

Southern Conservation District
Special Board Meeting/Committee Meetings
Minutes
February 27th, 2024
10:00 AM

Open & Welcome

Randall Patton, SCD Chairman

Pledge & Prayer

Those in attendance:

Members of the Board; Ron Testerman, Ed Hendrick, Curtis Murphy, Bill Harris, Randall Patton, Randy Prince, Bill Cook, Fred Halsey, Alvin Marchant

SCD/WVCA/ NRCS Staff:

Marty Walker-Owen WVCA, Dave Parkulo SCD, Braden Snyder WVCA

Jacob Lavendar, WVCA

Katy McBride, NRCS

Special Board Meeting

(January Financial Approvals as previously tabled)

Southern Conservation District Operations & Business

Review/Approval of District Financial Reports

SCD/Marty Walker-Owen

January 2024 Reconciled Reports

District Operating Account

District Building Account

Supervisor Travel & Per Diem Account

CDO Account

District Reserve Account

A brief discussion was held in review of the CDO account deposits and building account checks.

Bill Harris moved to approve the district financial reports as presented, Ed Hendrick seconded, motion carried.

Review/Approval of January Accounts Receivable/Aging Summary

SCD/Dave Parkulo

Bill Harris moved to approve the accounts receivable as presented, John Farrell seconded, motion carried.

Review/Approval of January Co-administered WVCA Financial reports

SCD/Marty Walker-Owen

Ron Testerman moved to approve the WVCA Co-Administered reports as presented, Randy Prince seconded, motion carried.

Other District Items of Business:

- 1.) Approval of setting up Direct Deposit to SCD employees Randall Patton/Dave Parkulo

A brief discussion was held in review of exploring the option of setting up direct deposit accounts for the SCD employees.

Randall Patton introduced the conversation in reference to saving money by eliminating additional check signing by changing to direct deposit. Dave Parkulo reported on the BRIM insurance addition of policy for Cyber Insurance. Marty Walker-Owen reported on the communication from MCNB bank on the logistics of setting up the direct deposit.

Randy Prince moved to approve the setting up of Direct Deposit for SCD employees, John Farrell seconded, motion carried.

2.) SCD management of inspection contract on upcoming dam rehab Bill Harris

Bill Harris brought forth the discussion regarding dam rehabilitation project partnered with WVCA and NRCS. Jennifer Skaggs reported on Brush Creek Site 15 construction contract that the agency would be working on. She noted the construction is part of a cost-share project with NRCS.

She provided an overview of the upcoming project and the components of district administration, project monitoring and construction oversight.

Bill Harris and Jennifer Skaggs discussed items concerning the dam rehab project district and agency duties.

(it was reported that construction is looking at start time of late 2025)

Randall Patton commented that we could place this item on the March 14th Regular Board Meeting

Bill Harris inquired to Jennifer Skaggs about the Conservation Services Manager position and asked if this has been on hold for a particular reason. She noted that it is not on hold however a lengthy process within the agency and HR. She noted that interviews were held from selected candidates, and they are currently reviewing those. Bill Harris inquired an estimated timeframe and Jennifer Skaggs reported April 1st is the goal.

3.) Machinery repair cost (exceeding \$5,000.00) Dave Parkulo

Dave Parkulo and Randall Patton presented an excavator cost repair.

Bill Harris moved to approve excavator repairs up to \$16,000.00 to repair the current inventory of excavators at SCD to be ready for construction season, Fred Halsey seconded, motion carried.

John Farrell moved to adjourn the Special Board Meeting, Randy Prince seconded, Special Board meeting adjourned at 10:45 AM

SCD Committee Meetings
February 27th, 2024
10:00 AM

The Southern Conservation District met for their scheduled monthly committee meetings on February 27th, 2024, at 10:00 AM at their location, 463 Ragland Road, Beckley WV, 25801.

Those in attendance:

Members of the Board; Ron Testerman, Ed Hendrick, Curtis Murphy, Bill Harris, Randall Patton, Randy Prince, Bill Cook, Fred Halsey, Alvin Marchant

SCD/WVCA/ NRCS Staff:

Marty Walker-Owen WVCA, Dave Parkulo SCD, Braden Snyder WVCA

Jacob Lavendar, WVCA

Katy McBride, NRCS

AgEP- Curtis Murphy Chair

Curtis Murphy opened the discussion noting the frost seeding applicants have mostly finished and Braden is waiting on contract paperwork.

Braden Snyder reported on the extended water system for Sky Gwinn has been finished and Marty has sent his information to fiscal to be processed for payment.

He gave a written and oral overview of the current Ag Enhancement Program.

Marty Walker-Owen inquired about the remaining extensions. Braden Snyder confirmed there are two contracts left from FY24 AgEP.

Finance- Curtis Murphy Chair a brief discussion was held in overview of current SCD finances. Marty provided information as requested for CDO and Supervisor Travel Per Diem quarterly support.

319 Water Quality- Ron Testerman

Ron Testerman reported on an additional contract completed for the septic repair of Ella Adkins and noted the project is due to be completed in August for the 319 Pipestem Creek project.

Equipment- Randall Patton Chair

No updates or items needing discussed at this time.

Building- Bill Harris Chair

Bill Harris reported the plan of updating the NRCS office spaces downstairs. A discussion was held on upcoming improvements to the downstairs portion of the building.

Watershed- Bill Harris Chair

Bill Harris reported on the watershed dam rehab coming up for Brush Creek dams coming up.

Jacob Lavender noted he is working on work orders for the SCD.

Education/Marketing -Fred Halsey Chair

Marty Walker-Owen brought forth discussion of the farm field day planning for Spring/Summer 2024 and noted discussions she and Braden Snyder have had with Keith Richmond in searching for a host farm. She noted they would like to try to find a location that could demonstrate hay wrapping to support FSA programs and partner with agencies for programming information and demonstrations. Katy McBride offered to assist with helping locate a farm by checking with their producers with NRCS programs.

Bill Harris noted the Conservation Farm Tour contest planning and the change of two categories now for the contest. He noted for everyone to be thinking about farms in their counties for recommendation.

A field day is still being discussed for end of May possibly early June and Marty Walker-Owen noted she and Braden have been discussing ideas of how to hold a demonstration field day for hay wrapping partnering with FSA programming for hay wrapping equipment.

Randall Patton reported to the board in review of a letter in response to Chris Casto's email pertaining to the district's travel and per diem funds.

Committee meetings adjourned at 11:34 AM

Respectfully submitted:

X Marty R. Walker-Owen

Marty R. Walker-Owen, Admin.

X Fred Halsey

Fred Halsey, SCD Secretary

X Randall Patton

Randall Patton, SCD Chairman