

Greenbrier Valley Conservation District
June 16, 2022, BOARD MEETING

7:00pm

The Greenbrier Valley Conservation District Board of Supervisors met on Thursday, June 16, 2022, at 7pm, via teleconference. Those in attendance were:

Supervisors:

Gary Sawyers, Chairman

Gary Sawyers
Jerry Clifton
Timothy VanReenen
Gary Truex
Carolyn Miller
Avery Atkins

Others:

Angela Feamster-Sawyers (WVCA)
Jeremy Salyer (WVCA)
Barrett Level (GVCD)
Jacob Lavender (WVCA)
Kara Grosso (WVCA)
Dorian Perez (NRCS)
Candace Butler (NRCS)

Call to Order

Chairman Gary Sawyers called the meeting to order at: 7:09pm and welcomed everyone.

Approval of Minutes

Motion was made by Gary Truex and Seconded by Timothy VanReenen to approve the minutes of the May 19, 2022, regular board meeting. Motion Carried.

Guests

Candace Butler with NRCS joined us and was introduced by Dorian Perez as the soil conservation specialist for the Buckeye Field Office. Candace provided a recap as to what they have been working on. She advised that lately they've been doing a lot of practice certification for people who have current contracts, scheduling field visits and certifying some practices associated with their waste storage facility contracts. She stated that hopefully in the next month or two, they'll be scheduling field visits for the new applicants for the year.

Administrative Specialist Report

Angela Feamster- Sawyers reported an update regarding fraudulent charges that were made on Amazon by one of the District Credit Cards. She stated that the issue was not able to be resolved through Amazon however the charges were disputed through the credit card company. She advised that the card was canceled and a new one would be issued but it could take up to 6-10 business days.

Angela also provided an update regarding the outstanding S J Neathawk Invoices. She stated that she was able to obtain all invoices that included details of charges and had provided those to the district bookkeeper for review. She stated that the bookkeeper was able to confirm that most of the invoices had been previously paid, however there was a remaining balance of \$500.39. Angela advised as reflected on the agenda, \$106.79 of those charges belonged to 319 and \$393.60 belonged to the district. She stated that she did correspond with Greg Nickell, Manager of S J Neathawk, and it was confirmed that once those charges are paid, there would be a zero balance.

Angela reported that according to DFO that there were not enough funds to cover the remaining AgEP contract payments. She stated that the shortage was reported by DFO to be \$4315.07. Barry Level advised that he has been tracking those numbers and that does not match his figures and that he shows that it should be \$3,000 to the good. Conversation ensued and it was determined that the best approach would be for Angela Feamster-Sawyers, Barry Level, and DFO to correspond on Tuesday, June 21, 2022, to determine where any discrepancies may lie. Timothy VanReenen will be actively involved and was appointed by the board the responsibility of authorization of possible payments if deemed necessary concerning this matter, Timothy accepted.

Angela also reported that Charlie Long has advised that on July 8th, 9th, and 10th that individuals were coming in from out of town to seal the USDA parking lot. She said that Mr. Long asks that during these dates that all vehicles be parked in the Grassy area. She also stated that he advises that these dates could change last minute, however she would keep everyone updated as she is updated.

Cooperating Agency Reports

NRCS –

Dorian Perez, District Conservationist provided a detailed oral report. A summary is included below, and a written report is attached.

Summary:

- Applications
 - EQIP Batch 1: 13 preapproved awaiting participant signatures
 - EQIP Batch 2 (NWQI-Indian Creek): 13-15 applicants.
 - CSP Classic: 18 pending; 2 under review for eligibility
- Payments
 - Certified 36 practices from 5/19 to 6/16 for \$96,629
 - Running total of \$685,790 since October 1, 2021.
- Benefits potentially being lost in the district
 - 4 contract cancellations approved
 - 1 contract termination
 - 6 pending cancellations/terminations

FSA -No report

Forestry – No report

WVCA – Jeremy Salyer submitted a written report, which is attached.

