

ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
Meeting Minutes of January 24, 2022

Supervisors Present:

Donald Burroughs – Braxton Co
Jeremy Cantrell – Clay Co. (Via Call In)
Larry Greynolds – Nicholas Co.
Shirley Hyre – Braxton Co. (Via Call In)
John Pitsenbarger – Nicholas Co.
Clark Mollohan – Webster Co.
Mike Smalley – Webster Co.

Supervisors Absent:

Others Present: Kirk Burroughs, ECD Equip./OM&R Manager; Allison Given-Nettles, ECD Program Support Specialist; Linda Brown, Braxton County Associate Supervisor; Andy Sentz, NRCS; Suzy Daubert, NRCS; Jim Weber, Glade Elementary Principal; Gerald Dornburg, Chief of Police of Cowen; Daniel May, WVCA

Via Call in: Russell Young, WVCA/ECD Conservation Specialist; Johnny King, WVDOF; Suzie Steele, WVCA/ECD Administrative Specialist

CALL TO ORDER

Chairman **Mollohan** called the meeting to order at 10:04 a.m.

Pledge of Allegiance was led by **Ms. Given-Nettles**.

AGENDA: Mr. Burroughs moved to approve the agenda; Mr. Greynolds seconded; motion passed.

MINUTES FOR DEC. 14, 2021: Mr. Greynolds moved to approve (copy attached); Mr. Burroughs seconded; motion passed.

TREASURER'S REPORT/DECEMBER 2021 FINANCIAL STATEMENTS: Ms. Hyre reported that all accounts are in good order. Ms. Hyre moved to approve the financials and file for audit; Mr. Smalley seconded; motion passed.

PAYMENT OF BILLS: Mr. Smalley moved to approve the payment of bills (list provided at meeting and attached); Mr. Burroughs seconded; motion passed.

Glade Elementary High Tunnel – Mr. Smalley introduced Jim Weber, principal at Glade Elementary School. Mr. Weber presented that his school has successfully procured a grant from the Snowshoe Foundation in the amount of \$10,000.00 to purchase a high tunnel to place at the school. Mr. Weber provided the board with 2 quotes he has received (attached) and requested any financial amount that the ECD could manage to help bridge the \$3,836.27 gap they are facing to complete the purchase. **Ms. Hyre suggested that the Finance Committee meet and then return an answer at the February Board Meeting.**

Big Ditch Channel – Mr. Smalley introduced Gerald Dornburg, Mayor and Chief of Police in Cowen. Mr. Dornburg was seeking clarification that the city of Cowen would be reimbursed for any work done to help clear Big Ditch Channel. Mrs. Steele sent the latest copy of the OM&R In Kind Agreement between ECD and the city of Cowen (attached).

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER: Kirk Burroughs reported that he will return the lime spreader to Nicholas County when the weather breaks and he helped move and put together office furniture.

ADMINISTRATIVE SPECIALIST: Mrs. Steele reported on daily operations, AgEP, picking up furniture for the new office space, Tree & Plant sale (flyer attached), and procuring seedlings.

ECD PROGRAM SUPPORT SPECIALIST: Ms. Given-Nettles reviewed her written report (copy attached).

WVCA CONSERVATION SPECIALIST: Mr. Young reported that approximately \$34,000 has been paid out on Ag-Ep programs, leaving \$22,000 remaining. Also stating that there were \$11,000 in the potato fund that could supplement as additional funds for the nutrient management sign up period, giving a total of \$33,000 in available Ag-EP monies. **Mr. Young** also stated that interviews for the conservation specialist position at ECD and Capitol District will be held on Jan. 31st and assuming a candidate is hired, a start date of the beginning of March is likely.

WVCA DISTRICT OPERATIONS MANAGER WEST: Mrs. Fisher submitted a written report (copy attached).

WVCA PERSONNEL: The board was given a written report from Judith Lyons (copy attached).

SWA: Ms. Hyre (BCSWA) No report

NRCS Personnel Report: Mr. Sentz reviewed a written report submitted to the board (copy attached), along with **Ms. Daubert** reminding the board to schedule a Local Working Group meeting and that NRCS is hoping to adjust to phasing back into the physical workplace by March, tentatively.

FSA Personnel: No report

WVU Personnel: No report

Forestry Division: Mr. King reminded everyone that fire season is over, and landowners were permitted to burn until March.

DEP: No report

CD SUPERVISORS: Mr. Greynolds reminded everyone that you can now sign up to work at the State Fair. Mr. Greynolds and Mr. Young were tasked with making presentations on the Weather Station Project to every District in the state. Mr. Smalley is currently working with Glade Elementary with their grant project for the high tunnel. Mr. Burroughs & Mr. Greynolds attended the Quarterly Meeting at Stonewall and Mr. Burroughs stated there was a lot of useful information and everyone was looking forward to getting back to a fully physical presence. Ms. Hyre stated that although she primarily participated in the District Operations meetings at the Quarterly Meeting, she hoped the training videos would be posted for all to see. Envirothon is still planned for an in-person event at Cacapon in April. Ms. Hyre suggested that the Executive Board Meeting scheduled for Feb. 8th be moved because that was the Ag Legislative Day. All agreed and the meeting was moved to February 10th with a Finance Meeting to directly follow the Executive Meeting, as well as a Forestry Demo Project planning meeting to follow that.

COMMITTEE ACTIONS:

APPOINTMENT OF COMMITTEE MEMBERS: Chairman Mollohan appointed Mr. Pitsenbarger to the Education Committee, Equipment Committee, Finance Committee, Forestry Committee and the Legislative Committee. He also appointed Mr. Cantrell to the Forestry Committee. (Copy attached)

AG ENHANCEMENT: None

BUILDING: ECD is now in the new location.

COMMUNICATION: Ms. Given-Nettles reported the next communications call was Jan. 26th and she would forward the notes to all the supervisors.

EDUCATION: None

EQUIPMENT: None

FINANCE: Next meeting will be held on February 10, 2022, following the 10 am Executive Meeting.

FORESTRY: Mr. Smalley stated that timber prices were up and there is a lot of logging happening.

GRASSLANDS: Mr. Burroughs said that the committee is still unsure if they will try to have a physical conference this year.

LEGISLATIVE: Mr. Greynolds reminded all the Supervisors that Legislative Meet & Greet is Feb. 7th and Agricultural Day at the Legislature is Feb. 8. He has encouraged all to attend. Mr. Pitsenbarger also reminded everyone that would be attending to be sure and mention the \$2.5 million request for Ag-Ep monies to all they speak with.

PERSONNEL: None

PROJECT: Mr. Young reported that the Pasture Weed Management Program should have post cards to send to all cooperators by the end of week, encouraging understanding of the changes and participation in the program. They plan to start taking applications in March. Braxton County Soccer Club is still working on completing the infiltration trenches.

WATER QUALITY: Mr. Young stated that there has been 4.53" of rain at the ECD office for the month of January.

OLD BUSINESS

- **Stream Blockage at Burnsville** – No Action
- **Sign at Rt. 4 Intersection** – Ms. Given-Nettles reported manufactures are not able to get the reflective vinyl at the moment for the signs, so they are on hold indefinitely at this time.
- **Appointment of Representative to Nicholas County Solid Waste Authority** – Tabled until next meeting.
- **District Office Furniture** – Mrs. Steele purchased 2 desks, a conference table, 10 chairs, 3 filing cabinets and a paper shredder for the new office.

NEW BUSINESS & CORRESPONDENCE

- **Forestry Demo Project** – Mr. King spoke about a pilot project with ECD related to wildlife food plots in relation to logging to provide seed sources to cooperators. In addition, this program will help with soil erosion, invasive species control, and. water quality. Mr. Sentz volunteered to compile some data to support this program before the next planning meeting on February 10th. Mr. Young is actively seeking funding to aid in a new state forestry project.
- **Janitorial Service for the District Office** – Mrs. Steele stated that contract rates are still being obtained to present to the Board and will be revisited at the February meeting.
- **Sponsorship Request from BCHS FFA** – Ms. Hyre suggested that this be reviewed at the Finance Meeting and then discussed further at the February Meeting.

NEW BUSINESS & CORRESPONDENCE (cont.)

- **Great Kanawha RC&D Sponsorship** – Ms. Hyre moved to approve the sponsorship in the amount of \$250.00; Larry Greynolds seconded; motion passed.
- **Donation to Appalachian Grazing Conference** – Ms. Hyre suggested that this be reviewed at the Finance Meeting and then discussed further at the February Meeting
- **District Weather Station MOA** – Mr. Young requested that the board wait to install the remaining weather stations until the development of a MOA to protect ECD and the equipment. Mr. Young is in the process of developing the document currently.
- **LOR – AgEP Exigency** – Mrs. Steele stated that the LOR needed signed so that ECD has \$10,000 available FY23. Mr. Greynolds moved to approve the action; Mr. Pitsenbarger seconded; motion passes.
- **Authorized Signers of District Checks** – Mr. Pitsenbarger moved to authorize all supervisors to be allowed to sign district checks; Mr. Burroughs seconded; motion passed.

AgEP PAYMENTS

Given LLC – Braxton County – Fencing – \$3,000.00

Donald Hamrick – Nicholas County – Fencing – \$3,000.00

Lawrence Bailes – Nicholas County – Fencing – \$765.00

Tim Bailes – Nicholas County – Fencing – \$3,000.00

Brandy Pierson – Clay County – Fencing – \$3,000.00

Ross Young – Braxton County – Fencing – \$1,500.00

Mr. Greynolds moved to approve the payments; Mr. Pitsenbarger seconded; motion passed.

DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETING)

Feb 2 Envirothon Meeting – 10 AM

Feb 7-8 Conservation/Ag Day at the Capitol

Feb 10 ECD Executive Committee Meeting – 10 AM

Feb 10 ECD Financial Committee Meeting

Feb 10 ECD Forestry Committee Meeting

Feb 21 ECD Office CLOSED – Presidents' Day

Feb 22 ECD Board Meeting – 10 AM

Mar 2 Envirothon Meeting – 10 AM

Mar 8 ECD Executive Committee Meeting – 10 AM

Mar 22 ECD Board Meeting – 10 AM

Apr 6 Envirothon Meeting – 10 AM

Apr 12 ECD Executive Committee Meeting – 10 AM

Apr 18-19 WVACD Quarterly Meeting at Cacapon

Apr 26 ECD Board Meeting – 10 AM

May 4 Envirothon Meeting – 10 AM

May 10 ECD Office CLOSED – Election Day

May 9 or 11 ECD Executive Committee Meeting – 10 AM

May 24 ECD Board Meeting – 10 AM

May 30 ECD Office CLOSED – Memorial Day

Jun 1 Envirothon Meeting – 10 AM

Jun 14 ECD Executive Committee Meeting – 10 AM

Jun 20 ECD Office CLOSED – WV Day

Jun 28 ECD Board Meeting – 10 AM

Jul 18-19 WVACD Quarterly Meeting in Western CD

Oct 17-19 WVACD Quarterly Meeting at Days Inn, Flatwoods

Being no further business to attend to, Chairman Mollohan declared the meeting adjourned at 12:33 PM

ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
DRAFT Meeting Minutes of February 22, 2022

Supervisors Present:

Donald Burroughs – Braxton Co
Jeremy Cantrell – Clay Co.
Larry Greynolds – Nicholas Co.
Shirley Hyre – Braxton Co.
John Pitsenbarger – Nicholas Co.
Clark Mollohan – Webster Co.
Mike Smalley – Webster Co.

Supervisors Absent:

Others Present: Suzie Steele, WVCA/ECD Administrative Specialist; Kirk Burroughs, ECD Equip./OM&R Manager; Allison Given-Nettles, ECD Program Support Specialist; Linda Brown, Braxton County Associate Supervisor; Andy Sentz, NRCS; Johnny King; WV Div. of Forestry; Caleb Long, WV Div. of Forestry

Via Call in: Russell Young, WVCA/ECD Conservation Specialist; Kim Fisher, WVCA District Operations Manager West; Jason Hughes, WVSU Extension Services; Aimee Figgatt, WVCA Education and Outreach Specialist

CALL TO ORDER

Chairman **Mollohan** called the meeting to order at 10:02 a.m.

Pledge of Allegiance was led by **Ms. Hyre**

AGENDA: Mr. Pitsenbarger moved to approve the agenda; Mr. Burroughs seconded; motion passed.

MINUTES FOR JAN. 25, 2022: Mr. Greynolds moved to approve the minutes as corrected (copy attached); Mr. Pitsenbarger seconded; motion passed.

TREASURER'S REPORT/JANUARY 2022 FINANCIAL STATEMENTS: Ms. Hyre reported that all accounts are in good order. Ms. Hyre moved to approve the financials and file for audit; Mr. Greynolds seconded; motion passed.

PAYMENT OF BILLS: Mr. Greynolds moved to approve the payment of bills (list provided at meeting and attached); Mr. Burroughs seconded; motion passed.

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER: Kirk Burroughs reported that he has ordered tires for the gray spreader. He has repaired the grate on the top of the green spreader.

ADMINISTRATIVE SPECIALIST: Mrs. Steele reported on daily operations, AgEP, tree and plant sale, tree pruning workshop that will be held on March 12 (flyer distributed), and Salt Lick inspections.

ECD PROGRAM SUPPORT SPECIALIST: Ms. Given-Nettles reported on assisting with the tree and plant sale, general office duties, Envirothon reminders to team instructors, the poster contest, contact with the Nicholas and Braxton County homeschool representatives. There will be an educational day held on March 11 at the ECD office for some of the homeschooled students. She will also be going to Davis Elementary in Gassaway on Earth Day to do an educational day. She is continuing with grant research.

WVCA CONSERVATION SPECIALIST: Mr. Young reported on AgEP rankings and forestry demo program. Both will be discussed later in the meeting.

WVCA DISTRICT OPERATIONS MANAGER WEST: Mrs. Fisher submitted a written report (copy attached). She asked that discussion of the district conferencing equipment be placed on the March meeting agenda.

WVCA PERSONNEL: The board was given a written report from **Judith Lyons** (copy attached). **Aimee Figgatt** presented information on the soils trailer being set up on April 14 from 9 am to 1 pm for the Nicholas County Water Festival. She requested the board sponsor the trailer with a cost share amount of \$300.00. **Mr. Pitsenbarger moved to approve the request for sponsorship in the amount of \$300.00; Mr. Greynolds seconded; motion passed.**

SWA: Ms. Hyre (BCSWA) reported that they are still searching for new board members.

NRCS Personnel Report: Mr. Sentz reported that NRCS staff will be attending as many meeting with the district as possible and submitting written reports. There will be a high tunnel dinner meeting on March 8 at Sunday Road Baptist Church in Fayette County beginning at 5:30 pm. AMA & EQIP application reviews are done, and rankings should be completed by March 11. He also reported on assisting **Russell Young** with AgEP rankings and submitting forestry information to the district to assist with the planning of the demo project. Local work group meeting will be added to March agenda.

FSA Personnel: No report

REPORTS (cont.)

WVU/WVSU Extension Personnel: Jason Hughes introduced himself and gave an overview of their staff and programs. He would like to partner with the district on any educational projects possible. Mrs. Steele will forward his information to Ms. Given-Nettles.

Forestry Division: Mr. King reminded everyone that fire season will begin on March 1. Landowners can obtain permits for agriculture clearing burning. He has been working on logging jobs and landowner assistance in Braxton County. They hold a chainsaw class the last Thursday of every month. The January meeting was held at ECD and the next one is scheduled for February 24 at the ECD because of the weather. Caleb Long also reported on logging inspections and landowner assistance in Webster County.

DEP: No report

CD SUPERVISORS: Ms. Hyre reported that the next Envirothon meeting will be held on March 2 at Cacapon. They need volunteers for the contest. Set up day is April 20 with the contest being held on April 21-22. The Appalachian Grazing Conference will be held in Morgantown on March 10-12. Mr. Greynolds reported on attending the Legislative Meet & Greet on the evening of January 7 and Ag Day at the Capitol on January 8.

COMMITTEE ACTIONS:

AG ENHANCEMENT: None

BUILDING: None

COMMUNICATION: None. There is a meeting tomorrow.

EDUCATION: None

EQUIPMENT: None

FINANCE: Meeting was held on February 10. Items are on the agenda for discussion.

FORESTRY: None

GRASSLANDS: Mr. Burroughs stated that the Grassland Contest will be held at the Beef Expo in April.

LEGISLATIVE: Mr. Greynolds reported on bills still in the House. He recommended that contact be made with representatives concerning additional money for the AgEP program.

PERSONNEL: None

PROJECT: Mr. Young reported that the Pasture Weed Management Program should start taking applications in March.

WATER QUALITY: None

OLD BUSINESS

- **Stream Blockage at Burnsville** – No action. Contact will be made with Ms. Lyons to see what is holding this up.
- **Sign at Rt. 4 Intersection** - Ms. Given-Nettles has spoken with local distributors and others outside of the area to secure the signs. A quote should be sent within the next week.
- **Appointment of Representative to Nicholas County Solid Waste Authority** – Mr. Pitsenbarger moved to appoint Mike Smalley; Mr. Greynolds seconded; motion passed.
- **Glade Elementary High Tunnel Support** – Ms. Hyre moved to support this project in the amount of \$3,000 with \$1,500 being paid from the supervisor support fund and \$1,500 from the outdoor classroom fund; Mr. Greynolds seconded; motion passed.
- **Forestry Demo Project** – Discussion was held on this project. Ms. Hyre moved to approve two locations for the demo project with the details to be worked out by the project committee in conjunction with WV Div. of Forestry and NRCS personnel and final approval of those details placed on the March agenda; Mr. Greynolds seconded; motion passed.
- **Janitorial Service for District Office** – Mrs. Steele reported on speaking with interested individuals. She then recommended the hiring of Mara Brady. Mr. Smalley moved to approve the hiring of Ms. Brady at the rate of \$20 per hour; Ms. Hyre seconded; motion passed.
- **Sponsorship request from BCHS FFA** – Mr. Greynolds moved to pay the BCHS FFA up to \$550 for their assistance with the tree and plant sale based upon the number of students assisting and actual number of hours worked; Ms. Hyre seconded; motion passed.
- **Donation to Appalachian Grazing Conference** – The district will sponsor cooperators to attend the conference. If those sponsorships fall short of \$1,000 then the district will donate to the Appalachian Grazing Conference in the amount of the difference.
- **District Weather Station MOA** – Mr. Pitsenbarger moved to approve the MOA as presented (copy attached); Mr. Greynolds seconded; motion passed.

