

Little Kanawha Conservation District

Board of Supervisors Meeting
Wednesday, April 13, 2022, 10:00 AM
LKCD District Office & Teams Call in Meeting

----- Minutes -----

Attending were:

*** Supervisors Attending ♦ Supervisors by Conference Call**

- *Ed Martin, Ritchie County
- *Bob Buchanan, Wood County
- *Jeff McElfresh, Wood County
- *Mike Nichols, Ritchie County
- *Sam Sheets, Roane County
- *Russell Wade, Roane County
- *Roger Shaver, Wirt County
- *Roseann Adams, Wirt County
- *Dale Cunningham, Calhoun County
- *David Cain, Calhoun County

Others attending or ♦ Others by Conference Call:

Jason Crislip, NRCS
Mikayla Hayes, WVCA
Jimmy Chamber, FSA
JJ Barrett, WVU Extension
DJ Allen, LK RC&D
Chad Lee, NRCS
Dan Elliott, Contractor
Cort Martin, LKCD
Jessica Nichols, WVCA

Call to order & Pledge of Allegiance

- Meeting called to order at 10:00 a.m.
- Ed Martin led the Pledge of Allegiance which was recited by all.

Introduction of Visitors – Their reports and concerns

None

District Business

Minutes of Previous Meeting

- *David Cain moves to correct minutes by inserting \$1,000.00 per week in motion made by Ed Martin. Second by Sam Sheets. Majority approved. Motion carried.*
- *Ed Martin moves to accept the minutes with the correction. Second by David Cain. Majority approved. Motion carried.*

Approval of Financial Reported Items

- Audit Review and Quotes
 - *Motion to accept Perry and Associates bid for \$3,000 per year for the next two years was made by Dale Cunningham. Second by Roger Shaver. Majority approved. Motion carried.*
 - *Motion to accept the audit review was made by Dale Cunningham. Second by Sam Sheets. Question on the motion. Majority approved. motion carried.*
- Closure of Wire Account
 - *Dale Cunningham moves to close the Wire Account Peoples – 2202 and all electronic transfer of funds from the state will now be deposited in the Interest Account Peoples – 2180 followed by a transfer to the final account of record as needed. Second by David Cain. Majority approved. Motion carried.*

Approval of Cooperators - None

Terminations – None

Correspondence – D/M

- Grazing Conference Request - It is felt that the board should only be paying the registration fee and hotel.
- Ritchie County Fair – Vendor Application Form
 - *Motion by Roseann Adams to pay \$100 for a booth at the Ritchie County Fair. Seconded by Mike Nichols. Majority approved. Motion carried.*
- Jr Conservation Camp
 - *Motion by Sam Sheets to sponsor two campers at a cost of \$175.00 each or total of \$350.00 if the District doesn't have any recommendations it is requested if possible they be selected from our five county area. Second by Roger Shaver. Majority approved. Motion carried.*

Non-Action Items

- NRCS Structure Rehabilitation Letter
 - Bob Buchanan discussed. Rehabilitation of Bonds Creek.

Report of Agencies and Others

LKCD Field Staff Report

- Conservation Specialist - Cort Martin - In class today.
- Contractor – Dan Elliott – Truck for Work Crew
 - Tracy Lake Park Board may have several projects needing work.
 - Additional work was discussed.
 - Discussion of rental of equipment from Dan Elliott.
 - The District will need to obtain a business license.
 - *Motion to continue bid that is in place for a 2009 GMC truck was made by Jeff McElfresh. Second by Ed Martin. Majority approved. Motion carried.*

NRCS Field Staff Report – Jason Crislip

- Both offices are fully open now.
- Working on 42 contracts including high tunnels.
- Working with WVU-P on sustainable agriculture project.
- Staffing update.
 - Joe Leman new to the Parkersburg office.
 - Stacey Robinson hired as full-time NRCS.
 - Nicky Cox at Spencer office.
 - Noah Cummings now in Parkersburg office.
 - Chad Gifford works as a contract employee.
- Need 50 bird boxes.
- Special meetings to develop work plans.
- No summer employment is known of at this time.

Forestry Field Staff Report

- Forestry Contest timeframe. Last held in 2019.
- Not in attendance but notifications are now being sent to Craig Minton as requested.

WVCA Field Staff Report

Watershed – Judith Lyons

- Report in the packet.
- April 25 & 25, 2002 2022 for reviewing dams.

