Greenbrier Valley Conservation District

June 25, 2024, 7:00pm Regular Board Meeting, Approved Minutes

The Greenbrier Valley Board of Supervisors met on June 25th, 2024, at 7:00pm, in the conference room of the Lewisburg, USDA service center.

Those in attendance: <u>Supervisors</u> Gary Sawyers, Chairman Timothy VanReenen (Virtual) Jerry Clifton Avery Atkins Carolyn Miller Gary Truex

Guests

Jon Bourdon. State Conservationist Donald McNeel

Others

Dorian Perez, NRCS Wanda Smith, NRCS Chelsea Cook, FSA Jeremy Salyer, WVCA (Virtual) Jacob Lavender, WVCA Morgan Dial, WVCA Barrett Level, GVCD (Virtual) Angela Feamster-Sawyers, WVCA

Chairman Sawyers called the meeting to order at 7:00 p.m., welcoming everyone and making introductions.

Following introductions, Jerry Clifton was presented with a card and a commemorative gift on behalf of the Greenbrier Valley Conservation District, as this was his final board meeting as a GVCD supervisor. Mr. Clifton was recognized for his 14 years of dedicated service to the district and will be greatly missed by everyone.

Donald McNeel will fill Jerry's unexpired seat as a Pocahontas County supervisor beginning July 01, 2024, for a two-year term.

Approval of Minutes

Gary Truex moved to approve the minutes of the May 16, 2024, regular board meeting with the correction of the following clerical error:

The date mentioned in the NRCS section of the Cooperating Agency reports changed to May 29, 2024. *Timothy VanReenen seconded; motion carried.*

Administrative Specialist Report

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

Guests

Jon Bourdon, the State Conservationist, was present and discussed with the board of supervisors a variety of NRCS-related subjects, such as current obstacles and future objectives.

Cooperating Agency Reports

• <u>NRCS</u> –

Wanda Smith provided a written report which is attached.

Dorian Perez provided a written report which is attached. In addition, Dorian provided the board with another copy of his FY24 local working group summary report to review before approval by them so that he could get it sent up to the state office. He reminded the supervisors that there is a space on the back if they'd like to handwrite in any comments. Dorian's presentation on the ranking system was postponed until the July 10, 2024, committee meeting.

• <u>FSA</u> –

Chelsea Cook, Monroe County CED, provided the board of Supervisors with updates on Farmer's Day, crop reporting (Deadline of July 15, 2024, to get those reported), and weather stations (approximately 145 allotted for the state, 108 have been installed).

Dorian Perez, Chelsea Cook and Wanda Smith spoke a little bit about GCI. Wanda noted that the applications are due by September 01, 2024.

- <u>Forestry</u> Nothing to report
- <u>WVCA</u> –

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

Committee Reports

Finance Committee

• Financial Reports

Gary Truex moved on behalf of the committee to accept the general and CDO funds report, and file for audit. Jerry Clifton Seconded; motion carried.

Gary Truex moved on behalf of the committee to approve the WVCA restricted funds report, and file for audit. Avery Atkins seconded; motion carried.

June 25, 2024, GVCD Regular Board Meeting Approved Minutes

Gary Truex moved on behalf of the committee to pay the bills, per payables list. Carolyn Miller seconded; motion carried.

• Action between board meetings

Gary Truex signed a letter authorizing People's Bank to continue sending Angela monthly bank statements via email.

• Funding Requests:

Jerry Clifton moved to pay the following funding request: Greenbrier County WVU Extension service dinner meeting meals -\$200.00

Avery Atkins seconded; motion carried.

Agricultural Enhancement Program Committee

• Action between board meetings

On June 12, 2024, Gary L Truex acting with delegated authority approved the following payments for FY24 AgEP:

- o Jeff Erskine \$2,312.50- PDF
- Charlie Long \$2,668.50 -LIME
- o George Lemon II \$663.00- LIME

On June 12, 2024, Gary L Truex acting with delegated authority approved the following contract revision and payment for FY24 AgEP:

 Myron Vaughn, AWS – \$500.00 for an additional watering trough, raising the approved \$998.52 to \$1498.52. Total contract/payment approved: \$1498.52. On June 24, 2024, Gary L Truex acting with delegated authority approved the following contract revision and payment for FY24 AgEP:

 Myron Vaughn, AWS- to add an additional watering trough, raising the previously approved amount of \$1498.52 to \$2,201.97.

On June 24, 2024, Gary L Truex acting with delegated authority approved the following payments for FY24 AgEP:

- o *Kaleb Hughart* CPD \$9,320.50
- *Jim Campbell* CPD \$8,089.75

Grassland Committee

Barry Level said he had nothing to report other than he planned to meet with David Furrow by the end of the week.