NEW BUSINESS & CORRESPONDENCE

- **Century Farm Application – The Beam Farm – Nicholas County** – Mr. Pitsenbarger moved to approve the application; Mr. Greynolds seconded; motion passed.
- **Poster Contest** – Ms. Given- Nettles reported on the contest's advertising. Mr. Pitsenbarger moved to provide the poster board for those schools/students needing it; Mr. Burroughs seconded; motion passed.
- **LOR Audit Reimbursement - \$1,975.00** – Mr. Pitsenbarger moved to submit the LOR; Mr. Burroughs seconded; motion passed.
- **Acoustical tiles for conference room** – Mrs. Steele reported that the cost of the tiles is approximately \$76 each. Mr. Pitsenbarger moved to purchase 6; Mr. Greynolds seconded; motion passed.

AgEP APPLICATIONS**Nutrient Management**

Name	Ranking	Amount	Acres/Feet
• Jerry Litton	110	\$2,119.86	19
• Jerry Litton (Cottle)	107	\$1,219.63	10.4
• Benjamin Mullens	104	\$3,000.00	21
• Ronald Drake	99	\$867.40	8
• Lawrence Bailes	99	\$3,000.00	21
• Debbie Hamric (Singleton)	98	\$1,262.38	9.51
• Charles Stalnaker	94	\$3,000.00	32.6
• Debbie Hamric (Richard Hall)	93	\$2,496.75	22.58
• Larry Crawford	93	\$3,000.00	26
• Debbie Hamric (Henry Hall)	92	\$893.75	7.1
• Debbie Hamric (Stahlman)	92	\$2,028.55	24.4
• James Cox	92	\$3,000.00	23
• Randy Tucker	91	\$3,000.00	42
• Lawrence Shaver	90	\$1,722.72	15
• Johnny Singleton	90	\$2,000.00	37
• Kris Antoline (KSA)	89	\$2,304.65	21
• Mike Nuckles	89	\$2,600.00	35
• Tim Bailes	88	\$1,224.80	35
• Sherry Thomas	86	\$3,000.00	32
• John Underwood	85	\$2,870.95	27
• Givens Bison LLC	82	\$295.78	5.89
• Billy Carr	81	\$1,639.67	16
• John McQuain	80	\$1,099.68	7

Based on rankings and the availability of funds, Mr. Greynolds moved to approve the nutrient management applications with a ranking of 80 and above with a maximum reimbursement of \$2,000.00. Additional funds to pay the approved applications over and above what is available in the AgEP fund will be paid with potato project funds and supervisor support. All nutrient management applications with a ranking below 80, all fence applications, and all urban ag applications will not be funded.; Mr. Pitsenbarger seconded; motion passed.

• Merle Hartley	78	\$1,507.40	18
• Carl Willey	75	\$570.00	7
• Danny Goff	74	\$318.61	2
• John Odell	72	\$3,000.00	30
• Wally Hefner	71	\$2,800.43	50
• Harold Herndon	70	\$2,801.93	37
• Brandon Keiper (Lynn)	68	\$1,595.79	25
• Brandon Keiper (Gawthorp)	68	\$3,000.00	46
• Larry Grogg (Grogg)	65	\$2,793.64	50
• Larry Grogg (Craft)	65	\$3,000.00	40
• Steve Claypool	62	\$839.35	12
• Joe Bell	61	\$3,000.00	24
• Wesley Kimlin	57	\$231.64	3
• Stanley Odell	56	\$2,264.14	19.8

AgEP APPLICATIONS (cont.)

Name	Ranking	Amount	Acres/Feet
• Kris Antoline (P. Russell)	52	\$3,000.00	24
• Brandon Keiper (Brookstone)	50	\$570.65	25
• George Herndon	49	\$867.72	9
• Johnny Johnson	45	\$1,853.53	50
• Carl Johnson	45	\$2,628.80	50
• Brandon Keiper (Tyree)	28	\$1,832.28	30
• Margaret Hickey	No ST		
• Nickey Workman	No ST		
• Debbie Hamric (Hamric)	pH to low		
• Debbie Hamric (J. Hamric)	pH to low		
<u>Fence</u>			
• Lawrence Bailes		\$2,235.00	1,490
• Herndon		\$3,000.00	2,000
• John McQuain II		\$3,000.00	2,000
• Brandon Keiper (Brookstone)		\$3,000.00	2,000
• Gregory Nettles		\$3,000.00	2,000
• Stanley Odell		\$3,000.00	2,000
• Samuel Nettles		\$3,000.00	2,000
• Margaret Hickey		\$3,000.00	2,000
<u>Urban Ag</u>			
• Gail Moore		\$300.00	
• Joe Bell		\$300.00	
• Stanley Odell		\$300.00	

DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETING)

Mar 2	Envirothon Meeting at Cacapon – 10 AM
Mar 8	ECD Executive Committee Meeting – 10 AM
Mar 11	ECD Educational Presentation
Mar 15	ECD Forestry Project Committee Meeting – 10 AM
Mar 22	ECD Board Meeting – 10 AM
Apr 6	Envirothon Meeting – 10 AM
Apr 5	WV Div. of Forestry Meeting
Apr 12	ECD Executive Committee Meeting – 10 AM
Apr 18-19	WVACD Quarterly Meeting at Cacapon
Apr 26	ECD Board Meeting – 10 AM
Apr 27	WV Farmland Protection Board Meeting
May 4	Envirothon Meeting – 10 AM
May 10	ECD Office CLOSED – Election Day
May 11	ECD Executive Committee Meeting – 10 AM
May 24	ECD Board Meeting – 10 AM
May 30	ECD Office CLOSED – Memorial Day
Jun 1	Envirothon Meeting – 10 AM
Jun 14	ECD Executive Committee Meeting – 10 AM
Jun 20	ECD Office CLOSED – WV Day
Jun 28	ECD Board Meeting – 10 AM
Jul 4	ECD Office CLOSED – Independence Day
Jul 6	Envirothon Meeting – 10 AM
Jul 12	ECD Executive Committee Meeting – 10 AM
Jul 18-19	WVACD Quarterly Meeting in Western CD
Jul 26	ECD Board Meeting – 10 AM
Aug 3	Envirothon Meeting – 10 AM
Aug 9	ECD Executive Committee Meeting – 10 AM
Aug 23	ECD Board Meeting – 10 AM

On motion by Mr. Cantrell, **Chairman Mollohan declared the meeting adjourned at 12:50 PM**

ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
DRAFT Meeting Minutes of March 22, 2022

Supervisors Present:

Donald Burroughs – Braxton Co
Jeremy Cantrell – Clay Co.
Larry Greynolds – Nicholas Co.
Shirley Hyre – Braxton Co.
John Pitsenbarger – Nicholas Co.
Clark Mollohan – Webster Co.
Mike Smalley – Webster Co.

Supervisors Absent:

Others Present: Suzie Steele, WVCA/ECD Administrative Specialist; Kirk Burroughs, ECD Equip./OM&R Manager; Allison Given-Nettles, ECD Program Support Specialist; Andy Sentz, NRCS; Kaitlyn Murphy, NRCS; Johnny King; WV Div. of Forestry; Debbie Friend, Braxton WVU Extension Services

Via Call in: Russell Young, WVCA/ECD Conservation Specialist; Kim Fisher, WVCA District Operations Manager West; Chris Ellison, WVCA IT

CALL TO ORDER

Chairman **Mollohan** called the meeting to order at 10:09 a.m.

Pledge of Allegiance was led by **Ms. Hyre**

District Conferencing Equipment – Chris Ellison presented information for the updated equipment. **Mr. Greynolds moved to approve the purchase of the equipment as presented; Mr. Burroughs seconded; motion passed.**

Introductions of those in attendance

AGENDA: **Mr. Smalley moved to approve the agenda; Mr. Pitsenbarger seconded; motion passed.**

MINUTES FOR FEBRUARY 22, 2022: **Ms. Hyre moved to approve the minutes as presented (copy attached); Mr. Burroughs seconded; motion passed.**

TREASURER’S REPORT/FEBRUARY 2022 FINANCIAL STATEMENTS: **Ms. Hyre** reported that all accounts are in good order and on the balance in the supervisor support account. **Ms. Hyre moved to approve the financials and file for audit; Mr. Burroughs seconded; motion passed.**

PAYMENT OF BILLS: **Ms. Hyre moved to approve the payment of bills (list provided at meeting and attached); Mr. Greynolds seconded; motion passed.**

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER: **Kirk Burroughs** reported that he rebuilt the top on one of the spreaders and will be exchanging it for the spreader in Nicholas County.

ADMINISTRATIVE SPECIALIST: **Mrs. Steele** reported on daily operations, AgEP, tree and plant sale, tree pruning workshop that is rescheduled for March 26 (flyer distributed), grand opening of BCHS green house (flyer distributed), and ordering of acoustical tiles for small conference room.

ECD PROGRAM SUPPORT SPECIALIST: **Ms. Given-Nettles** reviewed her written report (copy attached).

WVCA CONSERVATION SPECIALIST: **Mr. Young** reported he has been working on contracts and MOA’s. He held the State AgEP meeting yesterday. There will be another meeting on April 12. The new conservation specialist for ECD/CCD will begin work on March 28.

WVCA DISTRICT OPERATIONS MANAGER WEST: **Mrs. Fisher** reviewed the written report (copy attached). She stated that WVCA personnel return to work is tentatively scheduled for the end of April.

WVCA PERSONNEL: The board was given a written report from **Judith Lyons** (copy attached).

WVACD PERSONNEL: The board was given a written report from **Heather Duncan** along with the April quarterly meeting information (copies attached).

SWA: **Ms. Hyre (BCSWA)** reported that the price of aluminum is up. **Mr Smalley (NCSWA)** reported they have a meeting scheduled for next Monday.

NRCS Personnel Report: **Mr. Sentz** reviewed his written report (copy attached). NRCS staff is tentatively scheduled to be fully back in the office around May 2. He reported that Kaitlyn Murphy will be working most of the time in the Gassaway office.

FSA Personnel: **Mr. Sentz** stated that the new State Director, John Purdue was in the office yesterday.

WVU/WVSU Extension Personnel: **Debbie Friend** reviewed the plan for 2 field days and asked the district for financial support in the amount of up to \$550.00. **Ms. Hyre moved to approve the request; Mr. Greynolds seconded; motion passed.** She also gave information on a webinar this evening concerning livestock antibiotics. There will be a Spring Garden workshop on April 23 and a BC Farm Bureau meeting on May 16 where the speaker will address garden pest control.

REPORTS (cont.)

Forestry Division: Mr. King reported on fire department training, firefighting, landowner assistance, and logging jobs.

DEP: No report

CD SUPERVISORS: Mr. Greynolds reported on attending the Appalachian Grazing Conference and his plan for distribution of trees and plants for Nicholas County. Mr. Burroughs reported on attending one day of the Appalachian Grazing Conference and the State AgEP meeting. Ms. Hyre reported on the Appalachian Grazing Conference and that some of the sessions may be available via video. They will have a post conference meeting on March 31. Reminded everyone of Envirothon on April 21 & 22 at Cacapon. The WVACD quarterly meeting will also be at Cacapon on April 18 & 19. The July quarterly meeting has not been set up yet. Mr. Smalley reported on attending the Nicholas/Fayette County Extension Services dinner meeting on high tunnels and the Winter Blues Farmers Market in Charleston. Mr. Pitsenbarger reported on attending the ribbon cutting at the grand opening of Appalachian Abattoir and presented information on the operation. Mr. Cantrell reminded everyone of the upcoming field days and asked to help get cooperators signed up. He presented information on his farming operation.

COMMITTEE ACTIONS:

AG ENHANCEMENT: Mr. Burroughs reported on some of the items discussed at yesterday's state meeting.

BUILDING: None

COMMUNICATION: None

EDUCATION: Ms. Hyre reported on meeting with the new director of the senior conservation camp. Mr. Pitsenbarger also attended, along with Mrs. Steele, Ms. Nettles, and Mike Hall, WC Extension Agent.

EQUIPMENT: None

FINANCE: Ms. Hyre reported that they met this morning. Items are on the agenda.

FORESTRY: None

GRASSLANDS: Mr. Burroughs reported that the Grassland Contest will be held at the Beef Expo in April.

LEGISLATIVE: Mr. Pitsenbarger reported that SB216 passed and is awaiting the governor's signature. He reported on budgets for the state, Dept. of Ag, and WVCA. He also discussed a bill that will privatize state parks.

PERSONNEL: None

PROJECT: Mr. Young reported that Pasture Weed Management Program signups are happening now. He and Mr. Greynolds will coordinate getting the weather station installed in Nicholas County.

WATER QUALITY: None

OLD BUSINESS

- **Stream Blockage at Burnsville** – No action. Covered in Ms. Lyons' report.
- **Sign at Rt. 4 Intersection** – No action. Contact with manufacturers will happen this week.
- **Forestry Demo Project** – Mr. King reviewed the recommendations for the program from the demo project committee. This project will address critical area treatment with wildlife food plots. Pelletized lime and fertilizer blanket recommendations will be required as per NRCS guidelines for critical area. Seed mix will be as per developed in conjunction with NRCS. Two sites will be done with one utilizing hay as cover and the other utilizing straw. There will be an additional site selected to be used as a control site. Reimbursement to the landowner will be done on a flat rate per acre as stated in an MOA with the landowner and the ECD. Div. of Forestry will inspect the sites. A reimbursement cap on payment will be set at \$1,500.00 per site, excluding the control site. Div. of Forestry will make recommendations to the ECD as to landowners to participate in the project. If landowners are not a cooperator with the district, they will be required to make that application. Ms. Hyre moved to approve the recommendations of the committee and the MOA as presented (copy attached); Mr. Greynolds seconded; motion passed.
- **Donation to Appalachian Grazing Conference** – Mr. Pitsenbarger moved to reimburse the registration fees and mileage, to and from the conference for the three landowners that submitted requests; Mr. Burroughs seconded; motion passed. Additional donation will be reviewed at next board meeting.

NEW BUSINESS & CORRESPONDENCE

- **Supervisor Mileage Reimbursement Rate** – Mr. Pitsenbarger moved to increase the reimbursement rate to 0.58 per mile effective March 23, 2022; Mr. Smalley seconded; motion passed.
- **Salt Lick Watersheds' Statement of Reviews** – Ms. Hyre moved to approve the statements of review as presented; Mr. Burroughs seconded; motion passed.
- **Century Farm – AKM Nichols Farm – Clay County** – Mrs. Steele stated that this farm is actually a sesquicentennial farm. Ms. Hyre moved to approve the application; Mr. Burroughs seconded; motion passed.

NEW BUSINESS & CORRESPONDENCE (cont.)

- **2022 Conservation Farm Contest** – Brett Singleton of Nicholas County was nominated. **Mr. Pitsenbarger moved to approve the nomination; Ms. Hyre seconded; motion passed.** Other county nominations should be presented at next month's meeting.
- **District Personnel Plan** – Mr. Pitsenbarger moved to approve the plan as presented (copy attached); Mr. Smalley seconded; motion passed.
- **FY23 General & CDO Budgets** – Ms. Hyre moved to approve the projected budgets as presented (copies attached); Mr. Burroughs seconded; motion passed.
- **Local Work Group Meeting with NRCS** – No action
- **MOA with Braxton County Commission on Contribution to FY22 AgEP Funds** – Mr. Pitsenbarger moved to approve the MOA as presented (copy attached); Ms. Hyre seconded; motion passed. It was asked that a thank you letter also be sent to the commission.

AgEP APPLICATIONS

• Wally Hefner	71	\$2,800.43	50
• Harold Herndon	70	\$2,801.93	37
• Larry Grogg (Grogg)	65	\$2,793.64	50
• Larry Grogg (Craft)	65	\$3,000.00	40
• Steve Claypool	62	\$839.35	12
• George Herndon	49	\$867.72	9
• Johnny Johnson	45	\$1,853.53	50

Ms. Hyre moved to approve the above Braxton County applications with a maximum reimbursement set at \$2,000.00 for the applications in excess of that amount; Mr. Greynolds seconded; motion passed. These application approvals are funded via the \$11,561.00 contribution made by the Braxton County Commission.

DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETING)

Apr 6	Envirothon Meeting – 10 AM
Apr 5	WV Div. of Forestry Meeting
Apr 12	ECD Executive Committee Meeting – 10 AM
Apr 18-19	WVACD Quarterly Meeting at Cacapon
Apr 26	ECD Board Meeting – 10 AM
Apr 27	WV Farmland Protection Board Meeting
May 4	Envirothon Meeting – 10 AM
May 10	ECD Office CLOSED – Election Day
May 11	ECD Executive Committee Meeting – 10 AM
May 24	ECD Board Meeting – 10 AM
May 30	ECD Office CLOSED – Memorial Day
Jun 1	Envirothon Meeting – 10 AM
Jun 14	ECD Executive Committee Meeting – 10 AM
Jun 20	ECD Office CLOSED – WV Day
Jun 28	ECD Board Meeting – 10 AM
Jul 4	ECD Office CLOSED – Independence Day
Jul 6	Envirothon Meeting – 10 AM
Jul 12	ECD Executive Committee Meeting – 10 AM
Jul 18-19	WVACD Quarterly Meeting
Jul 26	ECD Board Meeting – 10 AM
Aug 3	Envirothon Meeting – 10 AM

Aug 9	ECD Executive Committee Meeting – 10 AM
Aug 23	ECD Board Meeting – 10 AM
Sep 5	ECD Office CLOSED – Labor Day
Sep 7	Envirothon Meeting – 10 AM
Sep 13	ECD Executive Committee Meeting – 10 AM
Sep 27	ECD Board Meeting – 10 AM
Oct 5	Envirothon Meeting – 10 AM
Oct 10	ECD Office CLOSED – Columbus Day
Oct 11	ECD Executive Committee Meeting – 10 AM
Oct 17-19	WVACD Quarterly Meeting in Elk CD
Oct 25	ECD Board Meeting – 10 AM
Nov 2	Envirothon Meeting – 10 AM
Nov 8	ECD Office CLOSED – Election Day
Nov 11	ECD Office CLOSED – Veterans' Day
Nov 15	ECD Board Meeting – 10 AM
Nov 24-25	ECD Office CLOSED – Thanksgiving Holiday
Dec 7	Envirothon Meeting – 10 AM
Dec 20	ECD Board Meeting – 10 AM
Dec 23 & 26	ECD Office CLOSED – Christmas Holiday
Dec 30	ECD Office CLOSED – New Year Holiday

On motion by Mr. Cantrell, **Chairman Mollohan declared the meeting adjourned at 12:44 PM**

ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
Meeting Minutes of April 26, 2022

Supervisors Present:

Donald Burroughs – Braxton Co.
Larry Greynolds – Nicholas Co.
Shirley Hyre – Braxton Co.
John Pitsenbarger – Nicholas Co.
Clark Mollohan – Webster Co.
Mike Smalley – Webster Co.

