

# *Greenbrier Valley Conservation District*

April 18, 2024, 7:00pm  
Regular Board Meeting, Approved Minutes

The Greenbrier Valley Board of Supervisors met on Thursday, March 21, 2024, at 7:00pm, in the conference room of the Lewisburg, USDA service center.

## **Those in attendance:**

Supervisors:

Gary Sawyers, Chairman

Gary Truex

Timothy VanReenen

Jerry Clifton

Carolyn Miller

Avery Atkins

## **Others Present:**

Barrett Level, GVCD

Brandon Duckworth, NRCS

Dorian Perez, NRCS

Wanda Smith, NRCS

Chelsea Cook, FSA

Eric Rose, FSA

Jeremy Salyer, WVCA

Angela Sawyers, WVCA

Morgan Dial, WVCA

Chairman Sawyers called the meeting to order at 7:04pm and welcomed everyone.

## **Approval of Minutes**

*Timothy VanReenen moved to approve the March 21, 2024, Regular board meeting minutes. Gary Truex seconded; motion carried.*

## **Administrative Specialist Report**

April 18, 2024, GVCD Regular Board Meeting Approved Minutes

Angela Sawyers reviewed the highlights of her report, which is attached.

### **Cooperating Agency Reports**

- **NRCS**

Dorian Perez reviewed the highlights of his report, which is attached.

Brandon Duckworth first reviewed the highlights of Wanda's report, and then he reviewed the highlights of his report; both reports are attached. In addition, Mr. Duckworth provided updates regarding the Weir investigation and an explanation as to why they are having to go through this process.

FSA –

#### **Monroe County, CED**

Chelsea Cook noted that the deadline for the dairy program is April 29<sup>th</sup>.

She provided updates regarding staffing, educational outreach, and that they are trying to get everything geared towards crop reporting and the deadline for that is July 15.

In addition, Chelsea spoke about the GOV delivery newsletter that was sent out which included GVCD's AgEP program flyer. Chelsea asked a few questions regarding the district's AgEP program on behalf of the county committee:

1. Why are there no new programs being offered in the district for AgEP, while other neighboring districts are offering other programs?

Barry Level answered that the biggest polluters in our district are Black Angus cattle and that in the form of fecal coliform. He said the best way to combat that is good grass which consists of rotational grazing, which requires water troughs and fencing and keeping them out of our creeks. With \$100,000 to spend, the board has decided to concentrate its efforts there. On the most significant polluters and conservation-focused activities that fall within the definition of conservation.

Conversation ensued.

2. Why was the date to complete the practices moved up to December?

Barry Level and the board of supervisors explained that the reason for this was that cooperators were waiting until the last minute to complete their projects, so

rather than having to send funds back, the board decided to move the completion date back to December. This way, if a cooperator is unable to complete a project by the deadline, the district has enough time to move on to the next person. As a result, they are working toward their intended goal of getting conservation on the ground, reducing the number of cancellations, and not having to return funds. Barry noted that this is only a deadline and understands and takes into consideration that some projects may require additional time to complete.

### **Pocahontas County, CED**

Eric Rose noted that it had been a few years since he had attended a board meeting and he wanted to fill the disconnect. He reported that they are working to promote CREP and that they expect to receive three or four applications in the coming months. He also mentioned that they are pushing their barn storage facility loans very hard, and while their interest rates are no longer at 0.875%, they remain competitive when compared to traditional banks or credit bureaus.

Eric also spoke about how he has been working to promote soil samples. He commented that he was unsure if the individuals were following through, but he's shared Barry's contact information with them in the hopes that they can participate in the Lime program. Conversation ensued concerning participation/support in Pocahontas County for the district's AgEP programs. Mr. Rose presented the idea and asked if there was funding to hire an intern to help collect forage and soil samples. The board said that they would consider it.

- Forestry
- WVCA –

Jeremy Salyer reviewed the highlights of his report, which is attached.

In addition, Jeremy provided updates on AgEP funding as well as a new system for EWP (Emergency Watershed Protection) local call logging / ticket creation.

