

Monongahela Conservation District
Board Meeting Minutes
May 12, 2022
@ 9:30 a.m.

Jim McDonald called the Finance Committee meeting to order @ 9:32 AM.

Jim stated all financial records are present to review at this time. Jim did report the balance on the credit card is \$2,927.03 Jim stated everything is in order on all accounts, currently. ED Utterback made motion to accept the records on all these accounts, Art Mouser Seconded this motion; Motion Carried. Andrew Riffe explained the account ending in 1644, upon his suggestion should be close and this will combine accounts. First Exchange Account will become the pass-through account. This will dissolve United Bank Account. Rick Abel explains this will be less confusing for everyone. Mark Myers made a motion to close the account ending in 1644, this was seconded by Ed Utterback. Motion Carried. Mark Myers made a motion to adjourn the finance committee meeting, seconded by Ed Utterback. Committee Meeting Adjourned.

Finance Meeting adjourned at 9:44 AM

Call to order

Chairman Rick Abel called to order the regular meeting of the **Monongahela Conservation District** at **9:45 a.m.** on, **May 12,2022**, in person and via teleconference.

Roll call+

Present: Supervisors: Rick Abel, Chuck Cienawski, Art Mouser, Mark Myers, Andy Price Associate, H.R. Scott Associate, Dennis Thorne NRCS, Jim McDonald supervisor, Ed Utterback supervisor, Bill Shockey WVU Extension (Video), Chris Ellison WVC(Video), Sigrid Teets WVCA Conservation Specialist, Gene Saurborn WVCA, Jeremy Slayer WVCA(Video), Heather Duncan WVCA, Mary Jouver FSA (Video), Jean Conley Associate, Chuck Cienawski Supervisor, Meadoe Richards WVU Extension, Ed Utterback Supervisor, Mike Scherpenberg WVCA, Dee Altman WVCA (AS).

Pledge of Allegiance

Was recited by all present, Led by Art Mouser

Prayer

Prayer was given by Ed Utterback

Approval of April Meeting Minutes

Chuck Cienawski moved to approve the April 14, 2022, minutes. Seconded by Art Mouser Motion carried.

Approval of financial statements

Credit Card Receipts and Statements- Mark Myers moved to approve the Credit Card Receipts Seconded by Ed Utterback Motion carried.

General/CDO financial statements- Mark Myers moved to accept these statements as previously discussed, Seconded by Ed Utterback. Motion Carried.

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Co-Administered Funds Financial Statements- Mark Myers moved to accept these statements as previously discussed, Seconded by Ed Utterback. Motion Carried

Visitors Comments – None

Cooperating Agencies - No Report

WV Division of Forestry- No Report

Watershed Division

Mike Scherpenberg stated he needed a motion to move forward with accepting bids for mowing on both Upper Decker's, and Upper Buffalo Dams. Also needs motion to place Seed Boxes at Curtsville, and Regrading on Upper Decker's. Chuck Cienawski made a motion to approve taking bids for mowing on both locations, and seed boxes, also grading. This was seconded by Art Mouser. Motion Carried. Mike Scherpenberg stated that there will be a June Showing and then repairs would start in July, on both projects. Chuck Cienawski sated the Watershed meeting/ Demonstration held at Manning was a good turnout. He also stated that Phil Prichard was present and is willing to help get more funding for the Dam in Mannington. Lora Michaels the mayor of Mannington stated she is on board with helping raise more funding. Ed Utterback stated he was disappointed that no county Commissioners showed up. Chuck Cienawski stated there was eight rain barrels sold at this meeting. Rick Abel stated that some stated have restrictions on barrels, but West Virginia does not. Chuck Cienawski suggested we should invite the newly elected officials from each county to our MCD board meetings.

EWP and SSRP- No Report

Conservation Specialist –

AgEP FY-22 Payments, Approvals, and Cancellations

Field work is picking up. Several completed AgEP projects have been field verified. Refer to agenda for payment approvals.

May 20th, 2022: FY22 AgEP Heavy Use Area Protection, Watering System, Reseeding, Pollination, and Urban Ag. Deadlines

May 27th, 2022: FY22 AgEP Invasive Species, Nutrient Management, and Lime Deadlines

AgEP FY-22 Balances

(My Balances are estimated.)

Current Balance Estimate \$ 51,000.00

Active Contracts Estimate \$ 60,000.00

FY-23 AgEP

Aimee Figgatt and I worked together on a postcard to announce AgEP sign-up. WVDA did the printing. Dee assisted with the mailing.

May 2nd -27th, 2022: FY23 AgEP targeted sign-up for Lime, Pollination (Habitat Plot), Heavy Use Area Protection, and Winter Grazing.