Supervisors Absent:

Jeremy Cantrell – Clay Co.

Others Present: Suzie Steele, WVCA/ECD Administrative Specialist; Kirk Burroughs, ECD Equip./OM&R Manager; Allison Given-Nettles, ECD Program Support Specialist; Dylan Johnson, WVCA Conservation Specialist; Kim Fisher, WVCA District Operations Manager – West; Andy Sentz, NRCS; Bruce Skidmore, NRCS, Caleb Long, WV Div. of Forestry; Linda Brown, ECD Associate Supervisor

Via Call in: Russell Young, WVCA/ECD Conservation Specialist; David Gardner, FSA

CALL TO ORDER

Chairman **Mollohan** called the meeting to order at 10:03 a.m.

Pledge of Allegiance was led by **Ms. Hyre**

AGENDA: Mr. Smalley moved to approve the agenda; Mr. Burroughs seconded; motion passed.

MINUTES FOR MARCH 22, 2022: Ms. Hyre moved to approve the minutes as presented (copy attached); Mr. Greynolds seconded; motion passed.

TREASURER’S REPORT/MARCH 2022 FINANCIAL STATEMENTS: Ms. Hyre reported that all accounts are in good order and on the balance in the supervisor support account. Ms. Hyre moved to approve the financials and file for audit; Mr. Burroughs seconded; motion passed.

Introductions of those in attendance.

PAYMENT OF BILLS: Ms. Hyre moved to approve the payment of bills (list provided at meeting and attached); Mr. Greynolds seconded; motion passed.

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER: Kirk Burroughs reported that some equipment is being rented.

ADMINISTRATIVE SPECIALIST: Mrs. Steele reported on daily operations, AgEP, the small ruminant field day scheduled for May 10 and the beekeeping workshop scheduled for May 3 presented by WVU Extension Services, acoustical panels for small conference room, Glade Elementary thank you letter, complaint received on Salt Lick Site 9, grand opening of BCHS greenhouse on April 28, tree pruning workshop held March 26 at her farm, and local work group meeting scheduled for May 11. She also gave a report on Salt Lick Site 8 meeting with Levi Cyphers.

ECD PROGRAM SUPPORT SPECIALIST: Ms. Given-Nettles reported that the district road signs are ordered and should be here by the end of the week, AgEP funds received from Nicholas County Commission (\$18,308.00), Earth Day presentation at Davis Elementary School, updates on Facebook page, participation in the communications call-in meetings, and the homeschooling conservation day to be held at the district this coming Friday. Mr. Greynolds asked that thank you letters be sent to the Braxton and Nicholas County Commissions. Ms. Hyre asked that the recycle brochures be used at the educational events.

WVCA CONSERVATION SPECIALIST: Mr. Young reported that the state FY23 AgEP program was approved by the State Conservation Committee, the weather station installation in Nicholas County, and the FY23 AgEP allocation for ECD.

Mr. Johnson reported that he has been busy getting familiar with the workings of both CCD & ECD. He is planning to work 3 days at ECD and 2 days at CCD weekly. He has been working on the ECD FY23 AgEP Administration Agreement.

WVCA DISTRICT OPERATIONS MANAGER WEST: Mrs. Fisher reviewed the written report (copy attached). She stated that WVCA personnel return to work is scheduled for May 11. Telework requests will be reviewed on an individual basis beginning July 1. She asked at the district review their policy manual to ensure that it is in line with the new state law.

WVCA PERSONNEL: The board was given a written report from **Judith Lyons** (copy attached).

WVACD PERSONNEL: The board was given a written report from **Heather Duncan** (copy attached).

SWA: Ms. Hyre (BCSWA) reported that the recycling center is still open, prices are up slightly, and they have a new board member. Mr. Smalley (NCSWA) reported he attended a meeting last night and things are running well.

NRCS Personnel Report: Mr. Sentz reported they are working on completing approximately 28 new contracts for EQIP and AMA. Most of them are done, they just need signatures. He is acting DC in SCD at the moment. Their offices are now open to the public. They are able to telework a couple days per pay period. He reminded everyone of the local work group

REPORTS (cont.)

NRCS Personnel Report (cont.): meeting and to invite anyone that they feel should attend. He also reported on being contacted yesterday concerning a land judging contest in Clay County. Date will be determined soon.

FSA Personnel: Mr. Gardner reported on attending the WVACD central area meeting, their newly appointed state committee, and that he will attend the field day on May 10 and Mrs. Dennison will attend the workshop on May 3. He reviewed their CRP grassland program, storage facility loan program, and the livestock, bee, and feed loss programs.

WVU/WVSU Extension Personnel: None

Forestry Division: Mr. Long reported on fire prevention and logging operations. There has been approximately 10,000 acres burned in WV so far this year. He was at Glade Elementary last week for a fire prevention day and there are others planned. He is working on timber management plans with landowners. He is also working on a timber sale in Cowen.

DEP: None

CD SUPERVISORS: Mr. Greynolds reported on attending the WVACD quarterly meeting, asked about the board watching training videos before each meeting, and reported that the Nicholas County Farmland Protection Board is meeting today to close on the easement for the Roberts' Farm. Mr. Burroughs also reported on attending the quarterly meeting and the tour of a large greenhouse farm. Ms. Hyre reviewed her written report (copy attached) and reported there will be an Envirothon meeting Wednesday of next week. Mr. Smalley reported on the high tunnel to be installed at Glade Elementary.

COMMITTEE ACTIONS:

AG ENHANCEMENT: None

BUILDING: None

COMMUNICATION: There is a call-in meeting tomorrow. An inquiry will be made about distribution of meeting notes.

EDUCATION: None

EQUIPMENT: None. Need to advertise availability of fertilizer spreader for rent and create rental agreement.

FINANCE: None

FORESTRY: None

GRASSLANDS: WVACD committee meeting was held April 15 at ECD.

LEGISLATIVE: Discussion was held on how to get legislative representatives to attend district meetings.

PERSONNEL: Need to schedule employee annual reviews.

PROJECT: Mr. Young reported that the infiltration project at the Braxton County Soccer Complex is still a go. This will be completed at the end of this spring's season. There needs to be a forestry project committee meeting to develop a comprehensive budget for these projects so cost reports can be submitted to the state. He also reported on the nutrient management plan for a farm in Nicholas County to clean and process waste products to address runoff issues.

WATER QUALITY: None

OLD BUSINESS

- **Stream Blockage at Burnsville** – No action. Covered in Ms. Lyons' report.
- **Sign at Rt. 4 Intersection** – No action. Update given in Ms. Nettles-Given's report.
- **Forestry Demo Project** – No action
- **2022 Conservation Farm Contest** – Mr. Burroughs nominated Harold Herndon for the Braxton County Farm. Ms. Hyre moved to accept this nomination and to further accept the nominations for Clay and Webster Farms when submitted from the supervisors representing those 2 counties; Mr. Greynolds seconded; motion passed.
- **Local Work Group Meeting with NRCS** – Invitations will be sent out and the district will provide refreshments.

NEW BUSINESS & CORRESPONDENCE

- **Purchase of Acoustical Panels for Camp Caesar** - Tabled
- **State Junior Conservation Camp** – Mr. Smalley moved to provide support for the camp in the amount of \$1,400.00; Mr. Greynolds seconded; motion passed.
- **RFQ for FY22 & FY23 Audit** – Mr. Smalley moved to extend the agreement with Lowe and Associates for FY22 & FY23; Mr. Pitsenbarger seconded; motion passed.
- **Envirothon Award Sponsorship** – Mr. Smalley moved to approve the request to sponsor the award for the third-place team in the amount \$1,750.00; Ms. Hyre seconded; motion passed.
- **Nominations for ECD Officers and WVACD Directors for FY23 & FY24** – Chairman Molloyhan and Ms. Hyre will be the committee to bring nominations to the next meeting as Chairman Molloyhan will be stepping down and Ms. Hyre is not running for reelection.
- **FY23 AgEP & Exigency Administration Agreement** – Moved to end of meeting.
- **Office Space for WVCA Employee, Russell Young** – Mr. Pitsenbarger moved to provide space for WVCA employee, Russell Young, through June 30 with this item to be revisited after that date; Mr. Smalley seconded; motion passed.

AgEP PAYMENTS

• Henry Becker, Jr.	\$590.94	Lime
• Benjamin Mullens	\$1,980.63	Fertilizer
• John McQuain	\$468.00	Fertilizer
• Kristopher Antoline	\$2,000.00	Fertilizer
• Lawrence Bailes	\$1,692.72	Fertilizer
• Randy Tucker	\$1,724.18	Fertilizer
• Timothy Bailes	\$1,224.80	Fertilizer
• Sherry Thomas	\$862.09	Fertilizer
• John Underwood	\$1,724.18	Fertilizer
• Mike Nuckles	\$2,000.00	Fertilizer
• Jerry Litton (Joe Cottle Farm)	\$1,502.10	Fertilizer
• Jerry Litton (M. Cottle Farm)	\$500.41	Fertilizer
• Larry Crawford	\$1,915.09	Fertilizer

Pay with funds received from Braxton County Commission

• Johnny Johnson	\$1,689.60	Fertilizer
• Larry Grogg (Craft Farm)	\$2,000.00	Fertilizer
• Larry Grogg (Grogg Farm)	\$1,981.60	Fertilizer

Mr. Greynolds moved to approve the listed payments; Mr. Pitsenbarger seconded; motion passed.

AgEP APPLICATIONS**NUTRIENT MANAGEMENT**

<u>Name</u>	<u>Ranking</u>	<u>Amount</u>	<u>Acres/Feet</u>
• Merle Hartley	78	\$1,507.40	18
• Carl Willey	75	\$570.00	7
• Danny Goff	74	\$318.61	2
• John Odell	72	\$2,000.00	30
• Brandon Keiper (Lynn)	68	\$1,595.79	25
• Brandon Keiper (Gawthorp)	68	\$2,000.00	46
• Joe Bell	61	\$2,000.00	24
• Wesley Kimlin	57	\$231.64	3
• Stanley Odell	56	\$2,000.00	19.8
• Kris Antoline (P. Russell)	52	\$2,000.00	24
• Brandon Keiper (Brookstone)	50	\$570.65	25
• Carl Johnson	45	\$2,000.00	50
• Brandon Keiper (Tyree)	28	\$1,832.28	30

Mr. Pitsenbarger moved to approve the qualifying Nicholas County applications and one Webster County application for nutrient management that were unfunded previously now that money has been received from the Nicholas County Commission; Mr. Smalley seconded; motion passed.

DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETING)

Apr 27	WV Farmland Protection Board Meeting
Apr 28	BCHS Greenhouse Grand Opening Ceremony - 1 PM
Apr 29	Homeschool Education Day
May 3	Beekeeping Workshop at Nicholas County Veterans' Memorial Park
May 4	Envirothon Meeting - 10 AM
May 10	Small Ruminant Field Day at Cantrell Farm in Clay County
May 10	ECD Office CLOSED - Election Day
May 11	ECD Executive Committee Meeting - 10 AM
May 24	ECD Board Meeting - 10 AM
May 30	ECD Office CLOSED - Memorial Day
Jun 1	Envirothon Meeting - 10 AM
Jun 14	ECD Executive Committee Meeting - 10 AM
Jun 20	ECD Office CLOSED - WV Day
Jun 28	ECD Board Meeting - 10 AM
Jul 4	ECD Office CLOSED - Independence Day

**ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
April 26, 2022 - 10:00 AM
District Conference Room – 740 Airport Rd., Sutton, WV**

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DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETING) (cont.)

Jul 6	Envirothon Meeting – 10 AM
Jul 12	ECD Executive Committee Meeting – 10 AM
Jul 18-19	WVACD Quarterly Meeting in Western CD
Jul 26	ECD Board Meeting – 10 AM
Aug 3	Envirothon Meeting – 10 AM
Aug 9	ECD Executive Committee Meeting – 10 AM
Aug 23	ECD Board Meeting – 10 AM
Sep 5	ECD Office CLOSED – Labor Day
Sep 7	Envirothon Meeting – 10 AM
Sep 13	ECD Executive Committee Meeting – 10 AM
Sep 27	ECD Board Meeting – 10 AM

At 12:02 pm, everyone that did not want to stay for the FY23 AgEP discussion and vote was excused from the meeting. Supervisor Smalley had to leave for another engagement.

NEW BUSINESS & CORRESPONDENCE (cont.)

- **FY23 AgEP & Exigency Administration Agreement** – Sign up, ranking, and completion periods/dates, practices with rates and caps/maximums, caps per cooperator, tiebreaker method, delegations of authority, and additional decisions were discussed and added to addendum as agreed upon. **Mr. Burroughs moved to approve the AgEP addendum as modified for FY23 (copy attached); Mr. Greynolds seconded; motion passed.**
The FY23 exigency addendum will be discussed and brought for approval at another meeting.

Being no further business to discuss, **Chairman Mollohan declared the meeting adjourned at 1:05 PM**

ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
DRAFT Meeting Minutes of May 24, 2022

Supervisors Present:

Donald Burroughs – Braxton Co.
Jeremy Cantrell – Clay Co.
Larry Greynolds – Nicholas Co.
Shirley Hyre – Braxton Co. – Via Call In
John Pitsenbarger – Nicholas Co.
Clark Mollohan – Webster Co.
Mike Smalley – Webster Co.

Supervisors Absent:

Others Present: Suzie Steele, WVCA/ECD Administrative Specialist; Kirk Burroughs, ECD Equip./OM&R Manager; Allison Given-Nettles, ECD Program Support Specialist; Dylan Johnson, WVCA Conservation Specialist; Andy Sentz, NRCS; Johnny King, WV Div. of Forestry; Linda Brown, ECD Associate Supervisor; Gene Sauborn, WVCA Watershed; Don Dodd, NRCS; Julie Stutler, NRCS; Keyota Jarvis, Clay County

Via Call in: Russell Young, WVCA/ECD Conservation Specialist; Heather Duncan, WVACD Executive Director; Andy Diechert, NRCS

CALL TO ORDER

Chairman **Mollohan** called the meeting to order at 10:00 a.m.

Pledge of Allegiance was led by **Mrs. Brown**

AGENDA: Mr. Pitsenbarger moved to approve the agenda; Mr. Greynolds seconded; motion passed.

MINUTES FOR APRIL 26, 2022: Mr. Greynolds moved to approve the minutes as corrected (copy attached); Mr. Burroughs seconded; motion passed.

TREASURER'S REPORT/APRIL 2022 FINANCIAL STATEMENTS: Ms. Hyre reported that all accounts are in good order. Ms. Hyre moved to approve the financials and file for audit; Mr. Greynolds seconded; motion passed. Mrs. Steele reported on the Supervisor Support Funds.

Mr. Cantrell arrived at 10:06 am.

Introductions of those in attendance.

Salt Lick and Big Ditch Watersheds – Julie Stutler, Don Dodd, and Andy Diechert, who are all representatives of the NRCS, along with Gene Sauborn of the WVCA, reported on the rehab process and eligibility of the ECD watershed. The ECD watersheds are all eligible to begin the planning/design process. The cost will be covered through NRCS. The agreement with the district has to be in place by November 15. There will be input from all sponsors at each step of the process along with a new agreement signed for each step. A sample agreement was presented by Ms. Stutler. **Mr. Greynolds moved to support the project and to place approval of the agreement on the district's June meeting agenda; Mr. Burroughs seconded; motion passed.**

Ms. Stutler, Mr. Dodd, and Mr. Diechert left the meeting at 10:25 am.

PAYMENT OF BILLS: Mr. Burroughs moved to approve the payment of bills (list provided at meeting and attached); Mr. Greynolds seconded; motion passed.

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER: Kirk Burroughs reported that there is a piece needed for the potato planter. He replaced bearings in one of the spreaders. He also reported that the fertilizer spreader was rented out.

ADMINISTRATIVE SPECIALIST: Mrs. Steele reported on daily operations, AgEP, the applications for student employee, and thanked everyone for the support received with the passing of her father.

ECD PROGRAM SUPPORT SPECIALIST: Ms. Given-Nettles reviewed her written report (copy attached).

WVCA CONSERVATION SPECIALIST: Mr. Johnson reported on FY22 AgEP wrapping up and the start of FY32 AgEP. He attended a weed management training and coordinating with Clay County Extension Agent to secure the MOA for the weather station to be installed in Clay County.

WVCA DISTRICT OPERATIONS MANAGER WEST: Mrs. Steele reviewed Mrs. Fisher's written report (copy attached).

WVCA PERSONNEL: The board was given a written report from Judith Lyons (copy attached). Mr. Sauborn commended the district on the watershed OM&R work done on the watersheds. He also reviewed the need for making sure the district has the 7-1-3U agreements with each county in the district.

Mr. Sauborn left the meeting at 10:40 am.

WVACD PERSONNEL: The board was given a written report from **Heather Duncan** (copy attached). She also informed the board of the Biochar meeting to be held on Wednesday following the communications committee meeting.

SWA: **Ms. Hyre (BCSWA)** reported they now have 3 board members. **Mr Smalley (NCSWA)** reported they will have a meeting next Tuesday.

NRCS Personnel Report: **Mr. Sentz** reported that he is still acting DC at the SCD. **Katy McBride** will be the new DC there beginning June 19. EQIP is completed and they had some extra funds to be able to do 2 additional high tunnel projects and 2 additional grazing projects. They have approximately 35 contracts. They did 9 new CSP applications and rankings. His staff will be out of the office tomorrow for a high tunnel training. He will be attending an NRCS DC meeting on Thursday. He thanked the board for their participation in the local work group meeting. He also discussed the land judging contest to be held in Clay County on June 7.