Building/Equipment Committee

Monthly Equipment Report – The board of supervisors reviewed Eugene's monthly equipment report for May 2024, which is attached.

Education Outreach/Events Committee

Carolyn Miller brought forth the topic of the district's banquet, and discussions were held regarding catering. The Banquet is scheduled to be held on Thursday, September 26, 2024.

Watershed

• Bid Acceptance / Contract Approval

Jerry Clifton moved to accept LD Hanna & Son Excavating Contractors bid of \$83,080.00 for Anthony Creek Construction Phase II pending Ed Cox's verification. Gary Truex seconded; motion carried.

• Payments for Approval

Carolyn Miller moved to pay Southern Conservation District's invoice for the mowing and weed eating of Howard's Creek Dam- \$4,250.00. Gary Truex seconded; motion carried.

319 Committee

• <u>Payment Approval</u>

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

• <u>Second Creek VI:</u> SGS- Water Quality Monitoring for the amount \$313.10

Avery Atkins seconded; motion carried.

Contract Approval

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

- Spring Creek II:
 - Perkins, Rem (Browns Farm)- Agricultural BMPs using Federal Funds up to amount of \$52,190.15 and State Funds up to amount of \$13,047.54. Total amount of \$65,237.69.

Gary Truex seconded; motion carried.

June 25, 2024, GVCD Regular Board Meeting Approved Minutes

Contract Cancellation

Jerry Clifton moved on behalf of the committee to approve the following contract cancellation:

- Indian Creek III:
 - Motion to approve septic pumping contract cancellation -Nancy Bouldin

Carolyn Miller seconded; motion carried.

Other Business

• Annual Plan of Work

Gary Truex moved to approve Greenbrier Valley Conservation District's FY24-25 Annual plan of work and send it to the WVCA. Timothy VanReenen seconded; motion carried.

NRCS FY24 LWG Summary report

Gary Truex moved to approve Dorian Perez's FY24 local working group summary report. Carolyn Miller seconded; motion passed.

• Nominating Committee report/election of officers

On behalf of the nominating committee, Gary Truex presented the board with the following nominations:

Gary W. Sawyers-President

Timothy VanReenen – Vice President

Gary Truex – Secretary/ Treasurer

Jerry Clifton moved to close the nominations. Avery Atkins seconded; motion carried. The nominating committee report was accepted by acclamation.

WVACD Dues

Gary Truex made a motion to pay the NACD national's portion of the dues, send directly to them and forgo the state. Avery Atkins seconded. Discussion ensued.

Gary Truex and Avery Atkins were in favor, Timothy VanReenen & Carolyn Miller were opposed. Chairman Sawyers opposed breaking the tie. Motion failed.

Gary Truex made a motion to not pay the WVACD dues of \$5,000.00. Avery Atkins seconded. Discussion ensued. All were in favor; Motion carried.

Greenbrier County Solid Waste Authority Appointment

Avery Atkins moved to re-appoint Andrew Jack Morgan to the Greenbrier County SWA beginning July 01, 2024, until a replacement is found. Gary Truex seconded; motion carried.

Pocahontas County Solid Waste Authority Appointment

Carolyn Miller moved to re-appoint Phillip Cobb to the Pocahontas County SWA for a 4-year term, beginning July 01, 2024. Gary Truex seconded; motion carried.

Chairman Sawyers reviewed the following dates to remember:

- June 28, 2024, Central Area Meeting: at ECD Office, 10 am
- July Quarterly Meeting: Evening of July 14- afternoon of July 16, 2024, at Clarion Inn, Harpers Ferry (Jefferson Co)
- July 26, 2024, Grasslands Steering Committee Meeting: at ECD Office, @ 10 am
- August 8-17, 2024, WV State Fair

With no further business the meeting was adjourned by consensus at 9:23pm.