FSA – Jimmy Chambers

- Jimmy Chambers is the new county director for FSA in our District.
 - Phone is 606-560-0360. Jimmy.chambers@usda.gov
 - Taking applications on Grassland CRP.
 - Crop reports were discussed.
 - Farm records set up talked about.
 - Partnership in the booth at the county fairs. Jason Crislip talked about outreach difficulties.
 - Deeds can be pulled up online.
 - Jeff McElfresh stated that he discussed bee nukes with Jimmy Chambers. It is recommended that the time frame needs to be discussed at a quarterly meeting.

WV DNR Report

Not in attendance.

LK RC&D Report - DJ Allen

- Garden plots are being assigned and project sharing is doing well.
- They make contacts and trying to get people to come back in.
- Mini grants will be reviewed April 14th.
- Next meeting is scheduled for April 28th.

Solid Waste Authority Report & Chapter 22C Solid Waste Board Appointment & Pay

- Clarification of Chapter 22C Solid Waste Board Appointment & Pay. It is not allowed for receipt of compensation for SWA work from anywhere other than the SWA.
- Russell Wade stated that all is well.
- Mike Nichols. Working on the building. Problems getting equipment.
- Dale Cunningham tire pick up this Friday. Glass from Roane county to go to Calhoun county for \$1,000 charge.
- Bob Buchanan stated that they are scheduling recycling as well. Tires will be limited to 10 per person.

WVU Extension – JJ Barrett

- April 23rd – Roane County - Farmers Market & Poultry Production to be discussed.
- June 3rd – Calhoun County – High Tunnels at Bob Gregory Farm
- June 18, 19 & 21, 2022. Classes scheduled.
- *Motion by Roger Shaver to purchase 30 binders and supplements for Mid-Ohio Valley Grazing School. Second by Jeff McElfresh. Majority approved. Motion carried.*
- *Motion by Roseann Adams to purchase up to \$150 of food and supplies for the Saturday Grazing Event May 21, 2022. Second by Sam Sheets. Majority approved. Motion carried.*

Special Items of Interest

Emergency Watershed Program/Stream Protection & Restoration Program

An emergency plan was received at the District and copies are available if requested.

North Fork Hughes River Updates & Issues

- Debris Removal Update
 - On schedule with the boom. Should have final information from NRCS by the end of July.

Outstanding Cooperator Farm Tours

- Sam Sheets discussed moving the board meeting around and touring a farm in the afternoon thru the summer months.
- *Roger Shaver moves to have each county choose a farm to honor at the annual banquet. Second by Sam Sheets. Majority approved. Motion carried.*
- Meetings as follows:
 - Wood County – June 14th
 - Wirt County – July 13th
 - Roane & Calhoun – August 9th
 - Ritchie County – September 13th

LKCD Land Judging & Homesite Contest

Not enough time to schedule will schedule for 2023.

Wirt County Wetland Day - Chad Lee

- Requested \$1,000.00 for sponsorship of the Wirt County Wetland Day on May 6, 2022.
- *Roseann Adams moved to give \$1,000 to Wirt County Wetland Day. Second by Sam Sheets. Majority approved. Motion carried.*
- Check to be made out to Wirt County Middle School.

Office proposal LK RC&D building south side

- Proposal is typed and ready to be sent to the LK RC&D Council.
- Air quality is an possible issue.
- *Jeff McElfresh moves to submit the proposal to the LK RC&D Council. Second by Ed Martin. Discussion ensued. Roger Shaver moves to table. Tabled.*

Google Map Usage

Roseann Adams to put language together for policy manual update.

Local, National & State Meeting Report

Local, National or State Meeting Report

- State Meetings
 - WVACD – April 18-19, 2022 – Cacapon State Park
 - Envirothon Workday – April 20, 2022 – Cacapon State Park
 - Envirothon Contest – April 21 & 22, 2022 – Cacapon State Park
- WV State Code Update Chapter 19-21A. and Legislative Rules
This has passed and will soon be come law. Discussion of how this will affect supervisors.
- July Meeting for WVACD to be held in Mineral Wells at the Comfort Suites. *Mike Nichols moves for Bob Buchanan to check prices for a trip/ tour to Blennerhassett Island State Park for the WVACD July meeting. Second by Sam Sheets. Majority approved. Motion carried.*

WV Envirothon Committee

- Contest April 21-22, 2022
- Event is on track.
- 13 teams are signed up.
- Roane County has one team for the LKCD.

Appalachian Grazing Conference Committee

Participants thought is was a learning experience and good.

Grazing Land Committee

No update at this time.

Communications Committee

Nothing at this time.