FSA Personnel: None

WVU/WVSU Extension Personnel: **Mrs. Steele** read an email from **Debbie Friend**, extension agent for Braxton County (copy attached). **Mr. Cantrell** provided additional information on the field day held at his farm.

Forestry Division: **Mr. King** reported that fire season will end June 1. They have been working on landowner assistance and logging operations. He will be attending a training June 6-10 and the state conservation camp June 12-17. He thanked the district for their assistance with the Envirothon.

DEP: None

CD SUPERVISORS: **Mr. Greynolds** reported that he and Mr. Young will be scheduling times with the other districts to make presentations on the weather stations. **Mr. Pitsenbarger** reported that there will be beef quality assurance training held possibly in June. The Nicholas County Farm Bureau will be meeting on June 6 at 7 pm at the Summersville City Building. **Mr. Burroughs** reported that the Braxton County Farm Bureau will be meeting on June 20 at 7 pm at the Flatwoods Community Building with a program on beef quality. Their last meeting had a presentation on pest/vermin control for gardens. **Mr. Cantrell** asked that representatives from the district and NRCS attend a Clay County Farm Bureau meeting soon to go over offered programs. **Ms. Hyre** reported that the new WVACD book is now at the publishers. This book is a history of conservation in WV.

COMMITTEE ACTIONS:

AG ENHANCEMENT: None

BUILDING: None

COMMUNICATION: There is a call-in meeting tomorrow. Notes were just received this morning from last meeting.

EDUCATION: None

EQUIPMENT: None

FINANCE: None

FORESTRY: None

GRASSLANDS: None

LEGISLATIVE: None

PERSONNEL: Employee review is rescheduled to be done at the June meeting.

PROJECT: None

WATER QUALITY: None

OLD BUSINESS

- **Stream Blockage at Burnsville** – The 7-1-3U agreement was reviewed. **Mr. Greynolds** moved to approve the agreement contingent upon Braxton County Commission approval; **Mr. Burroughs** seconded; motion passed.
- **Forestry Demo Project** – **Mr. King** reported that they are waiting on the logging to be completed at the demo sites so that they can begin the projects. Site visits for the board were discussed. The MOA will be sent to Mr. King so that it can be presented to the landowners. There needs to be a meeting scheduled to work on the funding abstract. Mr. King will get back with the district on dates.
- **2022 Conservation Farm Contest** – No further nominations
- **Nominations for ECD Officers and WVACD Directors for FY23 & FY24** – The nominating committee recommended the following: Chairperson – John Pitsenbarger, Vice-Chair – Donald Burroughs, Sec./Treas. – Larry Greynolds, and WVACD Directors – John Pitsenbarger and Larry Greynolds
Mr. Smalley moved to accept the recommendations of the committee effective July 1, 2022; **Mr. Cantrell** seconded; motion passed.
- **FY23 Exigency Administration Agreement** – **Mr. Pitsenbarger** moved to approve the agreement as discussed (copy attached); **Mr. Cantrell** seconded; motion passed.

NEW BUSINESS & CORRESPONDENCE

- **State Senior Conservation Camp** – Ms. Hyre moved to support the camp in the amount of \$1,840.00; Mr. Greynolds seconded; motion passed.
- **Soils Trailer for Nicholas County Fair** – Mr. Greynolds moved to spend up to \$500.00 for the purchase of reusable water bottles to be given out during the fair on July 21-23; Mr. Pitsenbarger seconded; motion passed.
- **Additional Funding Request to WVCA** – Heather Duncan reviewed her letter and provided information on what is needed from the district. The ECD board will meet in conjunction with their executive committee on June 14 to have a work session to compile their ideas to present at the central area meeting in July.
- **Renewal of SAMS Number** – Ms. Hyre moved to renew the number; Mr. Greynolds seconded; motion passed.
- **Appointment of Clay County Supervisor** – Mrs. Steele reviewed the new wording for qualifications to be appointed as a supervisor. The district will have to readvertise the position. Mrs. Keyota Jarvis was in attendance and is interested in becoming a supervisor representing Clay County. **Ms. Hyre moved to appoint Mrs. Jarvis as an associate supervisor; Mr. Cantrell seconded; motion passed.**
- **Hiring of Replacement Student Worker** – After review of the applications, two candidates were chosen to interview. Those interviews will be on May 31 at 10 and 10:45 am with Mr. Burroughs, Mr. Greynolds, and Mr. Pitsenbarger serving as the interview committee. **Mr. Pitsenbarger moved to delegate authority to the committee to hire the most qualified candidate; Mr. Cantrell seconded; motion passed.**
- **Support of Land Judging Contest in Clay County – June 7, 2022** – Mrs. Steele reported that she has reached out to Mr. Shamblin and has not heard anything back.

AgEP PAYMENTS

▪ Lawrence Shaver	\$2,000.00	Fertilizer
▪ Charles Stalnaker	\$2,000.00	Fertilizer

Pay with funds received from Braxton & Nicholas County Commissions

• George Herndon (B)	\$2,000.00	Fertilizer
• Harold Herndon (B)	\$2,000.00	Fertilizer
• Kristopher Antoline (N)	\$2,000.00	Fertilizer

Mr. Greynolds moved to approve the payments; Mr. Pitsenbarger seconded; motion passed.

DEP – No Comments

Brooks Run Mining Company, LLC – Renewal 7, Permit U051600 – Holly/Glade Districts, Braxton/Webster Counties
 Brooks Run Mining Company, LLC – Renewal 7, Permit P061200 – Glade District, Webster County
 Brooks Run Mining Company, LLC – Renewal 2, Permit O201810 – Glade District, Webster County
 WV Reclaim Co., LLC – Renewal 5, Permit S200697 – Henry/Grant Districts, Clay/Nicholas Counties
 WV Reclaim Co., LLC – Renewal 5, Permit S200698 – Henry/Grant Districts, Clay/Nicholas Counties
 Screaming Eagle Coal, LLC – Permit Amendment, App. 1 – Henry/Grant/Jefferson Districts – Clay/Nicholas Counties
 Brooks Run Mining Company, LLC – Renewal 5, Permit U101991 – Glade District, Webster County
 Brooks Run Mining Company, LLC – Renewal 2, Permit S200912 – Glade District, Webster County

DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETING)

May 30	ECD Office CLOSED – Memorial Day
Jun 14	ECD Executive Committee Meeting – 10 AM
Jun 20	ECD Office CLOSED – WV Day
Jun 28	ECD Board Meeting – 10 AM
Jul 4	ECD Office CLOSED – Independence Day
Jul 12	ECD Executive Committee Meeting – 10 AM
Jul 18-19	WVACD Quarterly Meeting in Western CD
Jul 26	ECD Board Meeting – 10 AM
Aug 3	Envirothon Meeting – 10 AM – at Holly Gray
Aug 9	ECD Executive Committee Meeting – 10 AM
Aug 23	ECD Board Meeting – 10 AM
Sep 5	ECD Office CLOSED – Labor Day
Sep 7	Envirothon Meeting – 10 AM
Sep 13	ECD Executive Committee Meeting – 10 AM
Sep 27	ECD Board Meeting – 10 AM

Oct 5	Envirothon Meeting – 10 AM
Oct 10	ECD Office CLOSED – Columbus Day
Oct 11	ECD Executive Committee Meeting – 10 AM
Oct 17-19	WVACD Quarterly Meeting in Elk CD
Oct 25	ECD Board Meeting – 10 AM
Nov 2	Envirothon Meeting – 10 AM
Nov 8	ECD Office CLOSED – Election Day
Nov 11	ECD Office CLOSED – Veterans' Day
Nov 15	ECD Board Meeting – 10 AM
Nov 24-25	ECD Office CLOSED – Thanksgiving
Dec 7	Envirothon Meeting – 10 AM
Dec 20	ECD Board Meeting – 10 AM
Dec 23 & 26	ECD Office CLOSED – Christmas Holiday
Dec 30	ECD Office CLOSED – New Year Holiday

Being no further business to discuss and on motion by Mr. Cantrell, **Chairman Mollohan declared the meeting adjourned at 1:18 PM**

ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
DRAFT Meeting Minutes of June 28, 2022

Supervisors Present:

Donald Burroughs – Braxton Co.
Jeremy Cantrell – Clay Co.
Larry Greynolds – Nicholas Co.
Shirley Hyre – Braxton Co. – Via Call In
John Pitsenbarger – Nicholas Co.
Clark Mollohan – Webster Co.
Mike Smalley – Webster Co.

Supervisors Absent:

Others Present: Suzie Steele, WVCA/ECD Administrative Specialist; Kirk Burroughs, ECD Equip./OM&R Manager; Allison Given-Nettles, ECD Program Support Specialist; Dylan Johnson, WVCA Conservation Specialist; Johnny King, WV Div. of Forestry; Linda Brown, ECD Associate Supervisor; David Gardner, FSA; Russell Young, WVCA; Debbie Friend, WVU Extension Services (Braxton Co.)

Via Call in: Heather Duncan, WVACD Executive Director; Don Dodd, NRCS; Julie Stutler, NRCS; Pam Yost, NRCS

CALL TO ORDER

Chairman **Mollohan** called the meeting to order at 10:19 a.m.

Pledge of Allegiance was led by **Ms. Hyre**

AGENDA: Mr. Greynolds moved to approve the agenda; Mr. Burroughs seconded; motion passed.

MINUTES FOR MAY 24, 2022: Ms. Hyre moved to approve the minutes as presented (copy attached); Mr. Greynolds seconded; motion passed.

TREASURER'S REPORT/MAY 2022 FINANCIAL STATEMENTS: Ms. Hyre reported that all accounts are in good order and on the balance in the supervisor support fund. Ms. Hyre moved to approve the financials and file for audit; Mr. Burroughs seconded; motion passed.

PAYMENT OF BILLS: Ms. Hyre moved to approve the payment of bills (list provided at meeting and attached); Mr. Greynolds seconded; motion passed.

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER: Kirk Burroughs reported that he will begin mowing the watersheds soon. There is one lime spreader rented out currently.

ADMINISTRATIVE SPECIALIST: Mrs. Steele reviewed her written report (copy attached).

ECD PROGRAM SUPPORT SPECIALIST: Ms. Given-Nettles reviewed her written report (copy attached).

WVCA CONSERVATION SPECIALIST: Mr. Johnson reported on the soils trailer at the Nicholas County Fair in July, FY22 AgEP wrap up, and the start of FY23 AgEP. He is working on Tuesdays and Thursdays at CCD unless needed elsewhere.

WVCA DISTRICT OPERATIONS MANAGER WEST: Mrs. Steele reviewed Mrs. Fisher's written report (copy attached).

WVCA PERSONNEL: Mrs. Steele reviewed Ms. Lyons' written report (copy attached).

WVACD PERSONNEL: Mrs. Duncan reviewed her written report (copy attached). She also reviewed information for the July WVACD Quarterly Meeting and information on the Central Area Meeting.

SWA: Ms. Hyre (BCSWA) reported that their current grant is ending. The reports are due in August. Mr Smalley (NCSWA) reported that they have submitted a rate increase application. He reported on their replacement of a member and on their electing a new chairman.

NRCS Personnel Report: Mrs. Steele presented Mr. Sentz's written report (copy attached).

FSA Personnel: Mr. Gardner reported on county committee elections that are open for the western part of Braxton and northern part of Nicholas. They will be submitting reports to Department of Ag on Hemp production in the district. These are due by the end of July. They want to become more active in promoting programs available within the district from all agencies. They have been busy signing landowners up for farm records and maps. He did not have an update on their office relocation.

WVU/WVSU Extension Personnel: Mrs. Friend, extension agent for Braxton County, reported that she and her counterparts from Clay and Nicholas County will be making more of an effort to attend the district meetings. She asked that if the board knew of anyone that would be interested in becoming a 4-H instructor in Braxton County to please have them contact her office. There will be a Clay County Youth Fair on July 23.

Forestry Division: **Mr. King** reported that he and Mr. Long have been attending regional and logging meeting along with firefighting training. They have been doing logging inspections and landowner assistance. He worked at the State Conservation Camp at Camp Caesar and thanked the district for their support of the camp. Junior Conservation Camp was held last week. They have been attending a lot of fairs and festivals. He was at Gassaway Days last week with Smoky Bear. He will be at the 4-H Forestry Competition at the end of July at Jackson's Mill. There will be a new field office opening in Webster County soon. This will be Mr. Long's base of operations.

DEP: None

CD SUPERVISORS: **Mr. Greynolds** reported that the weather station in Nicholas County had stopped transmitting. He is awaiting a call back to see what may be going on. He has been asked by Wayne McKeever to fill in for him on the State Conservation Farm Tours. **Mr. Pitsenbarger** reported on a flood event in his area yesterday. He asked the board members to let him know if there were any district committees they would like to serve on. **Mr. Burroughs** reported on the Braxton County Farm Bureau meeting held last week. Their program was on beef quality. **Ms. Hyre** reported that there will be an Envirothon picnic on August 3 at Holly Gray Park in conjunction with their meeting. Meeting will begin at 10 AM with the picnic to begin around noon. The next Appalachian Grazing Conference will be held in the spring of 2024. They are needing committee members. The next planning meeting will be July 21 at the MCD with call in information available. The new WVACD history book will be available at the July quarterly meeting. WVACD History Committee plans to provide supervisors and districts with some complimentary copies. Additional copies will be available for purchase. **Mr. Mollohan** asked that a picture be taken after the meeting as it is Ms. Hyre's last meeting as a supervisor. **Mrs. Brown** thanked Mrs. Friend for her presentation at their Farm Bureau meeting. She asked that the board encourage cooperators to join their local bureaus. **Mr. Smalley** thanked Mr. Mollohan for his service as chairman. **Mr. Cantrell** presented information on a conference he wishes to attend in Tennessee. This item will be added to the July ECD Board meeting agenda.

COMMITTEE ACTIONS:

AG ENHANCEMENT: **Mr. Young** reported that FY23 AgEP allocations should be coming out in July. **Mr. Johnson** discussed the weed management program application. **Mrs. Steele** stated that AgEP reports will be compiled and presented to the Braxton and Nicholas Commissions along with thanking them for their contributions to the FY22 program.

BUILDING: None

COMMUNICATION: None

EDUCATION: None. **Ms. Hyre** passed along the appreciation of the Envirothon Committee for the ECD sponsoring the 3rd place team scholarship.

EQUIPMENT: None

FINANCE: None

FORESTRY: None. **Mr. Smalley** reported that Weyerhaeuser had a bridge collapse in Webster County.

GRASSLANDS: None. Should be a meeting in July.

LEGISLATIVE: None

PERSONNEL: **Ms. Hyre** reported that employee reviews need to be rescheduled.

PROJECT: **Mr. Young** reported that the infiltration project will be starting soon. He is compiling the materials list this week and the equipment is being donated.

WATER QUALITY: None

OLD BUSINESS

- **Stream Blockage at Burnsville** – No update
- **Forestry Demo Project** – **Mr. King** reported he has reviewed the MOA, given it to two landowners, and should receive them back next week. He has spoken to the loggers about field visits, and they are agreeable to it. He will be obtaining a letter from the WV Division of Forestry in support of the project. He requested a meeting on the project in conjunction with the ECD executive committee meeting on July 12 at 9 AM. This meeting will be to discuss dates for site visits, how the reimbursements will be distributed, and any other items needed.
- **Additional Funding Request to WVCA** – **Mrs. Steele** reviewed the items discussed at the executive committee meeting on June 14. The committee will meet again on July 5 at 10 AM to prioritize and finalize the list. All supervisors are invited to attend.
- **Appointment of Clay County Supervisor** – **Mrs. Steele** stated that the position was advertised in the Clay County newspaper and on the district Facebook page. There was only one application received. **Ms. Hyre** moved to recommend to the State Conservation Committee, **Mrs. Keyota Jarvis**, as supervisor for Clay County; **Mr. Cantrell** seconded; motion passed.
- **NRCS – Big Ditch and Salt Lick Watershed Agreements** – **Mr. Dodd**, **Mrs. Yost**, and **Ms. Stutler** presented information on the projects, agreements, and process. **Ms. Stutler** will send a draft agreement to **Mrs. Steele**, and she will forward to the board members for review. This item will remain on the meeting agenda.

NEW BUSINESS & CORRESPONDENCE

- LOR 13770 – FY23 1st Qtr. Support - \$37,775.00; LOR 13771 – FY23 2nd Qtr. Support - \$20,045.00; LOR 13772 – FY23 3rd Qtr. Support - \$20,044.00; LOR 13773 – FY23 4th Qtr. Support - \$14,680.00
Ms. Hyre moved to approve the submission of the four listed LOR's; Mr. Burroughs seconded; motion passed.
- Resignation and Appointment to Clay County Solid Waste Authority – Mr. Pitsenbarger moved to approve the resignation of Keith Wray and appoint Adam Taylor as the district representative; Mr. Burroughs seconded; motion passed.
- ECD Annual Picnic – July 26 – Webster County, Smalley Farm – Ms. Hyre moved for the district to supply whatever is needed for the picnic with collaboration from the hosts; Mr. Burroughs seconded; motion passed.
- Appointment of ECD Associate Supervisor – Mr. Greynolds moved to appoint Ms. Shirley Hyre as an ECD Associate Supervisor representing Braxton County; Mr. Smalley seconded; motion passed.
- Payment of Expenses to July 2022 WVACD Quarterly Meeting for Shirley Hyre – Mr. Greynolds moved to approve the payment of expenses for Ms. Hyre to attend the WVACD July 2022 Quarterly Meeting; Mr. Smalley seconded; motion passed.
- Supervisor Mileage Reimbursement Rate – Mr. Pitsenbarger moved to increase the reimbursement rate to \$0.65 per mile effective July 1, 2022; Mr. Cantrell seconded; motion passed.
- Appointment to Mountain RC&D – Mr. Pitsenbarger moved to approve the resignation of Clark Mollohan and appoint Larry Greynolds as the district's representative; Ms. Hyre seconded; motion passed.
- Appointment to WVACD Foundation – Mr. Pitsenbarger moved to appoint Larry Greynolds as the district's representative; Ms. Hyre seconded; motion passed.

