

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

February 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.
Jeremy Cantrell – Clay Co.

Supervisors Absent:

Others Present: Kirk Burroughs, ECD; Jocee Miller, ECD PSS; Dylan Johnson, WVCA CS; Mary Beth Smith, WVCA, ECD AS; Jeremy Salyer, WVCA District Manager; Andy Sentz, NRCS; Russell Young, NRCS; Debbie Friend, WVU Extension Braxton County; Robin Ward, FSA; Shirley Hyre, ECD; Sigrid Teets, WVCA Watershed; Gene Saurburn, WVCA Watershed; Hannah Thacker, USDA-NRCS, Resource Conservationist – Watershed Planner; Heather Duncan, WVACD (by TEAMS); David Sweeny, NRCS (by TEAMS).

CALL TO ORDER

Chairman Pitsenbarger called the meeting to order at 9:34 AM
Pledge of Allegiance was led by Linda Brown.

Agenda: Ms. Smith noted that there was once correction to the agenda in that she had accidentally placed an item in new business on the agenda twice. Mr. Greynolds moved to approve the agenda with the correction that Ms. Smith noted; Mr. Mollohan seconded; motion passed.

Minutes for January 23, 2024: Ms. Brown moved to approve the minutes; Ms. Hamric seconded; motion passed.

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

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

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OLD BUSINESS

- **Per-Diem Rate:** Ms. Smith reported that a letter had been provided by the WVACD if any district felt that they would be facing financial hardships due to the increase in the per-diem rate. Mr. Pitsenbarger noted that ECD appears to be doing ok at this time with the increase.
- **Report, Tree Sales:** Ms. Smith reported that the tree sales are going well. She noted that some of the items are sold out so she will attempt to up the order to cover the trees already paid for. Ms. Smith noted that she had been boosting ads on facebook for the sale and had probably sent out over 500 order forms by mail. Ms. Smith further noted that she would be placing the ad in the district newspapers within the next week.
- **District Representative for Braxton County Solid Waste Authority:** Nothing new to report.
- **Report, Educational Dinner Meetings: 2/15/2024 & 2/29/2024:** Ms. Smith reported that while she had no way of knowing the exact number of attendees at the Nettles Meeting but that it was likely close to 200. There was extensive discussion about the success of the event. Ms. Smith noted that the next meeting will be held on Thursday of this week at the Nicholas County Career and Technical Center. Ms. Smith further reported that pre-registration for the event is now close to 80 therefore the number that was given to the caterer was 125.
- **Report, Envirothon Spring Training, March 2024:** Ms. Miller reported that the training has been scheduled for March 11, 2024, at Holly Grey Park in Braxton County from 9:00 until approximately 2:30 PM. Ms. Miller asked if there was a budget for food for the day. Mr. Greynolds reported that typically the menu is pizza and breakfast is usually small. Mr. Greynolds made a motion for the food budget to be set at \$500.00. Ms. Brown seconded the motion. Motion carried.
- **Report: Participation in the SMART Farms WV Grant:** Ms. Smith reported that she had spoken to Johnny King who had attended a meeting for the grant and the grant is still in its infancy therefore nothing new had developed at this time.
- **Report, Conservation Field Day, Spring 2024:** Ms. Miller reported that the event will be held at the Braxton County Middle School and will focus on the nature trail.
- **Report, State Road Signs at Intersection:** Ms. Smith reported there was nothing to report at this time.
- **FY25 AgEP Practices:** Ms. Smith reported that the new practices were included in the packet and a meeting to discuss the same was scheduled for March 12, 2024, at 11:00 AM.

NEW BUSINESS & CORRESPONDENCE

- **WV Conservation Farm of the Year:** Mr. Johnson reported that he would work with Mr. Sentz to get farm maps and names for nomination for farms. Mr. Johnson noted that he would have a list of nominations soon and would present the same to the board as soon as possible.
- **District Young Farmer of the Year:** Ms. Smith noted that this was brought up during the work session. Discussion ensued. Ms. Hyre asked if there was guidance for the award, but it was noted that this would be a district specific award. Ms. Johnson noted that he would also work on this as well.
- **WV State Fair, Items for the Booth:** Mr. Greynolds noted that the matter of the promotional items being provided to the booth was brought up during a committee meeting and it was noted that with budgets getting tighter it would be helpful to have districts help. Ms. Smith noted that most of the people that "spin the wheel" at the booth at the State Fair were children, therefore it would be nice to have prices geared towards that age group. Mr. Greynolds suggested that the matter be tabled at the planning meeting for the month of March and there be further discussion at that time.
- **Arbor Day Poster Contest, April 1, 2024:** Ms. Smith noted that she had just gotten the email about the contest and that it was due on April 1, 2024. Ms. Smith further noted that poster boards would have to

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be provided to the 4th and 5th graders that want to cooperate. Ms. Miller stated that the poster board could be provided with grant funds.

