

**Monongahela Conservation District**  
**Board Meeting Minutes**  
**July 11, 2024**  
**Steve Lebnick Agricultural Center**  
**Morgantown, WV**  
**9:30 am**

Attendance:

**District Supervisors:** Mark Teets (chairman), Mark Myers, Andy Price, HR Scott, Chuck Cienawski, Bob Spaid, Brandon Linton, and Art Mouser (associate) (virtual)

**USDA-NRCS:** Timothy Scott

**WVDOF:** Rudy Williams

**WVCA:** Kaitlyn Jones, Devon Kokoska, Adrienne Hoalcraft, Levi Cyphers

**WVACD:** Vanta Coda III (virtual)

Chairman Teets call the meeting to order at 9:32 A.M.

The “Pledge of Allegiance” was led by Andy Price.

Prayer was given by Bob Spaid.

June 6, 2024 Meeting Minutes

- **Myers moved to approve the June meeting minutes (6/6/24). Spaid seconded. Motion carried.**

June 17, 2024 Special Meeting Minutes

- **Myers moved to approve the June Special Meeting minutes. Spaid seconded. Motion carried.**

Cooperating Agency Reports

- USDA-NRCS – Timothy Scott filled in for Christopher Toothman and provided a written report. A location for the Monongalia County focused Spotted Lanternfly meeting was discussed.
- WV-DOF – Rudy Williams discussed being busy with 4-H camps and Smokey the Bear activities. Smokey appeared in the 4<sup>th</sup> of July parade. Williams is hoping for wet weather and worried about a draught.
- WVACD – Heather Duncan provided a written report in advance of the meeting. The importance of Eastern area meetings and sharing of issues was discussed.

Watershed Division Report:

- Levi Cyphers gave an update on the Upper Buffalo 39 seep repair. Third round of receptors are in place, to be collected 7/19. District will need to request the construction phase and LOR for funding in upcoming meeting.

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- Upper Buffalo mowing started on 7/9/24. Upper Deckers slated to started the week of 7/8/24, have not started yet but there are currently no concerns. Anderson completed the same dams last year in a very timely manner. Both companies have 30 days from their start date to complete
- Upper Deckers 5-Reedsville dive team will dive again with cameras, date is TBD
- Upper Buffalo Channel-Cienawski spoke with Stephen Starcher on 7/10/24. The channel will be broken into manageable sections for treatment using existing funds. Cyphers suggested working with city of Mannington to engage land rights for channel maintenance. Starting upstream vs. downstream was discussed. Cienawski stressed the importance of maintenance. The amount in the Upper Buffalo Channel account was discussed. Sponors have been used in the past to help supplement this amount. Cienawski stressed the need for more money to treat and maintain the channel. Myers stated the time to request money is now. **Cienawski moved to reach out to WVCA for bidding the Upper Buffalo Channel contract. Spaid seconded. Motion carried.**

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Conservation Services Report

- Conservation Agreements:
  - Daniel Loughrie-**Myers moved to approve the conservation agreement. Scott seconded. Motion carried**
  - CS Jones reported the number of applicants for FY25 broken down by county and practice. She is currently working on rankings while waiting for the AgEP allotment amount from fiscal.
  - Complaints about fiscal year vs. calendar year were discussed.

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Administrative Specialist Report

- AS Hoalcraft provided a written report. Removing a construction sign near Upper Deckers 1 was discussed. The supervisors had no issue with that, Bill Armstrong will handle.
- A dinner for dam monitors was discussed. The WVCA will provide a representative as needed
- Different options for showing appreciation were consider, a dinner recognizing them is the favorite option and will be pursued further

District Operations Manager

- Kokoska provided a written report
- Date ranges for farm of the year were discussed
- Kokoska urged supervisors to consider working at the state fair

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- Kokoska reminded supervisors to budget their travel expenses and carpool when possible. There is \$6,700 per supervisor. Kokoska will double check MCD's rate includes the new 7<sup>th</sup> supervisor.

Solid Waste Authority

- Scott gave an update on the Monongalia meeting and upcoming events
- Issues with the Marion and Preston county appointees were discussed
- Supervisors will reach out to representatives and seek more involvement. The possible need for new representative will be discussed at the next meeting.

