

Southern Conservation District  
Special Board Meeting/Committee Meetings  
Minutes  
March 26<sup>th</sup>, 2024  
10:00 AM

The SCD met for a scheduled Special Board Meeting followed by regular monthly committee meetings at their office location 463 Ragland Road, Beckley WV, 25801 beginning at 10:00 AM.

Randall Patton, SCD Chairman welcomed all attending and opened the meeting in prayer and pledge.

Those in attendance:

SCD members of the board; Ron Testerman, Ed Hendrick, Curtis Murphy, John Farrel ( via teleconference) Bill Harris, Randall Patton, Randy Prince and Alvin Marchant.

SCD/WVCA Staff; Dave Parkulo, Braden Snyder, Marty Walker-Owen, Jacob Lavender

NRCS, Katy McBride

*Special Board Meeting*

*Southern Conservation District Operations & Business*

1. Approval of Cyber insurance quote (\$2,896.85 annually) Dave Parkulo

Dave Parkulo provided a report on his recent research obtaining a new insurance company for cyber insurance as well as an annual quote in order for Marty to continue forward with the enrollment of IBank with MCNB to provide the employees the ability to receive direct deposit. He stated the quote originally noted as \$2,896.85 at time of agenda posting has increased due to the rate being related to the business activity. After receiving business expenditures from Mike Akers, district CPA quote has raised to \$ 3,057.73.

Bill Harris moved to approve the cyber insurance quote as presented, Ed Hendrick seconded, motion carried.

A discussion was held amongst members of the board and Dave Parkulo regarding the need to move forward with Shelton insurance being the agent of record for BRIM to keep current policies in place pertaining to liability insurance and worker's compensation and he stated that this is with no monetary change of value of the current policies.

Ed Hendrick moved to approve accepting Shelton as the new company providing cyber insurance as quoted as well as keeping other policies, Ron Testerman seconded, motion carried.

2. Approval of Personnel Plan

Marty Walker-Owen

Marty Walker-Owen reviewed the FY25 personnel plan she has completed after reviewing with Dave Parkulo for anticipated district personnel costs. She explained the submission of the

personnel plan meets WV State Code requirements for conservation districts. She noted she sent via email to members of the board for review prior to the meeting.

Randy Prince moved to approve the personnel plan as presented and reviewed, John Farrell seconded, motion carried.

3. Approval of FY25 CDO budget

Marty Walker-Owen

Marty Walker-Owen presented the discussion of the FY25 CDO budget report and noted she emailed a copy of the report to all yesterday for review. She confirmed that this report is to be an anticipation of how CDO funds will be utilized and an actual report at the close of the current fiscal year will be reported on after July.

Curtis Murphy moved to approve the CDO report as presented, Bill Harris seconded, motion carried.

4. Ron Testerman- Feed pad Revision of Contract

Braden Snyder

Braden Snyder reported that the agency is still working on reviewing the revisions to the modified contract and it is not available to be approved today. Within the contract a design plan was conducted by Alliance, SCD's engineering firm on retainer. He presented the invoice for approval.

Bill Harris moved to approve the invoice as part of the revised contract in the amount of \$184.00, Curtis Murphy seconded, motion carried.

A discussion was held in review of the feed pad construction and timeline.

5. Envirothon Support

Bill Harris

Bill Harris brought forth discussion on supporting the high school Envirothon team for Wyoming East for this coming year. Marty reported that she had received communication with the teacher advising the team and received a cost estimate of \$866.48 to participate.

Bill Harris moved to approve the 2024 Envirothon Team at Wyoming East, Ed Hendrick seconded, motion carried.

6. Century Farm Application

Marty Walker-Owen

Marty Walker-Owen gave an overview of this year's century farm application she has worked with Ken Brown with the WVACD and John Farrell on. She viewed the application on the conference system screen with the board. John Farrell recused himself from the discussion and application review. She commented on the history of the farm with the board and that it is actually a sesquicentennial farm.

Bill Harris moved to approve John Farrell's Sesquicentennial (Century Farm) award, Ed Hendrick seconded, motion carried.

Jacob Lavender reported on an update regarding the Flood Mitigation planning through a homeland security grant of six million dollars involving Mingo, Wyoming, McDowell, and Wayne counties. Jacob noted that conservation services and watershed division would be working closely with the project as an all-hands-on deck approach for this substantial project.

He noted the agency wants the districts involved as a sponsor to the project. Jacob reported that it is his understanding that the counties, districts and agency will be involved in identifying the flooding problem areas.

Special board meeting adjourned.

Bill Harris moved to adjourn the Special Board Meeting, John Farrell seconded 11:02 AM

SCD Committee meetings to follow.

### Committees Meeting Updates/Discussions

#### Equipment

Dave Parkulo gave a report on current work and happenings of the equipment and crew. He noted repairs on the new boat purchased for use at the dam sites and reviewed upcoming projects with channels and farm work.

#### AgEP

Braden Snyder provided a brief overview of the current Ag Enhancement Program noting that he is starting to received fertilizer completions and agreements from the January sign up.

#### Finance

Curtis Murphy noted there are CDs coming up for renewal in April. A brief discussion was held in review of the district CD renewal terms.

#### 319 Water Quality Projects

##### Watershed (Dams & Channels)

Bill Harris commented as an update that Brush Creek site 12 public planning meeting is today at 6:30 at the Gardner Center for those interested in attending.

#### Education/Marketing

Ed Hendrick reported on his interest in the Farm Bureau mobile ag and science lab that was recently in Mabscott elementary. He has been in contact with the person in charge of scheduling the mobile lab. The board discussed the benefit of sponsoring the ag and science lab for the area. This item will be placed on the agenda next month.

#### Building Committee

Bill Harris brought forth the discussion on the update of the FSA office area remodeling. Dave Parkulo updated that he has plans utilizing products from Lowes to modify the current chair rail



and paint the office area as well as replace the carpet. It was noted that the cost of remodel was previously approved to be up to \$5,000.00.

Bill Harris reported that upon lease renewal the federal leasing will include a new security plan including one entry into the building with security measure in place.

Marty Walker-Owen reported to the building chairman that she has received notice that the state lease with the WV Real Estate Division needed to be revised due to a zip code error in printing from the WV Real Estate Division. Due to the error in zip code, the WV State Auditor's Office has caught the mistake and has held payment until a revised lease is signed and notarized. She reported they have been in contact with her adamantly and will not proceed with payment until the SCD building representative signs and notarizes the lease with the zip code corrected. Marty noted the corrected lease has been received at the SCD office.

Bill Harris said he will re-sign and take the lease for notary today.

Other discussion

Randall Patton reviewed a letter he has written to the WVCA with members of the board. He noted he has sent it to members of the board by email and anyone who wishes to sign the letter could but did not have to.

He asked Marty to send the letter to the WVCA, she asked by mail or email and he stated, both.

Meeting concluded at 12:05 PM

Respectfully submitted:

Marty R. Walker-Owen, Admin.

X Marty R. Walker-Owen

Randall Patton, SCD Chairman

X Randall Patton

Fred Halsey SCD, Secretary

X Fred Halsey