Special Project

Morgantown Farmers Market Event – worked with Aimee Figgatt, Dustin Atkins, HR Scott, Sheryl Jarvis, and MCD Supervisors to plan, prepare, and attend the event.

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Other Announcements

WVCA is still looking for a part-time employee Conservation Services to aid in West Fork and Monongahela Conservation Districts. There has been some interested (resumes submitted) on Indeed.

Nancy Hoffman was in last week and expressed interest in Century Farm.

Conservation Agreement Approvals

Peter Wentzel

Sharon Roy

Jill Poe

Brian Britton

Ellen Harsh

Lyvonne Harsh

AgEP Payments

Lime

Nancy Hoffman 19.69 Tons \$354.42

Jennifer Kahly 32.8 Tons \$886.27

Nutrient Mgt.

Jennifer Kahly 20AC. \$1,200.00

Charles Cline 20 AC \$800.00

Pasture Division Fence

Charles Cline 1771 Ft. \$ 2,922.15

Tom McKee 688 Ft \$ 1,135.20

Cody Brabham 800 Ft \$ 1,759.50

Division Fence Jennifer Kahly \$500.00

Woodland Exclusion Fence

Eugene Felton 1532 ft. \$ 2,527.80

Mark Myers made a motion to approve all Cooperator Agreements, seconded by Ed Utterback. Motion Carried.

Jim McDonald made a motion to pay completed AgEP projects, seconded by Ed Utterback. Motion Carried.

WVU Extension

Bill Shockey gave the following report:

Master Gardener Certification Course began on March 10 and will continue through June 30, 2022. Held each Thursday evening via Zoom from 6 to 9 pm.

Soil test results have been obtained for participants in the 2-year Soil Survey Verification Study. Gary Walls and Tom Kliethermes have committed.

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, Metheny's Farmer's Market, and County Seat Farmer's Market submitted a proposal to Preston County Commission for supplements to SNAP Stretch benefits by requesting America Rescue Plan (ARP) funds. Still awaiting results.

Preston County Chamber of Commerce Agriculture Committee is planning farm related events in upcoming year to attract farms to chamber membership. Including a Launch Breakfast and a Farm to Table Dinner.

Small Ruminant Workshop was held at Snowy Creek Dorsets. Dr. Scott Bowdridge spoke on parasite control, Mark and LaDeana demonstrated their sheep handling system, and giveaways were provided.

Bull Breeding Soundness Examination was held at Terra Alta Stockyards on Saturday, April 23. Approximately 50 bulls were examined, up from 30 last year!

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May 2, Video presentations of February webinars was held at the Maple Springs Church Fellowship Hall. Topics were Carbon Sequestration by Gabe Brown and Grazing High Elevations by Cooper Hibbard. Six (6) attendees with good discussion.

May 11, Preston County Master Gardeners toured the Preston County Workshop to better understand the activities conducted there and, also, to arrange volunteer time.

NRCS- Dennis Thorne reported the following.

•FY 2022 program contracting is complete for round 1 AMA, EQIP and RCPP-EQIP. The next deadline is EQIP-CIC 6/17/2022 to have all pre-approved contracts obligated. •1 EQIP-CIC application has been pre-approved. •CSP CART assessment deadlines Friday 7/15/2022, and ranking is due 7/29/2022. •Current return to work plan has NRCS Field Offices fully reopened on 5/2/2022, with supervisory staff returned 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. 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 new right now. If anyone needs anything call and leave a message and she will get back to you.

Solid Waste Authority-

Jim McDonald stated the director of SWA in Marion County has been off sick. Jim went on to state there has been 452.317 tons of recyclables in 2021 from Marion County SWA. Ed Utterback, report he has heard nothing from Preston County SWA. Art Mouser Stated that Preston County SWA is going to start recycling tires.

Administrative Specialist-

AgEP: Payments and completions are getting done as they come in

MCD Office Coverage: Normal Hours

Important Dates/Other:

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.

Tomato Festival Demonstration in Fairmont August 20, 2022

***Conference Room; Is Booked for May 17 & 18th, by Penny Hott ***

Supervisors Per Diem/ Travel Pay (April 2022)

Abel, Rick \$416.04	Cienawski, Chuck \$845.40
Conley, Jean \$132.61	Mouser Art \$434.16
McDonald, Jim \$642.42	Myers, Mark \$ 0.00
Price, Andy \$ 0.00	Scott, H.R. \$ 0.00
Utterback, Ed \$342.18	

WVCA Area Director -

Jeremy Slayer stated the following:

Conservation Law Change

SB264 passed the legislature and has been signed by the governor. The law takes effect within 90 days, so it will be in effect before July 1.

Districts need to pay attention to board vacancies, especially in situations where no one filed in the May election for either the full four-year term or the unexpired term. Supervisors who did not file are not automatically allowed to continue holding their seat when the new term begins July 1.

