

**Eastern Panhandle Conservation District**  
**BOARD MEETING**  
**September 18<sup>th</sup>, 2024, 5:00 pm.**  
**Minutes**

The **Eastern Panhandle Conservation District Board of Supervisors** held a Regular Board Meeting on September 18<sup>th</sup>, 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.

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**Reading/Approval of the Agenda/Minutes:**

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

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

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

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

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**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.

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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 apprised, 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

   
Chairperson

**DRAFT**

