****MINUTES

 **Western Conservation District Board Meeting**

**May 24, 2022**

In Attendance at the 9:00 a.m. Meeting

**Supervisors Attending** in person: Charles Lipscomb, Chairman; Oscar Harris, Vice-Chairman; Don Stephens, Treasurer: Jim Withrow, Secretary, Jeremy Grant

**Absent:** D. W. “Peachie; Arthur

**Others Attending:**  Anthony Winters, CS; Hallie Roach, AS; Jackie Byars, DC NRCS; Elise Comeaux, SC; Dennis Brumfield, CPA; Kim Fisher, Area Director; Judith Lyons, Program Manager; Joe Casto

**Others Attending via phone:** Heather Duncan WVCA, Executive Director; Aimee Cummings, Soil Conservation

Call to Order:

Chairman Lipscomb called the meeting to order at 8:58 a.m. at the District Office in Point Pleasant, WV.

Adopt Agenda / Approve Minutes

**Oscar Harris moved to adopt the agenda as presented, second by Don Stephens. Passed**

**On a Stephens/Harris motion the minutes were approved for April as presented. Passed**

Financial Reports

**General and CDO Funds** for April 2022 were reviewed by supervisors as presented. Brumfield reviewed the report with supervisors reading balances, income, and expenses for both the General and Grant funds. The report will be filed for audit.

**Financial Transactions Report:** **On a** **Harris/Grant motion the Financial Reports were accepted and will be filed for audit with the April transactions approved. Motion Passed**

**Co-Administered Fund Report:** Supervisors were provided a copy of the funds cash balance report from WVCA District Fiscal Operations. Fund balances were reviewed. The board accepted the report to be filed for audit. **Grant/Stephens moved to accept the Co-Administered Fund Report. Motion Passed**

**Treasurer’s Report:** Don provided a report for supervisors to review. **On a Harris/Grant motion payroll was approved for $4,461.15 as presented. Motion Passed**

Partnership Reports

WVCA Written Report - Kim Fisher, Area Director

Kim Fisher reviewed and provided a written report to the board members.

Jackie Byars, DC, NRCS –

Jackie Byars gave her report and provided a written report to the board members. Byars also provided minutes from the Local Workgroup Meeting from April 28, 2022.

Elise Comeaux, Soil Conservationist

Elise Comeaux gave a report of things she has been working on to the board members.

Heather Duncan, WVCA, Executive Director

Heather Duncan reviewed and provided a written report to the board members.

CORRESPONDENCE

Newsletters from West Fork Conservation District, Capitol Conservation District

Programs

O&M Watershed Dams-

Judith Lyons provided a written report to the board members and went over a Watershed Information Report, she also, informed the board that the WVCD did not have a problem with the NRCS employees being a Dam Monitor, but the NRCS says that no employee can be a Dam Monitor due to the conflict of interest.

**On a motion Stephens/Harris moved to approve the Southern Conservation District to do the mowing of the Dams at Mill Creek 4, 5, 8, 9, 10, 13, and Poca 28. Motion Passed**

Blakes Creek-Armour Creek (Ridenour Lake) Rehab-

Judith Lyons and Jim Withrow reported on the Blakes Creek and the teleconference minutes were given to all board members.

CO-ADMINISTERED COST SHARE PROGRAMS

1. Agriculture Enhancement Program (AgEP)

Anthony Winters gave an update on the Weed Management Program and stated that he had a meeting this month and that applications would be ranked in July.

Anthony Winters reported to the Board the following needed approved for payment.

