



Potomac Valley Conservation District

500 East Main Street
Romney, West Virginia 26757-1836
304-822-5174

MINUTES OF MEETING

January 14, 2025

The monthly meeting of the Potomac Valley Conservation District was held on Tuesday, January 14, 2025, via teleconference. The meeting was opened with prayer and the pledge of allegiance. The meeting was called to order at 7:06p.m. by chairperson, Charlotte Hoover.

SUPERVISORS: Charlotte Hoover, Ron Miller, J.W. See, David Parker, George Leatherman III, Kent Spencer, Brian Dayton, Gerald Sites, Lois Carr

OTHERS: Kristen Logsdon, Justin Cook, Ben Heavner, Cindy Shreve, Krista Ayers, WVCA; Lee Hagerty, Kara Neilson, Luke Hot, Erin O'Leary, Sarah Taylor-Goldizen, Andy Deichert, Harold Russell, NRCS; Heather Duncan, WVACD; Roger Sites, PVCD; Layla Shreve, Youth Supervisors; Kimberly Dollinger, Guest

MINUTES: The minutes of December 10, 2024, Board Meeting Minutes were presented for review and approval. Following the discussion, **a motion was made by JW See and seconded by George Leatherman to dispense with the reading of the minutes of December 10, 2024, meeting and approve them as written and distributed. Motion carried.**

FINANCIAL REPORTS: Treasurer, J.W. See reviewed the treasury reports for the month of December with the Board. They reviewed the reports for Co-Administered accounts as prepared by WVCA Fiscal Department and the General Fund, CDO Grant, and Project Account reports as prepared by accountant Adam Carlin. **A motion was made by J.W. See and seconded by Kent Spencer to approve the Co-Administered funds report and the General, CDO Grand and Project Account reports for December. Motion carried.**

INVOICE: Board action was taken on payment in the amount of \$525.00 to the accountant, Adam Carlin, for bookkeeping services in the month of December. **A motion was made by J.W. See and seconded by George Leatherman to approve payment to Adam Carlin in the amount of \$525.00 for bookkeeping services in December. Motion carried.**

OTHER BUSINESS:

APPROVAL OF INVOICES & PAYMENTS:

Keaton, Frazer, Milleson, & Dante, PLLC - \$282.00 preparation of final deed on Watson property. A discussion was led by Ronald Miller and JW See. **A motion was made by Ronald Miller and seconded by JW See to approve the payment of \$282.00 to the district's attorney. Motion carried.**

CORRESPONDENCE:

WATERSHEDS:

Emergency Action Plans – There were not any EAPs this meeting.

Statement of Reviews – There were not any Statement of Reviews this meeting.

Blockage at Welton Park/Gap Bridge – Gerald Sites reported that he had spoken with delegate John Paul Hott, who said he will be speaking with district 5's lead engineer about this issue. George Leatherman reported that he has not spoken with any representatives yet.

REHABILITATION PROJECTS:

New Creek Site #1 – Erin O'Leary reported that she is hoping to have the paperwork ready to submit this week to start the IDIQ process on New Creek Dam Site 1.

New Creek Site #17 – Harold Russell with NRCS provided an update on the rehab of this dam site.

N/S Mill Creek Sites #3 & #4 – Erin O'Leary recapped the motions made at last month's meeting; one was made for Charlotte to sign task order once agreements are ready and the second was for Charlotte to sign the MSA agreement once it was reviewed by the board or the district's attorney. Erin also asked if there was an update on review of the agreement; **A motion was made by Ronald Miller and seconded by Kent Spencer to have the paperwork taken to the district's attorney for review. Motion carried. A motion was made by JW See and seconded by George Leatherman that if the lawyer says the agreement is in order, then it will be sent to the chairperson to sign and sent out. Motion carried.**

UNFINISHED BUSINESS:

2024 Drought Assistance Program – Justin Cook gave a brief update on how applications are going and encouraged everyone to continue to spread the word. Application window closes January 30, 2025.

COMMITTEE REPORTS:

NEW BUSINESS:

LOR – WVDA Drought Assistance for Pasture Renovation – Kristen Logsdon shared that the dollar amount has not been determined yet, but the state wanted the LOR approved ahead of time. **A motion was made by JW See and seconded by Kent Spencer to approve the signing of the LOR by the chairperson once dollar amount and LOR ID are provided. Motion carried.**

LOR – WVU Extension GRASS Partnership - \$20,000.00 – Kristen Logsdon explained the LOR. **A motion was made by JW See and seconded by George Leatherman to have Kristen send the LOR to Pendleton County FSA for Charlotte to sign. Motion carried.**

Dollinger Farm – Kimberly Dollinger joined the meeting to share out about her and her husband's farm that they run here in Hampshire County, where they raise and sell beef, pork, poultry, honey and eggs. They give tours already but they are wanting to grow into that new space and improve on the agritourism. They currently give tours to individuals, families, 4H groups, some large groups and are wanting to lean into the schools and try to set up tours with classes.