## **Committee Reports**

### **Finance Committee**

#### **Financial Reports**

- General and CDO Funds Report

*Gary Truex moved to accept the general and CDO funds report, and file for audit. Timothy VanReenen seconded; motion carried.*

- WVCA Restricted Funds Report

*Gary Truex moved to approve March's WVCA restricted funds report and file for audit. Carolyn Miller seconded; motion carried.*

- Payment of all bills, per payables list

*Gary Truex moved to pay all general fund bills, per payables list as presented. Avery Atkins seconded; motion carried.*

### **Letter of Request**

*Gary Truex moved to approve and send the following letter of request:*

- LOR ID: 15122  
Purpose: FY24 Q3 CD Employee Reimbursement  
Amount: 12,674.68  
AGR: 1024-09

*Jerry Clifton seconded; motion carried.*

### **Agricultural Enhancement Program Committee**

Nothing to report

### **Grassland Committee**

Nothing to report

### **Building/Equipment Committee**

The board of Supervisors reviewed Eugene's Wickline's monthly equipment report. Gary Truex made note of a discrepancy in the report that needs revised. Angela will get with Eugene for correction and will represent it in the next meeting.

The board of supervisors discussed the current salary of the equipment coordinator as well as concerns about the upcoming PEIA rate increase. The topic was tabled until the next board meeting.

## **Education Outreach/Events Committee**

Carolyn Miller provided updates on the following:

- GVCD & SCD Land judging contest will take place at the Plant Materials Center in Alderson on April 23, 2024. The contest will begin at 10:00am, those volunteering should arrive around 9:00-9:30am. 7 Teams total registered. GVCD will provide lunch/refreshments, SCD will provide the awards.
- Banquet Updates – September 26, 2024
- Farmer's Day – June 08, 2024

## **Watershed**

- Brandon Duckworth provided the board of supervisors with updates on PIFR's for Howard's Creek, Meadow River, and Marlin Run.

## **319 Committee**

### **Letter of Request**

*Jerry Clifton moved on behalf of the committee to approve and send the following LOR:*

- LOR ID: 15121  
Purpose: NPS1829 Spring Creek II  
Amount: \$50,000.00  
Agr: NPS1829

*Timothy VanReenen seconded; motion carried.*

### **Anthony Creek I:**

*Jerry Clifton moved on behalf of the committee to approve sending Construction Phase II of the Anthony Creek stream restoration project out to contracting. Gary Truex seconded; motion carried.*

### **Payments for Approval**

*Jerry Clifton moved on behalf of the committee to approve the following payment:*

#### **Anthony Creek I:**

Makayla Scott - Septic system replacement 75% NTE \$5,000.00



*Timothy VanReenen seconded; motion carried.*

**Jerry Clifton reported the following action between board meetings:**

*Jerry Clifton, acting on delegated authority from the March 21, 2024, regular board meeting, approved and signed Rem Perkins' Agricultural BMP contract, after the state and federal percentage calculations were corrected, totaling \$52,003.05 (\$41,602.44 Federal, \$10,400.61 State).*

**CREP**

*Carolyn Miller moved to approve the following CREP payments totaling \$686.00:*

**James Matthew Jarrett:**

Contract#11044- \$126.00

**Total James Matthew Jarrett - \$126.00**

**Vickey Neel:**

Contract# 11045 - \$143.50

**Total Vickey Neel - \$143.50**

**SG Farms, LLC:**

Contract # 11046 - \$38.50

Contract # 11047 - \$56.00

Contract# 11048 - \$112.00

Contract # 11049 - \$210.00

**Total SG Farms, LLC - \$416.50**

*Timothy VanReenen seconded; motion carried.*

**Other Business**

Morgan Dial informed the board that she had received an email from Jennifer Skaggs informing her that Tim Craddock would be unable to attend the previously scheduled May 08, 2024, committee meeting. Morgan suggested other dates for meetings with the board, and they all agreed that the June 12, 2024, committee meeting would be the best option.

Brandon Duckworth spoke more about Howard's Creek Weir.

Chairman Sawyers reviewed the following dates:

April 23, 2024: SCD and GVCD Land Judging contest

May 08, 2024, at 9:00am: GVCD Committee Meetings

May 16, 2024, at 7:00pm: GVCD Regular Board Meeting

May 29, 2024, at 9:00 a.m.: Local Working Group Meeting

With no further business the meeting was adjourned by consensus at 9:15pm.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Gary W. Sawyers".

Gary Sawyers  
Chairman

A handwritten signature in cursive script, appearing to read "Gary L. Truex".