Jeremy also advised that he had sent an email to Barry Level to ask if he would be willing to participate as a farm judge for the area farm tour. He stated that since Greenbrier valley is not participating, he would be able to utilize Barry in that aspect. Jeremy advised that any costs that may accrue for Barry concerning this, such as lodging, food, etc., would be at the expense of the district and not the agency.

Conversation ensued; with the support of the board, Barry accepted. Jeremy stated that he would provide Barry with an exact date once it is set.

Unfinished Business

District Farm Tour, June 28, 2022

Barry Level advised that it was arranged to visit the Monroe County Farms on Wednesday, June 22, 2022. He noted that they would start with Barry Miller's Farm located in Peterstown and then head back up to Dennis Taylor's Farm located in Union.

Discussion ensued regarding Jack Morgan and Tootie Jones' farms located in Greenbrier County. It was decided that the Greenbrier County farm visits would begin at 8:00am on Thursday, 23, 2022.

Gary Sawyers suggested that a date be established for the District Farm Tour, which will take place on June 28th, 2022. Discussion ensued. It was decided that the time, whether 8am or 9am, would be the preference of the winners.

Committee Reports

Finance Committee:

Financial Reports:

General and CDO Funds Report

Carolyn Miller moved to accept the General and CDO Funds Report and file for audit. Seconded by Timothy VanReenen. Motion passed.

WVCA Restricted Funds Report

Timothy VanReenen moved to accept the WVCA Restricted Funds Reports and file for audit. Seconded by Carolyn Miller. Motion passed.

Payment of all bills, per payables list

Gary Truex moved to pay all General Funds bills, per payables list, as presented. Seconded by Carolyn Miller. Motion passed. List is attached.

Greenbrier Valley Conservation District will refund the following individuals for overpayment made. (Motion is not necessary).

William Daniels- \$72.00

Ben Dixon- \$54.00

Neathawk Lumber

Avery made a motion to pay Neathawk Lumber in the amount of \$393.60, Carolyn seconded the motion. Motion carried.

Agricultural Enhancement Program Committee

Timothy VanReenen presented the following payments for approval:

Allen Sisler - Lime - \$393.00
John Nelson - \$4,700.00 (Revised +\$1,000 for payment only)
Pamela Deer - \$5,866.40 (Revised +157.30 for application and payment)
Jesse Ziegler - \$7,604.90 (Revised +\$500.00 for application and payment)
Charles Wilfong Exclusion Fence \$2,577.50

Timothy VanReenen moved on behalf of the committee, to approve all payments. Gary Truex seconded the motion. Motion Carried.

Tomothy VanReenen presented the following Contract amendments/payments:

Jesse Zeigler - Change application from \$7,104.90 to \$7,604.90. Add one watering trough to contract. Was a misunderstanding. Cooperator did not catch error before signing. Was supposed to be two watering troughs.

John Nelson - Change payment approval from \$3,700.00 to the original contract amount of \$4,700.00. Contract was approved for \$4,700.00. \$3,700 was approved for payment after cooperator stated he did not want troughs originally. Returned after payment approval stating he wanted the troughs but forgot.

Pamela Deer - Change application approved amount and payment approval amount from \$5,709.10 to \$5,866.40. After reviewing the application, cooperator came back to add \$157.30 for extended waterline. Wrong version of application was presented for approval and for payment on 21 April 22.

Timothy VanReenen moved on behalf of the committee, to approve all amendments/payments. Avery Atkins seconded the motion. Motion Carried.

Tomothy VanReenen presented the following AgEP contract cancellation/suspension recommendations:

Greg Hart - Lime \$510.00 - Recommendation: Do not suspend. Approval information was sent to wrong address.

Charles Wilfong - Lime \$3,795.00 - Recommend do not suspend. Cooperator states he did not receive notification after approval but had ordered lime after phone call with Grass Tech and the company he hired to deliver could not get it completed. Recommendation - Do not suspend due to possible miscommunication and his completion of the fencing project.

