

**Southern Conservation District
February 10, 2022 Board Meeting
Minutes of Meeting**

Members of the Board present:

Randall Patton

Curtis Murphy

Bill Harris

Dennis Bailey

Randy Prince

Fred Halsey

Alvin Marchant

Board member present via teleconference:

John Farrell

Staff present:

Dave Parkulo, SCD

Kenneth Maiolo, WVCA

Marty Walker-Owen, WVCA

Visitors/Agencies present via teleconference:

Judith Lyons, WVCA

Shane Pettrey, WVCA

Katy McBride, NRCS

The Southern Conservation District met at 10:00 AM for their regular monthly board meeting in the conference room at their location, 463 Ragland Road Beckley, WV.

Marty Walker-Owen updated the board that Chairman Dennis Bailey was in route under delay and for Vice Chair Bill Harris to begin the meeting.

Bill Harris led a discussion pertaining to the travel expense for supervisors attending the Envirothon competition.

Randall Patton moved to approve Bill Harris to be the appointed person for the Envirothon competition and cover travel expenses Curtis Murphy seconded; motion carried.

Bill Harris updated the board on his attendance of the legislative Ag Day reception. He mentioned there was representatives present he was able to speak with. He and Heather Duncan provided updates about upcoming fund intentions.

Bill Harris updated the board on Brush Creek sites 14 and 15 rehab projects progress.

Visiting Agency ReportsNRCS

NRCS, Katy McBride noted they are finished assessments for EQUIP projects. She reported that NRCS is now taking applications for forest management and stewardship program.

Jeffrey Barr provided a written report to Marty and she provided to the board members.

She shared Carl Gower's forestry report. He and the new shared forester have completed 27 equip applications for the district and are accepting new forestry applications.

The grassland contest will be ongoing at Jackson's Mill. If any supervisors will be available to assist, please get in contact with Katy McBride.

WVCA Watershed Report

Judith Lyons reviewed information about an EWP site at Morris Creek in Montgomery, she noted there is a 7-13U Agreement with Fayette County. She preferred the district work crew be able to complete this site work. This will be forthcoming.

A second site project ongoing is at East River. Judith Lyons commented there is a 7-1-3U Agreement in Mercer County also. She noted the WVCA issue with this particular site is the liability of this being a bridge.

Dave Parkulo provided an update on the site discussed by Judith Lyons at Kelly's Tank along the East River. He reported the bridge was built by DOH and is now being maintained as a private bridge. He discussed the issue with a gabion basket under the bridge being washed out.

Judith Lyons reported she is working on sponsor reports of the district and will be sending those to Marty. She provided an update on Brush Creek 4 and 5, they agency is still awaiting notice from the contractor about the gates expected to arrive to begin installation and inspection.

Brian Frye reported he has the permits back for Little Whitestick, Soak Creek and Brush Creek and will send to Marty and Judith.

Judith Lyons reported on the site easement violation at Brush Creek Site 12. She clarified that DEP did not give permission for the fill below the dam as previously discussed. A meeting is suggested to be held with the district and the landowner regarding this matter. Once the district has a new attorney in place, this easement matter will be addressed by them.

A discussion was held about the pre-construction meeting at Dave's Fork Christian fork that the district was not notified about which Shane Pettry and Brian Frye attended.

Brian Frye reported that Timpkin Manufacturing Company and Enviroscience Engineering had a pre-construction meeting on site. He noted NRCS was in attendance as well as WVCA staff.

Judith Lyons reported that the meeting invitation came from DEP and she wanted to clarify if the District was aware of this meeting on site. The District was not notified.

Brian Frye gave a report on the plans for the Timpkin Company pond spillway issue.

After discussion, Judith Lyons stated she would request the drawing from Enviroscience to be sent to the District as the easement holder and sponsor of the dam.

Further discussion ensued between the members of the board and the WVCA watershed staff. The conclusion was agreed upon that there is a foreseeable issue with the proposed plan of mitigation.

Judith Lyons made a suggestion to the district for a meeting to be held between the following parties DEP, WVCA, NRCS and SCD regarding the design concerns at site 3. The board agreed, Judith stated she would work on setting up this meeting via videoconference about the plans with all agencies involved.

Marty Walker reported that she had received the completed sponsorship agreement from Mercer County Commission today and she will send over to Judith Lyons.

Marty Walker provided a highlight of Jeremy Salyer's written report as he was not able to attend the board meeting.

WVCA, Dennis Burns provided an update on the Green Infrastructure Stormwater Grant additional funds remaining and his intent of planning a demonstration project at the SCD facility.

He indicated he is working on a short timeframe to be able to utilize the funds so he could have a motion of approval to carry forward the project pending funding availability and completion of a plan.

Randall Patton moved to approve moving forward with the proposed plan of the Green Infrastructure Stormwater Project, Bill Harris seconded, motion carried.

Randall Patton moved to approve the January Regular Board Meeting Minutes, Curtis Murphy seconded, motion carried.

Randall Patton moved to approve Special Board Meeting Minutes, Curtis Murphy seconded, motion carried.