Gary Truex  
Secretary/ Treasurer

GS/GT/as

# Greenbrier Valley Conservation District Greenbrier Valley Work Unit Union DC Report

4/18/2024

## Follow Ups from Previous Meetings

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- **Cultural Resources:**
  - I have received 14 certified CRRs between January 30, 2024 and March 19, 2024.
  - NRCS TN also agreed to mentor the new NRCS WV Archeologist after that position is filled.
  - Monroe has 3 waiting for field visits prior to approval to proceed with implementation
- **Engineering backlog.**
  - A NRCS WV Engineering Assistance Request/Tracker has been developed, and is currently being populated with existing engineering assistance requests that have been submitted to the Area Office. This tool should help ensure customers are serviced in a timely manner.
  - The expectation is that designs will be completed within one year of contract obligation. (Policy set by State Conservationist Jon Bourdon.)

## Financial Assistance Programs

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### Contract Management –

- 45 practices were certified and paid in the last 2 months for a value of \$150,025.37.
- 5 Advance Payments were issued to Historically Underserved (HU) customers in the last 2 months for a value of \$30,761.00. Advance Payments are available to our HU customers to be utilized to purchase materials needed for installation of their contracted practices.

### Expiring Contracts

- Monroe: 10 EQIP contracts set to expire 12/31/2024.

### Cancellations

- Monroe: Have received one cancellation request letter.

### Active Contracts

- 177 Active contracts in Monroe. (\$4,754,963.52; includes new PY24 contracts so far)
- 13 new Round 1 PY24 contracts so far (\$369,775.00)
- 7 Approved EQIP Applications, waiting on obligation (\$182,709.00). Obligation deadline 4/19/2024
- 2 Preapproved EQIP Applications, final amount undetermined at this point. Obligation deadline 4/19/2024

### Working Applications –

- 6 Round 2 CSP Applications in Monroe; ranking due 4/19/2024
- 6 Round 2 EQIP Applications in Monroe with a ranking due date of 4/19/2024
- 16 Round 2 EQIP Applications in Monroe with a ranking due date of 4/26/2024 (NWQI)

### Upcoming Deadlines –

- Obligation deadlines (above) 4/19/2024
- Ranking deadline 4/19/2024
- NWQI Ranking deadline 4/26/2024



# **Greenbrier Valley Conservation District Greenbrier Valley Work Unit Union DC Report**

4/18/2024

## **Office Administration**

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### Field Office Priorities

- Refer to deadlines above
- Add in ACEP-ALE activities (a closing is scheduled next week)
- Contract Management, including yearly Contract Reviews – end of May
- Ongoing engineering design work
- Ongoing field inspection and certification work

### Staffing Updates

- The panel received of applicants for the advertised Soil Conservationist position in Union did not result in a hire.

### Upcoming events:

- Local Work Group Meeting 5/29/2024
- Farmer's Day 6/8/2024

Any questions may be directed to the undersigned at [wanda.smith@usda.gov](mailto:wanda.smith@usda.gov) or (304) 772-3006 ext. 115 (office) or (304) 216-9353 (mobile).

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District Conservationist

### Distribution:

Jon Bourdon, State Conservationist (STC)

Jeffrey Barr, Acting State Conservationist (Acting STC)

Brandon Duckworth, Assistant State Conservationist – Field Operations (ASTC-FO), South Area

Burton "Matt" Murphy, Area Resource Conservationist (ARC), South Area

Julie Stutler, NRCS Outreach Coordinator

Greenbrier Valley Conservation District Board of Supervisors (c/o Angela Feamster-Sawyers)

Dorian Perez, GV North District Conservationist

NRCS Field Office Staff: Union Service Center

**West Virginia State Office**

1550 Earl L. Core Rd  
Suite 200  
Morgantown, WV 26505  
PHONE: (304) 284-7540

**Bi-Monthly State Conservationist Report**

**April 2024**

**Program Priorities**

Our staff is currently working on obligating approved Conservation Stewardship Program (CSP) Classic, Agriculture Management Assistance (AMA), and Environmental Quality Incentives Program (EQIP) applications. So far, we've obligated 328 contracts across all programs, with more than 370 preapproved applications remaining and additional approvals expected over the coming weeks. We have set a target date in early June to have 100% of our funds obligated. Our Field Offices have stepped up to this very challenging program year and are doing an amazing job of reaching more customers and applying more conservation across WV than ever before.

