

Greenbrier Valley Conservation District

November 21, 2024, 7:00pm
Regular Board Meeting, Minutes

Due to inclement weather and safety concerns, the Greenbrier Valley Board of Supervisors opted to hold this board meeting entirely via Teams. Although virtual attendance was already an option, and call-in information was included on the agenda, the decision to hold the meeting virtually was communicated via email and published on the district website as soon as it was made.

Due to technical issues, the order of the agenda was changed.

The Greenbrier Valley Board of Supervisors convened at 7:00pm via Teams on November 21, 2024.

Those Present

Supervisors:

Chairman, Gary W. Sawyers
Gary Truex
Donald McNeel
Timothy VanReenen
Avery Atkins
Carolyn Miller

Others:

Barry Level, GVCD
Katy McBride, NRCS
John Moore, NRCS
Wanda Smith, NRCS
Jeremy Salyer, WVCA
Jacob Lavender, WVCA
Morgan Dial, WVCA
Jason Nicolai, WVCA
Angela Feamster-Sawyers, WVCA

Chairman Sawyers called the meeting to order at 7:08pm and welcomed everyone.

Guests

None were present

Approval of Minutes

Donald McNeel moved to approve the minutes of the October 17, 2024, Regular Board Meeting. Avery Atkins seconded; motion carried.

Administrative Specialist Report

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

Cooperating Agency Reports

- NRCS

Wanda Smith, DC for Monroe County, reported on staffing and provided status updates on cultural resource reviews and the engineering backlog.

Additionally, Wanda reported the following on behalf of Chelsea Cook, CED for Monroe County FSA:

- Drought programs are open until January 30, 2025.
- The Monroe County FSA office is currently open by appointment only due to staff shortages.

John Moore reviewed highlights of the DC report for the Greenbrier Valley North work unit, which is attached.

Katy McBride, acting in the DC position for the Greenbrier Valley North work unit until a replacement is found, reported that her main focus right now is assisting both offices with administrative work on contracts.

- FSA
- Forestry

- WVCA – Area Director, Jeremy Salyer reported that it is time for the district to begin audit procedures and review district policies and CD employee manuals. He also mentioned that it is time for the annual AgEP administrative review. He noted that the next State AgEP Committee meeting is scheduled for December 16, 2024. Jeremy also mentioned that the Department of Agriculture has received \$10 million dollars for statewide drought assistance to be distributed to cooperators. Although the details are not yet finalized, he will update the board as soon as he receives information.

Committee Reports

Agricultural Enhancement Program Committee

Due to a conflict-of-interest Donald McNeel recused himself from the meeting

Timothy VanReenen moved on behalf of the committee to approve the following payments:

Lime:

Tom Mitchell	\$2,760.00
Don McNeel	\$2,295.00
Jann Holwick	\$ 732.00
Laura Ann Tiller	\$ 624.00
Tim Wade	\$ 459.00
Charlie Long	\$2,220.00
O.L. Boothe	\$2,529.00
Roger Wills	\$1,138.50
Thomas Cook	\$2,157.00
<u>Total Lime</u>	<u>\$14,914.50</u>

Avery Atkins seconded; motion carried.

Timothy VanReenen moved on behalf of the committee to approve the following payments:

CPD

Thomas Cook	\$7,605.50
Roger Wills	\$5,437.50
Everette Via	\$6,626.30

Total CPD \$19,669.30

Total Payments: \$34,583.80

Carolyn Miller seconded; motion carried.

Education Outreach/Events Committee

Nothing to report

Watershed

Donald McNeel moved to approve the following payment:

- Southern Conservation District
Amount: \$1800.00
Invoice: 5890
For: O&M- Howard's Creek Tree Removal

Avery Atkins seconded; motion carried.

Avery Atkins moved to approve the following payment:

- LD Hanna & Sons
Amount: \$40,150.00
For: Wade-Bowman Stream Restoration Project

Donald McNeel seconded; motion carried.

Finance Committee

Timothy VanReenen moved to accept the general and CDO funds report, and file for audit. Donald McNeel seconded; motion carried.

Carolyn Miller moved to accept the WVCA restricted funds report, and file for audit. Donald McNeel seconded; motion carried.

Avery Atkins moved to pay the bills per payables list. Donald McNeel seconded; motion carried.

Grassland Committee

- Nothing to report

Building/Equipment Committee

The board of supervisors reviewed the monthly equipment report, which is attached.

