

**Minutes of the GVCD Regular Board Meeting
May 19, 2022**

The Greenbrier Valley Conservation District Board of Supervisors met on Thursday, May 19, 2022, at 7pm, in the conference room of the Lewisburg USDA Service Center. Those attending were:

Supervisors:

Gary Sawyers
Timothy VanReenen
Gary Truex
Jerry Clifton
Carolyn Miller
Avery Atkins (Call-in)

Others:

Barry Level (GVCD)
Mike McMunigal (WVCA)
Jeremy Salyer (WVCA) (Call-in)
Marty R. Walker-Owen (WVCA) (Call-in)
Angela Feamster-Sawyers (WVCA)
Chris Ellison (WVCA) (Call-in)
Dorian Perez (NRCS) (Call-in)
Tony Panek (NRCS)
Judith Lyons (WVCA) (call-in)

Call to Order

Chairman Gary Sawyers called the meeting to order at 7:05 pm and welcomed everyone.

Approval of Minutes

Motion was made by Timothy VanReenen and seconded by Jerry Clifton to approve the minutes of the April 21, 2022, regular board meeting. Motion carried.

Guest

Tony Panek with NRCS joined us and introduced himself. Tony advised that he is Lee Godbey's replacement for the Union Field Office. Tony spoke about the current program summary for Monroe County as follows:

- **EQIP-AMA**
 - 7 Signed Contracts (\$335,629)
 - 4 Late Pre-approvals
- **CSP-CLASSIC APPLICATIONS** (as of 5/19/22)
 - Obligation Deadline Sept 2, 2022
 - Current Applications as of 5/19/22
 - Forestry = 5
 - Agriculture = 5
- **EQIP (NWQI)**
 - Application Deadline June 17th, 2022

- Obligation Deadline Sept 2, 2022
- Current Application Summary
- 7 Applications
 - 6 Eligible
 - 1 Pending Eligibility
- Outreach Activities are currently in discussion but likely will include targeted mailings and attendance at local events.

- **CSP RENEWAL APPLICATIONS**

- None

Certifications and Payments made (Jan-Mar 2022) = \$23,081

Administrative Specialist Report

Angela Feamster-Sawyers introduced herself as the new administrative specialist serving the Greenbrier Conservation District and provided everyone with her contact information. Angela also thanked everyone for their patience as this is her first week and still getting adjusted.

Marty Walker-Owen added that she and Angela had met over teams on May 18, 2022, for a couple of hours. Marty advised that on Monday, May 23, 2022, that she will be coming to the Greenbrier Valley office to spend the day working with Angela and Angela will spend the day working with Marty at the Southern District on Tuesday, May 24, 2022. Marty stated that she had a plan formulated to help Angela get off on her best foot, and so far, we've worked well together and that she wanted to welcome her and to make this transition to be as seamless as possible.

Funding Requests

Gary Sawyers presented the following LORs:

- LOR #13794 – FY23 Q1 District Support Allotment - \$33,082.00
- LOR #13795 – FY23 Q2 District Support Allotment - \$16,692.00
- LOR #13796 – FY23 Q3 District Support Allotment - \$16,691.00
- LOR #10397 – FY23 Q4 District Support Allotment- \$12,668.00

Jerry Clifton moved, and Gary Truex seconded the motion to send the four LORs. Discussion ensued. Motion carried.

Cooperating Agency Reports

- **NRCS –**

Dorian Perez, District Conservationist provided a detailed oral report; written report is attached.

- **WV Division of Forestry –** No report
- **FSA –** No report
- **WVCA –**

Jeremy Salyer, area director, reported that they did have the Legislative rule open meeting today regarding Senate Bill 264. He advised that if anyone had looked at those legislative rules and had any comments to send it to Angela so that it can be documented and sent in for comment and review. He also noted the importance of providing those comments in writing, so when we have it documented everyone can see them.

He advised that AgEP will need to have the upcoming program and the AgEP agreement, Addendums #1 and #2 and noted that this needs to be submitted so that the state committee can have that in July.

Unfinished Business

The new conference video computer for the GVCD, in the amount of \$329.00 will be ordered by Barry Level and Shipped to Chris Ellison at the Guthrie office.

Chairman Gary Sawyers noted that the 2022 Banquet will be held at the Fairgrounds in the WVU building on, September 8, 2022 at 7:00pm. This event will be catered by Cross Creek on Main. He noted that we will have the District Farm tour, June 28, 2022. Discussion ensued regarding plaques, and awards; details to come later.

