

ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
January 23, 2024 - 9:30 AM
District Conference Room – 738 Airport Rd., Sutton, WV

January 2024
Meeting Minutes

Supervisors Present:

Linda Brown – Braxton Co.
Debbie Hamric – Braxton Co.
Larry Greynolds – Nicholas Co.
John Pitsenbarger – Nicholas Co.
Mike Smalley – Webster Co.
Clark Mollohan – Webster Co.
Keyota Jarvis – Clay Co. (by TEAMS)
Jeremy Cantrell – Clay Co.

Supervisors Absent:

Others Present: Johnny King, West Virginia Division of Forestry; Kirk Burroughs, ECD; Jocee Miller, ECD PSS; Dylan Johnson, WVCA CS (by TEAMS); Mary Beth Smith, WVCA, ECD AS; Andy Sentz, NRCS; Debbie Friend, WVU Extension Braxton County; Jeremy Salyer, WVCA District Manager (by TEAMS); and Davin White, WVCA (by TEAMS).

CALL TO ORDER

Chairman Pitsenbarger called the meeting to order at 9:33 AM
Pledge of Allegiance was led by Linda Brown.

Agenda: Mr. Smalley moved to approve the agenda; Mr. Greynolds seconded; motion passed.

Minutes for December 19, 2023: Ms. Brown moved to approve the minutes; Ms. Hamric seconded; motion passed.

Minutes for January 9, 2024: Mr. Greynolds moved to approve the minutes; Ms. Brown seconded; motion passed.

Treasurer's Report/Financial Statement: Mr. Greynolds moved to file the records for audit as presented. Ms. Hamric seconded; motion passed.

Payment of Bills: Mr. Greynolds moved to approve the payment of bills as reviewed by the Executive Committee; Mr. Mollohan seconded; motion passed.

OLD BUSINESS

- **Per-Diem Rate:** Mr. Pitsenbarger reported that a ruling had finally been handed down regarding the per-diem rate and it had been decided that the supervisors were to be paid \$150.00 per day. Mr. Pitsenbarger reported that most districts were beginning this pay rate on January 1, 2024 and moving forward. Mr. Cantrell made a motion that ECD begin paying the supervisors

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\$150.00 per day effective January 1, 2024. Ms. Brown seconded the motion. An oral vote was taken with seven (7) for the increase and one (1) opposed. The motion passed.

- **Report - Tree Sales:** Ms. Smith updated the board as to the progress with the tree sales. Ms. Smith reported that she had received approximately fourteen orders but planned to start promoting the sale in local newspapers and on social media.
- **District Representative for Braxton County Solid Waste Authority:** Nothing new to report.
- **Report - Educational Dinner Meetings:** Ms. Smith reported that there has been terrific response regarding both meetings and as of today's date fifty-five (55) people had registered for the event on February 15, 2024, and sixteen (16) people had registered for the event on February 29, 2024. Ms. Smith reported that she planned to collect door prizes Friday afternoon. Ms. Smith noted that she would be putting the flyers in local newspapers next week.
- **Report - Envirothon Spring Training, March, 2024:** Ms. Miller moved the board to select a date for the event and suggested either March 11 or 25, 2024, both Mondays. Mr. King reported that historically Monday's worked best for the training. Mr. Greynolds made a motion to schedule the event for March 11, 2024 and to utilize March 25, 2024 as a back-up date if there were conflicts with the 11th. Ms. Brown seconded the motion. Motion passed.
- **Report - Participation in WV SMART Farms Grant:** Mr. Johnson updated the board and reported that the Grant was in infancy status now but more information would become available soon.
- **Report - Conservation Field Day, Spring 2024:** Ms. Miller reported that the event was in planning stages and she would update more as information becomes available.
- **Strengthen Conservation Districts Committee Questions:** Mr. Pitsenbarger noted that the questions would be a focus during the upcoming Quarterly meetings in Charleston.