Active District Committee Reports

Equipment Committee

- 2-ton lime spreader update – Bob Buchanan will call Dan Stephens about the issue. *Jeff McElfresh moves to give Dan Stephens till June 1, 2022 to resolve this issue. After that date the District will pursue a legal option to obtain resolution. Second by Ed Martin. Majority approved. Motion carried.*

LKCD Jr. Envirothon Committee

Nothing new at this time.

Ag Enhancement Committee

- Payments – None
- Sam Sheets went over the AgEP practices and where the District stands currently.

AgEP – Mikayla Hayes – She reports that it is unlikely that all practice will be completed by May 6, 2022.

Budget Committee

Nothing at this time.

Pollinators Committee

WVU is reporting a 75-80% loss of bee colonies this past winter.

Reports of LKCD Supervisors & Associates

LKCD District Supervisors Report

No report.

LKCD Associate Supervisors Report

No report.

Administrative Specialist, Jessica Nichols

- Please be aware that I will be out of the office for two weeks in October.
- Business Cards – Please let me know if you are in need of additional cards.

WVCA Report, Kim Fisher

Report in packet.

Need to look at the District Policy Manual to see if it goes with the new bill 264.

Closing Activities

District Board Meetings

- Wood County – June 14th
- Wirt County – July 13th
- Roane & Calhoun – August 9th
- Ritchie County – September 13th

April 10-19, 2022 – WVACD Meeting

April 21-22, 2022 – Envirothon Contest
April 23, 2022 – Roane County Workshop
April 25-26 – LKCD Dam Inspections
May 6, 2022 – Wirt County Wetland Day
May 21, 2022 – Mid Ohio Valley Grazing School – Wood County
June 3, 2022 – Calhoun County Workshop
June 18-19, 2022 – WVU Extension – Classes scheduled

Meeting Adjourned at 1:25 p.m.

These minutes respectfully submitted by Roseann Adams, LKCD Secretary and Jessica Nichols, Recorder.

Bob Buchanan, LKCD Chairman

Roseann Adams, LKCD Secretary

Date approved: _____

Little Kanawha Conservation District

Board of Supervisors Meeting
Wednesday, May 11, 2022, 10:00 AM
LKCD District Office & Teams Call in Meeting

----- Minutes -----

Attending were:

*** Supervisors Attending ♦ Supervisors by Conference Call**

- *Ed Martin, Ritchie County
- *Bob Buchanan, Wood County
- *Jeff McElfresh, Wood County
- *Mike Nichols, Ritchie County
- *Sam Sheets, Roane County
- *Russell Wade, Roane County
- *Roger Shaver, Wirt County
- *Roseann Adams, Wirt County
- *Dale Cunningham, Calhoun County
- *David Cain, Calhoun County

Others attending or ♦ Others by Conference Call:

- Jason Crislip, NRCS
- Jimmy Chamber, FSA
- ♦Judith Lyons, WVCA
- Mikayla Hayes, WVCA
- Cort Martin, LKCD
- Jessica Nichols, WVCA

Call to order & Pledge of Allegiance

- Meeting called to order at 10:11 a.m.
- Pledge of Allegiance which was recited by all.

Introduction of Visitors – Their reports and concerns
None

District Business

Minutes of Previous Meeting

- Change date on WVCA Field Staff Report on page 3 from 2002 to 2022.
- *Roger Shaver moves to accept the minutes with the correction. Second by Jeff McElfresh. Majority approved. Motion carried.*

Approval of Financial Reported Items

- Request for Quotation (RFQ) more information to come.
- Peoples Account 2202 will be closed, and Wire deposits will be placed into Peoples Account 2180. Paperwork is being filed.

- Perry and Associate of Marietta sent a quote for audit of \$3,000 per year for a two-year commitment. *Motion by Dale Cunningham to accept this quote. Second by Mike Nichols. Majority approved. Motion carried.*

Approval of Cooperators & Terminations – None

Correspondence –

- WV State Conservation Camp Support Request – *Sam Sheets moved to sponsor the camp for the equivalent of two campers for the amount of \$460.00. Second by Roseann Adams. Majority approved. Motion carried.*

Non-Action Items

- None

Report of Agencies and Others

LKCD Field Staff Report

- Conservation Specialist - Cort Martin
 - School is finished and plans to be spending days in the office or the field as needed.
 - Will work with NRCS to learn.
- Contractor – Dan Elliott
 - Mike Nichols stated that they started laying out the campsites at Tracey Lake.
 - Mowing at the cemetery in Grafton is being planned.
 - Bob Buchanan met with the City of Pennsboro regarding picnic tables. They will be putting seats on these using fiber board. Sam Sheets asked how much funds will be made from these jobs.
 - Bob Buchanan will be taking the test for the contractor license.
 - Bob Buchanan discussed federal funds that are ear marked for Bond Creek Site 1 (Tracey Lake). Need clarification on what they are to be used for.
 - Emergency Action Plans will be printed and put in a location that is easily accessible.
 - Judith Lyons stated that the dams need mowed now and later the crew can go back and do the other items needing completion.

