



Greenbrier Valley Conservation District
April 20, 2023, 7:00pm
Regular Board Meeting Draft Minutes

The Greenbrier Valley Conservation District Board of Supervisors met on Thursday, April 20, 2023, at 7:00pm in the conference room of the Lewisburg, USDA Service Center.

Those in attendance:

Supervisors:

Vice Chair, Timothy VanReenen
Jerry Clifton
Gary Truex
Avery Atkins
Carolyn Miller

Others:

Barry Level- GVCD
Angela Sawyers – WVCA
Jeremy Salyer- WVCA
Jacob Lavendar, WVCA
Kara Grosso- WVCA
Dorian Perez, NRCS

With a quorum present, Timothy VanReenen called the meeting to order at 7:02 and welcomed everyone. Everybody took turns going around the room and introducing themselves.

Guests:

Brian Wickline and the Monroe County 4-H Soils Team, Thomas Sibold, Caleb Broyles, and Michael Fraley delivered an outstanding presentation on homesite evaluation and land judging. The team departs next Friday for the national competition in Oklahoma and is requesting financial assistance from the Greenbrier Valley Conservation District for lodging and travel expenses.

This will be placed on the May 18, 2023, Regular Board meeting agenda for action.

Elizabeth Clark, Cliff Baker, Don Withrow, Marit Withrow, and Mark Soukup, members of the Montwell Commons board of directors, expressed concerns about spring and flood water flow and requested technical assistance/expertise from the district. (See attachment). Following discussion, it was determined that further research would be required to see what technical assistance the district could provide.

Jeff Barr, State Resource Conservationist, was present to discuss how the NRCS can best assist each District. Please refer to the attachment.



Jerry Clifton Moved to approve the minutes of the March 16, 2023, regular board meeting. Gary Truex seconded. Motion carried.

Cooperating Agency Reports

▪ **NRCS-** Dorian Perez reviewed the highlights of his report which is attached. In addition, Dorian Requested transforming the storage room into a mission support space. Following some discussion and exploration of ideas this item will be placed on the next board meeting agenda.

- **FSA**
- **Forestry**
- **WVCA-** Jeremy Salyer, area director, reviewed the highlights of his report which is attached.
- **Other**

Committee Reports

Finance Committee

Gary Truex moved to approve the General and CDO Funds Report and file for audit. Carolyn Miller seconded. Motion carried.

Gary Truex moved to approve the WVCA Restricted Funds Report and file for audit. Avery Atkins, seconded. Motion carried.

Gary Truex moved to approve the Payment of Bills, per payables list. Avery Atkins seconded. Motion carried.

- * The proposed CDO Budget FY2024 was approved in the March 16, 2023, regular board meeting and was placed on the agenda in error.

Agricultural Enhancement Program Committee

Avery Atkins moved to delegate authority to Gary Truex to approve contracts for the remaining FY23 funds after cancellations. Carolyn Miller seconded the motion. Motion carried.

Avery Atkins moved to approve the following AgEP Payments:

Lime

Ashley Parker \$1,428.00

Tommy Spade \$2,928.00

Bane Morris \$2,454.00

Kenneth Wade \$1,875.00

Josh Boothe \$480.00



Alan Rudley \$1,113.00

PDF

Larry Echols \$2,562.50

Robert Martin \$612.50

EF

Ron Miller \$3,000.00

Garry Taylor \$512.50

Bane Morris \$2,706.75

AWS

Brian Wickline \$4,053.10

CPD

Barry Miller \$1,550.00

Gary Elmore \$2,240.00

Bane Morris \$4,839.05

Josh Boothe \$1,437.50

Total: \$33,791.90

Jerry Clifton seconded the motion. Motion carried.

Gary Truex moved to accept the following AgEP Cancellation:

Kevin Johnson CPD \$5,180.05

Carolyn Miller seconded. Motion carried.

Carolyn Miller moved to approve Kevin Johnson's two-year suspension from AgEP for FY24 and F25 due to cancellations. Gary Truex seconded. Motion carried.

Grassland Committee

Kara Grosso provided updates regarding the progress of the Conservation Farm Tour.

Following some discussion, the supervisors agreed that they would provide food and beverages for the GVCD and SCD land judging competition and Southern could continue to handle the awards and other associated duties as they have done in the past.

Building/Equipment Committee

Gary Truex reviewed the monthly equipment report, which is attached.



