1. Call to order

**Chairman Mark Myers** called to order the regular meeting of the **Monongahela Conservation District** at **9:30 a.m.** on, **November 3 , 2022,** at the Steve Lebnick Agricultural Center Morgantown, WV

1. Roll call+

**Chairman Mark Myers** introduced those present and passed around a sign-in sheet. The following persons were present:

Supervisors: Art Mouser, Mark Teets and Chuck Cienawski, Ed Utterback, HR Scott, Jean Conley, Jim McDonald, Andy Price,

WVCA- Dee Altman, Sigrid Teets, Jeremy Salyer

WVU Extension-Betsy Thomas, Bill Shockey

WVDOF- Rudy Williams, Erin Shaw

NRCS-Dustin Adkins

FSA- Jessica Walls

Visitors- Gary Walls, Rick Abel

1. Approval of October Meeting Minutes

*Teets moved to approve the October minutes. Seconded by Cienawski. Motion carried.*

1. Approval of financial statements
2. ***Credit Card Receipts and Statements-*** *There is no credit card statement at this time*
3. ***General/CDO financial statements-***  *Teets moved to approve and send for audit. Utterback Seconded. Motion Carried.*
4. **Co-Administered Funds Financial Statements-** *This has been tabled.*
5. Visitors Comments –

Rick Abel made a statement about the Brim Insurance, that he had received an email and that these needs taken care of. Mark Myers insured him; it has been taken care of.

Cooperating Agencies

WV Division of Forestry- Williams reported that Erin will be doing a Channel 5 live at 4 5-to-10-minute question and answer session. If the district would like to be do a segment just get ahold of Williams to get it scheduled. WVFD received two new vehicles. State Forester is stepping down, Rudy is being considered for this position.

Watershed Division- *A motion was made to postpone the work on 2022-06-22 OMR MCD Regrade ( Retraction/ Cancelled for 2022) by Utterback, and seconded by Teets. Motion Carried*

**EWP and SSRP-** Jeremy explained that funds are being redistributed to help clean up..

**Conservation Specialist-** Teets provided her report.

**Conservation Agreements Approvals**

**AgEP Practice Approvals:**

**AgEP Application Approvals**

**Watering System**

Todd Rankin Spring Dev $1,700.00

Chris Brown Pipe/Trough $1,500.00

Rick Michael Spring Dev. $1,700.00

Thomas Bolyard Spring Dev. $1,700.00

Tyler Brown Pipe/Trough $1,500.00

*Cienawski moved to approve the attached list of AgEP Practices. Seconded*

*by Teets. Motion carried*

**AgEP Payments:**

Greenhouse – Jim McDonald $1,500.00 (Paid from Bookwise)

Greenhouse – Kim Hinerman $734.06 (Paid from Bookwise)

*Cienawski moved to approve the greenhouse payments, Utterback seconded. Motion Carried.*

HUAP - Robert Clarkson 2,500 Sq. Ft.$ 3,375.00

Lime – Jack Hershman 44.52 Tons $ 522.88

Lime – Pleasant Valley Farm 46.1 Ton $ 660.32

Lime – Robert Matheny 28.38 Tons $ 372.18

*Utteerback moved to approve the attached list of AgEP Practices. Seconded*

*by Teets. Motion carried.*

**WVU Extension**

Bill Shockey- Provided a report.

Betsy Thomas- Provided Report

Mark Myers called for a motion to allow for the purchase of a weight system, cost of up to $3,000.00for Preston County and to allow HR Scott to make that decision with the committee. Cienawski made this motion, seconded by Scott. Motion Carried

**NRCS-** Adkins provided a report.

 **FSA-** Adkins provided report

**SWA-** McDonald stated Marion County SWA has a shedder event, that went extremely well. WVSWA Board Conference was held with a good turnout. Building Roof is leaking, and grants did not go well this year.

Utterback stated no changes in Preston County. Scott stated two people went to state meeting.

**Administrative Specialist** - Dee Reported she is transferring to West Fork District.

**WVCA Area Director**- Jeremy stated that Bryan Farkas had requested 1.6 Million for statewide use for AgEp Enhancement, as well as 55 Million Statewide for Dam Rehab. Cienawski added that we are going to get some help from Marion County Commission for the Upper Buffalo Dam. Jeremy stated if you get $5,000.00 from Them then you will get $5,000.00 from the state.