NRCS Field Staff Report – Jason Crislip

- Worked on design for Tracey Lake.
- Finishing up contract work.
- Flooding calls have been coming in from Roane County.
- Parkersburg office is at full capacity. He has been spending time at the Spencer office to help with staffing shortage.
- Stream restoration sites have been visited. Further work needs reviewed on these.

- Statewide DC Meeting is scheduled for May 26th.

Forestry Field Staff Report

Unable to attend.

WVCA Field Staff Report

- Watershed – Judith Lyons –
 - Dam inspections that were held came under discussion.
 - Pond Run dam and channel maintenance may be taken over by the District crew.
 - Site visit, May 26th will be the date for visiting Upper and Lower Pond Run starting at 10:00 a.m.
 - A meeting will need to be set with the City of Vienna regarding the mowing of the dam. DEP is mandating that the dam be mowed horizontally and not vertically.
 - Roane County is under an emergency declaration from the governor.

FSA – Jimmy Chambers

- Working on crop acre reports.
- CRP sign ups. 10 to 15 offers. CRP will be sent for approval. CRP details were discussed.
- Hemp producers are required to file with FSA. Six producers are in our area. Farm records will need to be developed.
- Worked to assist Mikayla Hayes with maps for signups for AgEP.

WV DNR Report

Unable to attend.

LK RC&D Report

- Sam Sheets reported that he worked on the garden plots and marked off 8 of them.
- Mini grants were allocated.
- Air quality test results haven't been reported yet.
- Mike Nichols stated that there have been complaints on the warehouse staff as well as the rhyme and reason of donation or cost. Also, that they are only open for 4 hours a week. The donation and cost are driven by where the items come from.

Solid Waste Authority Report

Roane – Russell Wade reported that all seems to be going normally.

Ritchie – Mike Nichols stated that they are working on footers still

Calhoun – Dale Cunningham

- He reported that they had a tire day and DNR monitored it this time.
- There was a donation of a heating and air conditioning unit to the new office building.

Wood – Bob Buchanan

- He stated that supplies are ready for the Youth Conservation Day at North Bend State Park.
- The recycling day at Ericson field is set and there is a limit of 10 tires but this is not limited to Wood County. The date is June 11th. 9-2. Location is off of old Camden Avenue.

WVU Extension – JJ Barrett

Grazing school is May 18th and 19th at the fire station in Elizabeth. Food is to be purchased for the 21st the class that day will be at the farm of Rob Knopp.

Special Items of Interest

Emergency Watershed Program/Stream Protection & Restoration Program

- Names of monitor and reprint of Emergency Action Plans came under discussion. These might need updated.
- Send all emergency action plans out to all supervisors and NRCS.
- *Motion to approve the Monitoring & Emergency Action Plan Statement of Review for Bonds Creek, Pullman, Poca Site #14, Pond Run, Walker Creek, and North Fork Hughes River was made by Roger Shaver and second by Jeff McElfresh. Majority approved. Motion carried.*

North Fork Hughes River Updates & Issues

- Debris Removal Update – Calls have been made but not returned as of yet.

Letters of Request (LOR)

LOR Purpose: District Support

Quarter	LOR Total	LOR Date	LOR ID	Submission Deadline
1	\$42,469.00	7/1/2022	13798	June 30, 2022
2	\$23,398.00	10/1/2022	13799	June 30, 2022
3	\$23,397.00	1/1/2023	13800	June 30, 2022
4	\$16,691.00	4/1/2023	13801	June 30, 2022

Motion to approve letters of request as presented in the amounts of 42469.00, 23398.00, 23397.00, 16691.00 for District Support was made by Jeff McElfresh and second by Mike Nichols. Majority approved. Motion carried.

Mike Nichols moved to approve Letters of Request for Upper Pond Run in the amount of \$7,500.00 and Lower Pond Run in the amount of \$5,435.00 (combined total of \$5,000 for the Wood County Commission & \$435 for the City of Parkersburg) as the funds are received from the local sponsors. Second by Roseann Adams. Majority approved. Motion carried.