Woody Hanna - Lime \$780.00 - Recommend two-year suspension. Cooperator called in late 2021 and said Mill Point was temporarily broken down. He said that he would not get it completed. Mill Point has been operational for at least three months now.

Neil Mason - Lime \$165.00 - Recommend two-year suspension - Cooperator called various times to tell Grass Tech that he planned to do it but did not.

Bill Harrison - Lime \$1,255.50 - Recommend two-year suspension. Multiple phone calls saying he planned to complete but did not.

Isaiah Smith - Lime \$1,962.00 - Recommend two-year suspension. Did not complete. Multiple phone calls to Dr. Smith went unanswered, and he did not return any phone calls after December 2021.

Noel Boggress - CPD - \$3,224.25 - Recommend two-year suspension. Cooperator did not return phone calls and did not attempt to complete practices. Someone else informed grass tech that he had an injury, but the cooperator never communicated this as a concern.

Timothy VanReenen moved on behalf of the committee, to approve all cancellation/suspension recommendations. Carolyn Miller seconded the motion. Motion carried.

Barry Level provided the following calculations:

- **Total Cancellations - \$11,691.75**
 - **Total FY22 Residual - \$17,043.98**
 - **GVCD Hedge - \$13,168.22**
 - **Actual Residual - \$3,875.76**
 - **Cooperator Cost - ~\$290,738.60***
 - **Cost Share Rate - ~38.5%***
 - **Total Contracts - 47**
 - **Cancellations - 7**
 - **Cancellation Rate - 14.9%**
- ❖ Final calculations will be slightly different

Avery Atkins moved on behalf of the committee to appoint Timothy VanReenen for a monetary responsibility of up to \$5,000 regarding the possible AgEP contract payment shortage. Gary Truex Seconded the motion. Motion Carried.

Gary Truex moved on behalf of the committee to approve the Ag Enhancement Program Administrative Agreement - General and Exigency addendums. Jerry Clifton Seconded the motion. Motion Carried.

Timothy VanReenen spoke about the AgEP cooperator cost and cost share rate. He noted that this is something that they always wanted to track, and Barry has been successful in doing so. Timothy wanted to extend a thank you to Barry for his work and another successful year in making AgEP work. Timothy stated that everyone on the board needs to know that.

Grassland Committee

Building/Equipment Committee

Gary Sawyers Reviewed Eugene's Equipment Expense/Revenue Report.

EOI for Engineering Services- CEC Engineering contract expired, March 19, 2022.

Carolyn Miller moved on behalf of the committee to run EOI ads for Engineering services. Timothy VanReenen Seconded. Motion Carried.

319 Program:

Jerry Clifton presented the following contract approvals, amendments and/or cancellations.

Bransford Burwell – Amend contract to account for extra rock encountered while installing pipeline – Amended contract will add \$4,940 319 funds (60% of additional cost) and landowner will pay \$3,293 (40% of additional cost).

Jerry Clifton moved on behalf of the committee to amend Bransford Burwell's contract. Avery Atkins seconded the motion. Motion carried.

Spring Creek 319:
Amendment for Zack Hileman contract to remove state funds
Cancellation Bill Harrison contract.

Jerry Clifton moved on behalf of the committee to approve the amendments/cancellations. Carolyn Miller seconded the motion. Motion Carried.

Meadow River Mill Creek Septic:
Approval Burton Ripley for Repair/Replacement
75% up to \$5,000
Approval Burton Ripley for Pumping
50% up to \$300

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

Payments for approval:

Indian Creek:

Rudy Swatzyna - \$300 – septic pumping
Doug Kittle - \$5,000 – septic replacement

Jerry Clifton moved on behalf of the committee to approve the contracts. Avery Atkins seconded. Motion Carried.

Second Creek:

Bob Irons - \$10,927 – Division fence
Burwell - \$6,940 – Water troughs and supplemental payment for rock encountered during pipeline installation

Jerry Clifton moved on behalf of the committee to approve the contracts. Avery Atkins seconded. Motion Carried.

