with his Conservation Farmer Award. Still looking for fields to commit to a 2-year study to complete the crop yield verification project. A Preston County Farm Crawl planning continues. The event will be held on July 9-10. There is still time for additional farms.

The WV Food and Farm Coalition is working with Preston County Farmers Markets on a plan to increase SNAP Stretch benefits by requesting America Rescue Plan (ARP) funds.

Coyote management dinner meeting was held on March 8. Excellent speaker and good attendance (35). Preston County Farm Bureau had a short business meeting.

March Calendar:

March 10, 17, 24, and 31: WVU Master Gardener Certification Course begins

March 13: Daylight Savings Time

March 22: FDA Antibiotic Regulations. Zoom. 7 pm. Register at: <https://bit.ly/WVUESNAR22>

April 5: Preston County Master Gardeners, Rex Galloway Farm, 7 pm.

NRCS

Dustin Adkins Reported the following:

•FY 2022 program ranking period closes 3/11/2022 for AMA, EQIP and RCPP-EQIP. The next deadline is 5/6/2022 to have all pre-approved contracts obligated. We currently have 40 ranked applications. Contract reviews are underway. The majority have been completed and the remainder will be completed this week and next. I have delivered the Long-Range Plan for the board's review. •Current return to work plans has NRCS Field Offices fully reopening on 5/2/2022, with supervisory staff returning fully on 4/18/2022. This return to work will be contingent on the infection data for each individual county and will not over-ride any local requirements. I will be temporarily detailed to the ASTC-FO position in the North Area for a maximum of 120 days, starting 3/28/2022. Dennis Thorne will be acting District Conservationist in my absence. Feel free to contact me at 304-368-6910 (White Hall) or 304-441-3767 (Kingwood) with any questions or need for further information.

○ **FSA**

Mary Jouver stated not much going on, just cleaning up from last year.

○ **Solid Waste Authority**

Jim McDonald stated that the SWA in Marion county is back to work now, after everyone there had been ill. The Site is getting more organized and looks good.

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The Ammunition Company has decided not to settle in Marion County, but they are moving to Oklahoma. SWA has made an agreement with the tree cutting company to allow them to stockpile woodchips from the trees they cut on SWA property. Jim stated then those may be used by others for many different things. Also, the company stated they will cut trees for SWA for free. H.R. Scott stated that Mon County SWA is waiting to hear back from the grants they have applied for. ED Utterback stated that in Preston County trash is being pickup on a regular basis.

Administrative Specialist

Supervisor Elections:

Art Mouser is running against Mark Teets in Preston County

Mark Myers is running against Andy Price in Mon County

No Candidates are running for Marion County

MCD Office Coverage: Normal Hours

Important Dates/Other:

Files are current, staying up to date with all filing.

July Meeting will be held at The Marion County Parks and Recreation Center on July 14, 2022

Still need to secure a place in Preston County for August 11, 2022.

Processed and Mailed out the Postcards for AgEP on March 01, 2022

Supervisors Per Diem/ Travel Pay: (February)

Abel, Rick- \$ 781.46	Cienawski, Chuck \$953.38
Conley, Jean \$ 0.00	Mouser Art \$ 1,000.87 (2 Months)
McDonald, Jim \$663.61	Myers, Mark \$ 0.00
Price, Andy \$ 2,019.56(Attended National conference)	
Scott, H.R. \$ 0.00	Utterback, Ed \$ 0.00

Here is a list of the dates of Board Meetings:

April 14, 2022,	May 12, 2022
June 9, 2022,	July 14, 2022
August 11, 2022,	September 08, 2022
October 13, 2022,	November 10, 2022
December 08, 2022	

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WVCA Area Director

Jeremy reported the following:
March 2022 WVCA Report

Covid-19

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

WVCA Budget

Senate budget mirrors the Governor's proposed budget. WVCA will continue to provide updates as more information is available.

7-1-3U Agreements

Please review your current 7-1-3U agreements to see if they need to be renewed. If so, please plan to do so. WVCA staff is available to assist in this process.