Respectfully Submitted,

Mary w, Sewyers

Gary Sawyers Chairman

Dany J. Amer

Gary Truex Secretary/ Treasurer

GS/GT/as

June 25, 2024, GVCD Regular Board Meeting Approved Minutes

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Greenbrier Valley Conservation District's Administrative Specialist Report June 25, 2024

- The Following Funds have been received since my last report: LOR# 15121 - \$50,000 for Spring Creek Phase II
 LOR# 15122 - \$12,674.68 for Fy24 Q3 District Employee Reimbursement
- SWA Appointments/Reappointments are on the Agenda for Greenbrier and Pocahontas counties. Both terms expire on June 30, 2024. Jack Morgan agreed to continue serving for GCSWA until a replacement is found.
 I received a letter from Phillip Cobb requesting to be reappointed to the PCSWA for another four-year term.
- Barry's First Citizens Bank credit card statement from May 2024 had an error. His Little Caesars receipt for pizza for the Land Judging Contest showed a total charge of \$103.90. The credit card statement showed that the Little Caesars charge was \$108.05. On May 15, 2024, Barry contacted them to dispute the charge. They said it could take up to 90 days. Sherry was notified and did not pay that portion of the bill. June's credit card statement still shows the \$108.05 charge; however, I received a letter from them today stating that their investigation was complete, and the claim had been verified. On June 17, 2024, they posted a credit to the account for \$4.15.
- All information has been updated to reflect the 25% increase in equipment rental rates (rounded to the nearest dollar), except for the post drivers, which were increased to \$200.00 per day, effective June 1, 2024.
- Just a reminder that Tim Craddock plans to attend the July 10 committee meeting.



Bi-Monthly West Virginia State Conservationist Report

June 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 over 600 contracts across all programs for \$19.2 million, with more than 300 preapproved applications remaining. We hope to have all of our funding obligated early June and focus on practice implementation and conservation planning through September.

We're also wrapping up Local Work Group meetings with Conservation Districts throughout the state. We appreciate your participation in those meetings that help target conservation funding where its needed most. We will review all comments and suggestions gathered at those meetings and present recommendations at the State Technical Committee meeting on July 23rd.

Staffing Updates

NRCS WV is continuing to add staff to the field. Over the last two months we added Soil Conservationists in Huntington and Ranson, a Natural Resource Specialist in Weston, and Soil Conservation Technicians in Princeton and Huntington. We've also made a selection for a Soil Conservationist in Lewisburg. We are currently accepting applications for a Forester in McMechen/Middlebourne through June 4th. We anticipate announcing openings for the following positions soon: Forester (Noth Area), Civil Engineer (North Area), Soil Conservationists, Natural Resource Specialists, and Soil Conservation Technicians.

We're also working on several agreements to add staff to the field through partnerships. We've partnered with West Virginia Department of Agriculture, West Virginia Conservation Agency, Pheasants Forever, American Bird Conservancy, and Fish & Wildlife Service to add Biologists, Foresters, Nutrient Management Planners and a GIS Specialist.

Our Pathways Interns have returned for the summer to assist Field Offices and to gain knowledge to help them in their future careers with NRCS. We have converted one soil scientist Pathways student who will be working out of the Morgantown State Office. We're also bringing on an 1890's Scholar this summer and made selections for two more to come onboard next summer from West Virginia State University.

We've onboarded a total of 6 administrative assistants in several Field Offices throughout the state. These positions are helping our staff administer programs and provide clerical assistance.

We've also added State Office staff in our Soils and Watershed Operations divisions- we've made selections for a Cartographer and a Biologist that will be starting later this summer. Unfortunately, our selection for the Archeologist position declined the final job offer- we are awaiting a list of other eligible applicants and hope to make an alternate selection soon.

Staffing Changes

Kristopher Ellis started on May 20th as our new Assistant State Conservationist for Management and Strategy. Kris comes to us from Bureau of Land Management in California and has a background in the oil & gas industry and environmental law.

Christopher Toothman was selected as District Conservationist for the Monongahela Conservation District. Chris previously worked for WV NRCS as a Soil Conservationist in the West Fork District. Chris started his new role May 6th 2024.

Kelby Fetter was selected as the District Conservationist for the West Fork District. Kelby comes to us from Ohio NRCS where he served as a Soil Conservationist. Kelby will join us in West Virginia on July 15th 2024.

Soil Science Priorities

The soil sampling and monitoring project is 20% completed for field work: Monitoring sensors for soil water tables, moisture and temperature have been placed in the following counties: Monongalia, Marion, Jefferson, Berkeley, Morgan Hancock, Harrison, Greenbrier, and Jackson. An additional forty sites are planned across the state in all Districts as a first step in establishing a statewide soil moisture monitoring network.

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Greenbrier Valley Conservation District Greenbrier Valley Work Unit Union DC Report

6/25/2024

Follow Ups from Previous Meetings

Cultural Resources:

- I have received 1 certified CRR between May 17 and June 24, 2024.
- NRCS TN agreed to mentor the new NRCS WV Archeologist after that position is filled.
- Monroe still has 3 FY2022 contract participants waiting for field visits prior to approval to proceed with implementation.
- Ecological Sciences is adding a tracker/procedure for Cultural Resource Review requests.