Spring Creek 319 Funds:
Jim Campbell - \$16,800
Zack Hileman – \$26,000
Justin Lewis – \$9,430.50

Jerry Clifton moved on behalf of the committee to approve the contracts. Avery Atkins seconded. Motion Carried.

Cecil Mullins – not to exceed \$12,898
Bill Harrison – not to exceed \$15,622.50

Gary Sawyers moved on behalf of the committee to appoint Jerry Clifton to approve the above contracts in between board meetings. Gary Truex seconds. Motion Carried.

SGS Water Samples:

Invoice 15253056 – \$107.58

Invoice 15258893 - \$107.58

Jerry Clifton moved on behalf of the committee to approve the contracts. Carolyn Miller seconded. Motion Carried.

Neathawk payment from 2018:

S.J. Neathawk Lumber Inc. \$106.79 – (Tree planting supplies purchased by Kenny Maiolo for Page Dickson's project in 2018).

Jerry Clifton moved on behalf of the committee to approve the contracts. Gary Truex seconded. Motion Carried.

Actions Between Board Meetings

Jerry Clifton advised the board that the CBay/319 funds were approved and signed and sent to Guthrie for return.

Angela reported the exact amounts to be:

- 1017-00, 25001-GV (NPS 1614 Potts Creek Objective 32.10) \$400.87
- 1017-00, 25002-GV (NPS 1624 James River BMP FY17) \$444.39
- 1018-00, 20041-GV (NPS 1650 Upper Indian Creek Septic and Ag) \$0.75

New Business

Clyde Bailey- Display for the watering trough for display at the State Fair.

State Fair Refrigerated Trailer Discount

Gary Truex moved on behalf of the committee to provide a 50% discount to the State Fair. Avery Atkins seconded. Motion Carried.

Other Business:

Supervisor Positions not filled by election

Gary Truex moved on half of the committee to appoint Jerry Clifton & Carolyn Miller for Supervisor Positions. Avery Atkins Seconded the motion. Motion Carried.

Nominating Committee Report:

Chairman/Director: Gary Sawyers

Vice Chair/Director: Timothy VanReenen

Secretary Treasurer: Gary Truex

Gary Truex moved on behalf of the committee the nominations be closed, Avery Seconds. Motion Carried.

The nominating committee will be as reported.

July committee meeting

July 13, 9:00am

Adjournment

With no further business, the meeting adjourned by consensus at 8:54pm.

Respectfully submitted,

Gary Sawyers
Chairman

A handwritten signature in blue ink that reads "Gary M. Sawyers". The signature is written in a cursive style with a large, stylized "G" and "S".

Carolyn Miller
Secretary/Treasurer

A handwritten signature in blue ink that reads "Carolyn Miller". The signature is written in a cursive style with a large, stylized "C" and "M".

GS/CM/as

Recorded by Angela Feamster-Sawyers, Administrative Specialist
Adjournment

**Greenbrier Valley Conservation District
Monthly Equipment Report**

Month/Year MAY 2022

Equipment	Number of Days Rented	Number of Acres	Total Revenue	Total Cost of Repairs & Maintenance	Total Field Service Mileage
Tye #1					
Tye #2					
Great Plains #1					
Great Plains #2	1	10	120		
Great Plains #3	1	8	96		
No-till Seeder Totals	2	18	216		
Cricket					
Grasshopper	30		294		
Big Silver	2		196		
Lime/fertilizer Totals	3		490		
Chemical Sprayer					
Litter Spreader #1	3		294		
Litter Spreader #2	3		294		
Litter Spreader Totals	6		588		
Post Driver #3	1		98		
Post Driver #4	4		720		
Post Driver #5	24		720		
Post Driver Totals	5		1538		
Potato Planter					
Potato Sprayer					
Potato Hiller					
Potato Totals					
Portable Scales	1		42		
Other <i>GAS</i>				<i>6.71</i>	
<i>Lawn mower</i>					
Shop Supplies				201.18	
GRAND TOTALS (all equipment)	19		2844	207.89	

Greenbrier Valley Conservation District, DC Report

6/16/2022

Follow Ups from Last Month's Meeting

- NWQI
 - Table at the Farmer's Day Parade. Wanda, Dorian, and Barry. We spoke with existing clients but didn't get any new leads.
 - Barry and Mike M (WVCA) plugged the program which may have gotten two new applicants.
 - 13-15 existing applicants. **Speculative:** If all get picked up, using a mean average of \$36k per contract, this could result in an additional \$468k-\$520k for the district.

