



**Greenbrier Valley Conservation District
October 27, 2022, Regular Board Meeting Minutes
7:00 pm**

The October 20, 2022, regular board meeting was postponed until October 27, 2022, due to illness.

The Greenbrier Valley Conservation District Board of Supervisors met on Thursday, October 27, 2022, at 7:00pm, In the conference room of the Lewisburg, USDA Service Center.

Supervisors in attendance were:

Chairman, Gary Sawyers
Timothy VanReenen
Gary Truex
Jerry Clifton
Avery Atkins

Others:

Jeremy Salyer (WVCA)
Judith Lyons (WVCA)
Angela Sawyers (WVCA)
Kara Grosso (WVCA)
Barrett Level (GVCD)
Donnie Dodd (NRCS)
Dorian Perez (NRCS)
Rebecca Jeffreys (NRCS)

Chairman, Gary Sawyers, called the meeting to order at 7:02 pm and welcomed everyone.

Approval of Minutes

A motion was made by Timothy VanReenen to approve the minutes of the September 22, 2022, regular board meeting, the motion was seconded by Jerry Clifton. Motion carried.

Jerry Clifton moved to approve the minutes of the September 28th, 2022, special board meeting. The motion was seconded by Timothy VanReenen. Motion carried.

Guests:

Rebecca Jeffreys (NRCS)
Donnie Dodd (NRCS)

Donnie Dodd spoke a little about the preliminary investigative feasibility reports on the following watersheds:

Meadow River Watershed (Greenbrier Co.)
Howard Creek (Greenbrier Co.)
Marlin Run Watershed (Pocahontas Co.)

He advised that this is the first step in the planning process. He noted that this is pending discussion with town councils prior to submission of any planning request for flood control or water supply, and that Becky Jeffreys would work with them on that.

He mentioned that these allow for possible land treatment projects, new structures, and/or addressing water quality issues and that they are good for five years.

Discussion ensued. Donnie provided some information regarding the different phases, timeframe, and funding processes.

Donnie initiated the discussion about the Weir. Gary Truex asked about funding. Donnie discussed the Inflation Reduction Act and the possibility of NRCS funding, stating, however, that this would take time. Donnie advised that he would look into it and the possibility of expediting the process, and report back to the supervisors at the next board meeting.

Funding Requests

Jerry Clifton moved to send the following letters of request:

LOR # - 13899 \$2,750.00 FY22 Allotment, WSS, AGR# 1421-01

LOR # - 13900 \$2,750.00 FY23 Allotment, WSS, AGR# 1421-02

The motion was seconded by Gary Truex, Motion Carried.

Gary Truex moved to send the following letters of request:

LOR # - 13901 \$1,908.75 District Support / July 2022, Rent, AGR# 1473-00; 1024-09

LOR # - 13902 \$1,908.75 District Support / August 2022, Rent AGR# 1473-00; 1024-09

LOR # - 13903 \$1,908.75 District Support / September 2022, Rent AGR# 1473-00; 1024-09

LOR # - 13904 \$1,908.75 District Support / October 2022, Rent AGR# 1473-00; 1024-09

LOR # - 13905 \$1,908.75 District Support / November 2022, Rent AGR# 1473-00; 1024-09

LOR # - 13906 \$1,908.75 District Support / December 2022, Rent AGR# 1473-00; 1024-09

The motion was seconded by Avery Atkins. Motion carried.

TOTAL Funding Request's - \$16,952.50

Cooperating Agency Reports

- NRCS – Dorian Perez, District Conservationist submitted a report, which is attached.
- WVCA – Jeremy Salyer, reviewed the highlights of his report, which is attached.

In addition to his report, Jeremy also noted that Brian Farkas has accepted a position with FEMA and his last day with the agency would be November 11, 2022, and that Jennifer Skaggs would be acting in his role until a replacement is found.

Committee Reports

Finance Committee

- Financial Reports

General and CDO Funds Report

Gary Truex Moved to accept the General and CDO Funds Report and file for audit. Timothy VanReenen seconded the motion. Motion carried.

WVCA Restricted Funds Report

Timothy Van Reenen, moved to accept the WVCA Restricted Funds Report and file for audit, the motion was seconded by Avery Atkins. Motion carried.

Payment of Bills, per payables list

Avery Atkins moved to pay all General Funds Bills, per payables list as presented. Timothy VanReenen seconded the motion, motion carried.

Brad Anderson Invoice

The original invoice from Mr. Anderson, dated 04/12/2019, was for \$180.00. He recently submitted a payment in the amount of \$303.13, which included \$123.13 in interest. He still has a remaining balance left of \$18.60 in accrued interest.