Elk Garden Park Signage – Cindy Shreve spoke on behalf of Leah Bittinger; grant funding left over from pollinator and tree planting from a project that was started, and they are trying to finish it up. **A motion was made by JW See and seconded by Kent Spencer to approve up to \$500.00 to start the process for signage at Elk Garden Park. Motion carried.**

ADMINISTRATIVE SPECIALIST REPORT:

US Cellular – Kristen Logsdon brought it to the board's attention that they are still making a payment when a motion was made at the November? Meeting to pay off the phone and close the account.

Conservation Day – Kristen Logsdon shared that Davin White had reached out to inform about Conservation Day coming up on February 20, 2025. Heather Duncan assisted in further discussion and offered her assistance in the preparation process. **A motion was made by JW See and seconded by Ronald Miller to reach out to farm winners, Powder Keg Farm and Cottage Hill, and pay for lodging should they choose to go down and be recognized on the House and/or Senate floor at Conservation Day. Motion carried.**

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BOARD MEMBER REPORTS:

Envirothon Team Discussion – Lois Carr reported that Lacci Kesner, East Hardy FFA teacher has started her meetings and trainings for Envirothon.

Youth Supervisor Program – **Layla Shreve**: On December 12th and 13th, six teams competed in the winter career development events. The teams included ag mechanics 11th place, milk quality fifth place, food science fifth place, vet science eighth place, entomology sixth place, and floriculture 13th place. Having a workday for members to work on their record books on January 15th. Holding the chapter meeting on January 23rd with a guest speaker from Eastern College. On February 7th they are planning to take members to a regional line dance at Hampshire. During FFA week their chapter has many activities planned, such as guest speakers, snow tubing, dress up days, and more. Sometime in February they will be hosting a bowling night for members in their chapter plus Hampshire and Hardy chapters. They will be starting their strawberry sale soon, flower bulbs will follow and they have finished hanging hams for the ham bacon and will keep preparing for the show and sale.

JW See mentioned that Layla wants to go down for Ag Day and Conservation Day; JW See recommended that she represent the Potomac Valley Conservation District as a youth supervisor.

Emilee See: JW See reported on her behalf as she was at work; the FFA went up to the PA Farm Show.

PVCD REPORT:

Rental Equipment/Repairs – Ronald Miller ran discussion on how equipment rentals are going and the new pricing for renting the equipment. Ron said he spoke with John Hicks and Grace Engelman to discuss the new pricing. Ronald Miller presented a price of \$150 a day or \$700 a week on the litter and manure spreaders, still charging a delivery and clean up fee; Ron asked for feedback. After discussion **a motion was made by JW See and seconded by Kent Spencer to charge \$150 a day or \$700 a week on the litter and manure spreaders. Motion carried.**

Billing of Rental Equipment – Ronald Miller spoke on the rental agreement forms on behalf of Grace Engelman. Currently the rental agreement states that after 60 days a service charge of 3% per month will be added to delinquent bills, the question was does the board want to keep that or take it off as it has not been consistently enforced. **A motion was made by JW See and seconded by Lois Carr to remove the 3% charge from the rental agreement but to keep the rule that if a lessee has an invoice that is 90 days past due, they will not be allowed to rent the equipment until the past due invoice is paid in full. Motion carried.**

Ronald Miller also spoke on the cruster clean up fee; there are more people not cleaning them as they should. Discussion was held on the issue. **A motion was made by Ronald Miller and seconded by Lois Carr that the cruster clean up fee be increased to \$200 for the first time and if the cruster comes back without being cleaned a second time it will not be rented to that co-operator again. Motion carried.**

AG ENHANCEMENT / CHESAPEAKE BAY PROGRAMS:

- D / M Exigency Program – Justin Cook reported that the drought program is still going on as we are still in a D1 drought status.
- D / M Frost Seeding and Summer Annual Application Approvals – Justin Cook asked that the board set a day and time for a special meeting to approve these applications. The decision was made to have the special meeting on January 23, 2025, at 7pm via teleconference.