NEW BUSINESS & CORRESPONDENCE

- **State Road Signs at Intersection:** Ms. Smith reported that she had noticed a State Road truck at the intersection where ECD had previously had directional signs placed and stopped to speak with the driver. Ms. Smith further reported that the gentleman had contacted her back by the end of the day and let her know that the two signs in question were deemed to be "illegal" signs and they were disposed of. Ms. Smith noted that she had contacted "Charleston" to begin the process again of ordering and installing signs. Ms. Hamric made a motion that should any cost be associated with installing new signs, ECD would incur the same. Mr. Mollohan seconded the motion. Motion passed.
- **Mileage Rate - Increase to \$.67 per mile:** Mr. Pitsenbarger updated the board in regard to the mileage rate increase and noted that any mileage accrued following January 1, 2024 would be calculated at the new rate. Ms. Smith noted that updated mileage forms were on the display table at the back of the room for supervisors.
- **WVACD Quarterly Meeting, February 7, 2024, at WV State University, Charleston:** Mr. Pitsenbarger reported that he and Mr. Greynolds would be attending and representing ECD at the meeting.
- **Conservation Day at the Capitol, February 8, 2024, Charleston:** Mr. Pitsenbarger announced that he and Mr. Greynolds will also attend Conservation Day at the Capitol. Ms. Smith noted that she had received word that AS's were not going to be attending the Day. Ms. Miller noted that she would go and man the booth for ECD if the board so wished. Mr. Greynolds made a motion to approve Ms. Miller attending the Conservation Day at the Capitol and for her to obtain a hotel room for the night before. Ms.

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Hamric seconded the motion. Motion passed. Discussion was held regarding the banners that would be on display for the Conservation Day. Mr. White noted that he had sent draft designs to Ms. Smith. Mr. Greynolds made a motion to allow Mr. Pitsenbarger to review the signs and give permission to WVCA to print the signs so that they would be ready for the event. Ms. Hamric seconded the motion. Motion passed.

- **2024 WV Small Farm Conference, February 21-24, 2024, Charleston Civic Center:** Mr. Smalley reported that the conference is typically a very good conference and that he has attended it for several years. Ms. Smith noted that if any supervisor wished to attend the conference, she would get them registered and reserve a hotel for them if they let her know.
- **Appalachian Grazing Conference, March 7-9, 2024, Morgantown:** Ms. Smith noted that this was another continued education opportunity for supervisors and if any wished to attend, to let her know and she would get them registered. Ms. Smith noted that Mr. Pitsenbarger and Mr. Greynolds would be registered for the conference as they had already let her know they wished to attend.
- **Jocee Miller attending WV Small Farm Conference and Appalachian Grazing Conference:** Mr. Smalley made a motion for Ms. Miller to attend both conferences and noted that he believed she would benefit from each. Mr. Cantrell seconded the motion. Motion passed.
- **AgEP Practices:** Ms. Smith noted that the list for the FY25 AgEP practices had become available last week. Ms. Smith encouraged the supervisors to review the list and consider each program for the district. Mr. Johnson noted that most districts pick only some of the programs from this list. Mr. Johnson further spoke about some of the programs and also encouraged the supervisors to review the list.
- **Winter Education Meetings, Door Prizes to be Donated by ECD:** Ms. Smith suggested that ECD donate three items as door prizes to the winter meetings such as a valve or float from the supply building, a one (1) day lime spreader rental and a gift certificate towards the tree sale. Ms. Brown made a motion to donate all three items to the meeting held at Nicholas County and an additional gift certificate for the tree sales to the event at Nettles. Ms. Hamric seconded the motion. Motion passed.

SPONSORSHIP

- **Clay County Beekeeper Association- books for their classes:** Mr. Cantrell reported that he had recently attended the Clay County Beekeeper Association meeting held in Clay County where he was informed that they needed books for their classes. Mr. Cantrell noted that the books are \$10.00 per book and that they needed fifteen (15) books. Mr. Cantrell made a motion that ECD cover the cost of one set of books being \$150.00. Mr. Greynolds seconded the motion. Motion passed. Ms. Smith noted that she and Ms. Miller would create a sticker to be placed in the book to acknowledge the same have been donated by ECD.