**Local Working Group Meetings**

Over the next few months, our District Conservationists will be assisting Conservation Districts to hold Local Working Group (LWG) meetings in each of the 14 Districts. These LWG meetings are an essential component in NRCS programming. We rely on local input to help set program priorities and focus funding to directly meet locally identified resource concerns.

**Staffing**

NRCS WV is continuing to add staff to the field. Newly hired Soil Conservationists will be starting in Huntington, Franklin, and Petersburg Field Offices in early April. We also have a Natural Resource Specialist starting in the Keyser Field Office and a Soil Conservation Technician starting in Princeton in early April. And we're adding staff through cooperative agreements with partners, like American Bird Conservancy, to add forestry capacity.

We've also added state office staff in our Easement and Watershed Operations divisions. An archeologist has been selected, as well, to assist us in cultural resources reviews for both Farm Bill and Watershed and Flood Prevention Operations.

We're still in the process of onboarding administrative assistants in several field offices through a contractor. These positions will help our staff administer programs and provide clerical assistance.

**Staffing Changes**

Jon Bourdon will return to his role as State Conservationist on April 8<sup>th</sup>.

We will have a new Assistant State Conservationist for Management and Strategy in late May. Until then, Julie Stutler, Outreach Coordinator, will serve in the position.

**Field Office Relocations**

We're happy to announce that our Field Offices in Elk and Western Districts have been relocated to new, state-of-the-art facilities. A grand opening was held at the Sutton USDA Service Center in late March and we'll celebrate the opening of the Point Pleasant USDA Service Center in April. Both offices are co-located with the Conservation District to provide best customer service.

# **Greenbrier Valley Conservation District Greenbrier Valley North Work Unit DC Report**

4/18/2024

- Brandon is attending.

## **Follow Ups from Last Month's Meeting**

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- How many more investigation teams will be required for the removal of the weir? This has already been done. It has been a point of contention for several years.
- When is the investigation team coming to the weir? The Board was told they would be invited to attend and to discuss with the team.
- What is the point of the LWG meeting? It seems like a lot of work for little return. We conduct the meeting, collect the information, and submit it to NRCS State Technical Committee, but never get feedback on how the meeting and our time investment translate to changes in how NRCS is funding conservation in the District.
- The Supervisors asked if there was any feedback from the SHPO and THPO regarding Cultural Resources reviews being returned so people can start work.

## **Financial Assistance Programs**

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### **Payments –**

- 81 practices were certified and paid this quarter for a value of \$101,068.20.
  - Running value of \$274,995.69 in Federal benefits.
- Payments by Practice Type:
  - Area Practice (i.e., grazing plans, heavy use pads): 68.1 acres and 6,624.0 square feet for \$19,677.47.
  - Linear Practices (i.e., fencing, pipeline): 12,570.0 feet for \$28,192.66.
  - Point Practices (i.e., troughs, rooves, gutters): \$53,198.07

### **Expiring Contracts**

- Greenbrier: 12
- Pocahontas: 6

### **Working Applications –**

- Sign Up 1 – 16 approved applications pending obligation: \$1,098,701.00.
- Sign UP 2 – 18 Applications being assessed and ranked at this time.

### **Upcoming Deadlines –**

- Assessment and Ranking deadline for Sign Up 2 is tomorrow.

# **Greenbrier Valley Conservation District Greenbrier Valley North Work Unit DC Report**

4/18/2024

## **Office Administration**

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### **Field Office Priorities**

- Finish contract obligation.

### **Upcoming Events**

- Local Working Group, May 29 at 9:00 am

### **Special Projects**

- Monroe: Farmer's Day. We have attended this annually.
- Lewisburg: State Fair. My goal is that each of my planners pulls a shift at the table/booth, this year.

### **Staffing Updates**

- Shawna Weatherholtz has departed to take a position in the Eastern Panhandle.
- Dave more is on detail as the WV State Business Tools Coordinator.

### **Questions for the Board Supervisors**

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### **Questions from the Board Supervisors**

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Any questions may be directed to the undersigned at enter email address. or enter office phone number..

