**August 18, 2022**

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

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

**Supervisors absent:** Mary King

**Others Attending:**  Brian Farkas, Executive Director WVCA; Hallie Roach, AS; Elise Comeaux, SC; Jordan Roush, Soil Conservationist; Dennis Brumfield, CPA

**Others Attending via phone:** Anthony Winters, CS

Call to Order:

Chairman Lipscomb called the meeting to order at 9:08 a.m. at the Mason County Extension Office in Point Pleasant, WV.

Adopt Agenda / Approve Minutes

**Joe Casto moved to adopt the agenda as presented, second by Jeremy Grant. Passed**

**Joe Casto moved to approve the minutes for June as presented, seconded by Jeremy Grant. Passed**

Financial Reports

**General and CDO Funds** for July 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** **Grant/Withrow motion the Financial Reports were accepted and will be filed for audit with the July transactions approved. Motion Passed.**

**Actual Expenditures FY22 CDO Budget and Expense Report: Withrow/Grant moved to approve the Conservation District Operations Grant and Supplemental Funds Report Fiscal Year 2022. 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. **Withrow/Grant moved to accept the Co-Administered Fund Report. Motion Passed**

**Treasurer’s Report:** Don provided a report for supervisors to review. **On a Casto/Grant motion payroll was approved for $2,905.91 as presented. Motion Passed**

Partnership Reports

WVCA Written Report - Kim Fisher, Area Director

Kim Fisher provided a written report to the board members.

Brian Farkas, Executive Director, went over Kim’s report, and asked the WCD to review the Draft Policy that was attached and went over the Per Diem that would be coming.

Jackie Byars, DC, NRCS –

Jackie Byars provided a written report to the board members. Jordan Roush went over Jackie’s report to the board.

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 provided a written report to the board members.

Correspondence

Greenbrier Valley Awards Banquet, Letter to Frank Murry, Little Kanawha RC&D – thank you note, Northeast Association of Conservation District Employees – thank you note

Programs

O&M Watershed Dams

Dam Monitors Replacements will be discussed at the next board meeting in September.

**Stephens/Casto moved to pay Southern Conservation District for the listed Dams**

**Invoice #5432 Mowing Mill Creek #8 - $3,200.00**

**Invoice #5433 Mowing Mill Creek #9 - $3,200.00**

**Invoice #5434 Mowing Mill Creek #10 - $5,000.00**

**Invoice #5435 Mowing Pocatalico #28 - $3,700.00**

**Motion Passed.**

Blakes Creek-Armour Creek (Ridenour Lake) Rehab-

Lipscomb told the board that Blakes Creek was still in a planning stage.

CO-ADMINISTERED COST SHARE PROGRAMS

1. Agriculture Enhancement Program (AgEP)

Anthony Winters reported on the AgEp program, the Board will be getting an additional $6,445.93 in AgEP funding. He gave an update on the Weed Program.

**Stephens/Withrow moved to approve 3 additional Division Fence $4,410.00 and 1 Exclusion Fence $1950.00 with a total of $6,360.00 with the additional funding for AgEP. Motion Passed.**

**Name Practice Allocation County**

Larry Hudson Exclusion Fence $1950.00 Mason

James Elswick Division Fence $1260.00 Putnam

Stacy Call Division Fence $1350.00 Mason

Max McCoy Division Fence $1800.00 Jackson

**On a Grant/Casto motion the Letter of Request (LOR) FY23 AgEP Allocation #13866- $73,000.00 was approved. Motion Passed.**

OLD BUSINESS

The Lime Spreader was discussed Lipscomb said he would send out 3 request for a bid and allow 15 days to reply and report back to the Board at the next meeting.

Joe Casto and Don Stephens reviewed the Expression of Interest (EOI) and was discussed. Hallie Roach was asked to email Judith Lyons and ask which 3 would be good for interviewing and report back at the next meeting.

Supervisor Training was tabled to the next meeting because we were at the Mason County Extension Office instead of in the conference room.

**Stephens/Grant moved to approve the Plan of Work for FY23. Motion Passed.**

**Casto/Grant moved to approve the Travel Manual with the updated mileage of .625/mile**. **Motion Passed**.

Conservation Farm Tour was discussed with things that will need to be done. **Stephens/Grant moved to have Mitsy Hunter provide the food at $12.00 per person serving Pulled Pork, Blackberry Cobbler, and Dirt Pudding. Motion Passed**

New Business

**Casto moved to approve draft Audit from Rod Lowe, Seconded by Stephens. Motion Passed.**

WVCAD Awards

**Casto/Stephens moved to nominate Oscar Harris for Honorary Member Award. Motion Passed.**

New Signature Authority

**Grant made a motion to remove Oscar Harris and D. W. Peachie Arthur from all Bank Accounts and add signature authority to Joe Casto and Mary King. Motion Passed.**

Annual Inspection of Dams set a date in September of October

**Grant moved to look at Sept 29, 2022, or October 6, 2022, for Annual Inspection of the Dams, Second by Stephens. Motion Passed.**

Lakeview Elementary Request Funding for Pollinator Garden was tabled to the next Board meeting.

Annual Award Banquet

**Stephens/Grant moved to have an Annual Award Banquet in Jackson County, date and location will be determined at the next meeting. Motion Passed.**

SUPERVISOR REPORTS

**Grant/Casto made a motion to have the next Board meeting on September 13, 2022. Motion Passed**

Minutes recorded by: Approved by:

Hallie Roach

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James Withrow, Secretary