AgEP PAYMENTS

- Debra Hamric – Braxton County – Fertilizer - \$2,000.00
- Debra Hamric – Braxton County – Fertilizer - \$2,000.00
- Debra Hamric – Braxton County – Fertilizer - \$921.02
- Danny Goff – Webster County – Fertilizer - \$233.12
- Jim Cox – Nicholas County – Fertilizer - \$2,000.00

Pay with funds received from Braxton or Nicholas County Commissions

- Brandon Keiper – Nicholas County – Fertilizer - \$820.65
- Brandon Keiper – Nicholas County – Fertilizer - \$1,832.28
- Carl E. Johnson – Nicholas County – Fertilizer - \$2,000.00
- Joseph Bell – Nicholas County – Fertilizer - \$2,000.00
- Merle Hartley – Nicholas County – Fertilizer - \$1,089.13

Mr. Greynolds moved to approve the payments; Mr. Smalley seconded; motion passed.

DEP – No Comments

Brooks Run Mining Co., LLC – Renewal 7, Permit R062000 – Holly District, Braxton County

Brooks Run Mining Co., LLC – Renewal 2, Permit U200609 – Glade & Holly Districts, Webster & Braxton Counties

Brooks Run Mining Co., LLC – Renewal 7, Permit U062000 – Holly District, Braxton County

DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETING)

Jul 4 ECD Office CLOSED – Independence Day

Jul 8 Central Area Meeting – 10 AM at SCD

Jul 12 ECD Executive Committee Meeting – 10 AM

Jul 18-19 WVACD Quarterly Meeting

Jul 21-23 Nicholas County Fair

Jul 23 Clay County Youth Ag Fair

Jul 26 ECD Board Meeting – 10 AM & Picnic in

Webster Co. at Smalley Farm

Aug 2-6 Braxton County Fair

Aug 3 Envirothon Meeting – 10 AM at Holly Gray
with picnic to follow

Aug 9 ECD Executive Committee Meeting – 10 AM

Aug 23 ECD Board Meeting – 10 AM

Sep 7-10 Webster County Fair

Sep 5 ECD Office CLOSED – Labor Day

Sep 7 Envirothon Meeting – 10 AM

Sep 9-10 Nicholas County Potato Festival

Sep 13 ECD Executive Committee Meeting – 10 AM

Sep 15-18 Clay County Golden Delicious Festival

Sep 27 ECD Board Meeting – 10 AM

Oct 5 Envirothon Meeting – 10 AM

Oct 10 ECD Office CLOSED – Columbus Day

Oct 11 ECD Executive Committee Meeting – 10 AM

Oct 17-19 WVACD Quarterly Meeting in Elk CD

Oct 25 ECD Board Meeting – 10 AM

Nov 2 Envirothon Meeting – 10 AM

Nov 8 ECD Office CLOSED – Election Day

Nov 11 ECD Office CLOSED – Veterans' Day

Nov 15 ECD Board Meeting – 10 AM

Nov 24-25 ECD Office CLOSED – Thanksgiving

Being no further business to discuss and on motion by Mr. Cantrell, **Chairman Mollohan declared the meeting adjourned at 12:45 PM**

ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
DRAFT Meeting Minutes of July 26, 2022

Supervisors Present:

Linda Brown – Braxton Co.
Donald Burroughs – Braxton Co.
Jeremy Cantrell – Clay Co.
Larry Greynolds – Nicholas Co. – via call in
Keyota Jarvis – Clay Co.
Clark Mollohan – Webster Co.
John Pitsenbarger – Nicholas Co.
Mike Smalley – Webster Co.

Supervisors Absent:

Others Present: Suzie Steele, WVCA/ECD Administrative Specialist; Kirk Burroughs, ECD Equip./OM&R Manager; Allison Given-Nettles, ECD Program Support Specialist; Dylan Johnson, WVCA Conservation Specialist; Shirley Hyre, ECD Associate Supervisor, Braxton Co.; Brian Farkas, WVCA Executive Director; David Gardner, FSA; Andy Sentz, NRCS; Kaitlyn Murphy, NRCS; Allen & Samuel Boggs; Brenna Cantrell, Madilyn Cantrell, Aubrey Cantrell, Jackson Cantrell

Others in attendance for the picnic: Kay Smalley, Brenda Burroughs, Olivia Arden, Ella Nettles, Ava Nettles, Katherine Nettles, Madison Nettles, Jamie Nettles, Doug Steele, Rigel Wilson, Sierra Lawhorn, Sarah & Makena Burroughs

CALL TO ORDER

Chairman **Pitsenbarger** called the meeting to order at 10:20 a.m.

Pledge of Allegiance was led by **Ms. Hyre**

AGENDA: Mr. Smalley moved to approve the agenda; Mrs. Brown seconded; motion passed.

MINUTES FOR JUNE 28, 2022: Mr. Burroughs moved to approve the minutes as presented (copy attached); Mr. Mollohan seconded; motion passed.

TREASURER'S REPORT/JUNE 2022 FINANCIAL STATEMENTS: Mr. Greynolds reported that all accounts are in good order. Mr. Greynolds moved to approve the financials and file for audit; Mr. Smalley seconded; motion passed. Mrs. Steele reported on the balance in the supervisor support fund.

Mr. Greynolds left meeting at 10:25 am.

PAYMENT OF BILLS: Mrs. Brown moved to approve the payment of bills (list provided at meeting and attached); Mr. Mollohan seconded; motion passed.

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER: Kirk Burroughs reported on equipment rentals, repairs to Ventrac, mowing of the watersheds.

ADMINISTRATIVE SPECIALIST: Mrs. Steele reviewed her written report (copy attached).

ECD PROGRAM SUPPORT SPECIALIST: Ms. Given-Nettles reported that there is a communications committee meeting tomorrow, meeting with AmeriCorps representative, working the soils trailer at Nicholas County Fair, creating a district Instagram page, updating Facebook, forwarding NACD grant information to GCD, and approval from NACD for reimbursement of expenses to attend a conference in New Orleans.

WVCA CONSERVATION SPECIALIST: Mr. Johnson reported on working the soils trailer at the Nicholas County Fair, FY23 AgEP rankings, MOA for weather station in Clay County, forestry pilot program letter of support from State Forestry Division, project meeting to be held first week of August, and the district's infiltration project.

WVCA DISTRICT OPERATIONS MANAGER WEST: Mrs. Steele reviewed Mrs. Fisher's written report (copy attached).

WVCA PERSONNEL: Mr. Farkas reported on SB364, the audit/accountability legislative rule, planning and policy changes in which a draft will be sent out for review in August. The draft will include proposal of annual plan of work and 5-year strategic plan coordinated with the NRCS work plan.

WVACD PERSONNEL: Mrs. Steele reviewed Mrs. Duncan's written report (copy attached).

SWA: Ms. Hyre (BCSWA) reported that they are working on the close of current grant. She is also looking for her replacement on this board. Mr. Smalley (NCSWA) reported on their rate increase application.

NRCS Personnel Report: Mr. Sentz's reported that all the current CPS applications have been ranked. He expects all of them to be funded. There have been 40+ EQIP applications funded. John Bourdon visited the district last week and discussed local work group concerns. Deer fencing was discussed. They visited the orchard at Muddlety. He spoke about the recent localized flooding in Nicholas County. His agency will be doing their civil rights review next month.

FSA Personnel: **Mr. Gardner** reported on county committee elections for Braxton and Nicholas counties. The hemp acreage reporting deadline is this Friday. Five new trainees are being hired and should have a permanent person sometime next year. Their office relocation to same building as the ECD has been approved.

WVU/WVSU Extension Personnel: None

Forestry Division: None

DEP: None

CD SUPERVISORS: **Mr. Cantrell** reported on the Clay County Farm Bureau meeting to be held September 13. This will be a celebration of their 80th anniversary. He asked that district representatives attend to provide information on programs offered. He also reported on the Clay County Ag Fair and the youth sales. A total of \$57,395.00 was raised. He reported on a symposium he attended in Tennessee. **Mr. Smalley** reported on touring some areas in the district with NRCS staff. **Mrs. Brown** reported on attending the WVACD Quarterly Meeting last week. **Mr. Burroughs** also reported on WVACD Quarterly Meeting attendance. He stated that Mrs. Skaggs's presentation on the Ag Enhancement Program was very well done. **Mr. Pitsenbarger** reported on working the Nicholas County Fair with Mr. Greynolds. He also appointed Mrs. Jarvis to the Great Kanawha RC&D as the ECD representative. He reported on the new officers and committee chairs for the WVACD. There will be four WVACD quarterly meetings next year with the first on in the calendar year possibly being held in Charleston. There was a motion to increase each district's contribution to the WVACD by \$1,000.00. Will be requested next fiscal year. **Ms. Hyre** reported on the new WVACD Conservation Book. Each supervisor received a copy, and each district was given 1 copy for the office plus 5 additional copies.

COMMITTEE ACTIONS:

AG ENHANCEMENT: None

BUILDING: None

COMMUNICATION: Meeting tomorrow at 9:30 am.

EDUCATION: **Mr. Pitsenbarger** reported that the WV team is competing in the National Envirothon Competition this week in Ohio. **Ms. Hyre** reported that it is the Ravenswood FFA team, and she will be attending on Friday to make a presentation concerning the history of the competition.

EQUIPMENT: None

FINANCE: None

FORESTRY: None

GRASSLANDS: **Mr. Burroughs** reported that there was a meeting on July 8 at ECD. They are trying to plan a field day. Planning is underway for the next Appalachian Grazing Conference that will be held in 2024.

LEGISLATIVE: None

PERSONNEL: **Mr. Pitsenbarger** stated that personnel reviews will be done at the next executive committee meeting.

PROJECT: None

WATER QUALITY: None

OLD BUSINESS

- **Stream Blockage at Burnsville** – **Mrs. Steele** reported that the 7-1-3U sub agreement with the Braxton County Commission has been received. **Chairman Pitsenbarger** signed the agreement as the district had voted at a previous meeting to approve.
- **Forestry Demo Project** – No further information
- **Additional Funding Request to WVCA** – **Mrs. Steele** reviewed the items as prioritized by the executive committee at a meeting on July 5. The spreadsheet of the prioritized list was submitted to Heather Duncan as requested. **Mr. Farkas** provided an overview of why the information was requested.
- **NRCS – Big Ditch and Salt Lick Watershed Agreements** – No action. **Mrs. Steele** distributed the Watershed Rehabilitation Program Statements of Work received from NRCS covering the Big Ditch and Salt Lick Sites. These are for supervisor review and comment. **Mr. Farkas** provided additional information on the process and funding.

NEW BUSINESS & CORRESPONDENCE

- **Sponsorship of Soils Trailer at Nicholas County Fair** – **Mr. Pitsenbarger** stated that the Nicholas County Farm Bureau is willing to share in this sponsorship. **Mrs. Brown moved for the district to pay the balance remaining after the Nicholas County Farm Bureau makes their contribution; Mr. Smalley seconded; motion passed.**
- **Payment of Expenses for District Program Support Specialist to attend conference in New Orleans, LA** – **Ms. Given-Nettles** stated that NACD has approved reimbursement of these expenses. **Mr. Burroughs moved for the district to pay these expenses and apply for reimbursement from NACD; Mrs. Brown seconded motion passed.**
- **Payment of Expenses for Supervisor Cantrell to attend educational workshop in Cookeville, TN** – **Mr. Smalley moved to approve payment of expenses for Supervisor Cantrell; Mr. Mollohan seconded; motion passed.**

- **Hiring of Part Time District Office Assistant** – Ms. Given-Nettles reported that Ms. Friend has given her two-week notice. A student from Braxton County High School has been recommended by the Co-Op instructor as a replacement. **Mr. Cantrell moved to designate authority to the executive committee to interview the student at their meeting on August 9th and make recommendation at the district's August 23rd meeting; Mr. Burroughs seconded; motion passed.**
- **WVACD Honorary Member** – Mrs. Brown moved to nominate Larry Greynolds; Mr. Cantrell seconded; motion passed.
- **WVACD Member at Large** – Mrs. Brown moved to nominate Andy Sentz; Mr. Cantrell seconded; motion passed.

AgEP PAYMENTS

- Douglas Given (Given, LLC) – Braxton County – Fertilizer - \$291.41

Pay with funds received from Braxton or Nicholas County Commissions

- John O'Dell – Nicholas County – Fertilizer - \$1576.83

Mr. Burroughs moved to approve the payments; Mrs. Brown seconded; motion passed.

COOPERATOR AGREEMENTS

Howard Bennett	Nicholas County	20 Acres
Wayne Stephenson	Nicholas County	50 Acres
Mike Moles	Clay County	32 Acres
Tina Rapp	Nicholas County	30 Acres
Jason Hamric	Braxton County	
Jamie Markham	Nicholas County	
Cleve Westfall	Braxton County	

Mr. Burroughs moved to approve the agreements; Mr. Cantrell seconded; motion passed.

AgEP APPLICATIONS - LIME

Total Apps.	Name	Rank	Amount	Acres	Tons
\$23,598.00	Howard Bennett	100	\$840.00	14	42
	Harold Johnson	95	\$266.00	4.82	13.3
	Wayne Stephenson	92	\$968.00	23	48.4
	Mike Moles	88	\$480.00	11	24
	Kathryn Boggs	80	\$720.00	18	36
	George P. Herndon	75	\$1,160.00	29	58
	Johnny Singleton	75	\$800.00	20	40
	Tina Rapp	72	\$1,050.00	25	52.5
	Patricia Cox	71	\$1,548.00	43	77.4
	Mark Robinson	71	\$680.00	18.8	34
	Jason Hamric	71	\$564.00	15.63	28.2
	Ben Mullens	70	\$2,000.00	50	100
	Harold Herndon	70	\$1,720.00	43	86
	Ross J. Young	70	\$1,040.00	26.1	52
	Given's Bison	70	\$800.00	20	40
	Donald Hamrick	58	\$440.00	12	22
	Joe Bell	47	\$780.00	30	39
	Bill Lowther	40	\$182.00	9.1	9.1
	Aleece Smith	38	\$800.00	50	40
	Linda Sparks	94	\$2,760.00	50	138
	Steven Claypoole	65	\$2,000.00	50	100
	Cleve Westfall	80	\$2,000.00	50	100

Mrs. Jarvis moved to approve the applications; Mr. Mollohan seconded; motion passed.

Mr. Johnson reported that there will be additional lime and fencing applications placed on the district's board meeting agenda for August.

DEP

Brooks Run Mining Company, LLC - Renewal 7, Permit H047100 - Holly & Glade Districts, Braxton & Webster Counties

Brooks Run Mining Company, LLC - Renewal 5, Permit O103091 - Glade District, Webster County

ICG Eastern, LLC - Renewal 2, Permit O201010 - Glade District, Webster County

Brooks Run Mining Company, LLC - Renewal 5, Permit O105891 - Glade District, Webster County

Brooks Run Mining Company, LLC - Renewal 7, Permit H056200 - Holly District, Braxton County

No Comments**DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETING)**

Aug 2-6	Braxton County Fair
Aug 3	Envirothon Meeting - 10 AM - at Holly Gray Park
Aug 9	ECD Executive Committee Meeting - 10 AM
Aug 10-12	AS Out of Office
Aug 23	ECD Board Meeting - 10 AM
Aug 29-30	AS out for State AS Meeting (Tentative)
Sep 2-4	Webster County Fair
Sep 5	ECD Office CLOSED - Labor Day
Sep 7	Envirothon Meeting - 10 AM
Sep 9-10	Nicholas County Potato Festival
Sep 13	ECD Executive Committee Meeting - 10 AM
Sep 13	Clay Co. Farm Bureau 80 th Anniversary Meeting - 7 PM at Clay Southern States
Sep 14-16	PSS out of office for training
Sep 15-18	Clay County Golden Delicious Festival
Sep 27	ECD Board Meeting - 10 AM
Oct 5	Envirothon Meeting - 10 AM
Oct 10	ECD Office CLOSED - Columbus Day
Oct 11	ECD Executive Committee Meeting - 10 AM
Oct 17-19	WVACD Quarterly Meeting in Elk CD
Oct 25	ECD Board Meeting - 10 AM
Nov 2	Envirothon Meeting - 10 AM
Nov 8	ECD Office CLOSED - Election Day
Nov 11	ECD Office CLOSED - Veterans' Day
Nov 15	ECD Board Meeting - 10 AM
Nov 24-25	ECD Office CLOSED - Thanksgiving Holiday
Dec 7	Envirothon Meeting - 10 AM
Dec 20	ECD Board Meeting - 10 AM & Christmas Luncheon
Dec 23 & 26	ECD Office CLOSED - Christmas Holiday
Dec 30	ECD Office CLOSED - New Year's Holiday
Jan 2	ECD Office CLOSED - New Year's Holiday

Being no further business to discuss and on motion by **Mr. Cantrell**, seconded by **Mrs. Jarvis**, Chairman **Pitsenbarger** declared the meeting adjourned at 11:55 AM.

All were invited to stay for the picnic.

ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
DRAFT Meeting Minutes of August 23, 2022

Supervisors Present:

Linda Brown – Braxton Co.
Donald Burroughs – Braxton Co.
Jeremy Cantrell – Clay Co. – via call in
Larry Greynolds – Nicholas Co.
Clark Mollohan – Webster Co.
John Pitsenbarger – Nicholas Co.
Mike Smalley – Webster Co.

Supervisors Absent:

Keyota Jarvis – Clay Co.

Others Present: Suzie Steele, WVCA/ECD Administrative Specialist; Kirk Burroughs, ECD Equip./OM&R Manager; Allison Given-Nettles, ECD Program Support Specialist; Dylan Johnson, WVCA Conservation Specialist; Shirley Hyre, ECD Associate Supervisor, Braxton Co.; Russell Young, WVCA; Debbie Friend, WVU Extension – Braxton Co.; Johnny King, WVDOF; Don Dodd, NRCS; Matt Murphy, NRCS; Kim Fisher, WVCA (via call in); Rebecca Jefferys, NRCS (via call in)

CALL TO ORDER

Chairman **Pitsenbarger** called the meeting to order at 10:00 a.m.

Pledge of Allegiance was led by **Mr. Pitsenbarger**

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

MINUTES FOR JULY 26, 2022: Mrs. Brown moved to approve the minutes as presented (copy attached); Mr. Greynolds seconded; motion passed.