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District Conservationist

### **Distribution:**

Enter name., State Conservationist (STC)

Enter name., Assistant State Conservationist – Field Operations (ASTC-FO)

Enter name., Area Resource Conservationist (ARC)

Enter name., NRCS Outreach Coordinator

Conservation District. Board of Supervisors (c/o District Administrator.)

Wanda Smith, Monroe District Conservationist

NRCS Field Office Staff: Enter counties. Service Centers



## April 2024 WVCA Report

### **Request to Conservation Districts**

The WVCA is encouraging Conservation Districts to review and update your District Policy Manuals. In addition to your policy manual you are encouraged to review your CD Employee Manual (if you have one) and your CD Plan of Work. If you are already doing these reviews, please disregard this request.

### **District Personnel Plan**

District Personnel Plans are due to Guthrie **March 22**. Failure to meet the deadline may cause a delay in approving the District's personnel plan and the release of state funds for those positions.

### **Conservation District Operation (CDO) Grant Funds**

Districts are asked to prepare your CDO budget report. The budget is to be submitted to Fiscal Services and your Area Director by **March 22**, so it can be presented to SCC in April.

### **Annual Work Plan**

Reminder - District annual work plans are due **June 30** to Guthrie.

### **Conservation Farm Tour**

It is time for districts to be thinking about the conservation farm families to be awarded. CDs should have their district farm selection to their Area Directors by **May 31**.

### **Timelines:**

- **May 31** - County and District judging.
- **July** - Area judging.
- **August** - Statewide judging.
- **October** – Presentation of Area and State awards at WV Conservation Partnership Annual Conference

### **O&M Agreements:**

CD's are encouraged to continue to work with local sponsors for O&M funding. The change will be that these agreements will not be matched dollar for dollar as they were in the past. The WVCA will be allocating funds on a watershed basis moving forward to help with O&M costs.

### **Ag Enhancement Program Timeline**

- May/June/July – CDs to finalize upcoming FY program, update AgEP agreement addendums, take action to approve LORs June 15 – Deadline for CDs submit final practice list to WVCA (CDs can submit final list any time after SCC approval of practice list)

### **WV State Fair Sign Ups**

The schedule for state fair volunteers is now available under the WVCA admin webpage. If you would like to schedule a time frame to work at the fair, please contact your Administrative Specialist.

**Greenbrier Valley Conservation District  
Monthly Equipment Report**

Month/Year MARCH 2024

Equipment	Number of Days Rented	Number of Acres	Total Revenue	Total Cost of Repairs & Maintenance	Total Field Service Mileage
Tye #1					
Tye #2					
Great Plains #1					
Great Plains #2	2		576		
Great Plains #3	2		360		
No-till Seeder Totals	4		936		
Cricket					
Grasshopper	1 1/2 DAYS		245		
Big Silver	2		196		
Lime/fertilizer Totals	3 1/2		441		
Chemical Sprayer					
Litter Spreader #1					
Litter Spreader #2	3		\$278		
Litter Spreader Totals					
Post Driver #3					
Post Driver #4					
Post Driver #6	4		720		
Post Driver Totals					
Potato Planter					
Potato Sprayer					
Potato Hiller					
Potato Totals					
Portable Sealer				109.99	
Tractor				41.64	
Other					
Shop Supplies				499	
GRAND TOTALS (all equipment)	14 1/2		\$2375	\$156.62	

\* Note  
\* Charged  
1/2 Day  
for Pickup  
After 12

Wrong Price  
180.00  
a 2 Day Rental



## Budget Tracking

**\$ 998,798.33**

This is what we started with

**Available balance:**

\$ 800,773.74

**This amount also includes the obligated states funds AND what was already spent.**

319 proposals with obligated state funds	15% total project cost
Upper Meadow River II	\$ 25,000.00
Anthony Creek II	\$ 37,500.00
Spring Creek II	\$ 36,250.00
Indian Creek IV	\$ 16,750.00
<b>Total:</b>	<b>\$ 115,500.00</b>

319 projects with obligated state funds	Board approved amount
Wade-Bowman Stream Restoration Project (AC I)	\$ 40,000.00
Avery Atkins Ag Project	\$ 13,183.98
<b>Total:</b>	<b>\$ 53,183.98</b>