Jerry Clifton moved to approve Monica Holiday's request to use the district's cooling trailer for the cub scouts from July 09-14, 2023. Avery Atkins seconded. Motion carried.

Watershed Reports

WVCA OM&R – Jacob Lavendar

Gary Truex moved to approve the 2023 O&M work orders submitted by Southern Conservation District for the mowing and weed eating of the following Dams:

Marlin Run -\$2,900.00.

Howard's Creek Dams \$4,250.00

Jerry Clifton seconded the motion. The motion was carried.

Jerry Clifton moved to approve the reimbursement to the City of Marlinton in the amount of \$5,800.00 for the removal of brush, trees, and debris from the Marlin Run Channel. Avery Atkins seconded the motion. Motion carried.

The board of supervisors and Jacob Lavendar talked about debris removal/cleanup options at Howard's Creek Dam.

319 Committee

Kara Grosso reported the following action between board meeting regarding the Mill Creek Blockage Removal.

Gary Truex approved a letter to Daniel Phillips re: Mill Creek blockage removal grant of property access. It was sent via certified mail and was received. No further correspondence as of 4/14/2023.

Kara Grosso presented the Board of Supervisors with a draft of a follow-up letter and requested permission to submit it in its current form or with any modifications they requested.

After some discussion, Carolyn Miller made a motion to approve sending the follow-up letter with the following modifications: the respond by date should be in bold. Gary Truex seconded the motion. The motion carried.

Jerry Clifton made a motion to approve reimbursement to the Greenbrier Valley Conservation District for 2 (two) certified letters at \$8.13 per letter, for a total of \$16.26. Carolyn Miller seconded. Motion carried.

Kara Grosso provided the board with updates regarding the Web Soil Survey workshop.



In addition, she provided the following updates regarding the Watershed Associations:

- **Greenbrier River Watershed Association**
 - ❖ Partnering with O-School to develop a water quality monitoring project.
 - ❖ Holding an Earth Day event at Lost World Caverns Saturday, April 22nd, 2:00-8:00pm.
- **Indian Creek Watershed Association**
 - ❖ Using a grant to reimburse 319 septic program participants \$35 sanitarian inspection fee.
- **Friends of THE Second Creek**
 - ❖ Working with lifelong residents of Second Creek watershed to gather and print oral history of the area.
 - ❖ Developed a "Watershed Exploration Program" for Monroe Co 2nd graders.
- Kara also asked that the board consider inviting the WV Association of Cave Studies and/or WV Cave Conservancy Local Representatives to the GVCD Legislative and Awards Banquet.

319 Septic Program - Class II systems rule

Jerry Clifton made a motion on behalf of the committee to adopt a rule for situations in which a Class II septic system is the only available option for homeowners. Cost-share 75% NTE \$10,000 where state funds are used in excess of the initial \$5,000.00 in federal funds. Carolyn Miller Seconded. Discussion ensued. Gary Truex was opposed, while Jerry Clifton, Carolyn Miller, and Avery Atkins were all in favor. The motion passed.

Contracts for Approval

Meadow River

Jerry Clifton moved to approve the contract between GVCD and LD Hanna and Sons for stream blockage removal; funds not to exceed \$2,400.00. Carolyn Miller seconded. Motion carried.

Jerry Clifton moved to approve the following contract:

- Michael Stelzig - Septic system pumping - 50% NTE \$300.00
- Avery Atkins seconded. Motion carried.



Jerry Clifton moved to approve the following contract:

- Michael Stelzig - Septic system replacement Class II - 75% NTE \$10,000.00

Carolyn Miller seconded. Motion carried.

Jerry Clifton moved to approve the following contract:

- Christian Martin - Septic system pumping - 50% NTE \$300.00

Carolyn Miller seconded. Motion passed.

Carolyn Miller seconded. Motion carried.

- Christian Martin - Septic system replacement Class II - 75% NTE \$10,000.00

Jerry Clifton seconded. Motion carried.

Payments for Approval

Indian Creek

Jerry Clifton moved to approve the following payment:

- David South - septic system replacement - \$5,000.00

Avery Atkins seconded. Motion carried.

Jerry Clifton moved to approve the following payment:

- Barry Harman - septic system repair - \$4,050.00

Carolyn Miller seconded. Motion carried.

Carolyn Miller moved to approve the following payment:

- Barry Harman - septic system pumping - \$200.00

Jerry Clifton seconded. Motion carried.