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In those cases, boards will need to advertise to fill the vacancy, and then select a candidate to submit to the SCC. The old advertisement needs to be updated to reflect that interested candidates should have an interest in agriculture, conservation, or natural resources. The qualification affidavit can be eliminated since the farmer/retired farmer restriction has been removed.

Given the change in the election process, the legislative rule covering that process will need to be updated. Another rule governing district accounting and auditing procedures also will need to be developed. Work on both is underway and all supervisors will have the opportunity to comment.

Covid-19

The WVCA continues to monitor the COVID situation and planning to return to offices on May 11.

The WVCA is encouraging its employees and supervisors to follow COVID protocols and wear masks and practice social distancing. The WVCA also encourages the use of telecommunication as much as possible.

AgEP:

May/June/July 2022– CDs to finalize upcoming FY program, update AgEP agreement addendum #1 & #2, take action to approve LORs

Conservation Farm Tour

It's time to plan for the 2022 conservation farm recognition in your district. The district winner nomination packet is due to Kim and Jeremy by May 31. This packet includes a completed farm bio, a signed conservation farm plan and conservation plan map.

Mark Myers stated the MCD has one farm to be elevated for Conservation Recognition Farm, Mark Utterback Farm in Preston County.

Given the current decline in COVID cases, the 2022 statewide Farm Tour is tentative planned as an in-person event.

Request to Conservation Districts

The WVCA is encouraging Conservation Districts to review and update their District Policy Manuals. Districts are also encouraged to review their CD Employee Manual (if you have one) and CD Plan of Work.

Engineering Expression of Interest

Review your current contract and if needed, prepare to advertise, and go through interview/selection process if needed.

The WVCA is interested in working with the district to ensure they retain a firm that has strong civil engineering and is familiar with dams. Because of questions raised about these agreements, it's important to make sure that the scope of work is clearly defined and an agreement between the district and engineering firm is signed.

Also, the district may want to consider whether it wants an engineering firm that also can perform environmental assessments.

O&M Sponsorship Agreements

Don't forget to review your local sponsorship agreements and send to your local government partners for the FY23 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.

State Fair of WV Sign Ups

The schedule for state fair volunteers is now available under the WVCA admin webpage. If you would like to schedule a time frame to work at the fair, please contact your Administrative Specialist.

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2022 Dates for WVACD Quarterly Meetings

July 18, 19 & 20 Comfort Suites, Mineral Wells, WV

October 17 & 18 Days Inn, Flatwoods

Mark Myers pointed out the Art Mouser was appointed to the foundation Committee, and regardless of him being a supervisor or not. He remains on this committee until such time as he would choose to resign. Mark Myers made a motion that we pay Art's travel and Expense for any business pertaining to this foundation. Chuck Cienawski made this motion, seconded by Mark Myers. Motion Carried.

Invoices-

Bookwise Business Service May 2022 \$300.00

Ed Utterback made a motion with Jim McDonald seconded to pay Bookwise invoice. Motion Carried

Elan (Credit Card) Ed Utterback made motion to pay, Seconded by Jim McDonald. Motion Carried

RLI Surety Bond Ed Utterback made motion to pay, Seconded by Chuck Cienawski. Motion Carried.

DII Statement Mark Myers made a motion to pay, Seconded by Ed Utterback. Motion Carried

Ray's Land Service Statement Mark Myers made a motion to pay, Seconded by Ed Utterback. Motion Carried

Approval of Supervisor Travel and Per Diem Claims

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

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

Unfinished Business-

Rick Abel had contacted Randy Plaughter and discussed both districts working together to get one conservation specialist for MCD and one for West Fork. Randy Plaughter stated West Fork does not want to pursue this. Rick Abel will write a letter to Brian Farkas and ask again, to get Sigrid some help. Sigrid did state there has been six applications turned in for the open position. All on MCD board agreed for Rick to complete said letter.

Rick Abel Discussed the Clements Tree Nursery and gave an update on the avenues he pursued to try and save the nursery, but to everyone's disappointment, this has failed.

Rick Abel shared some comments about Dee not attending the Awards Banquet

Rick Shared information on the storage building out back, and how Brian Farkas will not be paying back rent on said building. A new lease agreement is in place with WVCA, and all in attendance agrees to let it go. Rick Abel stated an agreement with NRCS is still pending but should be coming soon.

Mark Myers reviewed the bylaws of the Foundation. He also stated or requested that MCD donate to the foundation. Rick Abel asks Jeremy Slayer if the MCD was allowed to make such a donation. Jeremy stated this should be doable. This will be place on next month's agenda.

Mark Myers made a motion to approve the Mark Utterback for Conservation Far, This was seconded by Art Mouser. Motion Carried.