1. Invoices

Bookwise Business Service November 2022 - $300.00

*Utterback moved to approve the invoice for Bookwise Business Service’s accounting services in the amount of $300.00. Seconded by Teets. Motion carried.*

Bright Law Firm Invoice Triton Lawsuit $ 22,923.33

*Utterback moved to pay the Bright Law Firm. Seconded by Cienawski. Motion Carried.*

1. Approval of Supervisor Travel and Per Diem Claims

Art Mouser-$ Chuck Cienawski- $ Mark Teets-$ HR Scott-$

Ed Utterback-$ Jim McDonald- $ Mark Myers- $ Jean Conley-$

Andrew Price-$

 *Teets moved to approve Supervisor payments as submitted and authorized when they arrive from the bookkeeper. Seconded by HR. Motion carried.*

1. New Business

WVU Extension Funding**-** A Request from Betsy for Education outreach.

*Cienawski moved to donate $1,000.00 to the outreach education program. Seconded by Teets. Motion Carried.*

Contract for Mowing, and snow removal will be addressed by grounds committee

Letter Requesting Change at Bank (Back to This)

Reimbursement to Mark Myers for Taro and Postage.

*Utterback moved to reimburse Myers. Seconded by Cienawski. Motion Carried.*

Brim Insurance- Myers explained in detail this has been taken care of.

MCD banquet- Planning for March 2023 Price will be looking into a place to hold banquet.

NRCS Lease Agreement- Myers explained this is being taken care of. Cienawski ask where we with this are. Myers stated he was in contact with Mattas to what requirements and upgrades need done to this building. Myers went on to state there are some challenges due to disability codes, the kitchen, and restrooms. NRCS wants all up grades completed, then they want to pay us back over a period of the lease.

Out Buildings Rental- Myers explained MCD needs to forward them an invoice. Cienawski moved to allow Dee to invoice them. Seconded by Utterback. Motion Carried.

BioChar Project has been completed.

WVCD Scholarship Donation: Myers explained we have previously donated $1,000.00 to the association.

Myers stated that Bright Law Firm will be holding depositions here in December and they will require the use of three rooms. Triton has picked the week of Thanksgiving and Christmas to hold these meetings. Myers stated that Dee’s office, Conference Room and possibly Genes office will be used for this purpose. Utterback added that we request all meeting take place here at our office.

Myers state that Senate Bill 264, now covers Associate Supervisors. Also Dam Monitors need to be paid, this MAY come out of supervisors funding.(NOT Determined).

Myers stated that the state is looking into what all supervisors are charging for, as well as mileage, calls, Travel, etc.

Myers called for the board to go into Executive Session @ 12:29PM, ask for Jeremy Slayers, Jean Conley, and Dee Altman to stays. MCD Board came out of Executive Session at 1:45 PM.

Myers stated that a finance Committee meeting be called and allow them to outline rules for Banking and any changes. Then bring this back to the full board to be discussed/ decided. Teets moved to have the finance committee complete this outline. Seconded by Utterback. Motion Carried.

Myers stated that NO CHANGES can be made at any bank without MCD Board Approval prior to change.

*Cienawski moved to make the motion of no changes without MCD Board approval first. Utterback seconded. Motion Carried.*

1. Committee Reports:

Finance- no report.

Education- – no report

Legislation/Policy- no report.

Grasslands- no report.

Safety/Buildings and Grounds- no report

Correspondence- None.

1. Public Comment- None.
2. Supervisor Reports
- Mark Myers– no report.
* Ed Utterback – no report.

- Art Mouser – no report.
- Jim McDonald– no report.

- Chuck Cienawski – no report.

* Richard Abel – no report.
* Jean Conley – no report.
* Andy Price- no report.
* Adjournment
 *Utterback moved to adjourn the meeting at 2:17PM. Seconded by Scott*

**The next scheduled meeting is December 1, 2022 – Steve Lebnick Agricultural Center**Minutes submitted by Dee Altman/Administrative Specialist

Minutes approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Mark Myers, Chairman** Date