Gary also noted that there is a list for sending out invitations and will work with Angela on that later.

Mike McMunigal confirmed that Aimee Figgatt is scheduled to bring the soil trailer.

Committee Reports

Finance Committee:

Financial Report:

- *General and CDO Funds Report* – **Carloyn Miller moved to accept the General and CDO Funds Reports and file for audit. Seconded by Timothy VanReenen. Motion carried.**
- *WVCA Restricted Funds Report* – **Timothy VanReenen moved to accept the WVCA Restricted Funds Reports and file for audit. Seconded by Carloyn Miller. Motion carried.**
- *Payment of all General Funds bills* — **Carloyn Miller moved to pay all General Funds bills, per payables list, as presented. Seconded by Jerry Clifton. Motion carried.**

Agricultural Enhancement Program Committee:

Timothy VanReenen presented the following payments for approval:

- **Lime**
Doug Lewis \$ 666.00
Veronica Wills \$1,179.00
Cook's Farm \$1,336.50
John Tomlinson \$4,080.00
Don Stacy \$4,500.00
Rachel Vass \$ 96.00
Oliver Irons \$2,493.00
David Wigglesworth \$2,094.00
\$16,444.50
- **Watering System**
Donnie Hoke \$1,576.90
\$1,576.90

- Pasture Division Fence
Bryan Dilley \$5,000.00
\$5,000
- Exclusion Fence
John Saul \$2,387.50
Kevin Alley \$2,008.60
\$4,396.10
- **Total AgEP Payments:** **\$27,417.50**

Timothy VanReenen moved on behalf of the committee and Gary Truex seconded the motion to approve the payments. Motion carried.

Grassland Committee:

Gary Truex shared Eugene Wickline's monthly report.

Watershed Reports

- *WVCA O, M & R Report*

Judith Lions reported that they were just doing regular routine work. She also reported that the previous mayor, Lloyd Haynes, called about a blockage down behind his home. She reported that it's on Dry Creek out on the Dam and that this can be removed through the 713 agreements.

319 Committee:

Jerry Clifton presented the following payments for approval:

- **SGS Laboratory Monitoring**
INV# 15239688 319 State Monitoring/Anthony Ck **\$161.37**
- **SGS Laboratory Monitoring**
INV# 15239686 319 State Indian Ck **\$89.65**
- **SGS Laboratory Monitoring**
INV# 15239687 Meadow River State **\$71.12**
- Total 319 Payments** **\$322.14**

Jerry Clifton moved on behalf of the committee and Timothy VanReenen seconded the motion to approve the payments. Motion carried.

Jerry Clifton presented the following contracts for approval:

- **Branson Burwell - Second Creek**
- **Lynn Bowman – Anthony Creek – Septic Repair/Replacement, 75% up to \$5,000, Pumping not to exceed \$300.00**

- Susan Wills- Meadow River-Septic Repair/Replacement, 75% up to \$5,000, Pumping not to exceed \$300.00

Jerry Clifton moved on behalf of the committee and Carolyn Miller seconded the motion to approve the payments. Motion carried.

Jerry Clifton presented the following payments for approval:

- David Allen - Indian Creek/septic pumping - \$172.25

Jerry Clifton moved on behalf of the committee and Carolyn Miller seconded the motion to approve the payments. Motion carried.

- Branson Burwell - Second Creek /pipeline - \$4,767.00

Jerry Clifton moved on behalf of the committee and Carolyn Miller seconded the motion to approve the payments. Motion carried.

- Zack Hilemon - Not to exceed \$44,975- Actual amount to be \$44,975

Jerry Clifton moved on behalf of the committee and Timothy VanReenen seconded the motion to approve the payments. Motion carried.

- Bill Harrison – Not to exceed \$7,250- Actual amount to be \$6195.00

Jerry Clifton moved on behalf of the committee and Gary Truex seconded the motion to approve the payments. Motion carried

- Steve Fisher – Second Creek fence – not to exceed \$12,000- Actual amount to be \$9786

Jerry Clifton moved on behalf of the committee and Carolyn Miller seconded the motion to approve the payments. Motion carried

Jerry Clifton presented the following CBay and 319 funds for approval to be returned back to Guthrie:

- \$400.86 (exact amount to be determined at time of funds transfer back to Guthrie)
CBay NPS 1614 Potts Creek Objective 32.10
 - Fund Code: 1017-00, Program Code: 25001-GV
- \$444.38 (exact amount to be determined at time of funds transfer back to Guthrie)
CBay NPS 1624 James River BMP FY17
 - Fund Code: 1017-00, Program Code: 25002-GV
- \$0.75 (exact amount to be determined at time of funds transfer back to Guthrie)
319 NPS 1650 Upper Indian Creek Septic and Ag
 - Fund Code: 1018-00, Program Code: 20041-GV

Tim VanReenen moved a motion to delegate authority to Jerry Clifton to approve the return the CBay and 319 funds Back to Guthrie.