TREASURER'S REPORT/JULY 2022 FINANCIAL STATEMENTS: Mr. Greynolds reported that all accounts are in good order. Mr. Greynolds moved to approve the financials and file for audit; Mr. Burroughs seconded; motion passed. Mrs. Steele reported on the balance in the supervisor support fund.

PAYMENT OF BILLS: Mr. Burroughs moved to approve the payment of bills (list provided at meeting and attached); Mr. Greynolds seconded; motion passed.

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER: Kirk Burroughs reported on equipment rentals, repairs to Ventrac which were covered under warranty, mowing of the watersheds, installation of district signs at Route 4 and 15 intersections, and inquired about potash from Weyerhaeuser.

ADMINISTRATIVE SPECIALIST: Mrs. Steele reviewed her written report (copy attached).

ECD PROGRAM SUPPORT SPECIALIST: Ms. Given-Nettles reviewed her written report (copy attached).

WVCA CONSERVATION SPECIALIST: Mr. Johnson reported FY23 AgEP rankings and a high tunnel workshop to be held in CCD on September 23 & 24, 9:30 am – 3 pm.

WVCA DISTRICT OPERATIONS MANAGER WEST: Mrs. Fisher's reviewed her written report (copy attached).

WVCA PERSONNEL: Mr. Young reported the State AgEP will be meeting on Sept. 15 at ECD beginning at 10 am.

WVACD PERSONNEL: Mrs. Steele reviewed Mrs. Duncan's written report (copy attached).

SWA: Ms. Hyre (BCSWA) reported that the final report for their operating grant has been completed. She is also looking for her replacement on this board. Mr Smalley (NCSWA) no report.

NRCS Personnel Report: Mrs. Steele reviewed Mr. Sentz's written reported.

FSA Personnel: None

WVU/WVSU Extension Personnel: Mrs. Friend reported on the Braxton County Fair 4-H/FFA Youth Livestock sale which brought in approximately \$134,000.00. Appreciation of the support by the community is greatly appreciated. She reported on the Women in Ag Conference that will be held in November at Glade Springs Resort. She also reported on the joint meeting between the WV Cattlemen's Association and the WV Shepherd's Association to be held at Canaan Valley on December 2 & 3. The Nicholas County Farm Safety Day will be held September 21. There was discussion on getting one of these started in other counties within the district.

Forestry Division: Mr. King reported that they have been working on logging inspections. There has been a rise in theft and illegal logging, so they have been investigating those. There has been a crew from WV sent to CA to assist with combating fires. He did not attend the district's last meeting because he was at the WV 4-H Forestry Invitational.

DEP: None

CD SUPERVISORS: Mr. Pitsenbarger reported on the annual review of district's program support specialist. He stated that review of the Draft Policy for Uniform District Reporting And Information Reporting Requirements will be done at the next executive committee meeting as comments are due by September 30. Mr. Mollohan inquired about name tags for all

supervisors. Mrs. Steele will get them ordered. **Mr. Greynolds** reported on working the State Fair August 11 & 12. He also reported that the Nicholas County Farmland Protection Board is in the process of securing a new easement for the Butler Farm on Phillips Run. He inquired about supervisor business cards. Ms. Given-Nettles will print them. **Mr. Smalley** attended and worked at the State Fair for 3 days. He is assisting with the installation of the high tunnel at Glad Elementary. **Mr. Cantrell** reported on attending the conference in Cookeville, TN. He also reported on needing to get a count to the Clay County Farm Bureau for their meeting on September 13. Everyone is to let Mrs. Steele know and she will pass the information along to Mr. Cantrell. **Ms. Hyre** reported on the Envirothon workshop to be held on September 19 at Holly Gray Park. She asked that the district contact their teachers. She also asked that the district have a teaching workshop in March 2023. There will be an Envirothon 25th anniversary celebration the evening of October 17 in conjunction with the WVACD Quarterly Meeting. Please RSVP by the deadline of September 15.

COMMITTEE ACTIONS:

AG ENHANCEMENT: None

BUILDING: None

COMMUNICATION: None. There is a meeting this morning.

EDUCATION: Mr. Greynolds stated that the Envirothon will be held at Cacapon in 2023. He has been named vice chair on the Envirothon committee.

EQUIPMENT: None

FINANCE: None

FORESTRY: None

GRASSLANDS: Mr. Burroughs reported that the next meeting will be in October.

LEGISLATIVE: Mr. Greynolds stated that the district needs to make personal contact with representatives in an effort to have better attendance at district functions.

PERSONNEL: Mr. Pitsenbarger stated that personnel review was completed at last executive committee meeting along with interview on applicant for student employee position.

PROJECT: None

WATER QUALITY: None

Mr. Pitsenbarger reported on **Ms. Hyre** being recognized at the National Envirothon and inducted into their Hall of Fame.

OLD BUSINESS

- **Stream Blockage at Burnsville** – No action
- **Forestry Demo Project** – **Mr. King** reported on the finalized agreement. One site will be completed this week. The field visits need to be rescheduled. By consensus, these were scheduled for Sept. 6 at 9 am. Mrs. Steele reported on the district's purchase of the seed
- **NRCS – Big Ditch and Salt Lick Watershed Agreements** – Discussion was had with NRCS personnel in attendance. It was suggested that a special meeting be held to address all concerns and finalize the agreements. **Mr. Mollohan** moved to have the meeting at 10 am on Sept. 13 at ECD; **Mrs. Brown** seconded; motion passed.
- **Hiring of Part Time District Office Assistant** – **Mrs. Brown** moved to approve the hiring of student, Natalie Rose; **Mr. Mollohan** seconded; motion passed.

NEW BUSINESS & CORRESPONDENCE

- **LOR 13856 – FY23 AgEP – \$53,000.00** – **Mr. Greynolds** moved to approve submission of the LOR; **Mr. Mollohan** seconded; motion passed.
- **Raven Friend Resignation** – **Mr. Mollohan** moved to accept the resignation; **Mrs. Brown** seconded; motion passed.
- **WVACD Rookie of the Year** – **Mr. Smalley** moved to nominate **Jeremy Cantrell**; **Mr. Greynolds** seconded; motion passed.
- **WVACD Carrol Greene Award** – No nominations
- **Women in Ag Conference** – **Mr. Greynolds** moved to sponsor two ladies to attend the conference by paying registration, lodging, and mileage; **Mrs. Brown** seconded; motion passed. This item will be revisited should there be additional inquiries for sponsorship.
- **ECD Annual Banquet** – **Mrs. Steele** reviewed the information gathered by **Mr. Cantrell**. **Mrs. Brown** moved to have the banquet in Clay County at the Big Otter Community Center on October 6 with Country Girls Catering to provide meals at \$18 per person; **Mr. Smalley** seconded; motion passed.

COOPERATOR AGREEMENTS

Jamie Markham Nicholas County
 Georgina Jarvis Nicholas County
 Mike Moles Clay County

Mr. Greynolds moved to approve the agreements; Mr. Burroughs seconded; motion passed.

Mrs. Steele and Mr. Johnson reported on the funds the district has and the estimated amount that should be available for the spring sign up period.

AgEP APPLICATIONS - LIME

Total Apps.	Name	Amount
\$1,200.00	Jamie Markham	\$1,200.00

Mrs. Brown moved to approve the application; Mr. Greynolds seconded; motion passed.

\$13,500.00 Exclusion Fence (1,000 feet each)

Applicant	Amount	Rank
Jamie Markham	\$1,500.00	80
Tim Bailes	\$1,500.00	80
Maria Moles	\$1,500.00	85
Aleece Smith	\$1,500.00	75
Doug Given	\$1,500.00	75
Georgina Jarvis	\$1,500.00	75
Johnny Singleton	\$1,500.00	80
Wayne Stephenson	\$1,500.00	85
Patricia Cox	\$1,500.00	70

Mrs. Brown moved to approve the applications; Mr. Greynolds seconded; motion passed.

DEP

Brooks Run Mining Company, LLC – Renewal 7, Permit H052900 – Holly District, Braxton County

No Comments

DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETING)

Sep 5	ECD Office CLOSED – Labor Day
Sep 6	Logging/Forestry Project Site Visits – 9 AM – leaving from ECD
Sep 7	Nicholas County Commission meeting - 10:15 AM for AgEP reporting
Sep 7	Envirothon Meeting – 10 AM
Sep 7-10	Webster County Fair
Sep 9-10	Nicholas County Potato Festival
Sep 13	Special Board Meeting with NRCS concerning Watershed Rehab Projects – 10 AM
Sep 13	ECD Executive Committee Meeting after special meeting with NRCS
Sep 13	Clay Co. Farm Bureau 80 th Anniversary Meeting – 7 PM at Clay Southern States
Sep 14-16	PSS out of office for training
Sep 15	State AgEP Meeting @ ECD – 10 AM
Sep 15-18	Clay County Golden Delicious Festival
Sep 27	ECD Board Meeting – 10 AM
Oct 5	Envirothon Meeting – 10 AM
Oct 10	ECD Office CLOSED – Columbus Day
Oct 11	ECD Executive Committee Meeting – 10 AM
Oct 17-19	WVACD Quarterly Meeting in Elk CD
Oct 25	ECD Board Meeting – 10 AM
Nov 2	Envirothon Meeting – 10 AM
Nov 8	ECD Office CLOSED – Election Day
Nov 11	ECD Office CLOSED – Veterans' Day
Nov 15	ECD Board Meeting – 10 AM
Nov 24-25	ECD Office CLOSED - Thanksgiving Holiday
Dec 7	Envirothon Meeting – 10 AM
Dec 20	ECD Board Meeting – 10 AM & Christmas Luncheon
Dec 23 & 26	ECD Office CLOSED – Christmas Holiday
Dec 30	ECD Office CLOSED – New Year's Holiday
Jan 2	ECD Office CLOSED – New Year's Holiday

ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
DRAFT Meeting Minutes of September 27, 2022

Supervisors Present:

Linda Brown – Braxton Co.
Donald Burroughs – Braxton Co.
Jeremy Cantrell – Clay Co. – via call in
Larry Greynolds – Nicholas Co.
Keyota Jarvis – Clay Co. – via call in
Clark Mollohan – Webster Co.
John Pitsenbarger – Nicholas Co.
Mike Smalley – Webster Co.

Supervisors Absent:

Others Present: Suzie Steele, WVCA/ECD Administrative Specialist; Kirk Burroughs, ECD Equip./OM&R Manager; Allison Given-Nettles, ECD Program Support Specialist; Dylan Johnson, WVCA Conservation Specialist; Shirley Hyre, ECD Associate Supervisor, Braxton Co.; Russell Young, WVCA; Johnny King, WVDOF; David Gardner, FSA (via call in)

CALL TO ORDER

Chairman **Pitsenbarger** called the meeting to order at 10:03 a.m.

Pledge of Allegiance was led by **Mrs. Brown**

AGENDA: Mr. Smalley moved to approve the agenda; Mrs. Brown seconded; motion passed.

MINUTES FOR AUGUST 23, 2022: Mr. Greynolds moved to approve the minutes as presented (copy attached); Mr. Burroughs seconded; motion passed.

MINUTES FOR SEPTEMBER 13 & SEPTEMBER 20, 2022: Mrs. Brown moved to approve the minutes as presented (copies attached); Mr. Greynolds seconded; motion passed.

TREASURER'S REPORT/AUGUST 2022 FINANCIAL STATEMENTS: Mr. Greynolds reported that all accounts are in good order. Mr. Greynolds moved to approve the financials and file for audit; Mr. Mollohan seconded; motion passed. Mrs. Steele reported on the balance in the supervisor support fund.

PAYMENT OF BILLS: Mr. Greynolds moved to approve the payment of bills (list provided at meeting and attached); Mr. Burroughs seconded; motion passed.

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER: Kirk Burroughs reported on equipment rentals. He picked up the bentonite from Southern States and moved items from building in Gassaway to the storage building at the district office. The Ventrac is running well, and he has begun mowing the Salt Lick dams again.

ADMINISTRATIVE SPECIALIST: Mrs. Steele reported on AgEP, the audit which will be tomorrow, the district's annual banquet, and the tree and plant sale. She reminded supervisors that door prizes are needed for the banquet. She also reported that there are two ladies from Webster County that will attend the Women in Ag Conference and be sponsored by the district. Other individual sponsorships, if requests are received, can be reviewed at later meetings.

ECD PROGRAM SUPPORT SPECIALIST: Ms. Given-Nettles reported on attending conference in New Orleans, the upcoming NACD conference, and the communication call in. The next call in will be tomorrow. She is preparing for Earth Day celebration and reaching out to all the counties in the district.

WVCA CONSERVATION SPECIALIST: Mr. Johnson reported on AgEP, fencing applications to be funded by the NC Commission funds, high tunnel workshop that was held in CCD, and the possibility of holding a workshop in the ECD as a landowner has volunteered to hold it at their farm. He will be attending drone training Thursday and Friday of this week. He also attended ICS/FEMA training last week.

WVCA DISTRICT OPERATIONS MANAGER WEST: Mrs. Fisher's written report was distributed (copy attached).

WVCA PERSONNEL: None

WVACD PERSONNEL: Mrs. Duncan's written report was distributed (copy attached).

SWA: Ms. Hyre (BCSWA) reported that their audit will be scheduled soon. Their board is looking for additional members. Mr Smalley (NCSWA) reported that they met last night. They are applying for a rate increase and working on repairs to their facility.

NRCS Personnel Report: Mrs. Steele reviewed Mr. Sentz's written reported.

FSA Personnel: Mr. Gardner reported that they have hired six new DC trainees. There should be others forthcoming. A new district director has also been hired. He reported that county committee elections will be happening soon, and he will be attending the ECD annual banquet.

WVU/WVSU Extension Personnel: None

Forestry Division: Mr. King reported that fire season begins next week. Burning can only be done without a permit from 5 pm to 7 am. They will be holding educational meetings. He reminded the board that no charge burn permits are available for agricultural purposes only if the burning is done by the landowner. They cannot be hiring someone to do the burning. He reported on the forestry demo site visits and verified that the use of pelletized lime may be used with these projects.

DEP: None

CD SUPERVISORS: Mr. Greynolds reported on attending farmland protection training at Canaan Valley. Mr. Burroughs reported on attending the Clay County Farm Bureau 80th anniversary meeting, the state AgEP meeting, and the deadline of November 18 to submit new AgEP program requests or changes to the program. Mr. Smalley reported on assisting with the installation of the high tunnel at Glade Elementary. Mrs. Jarvis requested contact information for the Great Kanawha RC&D. Mrs. Steele will send her the information. Mr. Cantrell thanked the board members that attended the Clay County Farm Bureau meeting. He has some farm visits scheduled with cooperators in Clay County. He is working with Mike Shamblin on an invasive species project and getting the district weather station installed at the Clay County Courthouse. Mr. Pitsenbarger reported on meeting with the Nicholas County Commission and their agreement to allow the district to retain the unused FY22 funds. He attended the NC Farm Bureau meeting and last Wednesday, the Nicholas County Farm Safety Day which had approximately 225 students attend. Ms. Hyre reported on the Envirothon workshop that was held last week at Holly Gray Park. They had good attendance by teachers along with some students. The teachers will receive a stipend for their attendance.

COMMITTEE ACTIONS:

AG ENHANCEMENT: None

BUILDING: None

COMMUNICATION: None. Meeting tomorrow at 9:30 am.

EDUCATION: None. Allison is working with schools to schedule programs.

EQUIPMENT: None

FINANCE: None

FORESTRY: None

GRASSLANDS: None. Next meeting scheduled for October 14.

LEGISLATIVE: None

PERSONNEL: Mrs. Steele & Ms. Nettles reported that the student worker is doing a great job.

PROJECT: Mr. Young reminded the board that a site needs to be secured for the weather station in Webster County. The plan on the infiltration project is to have it completed after the current soccer season ends. The district has two applications for the pasture weed management program. They will be ranked soon. The state has submitted a grant for pasture lands virtual classroom. Mr. Greynolds recommended that the district pursue the organization of a field day/high tunnel workshop/equipment demo/pasture walk/fence building demo for next spring in conjunction with partnering agencies. Chairman Pitsenbarger appointed Mr. Greynolds, Mr. Cantrell, and Mr. Johnson to a committee to begin the process.

WATER QUALITY: None

Mr. Pitsenbarger reported on Ms. Hyre being recognized at the National Envirothon and inducted into their Hall of Fame.

OLD BUSINESS

- **Stream Blockage at Burnsville** – Mr. Mollohan moved to set a deadline of October 25, 2022, to complete the blockage removal ; Mr. Smalley seconded; motion passed.
- **NRCS – Big Ditch and Salt Lick Watershed Agreements** – Mr. Smalley reported that the Webster County Economic Development Authority will be the sponsor for the Big Ditch Project. The district held two special meetings concerning these projects. Minutes were presented and approved previously in today's meeting.

NEW BUSINESS & CORRESPONDENCE

- **Payment of Expenses for Associate Supervisor** – Mr. Greynolds moved to approve the payment of expenses and mileage for Ms. Hyre to attend Envirothon and district board meetings for the next year and to attend the October 2022 WVACD Quarterly Meeting in Flatwoods; Mrs. Brown seconded; motion passed.
- **LOR 13879 – FY23 Supplemental Allotment - \$9,000.00** – Mr. Greynolds moved to approve submission of the LOR; Mr. Burroughs seconded; motion passed.
- **SCC Uniform District Reporting and Information Reporting Policy** – After discussion, a consensus was reached by the board for comments to be submitted to the district office by October 4 to be sent to WVCA.
- **New Computer for the District** – No Action.
- **WVACD Scholarship Auction** – Mr. Greynolds moved to donate to the scholarship fund; Mr. Burroughs seconded; motion passed. Mrs. Brown moved to donate \$500.00 from supervisor support fund; Mr. Smalley seconded; motion passed.
- **FY22 CDO Report** – Mrs. Steele reviewed the report that was submitted to WVCA.

- **NRCS Civil Rights Responsibilities and Expectations & MOA Review** – Will be placed on the next agenda.

AgEP FENCING APPLICATIONS – Nicholas County (To be paid by Nicholas County Commission Funds)

<u>Applicant</u>	<u>Amount</u>	<u>Rank</u>
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Jamie Markham	\$750.00	
Georgina Jarvis	\$750.00	
Wayne Stephenson	\$750.00	
Stanley O'Dell	\$2,250.00	
Margaret Hickey	\$2,250.00	

Mrs. Brown moved to approve the applications with a deadline for completion of June 1, 2023; Mr. Smalley seconded; motion passed.