Engineering backlog:

- A NRCS WV Engineering Assistance Request/Tracker is now in service.
- Union staff are working on several engineering designs in house, with some survey or component assistance from Area Engineering staff.
- The expectation is that designs will be completed within one year of contract obligation. (Policy set by State Conservationist Jon Bourdon.)

Financial Assistance Programs

Active Contracts

- 186 Active contracts in Union (\$5,509,602.76 treating 24,355 acres)
- 31 of the 186 Active contracts in Monroe are FY2024 contracts (\$1,186,964.00)
- 4 signed FY2024 Preapprovals are awaiting obligation.
- will result in 190 active contracts in Union (\$5,544,428.76 treating 24,776.9 acres)

Contract Management -

- 25 practices were certified and paid in the last month for a value of \$51,953.75.
- These 25 paid practices were comprised of 93.4 acres in polygon/acreage practices, 8,209.5 feet in linear practices, and 8 point practices.
- I have requested assistance from the Area Office with uncompleted Contract Reviews, due to staff shortages and massive application/contracting workload.

Working Applications -

- No new Preapprovals for Union as of 6/24/2024. Potential exists for more preapprovals.
- 7 ACEP-ALE applications (contracts with the Monroe County Farmland Protection Board for not-yet closed Easements) = NRCS portion of protecting farmland in Monroe County (\$738,359.00)

Expiring Contracts

- Monroe: 10 EQIP contracts set to expire 12/31/2024.
- Goal is to have vast majority handled by 8/1/2024.

Greenbrier Valley Conservation District Greenbrier Valley Work Unit Union DC Report

6/25/2024

Cancellations

- Union: Received 2 cancellation request letters in recent months.
- One is a High Tunnel contract, cites change in operation.
- 2nd is on a Forestry contract, cites major health issues. Request for Payment developed and mailed today for completed work as certified by Area Forester Carl Gower. Action on cancellation request will be forthcoming soon.

Upcoming Deadlines -

- Handle expiring EQIP contracts by 8/1/2024.
- Contract Review deadline extended to 8/1/2024.
- CSP-GCI: CSP-GCI (Grassland Conservation Initiative) has been announced, and operators of farms with eligible base acreages have been mailed letters by NHQ. Application deadline is 9/1/2024, and preapproved applications must be obligated by 9/27/2024.

Office Administration

Report on Events

• Outreach at Farmer's Day, June 8, 2024. A station was staffed by Wanda Smith and Dewey Broyles of NRCS and Chelsea Cook of FSA.

Field Office Priorities

- Refer to deadlines above
- Contract Management
- Ongoing engineering design work
- Ongoing field inspection and certification work
- CREP work with FSA

Staffing Updates

- Recently hired Easement Technician based in Morgantown has visited Monroe twice to date.
- Contracted Program Assistant has moved & resigned. The contracting agency has announced this opening.
- Soil Conservationist Anthony Panek will be retiring this fiscal year.
- A Soil Conservationist position at Union has been announced (again!) and I am hopeful we will be able to fill this position.

Upcoming events:

- WV State Fair August 8 17, 2024
- NRCS Chief Terry J. Cosby will visit WV NRCS August 26-27, 2024
- NRCS Quality Assurance Review (QAR) for Buckeye, Lewisburg, and Union scheduled for September 16-19, 2024.

Greenbrier Valley Conservation District Greenbrier Valley Work Unit Union DC Report

6/25/2024

Any questions may be directed to the undersigned at <u>wanda.smith@usda.gov</u> or (304) 772-3006 ext. 115 (office) or (304) 216-9353 (mobile).

WANDA	Digitally signed by WANDA SMITH
SMITH	Date: 2024.06.25 16:58:01 -04'00'

District Conservationist

Distribution:

Jon Bourdon, State Conservationist (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

Greenbrier Valley Conservation District Greenbrier North Work Unit DC Report

6/25/2024

Follow Ups from Last Month's Meeting

- At the Committee Meeting, June 12th, I submitted the Report on the Local Working Group to the Supervisors for review and comment. Tonight, I am submitting the report to the Board Supervisors for approval and signature so it can be submitted to the State Office. The original documents were given to Angie for record keeping.
- At the Committee Meeting, June 12th, I informed the Board that I had prepared a presentation on the NRCS 'Ranking System' and requested 20-30 minutes to present to the Board at the next meeting.

Technical Assistance

Cultural Resources

- Cleared for Work (6/22/24): One (1) in Greenbrier.
- Requires Field Visits (6/14/24): Two (2) from Pocahontas.
- Sent to the Tribes (5/3/24): One (1) from Greenbrier and one (1) from Pocahontas.
- Open Request on the Tracker: One (1) from Pocahontas.