Jerry Clifton presented for the Reallocation/Rename 20 "319" accounts under one district account naming it, "319 State Funds".

Discussion ensued. Avery Atkins noted that he was abstaining from voting.

Jerry Clifton moved on behalf of the committee and Gary Truex seconded the motion to approve the payments. Motion carried.

Correspondence

Letters were received requesting sponsorship for Junior and State Conservation Campers.

Tim VanReenen moved on behalf of the committee to approve up to \$460.00 for each county to send students to conservation camp. Jerry Clifton Seconds. Motion carried.

New Business

Jeremy Salyer explained that under Senate Bill 264 that we must run ads for supervisor positions not filled by election. Conversation ensued.

Carolyn Miller moved on behalf of the committee and Avery Atkins seconded the motion to approve the payments. Motion carried

Other Business

Next committee meeting, June 8, 2022, at 9:00am.

Adjournment

With no further business, the meeting adjourned by consensus at 9:10 pm.

Respectfully submitted,



**Gary Sawyers
Chairman**

**Carolyn Miller
Secretary/Treasurer**



GS/CM/afs

Greenbrier Valley CD, DC Report

5/19/2022

Follow Ups from Last Month's Meeting

- None.

Report from the Field Office

This month you will be hearing from Anthony "Tony" Panek of the Union Field Office.

Introductions to Tony as a transplant into the district.

Tony offered to send the NWQI practices and footprint to Avery.

Technical Support

Field Visits

Planning Referral – Potential clients referred by/to the Conservation District

- None.

Technical Assistance Referral – Potential clients referred by/to Other Partners

- None.

Planning Status

Starting next week, we will start field inventories and assessments on

- 10 NWQI – Indian Creek Applications
- 25 CSP Classic applications (obligation date around September 2, 2022).
- 6 CSP Renewal applications (obligation date around December 16, 2022).
- 25 FY 2023 AMA applications (obligation date around May 2023).
- 72 FY 2023 EQIP applications (obligation date around May 2023).

Overdue Plans

- About 50%. I will have an actual number starting next meeting.

Other Technical Support

- Your NRCS Field Offices provided support for Land Judging, Soil Judging, and Envirothon in April and May.

Financial Assistance Programs

Contract Management –

- 14 practices were certified and paid between April 22 and May 19 for a value of \$27,284.46 for the month and a running value of \$589,161.25 in Federal benefits. There are 7 payments waiting to be approved.
- I have 3 contracts being submitted for termination with a potential loss of \$80,800.11 in Federal Benefits.

Overdue Plans

- FY2020 Practices – 44 uncertified practices that are facing compliance action
 - Greenbrier, 1 Client
 - Monroe, 11 Clients

Greenbrier Valley CD, DC Report

5/19/2022

- Pocahontas, 2 Clients
- Sum of Possible lost benefit: \$145,181.00

Working Applications –

- Contract Development –
 - 31 EQIP applications were obligated for Fiscal Year 2022. 11 either requested deferral or were deferred for failing to submit signed documentation.
 - 9 more EQIP applications were recently preapproved and are under development.
- NWQI – Indian Creek (Upper, Middle, Lower), Burnside Branch, Camp Creek
 - Application deadlines of June 17 or June 24. An official date will be published in a release bulletin.
 - We obligated about \$242,000 after requesting about \$496,000. An error at national resulted in an allowance of around \$1M. The State Office has targeted at least \$255,000 in additional obligations during a second funding period; but around \$725,000 is available.
 - Our district high for NWQI was \$400,000 in obligations in a single year.
 - Interested parties should contact Union Field Office. We are requesting support for outreach related to NWQI funding.