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REPORTS:

ECD District Equipment/OM&R Manager: Mr. Burroughs reported that he had gotten the BCMS Nature Trail trimmed.

ECD Administrative Specialist: Ms. Smith provided a written report and noted that there were several old awards and plaques that she had located in the storage room for supervisors to distribute if they knew any of the recipients.

ECD Program Support Specialist: Ms. Miller provided a written report.

WVCA Conservational Specialist: Mr. Johnson made a short report and noted that the WVCA had undergone some reorganization.

WVCA District Operations Manager South: Mr. Salyer provided a written report.

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WVCA Personnel: No report.

WVACD: Ms. Duncan was not present but previously provided a written report.

SWA: Ms. Hyre (BCSWA) was not present. **Mr. Smalley (NCSWA)** reported that there had been no further meetings.

NRCS Personnel Report: Mr. Sentz provided a written report and noted that they were officially moved into the building as of Monday.

FSA Personnel: Ms. Robin Ward was not present.

WVU/WVSU Extension Personnel: Ms. Friend referenced some upcoming workshop and continued education opportunities.

Forestry Division: Mr. King reported that high winds had contributed to some small fires during January which was rare.

DEP: None present.

CD Supervisors:

John Pitsenbarger: Mr. Pitsenbarger noted that he had attended a round table discussion on the day prior and he had mentioned some of the issues with obtaining lime and the rehabilitation project that ECD was undertaking.

Larry Greynolds: Reported about the Farmland Protection issues.

Mike Smalley: Mr. Smalley reported that high winds in Webster County had lead to several high tunnels having damage. Mr. Smalley noted that he would be researching support the district could offer those affected.

Clark Mollohan: Nothing to report.

Linda Brown: Ms. Brown reported that a Grazing Committee meeting was held last week at ECD.

Debbie Hamric: Nothing to report.

Jeremy Cantrell: updated the board of his enrollment in a new project.

Keyota Jarvis: Ms. Jarvis noted that she had attended the Greater Kanawha RC & D Meeting and zoom training for NACD.

Big Ditch Dam: Written report provided.

Salt Lick Dam: Mr. Pitsenbarger reported that a brief meeting had been held on January 9, 2024.

COMMITTEE ACTIONS:

AG ENHANCEMENT: Mr. Greynolds encouraged supervisors to review the list provided.

BUILDING: Ms. Smith noted that she had informed the newcomers at NRCS and FSA that they could leave any cardboard under the covered area of the building and she would contact Gassaway recycling to come and remove the same.

COMMUNICATION: Ms. Smith reported that the new telephones and lines were installed and were working well. Ms. Smith further noted that some new lines would need to be run to make the phones accessible but otherwise everything had gone smoothly.

EDUCATION: Ms. Smith noted that the next meeting is scheduled for **January 31, 2024, at 10:30 am** to finalize the Educational Dinner Meetings.

EQUIPMENT: Ms. Smith noted that the next meeting was scheduled for **February 13, 2024 @ 1:00 pm.**

FINANCE: Nothing to report.

FORESTRY: Nothing to report.

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GRASSLANDS: Ms. Brown reported that the next meeting is scheduled for **April 19, 2024 at 10:00 am.**

LEGISLATIVE: Nothing to report.

PERSONNEL: Ms. Smith reported that the next meeting is scheduled for **March 12, 2024 at 1:30 pm.**

PROJECT: Nothing to report.

WATER QUALITY: Nothing to report.

On motion by Mr. Cantrell, seconded by Ms. Brown; Chairman Pitsenbarger declared the meeting adjourned at 12:26 PM.

Minutes Approved: February 27, 2024

Larry Greynolds, Secretary