SB264

This item is working through the legislative process. It has cleared the first committee in the house and should be moving forward with no anticipated issues.

West Virginia Legislature – 2022 Legislative Calendar

February 27, 2022 - Bills due out of committees

March 2, 2022 - Last day to consider bill on third reading in house of origin

March 12, 2022 - Last day of session

Agricultural Enhancement Program Timeline:

- **March 2022-** State AgEP committee meeting to finalize upcoming FY AgEP
- **April 2022-** Presentation of upcoming FY AgEP to SCC
- **May/June/July 2022–** CDs to finalize upcoming FY program, update AgEP agreement addendum, take action to approve LORs

The State AgEP Committee will be meeting virtually on **Monday, March 21st at 9:00 a.m.** to discuss proposals and changes the group would like to submit to the State Conservation Committee for the FY23 AgEP program year. An agenda and any supplemental materials will be sent prior to the meeting date.

Conservation Farm Contest

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It is time for the districts to be thinking about the conservation farm families to be awarded this year. District winners are due to Kim and Jeremy by May 31.

WV State Fair Sign Up

The volunteer schedule is now available for the WV State Fair. The WV State Fair will run August 11th through August 20th, 2022. Please work with your Administrative Specialist to have your name added to the WVACD booth work schedule to work the WVACD booth.

O&M Sponsorship Agreements

Don't forget to review your local sponsorship agreements and send to your local government partners for the FY22 budget year.

These agreements must be renewed annually to comply with constitutional budget provisions regarding fiscal years.

Local governments are finalizing their budgets for next fiscal year now and we need to make sure the requests have been presented.

Request to Conservation Districts

Districts are asked to prepare your CDO budget report for FY22. The budget needs to be presented to SCC in April.

The WVCA is encouraging Conservation Districts to review and update their **District Policy Manuals**. In addition to the 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.

The **district personnel plan is due to SCC in March**, so please add to your February agenda for review and approval.

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.

2022 Dates for WVACD Quarterly Meetings

April 18 & 19 Cacapon State Park

July 18 & 19 TBD

October 17 & 18 Days Inn, Flatwoods

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Invoices

Bookwise Business Service March 2022 \$300.00

A motion was made Jim McDonald and Seconded by Chuck to pay Bookwise. Motion Carried.
Board of Risk April-June30,2022 \$ 781.00 S Motion was made by Ed Utterback and seconded by Jim McDonald to pay Board of Risk. Motion Carried.

LOR ID#13749 \$ 25,000.00 Upper Buffalo Easement Jim McDonald made a motion to accept the LOR Id# 13749 for Easement on UB location. This was seconded by Chuck Cienawski. Motion Carried.

Levi Cypher explained that CTL Engineering has sent two additional invoices that was over and above the agreed upon amount for there work. So, these two invoices are to not be paid. Also, invoice # WV-117004 was paid out of District Funds and should have come out of OM& R funds. Dee will send this into Fiscal and ask that the District get reimburse for the \$7,070.00 dollars.

Approval of Supervisor Travel & Per Diem Claims

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

Mark Myers made a motion to pay supervisors travel/ Per diem, this was seconded by Art Mouser. Motion Carried.

Unfinished Business

Drone Ordering - Rick Abel explained that the state is ordering drones, and MCD can just use them. Not need to order our own, currently.

Rain Barrels – Rick explained that a local company has rain barrels available and will be picking them up next week.

Long Range Plan- Rick stated that all updates have been completed, and this plan runs from 2022-2026. Ed Utterback made a motion to accept this plan, this was seconded by Jim McDonald. Motion Carried.

Rick Able explained the updated lease with WVCA is in place. MCD will receive \$1,900.00 per month for their rent. This includes the building out back, as well. A motion was made by Chuck Cienawski and seconded by Art Mouser to accept this agreement. Motion Carried.

D/M **New Business**

WVCD Foundation – Nominee needed (Art Mouser)

Ed Utterback made a motion for Art Mouser to serve on this committee and Represent MCD, This was seconded by Jim McDonald ad of the game when this committee kicks off, by having our representative already in place.