Upcoming Deadlines –

Program	Application	Eligibility	Assessment	Ranking	Obligation
EQIP Batch 1					
EQIP Batch 2 - NWQI	6/17/2022	7/22/2022		7/29/2022	9/2/2022
EQIP CIC					6/17/2022
CSP Classic			7/25/2022	7/29/2022	9/2/2022
CSP Renewal		10/2023			

Office Administration

Field Office Priorities

- Livestock Watering Systems drawings submitted to our engineer staff. I'm asking my staff to complete about 1 in 4 of the total designs.

Upcoming Events

- District Conservationists are meeting with Jon B on the 26th.

Special Projects

- None.

Staffing Updates

- No changes planned.

Questions for the Board Supervisors

- Does the Board have a booth during Farmer's Day? Not in the last couple of days. June 4th is a good opportunity to get out and talk to the farmers. POC for a booth: Todd Belcher (304) 772-5174. Combined effort with District, WVCA, and maybe FSA.

Questions from the Board Supervisors

Greenbrier Valley CD, DC Report

5/19/2022

- What is the role of Summers county in selling "NWQI?" Marty Walker (mwalker@wvca.us) said they didn't have any information of the NWQI funding pool. She asked that we send her the information.
- Farmer's Festival for outreach—generally September—is a good outreach event.

Any questions may be directed to my email at dorian.perez@usda.gov or my mobile, (828) 638-5736.

DORIAN PEREZ Digitally signed by DORIAN PEREZ
Date: 2022.05.19 20:46:22 -04'00'

District Conservationist

Distribution:

Jon Bourdon, State Conservationist

Suzy Daubert, ASTC-FO

Matt Murphy, Area 2 Resource Conservationist

Greenbrier Conservation District Board of Supervisors

Team 4 Greenbrier Valley NRCS Staff



May 2022 WVCA Report

Conservation Law Change

SB264 passed the legislature and has been signed by the governor. The law takes effect within 90 days, so it will be in effect before July 1.

Districts need to pay attention to board vacancies, especially in situations where no one filed in the May election for either the full four-year term or the unexpired term. Supervisors who did not file are not automatically allowed to continue holding their seat when the new term begins July 1.

In those cases, boards will need to advertise to fill the vacancy, and then select a candidate to submit to the SCC. The old advertisement needs to be updated to reflect that interested candidates should have an interest in agriculture, conservation, or natural resources. The qualification affidavit can be eliminated since the farmer/retired farmer restriction has been removed.

Given the change in the election process, the legislative rule covering that process will need to be updated. Another rule governing district accounting and auditing procedures also will need to be developed.

Work on both is underway and all supervisors will have the opportunity to comment.

Covid-19

The WVCA continues to monitor the COVID situation and planning to return to offices on May 11.

The WVCA is encouraging its employees and supervisors to follow COVID protocols and wear masks and practice social distancing. The WVCA also encourages the use of telecommunication as much as possible.

AgEP:

- **May/June/July 2022**– CDs to finalize upcoming FY program, update AgEP agreement addendum #1 & #2, take action to approve LORs

Conservation Farm Tour

It's time to plan for the 2022 conservation farm recognition in your district. The district winner nomination packet is due to Kim and Jeremy by May 31. This packets includes a completed farm bio, a signed conservation farm plan and conservation plan map.

Given the current decline in COVID cases, the 2022 statewide Farm Tour is tentative planned as an in-person event.

Request to Conservation Districts

The WVCA is encouraging Conservation Districts to review and update their District Policy Manuals. Districts are also encouraged to review their CD Employee Manual (if you have one) and CD Plan of Work.

Engineering Expression of Interest

Review your current contract and if needed, prepare to advertise, and go through interview/selection process if needed.

The WVCA is interested in working with the district to ensure they retain a firm that has strong civil engineering and is familiar with dams. Because of questions raised about these agreements, it's important to make sure that the scope of work is clearly defined and an agreement between the district and engineering firm is signed.

Also, the district may want to consider whether it wants an engineering firm that also can perform environmental assessments

O&M Sponsorship Agreements

Don't forget to review your local sponsorship agreements and send to your local government partners for the FY23 budget year.

These agreements must be renewed annually to comply with constitutional budget provisions regarding fiscal years.

Local governments are finalizing their budgets for next fiscal year now and we need to make sure the requests have been presented.

State Fair of WV Sign Ups

The schedule for state fair volunteers is now available under the WVCA admin webpage. If you would like to schedule a time frame to work at the fair, please contact your Administrative Specialist.

2022 Dates for WVACD Quarterly Meetings

July 18, 19 & 20	Comfort Suites, Mineral Wells, WV
October 17 & 18	Days Inn, Flatwoods