Jerry Clifton moved to dismiss the remaining interest balance of \$18.60. Timothy VanReenen Seconded the motion. Discussion ensued. Motion Carried.

Building /Equipment Committee

Timothy VanReenen made a motion to increase the amount of funds that were approved at the September 22, 2022, board meeting, for roadway maintenance on the McElhenney Rd. rental property, from \$10,000 to \$12,000. Avery Seconded the motion. Motion carried.

Gary Truex moved to approve the district to provide the equipment and the spreading of any gravel provided by Aviagen Turkeys, LLC, for the lower parking lot. Timothy VanReenen seconded the motion, motion carried.

A copy of the monthly equipment report was provided to all board members for review. Monthly report is attached.

Monthly Report

A copy of the monthly equipment report was provided to all board members for review. Monthly report is attached.

Grassland Committee

There were no updates for the grassland committee.

Watershed

Judith informed the district supervisors that Brian Farkas is going to transfer/set the June 2016 Flood, Governor Civil Contingency account into a restricted account that is to be used for the WSS weir if needed. As it is restricted, it will only be used for the weir only and not for routine O&M of the channel.

Judith also mentioned the bridge located at Tuckahoe and reviewed the release of claims that Phil Bostic signed and notarized on January 24, 2008, releasing the Greenbrier Valley Conservation District, the West Virginia Conservation Agency, and USDA Natural Resources, from any further responsibility and liability for the bridge and access road and agree that the responsibilities would be that of the landowner. Discussion Ensued.

Judith also mentioned that the annual dam inspections needed to soon be completed, discussed some available dates, and asked the board when they would like to conduct the inspections. Everyone agreed that the inspections would take place on Wednesday, November 2, 2022.

In addition, Judith addressed the draft master agreement that S&S Engineers had submitted to the district and highlighted a few areas in need of possible modification(s). Discussion ensued. Judith agreed to contact S&S Engineers to propose modifications to the agreement.

Agricultural Enhancement Program Committee

Timothy VanReenen advised that there were no updates regarding AgEP other than they are finishing up the signups that were extended to October.

319 Committee

Contracts for Approval

Indian Creek

Jerry Clifton moved on behalf of the committee to approve the following contracts:

Nancy Dickinson - Septic pumping 50% up to \$300.00

Nancy & Wood Bouldin - Septic pumping 50% up to \$300.00

Timothy VanReenen seconded; motion carried.

Payments for Approval

Indian Creek

Jerry Clifton moved on behalf of the committee to approve the following payments:

Jeff LaChance - Septic Pumping- \$212.00

Avery Atkins seconded; Motion carried.

Jerry Clifton moved on behalf of the committee to approve the following payments:

Treadway's Dirt work, LLC for David Richmond - Septic pumping \$90.00

Treadway's Dirt work LLC for David Richmond - Septic replacement \$5,000.00

Avery seconded; motion carried.

Jerry Clifton moved on behalf of the committee to approve the following payments:

Fullen's Excavating LLC for Michelle Dunbar - Septic Pumping \$175.00

Fullen's Excavating LLC for Michelle Dunbar - Septic Replacement \$4,087.50

Timothy VanReenen seconded the motion. Discussion ensued. Motion carried.

Second Creek

Jerry Clifton moved on behalf of the committee to approve the following payments:

Todd Belcher - Pasture division fence 289.9 feet to zero out Second Creek IV grant - \$1,014.65

Todd Belcher - Pasture division fence 1591.1 feet - \$5,568.85

Avery Atkins seconded; Motion Carried.

Meadow River / Mill Creek

Jerry Clifton moved to approve the following payments:

Susan Wills –Replacement: \$4,950.00
Pumping: \$100.00
Timothy VanReenen seconded; Motion carried.

Jerry Clifton moved on behalf of the committee to approve payment for the following invoices:

SGS Invoices:

15292226 - \$89.65
15292227 - \$89.65
15292367 - \$143.44
➤ **SGS Invoices Total - \$322.74**

Avery Atkins seconded; motion carried.

Return of Funds

Jerry Clifton Moved on behalf of the committee to approve the return of the following funds:
20000-GV 319 NPS Restricted -\$6,531.71
Gary Truex seconded; motion carried.

Jerry Clifton moved on behalf of the committee to approve the return of the following funds:
20045 – GV NPS 1643 Spring Creek - \$ 1.35 (Accrued Interest from the previously approved, \$41,186.08 -20045 – GV NPS 1643 Spring Creek return of funds from July 21, 2022, regular board meeting). **To also include, \$0.01-25001-GV NPS 1614 Potts Creek & \$0.01 25002-GV NPS 1624 James River,** (Accrued Interest from the previously approved return of C-Bay funds from 05/19/2022, regular board meeting).