Chuck Cienawski brought up the phone system Chris Ellison stated this is a work in progress.

Art Mouser will be contacting Hillary to see if she can evaluate the process to retrieve MCD dollars owed to us from PSD in Preston County.

New Business-

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Farm Bureau- Rick Abel asks if MCD wanted to join. Rick then asks Jeremy if this is allowed, Jeremy Stated it's encouraged for each district to join, the Farm Bureau. Chuck Cienawski made a motion to join the farm bureau, there was no seconded. It dropped.

FAX Line- Chris Ellison explained that we are currently paying around 30.00 a month for the fax line. His suggestion is for us to move to a fax line that will convert all faxes to email and emails to faxes. This would be a cost of around \$130.00 a year. Also, this is much more convenient for everyone. Art Mouser made a motion to switch to this, and it was seconded by Ed Utterback. Motion Carried.

FOIA Request-A Request for records came into the MCD from the SWA Marion County for Chuck Cienawski records. A motion was made by Mark Myers (Fees Waived), and this was seconded by Art Mouser to release this information to SWA. Motion Carried Chuck Cienawski abstained form to vote.

LOR's -

MCD FY23 LOR 1st Quarter \$33,082.00 LOR# 13802 Mark Myers made a motion to approve/ Request this LOR, seconded by Art Mouser. Motion Carried.

MCD FY 23 LOR 2nd Quarter \$16,692.00 LOR# 13803 Mark Myers made a motion to approve/ Request this LOR, seconded by Art Mouser. Motion Carried.

MCD FY23 LOR3Rd Quarter \$ 16,691.00 LOR#13804 Mark Myers made a motion to approve/ Request this LOR, seconded by Art Mouser. Motion Carried.

MCD FY23 LOR 4th Quarter \$12,668.00 LOR# 13805 Ed Utterback made a motion to Approve/ Request this LOR, seconded by Mark Myers. Motion Carried.

FY2023 Spiral Bound Pocket Pal (Quote)- 200 for \$841.92

A motion was made by Art Mouser to order these, and this was seconded by Ed Utterback. Motion Carried Dee will place order.

MPB Farm Decal Quote- \$200.00 for 100

A motion was made by Art Mouser to make purchase of decals, this was seconded by Mark Myers. Motion Carried. Dee to order.

Nominating Committee Report-

Art Mouser stated the nominating committee nominates Mark Myers as Chairman, Rick Abel as Co-Chairman, Chuck Cienawski as Treasurer, Ed Utterback as Secretary.

This would be as of July 1st, 2022.

Jeremy explained that after July 1,2022, since Jim McDonald didn't run. He would no longer be a supervisor and the state conservation committee would appoint someone, after posting the open position. Then at that point if Jim wanted to be considered he could be.

WV State Conservation Camp-

Mark Myers made a motion to support a total of four campers for the camp this summer. That being two junior campers, and two senior campers. This was seconded by Jim McDonald. Motion Carried MCD will sponsor four campers this summer.

Committee Reports:

Finance- Previously Discussed

Education- Mark Myers stated his is glad the MCD is supporting the conservation camp this summer.

Legislation/Policy- Mark stated that senate bill 264 passed, code will go into effect on July1,2022.

Grasslands- Art Mouser report the Jackson's Mill Event did not turn out well, due to weather.

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Safety/Buildings and Grounds Ed Utterback stated a contractor is coming today to work up a quote on the kitchen/ Plumbing required for the kitchenette. Chuck Cienawski added the bathrooms need work as well. O. C. Cluss is the company. Chuck stated that on July 2nd the parking lot work should start. Chuck Cienawski then stated that a wheel came off the 2ton lime spreader. Chuck also stated that one cooperater brought the 5ton lime spreader back dirty. Should we charge him?

Ag Enhancement- Previously Discussed

Correspondence- Copies None

Public Comment- None

Supervisor Reports

- **Mark Myers**– Report he had an excellent time with Art enjoying lunch

- **Ed Utterback** – No Report

- **Art Mouser** – No Report

- **Jim McDonald**– No Report

- **Chuck Cienawski** – No Report

- **Jean Conley** – No Report

- **Andy Price**-No Report

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

- **Rick Abel**- Rick Abel announced that he will be resigning his position as Chairman of MCD effective June 30,2022. Also, he withdraws his name from any nominations.

- **Adjournment**

Art Mouser moved to adjourn the meeting seconded by Jim McDonald. Motion carried Meeting adjourned @ 12:44 PM

The next scheduled meeting is June 9, 2022 - Steve Lebnick Agricultural Center

Minutes submitted by Dee Altman, Administrative Specialist

Minutes approved by: _____

Rick Abel, Chairman

Date