

Eastern Panhandle Conservation District

BOARD MEETING

September 18th, 2024, 5:00 pm.

Minutes

The **Eastern Panhandle Conservation District Board of Supervisors** held a Regular Board Meeting on September 18th, 2024, commencing at 5:00 pm at Eastern Panhandle District Office and Via Teams. The meeting was called to order by Chairman Danny Lutz.

Quorum of: Danny Lutz, Nancy Lutz, Fred Johnson, Jim Michael

Supervisors Present: Fred Johnson, Nancy Lutz, Danny Lutz, Jim Michael

Associate Supervisors: Betsy Plumer, Kevin Plumer, Dave Tabb, Mike Kercheval

WVCA: Talon LeFevre, Erin Krieger, Kristen Bisom

NRCS: Mike Umps

Danny Lutz led the group in the Pledge of Allegiance.

Reading/Approval of the Agenda/Minutes:

September 18th, 2024, Agenda: **Fred Johnson moved to approve the agenda as presented; second by Jim Michael, motion approved.**

August 21st, 2024, Regular Meeting Minutes **Fred Johnson moved to approve the minutes as presented; second by Jim Michael, motion approved.**

August 29th, 2024, Supplemental Meeting Minutes **Fred Johnson moved to approve the minutes as presented; second by Jim Michael, motion approved.**

September 5th, 2024, Supplemental Meeting Minutes **Fred Johnson moved to approve the minutes as presented; second by Jim Michael, motion approved.**

New Business

D/M host regional meeting on Oct. 1st lunch: **Jim Michael** motion approve meeting held at EPCD from 10am to 1pm with a max lunch budget of \$150.00; seconded by Fred Johnson; motion approved.

D/M Discussion regarding the treasure position of EPCD: **Nancy Lutz** motion to approve the chair, **Danny**, to approach **Robert Boarman** to see what his intensions are for treasurer's position; second by **Jim Michael**; motion approved.

D/M FY25 Budget: **Nancy Lutz** motion to approve; second by **Fred Johnson**; motion approved.

D/M New Accountant by October 31st, 2024, Hardline cutoff date: **Nancy Lutz** motion to advertise on social media, word of mouth, and through the paper; second by **Fred Johnson**; motion approved.

D/M State purchasing card ordered for the office from Auditors Office: **No motion made**

D/M Order business cards and ID Badges: **Fred Johnson** motion to approve; second by **Nancy Lutz**; motion approved.

D/M Banquet: **Nancy** mentioned that she is still waiting for a response if dates will work and to have a max of 50 people for attendance.

D/M Reimburse Danny \$29.20 for stamps to mail out bills: **Jim Michael motion to approve; second by Fred Johnson; motion approved.**

D/M Reimburse Danny \$5.00 for picking up returned letters from post office: **Jim Michael motion to approve; second by Fred Johnson; motion approved.**

D/M Reimburse Danny \$37.53 for mailing out hay samples: **Jim Michael motion to approve; second by Fred Johnson; motion approved.**

D/M Old truck: **Fred took truck to get appraised, the high side was \$16k low \$9,200, Danny mentioned to let Fred the equipment chair to handle it and report back at next months meeting.**

D/M Radio broadcasts: **No motion**

D/M Approve amendments to Analysis Cost Share Programs: **Nancy Lutz motioned to approve \$3 per sample and raise the price as needed due to the rise of shipping prices; second by Fred Johnson; motioned approved.**

D/M Approve Soil Sampling Kit Rental Agreement: **Fred Johnson motion to drop rental fee and have a new fee for breaking of the equipment; second by Nancy Lutz; motion approved.**

D/M Morgan County Supervisor vacancies: **Nancy Lutz motion to advertise; second by Fred Johnson; motion approved.**

D/M Debit Cards: **Supervisors will meet with Christine at Summit Bank and cancel debit cards.**

Jefferson County Water Quality Improvement Program

D/M Approve Septic Pumping Applications: Pamela Davis and Carroll Harder, Drinda Franzen: **Nancy Lutz motion to approve; second by Fred Johnson; motion approved.**

D/M Approve Septic Reimbursements at \$150.00 for: Keith Colton, Patrick Laughner, George Stierle: **Nancy Lutz motion to approve; second by Fred Johnson; motion approved.**

Agriculture Enhancement Program

D/M Approve Exigency Program Applicants: **Jim Michael motion to approve; second by Fred Johnson; motion approved.**

D/M Supplemental Board Meeting to approve Gov Grant Drought Programs upon receipts: **Fred Johnson motion to approve; second by Jim Michael; motion approved.**

Chesapeake Bay Program

D/M Nancy Lutz motion to approve LOR; second by Jim Michael; motion approved.

<u>LOR Purpose:</u>	<u>LOR Amount:</u>	<u>LOR Date</u>
NPS 1743 Cbay Ag BMP	\$ 103,148.50	9/18/2024

Watershed Grants (319 and Chesapeake Bay)

D/M Approve Sleepy Creek Septic Pumping Applications: William Rudloff, Burnadette Shaw, Kathryn Bohrer, Julia Bailey, Melinda Mills, Randall Trail, Mary Nathan, David Richards, Cheryl Henry, Gabryele Dahl: **Nancy Lutz motion to approve; second by Jim Michael; motion approved.**

D/M Approve Septic Reimbursements at \$150.00 for: Anna Padilla, Russell Winland, Mark Ayres, Randall Clark, Linda Giltay, Charles Marsh, Tammy Lowe, Leonard Muscato (Spriggs Rd), Leonard Muscato (Highland Ridge Rd), Nikolaus Schmitt, Cindy Schultz, Abigail Dylan: **Nancy Lutz motion to approve; second by Fred Johnson; motion approved.**

D/M Approve budget of up to \$3,000 for phase 2 of Dahl tree planting (Sleepy Creek): **Nancy Lutz motion to approve; second by Fred Johnson; motion approved.**

D/M Approve payment of \$639.18 to EPCD to reimburse for Sleepy Creek postcard postage: **Jim Michael motion to approve, second by Nancy Lutz; motion approved.**

D/M Approve purchase of flow meter for Sleepy Creek Watershed Association: Nancy Lutz motion to approve; second by Fred Johnson; motion approved.

Nancy Lutz motion to adjourn the meeting; second by Jim Michael; motion approved; meeting adjourned.

Minutes recorded and prepared by Talon LeFevre – WVCA Administrative Specialist

X  16 Oct 2024
Chairperson