Local, National & State Meeting Report

Local, National or State Meeting Report

- State Meetings
 - Sam Sheets reported that the WVACD Foundation is being created. Bob Buchanan reported on the history behind this action. They (the foundation) are now a 501C3. There are a set of bylaws, but they needed

to be corrected and were changed thru a 990 filing. Each District will have one supervisor that will be appointed to set on the Foundation Board. Art Mouser, Joe Gumm & Jim Foster started the paperwork to form the foundation.

- AgEP exigency was approved by the WVACD and WV State Conservation Committee. The WV Conservation Agency will send the details of implementation on these six practices.
- The name of the practice called Urban might be changed as it seems too limiting.
- Bob Buchanan discussed the legislative committee. The law is done, and the rules are set. Bob Buchanan has copies and is encouraging people to call in during the public response portion.
- WVACD Quarterly Meeting set for July 2022 at the Comfort Suites in Mineral Wells.
- Sam Sheets was asked to be on the nominating committee for officers of the WVACD.

WV Envirothon Committee

- Sam Sheets reported that it was a very good contest. The food was a different situation. Tight competition.
- Roseann Adams asked if it was ok for her to attend the meetings. Permission given.
- Ravenswood FFA won the competition.
- This will possibly be scheduled at Cacapon next year as well.

Appalachian Grazing Conference Committee

- There were 450 in attendance.
- There was not as many exhibits.
- Next meeting is July 21st at MCD.

Grazing Land Committee

Next meeting is in Flatwoods on July 8th at 10:00 a.m.

Communications Committee

Next is last Wednesday of the month.

Active District Committee Reports

Equipment Committee

- 2-ton lime spreader update
 - No word from the landowner about payment.
- No till drill cost of usage
 - *Jeff McElfresh moves to make changes of \$200.00 per day for the no till drill. ATV seeder at \$15.00 per day. Cone spreader \$30.00 per day for the rental prices. Second by Sam Sheets. Majority approved. Motion carried.*
 - Put a replacement date system as on the price list so will always know which is the most recent.

- Lease & Check list forms for all equipment
 - Jessica Nichols will update the lease forms as needed.
- Cameras will be scheduled to be put in place.
- Need to purchase 4 weed eaters for the work crew. *Motion to purchase four Stihl FS131 weed eaters for \$1436.00 was made by Jeff McElfresh. Second by Mike Nichols. Majority approved. Motion carried.* Jessica Nichols will call Bridgeport Equipment in Pennsboro to set up an account for purchasing.

LKCD Jr. Envirothon Committee

- Roseann Adams reported that the tests are prepared by the agencies that are working the different test sites.
- A meeting will need to be set with the different agencies.
- Committee meeting set June the 14th after the board meeting.

Ag Enhancement Committee

- Payments – None – Next month will have payments that have been made in May,
- Cancellations –
 - Ryan Badgett – Lime
 - Tom Badgett – Lime
 - Boyce Sisters Farming – Water Systems
 - Boyce Sisters Farming – Lime
 - Dennis Blankenship – Water Systems
 - David Williams – Lime
 - Nathan Carpenter – Water Systems

Due to weather conditions being too wet they were unable to complete and Boyce Sisters had medical issues as well. *Motion to cancel all with penalty was made by Sam Sheets. Second by Dale Cunningham. Discussion on the motion. Majority approved. Motion carried.*

- FY23 Nucs
 - Where can they purchase Nucs? Dale Cunningham named two places.
- Signup totals are as follows:
 - 145 – nucs/houses
 - 7 – pollination planting
 - 30 – lime
 - 32 – invasive species
 - 24 – heavy use area
 - 3 – urban
 - 10 – pasture division fencing
 - 14 – water systems
 - 9 – woodland exclusion
 - 4 – critical area planting
 - 2 – water exclusion fencing

Budget Committee
Nothing new at this time.

Pollinators Committee
Nothing new at this time.

Reports of LKCD Supervisors & Associates

LKCD District Supervisors Report

- Bob Buchanan talked to Jason Crislip about working together. A meeting needs to be set to develop a long-term plan. for the future and reaching the public. A local work group meeting is set for May 25th at Mill Run Service Center starting at 10:00 a.m. Discussed a variety of agencies who should be invited to this meeting.
- Roseann Adams reported on the Wetland Day. It had to be moved inside after a lightening hazard was noted. Discussed use of the area for a multiple county event.
- Google map milage was discussed. It would make a standard for usage within the District. Also, to standardize usage for audit purposes.
- Outstanding cooperators for each county will need to be selected.

LKCD Associate Supervisors Report
Unable to attend.