- **Salt Lick Creek Watershed – Monitoring and Emergency Action Plan (4, 6, 7, 8 & 9):** Mr. Pitsenbarger noted that he would like more time to review the plans. Mr. Greynolds made a motion to permit the Executive Committee time to review the documents before signing the same. Ms. Brown seconded the motion. Motion carried.
- **Weather Station, Camp Caesar, Webster County:** Ms. Smith noted that Mr. King had requested permission to place a weather station in Camp Caesar and was taking the lead on it. Mr. Greynolds made a motion that if the facility had wi-fi and was able to handle the station then we would place a weather station on their property. Mr. Smalley seconded the motion. Motion carried.
- **Salt Lick Rehab Project, IDIQ Assistance from WVACD:** Ms. Sigrid Teets from the WVCA addressed the board and noted that the matter had been discussed in length at the planning meeting held earlier in the month. Ms. Brown made the motion to use IDIQ. Mr. Smalley seconded the motion. Motion carried.
- **Salt Lick Rehab Project, Review Proposals:** Ms. Teets introduced Mr. Dave Sweeny as ECD's point of contact with NRCS. Mr. Sweeny noted that he had reviewed the documents and only had one concern with the documents due to the time constraints between within twenty-four (24) months. Ms. Brown made a motion to approve the documents. Ms. Hamric seconded the motion. Motion carried.
- **Ag EP Practices:**
 - **New cooperators:** Mr. Johnson reported that there were three (3) new cooperators, Kevin Hissam, Steve Antoline, and Wilderness Land Co. Mr. Greynolds moved to accept the new cooperators. Ms. Jarvis seconded the motion. Motion carried.
 - **Cancellations:** Mr. Johnson reported that there were seven (7) individuals that had not completed their contracts with the Lime program therefore their contracts needed to be cancelled. Mr. Johnson reported the landowners were Welsey Vanburen, Sherry Thomas, Mike Moles, Travis McMillion, Brian McKinney, Michael McCoy, and James Amick. Ms. Hamric questioned whether the individuals from Braxton County had been contacted. Ms. Smith noted that she had contacted the parties in early December, and all had reported different issues with the program. Ms. Smith reported that she had attempted to contact them again and there were various notes in the files from speaking with each of them. Mr. Smalley made a motion to cancel the contracts with the above-mentioned cooperators. Ms. Jarvis seconded the motion. Motion carried.
 - **Contract Extensions:** Mr. Johnson reported that this had previously been voted on but noted that he had faith that most of the cooperators would complete the fencing projects.
 - **Applications not to be Approved:** Mr. Johnson reported that Elk had received over forty (40) applicants for the spring programs, and he had utilized the ranking procedure to develop the list of approvals and non-approvals. Mr. Johnson listed the non-approvals as follows: Frost Seeding; Mark Robinson, Craig Brake, Jacob O'Dell, Steve Miller, John O'Dell Michael Shamblin, and Bertha Mollohan; Division/Exclusion Fencing; Nutrient Management; George Herndon, Colton O'Dell, Douglas Smallwood, Bertha Mollohan, Jamie Markham, Mike Moles, Brian McKinney, Kevin Hissam, Wayne Stephenson, Jacob O'Dell and Linda Sparks. Ms. Brown made a motion to accept the list of non-approval as presented. Ms. Hamric seconded the motion. Motion carried.
 - **Spring Application Approvals:** Mr. Johnson reported that he had developed the following list of approvals for the spring programs:
 - **Nutrient Management at \$1,000.00:** Larry Crawford, Steve Antoline, Wilderness Land Co., James Cox, Johnny Johnson, Steve Miller, Jerry Litton, Jr., Lawrence Bailes, Charles Stalnaker, Larry Grogg, Joseph Craft, KSA Farms, Michael McCoy, Sherry Thomas, Mike Nuckels, Travis McMillion, Randy Tucker, Larry Hammons, Ray Teets, Bill Lowther,

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James Jenkins, Douglas Given, Joe Bell, Ben Mullins, Craig Brake, Mark Robinson and John O'Dell.

- **Supervisor Approvals (Not to be voted on):** Jeremy Cantrell, Linda Brown and Debbie Hamric.

Ms. Jarvis made a motion to accept the list of approvals as presented. Mr. Mollohan seconded the motion. Motion carried.

