**Capitol Conservation District**

**418 Goff Mountain Road, Ste # 102**

**Cross Lanes, WV 25313—304-759-0736**

**Wednesday June 15,2022 9:00 am**

 In Person **ATTENDANCE**  **Virtual**

Terry Hudson-Chairman Mike McMunigal-Conservation Manager South

Clyde Bailey-Vice Chair Corine Powell-NRCS

Rick Sams-Secretary Heather Duncan-Executive Director/WVACD

Valerie Thaxton-Treasurer Dylan Johnson-Conservation Specialist

Diane Lumadue-Associate Sally Shepherd-Supervisor

Kim Fisher-Area Director

Barbara Parsons-FSA

Judith Lyons-Watershed Manager

Derek Benner-NRCS

Bill Curry-Guest/Coal River Group

Sue Brand-Administrative Specialist

Dawn Lemle-District Employee/NRCS

**CALL BOARD MEETING TO ORDER:** 9:02am

**APPROVAL OF MAY 9th Special Board Meeting & May 18, 2022, Board Meeting Minutes:**

* Sally Shepherd made motion & Valerie Thaxton 2nd motion to accept the minutes from prior meetings.
* All in favor. Motion passed.

**FINANCIAL REPORTS/INVOICES:** (M) **Co-Administered, Grant, District Funds Report. Supervisor Per Diem & Travel. Bills to be paid as funds permit and coordinated by office staff and filed for audit**

* Valerie Thaxton made motion to accept the financials and file for audit & Clyde Bailey 2nd motion.
* All in favor. Motion passed

**REPORTS:**

1. **NRCS – Derrick Benner**
* Working on applications for the Conservation Stewardship Program (CSP)
* FO staff has been working Environmental Quality Incentives Program (EQIP) & have finished getting contracts

Obligated. CCD has 9 contracts obligated, second round of funding was

1. **AgEp—Dylan Johnson**
* Working on AgEP with Sue at Capitol
* Updating new FY2023 Applications
* 16 application payments to approve today
* 9 applications to cancel due to either no time to complete or applicants asked that they be cancelled
* Trying to get message out about HEAP Program
* Encouraging people to come & get compose from Camp Virgil Tate
1. **Solid Waste-Terry Hudson-**No Report
2. **WVCA Report –Kim Fisher-**
* Conservation Law change-SB264 passed the legislature
* Request to Conservation Districts to review and update the District Policy Manual
* Conservation Farm Tour were due by May 31, 2022
* Engineering Expression of Interest & State Fair Schedule to work

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1. **WVCA Watershed Report-Judith Lyons**
* CCRS:
	1. Site 15873-T Parsons Unknown Stream Kanawha County-Eligible Site
	2. Site 15882-S Martin Unknown Stream Kanawha County-In progress
	3. Site 1588-I. Wheeler-Point Lick Campbell’s Creek Kanawha Co.-Ineligible
* No Stream Permits
* O&M dates
* Projects:
	1. Elk Two Mile 14 draw down is complete
	2. Supplemental funds received
	3. NTP date
	4. No active fish were visible on the drawdown, with only a couple sited dead. No reports if fish downstream.

\*\*\*\*\*\*UPDATE ON FISH\*\*\*\*\*\*\*

* There were fish downstream & reports came in the next day. We could not see them due to the gray water from the sediment pulling through. A press release was put out by Davin White fir information. We walked the stream on Friday, June 10 & picked up 129 dead fish & all the trash in the stream that residents has dumped.
1. **District Employee Dawn Lemle**
* Partnership Annual Planning June 16, 2022
* Conservation Day at Elementary School
* Donation of seeds
* Seed giveaway program
* Working on signage that involves CCD
* Working/worked on RC& D grant
* Working on gardens been established in different schools around the county.
1. **Administrative Specialist Report-Sue Brand**
* Working with Dylan Johnson on closing out FY2022 AgEP
* Updating database for accuracy
* Working on getting all cooperators paid by June 30, 2022