Jerry Clifton moved to approve the following payment:

- Bob Chamberland - septic system pumping - \$262.50

Carolyn Miller seconded; motion carried.

Jerry Clifton moved to approve the following payment:

- Nancy Dickinson - septic system pumping - \$225.00

Carolyn Miller seconded; motion carried.

Other Business:

Jerry Clifton moved to approve sending out the FY24 Annual OM&R funding Agreements & Sponsor Letters.

Gary Truex seconded; motion carried.

GVCD Legislative & Awards Banquet



Carolyn Miller moved to approve the Contract Agreement between Greenbrier Valley Conservation District and Cross Creek Hospitality in the amount of \$2,675.00 for The Legislative awards banquet to be held on October 19, 2023. Avery Atkins seconded; motion carried.

Catering services to include:

Menu

Option#9-

Pulled Pork

Pulled Chicken

Carolina Sauce

Apple Butter Sauce

Coleslaw

Mac & Cheese

Cowboy BBQ Beans

Full Size Buns

Dinner Buffet @ \$19.00 a plate/100 count = \$1,900.00

Drink Station @ \$5.00/100 count = \$500.00

China Plates + Silverware 2.75 /100count = \$275.00

➤ Total= \$2,675.00

Avery Atkins moved to approve the special event lease agreement between Greenbrier Valley Conservation District and the West Virginia State Fair in the amount of \$400.00, for the rental of the WVU Building from October 18, 2023, to October 20, 2023.

With no further business the meeting was adjourned by consensus at 9:27pm.

Respectfully Submitted,

Gary Sawyers

Chairman



Gary Truex

Secretary/ Treasurer

A handwritten signature in black ink, reading "Gary L. Truex". The signature is written in a cursive, flowing style.

GS/GT/as

Recorded by: Angela Feamster-Sawyers, Administrative Specialist

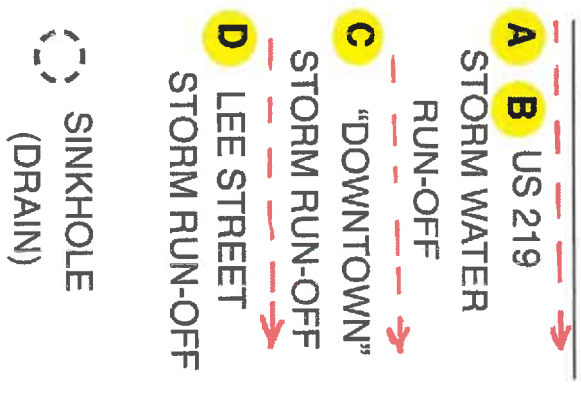
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A **B** US 219

STORM WATER

↓

C “DOWNTOWN”





Beginning of Lewis Spring Creek on Montwell Commons. Flow emerges from culvert, having passed under U.S. 219. Second, smaller culvert carries storm water runoff.



Beginning of the lower stream section. Water flow emerging from culverts.



Looking upstream from the sink-hole.

District Supervisors- Jon Bourdon, NRCS WV State Conservationist, will be attending a board at each of the 14 Districts over the next few months. We would like your feedback and input on how CS WV can better support each District. Please take a few moments and answer the following questions so we can have effective conversations regarding our partnership:

How can NRCS better support your district?

District programs Will Both D.C.

District events Understand the Relationship Between District and

Special projects NRCS

Other Will Both D.C.'s Be present at Board meetings, Need Understand they all work for District and share our District programs

2. Are there subject areas that you need training from NRCS staff?

To You We feel NRCS keeps us abreast of what they are,

To Your customers doing.

NRCS Programs We need address the problem of cancellations

NRCS Practices Where do the problems start and how can.

Other We fix them, Engineering seems to be a Roadblock, and communications from Employee to Cooperator.

3. Do you know who to contact for support?

Flooding

Outreach Events

Engineering Assistance Yes, How do we get the support.

Other

4. What does your district do well?

Administer. District Programs well Fair cost share to everyone and take care of the Tax payer.

Are there ways that NRCS can help maximize on those strengths?

62 38-50% AEP.

Do the same things with these programs our D.C. has helped with this.

5. What does your district NOT do well?

Education / outreach

Are there ways that NRCS can help improve on those weaknesses?

Gives some money for Education, Cost share positions.