SPONSORSHIP

- **Judy's Garden Club, 120 White Pine Seedlings for 4th graders:** Ms. Smith reported that she had been contacted by Pat McPherson of Judy's Garden Club regarding the district's usual donation of pine trees for the 4th graders of Braxton County. Ms. Smith further noted that while Ms. McPherson stated this was the usual custom of the district, Ms. Smith was unable to find mention of that in any of the minutes from previous years. Ms. Smith further noted that she had arranged with the garden club for Ms. Miller to go with the garden club to the schools when they go to distribute the pine trees so that will be good outreach for the district. Ms. Hamric made the motion to approve the donation of the 120 trees at a total of \$120.00. Ms. Brown seconded the motion.
- **Webster County 4-H Club Project, Camp Caesar:** Mr. Smalley reported that he would be spearheading a new project with the Webster County 4-H Club where they would be planting raised beds at Camp Caesar. Mr. Smalley asked for \$400.00 for the project and further noted that there would be signage for sponsors with the project. Mr. Greynolds made a motion to approve the donation of \$400.00 to the 4-H Club. Mr. Mollohan seconded the motion.
- **State Conservation Camp, eight (8) campers:** Ms. Smith reported that the total for the eight (8) campers' sponsorship would remain at \$230.00 per camper, \$1,840.00 total, as per Mr. Johnny King. Mr. Mollohan made the motion to sponsor eight (8) total campers, first from the district, and then outside of the district, if need be, for a total of \$1,840.00. Ms. Hamric seconded the motion.

SPECIAL GUEST: Hannah Thacker, USDA-NRCS, Resources Conservationist – Watershed Planner.

Ms. Thacker introduced herself and gave a short presentation.

REPORTS:

ECD District Equipment/OM&R Manager: Mr. Burroughs noted that equipment would soon start going out again and he would make sure that all equipment was ready to go.

ECD Administrative Specialist: Ms. Smith provided a written report and noted that it had been a busy month.

ECD Program Support Specialist: Ms. Miller provided a written report and noted that she plans to begin work on some greenhouse grants.

WVCA Conservational Specialist: Mr. Johnson made a short report. Mr. Johnson further noted that the district should look into doing a land judging contest in April or May as he believed that the district could host the contest for less than \$500.00 and it would be good for the district.

WVCA District Operations Manager South: Mr. Salyer provided a written report and addressed the board.

WVCA Personnel: No report.

WVACD: Ms. Duncan provided a written report as well as a plethora of other documents. Ms. Dunan reported it had been a busy month.

SWA: Ms. Hyre (BCSWA) had nothing to report. Mr. Smalley (NCSWA) had nothing to report.

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NRCS Personnel Report: Mr. Sentz had to leave the meeting earlier but provided a written report and Mr. Young gave the report.

FSA Personnel: Ms. Robin Ward provided a brief report and noted that she had received several weather stations that she was looking for placement for if anyone knew of any good locations to let her know.

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

Forestry Division: Mr. King was unable to be present for the meeting but provided a written report that Ms. Smith presented on his behalf.

DEP: None present.

CD Supervisors:

John Pitsenbarger: Mr. Pitsenbarger reported that he had been very busy with lots of meetings and travel.

Larry Greynolds: Mr. Greynolds reported that the RC&D had received their 5O13C status.

Mike Smalley: Mr. Smalley reported that he had attended the Small Farms Conference and set up at the Winter Blues Market and he felt both were good experiences.

Clark Mollohan: Nothing to report.

Linda Brown: Ms. Brown reported that she had attended a dinner meeting put on by FAE at Buckhannon and she found the same to be very useful information.

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.

Big Ditch Dam: Written report provided.

Salt Lick Dam: Mr. Pitsenbarger reported that a meeting had been held on February 13, 2024.

COMMITTEE ACTIONS:

AG ENHANCEMENT: Mr. Greynolds encouraged supervisors to review the list provided and noted that a meeting to discuss the programs for the upcoming year would be held on **March 12, 2024 at 9:30 AM.**

BUILDING: Nothing to report.

COMMUNICATION: Nothing to report, monthly meetings still being held and are attended by Mr. Cantrell and Ms. Miller.

EDUCATION: Ms. Smith noted that the next dinner meeting was scheduled for Thursday evening and requested that all supervisors be present by 4:30 PM

EQUIPMENT: Ms. Smith noted that a meeting was held on February 13, 2024 and she was working on updating the contracts for the equipment managers.

FORESTRY: Nothing to report.

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.

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On motion by Mr. Cantrell, seconded by Mr. Mollohan; Chairman Pitsenbarger declared the meeting adjourned at 11:51 AM.

Minutes Approved: March 26, 2024

Larry Greynolds, Secretary