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1. **Supervisors Report-Bailey, Thaxton, Lumadue, Sams, Hudson & Shepherd**
	1. **Clyde Bailey**

Attended the Farm Bureau Meeting

Became a grandpa on the 19th of May

Communication call

State Fair call

Southern District visit

United Methodist conference

Elk District visit

CCD Board Meeting

Attending the Plan of work

* 1. **Rick Sams**

Checked drainage at Elk Two Mile Dam Site 14

Attended Kanawha Farm Bureau meeting

Isited Dixie Street

Urban Ag raised beds

CCD office to sing checks

Board meeting

* 1. **Valerie Thaxton**

Office in Cross Lanes to sign checks

Cross Lanes to attend Board Meeting

* 1. **Sally Shepherd**

Working on Clements Nursery

* 1. **Diane Lumadue**

Attended board meeting

Went to courthouse and was sworn in for Supervisor at CCD

Tour De Coal Event

Board meeting

* 1. **Terry Hudson**

RC& D Meeting

Office to work on reimbursement from NRCS

Kanawha Valley RCD meeting

High Tunnel Workshop

Office to sign contract/Notice to Proceed with Eastern Arrow Corporation

Meeting at CCD with Corine Powell

Board meeting

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**NEW BUSINESS:**

1. **(D/M) AgEp Approval for Payment**:
	1. **Zackary Boyko Urban Ag $ 145.50**
	2. **Dana Bryant Urban Ag $ 50.82**
	3. **Jeremy Grant Nutrient Management $ 722.83**
	4. **Jennelle Jones Urban Ag $ 65.18**
	5. **Lois Kuhl Urban Ag $ 300.00**
	6. **Careasa Nichols Urban Ag $ 300.00**
	7. **Michael Rizzo Urban Ag $ 216.36**
	8. **Sharon Spencer Urban Ag $ 300.00**
	9. **Jeanne Stevenson Urban Ag $ 167.88**
	10. **Hannah Stone Pollination $ 119.95**
	11. **Rob Whittington Pond Cleanout $ 718.75**
	12. **Jessica Woods Urban Ag $ 111.45**
	13. **Terri Yates Urban Ag $ 206.45**
* Rick Sams made motion to accept all paperwork from cooperators and start payment process & Valerie Thaxton 2nd motion. All in favor. Motion passed.

**Supervisors and family cooperators**

* 1. **Sharon Bailey Heavy Use $1000.00**
* Clyde Bailey rescued himself
* Valerie Thaxton made motion to pay the cooperator & Sally Shepherd 2nd motion.
* All in favor. Motion passed
	1. **Sarah (Sally) Shepherd Heavy Use $ 998.00**
* Sarah Sally Shepherd rescued herself while the board voted on the program
* Valerie Thaxton made motion to ay cooperator/supervisor
* Clyde Bailey 2nd motion. All in favor. Motion passed.
	1. **Valerie Thaxton Heavy Use $1000.00**
* Valerie Thaxton/Supervisor rescued herself while the board voted
* Clyde Bailey made motion & Rick Sams 2nd motion
* All in favor. Motion passed.
1. **(D/M) AgEP Application Cancelations**
	1. **Joyce Andrews Urban Ag $ 300.00**
	2. **Kimberly Harper Urban Ag $ 300.00**
	3. **Elizabeth Hernandez Pollination Planting $ 225.00**
	4. **Jackelyn Johnson Urban Ag $ 300.00**
	5. **Cynthia Kelly Urban AG $ 300.00**
	6. **Angela Robinson Urban Ag $ 300.00**
	7. **Richard Smith Urban Ag $ 300.00**
	8. **Matthew Spencer Urban Ag $ 300.00**
	9. **Susan Sunday Heavy Use $1,000.00**
* Clyde Bailey made motion & Sally Shepherd 2nd motion. All in favor. Motion passed.