Report from the Field Office

This month you will be hearing from Candace Butler, Soil Con Technician of the Buckeye Field Office.

- Waste Storage Facility practice certifications
- Plan development for CSP; supporting Lewisburg and Union in planning their CSP.

Technical Support

Field Visits

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

- **Autumn Wooling** (Greenbrier). Call-in. Introductory grazing. Possibly EQIP 2023.
- **Ziegler, Jesse and Anne** (Greenbrier). Referred by Barry to consult with us on pasture planning. I met with Anne and have made 3 attempt to follow up with Jesse.

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

- **Chris Hylton** (Greenbrier). Also referred but didn't remember who. Requested information on pond design. I provided Ag Handbook 590 and asked Dewey to get in touch. Dewey has been looking for a pond in GBR so he could teach new staff how to survey and complete soils investigation for ponds.
- **Mike Massie** (Greenbrier). I took him as a walk-in and then referred him to Jeff Lee and Katie Fernald for his forestry and wildlife goals.
- **Connie Melashenko** (Greenbrier). She forgot who referred her (WV CA?) but lives in MT and is moving to Roncevert. She was concerned about an algal bloom in her wildlife pond. Turned out to be water meal. I sent links on how to manage. After follow-up, she also purchased some pastureland and is interested in exclusion fencing. I sent her an email with 319, AgEP, and CREP contacts.

Financial Assistance Programs

Pending Deadlines

Program	Application	Eligibility	Assessment	Ranking	Obligation
EQIP Batch 1					
EQIP Batch 2	6/17	7/29	7/29	7/29	9/2
EQIP CIC					6/17/2022
CSP Classic			7/25/2022	7/29/2022	9/2/2022
CSP Renewal		10/2023			12/2022

- 36 practices were certified and paid in the last month (5/19 to 6/16) for a value of \$96,629.08 for the month and a running value of \$685,790.33 in Federal benefits.
- Practice- feet: 13,101 feet for \$23,828.92.

Greenbrier Valley Conservation District, DC Report

6/16/2022

- Practice- acres: 204 treated acres and two structures (6,384 sf) for \$26,820.37
- Practice- number: 5 itemized practices (i.e., WSF, well) for \$44,744.77.

Out of Schedule Contract Items. NRCA CPA 153 Letter of Non-Compliance with potential for contract termination

- 2020 contract items: 41
- 2021 contract items: 406

Contract terminations and terminations.

Financial Penalty

- | | | | |
|------------|---|---------|----------------|
| Processed: | 5 | penalty | lost benefits? |
| Pending: | 6 | penalty | lost benefits? |

Working Applications –

- EQIP B1 – 13 Preapproved Contracts awaiting participant signature
- EQIP B2 - NWQI – 13-15 applicants in the queue.
- CSP Classic – 18 pending plus an additional 2 being reevaluated for Stewardship Eligibility.

Upcoming Events –

- 6/29 - Greenbrier Conservation Focus Area Meeting, New River College

Office Administration

Monthly Office Priorities

- Union FO has focused their efforts on NWQI and EQIP B1.
- Lewisburg and Buckeye are completing EQIP B1 and are working CSP for all three counties (Tony is continuing to work the Forestry CSP for Union).

Upcoming Events

- CNMP Training was rescheduled to Sept 26-30.

