**October 20, 2022**

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

**Supervisors Attending** in person: Charles Lipscomb, Chairman; Don Stephens, Treasurer; Joe Casto; Mary King

**Others Attending:**  Kim Fisher, Area Director; Hallie Roach, AS; Anthony Winters, CS; Jackie Byars DC; Dennis Brumfield, CPA

**Others Attending via phone:** Jeremy Grant, Vice Chairman; Judith Lyons, Program Manager; Vernon Stephens, Jr., WV Division of Forestry

Call to Order:

Chairman Lipscomb called the meeting to order at 9:00 a.m. at the district office in Point Pleasant WV.

Adopt Agenda / Approve Minutes

**On a Casto/Stephens motion to adopt the agenda as presented. Passed**

**Don Stephens moved to approve the minutes for September as presented, seconded by Joe Casto. Passed**

Financial Reports

**General and CDO Funds** for September 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** **Stephens/King motion the Financial Reports were accepted and will be filed for audit with the September transactions approved. 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. **Casto/Stephens moved to accept the Co-Administered Fund Report. Motion Passed**

**Treasurer’s Report:** Don provided a report for supervisors to review. **On a Casto/King motion payroll was approved for $1,383.51 as presented. Motion Passed**

Partnership Reports

WVCA Written Report - Kim Fisher, Area Director

Kim Fisher provided a written report to the board members.

Jackie Byars, DC, NRCS –

Jackie Byars provided a written report to the board members and went over it.

Heather Duncan, WVCA, Executive Director

Heather Duncan provided a written report to the board members.

Vernon Stephens Jr., WVDOF, Regional Forester

Vernon Stephens reported on information from Jackson County that he has seen like Autumn Olive.

Judith Lyons, WVCA, Program Manager

Judith Lyons called in and gave an update on the dams.

Correspondence

Northern Panhandle Conservation District Annual Banquet invitation, Greenbrier Valley Field Day Invitation, Thank you from Angie Nelson for paying entry fee at the Mason Co Fair

Programs

O&M Watershed Dams

Joe Casto stated that Dan May was trying to get Dam Monitors Replacements and in a couple months the Board will reach out to him to see if he has found anyone.

Casto also, reported on the 7 dam sites that was toured on October 6, 2022.

Stephens/Casto moved to approve mowing of Mill Creek 13, Invoice # 5464 - $5,300.00

Blakes Creek-Armour Creek (Ridenour Lake) Rehab-

No update

CO-ADMINISTERED COST SHARE PROGRAMS

Charles Lipscomb went over the Ag Enhancement Program State Committee Meeting that was held on September 15, 2022

1. Agriculture Enhancement Program (AgEP)

**Stephens/King moved to approve the following AgEP contracts for payments. Passed**

Lime

Joe Casto - $2085.30

Allen Hart - $1019.76

John Hatfield - $1581.72

Stephen Hyre - $528.15

Jeff Livingston - $756.00

Walt Roush - $834.54

Tim Stalnaker - $1591.80

Dale Stone - $1260.00

Loretta Winterstein - $2079.00

1. Cherry Fork

**Stephens/Casto moved to expand Cherry Fork Septic System program. Passed**

OLD BUSINESS

The Lime Spreader was discussed Lipscomb is to report back to the Board at the next meeting.

Stephens/King moved to send out a letter to interview EL Robinson, Triad, and Potesta for Expression of Interest (EOI) on December 6, 2022, at 9:00. Passed

A letter will also be sent to all the EOI that applied informing them that the 3 had been chosen for review.

New Signature Authority

Tabled until next meeting

Lipscomb made a decision on renewing a CD at City National Bank for the term of 17 months at 1.989% interest.

Annual Award Banquet

**Casto/Stephens moved to allocate up to $500.00 for the Annual Awards Banquet Decorations and Supplies. Passed**

The Annual Awards Banquet is at Cedar Lakes Dining Hall on November 10, 2022, at 6:00pm.

Hallie Roach is to order WCD pens and pocket notebooks or calendars.

Supervisor Shirts

**Stephens/Casto moved to buy 1 each Polo and 1 each Denim Shirt for each supervisor and 1 each for Hallie Roach and Anthony Winters. Passed**

Supervisor Training was tabled to the next meeting.

New Business

Affiliate Members was discussed and in December or January letters will be sent out or hand delivered by the supervisors to get interest in becoming an affiliate member.

SUPERVISOR REPORTS

Don Stephens reported on the Legislative Meeting, told the board that Jan 16 was Conservation Day at the Capital, Scholarships are due the 1st Monday in March.

**Stephens/King moved to replace Don Stephens to Joe Casto for the Legislative Committee. Passed**

Charles Lipscomb reported on the dates of the Quarterly meetings, Natural Resource Committee, RC&D elected Jim Anderson to be president of Northeast Region, NACD Wayne McKeever, Chairman, said there will be grant money available, Julie Stutler said there was 18 million dollars going to be available for programs in WV, and State Tech meeting will be 2 a year.

Minutes recorded by: Approved by:

Hallie Roach

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James Withrow, Secretary