Timothy VanReenen seconded; Motion carried.

➤ **Combined total of approved funds to be returned: \$47,719.16**

Other Business

Jerry Clifton moved to approve funds not to exceed \$2,500.00 for printing and delivery of 4,507 mailers for the Indian Creek septic program. Timothy VanReenen seconded; motion carried.

2023 Banquet Caterer Discussion

Avery Atkins moved to approve Rayetta's Lunch Box's catering services for the 2023 Greenbrier Valley Conservation District Legislative and Awards Banquet. Timothy seconded; motion carried.

After some discussion, the Board members decided on the Two Meat Option at \$23.00.

New Business

Approval for advertisement

Matt Ford resigned from the Greenbrier County Solid Waste Authority Board of Directors, effective September 29, 2022. Following a discussion, the board agreed to postpone the issue until the November 17, 2022, regular board meeting.

Updates

Timothy VanReenen provided some highlights from the quarterly meeting. He spoke about the scholarship auction, Envirothon, AgEP, Grazing Land Steering Committee, The Appalachian Grazing Conference, Conservation Day at the Capital, and 7-1-3U agreements. He also mentioned chemical jug recycling and advised that Heather Duncan is the person of contact for that.

Timothy reported that Jennifer Skaggs will be taking Brian Farkas' place during the interim of searching for a full-time replacement.

Timothy also announced that Carolyn Miller was recognized for serving 10 years as a Greenbrier Valley Conservation District Supervisor.

In addition, he presented the supervisors with complimentary history books, compliments of the West Virginia Association of Conservation Districts, titled "Continuing the Legacy of Conservation in West Virginia."

Field Day Recap

Kara offered an overview of Field Day that was held on, October 5, 2022. She reported that she stayed well within her budget and did not use all the authorized monies for the event. In addition, Kara discussed a few lessons gained along the road and possible changes for the future. She indicated that she would increase advertising, such as newspaper ads, and possibly schedule the next field day on the weekend to accommodate individuals who work throughout the week. Gary Sawyers commented that the participants were quite attentive, and he was pleased.

Dates to Remember

GVCD Combined Committee Meeting: November 09, 2022, 9:00AM

GVCD Regular Board Meeting: November 17, 2022, 7:00PM

Conservation Day at the Capitol: January 16, 2023

With no further business the meeting adjourned by consensus at 9:00 pm.

Respectfully Submitted,



Gary Sawyers

Chairman



Gary Truex

Secretary/ Treasurer

GS/GT/as

Recorded by: Angela Feamster-Sawyers, Administrative Specialist

Greenbrier Valley Conservation District, DC Report

10/27/2022

Follow Ups from Last Month's Meeting

- One of the Board's previous concerns is obligated contracts that did not have completed engineering designs, which prevented our partners from completing their practices. Jon has tasked the State Engineer, Andy Deichert, to complete outstanding designs within 1 year of obligation.

Report from the Field Office

- In the future, what would the county supervisors like to hear in the report from their Field Office representatives? I'd like to give my planners 3-5 questions they should answer each meeting that aren't redundant with what I present.

Technical Assistance

Field Visits

- Ongoing for CSP Renewals and CSP GCI.

Financial Assistance Programs

Pending Deadline

- Obligation deadlines
 - 5 CSP Renewals: 12/16/2022
 - 4/5 CSP-GCI: 12/16/2022; waiting to hear from 1

Contract Management –

- 26 practices were certified and paid in the last month for a value of \$38,614.23 and a running value of \$38,614.23 in Federal benefits.
- Linear Practices (i.e., fencing, pipeline): 492 feet for \$1,357.92.
- Area Practice (i.e., grazing plans, heavy use pads): 665.1 acres and 1,152 sqft for \$17,734.82
- Point Practices (i.e., troughs, rooves, gutters): \$19,521.49.

Cancellations and Terminations.

		Financial Penalty	Lost Benefits
▪ Processed:	0	---	---
▪ Pending:	13		\$257,115.00

Working Applications –

- CSP Renewals – 6 Applications; 1 Ineligible
- CSP GCI – 4 active applications with potential for 1 more (applied, but missing documents).

Office Administration

Field Office Priorities

- Performance Appraisals: we've completed all except for the Union Field Office
- CSP Payments
- CSP Renewal and CSP GCI Planning

Greenbrier Valley Conservation District, DC Report

10/27/2022

Upcoming Events

- Spot Check of Conservation Practices:
 - Buckeye, Monday Oct 31st.
 - Lewisburg, Tuesday, November 1st.
 - Union, Wednesday, November 2nd.
- Spring Development and Tire Trough training at Beckley, November 2nd; attendees should be at Beckley by 8:15 am for 8:30 am departure.