1. Approval for Payments

Frost Seeding

 Brenda Kirk-$400.00

Division Fence

 Jason Ferrari-$1,560.00

Exclusion Fence

 Paul Sammons-$2,250.00

Lime

Robin chestnut-$147.00

 Rose Dean-$332.01

 James Pullins-$645.96

 Kendall Wandling-$1,976.10

 Violet Wandling-$1,490.79

Pollinator Habitat

 Russell Hern Farm 1-$200.00

 Russell Hern Farm 2-$200.00

 Carly Rader-$200.00

Water Systems

 Gregory Sheppard-$1,145.80

 Eugene “Victor” Williamson-$1,847.00

**On a motion by Harris/Withrow the payments were approved for payment. Motion Passed**

AgEp Cancellations

 Shawn Gaylor

 Stephen Chapman (deceased)

 Norman Adkins

**A motion made by Harris/Withrow to approve the cancellations. Motion Passed**

AgEp Discussion

 Wilma Harrison/ Ben White

 Wilma Harrison deceased and Ben White was the operator of the farm. **A motion by Withrow/Grant to let Ben White sign a W-9 to receive payment. Motion Passed**

1. Cherry Fork Project

ALS Environmental Invoice – 4120-99355055- $145.00

**On a motion by Stephens/Withrow the Invoice for ALS was approved for payment. Motion Passed**

The board asked Anthony Winters to get an update on Cherry Fork.

1. Weed Management Project

Anthony Winters gave an update on the Weed Management Program and stated that he had a meeting this month and that applications would be ranked in July.

OLD BUSINESS

**Harris/Stephens moved to order an additional 150 plates and 300 bolts for Feed Barns and change the price to $2.00 above cost. Motion Passed**

Lipscomb gave an update on the Clements Tree Nursery

**Harris/Withrow moved to get 2 signs for the Putnam County Conservation Farm Winner and split the money. Motion Passed.** Chad Russell and Scott Casto farm together on each of there farms.

**On a motion by Harris/Stephens, Jason Meadows was selected as the District Winner for the Conservation Farm Winner. Motion Passed**

NEW BUSINESS

**Harris/Grant moved to give Ben Goff, County Extension Agent up to $500.00 for lunches for State Agronomy FFA/CDE contest at McCausland State Farm he will need to provide receipts. Motion Passed**

Plan of Work will be tabled until July Meeting.

**Stephens/Harris approved Addendum #2 for Ag Enhancement Administration Agreement. Motion Passed**

**On a motion by Stephens/Harris moved to approve Ag Enhancement Agreement Program. Motion Passed**

The board decided to wait till June to let Byars know what farms they want to visit and any concerns with the NRCS and WVCA with Jon Bourdon on August 2 & 3, 2022.

**On a motion by Harris/Stephens EOI (Expression of Interest) to advertise in the Legal Ad section of the newspapers in Jackson, Putnam, and Mason counties. Motion Passed**

**Harris/Grant moved to adjust price to $230.00 per camper to the WV State Conservation Camp the district sponsors 2 campers. Motion passed**

**Harris/Grant moved to accept the revised Travel & Per Diem Manual. Motion Passed**

**Stephens/Harris moved to give the Ravenswood FFA $500.00 for the National Grassland Contest. Motion Passed**

Harris received 1 quote for a new 2-ton Lime Spreader from King & Sons LLC. The district will need 2 more quotes on the lime spreader.

**Stephens/Harris moved to approve the LOR’s as presented. Motion Passed**

LOR ID# 13818-$33,082.00

 LOR ID# 13819-$16,692.00

 LOR ID# 13820-$16,691.00

 LOR ID# 13821-$12,668.00

The Board decided to do the supervisor training in July so the newly elected members would be present.

**Stephens/Harris moved to change the July Board Meeting to July 14, 2022, there was a conflict with the quarterly meeting. Motion Passed**

SUPERVISOR REPORTS

Don Stephens reported on the Envirothon Committee Meeting a copy of the minutes was given to the board members, and the Envirothon Contest from April.

Jeremy Grant reported that the 6 ton lime spreader needed 15 gallon hydraulic fluid and had to order some bolts because the spinners came loose.

Charles Lipscomb reported on the State Quarterly Committee Meeting in April and let the board know that they were trying to cut cost to try to stay within there budget. He also reported on the Local Work Group meeting he was satisfied with it and maybe next time we can move it up earlier in the year.

The next meeting will be June 16, 2022, at 9:00 a.m.

With no further business Chairman Lipscomb adjourned the meeting at 1:05 p.m.

Minutes recorded by: Approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Hallie Roach James Withrow, Secretary