319 projects supported with state funds						
Grant for match	Invoice Amount	Notes	Invoice Date	Invoice #	Fund Code	Program Code
Wade-Bowman Stream Restoration Project Anthony Creek I Indian Creek III	\$ 5,334.00	Pond Exclusion Fence  Not counted as match - billed after grant performance pd Paid to LD Hanna & Sons Certified mail postage	12/21/2023	1706-053	1023-00	20525-GV
Callison Stream Restoration Project Meadow River I	\$ 6,360.00		11/14/2023	1707-009	1023-00	20525-GV
Callison Stream Restoration Project Second Creek III	\$ 8.13	Verified Exclusion Fencing of 1,513 feet	4/20/2023	1707-001	1023-00	20525-GV
Avery Atkins Ag Project Second Creek V	\$ 5,295.50	Larry Pack / Teaberry Farm partial pumping system payment	3/12/2024	1708-012	1023-00	20525-GV
Larry Pack/Teaberry Farm Second Creek V	\$ 1,599.06	Teaberry Farm Water Pumping System	9/22/2022	1791-008	1023-00	20525-GV
Larry Pack/Teaberry Farm Indian Creek II	\$ 6,425.68	Echols Exclusion fence verified 1,003 feet	1/19/2023	1791-009	1023-00	20525-GV
Larry Echols Fence Indian Creek	\$ 3,099.00		9/22/2022	1706-046	1023-00	20525-GV
SGS North America Inc. Indian Creek	\$ 107.58	Invoice #15264629	9/12/2022		1023-00	20525-GV
SGS North America Inc. Indian Creek	\$ 107.58	Invoice #15258893	9/12/2022		1023-00	20525-GV
SGS North America Inc. Indian Creek	\$ 89.65	Invoice #15292226	11/1/2022		1023-00	20525-GV
SGS North America Inc. Indian Creek & Second Creek	\$ 197.23	Invoice #15280597	9/28/2022		1023-00	20525-GV
SGS North America Inc. Meadow River	\$ 89.65	Invoice #15292227	11/1/2022		1023-00	20525-GV
SGS North America Inc. Meadow River	\$ 107.58	Invoice #15253056	9/12/2022		1023-00	20525-GV
SGS North America Inc. Meadow River	\$ 71.72	Invoice #15280804	9/28/2022		1023-00	20525-GV
SGS North America Inc. Anthony Creek	\$ 143.44	Invoice #15280673	9/28/2022		1023-00	20525-GV
SGS North America Inc. Anthony Creek	\$ 143.44	Invoice #15292367	11/1/2022		1023-00	20525-GV
SGS North America Inc. Anthony Creek & Spring Creek	\$ 161.37	Invoice #15264630	9/12/2022		1023-00	20525-GV
Total Spent:	\$ 29,340.61					
State Funds in account:	\$ 969,457.72	Balance as of 4/18/2024:	\$ 969,457.72	This is what we have now		

Summary of 319 Federal Funds as of 4/18/2024

Grant	Grant Period	Scope of Project (Ag BMPs, Septic, Stream Restoration, etc.)	Total Federal Funds Granted	In account from LOR	What has been spent	What is obligated	What Remains in account
NPS 1737 Anthony Creek	7/1/20 - 09/01/24	Septic and Stream Restoration	\$ 150,000.00	\$ 150,000.00	\$ 500.00	\$ 23,690.00	\$ 149,500.00
NPS 1781 Indian Creek III	8/16/21 - 9/30/24	Septic	\$ 150,000.00	\$ 150,000.00	\$ 131,278.16	\$ 21,200.00	\$ 18,721.84
NPS 1817 Second Creek VI	10/01/22-09/01/25	Water Quality Monitoring	\$ 14,500.00	\$ 14,500.00	\$ 2,655.71	\$ 333.10	\$ 11,844.29
NPS 1820 Indian Creek IV	10/01/22-09/01/25	Septic	\$ 67,000.00	\$ 30,000.00			\$ 30,000.00
NPS 1828 Anthony Creek II	10/01/23 - 09/30/27	Stream Restoration	\$ 150,000.00				
NPS 1829 Spring Creek II	10/01/23 - 09/30/27	Ag BMPs	\$ 145,000.00	\$ 50,000.00			\$ 50,000.00

Obligated column is for what is already contracted or even what we have an invoice for but is not payment approved