

Southern Conservation District
Board Meeting Minutes
July 11th, 2024
10:00 AM

The Southern Conservation District met for their regular scheduled monthly board meeting at their location, 463 Ragland Road, Beckley WV, 25801.

SCD Chairman, Randall Patton welcomed all in attendance.

Those present:

Members of the board, Ron Testerman, Ed Hendrick, Curtis Murphy, John Farrell, Bill Harris, Randall Patton, Randy Prince (via teleconference) Rachel Prince (via teleconference) Bill Cook, Steven Johnston.

SCD/WVCA Staff: Dave Parkulo, Marty Walker-Owen, Braden Snyder

WVCA: Jeremy Salyer (via teleconference)

WVACD: Julie Simmons

NRCS: Matthew Davidson, Beth Villers NRCS/WVSU

Southern Conservation District Operations & Business

Approval of June Board Meeting Minutes

SCD/Marty Walker-Owen

Ed Hendrick moved to approve the June board meeting minutes as presented, John Farrell seconded, motion carried.

Approval of June Committee Meeting Minutes/Special Board Meeting Minutes

Ed Hendrick moved to approve the June Committee Meeting/Special Board Meeting Minutes as presented, John Farrell seconded, motion carried.

Review/Approval of District Financial Reports

SCD/Marty Walker-Owen

District Operating Account

District Building Account

Supervisor Travel & Per Diem Account

CDO Account

District Reserve Account

Marty Walker-Owen provided the district financial reports to the board for review. A brief discussion was held in review of the reports.

Bill Harris moved to approve the district financial reports as reviewed, Curtis Murphy seconded, motion carried.

Review/Approval of Accounts Receivable/Aging Summary SCD/Dave Parkulo

A brief discussion in overview of recent deposits, invoices paid and summary of accounts payable between Marty Walker-Owen, Dave Parkulo and members of the board was held.

Curtis Murphy moved to approve the aging summary as presented, John Farrell seconded, motion carried.

WVCA/SCD District Administration Report Marty Walker-Owen, WVCA

Marty Walker-Owen reported that it has been a busy few weeks at the office, routine business as usual. She provided an update on the MCNB/SCD direct deposit of employees process. She reported that it is her understanding that the district is very close to finalizing the set-up between Akers & Associates and MCNB bank representative she has been working with on completion of the process. She noted as soon as it was finalized between all parties involved she would update the board. She also reported the next step she has been informed of is the pre-note trial run of direct deposit. An issue occurred this week after conference call between Mr. Johnny Parsons with MCNB bank and Leisa Moran with Akers & Associates and herself regarding the compatibility of software and template files to be imported for the financial payments. She stated as soon as this issue is resolved between the bank and bookkeeper, she will be able to proceed as directed.

Marty noted that as soon as the issue was resolved between the bookkeeper and the bank with file compatibility, she would be able to coordinate the pre-note test with Dave Parkulo's payroll submission.

Review/Approval of Co-administered WVCA Financial reports

Marty Walker-Owen provided the Co-Administered financial reports to the board for their review, a brief discussion was held in overview.

Bill Harris moved to approve the WVCA financial reports as presented, Ron Testerman seconded, motion carried.

Marty presented the FY25 O&M LOR for approval and Bill Harris inquired on the amount of the O&M allotment. Marty pulled the SAGE information for the LOR and shared with the board the breakdown of the funds.

The SCD tabled the discussion and approval of the FY 25 O&M LOR listed below until further communication with the watershed division can be had due to the reduction in the allotment amount as compared to last year's allocation.

FY25 O&M LOR Approval

LOR ID: 16178
Purpose: FY25 O&M Allocation
Amount: \$58,045.00
AGR: 1478-00

Approval of SCD Travel Per Diem Policy revision per Ethics Commission (lunches discussed in June Committee)

Randall Patton brought forth discussion of the SCD Travel Per Diem Policy per the Ethics commission response about lunches at the district on meeting days.

Bill Harris moved to approve revising the travel per diem policy back to the original prior to the addition of item #12 which will exclude the lunch payment to supervisors, Ed Hendrick seconded, motion carried.

SCD FOIA Recommendations from John Wooten (update)

Marty Walker-Owen provided an update on the FOIA Policy information she received back from Mr. John Wooten. She reviewed a letter she received from him with the board highlighting his recommendations.

She requested that the board support Mr. Wooten drafting the SCD FOIA policy.