AgEP PAYMENTS

Ross Young – Braxton County – Lime - \$1,025.60

Johnny Singleton – Braxton County – Lime - \$800.00

Mrs. Brown moved to approve the payments; Mr. Greynolds seconded; motion passed.

DEP

Wolfpen Knob Development Company LLC – Renewal 5, Permit U201592 – Birch District, Braxton County

Brooks Run Mining Company LLC – Renewal 6, Permit O200787 – Glade District, Webster County

Brooks Run Mining Company LLC – Renewal 2, Permit S200610 – Glade District, Webster County

No Comments

Being no further business to attend to and on motion by **Mr. Cantrell; seconded by Mrs. Jarvis; Chairman Pitsenbarger declared the meeting adjourned at 12:14 pm.**

DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETING)

Sep 28	ECD Audit
Oct 5	Envirothon Meeting – 10 AM
Oct 6	ECD Annual Banquet @ Big Otter Community Center – 6 pm – Meet early to sign checks
Oct 10	ECD Office CLOSED – Columbus Day
Oct 12	Salt Lick Watershed Inspections – Meet at office at 9 am and arrive at Site 4 by 9:15 am
Oct 17-19	WVACD Quarterly Meeting in Elk CD
Oct 25	ECD Board Meeting – 10 AM
Nov 2	Envirothon Meeting – 10 AM
Nov 8	ECD Office CLOSED – Election Day
Nov 11	ECD Office CLOSED – Veterans' Day
Nov 17	ECD Board Meeting – 10 AM
Nov 24-25	ECD Office CLOSED – Thanksgiving Holiday
Dec 7	Envirothon Meeting – 10 AM
Dec 20	ECD Board Meeting – 10 AM & Christmas Luncheon
Dec 23 & 26	ECD Office CLOSED – Christmas Holiday
Dec 30	ECD Office CLOSED – New Year's Holiday
Jan 2	ECD Office CLOSED – New Year's Holiday

**ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING SPECIAL MEETING
DRAFT Meeting Minutes of September 20, 2022**

Supervisors Present:

John Pitsenbarger
Larry Greynolds
Clark Mollohan
Mike Smalley – via call in
Linda Brown

Supervisors Absent:

Donald Burroughs

Others Present: Suzie Steele, ECD/WVCA Administrative Specialist; Gene Saurborn, WVCA; Don Dodd, NRCS.

Via Call in: Pamela Yost, NRCS; Rebecca Jefferies, NRCS; Heather Hardway, BC Commission; Buster Gum, BC Commission

CALL TO ORDER

Chairman **Pitsenbarger** called the meeting to order at 10:00 a.m.

Mr. Dodd reported Braxton County is a limited resource area and should have a better chance of having the dams funded. The funding for planning and design is covered 100% if approved. Funding does require a local sponsor for each phase for administrative duties which will be funded through NRCS. Each phase will have it's own contract.

Mr. Saurborn stated that the firms for A&E will work with the district and county. Land rights will have to be obtained as the dams will be larger after rehab. Advertisement for A&E firm will be provided by the agency. Interviews will be held at ECD with agency, NRCS, and other partnership involvement. There is no financial commitment at

Mr. Smalley moved to accept sponsorship by the ECD for the planning and design phases of the rehabs. **Mrs. Brown** seconded; motion passed.

Inspections will be scheduled soon for the Salt Lick Watersheds.

Being no further business to attend to and on motion by Mrs. Brown, seconded by Mr. Greynolds, Chairman Pitsenbarger declared the meeting adjourned at 10:25 am.

**ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING SPECIAL MEETING
DRAFT Meeting Minutes of September 13, 2022**

Supervisors Present:

John Pitsenbarger
Donald Burroughs
Larry Greynolds
Clark Mollohan
Mike Smalley
Linda Brown

Supervisors Absent:

Others Present: Allison Given-Nettles, ECD Program Support Specialist; Gerald (?), Town of Cowen; Chris Graham, Webster Economic Development Authority; Gene Surborn(?), WVCA; Betsy Morris, Region 4 PDC; Don Dodd, NRCS.

Via Call in: Judith Lyons, WVCA; Pamela Yost, NRCS; Rebecca Jefferies, NRCS; Suzie Steele, WVCA/ECD.

CALL TO ORDER

Chairman **Pitsenbarger** called the meeting to order at 10:00 a.m.

Pledge of Allegiance was led by **Ms. Brown**.

Chairman Pitsenbarger asked all in attendance to introduce themselves, and then opened the floor for discussion on the single agenda item of the Big Ditch Watershed Rehabilitation Program.

Mr. Dodd asked if the ECD would be the sponsor for the rehabilitation of the watershed. Mr. Dodd explained that inspections will start the first part of October 2022. He has met with the engineer and with DNR. He explained that they are under a deadline to secure a sponsor to ensure the current funding before September 30, 2022. Mr. Dodd further explained the idea is to possibly widen the spillway, possible berms up and downstream, possible sediment removal based on water quality, the idea being to re-evaluate the dam as a whole to bring it up to compliance.

Chairman Pitsenbarger asked "Do we have the authority to make necessary changes?" **Mr. Surborn** stated that the ECD was part of the original plan with dam in the 1960's, however currently the DNR is the only O&M Sponsor. **Mr. Surborn** stated that the DNR should be the lead sponsor seeing how they own the property of the dam and the lake, although ECD has been doing the yearly inspections and emergency action plan. **Mr. Surborn** went on to state that in 1966 DNR signed the SES and the DNR would therefore be responsible even though there were others involved in the planning.

Mrs. Morris agreed with **Chairman Pitsenbarger** that it is very important to establish who actually owns the property.

Mrs. Yost interjected that although the DNR owns the property and manages it, it was built for flood control and the district could rightfully seek the sponsorship. **Mrs. Yost** went on to say that signing a sponsorship agreement did not obligate the district to any funding at this point. She stated that the DNR are not interested in a sponsorship agreement at this point and a sponsor would need to be located or ultimately the structures would be removed. **Mrs. Yost** added that ECD has a unique skill set and would be a prime partner for the sponsorship at this point.

Mr. Greynolds asked **Mrs. Yost** what happens if the ECD becomes the sponsor and does not have adequate funding for the project. **Mrs. Yost** replied that ultimately the project would just be shelved until funding was available. **Mrs. Yost** added that ECD could be the sponsor and involved in the planning and would not be committed to full funding of the project.

Mr. Surborn stated that ECD has went out of its way to take care of the certifications and inspections even without having to do so at this point.

Mrs. Morris stated that there is definite economic benefit to having the dam and lake, but asked how do "we" get the DNR to the table for these discussions?

Mrs. Yost answered that "we are currently in the planning process and the DNR is involved, just not interested in sponsoring the project at this point".

Mr. Surborn again interjected "that the DNR are the clear owners of the land and should be in the drivers' seat of these discussions."

Mrs. Yost again added that ECD can do the agreement for this portion alone.

Mr. Graham suggested that he take it to the Webster County Economic Development Authority Board to submit that they would be a suitable sponsor for the project.

Mrs. Yost stated that the WCEDA could be a sponsor for the planning and design of the project.

Chairman Pitsenbarger stated that his main concern was that the state provides the funding for the ECD and the amount varies year to year and currently the budget is not fully funding the demand of our current programs.

Mr. Smalley said, "the dam was originally built for flood control to hold back water from flooding Cowen and has developed into a very nice recreation area now."

Mr. Mollohan agreed with **Mr. Smalley's** statement and stated that the main issue is the integrity of the dam and keeping it functional.

Mr. Dodd stated that Pare Corporation is doing the integrity check of the dam and that again they are only seeking a partner/sponsor for the Design & Planning stage is all that they are seeking at this point to secure the federal funding isn't lost. Whoever enters into the agreement for this stage is not obligated to fund the Implementation stage.

Mrs. Morris asked who would be responsible for the maintenance and operation of the dam/lake? **Mr. Surborn** answered that it would be whoever signs the agreement.

Mrs. Yost added that the match that is required is all worked out during the planning process and cannot come from another federal source.

Mr. Graham offered that Board of Directors of the Webster Economic Authority would call a special meeting to discuss becoming the sponsor for the project.

Mr. Smalley stated that he believed that ECD just does not have the capacity to handle this kind of project and it is different from the Salt Lick Project.

Mrs. Yost added that there are 170 watersheds in the state that have to be rehabbed and reminded that the funding offered \$25,000 for a Technical Assistant to handle the day to day overseeing of the planning and development phase.

Chairman Pitsenbarger asked where we are at with Phase 1? **Mrs. Yost** answered that we are currently in the 2-year planning process, then will come Phase 2 - Design and then Phase 3 - Implementation, and that they are overlapping phases, which is the reason for the September 30th deadline for the current funding.

Mr. Greynolds made a motion to stand down contingent on the Webster Economic Development Authority special meeting and revisit the subject at the regular meeting. **Mr. Smalley** seconded the motion and it passed unanimously.

Being no further business to attend to and on motion by Mrs. Brown, seconded by Mr. Greynolds, Chairman Pitsenbarger declared the meeting adjourned at 11:10 am.

ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
DRAFT Meeting Minutes of October 25, 2022

Supervisors Present:

Linda Brown – Braxton Co.
Donald Burroughs – Braxton Co.
Jeremy Cantrell – Clay Co.
Larry Greynolds – Nicholas Co.
Clark Mollohan – Webster Co.
John Pitsenbarger – Nicholas Co.
Mike Smalley – Webster Co.

Supervisors Absent:

Keyota Jarvis – Clay Co.

Others Present: Suzie Steele, WVCA/ECD Administrative Specialist; Kirk Burroughs, ECD Equip./OM&R Manager; Allison Given-Nettles, ECD Program Support Specialist; Shirley Hyre, ECD Associate Supervisor, Braxton Co.; Russell Young, WVCA; Johnny King, WVDOF; Brian Farkas, WVCA Executive Director; Kim Fisher, WVCA District Operations Manager West; **VIA CALL IN**, Heather Duncan, WVACD Executive Director

CALL TO ORDER

Chairman **Pitsenbarger** called the meeting to order at 10:02 a.m.

Pledge of Allegiance was led by **Mrs. Brown**

AGENDA: **Mr. Smalley** moved to approve the agenda; **Mrs. Brown** seconded; motion passed.

MINUTES FOR SEPTEMBER 2022: **Mrs. Brown** moved to approve the minutes as presented (copy attached); **Mr. Greynolds** seconded; motion passed.

TREASURER'S REPORT/SEPTEMBER 2022 FINANCIAL STATEMENTS: **Mr. Greynolds** reported that all accounts are in good order. **Mr. Greynolds** moved to approve the financials and file for audit; **Mr. Mollohan** seconded; motion passed. **Mrs. Steele** reported on the balance in the supervisor support fund.

PAYMENT OF BILLS: **Mrs. Brown** moved to approve the payment of bills (list provided at meeting and attached); **Mr. Greynolds** seconded; motion passed.

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER: **Kirk Burroughs** reported on equipment rentals. He has been maintaining watersheds, winterizing equipment, and the seeder has gone out.

ADMINISTRATIVE SPECIALIST: **Mrs. Steele** reported on AgEP, the audit, the district's annual banquet, and the tree and plant sale.

ECD PROGRAM SUPPORT SPECIALIST: **Ms. Given-Nettles** reviewed her written report (copy attached).

WVCA CONSERVATION SPECIALIST: **Mr. Johnson** reported that he attended the Quarterly Meeting and was working on AgEP and inspections.

WVCA DISTRICT OPERATIONS MANAGER WEST: **Mrs. Fisher** reviewed her written report was (copy attached).

WVCA PERSONNEL: None

WVACD PERSONNEL: **Mrs. Duncan** reviewed her written report (copy attached).

SWA: **Ms. Hyre (BCSWA)** reported that their audit paperwork has been filed. Their board is looking for additional members. **Mr. Smalley (NCSWA)** reported they are applying for a rate increase and working on repairs to their facility.

NRCS Personnel Report: **Mr. Greynolds** reviewed **Mr. Sentz's** report.

FSA Personnel: None

WVU/WVSU Extension Personnel: None

Forestry Division: **Mr. King** reported that fire season has begun. Burning can only be done without a permit from 5 pm to 7 am. They will be holding educational meetings. He reminded the board that no charge burn permits are available for agricultural purposes only if the burning is done by the landowner. They cannot be hiring someone to do the burning. He reported on the forestry demo site visits and verified that the use of pelletized lime may be used with these projects. Site visits to be done November 1, at 9 a.m. **Mr. King** stated that there was enough seed left over to possibly do another demo site. Due to the fact that we are working with loggers and not farmers, they are still working out the logistical problems with lime application.

DEP: None

CD SUPERVISORS: **Mr. Greynolds** reported on the Quarterly Meeting he attended. **Mr. Burroughs** reported on attending the Quarterly Meeting, Natural Resources Meeting and went on Dam Inspections. **Mr. Cantrell** reported that he and Ms. Given-Nettles are currently working on a SARE Grant application. **Mrs. Brown** reported that she also attended the Quarterly Meeting and the Annual Farm Bureau Dinner. **Mr. Pitsenbarger** reported on the Quarterly Meeting, advised of

some upcoming dates including: WVACD Quarterly Meeting, January 15-17; Legislative Day on January 16; and State Farm Bureau meeting November 13-15 at Oglebay. He also presented **Mr. Mollohan** with his 20 yr. service pin and certificate.

COMMITTEE ACTIONS:

AG ENHANCEMENT: **Mr. Johnson** asked to let him know of any suggestions or notes for next year.

BUILDING: None

COMMUNICATION: **Mr. Cantrell** and **Ms. Nettles** reported on SARE Grant submission

EDUCATION: **Mr. Greynolds** reported on trying to do something with the scholarship fund and contact FFA and Schools. **Ms. Nettles** is working with schools to schedule programs. **Mr. King** and **Ms. Hyre** reported on the Envirothon 25th Anniversary celebration.

EQUIPMENT: None

FINANCE: None

FORESTRY: None

GRASSLANDS: None.

LEGISLATIVE: **Mr. Greynolds** stated he would like each of the supervisors to send a note to all of the legislature members prior to the Legislature Day.

PERSONNEL: **Mrs. Steele & Ms. Nettles** reported that the student worker is doing a great job.

PROJECT: **Mr. Young** stated that they will break ground on the soccer field infiltration trenches on Nov. 12th and that the weather stations still need placed in Clay and Webster Counties.

WATER QUALITY: None

OLD BUSINESS

- **Stream Blockage at Burnsville** – **Mrs. Steele** has received no new information. This item will be removed from future agendas.
- **NRCS – Big Ditch and Salt Lick Watershed Agreements** – **Mrs. Steele** reported.
- **SCC Uniform District Reporting and Information Reporting Policy** – **Mr. Farkas** stated that there will be meetings next week to help the districts implement the changes.
- **NRCS Civil Rights Responsibilities and Expectations & MOA Review** – **Mr. Greynolds** moved to approve the documents as presented; **Mr. Cantrell** seconded; motion passed.

NEW BUSINESS & CORRESPONDENCE

- **WVACD/NRCS Grant** – Deadline December 23, 2022 – Meeting Nov. 1st to discuss possible grant applications
- **Friends of Camp Caesar Membership** – **Mr. Smalley** moved to continue the membership for \$100; **Mr. Greynolds** seconded; motion passed.
- **Advertisement for Salt Lick Project Manager** – **Mr. Johnson** suggested contacting someone from Region 7 about the Project Manager position. **Mr. Farkas** suggested that the County Commission take the lead as Project Manager position because they have the taxing authority that is required by law to serve as project manager.

AgEP PAYMENTS

Tina Rapp – Rapp Farm – Nicholas County – Lime - \$959.00

Joe Bell – Nicholas County – Lime - \$780.00

Ben Mullens – Nicholas County – Lime – \$2,000.00

Mrs. Brown moved to approve the payments; **Mr. Greynolds** seconded; motion passed.

Being no further business to attend to and on motion by **Mr. Cantrell**; seconded by **Mr. Smalley**; Chairman **Pitsenbarger** declared the meeting adjourned at 11:45 am.

DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETING)

Nov 2	Envirothon Meeting – 10 AM
Nov 3	Friends of Camp Caesar Dinner – 6 PM
Nov 8	ECD Office CLOSED – Election Day
Nov 11	ECD Office CLOSED – Veterans' Day
Nov 17	ECD Board Meeting – 10 AM
Nov 24-25	ECD Office CLOSED - Thanksgiving Holiday
Dec 7	Envirothon Meeting – 10 AM
Dec 20	ECD Board Meeting – 10 AM & Christmas Luncheon
Dec 23 & 26	ECD Office CLOSED – Christmas Holiday
Dec 30	ECD Office CLOSED – New Year's Holiday
Jan 2	ECD Office CLOSED – New Year's Holiday

ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
DRAFT Meeting Minutes of November 17, 2022

Supervisors Present:

Linda Brown – Braxton Co.
Donald Burroughs – Braxton Co.
Larry Greynolds – Nicholas Co.
Clark Molloyhan – Webster Co.
John Pitsenbarger – Nicholas Co.
Mike Smalley – Webster Co.

Supervisors Absent:

Keyota Jarvis – Clay Co.
Jeremy Cantrell – Clay Co

Others Present: Suzie Steele, WVCA/ECD Administrative Specialist; Kirk Burroughs, ECD Equip./OM&R Manager; Allison Given-Nettles, ECD Program Support Specialist; Shirley Hyre, ECD Associate Supervisor, Braxton Co.; Caleb Long, WVDOF; **VIA CALL IN:** David Gardner, FSA; Dylan Johnson, WVCA; Russell Young, WVCA

CALL TO ORDER

Chairman **Pitsenbarger** called the meeting to order at 10:04 a.m.

Pledge of Allegiance was led by **Mrs. Brown**

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

MINUTES FOR OCTOBER 2022: Mrs. Brown moved to approve the minutes as presented (copy attached); Mr. Burroughs seconded; motion passed.

TREASURER'S REPORT/OCTOBER 2022 FINANCIAL STATEMENTS: Mr. Greynolds reported that all accounts are in good order. Mr. Greynolds moved to approve the financials and file for audit; Mr. Burroughs seconded; motion passed. Mrs. Steele reported on the balance in the supervisor support fund.