Administrative Specialist, Jessica Nichols

- It has been requested that the District attendees please clean up your area in the meeting room prior to leaving.
- Out Friday for medical reasons.
- Sam Sheets will be taking the Enviroscape to Roane County for Youth Day on the Farm.

WVCA Report, Kim Fisher

Attending another meeting. Please call if you have any questions regarding the report in your packet.

LKCD District Supervisors Report - Additional

- 2013 GMC 98,000 miles. New rotors and brakes. Utility bed, 4-wheel drive. Single cab. No dollar amount was discussed at this time.
- ~~Dan Elliott will be changing to a District employee as of the start of the pay period on May 16, 2022. Jessica Nichols will send him all the paperwork that needs completed to make that change. Sam Sheets states that he believes that \$1,000 a week is too much. Opinions were being voiced back and forth regarding the hiring of District employees. At \$50,000 per year that was agreed upon hiring, the bi-weekly amount will be \$1923.08. The first payroll period will end on May 27th and be turned into the District office by noon the following Tuesday, May 31st for payment to be printed up and signed on June 2nd. (Text Stricken at Board Meeting 6/14/22)~~

Closing Activities

Calendar of Events

District Board Meetings

- Wood County – June 14th
- Wirt County – July 13th
- Roane & Calhoun – August 9th
- Ritchie County – September 13th

May 18, 19 & 21, 2022 – Mid Ohio Valley Grazing School – Wood County

May 25th – Local Work Group Meeting

May 26th – Upper & Lower Pond Run Site Visits

June 3, 2022 – Calhoun County Workshop

June 11th – Recycle Day Wood County

June 14th – Wood County Farm Tour

June 14th – Jr. Envirothon Committee Meeting after board meeting

Meeting Adjourned at 1:21 p.m.

These minutes respectfully submitted by Roseann Adams, LKCD Secretary and Jessica Nichols, Recorder.

Bob Buchanan, LKCD Chairman

Roseann Adams, LKCD Secretary

Date approved: _____

Little Kanawha Conservation District

Board of Supervisors Meeting
Tuesday, June 14, 2022, 10:00 AM
LKCD District Office & Teams Call in Meeting

----- Minutes -----

Attending were:

*** Supervisors Attending ♦ Supervisors by Conference Call**

- *Ed Martin, Ritchie County
- *Bob Buchanan, Wood County
- *Jeff McElfresh, Wood County
- *Mike Nichols, Ritchie County
- *Sam Sheets, Roane County
- *Russell Wade, Roane County
- *Roger Shaver, Wirt County
- *Roseann Adams, Wirt County
- *Dale Cunningham, Calhoun County
- *David Cain, Calhoun County

Others attending or ♦ Others by Conference Call:

- Jason Crislip, NRCS
- ♦Heather Duncan, WVACD
- Mikayla Hayes, WVCA
- Cort Martin, LKCD

Call to order & Pledge of Allegiance

- Meeting called to order at 10:00 a.m.
- Pledge of Allegiance which was led by Bob Buchanan and recited by all.

Introduction of Visitors – Their reports and concerns

None

District Business

Minutes of Previous Meeting

Motion to strike discussion was made by Sam Sheets and seconded by Russell Wade. Majority approved. Motion carried.

~~Dan Elliott will be changing to a District employee as of the start of the pay period on May 16, 2022. Jessica Nichols will send him all the paperwork that needs completed to make that change. Sam Sheets states that he believes that \$1,000 a week is too much. Opinions were being voiced back and forth regarding the hiring of District employees. At \$50,000 per year that was agreed upon hiring, the bi-weekly amount will be \$1923.08. The first payroll period will end on May 27th and be turned into the District office by noon the following Tuesday, May 31st for payment to be printed up and signed on June 2nd.~~

Motion to approve minutes with correction striking information from page 8, minutes 5/11/22 was made by Dale Cunningham and seconded by David Cain. Majority approved. Motion carried.

Approval of Financial Reported Items
Financial are to be filed for audit.

Approval of Cooperators

- Ritchie County
 - Roman Radar
 - Eric Goff
 - Steven Sprout
 - John Whippen
- Roane County
 - Paul Burdette Jr
 - William Andrew Rogers
 - Roger Pettit
 - Holly Divine Stoll
 - Steven Jett
 - L Todd Cole
 - Scott Matheney
 - Linda Smith
 - Ronnie Harper
 - Carrol Collins
 - Gilbert Brooke Jr
 - Sandra Hover Kamy
 - Robert Keen
 - Daniel Harper
 - Jason Stewart
 - H Robert Miller III
- Wirt County
 - Justin Dennis
 - Ryan Dawson
- Wood County
 - Justin Stewart
 - Gary Joy
 - Neil Christiansen
 - Steven Roberts
 - Sarah Ault - .16 acres
 - Thomas Lauderman
 - Chad Duvall
 - Sharon Christ
 - Jason Wood

Roger Shaver moved to approve all new cooperators as listed. Second by Jeff McElfresh. Majority approved. Motion carried.

