**February 16, 2023**

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

**Supervisors Attending** in person: Charles Lipscomb, Chairman; Jeremy Grant, Vice-Chairman, Don Stephens, Treasurer; Joe Casto

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

Call to Order:

Chairman Lipscomb called the meeting to order at 9:05 a.m. at the district office in Point Pleasant WV.

Adopt Agenda / Approve Minutes

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

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

Financial Reports

**General and CDO Funds** for January 2023 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** **Grant/Casto** **motion the Financial Reports were accepted and will be filed for audit with the January transactions approved, with the exception of Encova. Motion Passed.**

**Stephens/Grant moved to let Charles Lipscomb sign a cancellation notice from Encova Workers Compensation. Motion Passed**

Charles Lipscomb is going to look for another credit card at another bank and report back at the March Meeting.

**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. **Stephens/Grant moved to accept the Co-Administered Fund Report and file for audit. Motion Passed.**

**Treasurer’s Report:** Don provided a report for supervisors to review. **On a Grant/Casto motion payroll was approved for $2,821.76 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.

Heather Duncan, WVCA, Executive Director

Heather Duncan provided a written report to the board members.

Correspondence

Northern Panhandle Conservation District Newsletter, and Jackson County Jr. Fair Letter

Programs

O&M Watershed Dams

Jacob Lavender, Watershed Manager provided a written report to the board.

Don Stephens and Joe Casto talked about the POCA 28 meeting that was held last month.

CO-ADMINISTERED COST SHARE PROGRAMS

1. Agriculture Enhancement Program (AgEP)

Anthony Winters reported that reminder letters have been sent out. Kathy Casto was updated in the AgEP database. Also, Mike Wolpert was approved with the NRCS on the same field that he was approved through the District so he will not be completing his AgEp.

**Grant/Casto moved to Approve S&S Equipment Service & Sales for maintenance to the 2-ton Lime Spreader. Motion Passed.** Don Stephens sustained from voting.

Jeremy Grant is to check price on spare tire for the 6-ton lime spreader and report back to the board.

1. Cherry Fork

**Casto/Grant moved to approve ALS Environmental, Invoice #4120-99371727 - $170.00. Motion Passed.**

OLD BUSINESS

The Lime Spreader was discussed by Lipscomb, and he has sent out 4 letters about getting Lime Spreader Quotes hopefully before that March meeting.

**Stephens/Grant moved to get t-shirts and Subway box lunches for Land judging participants. Motion Passed.**

**Grant/Casto moved to approve Paul Francis with Farmer’s Feed of Ripley Inc., Carry Casto with United Bank of Ripley, and Ryan Vaughn with Farm Credit of Virginias, as Affiliate Members. Motion Passed.**

Lipscomb encouraged everyone to try to get any Affiliate Membership’s sent in by the end of March.

**Stephens/Casto moved to sign the Protesta Master Agreement. Motion Passed.**

**Stephens/Casto moved to let Mitsy Hunter cater the Spring Workshop March 28, 2023, with Potato Salad, Fruit Salad, tray of cookies and dirt pudding and cost is $12.00/person. Motion Passed.**

**Stephens/Casto suggested Lipscomb negotiate insurance coverage with Bill Bailey. Motion Passed.**

**Casto/Grant moved to get name badges from Point Pleasant Printing. Motion Passed.**

New Business

Kim Fisher went over per diem in her report.

**Casto/Stephens moved to accept application from Don Pauley and Brenda Moore as WV Century Farm. Motion Passed.**

**Casto/Stephens moved to approve District Personnel Plan. Motion Passed.**

GK RC&D (Putnam and Mason) was tabled to next board meeting.

The board discussed their interest-based checking accounts, Lipscomb is going to check rates at the other banks.

Supervisor Reports

Stephens discussed Envirothon and attached the minutes of the meeting.

Casto let the board know that he has been appointed to WV Oil & Gas Conservation Committee.

Lipscomb reported on the Appalachian Grazing Conference Contest that will be in 2024 at the Waterfront Hotel in Morgantown, WV.

The meeting was adjourned.

Minutes recorded by: Approved by:

Hallie Roach

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James Withrow, Secretary