Financial Statements

- **Myers moved to approve the General Fund/CDO financial reports and file them for audit. Scott seconded. Motion carried.**
- **Myers moved to approve the Co-Administered Funds report and file it for audit. Spaid seconded. Motion carried.**
- **Myers moved to lower the credit card limit to \$10,000. Spaid seconded. Motion carried.**
- **Myers moved to approve the FY24 fiscal year statement. Price seconded. Motion carried.**
- Issues with unpaid rent were discussed. Hoalcraft informed the board the district accountant and state fiscal department were working together to address these issues and get everything caught back up. The state fiscal department will have a meeting next week to approve rent payments. Concerns about the amount of backpay owed and the storage/garage facility rent were discussed.
- **Myers moved to send an official letter to the state fiscal department requesting all delinquent rent be paid. Spaid seconded. Motion carried.**
- Concerns about the agency's outside storage facility were discussed.
- Myers will work with district accountant to write the letter to WVCA. Teets will sign the letter as chair.
- **Price moved to amend the previous motion and include in the letter a request for resolution within 60 days to close out the fiscal year. Myers seconded. Motion carried.**

Invoices

- Mills Group Invoice- **Cienawski moved to pay the Mills Group invoice in the amount of \$6,050.00. Spaid seconded. Motion carried.**
- The building remodel was discussed. Scott presented the proposal from the Mills Group.
- Myers addressed concerns about the district not owning the design plans.
- The need for rent to be increased after the remodel was discussed. Scott went over parts of the proposal including Mills Group handling the bidding process for the district.
- **Spaid moved to sign the Mills Group proposal. Price seconded. Motion carried.**

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- Cyphers advised the board to request an official opinion of construction cost be added to the deliverables. Scott will discuss this with Mills Group
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LOR

**Cienawski moved to approve the following LOR:**

- 16175                      FY25 O&M Allocation                      \$42,770.00                      7/1/24

**Myers seconded. Motion carried.**

- Hoalcraft gave a breakdown of the LOR amount: Upper Buffalo \$21,385, Upper Deckers \$15,275, Upper Buffalo Channel \$3,055, and Upper Deckers Channel \$3,055.
- Where the allocation amount came from was discussed. The supervisors questioned if they should be requesting more money.
- The co-administered accounts were further reviewed and discussed. Kokoska will continue to look into the matter and a request for more funds will be added to the next month's agenda if more funds are available
- Myers questioned how long money needed to be held in the Upper Deckers fund and where it's interest goes and what it can be used for. Cyphers recommended being specific and direct in requests.
- Kokoska informed the supervisors the interest stays with the project.

Unfinished Business

- Vanta presented 3 new logo design options. The majority favored logo #3. They suggested a few changes. Vanta will prepare a general logo and a more detailed logo for final review.
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New Business

- The banquet will be held in Marion County this year. Supervisors discussed inviting politicians, cooperators, and contractors. Hoalcraft will work with the board on arranging door prizes and gifts. A Tuesday or Thursday before October 20<sup>th</sup> is the tentative timeline. Cienawski will look into venue options and report back.
- **Myers moved to have Jean Conley of Marion County and Art Mouser of Preston County continue to serve as Associate Supervisors. Spaid seconded. Motion carried.**
- **Myers moved to approve the Upper Deckers Emergency Action Plans as presented and the Upper Buffalo Emergency Action Plans as presented. Spaid seconded. Motion carried.**

Correspondence

- Correspondence received from the previous month was shared and is available for viewing in the AS's office.

Committee Reports

- Finance and Ag Enhancement were covered earlier in the meeting.

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- Legislation-Myers reported the quarterly meeting will be held in January and the Day at the Capital will be held in February.
- Safety/Grounds/Equipment
  - Scott reported the post driver bit snapped and Wilson Works is currently waiting on a new part. Estimated cost will be around \$2,600.
  - **Myers moved to sell the No Till Seeder to the first person to pay \$7,000. Cienawski seconded. Motion carried.**
  - Inventory needs were discussed. 12 spring box lids have been ordered from TVCD.
- Cienawski plans to get with the mayor of Mannington and watershed technician Bill Armstrong to get work on the Upper Buffalo Channel started.
- Myers urged the other supervisors to consider applying for an association grant for education for FY26.
- The Appalachian Grazing committee was discussed.

There was no public comment.

Supervisors gave updates on their latest activities. Cienawski is working with the mayor of Mannington to set up a rain barrel workshop in October.

Price adjourned the meeting at 12:47 PM.

Minutes approved by: Mark Teets  
Mark Teets, Chairman

8/1/24  
Date