Ed Hendrick moved that we proceed with Mr. Wooten drafting the SCD FOIA policy, Bill Harris seconded, motion carried.

Conservation Technician Supervisor Report

Dave Parkulo, SCD

District Work Project Updates

Dave Parkulo provided an overview of the work completed recently including lime delivered to Summersville, Danese and Mercer County. He noted the completion of the outlet channel cleanout on BC #5 and outlet relocation on BC #5. He reported that he and the crew have mowed Marlin Run Dam in Marlinton and the South Fork Dams. The crew is currently working on mowing Ripley Mill Creek Dams.

Dave Parkulo and Don Fink completed a large pond restoration/cleanout at Shady Spring that included 260 tons of sediment that was hauled out from the pond.

He noted that he has a logging road being cleared for a farm currently by him and Don Fink.

Dave Parkulo reported that the new air conditioning unit has been installed upstairs in the building.

Conservation Specialist Report

Braden Snyder, WVCA

AgEP Updates- Currently Ranking FY25 Applications

Braden Snyder gave an overview of his written report. He noted he is working on ranking of the current applications in the field and scheduling those hoping to have completed for the end of the month committee meeting.

Schedule Special Board Meeting for July 30th at Committee Meeting for Ag Approvals
Braden Snyder requested a Special Board Meeting be held for July 30th so that the AgEP contracts can be approved.

319 Program Updates

Braden Snyder reported on Jessica Bishop's cancellation of septic contract \$600.00, Bill Harris moved to approve the acceptance of the cancellation, Ron Testerman seconded, motion carried.

Braden Snyder reported on the approval of a partial payment (paying in two portions of completed fence) for Eli Testerman's 319 contract.

Bill Harris moved to approve the partial payment of Eli Testerman's contract, John Farrell seconded, motion carried.

WVCA, NRCS & SCD Updates/Approvals

District Conservationist

Katy McBride, NRCS

Katy McBride was not present for the meeting; Matthew Davidson provided an overview of the written NRCS report provided to the board.

Watershed Manager South Report

Jacob Lavender, WVCA

Jacob Lavender was not present for the meeting, no report provided at this time.

Area Operations Manager Report

Jeremy Salyer, WVCA

Jeremy Salyer provided an overview of his written report and highlighted upcoming deadlines and timeline that Marty will be working on for different items for the district and their operations. He noted the CDO budget report Marty is working on to be submitted to Guthrie by August 1st. He reminded the board of the WV State Fair registration to schedule their time slot with Marty and she can update the admin webpage.

Supervisor Reports/Approvals

Crumpler Park Donation-\$1,000.00

Randall Patton

Randall Patton brought forth the recommendation of supporting a donation to the Crumpler Park to support improvements for the park and the community. He previously sent details to the board and staff by email for the donation information.

Ed Hendrick moved to approve and support the donation to Crumpler Park in the amount of \$1,000.00, Randy Prince seconded, motion carried.

WV State Fair booth

Randall Patton

Randall Patton reminded members of the board about working at the WV State Fair and noted if they wished to sign up to work a time slot to get with Marty about registering for their time and day.

Supervisor Travel Per Diem Direct Deposit

Randall Patton

Randall Patton presented the discussion of adding the supervisors to the direct deposit in addition to the employees to the members of the board.

Bill Harris commented that he recommended waiting until the process was finalized with the bank for the direct deposit before adding another account.

Visitors

WVACD Updates

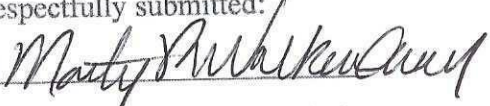
Heather Duncan, WVACD


Heather Duncan was not present for the meeting, however an outreach education staff person with WVACD introduced herself (Julie Simmons) and offered outreach support to Marty and the board.

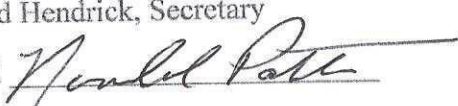
Public Comments:

Meeting adjourned 11:56 AM

Respectfully submitted:

X 
Marty R. Walker-Owen, Admin.

X 
Ed Hendrick, Secretary

X 
Randall Patton, Chairman

Closing Remarks & Meeting Reminders:

Monthly Committee Meetings July 30th 10:00 AM (last Tuesday of month)

Next regular Board Meeting Thursday August 8th (2nd Thursday of each month)