319 Committee

Donald McNeel moved on behalf of the committee to approve the following LOR:

- ID: 16239
Purpose: NPS1847 Upper Meadow River Phase II
Amount: \$50,000
AGR: NPS1847

Carolyn Miller seconded; motion carried.

Donald McNeel moved on behalf of the committee to approve the following contract:

- NPS 1781 Indian Creek III

Mike Dunbar- Septic Pumping - 50% Federal funds up to \$300.00

Carolyn Miller seconded; motion carried.

Donald McNeel moved on behalf of the committee to approve the following contract:

Mike Dunbar - Septic Repair/Replacement - 75% Federal and State funds up to \$5,000.00

Carolyn Miller seconded; motion carried.

Donald McNeel moved on behalf of the committee to approve the following contract:

- NPS 1820 Indian Creek IV-

Steve & Lilly Ellison - Septic Pumping - 50% Federal funds up to \$300.00

Carolyn Miller seconded; motion carried.

Donald McNeel moved on behalf of the committee to approve the following payment:

- NPS 1829 Spring Creek II

SGS North America, Inc.

Amount: \$66.62

For: September 2024- WQ Monitoring

Avery Atkins seconded; motion carried.

Donald McNeel moved on behalf of the committee to approve the following payment:

- NPS 1817 Second Creek VI
SGS North America, Inc.
Amount: \$433.03
For: September 2024- WQ Monitoring

Avery Atkins seconded; motion carried.

GRASS Program

Jacob Lavender followed up from the previous month's meeting regarding the GRASS program and reported that a new application had been received. He explained that once the application is approved, a LOR for an additional \$20,000.00 will need to also be approved and submitted.

Discussion ensued.

Gary Truex moved on behalf of the committee to approve the GRASS Program application for Walter Blackwell as presented to the board. Carolyn Miller Seconded. Gary Truex, Carolyn Miller, Timothy VanReenen, and Donald McNeel were in favor, Avery Atkins abstained from voting; motion carried.

Carolyn Miller moved on behalf of the committee to approve the following LOR:

ID: 16240

Purpose: WVU Extension GRASS Partnership

Amount: \$20,000

AGR: 1488-00

Donald McNeel seconded. Carolyn Miller, Donald McNeel, Timothy VanReenen, and Gary Truex, were in favor, Avery Atkins abstained from voting; motion carried.

Other Business

- District Hats –
tabled until the next committee/board meeting.
- Christmas Party
Chairman Sawyers reminded everyone of the location of the District Christmas Dinner that will be held December 05, 2024, at 5:30pm.

Dates to Remember:

November 28, 2024, Thanksgiving Day, Office Closed
November 29, 2024, Lincoln's Day, Office Closed
December 05, 2024, GVCD Christmas Dinner
December 11, 2024, GVCD Committee Meeting @9:00am
December 13, 2024, GVCD Audit Scheduled
December 19, 2024, GVCD Regular Board Meeting @7:00pm
December 24, 2025, Christmas Eve, Office Open day
December 25, 2025, Christmas Day, Office Closed
December 31, 2024, New Years Eve, Office Open day
January 01, 2025, New Years Day, Office Closed

With no further business the meeting adjourned by consensus at 8:10 pm.

Respectfully Submitted,



Gary Sawyers
Chairman

A handwritten signature in cursive script, reading "Gary L. Truex". The signature is written in dark ink and is positioned above the printed name and title.

Gary Truex
Secretary/ Treasurer

GS/GT/as

Recorded by: Angela Feamster-Sawyers, Administrative Specialist

Greenbrier Valley Conservation District's Administrative Specialist Report November 21, 2024

- The following funds were received since my last report:

\$13,723.37 – LOR 16226 – FY25 Q1 CD Employee Reimbursement

\$10,000.00 – LOR 16227 – AgEP Exigency Drought replenishment

\$37,000.00 – LOR 16216 – NPS1820 India Creek IV

\$13.12 – LOR 6354 – WVCA's Reimbursement to the district for the Soil Tunnel Trailer repairs

Total Funds Received: \$60,736.49

- The US Census Bureau has sent a request for the district's participation in the 2024 Annual Survey of Local Government Finances. This is due December 10, 2024. The district bookkeeper and I have completed the forms and attached the necessary reports.
- The WVCA will honor GVCD's request for additional CREP funds in the amount of \$2500.00. This has already been processed and the district should be seeing a deposit soon.
- Invitations for the Legislative Brief to be held on Tuesday, January 21, 2025, at 5:30pm have been prepared and signed by the chairman. Those will be mailed out with the bills tomorrow morning.
- Invitations have been sent out for GVCD's annual Christmas Dinner, which is scheduled to be held on Thursday, December 05, 2024, at 5:30pm at the Lewisburg Church of Christ. If anyone plans to bring a covered dish or dessert, please let me know.