District Financial Reports

Marty Walker-Owen presented the financial reports to the members of the board and reviewed as necessary. Marty reported to Randall Patton, SCD Treasurer an update on the transfer of the Quarterly CDO and Supervisor Travel and Per Diem funds.

Randall Patton moved to approve the financial reports, Curtis Murphy seconded, motion carried.

Review of Aging Summary

A discussion was had pertaining to the accounts receivable in detail about the outstanding invoices of the SCD. Dave Parkulo reported he has delegated Karen Brown to contact the outstanding payments.

Marty Walker-Owen reported she is working with the WVCA fiscal section on the outstanding invoices to the SCD. Dennis Bailey inquired about the amounts and days outstanding on the aging summary for the WVCA and Marty reported she is working on addressing the concerns.

Randall Patton moved to approve the aging summary, Curtis Murphy seconded, motion carried.

Conservation Technician Supervisor Report, Dave Parkulo

Dave Parkulo reported that the crew is currently working on maintenance of trucks and equipment for routine off season as well as repairing and painting. He reported he has several projects pending due to winter weather that will begin as soon as spring weather comes.

Dennis Bailey commended the work of Dave Parkulo and the crew on maintaining a strong image of the SCD.

He is putting together work plans for Cranberry Creek for a bid after looking at the channel with the board for cutting and spraying. Bill Harris recommended a basal bark treatment for the herbicide spray for best management of controlling the spray practice.

Marty Walker-Owen, District Administrative Report

Marty Walker-Owen provided an overview of the current work ongoing at the district office. She reported the sponsorship agreement has been completed and she has that document in her possession to be signed and submitted to Guthrie. She reported this would justify the WVCA match funds that have been delayed.

She reported she has set up the financial review meeting for Thursday February 17th at 11:00 AM to go over Certificate of Deposits with the members of the board, fiscal accountants and herself.

Marty updated about working with the engineering firms for scheduling of the presentations for expression of interest and a discussion was held to obtain a date to hold the meeting for the board to attend to interview the candidates who have submitted packets for review.

The board and Marty confirmed February 24th Thursday presentations for EOI beginning at 11:00 AM.

Marty Walker reported on the district personnel plan she updated to include added information on the position of the district employee office assistant.

Randall Patton moved to approve the personnel plan, Bill Harris seconded, motion carried.

Marty Walker requested approval of the AgEP Exigency funds for each district that holds a balance of less than \$10,000.00 in their exigency fund.

Randall Patton moved to approve the AgEP Exigency LOR \$8,070. 43, Curtis Murphy seconded, motion carried.

Marty reported that the AgEP database is updated and current from this year except for unfunded applicants which she will be updating soon. She will be adding the Nutrient Management and Frost Seed files to the database once Kenny Maiolo is finished utilizing the files for his ranking work.

A discussion was had amongst board members regarding the coverage of Greenbrier Valley Conservation District by Marty Walker-Owen with the recent resignation of Lynn Woods, Administrative Specialist. She reported she spent yesterday working with Lynn Woods on operations at Greenbrier Valley District.

A discussion was held by the members of the board in discontentment with being directed to manage Greenbrier Valley Conservation District.

Dennis Bailey reported to the board he will be having a conversation with Jeremy Salyer to express the unified concerns of the board.

Conservation Specialist, Kenny Maiolo

Kenny Maiolo presented his conservation specialist report of the outcome of the application period for Nutrient Management and Frost Seeding held in January. (His written document of proposed approvals are attached to the minutes)

Randall Patton moved to approve the Nutrient Management and Frost Seed applications with the exception of Curtis Murphy as he was approved by letter from Jeremy Salyer, Bill Harris seconded, motion carried.

Marty Walker-Owen provided the letter from Jeremy Salyer.

Bill Harris moved to approve covering through the name of Connie Bailey, Randall Patton seconded, motion carried.

Kenneth Maiolo reported he approved 20% of funds towards Frost Seeding. He reported that under Nutrient Management number 16 is Lloyd Harrel and needs changed to Rosemary Smith.

Kenny reported he has spent the last month working on trainings provided by the WVCA and working towards the Nutrient Management certification. He has been working on the new seeding practice after a drought to be added.

He provided an update on working with a cooperator for 319 septic work in Pipestem Creek and has completed soil samples at a farm he is working with on trying to encourage best management practices.

Bill Harris reminded the board and staff that we are still in search of Conservation Farm Tour applicants.

Marty Walker-Owen and Bill Harris discussed supporting attendees to the grazing conference and based on the current plan of work the district can send up to two per county. Ken and Mary Graybill of Athens. Marty reminded as long as the invoices are submitted to the district they can be approved to attend.

John Farrell requested the board to send contact of concern to Ray Lafferty in the form of a card.

Alvin Marchant moved to adjourn the meeting, Curtis Murphy seconded, meeting was adjourned at 12:40 PM

Respectfully submitted,

*Marty R. Walker-Owen, WVCA Administrative Specialist
District Manager*

Dennis Bailey, Chairman

Curtis Murphy, Secretary