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1. (D/M) **Coal River Group Invoice # 45-$212.00 (April Water Sampling)**
* Valerie Thaxton made motion to pay vendor & Clyde Bailey 2nd motion. All in favor. Motion passed.
1. **(D/M) McVays Invoice # 47 --$ 12,500.00 (Loudermilk Septic Replacement)**
* Valerie Thaxton made motion & Rick Sams 2nd motion to pay vendor. All in favor. Motion passed
1. **(D/M) McVay’s Invoice # 48--$ 12,800.00 (McDaniel Septic & Pump out)**
* Valerie Thaxton made motion & Clyde Bailey 2nd motion to pay vendor. All in favor. Motion passed.
1. **(D/M) Coal River Group Invoice # 49-- $212.00 (May Water Sampling)**
* Rick Sams made motion & Valerie Thaxton 2nd motion to pay vendor. All in favor. Motion passed.
1. (D/M) **Coal River Group Invoice # 50-$620.00 (May Admin hours & Volunteers hours)**
* Valerie Thaxton made motion & Clyde Bailey 2nd motion to pay vendor. All in favor. Motion passed.
1. **(D/M) GAI Invoice # 2174885 ($ 1,750.00) Construction Administration)**
* Valerie Thaxton made motion & Rick Sams 2nd motion to pay vendor. All in favor. Motion passed.
1. **(D/M) Mowing of Dams 12,13 &14**
* Request to issue a contract for the mowing of Dams #12, 13 & 14.
* Valerie Thaxton made motion & Clyde Bailey 2nd motion. All in favor. Motion passed.
1. **(D/M) HEAP Program**
* Clyde Bailey made motion to go back to the MOU for the 3 Stables: Sunday’s, Tyler Mountain & Lucas
* Valerie Thaxton 2nd motion. All in favor. Motion passed.
1. **(D/M) Carroll Greene Award Nomination (Supervisor of the Year) Due June 30, 2022**
* Clyde Bailey nominates T. Wilson Hudson as nominate for the Carrolle Green award
* Sally Shepherd 2nd motion. All in favor. Motion passed.
1. **(D/M) Northeast Association of Conservation District Employees Donation (see form)**
* Clyde Bailey made motion to donate $100.00 & Salley Shepherd 2nd motion. All in favor. Motion passed
1. **(D/M) Election of Officers to WVACD**
* Board discussed and motion was made to have Terry Hudson & Clyde Bailey to continue as officers at the WVACD.
* Valerie Thaxton made motion & Sally Shepherd 2nd motion. All in favor. Motion passed.
1. **(D/M) Advertise for a new Engineering Firm**
* The board voted to advertise for an EQI (Engineering Services).
* Clyde Bailey made motion & Rick Sams 2nd motion. All in favor to advertise. Motion passed.
1. **(D/M) For the July Board Meeting to be rescheduled to a different date in July**
* Board voted to move the July meeting to July 27, 2022 at its regular time.
* Valerie Thaxton made motion & Rick Sams 2nd motion. All in favor. Motion passed
1. **(D/M) Selection for Supervisor Replacement**
* It is the board’s recommendation to send Valerie Thaxton name to State Committee as a replacement

For Rick Sams.. Clyde Bailey made motion to send all candidates letter to become an Associate Supervisor & attend a future meeting

* Sally Shepherd 2nd motion. All in favor. Motion passed.

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**Unfinished Business:**

1. **(D/M) Un-table the Additional Funding Request from WVCD for AgEP FY2023 open for discussion/motion**
* Clyde Bailey made motion to untable item from previous meeting
* Sally Shepherd 2nd motion. All in favor. Motion passed. No further discussion needed.
1. **(D/M) Un-table the GSA rate from April & bring back for discussion/motion**
* **Clyde Bailey made motion to raise the GSA rate from 0.585 to 0.625 & Valerie Thaxton 2nd motion.**
* **All in favor. Motion passed.**

**Correspondence**: None

**Adjourned: 10:51am**

**Financial Committee Meeting July 20, 2022 @ 8:30 am**

 **Next CCD Board of Supervisors Meeting July 20,2022 @ 9:00am**