- GVCD's Administrative Specialist will assist SCD with administrative duties until a replacement is found.

Dates to Remember:

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December 05, 2024, GVCD Christmas Dinner

December 11, 2024, GVCD Committee Meeting @9:00am

December 13, 2024, GVCD Audit Scheduled

December 19, 2024, GVCD Regular Board Meeting @7:00pm

December 24, 2025, Christmas Eve, Office Open ½ day

December 25, 2025, Christmas Day, Office Closed

December 31, 2024, New Years Eve, Office Open ½ day

January 01, 2025, New Years Day, Office Closed



Greenbrier Valley North Work Unit: DC Report

Greenbrier Valley Conservation District

Click or tap to enter a date.

Guests

- NO GUEST

Follow Ups from Last Month's Meeting

- N/A

Technical Assistance

Cultural Resources

- Pocahontas had one CRR pending from 2022 (Stream restoration project) that has been waiting for a Archeologist field visit. VA's Archeologist was able to come and conduct field visit. Awaiting Arch decision/report.
- Greenbrier: FY Total: 0 Open: Approved:
- Pocahontas: FY Total: 1 Open: Approved:

Endangered Species

- Kyle Aldinger (New State Biologist) has made good relations with US Fish and Wildlife and in return has been able to get biological opinions back faster than we have in the past 5 years.
- Greenbrier: FY Total: Open: Approved:
- Pocahontas: FY Total: Open:3 Approved:4 Stream restoration projects

Engineering Backlog

- Notes.
- Greenbrier: FY Total: Open:19 Approved:1
- Pocahontas: FY Total: Open:17 Approved:2

24 NEW CRP contracts with FSA. CREP had 6 plans this year, 3 new, and 3 renewals this could potentially lead to 27 additional designs. **Not every CRP contract will need a design.** The CRP plans are in development. These design needs will be placed at the top of the existing needs owing to CREP have a 2-year implementation requirement and CRP having a 3-year requirement.

****Kenny (CET)** along with other area engineers will be leading the charge on designing the 30+ Emergency Conservation Plans (ECP) designs as well as working on engineering backlog. There is currently 41 ECP request and FSA says they know of 5 more who plan to apply.

Financial Assistance Programs

Contract Management –

- Current Fiscal Year
 - 120 contract were certified and paid for a value of \$167,268.71

Greenbrier Valley North Work Unit: DC Report

Greenbrier Valley Conservation District

Click or tap to enter a date.

- Amount of customer cost-share reported: enter dollar amount. and enter hours contributed..
- For 1st Quarter:
- For 2nd Quarter:
- For 3rd Quarter:
- For 4th Quarter:
- Payments by Practice Type
 - Area Practice (i.e., grazing plans, heavy use pads): Enter total acres. Acres and enter square feet. square feet for Enter dollar amount..
 - Linear Practices (i.e., fencing, pipeline): ____ feet of fence and ____ feet of pipeline for Enter dollar amount..
 - Point Practices: ____ Wells, ____ Pumps, and ____ Troughs for Enter dollar amount..

Active Contracts

- **Pocahontas-**
 - AMA- \$139,460—8 Contracts
 - EQIP- \$2,665,670—38 contracts
 - CSP- \$229,437—12 contract
- **Greenbrier**
 - AMA- \$ 150,454—7 contracts
 - EQIP- \$ 2,792,028—67 contract
 - CSP- \$ 914,295—34 contacts

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

- Enter Year. Contract Items: Katy McBride is working on Modifications along with Adam Merritt
-
- Enter Year. Contract Items:

Expiring Contracts

- Greenbrier: All contracts have been addressed.
- Pocahontas:

Cancellations and Terminations.

County	Quantity	Contract Value	Notes
Greenbrier:	2		
Pocahontas:	4		

Working Applications –

CRP/CREP	____ Applications	EQIP	____ Applications
CSP	____ Applications	AMA	____ Applications
CSP-GCI	____ Applications		

Greenbrier Valley North Work Unit: DC Report

Greenbrier Valley Conservation District

Click or tap to enter a date.