Terminations – None

Correspondence –

- None

Non-Action Items

- System for Award Management

Report of Agencies and Others

WVACD Staff Report – Heather Duncan – District meeting packet pages 15-16

- Supervisor Training for July Quarterly meeting.
- Block of rooms are available now at the Comfort Suites in Mineral Wells.
- There will be a working lunch.

NRCS Field Staff Report – Jason Crislip

- Local Work Group Meeting will be held in July with a bigger meeting set later.
- Finished up EQIP for the year.
- There is a big push for Forestry plans right now.
- Recent joint area staff meeting with the north area was held in Summerville.
- Lots of new employees.
- NRCS budget formula has changed.
- Work on CRP grassland funds.

WVCA - Kim Fisher – District meeting packet pages 17-18

- Unable to attend or call in due to weather related issues.
- Please call if you have any questions regarding the report.

WVCA Field Staff Report – District meeting packet page 19

Watershed – Judith Lyons

- May be able to use part of the \$876,400 for the emergency access road.
- Please call if you have any questions regarding the report.

FSA

Unable to attend.

LK RC&D Report

- *Memorandum of Understanding – Sam Sheets moves for Bob Buchanan to sign the LK RC&D MOU. Second by Roger Shaver. Majority approved. Motion carried. Three copies will be signed.*

Solid Waste Authority Report

- Roane County – Russell Wade –
 - Voted to give employees a raise.
 - Moved bulk bin back to the office because of trash.
- Ritchie County – Mike Nichols –
 - Laid footer on the new building.
 - Working on getting equipment.

- Calhoun County – Dale Cunningham –
 - Tire collection last Friday.
- Wood County – Bob Buchanan –
 - Collection of electronics and tires set for June 18, 2022
 - Gave funds to a new COSI type development in the Wood County area.

Forestry Field Staff Report
Not in attendance.

WV DNR Report
Not in attendance.

WVU Extension – JJ Barrett
Not in attendance.

LKCD Field Staff Report

- Conservation Specialist - Cort Martin
 - Been working in the office three days a week.
 - Discussed inventorying garage.
 - Will be presenting the Enviroscope at the Ritchie County 4-H Camp
 - Office License District Staff - Microsoft Office – District meeting packet page 25. *Roseann Adams moved to get Cort Martin Microsoft Office License for another year. Second by Sam Sheets. Majority approved. Motion carried.*

Special Items of Interest

Emergency Watershed Program/Stream Protection & Restoration Program
Nothing at this time.

North Fork Hughes River Updates & Issues

- Debris Removal Update – Nothing at this time.

Election of officers

Nominating Committee consisted of Jeff McElfresh, Dale Cunningham, Roseann Adams.

- Jeff McElfresh stated that the committee would like to present the officers for election at the post they currently hold.
 - *Jeff McElfresh moved to nominate Bob Buchanan as Chairman. Second by Dale Cunningham. Majority approved. Motion carried. Call for nominations from the floor. There were no nominations from the floor. David Cain moves to close nominations. Second by Dale Cunningham. Majority approved. Motion carried. Approved by acclamation.*
 - *Jeff McElfresh moved to nominate Mike Nichols as Vice-Chairman. Second by Dale Cunningham. Majority approved. Motion carried. Call for*

nominations from the floor. There were no nominations from the floor. *Ed Martin moves to close nominations. Second by Dale Cunningham. Majority approved. Motion carried. Approved by acclamation.*

- *Jeff McElfresh moved to nominate Roseann Adams as Secretary. Second by Dale Cunningham. Majority approved. Motion carried. Call for nominations from the floor. There were no nominations from the floor. David Cain moves to close nominations. Second by Dale Cunningham. Majority approved. Motion carried. Approved by acclamation.*
- *Jeff McElfresh moved to nominate Dale Cunningham as Treasurer. Second by David Cain. Majority approved. Motion carried. Call for nominations from the floor. There were no nominations from the floor. Sam Sheets moves to close nominations. Second by Ed Martin. Majority approved. Motion carried. Approved by acclamation.*
- *Jeff McElfresh moved to appoint Sam Sheets as the LKCD representative to the WV Association of Conservation Districts Foundation Board. Sam Sheets declines. Sam Sheets moves to appoint Roseann Adams as the LKCD representative to the WV Association of Conservation Districts Foundation Board. Second by Roger Shaver. Majority approved. Motion carried.*
- *Bob Buchanan will set as the first director to the WV Association of Conservation Districts as stated in policy. Roseann Adams moves to appoint Sam Sheets as the second director to the WV Association of Conservation Districts. Second by Roger Shaver. Majority approved. Motion carried.*