Dam Mowing Contracts

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Judith Stated this will be discussed at next month's meeting.

Southern Air Quote# 96775 \$ 2,912.72

A Motion was made by Art Mouser and Seconded by Jim McDonald to approve and move forward with this quote for repairs. Motion Carried.

D/M **Committee Reports:**

Finance – Previously Discussed, Mark Myers encouraged everyone to attend the Grazing Conference

Education – Previously Discussed

Legislation/Policy – Mark Myers stated this weekend wraps up this legislative session.

Heather Duncan reported the following:

The April quarterly meeting will be held at Cacapon State Park in Berkeley Springs, Morgan County, Monday, April 18 and Tuesday, April 19. This event will precede the WV Envirothon competition which will take place April 20 (set up day) and April 21-22 (competition days).

Eastern Panhandle CD has prepared a tour of Mock's Greenhouse which is a hydroponics greenhouse operation and a streamside restoration tour. There is limited parking and access to these sites. EPCD has secured vans for the event. Please let Heather Duncan (hduncan@wvca.us or (304) 433-6280) know if you plan to attend the tour so proper transportation can be arranged by April 11. Please remember to dress for the weather and to wear footwear that will handle outdoor terrain.

Lodging at Cacapon State Park can be made by calling the front desk at (304) 258-1022. There is a government room rate of \$96.00. There is NO room block – so please be sure to reserve your room early! When calling, mention that you will need the state government room rate. Please be sure to call the local number (258-1022) because the 1800 number listed on their website will be difficult to receive refunds or to make changes I have been told. If you plan to stay the whole week due to Envirothon, the same room rate of \$96 applies and you can make that reservation at the same time. Please let me know on your Envirothon registration form if you have already made your reservation so I do not double book and charge you.

All meals will be on your own for the quarterly meeting. There is a restaurant on site and Berkeley Springs is located about 10 miles away. Winchester, VA has about any restaurant you could imagine and is approximately 30 minutes away. Take a left on 522 to go to Berkeley Springs or a right on 522 to go to Winchester.

While I will attempt the hybrid format once again, I am not counting on it to work as well as it did during the January meeting. Call in information will be sent out later. I highly encourage everyone to attend in person if you are at all able to. Please contact me by Monday, April 11 if you will be attending the tour and if you will be attending the quarterly meeting. I want to ensure that we have enough meeting space.

Grasslands- No meetings

Safety/Buildings and Grounds – Previously discussed. Chuck Cienawski stated updates on the rental equipment as follows: Post Driver-back in service, one meter (Keep Track of Hours). He suggests that Wilson Works complete two annual assessments/ service to monitor. Rollers have

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been ordered, not shutting it down. Seed Drill all welding is completed. Tire has been repaired from the slow leak. Seed Drop& Seed cup repaired. One Seed cup has been taken off and will be reinstalled next week. Lime Spreaders are okay for use. Rick Mentioned the parking lot repairs/ Cost of this should be discussed in the next meeting.

Ag Enhancement- Sigrid already covered this.

Correspondence Reports & Various Newsletters – None

Public Comment – None

Supervisor's Reports-

Andy Price- Shared information he brought back from the national Conservation conference.

Taking care of the calves

Ed Utterback- Nothing Much happenin

Jim McDonald- Working the Farm

Art- Still having some medical issues, taking care of the farm what I can.

H.R. Scott- Working with Bull and few other gentleman

Jean- Just enjoying watching the cows

Chuck – Working greenhouse, High tunnel looking good

Mark -Nothing

Rick- Do Not forget the Grazing Conference, Be careful this weekend due to the storm coming. Expecting an update from GSA any day on the building. Dustin Adkins will be the interim for Suzy. All update policies and handbook have been filed. Earnings on all Bank Accounts they are telling us to wait for a few more weeks, to see what the rates are at, they we can moved funds around, if we choose too. Still dealing with a bear problem on the farm. The bear has taken out two beehives. Have a fencing project going.

Meeting Adjournment

Art Mouser moved to adjourn meeting @ 12:50 PM

DATES TO REMEMBER

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AgEP:

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