Staffing Updates

- Our two Soil Con positions in the Lewisburg office have yet to be re-posted. Per the S.O., they were supposed to be posted 10/10 thru 10/17, but the Pathways positions have been prioritized at the National level. They have to be posted one more time FPAC-Internal before they can be posted as open to the public.
- I will be shifting Candace Butler to Lewisburg Field Office to assist with the workload starting in early November.

Questions for the Board Supervisors

- Local Working Group meeting. Julie Stutler informed us that the deadline is May 31st. When does GVCD think they might be conducting the LWG meeting?
 - Maybe in February in conjunction with Committee Meeting on 2nd Wednesday (the 8th).

Questions from the Board Supervisors

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

**DORIAN
PEREZ**

Digitally signed by
DORIAN PEREZ
Date: 2022.10.27 19:37:51
-04'00'

District Conservationist

Distribution:

Jon Bourdon, State Conservationist (STC)

Matt Murphy, Assistant State Conservationist – Field Operations (ASTC-FO)

Barb Greenleaf, Area Resource Conservationist (ARC)

Julie Stutler, NRCS Outreach Coordinator

Greenbrier Valley Board of Supervisors (c/o Angie Sawyers)

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



October 2022 WVCA Report

Agreed Procedures Engagement (Audit)

Conservation Districts are asked to begin the Agreed Procedures Engagement (APE) (audit) soon after the close of the fiscal year on June 30th. It is important that each district read their audit, and then take steps to correct any findings noted by the auditors. If you have questions, ask Kim or Jeremy.

Request to Conservation Districts

The WVCA is encouraging Conservation Districts to review and update your District Policy Manuals. In addition to your policy manual, you are encouraged to review your CD Employee Manual (if you have one) and your CD Plan of Work. If you are already doing the reviews, please disregard this request. However, please let us know with a written response that you are already reviewing or will be reviewing the documents.

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.

Remember, an agreement is necessary if you expect match dollars from WVCA. This is per state Auditor's requirements.

WV State Conservation Committee Meeting

The WV State Conservation Committee meeting will begin at 9:30 a.m. in person on Tuesday, October 11, 2022 at the Ag Sciences Building in Morgantown. Call in information will be provided for those who wish to call in.

WVACD Fall Quarterly Meeting

October 17 and 18 Flatwoods Days Inn

There will be a brown bag lunch sponsored by WVCA on Monday, Oct. 17. The training will be "Getting Ready for the 2023 Legislative Session."

Conservation Budget Proposal for FY24

The WVCA has submitted a budget proposal for Fiscal Year 2024 that seeks \$1.6 million in new funding. This dollar amount comes from the information provided by the districts relating to unmet needs and new initiatives.

The WVCA has also asked for an additional \$55 million in this year's budget to provide the non-federal match for dam projects that would be funded under the federal Bipartisan Infrastructure Law.

FY 23 AgEP Timeline

*timeline may be adjusted

- July 1 - Start of Program Year
- July 15 – Deadline for DMs to close out database for previous FY
- July 31 - AgEP Newsletter (Annual Progress Report)
- September- State AgEP Committee meeting
- November 18 – Deadline for CDs to submit allocation formula proposals and new practices for upcoming FY program
- December – State AgEP committee mid-year meeting to review proposals, new practices, and form subcommittee(s) if needed

- January 31 - Deadline for CDs to submit additional program comments, including ranking criteria
- February - Comments reviewed and forms revised
- March - State AgEP committee meeting to finalize upcoming FY program
- April - Presentation of upcoming FY AgEP to SCC
- May/June/July – CDs to finalize upcoming FY program, update AgEP agreement addendums, take action to approve LORs
- June 15 – Deadline for CDs submit final practice list to WVCA (CDs can submit final list any time after SCC approval of practice list)

**Greenbrier Valley Conservation District
Monthly Equipment Report**

Month/Year Sept 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	5	50	600		
Great Plains #2					
Great Plains #3	1	10	120		
No-till Seeder Totals	6	60	720		
Cricket	3		294		
Grasshopper					
Big Silver					
Lime/fertilizer Totals					
Chemical Sprayer					
Litter Spreader #1					
Litter Spreader #2					
Litter Spreader Totals					
Post Driver #3					
Post Driver #4	1		186		
Post Driver #5					
Post Driver Totals					
Potato Planter					
Potato Sprayer					
Potato Hitter Digger	11		1078		
Potato Totals					
Portable Scales					
Other <i>Cooling Trailer</i>	4		100		
Shop Supplies				2748	
GRAND TOTALS (all equipment)	25	60	2372	2748	