Equipment needs office

- *Solar Panels (2) & Miter Saw - Sam Sheets moves to purchase two solar panels for security system and a Hercules 12" dual bevel sliding compound miter saw listed at \$389.99. Second by Jeff McElfresh. Majority approved. Motion carried.*

O&M Agreements

- *City of Vienna (Upper Pond Run)- \$7,500.00 & Wood County Commission (Part of Lower Pond Run)- \$5,000.00 – Roseann Adams moves to sign O&M agreements for the City of Vienna Upper Pond Run (\$7,500) and the Wood County Commission part of Lower Pond Run (\$5,000). Second by Jeff McElfresh. Majority approved. Motion carried.*
- *Mike Nichols discussed doing dredging in the City of Vienna from 34th Street down to 28th Street. Attempting to set up a meeting on June 22nd at 10:00 a.m. Meet at the District office at 9:30 a.m.*

Local, National & State Meeting Report

Local, National or State Meeting Report

- State Meetings – July 18-19, 2022

WV Envirothon Committee

Next meeting is scheduled for August 3rd at Holly Gray Park at 10:00 a.m.

Appalachian Grazing Conference Committee

No report at this time.

Grazing Land Committee

Date of next meeting is needed. Will research.

Communications Committee

Bob Buchanan was cut off from the call.

Active District Committee Reports

Equipment Committee

- 2-ton lime spreader update
 - *Russell Wade moved to pursue the magistrate court to collect money owed by Dan Stephens for lime spreader. Second by Ed Martin. Majority approved. Motion carried.*
 - The chains need to be greased to keep spreaders moving.
 - Replace the chain on new 4-ton spreader.

LKCD Jr. Envirothon Committee

- LK RC&D grant report has been filed.

Ag Enhancement Committee

- WVCA Field Staff Report – Mikayla Hayes
 - Report District meeting packet page 29.
 - Total is 127 ranked.
 - \$22,478.19 left from FY22 funds.
 - Final FY22 report in District meeting packet pages 30-36.
- Payments – Sam Sheets *moved to recognize that John Alt and Roger Garrett were paid for completion of their projects listed below. Second by Roger Shaver. Majority approved. motion carried.*

10020 - Interest
Bearing Acct
Peoples 2180

<u>Check Number</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>	<u>Transaction Description</u>
2629	John M. Alt	5/5/2022	2,700.00	FY22-AEP-PD-Alt
2630	Roger L. Garrett	5/5/2022	<u>3,000.00</u>	FY22-AEP-PD-Garrett
Report Total			<u>22,391.00</u>	

- Exigent Practices Handbook – District meeting packet pages 37-54. Please review prior to AgEP Committee Meeting.

Budget Committee
Nothing at this time.

Pollinators Committee
Nothing at this time.

Work Crew Committee Report

- Truck – Discussed with no motions made.
- Fuel Contract – Discussed with no motions made.
- Work Crew Forms – Discussed with no motions made.
- Jobs/Projects Report – Discussed
- Crew Forman Wages/Salary –
 - *Ed Martin moves to pay Dan Elliott \$50,000 per calendar year (50,000/ 26 pay periods), one district employee at \$20.00 per hour, two independent contractors at \$18.00 per hour and one independent contractor at \$20.00 per hour. Majority approved. Motion carried with two nays.*
 - *Sam Sheets moves to pay Dan Elliott \$0.535 per mile with his home being the starting point. Second by Jeff McElfresh. Majority approved. Motion carried.*

Reports of LKCD Supervisors & Associates

LKCD District Supervisors Report
Nothing at this time.

LKCD Associate Supervisors Report
Nothing at this time.

Administrative Specialist, Jessica Nichols
Unable to attend or call in due to weather related issues.

Closing Activities

Calendar of Events

District Board Meetings

- Wirt County – July 13th
- Roane & Calhoun – August 9th
- Ritchie County – September 13th

Meeting Adjourned.

These minutes respectfully submitted by Roseann Adams, LKCD Secretary and Jessica Nichols, Recorder.

Bob Buchanan, LKCD Chairman

Roseann Adams, LKCD Secretary

Date approved: _____