APPLICATIONS

- D / M **MEB:** *Roger Kitzmiller*

PAYMENTS

- D / M **Lime:** *Thomas Kimble \$2,700.00CS; Coons Land & Livestock LLC – Sam Coons \$2,040.66CS; Jesse Mace \$2,983.92CS; Ayers Construction & Farms – Zachary Ayers \$1,971.73CS; Charles A. Funkhouser \$1,635.00CS*
- D / M **Cover Crop:** *Ryan Miller \$2,500.00CS; Randy Branson \$2,150.00CS; Branson Farms – Rodney A. Branson \$2,275.00CS; Richard Z. Woodworth \$2,500.00CS; William Woodworth \$1,750.00CS; Michael Rexrode \$1,700.00CS; W.C. Taylor \$2,500.00CS; Brookedale Holsteins Inc. – William Brooke \$2,500.00CS; Del Ray Wilkins \$2,500.00CS; KSB Farms LLC \$2,500.00CS; Marsha Knott \$1,200.00CS; Mark A. Taylor \$500.00CS; John Harper \$2,500.00CS; Jeremy Harper \$2,500.00CS; Kenneth Harper \$760.00CS; Craig M. Crites \$1,000.00CS; Jimmie Bennett \$1,335.00CS; Charles Armentrout \$1,800.00CS; Helen Heavner \$2,500.00CS; Jeff Heavner \$2,500.00CS; John Heavner II \$2,500.00CS; Doug Wimer \$2,500.00CS; Isaiah Smith \$2,500.00CS; John McCoy \$1,500.00CS*
- D / M **Urban Ag.:** *E. Larry Shreve Jr. \$223.50CS*
- D / M **Chesapeake Bay Fence:** *Joseph C. Bensenhaver \$5,765.50CS; Bensenhaver Cattle Co. – Donnie Jack Bensenhaver \$7,062.36CS; Dewey Bensenhaver \$7,692.75CS*
- D / M **Hay/Pasture Re-Seeding:** *John Daniel Rogers \$2,262.00CS*

Exigency Applications and Payments

APPLICATIONS

- D / M **Revegetation:**
- D / M **Temp Fence:**
- D / M **Livestock Water:** *Douglas Crites \$500.00CS*

PAYMENTS

- D / M **Revegetation:** *Denver Smith \$500.00CS*
- D / M **Temp Fence:**
- D / M **Livestock Water:** *Douglas Crites \$409.99CS*

A motion was made by Kent Spencer and seconded by Lois Carr to approve all applications under Ag. Enhancement/ CBay and all applications under the Exigency program. Motion Carried.

A motion was made by JW See and seconded by George Leatherman to approve all payments under Ag. Enhancement/CBay and all payments under the Exigency Program. Motion Carried.

MUDLICK RUN PROJECT:
CONSERVATION AGREEMENTS
FARM PLANS / CONSERVATION PLANS:

AGENCY REPORTS:

WVCA – Justin Cook reminded everyone that the WVDA Drought Relief program is running until Thursday, January 30, 2025, until 4pm. Frost Seeding and Summer Annual sign ups ended on Friday, January 10, 2025.

NRCS – Charlotte asked about the issues on the Strickler property, Erin O’Leary reported that herself and Christi Hicks met with the Sticklers on December 11, 2024. Andy and Christi are working with Nathan out of Erin’s office to check on land rights and have things moving on the issue.

Sarah Taylor-Goldizen spoke on the Envirothon team training, reporting that she has a group of professional engineers willing to help with training. She will reach out to the teams and set up a training day for everyone to come together. For NRCS they are actively working on assessing new applications for 2025, they are working on 180 applications for Grant, Hardy and Pendleton County.

Lee Haggerty shared that his monthly report is in their supervisor packets and gave a big thank you to Grace Engelman for going out on her own time to help a co-operator set up the Landpride that the district rents out.

WVACD – Heather Duncan reported that the Association is accepting applications for the community development grant until January 31st. PVCD has two applications submitted with Powder Keg Farms. Heather also reported that the vote at State Committee was to drop per diem funding back down to \$80.00 per day, effective the day of the State Committee meeting that was held on January 9, 2025. Mileage went up to \$0.70 per mile which went into effect on January 1, 2025.

USDA –

UPCOMING DATES:

Special Board Meeting – Thursday, January 23, 2025, at 7pm via teleconference

Next Board Meeting – Tuesday, February 11, 2025, at 7pm, style of meeting TBH

There being no further business, the meeting was adjourned at 8:39pm by **motion of Kent Spencer seconded by JW See. Motion carried.**

Charlotte R. Hoover

Chairperson

Jent Spencer

Secretary

March 11, 2025

Date