Upcoming Deadlines –

- CSP Renewal obligated by 12/20/24 and payments certified by 12/16/24

Office Administration

Field Office Priorities

- Wrap up CSP renewals, CRP and CREP plans.
- Finalizing EQIP/AMA/ CSP classic plans in preparation for Assessment and Ranking deadline in January -- February .
- Assist Area office staff with ECP (ICT reports etc)

Upcoming Events

- GVCD Legislative Brief. January 21st Legislation goes into session around February 12. DC, BPT NRCS will provide information on projects/contracts that show representation of the work being administered in the Greenbrier Valley.

Special Projects

* Bob and Marc: Scanning and boxing old contract files. Brandon is pushing the issue to the State Office for the storage and disposition of the files once scanned.

** FY 2026 Local Working Group.

- Program Participant Listening Session in Pocahontas, February.
- Program Participant Listening Session in Greenbrier, April.
- Local Working Group, tentatively between May 15 and Jun 15.

Staffing Updates

- Brandon Duckworth has said the Greenbrier North District Conservationist position is the highest priority right now along with the Soil Con Technician position out of the Buckeye Field office.

*An applicant has accepted the tentative offer for the GS-11 Natural Resource Specialist who will be housed in the annex office here in Lewisburg. That position will float across the South Area as needed to help in understaffed offices.

** An applicant has accepted the tentative offer for the GS-5/9 Natural Resource Specialist here in Lewisburg. This position will primarily support the workload here in Lewisburg but may be flexed as needed to support the Buckeye Service Center. Estimates start date of 12/9/2024.

Questions for the Board Supervisors

Greenbrier Valley North Work Unit: DC Report

Greenbrier Valley Conservation District

Click or tap to enter a date.

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Questions from the Board Supervisors

- NO questions from the Board Supervisors.

Any questions may be directed to the undersigned at enter email address. or enter office phone number..

District Conservationist

Distribution:

Enter name., State Conservationist (STC)

Enter name., Assistant State Conservationist – Field Operations (ASTC-FO)

Enter name., Area Resource Conservationist (ARC)

Enter name., NRCS Outreach Coordinator

Conservation District. Board of Supervisors (c/o District Administrator.)

Wanda Smith, Monroe District Conservationist

NRCS Field Office Staff: Enter counties. Service Centers

**Greenbrier Valley Conservation District
Monthly Equipment Report**

Month/Year Oct 2024

Equipment	Number of Days Rented	Number of Acres	Total Revenue	Total Cost of Repairs & Maintenance	Total Field Service Mileage
Tye #1					
Tye #2					
Great Plains #1					
Great Plains #2	2	20	300		
Great Plains #3	4	10	210		
No-till Seeder Totals			\$510		
Cricket	2		246		
Grasshopper	2		246		
Big Silver	6		738		
Lime/fertilizer Totals			92 \$1230		
Chemical Sprayer					
Litter Spreader #1					
Litter Spreader #2					
Litter Spreader Totals					
Post Driver #3					
Post Driver #4	1		200	25 ²⁸	
Post Driver #86	3		600		
Post Driver Totals			\$800		
Potato Planter					
Potato Sprayer					
Potato Hiller D. 3300	1		123		
Potato Totals					
Portable Scales					
Other					
Shop Supplies				25 ²⁸	
GRAND TOTALS (all equipment)	21	30	\$2663	25 ²⁸	



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LEWISBURG, WV 24901
(304) 645-7783

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ADKINS AUTO PARTS, LEWISBURG INVOICE						REFERENCE NUMBER 009-297749	
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10/31/24 DCB		268105 EUGENE		NET 10TH		COUNTER	
QUANTITY ORDERED	QUANTITY SHIPPED	BACK ORDERED	PART NUMBER AND DESCRIPTION	CODE	PRICE (LIST & SELL)	NET AMOUNT	
1	1	BYO	ADK 3/8-24 TAP TAP		5.500 EA	5.50	
1	1	BYO	ADK 21/64 DRILL BIT DRILL BIT		6.000 EA	6.00	
2	2		GAT G60285-0608 ADAPTERS SAE TO	12.470	6.890 EA	13.78	
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***** TIRES ALSO AVAILABLE. THANK YOU FOR YOUR BUSINESS!!! *****							
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						TAX .00	
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15% HANDLING CHARGE ON GOODS RETURNED WHEN SUPPLIED AS ORDERED. ERRORS AND OMISSIONS EXCEPTED.

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