Staffing Updates

- Lucie Law, Soil Con (Lewisburg Office) moving to Wyoming to do stream restoration work with the Forest Service.
- Dave Moore (Pocahontas) selected to attend Working Effectively with Livestock Producers, July 12-14.
- Candace Butler (Pocahontas) may have been selected for an EWP Detail in Kentucky.
- Level 3 Conservation Planner Certification: Adam Merritt, Wanda Smith, Tony Panek
- Level 1 Conservation Planner Certification: Candace Butler, Lucie Law, Jeff Lee, Dave Moore, Hannah Walls

Questions for the Board/Supervisors

- I've spoken with Barry about NRCS installing ponds with water ramps and without exclusion. We are of like mind that it seems to go against the idea of water quality. I told Barry that if the Board has a concern with that system of practices, they should write a letter to Jon explaining their concerns. This is kind of the premise of "locally-led" conservation.

Greenbrier Valley Conservation District, DC Report

6/16/2022

- Discussed NC practice of only providing wells when surface water sources were excluded
- Other discussions included ponds being fully excluded with fencing and the water being provided by piping and troughs. Maybe keep an emergency access gate.
- Feces and urine being directly deposited into the water. WQ degradation.
- Is WVCA covered under the same MOA as the District? Specifically, Section 1619 of the 2008 Farm Bill prohibits the sharing of client information outside of the partnership.

Questions from the Board Supervisors

- July 8-10, move trucks off the parking lot for re-sealing.
- How would the Board of Supervisors bring up concerns—such as the Pond/Water Ramp—to NRCS State Leadership? Does the board have access to the State Technical Committee?

Any questions may be directed to the undersigned at dorian.perez@wvdc.gov or (681) 318-4025.

DORIAN PEREZ Digitally signed by DORIAN PEREZ
Date: 2022.06.16 20:32:04 -04'00'

District Conservationist

Distribution:

Jon Bourdon, State Conservationist (STC)

Suzy Daubert, Assistant State Conservationist–Field Operations (ASTC-FO)

Matt Murphy, Area Resource Conservationist (ARC)

Julie Stutler, NRCS Outreach Coordinator

Greenbrier Valley Conservation District Board of Supervisors (c/o Angela Sawyers)

NRCS Field Office Staff: Buckeye, Lewisburg, and Union Service Centers



June 2022 WVCA Report

Conservation Law Change

SB264 passed the legislature and has been signed by the governor. The law 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. Please check with Kim and Jeremy to be sure you have a copy of the updated advertisement.

The 30-day comment period on 63-CSR-1, and 63-CSR-4 begins Monday, May 16, and concludes on Thursday, June 16, at 4 p.m.

Proposed rule 63-CSR-1 amends an existing rule and incorporates changes relating to the election of West Virginia's 114 conservation district supervisors. The rule details candidacy qualifications and procedures districts must follow when there are no candidates filing for the office, or when a vacancy occurs. The proposal also makes minor modifications to the process for spending watershed improvement funds.

The proposed rule 63-CSR-4 is a new rule relating to accounting and auditing procedures West Virginia's 14 conservation districts must follow.

AgEP:

- **May/June/July 2022**– CDs to finalize upcoming FY program, update AgEP agreement addendum #1 & #2, take action to approve LORs
- **July 15th** – AgEP Databases are to be closed out by July 15th.

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. **Plans of work are due to Kim and Jeremy by July 1.**

Conservation Farm Tour

District nominating packets were due to Kim and Jeremy by May 31. The packet is to include a completed farm bio, a signed conservation farm plan and conservation plan map.

If you do not plan to submit a farm for the statewide contest consideration, please let Kim and Jeremy know immediately.

Timelines:

- **June 1 – District winner nomination packet is due to Area Director which includes the completed farm bio, conservation farm plan and conservation plan map.**
- **July - Area judging.**
- **August - Statewide judging.**
- **October – Presentation of Area and State awards at WV Conservation Partnership Annual Conference. County and District winners at local Conservation District annual banquets.**

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.

The WVCA cannot provide a match without a signed agreement.

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