6. If NRCS could increase the amount of resources invested in you district, what would that look like?

More staff Keep staff if ones / person too valuable in.

Agreements (staff, projects, etc) eliminating cancellations,

Other

Greenbrier Valley Conservation District, DC Report

4/20/2023

Follow Ups from Last Month's Meeting

- None

Technical Assistance

Planning Status

Overdue Plans due to Engineering design, Section 7 Consultation (FWS), Section 106, etc.

FO	Engineering	Section 7	Section 106	Other
Buckeye	10	5		
Lewisburg	14		1	
Union	38		2	

Engineering Designs and Surveys the Conservation Staff are working on:

- Sheila Hudson and April Polzin Holmes in Lewisburg.

Financial Assistance Programs

Payments –

- Database crashed and we're in the process of rebuilding it. We'll get you these values once we repopulate the database.

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

- 2020 Contract Items: 15
- 2021 Contract Items: 288
- 2022 Contract Items: 490

Cancellations and Terminations.

	Financial Penalty	Lost Benefits
▪ Processed:		
▪ Pending: 16		\$419,794.99

Working Applications –

- EQIP/AMA – 31 Applications awaiting participant signature

Upcoming Deadlines –

- 04/14/2023 – EQIP/AMA Signup 2 and CSP Classic Signup 1
- 05/05/2023 – Obligation deadline for EQIP/AMA Signup 1

Office Administration

Field Office Priorities

- Obligation for EQIP/AMA Signup 1, due May 5th
- Contract Building for CSP Signup 1 and EQIP/AMA Signup 2.
- Actions for off-schedule contracts due June 30, 2023

Greenbrier Valley Conservation District, DC Report

4/20/2023

- Feedback from the Local Working Group due to the State Office by June 30, 2023.

Upcoming Events

- n/a

Special Projects

- n/a

Staffing Updates

- Candace Butler, takes on one-third of the workload from the Lewisburg starting 4/9/2023.
- Pamela Burns reports 4/23/2023.
- Kenny M was assigned 3/26/23 but is stationed in Beckley for training.

Questions for the Board Supervisors

- Move the remainder of the Local Working Group meeting to the next committee meeting.
- Use the storage room as a mission support area. The Board will table the topic for consideration. I need to research the use of available parking in addition to storage of materials that cannot be disposed of.

Questions from the Board Supervisors

- Local Working Group will continue at the next committee meeting, approximately May 10.
 - ...explore options to not funding Waste Storage Facilities

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

**DORIAN
PEREZ**

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Date: 2023.04.21 13:52:08
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District Conservationist

Distribution:

Jon Bourdon, State Conservationist (STC)
Jason Crislip, Assistant State Conservationist – Field Operations (ASTC-FO)
Matt Murphy, Area Resource Conservationist (ARC)
Julie Stutler, NRCS Outreach Coordinator
Greenbrier Valley Board of Supervisors (c/o Angie Sawyers)
NRCS Field Office Staff: Buckeye, Lewisburg, Union Service Centers



April 2023 WVCA Report

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 Long Range Plan. If you are already doing these reviews, please disregard this request.

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.

Conservation Farm Tour

It is time for districts to be thinking about the conservation farm families to be awarded. CDs should have their district farm selection to their Area Directors by May 31.

Timelines:

- **May 31** - County and District judging.
- **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.

O&M Agreements: CD's are encouraged to continue to work with local sponsors for O&M funding. The change will be that these agreements will not be matched dollar for dollar as they were in the past. The WVCA will be allocating funds on a watershed basis moving forward to help with O&M costs.

AGEP Timeline:

- **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)

WV State Fair 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.

**Greenbrier Valley Conservation District
Monthly Equipment Report**

Month/Year MARCH 2023

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					
Great Plains #3	2	15	276		
No-till Seeder Totals					
Cricket					
Grasshopper					
Big Silver					
Lime/Fertilizer Totals					
Chemical Sprayer					
Litter Spreader #1	1		98		
Litter Spreader #2					
Litter Spreader Totals					
Post Driver #3					
Post Driver #4	1		180	1399	
Post Driver #6	3		540	5898	
Post Driver Totals			720	7297	
Potato Planter					
Potato Sprayer					
Potato Hiller					
Potato Totals					
Portable Scales					
Other					
Shop Supplies				2097	
GRAND TOTALS (all equipment)	7		1094	9394	