PAYMENT OF BILLS: Mrs. Brown moved to approve the payment of bills (list provided at meeting and attached); Mr. Burroughs seconded; motion passed.

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER: Kirk Burroughs reported on equipment rentals. He has been maintaining watersheds, winterizing equipment, and the spreader is currently out.

ADMINISTRATIVE SPECIALIST: Mrs. Steele reported on AgEP, the annual audit, and the district's day to day business.

ECD PROGRAM SUPPORT SPECIALIST: Ms. Given-Nettles stated that she and Mr. Cantrell had finished and filed for the SARE Grant, and she is now moving on to the WVACD grant proposals. She also reported on day-to-day business.

WVCA CONSERVATION SPECIALIST: Mr. Johnson reported that he has been doing site visits for inspections and he will be attending a Grazing Alliance Conference on Dec. 8th.

WVCA DISTRICT OPERATIONS MANAGER WEST: None

WVCA PERSONNEL: None

WVACD PERSONNEL: Mrs. Duncan's report was distributed. (copy attached)

SWA: Ms. Hyre (BCSWA) reported that their audit paperwork has been filed. Their board is looking for additional members. Mr. Smalley (NCSWA) reported there had been no new activity.

NRCS Personnel Report: None

FSA Personnel: Mr. Gardner stated that the county committee elections are currently going on in several areas and will be finalized on Dec. 8th.

WVU/WVSU Extension Personnel: None

Forestry Division: Mr. Long reported that 7,700 acres have been burnt across the state this fire season, but hopefully it is on the down slide. Burning can only be done without a permit from 5 pm to 7 am. They will be holding educational meetings. He reminded the board that no charge burn permits are available for agricultural purposes only if the burning is done by the landowner. They cannot be hiring someone to do the burning. He reported that they had purchased a new side by side for fire protection as well as new iPad for fire reporting. He reported that the forestry demo site visits are looking good but expected to look very well in the spring.

DEP: None

CD SUPERVISORS: Mr. Greynolds reported that the Forestry Demo projects were looking good and that he had attended the dinner at Camp Caesar and the Nicholas Farmland Protection board is looking to change a code because a delegated voting member is not located in Nicholas County. Mrs. Brown reported that she attended the State Farm Bureau Meeting and also attended the logging site visits. Mr. Pitsenbarger reported that he has been elected as one of the Directors for the State Farm Bureau. He also advised of the next Quarterly Meeting dates that are listed below.

COMMITTEE ACTIONS:**AG ENHANCEMENT: None****BUILDING: None****COMMUNICATION:** Ms. Nettles reported on SARE Grant submission and that there had not been a monthly communications call in.**EDUCATION:** Mr. Greynolds reported that he was elected to serve on the WVACD Foundation Board that is being set up for scholarship endowments.**EQUIPMENT: None****FINANCE: None****FORESTRY: None****GRASSLANDS: None.****LEGISLATIVE:** Mr. Greynolds reminded all the supervisors he would like each of the supervisors to send a note to all of the legislature members prior to the Legislature Day.**PERSONNEL:** Mrs. Steele & Ms. Nettles reported that the student worker is doing a great job.**PROJECT:** Mr. Young stated that they completed work on the soccer field infiltration trenches on Nov. 12th & 13th.**WATER QUALITY:** Mr. Smalley stated that we have received approximately 60 inches of rain so far this year.**OLD BUSINESS**

- **NRCS - Big Ditch and Salt Lick Watershed Agreements** - Mrs. Steele reported that she had been in communication with NRCS, WVCA, and the respective county agencies about the progress.
- **WVACD/NRCS Grant** - Ms. Nettles advised that she is currently working on the two proposals that the board requested and will have them to the board members by the 1st week of December.
- **Advertisement for Salt Lick Project Manager** - Mrs. Steele reported that she was in contact with the WVCA and Braxton County Commission on this.
- **SARE Grant** - Ms. Nettles advised that the grant had been filed.

NEW BUSINESS & CORRESPONDENCE

- **WVACD Envirothon Funding** - After discussion, an Executive and Finance Meeting was scheduled for Dec. 8th at 2 pm to discuss this further.
- **District Representative for Braxton County Solid Waste Authority** - Mr. Greynolds moved to go ahead and post the position available in the newspapers and social media seeking an interested party to serve on the board to contact our office; Mrs. Brown seconded; motion passed.
- **Runoff Control Project for Compacted Soils - BCSC Invoice #1 - \$8,105.68** - Mr. Young stated that the project was finished and looked great. Mr. Johnson stated that he also had some ideas for projects to use the remaining funding and will present those to the board next month. Mr. Greynolds moved to pay the invoice; Mr. Smalley seconded; motion passed.

AgEP PAYMENTS

Johnny Singleton - Braxton County - Fencing - \$1,500.00

Mrs. Brown moved to approve the payment; Mr. Greynolds seconded; motion passed.

Being no further business to attend to and on motion by Mrs. Brown; seconded by Mr. Burroughs; Chairman Pitsenbarger declared the meeting adjourned at 11:12 am.

DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETING)

Nov 24-25	ECD Office CLOSED - Thanksgiving Holiday
Dec 7	Envirothon Meeting - 10 AM
Dec 8	ECD Executive & Finance Meeting - 2 PM
Dec 12	State AgEP Meeting - 10 AM
Dec 20	ECD Board Meeting - 10 AM & Christmas Luncheon
Dec 23 & 26	ECD Office CLOSED - Christmas Holiday
Dec 30	ECD Office CLOSED - New Year's Holiday
Jan 2	ECD Office CLOSED - New Year's Holiday
Jan 16	Legislative Day @ Capitol
Jan 15-17	WVACD Quarterly Meeting at WV State University, Charleston
Apr 10-11	WVACD Quarterly Meeting at Boy Scout Camp at Mt. Hope
Apr 19-21	Envirothon
Jul 16-18	WVACD Quarterly Meeting at Canaan Valley
Oct 16-18	WVACD Quarterly Meeting at Flatwoods

ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
DRAFT Meeting Minutes of December 20, 2022

Supervisors Present:

Linda Brown – Braxton Co.
Donald Burroughs – Braxton Co.
Jeremy Cantrell – Clay Co.
Larry Greynolds – Nicholas Co.
Keyota Jarvis – Clay Co.
Clark Mollohan – Webster Co.
John Pitsenbarger – Nicholas Co.
Mike Smalley – Webster Co.

Supervisors Absent:

Others Present: Suzie Steele, WVCA/ECD Administrative Specialist; Kirk Burroughs, ECD Equip./OM&R Manager; Allison Given-Nettles, ECD Program Support Specialist; Dylan Johnson, WVCA; Kim Fisher, WVCA; David Gardner, FSA; Johnny King, WVDOP; Andy Sentz, NRCS; Debbie Friend, WVU Extension – Braxton Co.; Donald Jarvis **VIA CALL IN:** Shirley Hyre, ECD Associate Supervisor, Braxton Co.; Heather Duncan, WVACD; Aimee Figgatt, WVCA; Mike Shamblin, WVU Extension – Clay Co.; Davin White, WVCA

CALL TO ORDER

Chairman **Pitsenbarger** called the meeting to order at 10:07 a.m.

Pledge of Allegiance was led by **Mrs. Brown**

AGENDA: Mr. Mollohan moved to approve the agenda; Mr. Greynolds seconded; motion passed.

MINUTES FOR NOVEMBER 2022: Mrs. Brown moved to approve the minutes as presented (copy attached); Mr. Greynolds seconded; motion passed.

Chairman Pitsenbarger had all in attendance introduce themselves.

TREASURER’S REPORT/NOVEMBER 2022 FINANCIAL STATEMENTS: Mr. Greynolds reported that all accounts are in good order. Mr. Greynolds moved to approve the financials and file for audit; Mrs. Brown seconded; motion passed. Mrs. Steele reported on the balance in the supervisor support fund.

PAYMENT OF BILLS: Mrs. Brown moved to approve the payment of bills (list provided at meeting and attached); Mr. Greynolds seconded; motion passed.

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER: Kirk Burroughs reported that all is going well. No other report.

ADMINISTRATIVE SPECIALIST: Mrs. Steele reviewed her written report (copy attached).

ECD PROGRAM SUPPORT SPECIALIST: Ms. Given-Nettles reviewed her report (copy attached).

WVCA CONSERVATION SPECIALIST: Mr. Johnson reported on ideas for additional infiltrations projects to be funded with remaining balance in account. Supervisors need to submit their recommendations on projects if they should have any. He reported on attending a grazing conference on December 7 & 8. He has been working on AgEP and the pasture weed management pilot program.

WVCA DISTRICT OPERATIONS MANAGER WEST: Mrs. Fisher reviewed the written report (copy attached). Discussion was had on the hiring of a new administrative specialist for the district. This will be discussed further at meeting on January 10, 2023.

WVCA PERSONNEL: Davin White and Aimee Figgatt requested information from the board to include in the WVCA annual report. Mrs. Steele distributed the WVCA Watershed report received from Ms. Lyons (copy attached).

WVACD PERSONNEL: Mrs. Duncan’s reviewed her written report (copy attached).

SWA: Ms. Hyre (BCSWA) reported that their board is still looking for additional members. The ECD has not received any response to postings. Mr. Smalley (NCSWA) reported they are applying for a rate increase.

NRCS Personnel Report: Mr. Sentz reported that they have been working on CSP’s for the past 2 months. They had 31 contracts up for renewal and approximately 27 were renewed by the December 16 deadline. They processed 118 payments and have 6 left to be obligated. EQIP signups for ranking ended last Friday. They do have continuous signups. One of his employees is now a certified conservation planner. He is losing a biologist and a forester out of his office. His office has completed spot checks. He would like to hold his local work group meeting in conjunction with the district’s plan of work meeting sometime before April.

Jeremy Cantrell arrived at 10:57 am.

FSA Personnel: Mr. Gardner reported that they are hiring a temporary program technician to assist in their office. Signups for honeybee insurance must be in by December 31, 2022. New colony registration deadline is January 2, 2023. Their new program year begins January 1, 2023.

WVU/WVSU Extension Personnel: Mrs. Friend reported that there is a dinner meeting on January 10, 2023, at the Jane Lew Community Park beginning at 6 pm. She spoke about their working with the district on a woodlands field day. She has dropped the 2023 gardening calendars off for the district office to distribute.

Forestry Division: Mr. King reported that the fall fire season will end December 31. They had 21 fires this season on approximately 200 acres. They have been handling logging inspections and complaints. Logging exemptions will be discussed at the next ECD board meeting.

DEP: None

CD SUPERVISORS: Mrs. Jarvis reported that she attended the Great Kanawha RC&D meeting. Mr. Cantrell reported on attending the Elk River Trail Foundation meeting. They have applied for a \$500,000.00 to make improvements to promote tourism. Mrs. Brown reported on the Braxton County Farm Bureau meeting that was held last night. Mr. Greynolds reported that landowners should use caution when contacted about carbon credits. Mr. Pitsenbarger reported on attending the WV Farm Bureau annual meeting. He has been appointed to the Livestock Care Standards Board.

COMMITTEE ACTIONS:

AG ENHANCEMENT: Mr. Burroughs reported on the State AgEP meeting. There will be another meeting in January. There is the potential for liquid lime to be added to the program.

BUILDING: None

COMMUNICATION: None

EDUCATION: None

EQUIPMENT: None

FINANCE: None

FORESTRY: None

GRASSLANDS: None. Next meeting is January 13, 2023

LEGISLATIVE: Mr. Greynolds reminded all the supervisors to contact all of the legislative members prior to the Legislature Day concerning funding needs and watershed rehabilitation.

PERSONNEL: None. Meeting will be held January 10, 2023.

PROJECT: None

WATER QUALITY: None

OLD BUSINESS

- **NRCS - Big Ditch and Salt Lick Watershed Agreements** - Mrs. Steele reported that she had been in communication with NRCS, WVCA, and the respective county agencies about the progress. All reports that have been received in the office have been forwarded via email to the district supervisors.
- **WVACD/NRCS Grant - Deadline December 23, 2022** - Ms. Nettles advised that 2 grant requests have been submitted. The winners are to be announced at the January 2023 WVAD quarterly meeting.
- **Advertisement for Salt Lick Project Manager** - Mrs. Steele reported that she was in contact with the WVCA and Braxton County Commission on this. She had no further information to report. It was suggested that Region VII be contacted.
- **SARE Grant** - Ms. Nettles advised that the grant had been filed and should know in mid-January if awarded to the district.
- **District Representative for Braxton County Solid Waste Authority** - No response
- **WVACD Envirothon Funding** - Mr. Greynolds moved for the district to sponsor the 4th place team in the amount of \$1,750.00 as long as the district has funds available; Mrs. Brown seconded; motion passed.

NEW BUSINESS & CORRESPONDENCE

- **FY22 Audit Report from Lowe and Associates** - Mr. Greynolds moved to accept the draft report; Mrs. Brown seconded; motion passed. (copy attached)
- **Salt Lick Watersheds 4, 6, & 8 Inspections & Emergency Action Plan Statements of Review** - Mr. Greynolds moved to review at executive committee meeting on January 10, 2023; Mrs. Brown seconded; motion passed.

- **Resignation of Braxton County Supervisor** – Mr. Greynolds moved to accept Mr. Donald Burroughs' resignation and expressed thanks for his service; Mr. Mollohan seconded; motion passed. (copy attached)
- **Appointment of Braxton County Supervisor** – Tabled until January 2023 Meeting.

CONSERVATION AGREEMENTS

Robert M. Hamner – Braxton County – 185 acres

Mrs. Brown moved to approve the agreement; Mr. Smalley seconded; motion passed.

AgEP PAYMENTS

Donald Hamrick – Nicholas County – Lime - \$440.00

Howard J. Bennett – Nicholas County – Lime - \$840.00

Jamie Markham – Nicholas County – Lime - \$1,200.00

Billy Lowther – Braxton County – Lime - \$182.00

Doug Given – Braxton County – Lime - \$800.00

Wayne Stephenson – Nicholas County – Lime - \$902.20

Wayne Stephenson – Nicholas County – Fence - \$1,500.00

Patricia Cox – Nicholas County – Lime - \$1,505.05

Jamie Markham – Nicholas County – Fence - \$1,500.00

Doug Given – Braxton County – Fence - \$1,500.00

Wayne Stephenson – Nicholas County - Fence - \$750.00 (Pay with Nicholas Co. Commission Funds)

Jamie Markham – Nicholas County – Fence - \$750.00 (Pay with Nicholas Co. Commission Funds)

Mrs. Brown moved to approve the payments; Mr. Smalley seconded; motion passed.

On motion by Mr. Cantrell; seconded by Mrs. Jarvis; Chairman Pitsenbarger declared the meeting adjourned.

All were invited to stay for the luncheon.

Others in attendance for the luncheon: Brenda Burroughs, Kay Smalley, Doug Steele, Brent Boggs, Jean Boggs, Natalie Rose, Kelley Wayne, Olivia Wayne, and Camron Wayne.

DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETING)

Dec 23 & 26	ECD Office CLOSED – Christmas Holiday
Dec 30	ECD Office CLOSED – New Year's Holiday
Jan 2	ECD Office CLOSED – New Year's Holiday
Jan 4	Envirothon Committee Meeting – 10 AM
Jan 10	ECD Executive Committee Meeting – 10 AM
Jan 16	ECD Office CLOSED – Martin Luther King Day
Jan 16	Legislative Day @ Capitol
Jan 15-17	WVACD Quarterly Meeting at WV State University, Charleston
Jan 24	ECD Board Meeting – 10 AM
Feb 1	Envirothon Committee Meeting – 10 AM
Feb 14	ECD Executive Committee Meeting – 10 AM
Feb 20	ECD Office CLOSED – Presidents' Day
Feb 28	ECD Board Meeting – 10 AM
Mar 1	Envirothon Committee Meeting – 10 AM
Mar 14	ECD Executive Committee Meeting – 10 AM
Mar 28	ECD Board Meeting – 10 AM
Apr 5	Envirothon Committee Meeting – 10 AM
Apr 10-11	WVACD Quarterly Meeting at Boy Scout Camp at Mt. Hope
Apr 11	ECD Executive Committee Meeting – 10 AM
Apr 19-21	Envirothon Contest
Apr 25	ECD Board Meeting – 10 AM
May 3	Envirothon Committee Meeting – 10 AM
May 9	ECD Executive Committee Meeting – 10 AM
May 23	ECD Board Meeting – 10 AM
May 29	ECD Office CLOSED – Memorial Day Holiday
Jun 7	Envirothon Committee Meeting – 10 AM

Jun 13	ECD Executive Committee Meeting – 10 AM
Jun 19	ECD Office CLOSED – Juneteenth Holiday
Jun 20	ECD Office CLOSED – WV Day Holiday
Jun 27	ECD Board Meeting – 10 AM
Jul 4	ECD Office CLOSED – Independence Day Holiday
Jul 11	ECD Executive Committee Meeting – 10 AM
Jul 16-18	WVACD Quarterly Meeting at Canaan Valley
Jul 25	ECD Board Meeting – 10 AM
Aug 2	Envirothon Committee Meeting – 10 AM
Aug 8	ECD Executive Committee Meeting – 10 AM
Aug 22	ECD Board Meeting – 10 AM
Sep 4	ECD Office CLOSED – Labor Day Holiday
Sep 6	Envirothon Committee Meeting – 10 AM
Sep 12	ECD Executive Committee Meeting – 10 AM
Sep 26	ECD Board Meeting – 10 AM
Oct 4	Envirothon Committee Meeting – 10 AM
Oct 9	ECD Office CLOSED – Columbus Day Holiday
Oct 10	ECD Executive Committee Meeting – 10 AM
Oct 16-18	WVACD Quarterly Meeting at Flatwoods
Oct 24	ECD Board Meeting – 10 AM
Nov 1	Envirothon Committee Meeting – 10 AM
Nov 10	ECD Office CLOSED – Veterans' Day Holiday
Nov 14	ECD Executive Committee Meeting – 10 AM
Nov 23-24	ECD Office CLOSED – Thanksgiving Holiday
Nov 28	ECD Board Meeting – 10 AM
Dec 6	Envirothon Committee Meeting – 10 AM
Dec 19	ECD Board Meeting & Luncheon – 10 AM & Noon
Dec 25	ECD Office CLOSED – Christmas Holiday