Endangered Species

Nine (9) Stream work projects in Pocahontas: 2019 (x1), 2021 (x2), 2022 (x2), 2023 (x2), 2024 (x2)

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Engineering Backlog

- Greenbrier: 31 requests on the tracker.
- Pocahontas: 17 requests on the tracker.

Scheduled Field Visits (Elig for Supervisor Ride-A-Long)

- Greenbrier:
 - o HT Site Inventory on July 26th.
 - o Livestock Watering System Site Inventory: July 10th, 11th

Financial Assistance Programs

Contract Management -

• 5 Pending Payments, will be approved Thursday, June 27th.

Off Schedule Contract Items (Contract in Violation). CPA-153 Agreements Covering Non-Compliance with potential for contract termination.

- 2021 Contract Items: 16
- 2022 Contract Items: 109
- 2023 Contract Items: 313

Greenbrier Valley Conservation District Greenbrier North Work Unit DC Report

6/25/2024

Expiring Contracts

•	Greenbrier:	12
	Pocahontas:	6

Cancellations and Terminations.

- Greenbrier: 2
- Pocahontas: 1

Working Applications -

County	Total Apps	Selected	Obligated	
Greenbrier	94	26	16	
Pocahontas	42	16	4	

Upcoming Deadlines –

- Contract Obligations complete by Friday, June 28th.
- ROOT (TFC) completed by July 12th.
- Contract Reviews due by August.

Office Administration

Field Office Priorities

Contract Obligations complete by Friday, June 28th.

Upcoming Events

Joint Employee Development: Biosecurity Training, July 9th.

Special Projects

 Meet and Greet Program Participants in Pocahontas. If we can get the participation, my goal is to do an 'Introduction to the Local Working Group' function Date: TBD.

Staffing Updates

- Q3 Conversations due Friday, June 28th.
- Dorian Level III recert is due July 6th.
- Pamela Working Effectively with Livestock Producers, July 8-12.
- Dave Return from Detail, Mid-July.
- Zane (new GWW Specialist) will be reporting around Mid-August.

Questions for the Board Supervisors

Questions from the Board Supervisors

Page 2 of 3

Greenbrier Valley Conservation District Greenbrier North Work Unit DC Report

6/25/2024

Any questions may be directed to the undersigned at dorian.perez@usda.gov or (304) 290-2318.

District Conservationist

Distribution:

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Jon Bourdon, State Conservationist (STC) Brandon Duckworth, Assistant State Conservationist – Field Operations (ASTC-FO) Burton Matt Murphy, Area Resource Conservationist (ARC) Julie Stutler, NRCS Outreach Coordinator Greenbrier Valley CD Board of Supervisors (c/o Angela Sawyers) Wanda Smith, Monroe District Conservationist NRCS Field Office Staff: Lewisburg and Buckeye Service Centers



June 2024 WVCA Report

Request to Conservation Districts

The WVCA is encouraging Conservation Districts to review and update their 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.

Annual Work Plan

Reminder - District **annual** work plans are due **June 30** to Guthrie. A new template from NACD has been prepared and provided.

CDO Budget

CDO budget closeout needs submitted to Guthrie by August 1

Conservation Farm Tour

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:

CDs are encouraged to continue to work with local sponsors for O&M funding. This process started last year 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)
- AgEP data base needs closed out by July15

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

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	Month/Year MAY 2024				
Equipment	Number of Days Rented	Number of Acres	Total Revenue	Total Cost of Repairs & Maintenance	Total Field Service Mileage
Tue #1					
Tγe #1				2	
Tye #2 Great Plains #1				â	
Great Plains #2	4	38	456	5107	
Great Plains #2	1	1	84		
No-till Seeder Totals	5		540		
Cricket					
Grasshopper	7		686		
Big Silver	9		882		e en stander en sterne en stern En sterne en
Lime/fertilizer Totals	16		1568		
Chemical Sprayer					
Litter Spreader #2	1		98	32:12	
Litter Spreader Totals			2000 (1990) (1990) 1986) (1990) (1990) (1990) 1990)		
Post Driver #3	[
Post Driver #4	1		180		
Post Driver # 7 6	2		360		
Post Driver Totals			540		
	1		98		
Potato Planter			98		
Potato Sprayer Potato Hiller					
Potato Totals		ж	- 8		
Portable Scales					
Tracker Other			i a la glati	11529	
Shop Supplies				384 1	F
GRAND TOTALS (all equipment)	27		2942	-582.58	

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