



## Potomac Valley Conservation District

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### MINUTES OF MEETING

March 11, 2025

The monthly meeting of the Potomac Valley Conservation District was held on Tuesday, March 11, 2025, at the Farm Credit Building in Moorefield. The meeting was opened with prayer and the pledge of allegiance. The meeting was called to order at 7:07p.m. by chairperson, Charlotte Hoover.

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

**OTHERS:** **WVCA** - Kristen Logsdon, Justin Cook, Ben Heavner, Leah Bittinger, Cindy Shreve, Don Whetzel, Erin Krieger; **NRCS** - Lee Hagerty, Christi Hicks, Jackie Byars, Lily Byars, Sarah Taylor-Goldizen; **FSA** – Andrea Landis; **PVCD** – Roger Sites, Paul Clayton; **Youth Supervisors** – Layla Shreve – Mineral County FFA, Emily See – Moorefield FFA; **Public Guest** – Chris Palmer (Stonestreet Farm)

**MINUTES:** The minutes of February 11, 2025, Board Meeting were presented for review and approval. Following the discussion, **a motion was made by George Leatherman and seconded by JW See to dispense with the reading of the minutes of February 11, 2025, meeting and approve them as written and distributed. Motion carried.**

**FINANCIAL REPORTS:** Treasurer, J.W. See reviewed the treasury reports for the month of February 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 Gerald Sites to approve the Co-Administered funds report and the General, CDO Grand and Project Account reports for February. 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 February. **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 February. Motion carried.**

**INTEREST ACCOUNT:** Outstanding check from 2022 – Kristen Logsdon stated who and what the check was for. Discussion was led by JW See. **A motion was made by JW See and seconded by Kent Spencer to void the original check and cut a new check and for it to be hand delivered. Motion carried.**

#### OTHER BUSINESS:

Triad – Don Whetzel lead discussion, after further discussion amongst everyone **a motion was made by JW See and seconded by Kent Spencer to send a letter to Triad. Motion carried.**

#### APPROVAL OF INVOICES & PAYMENTS:

WV Board of Risk & Insurance – Quarterly Premium \$3,453.00, **A motion was made by JW See and seconded by Ronald Miller to approve the payment to WV Board of Risk & Insurance. Motion carried.**

OM&R Invoices to the State – \$169,375.00, **A motion was made by Ronald Miller and seconded by Kent Spencer to approve the submittal of invoices to the state. Motion carried.**

Petersburg Oil Company – \$813.66, **A motion was made by JW See and seconded by Kent Spencer to approve the payment for fuel to Petersburg Oil Company. Motion carried.**

WVDA Drought Program – approval of payments and signing of checks, **A motion was made by Ronald Miller and seconded by JW See to approve the payments and signing of checks. Motion carried.**

#### CORRESPONDENCE:

WVU Davis College of Agriculture & Natural Resources – Sponsorship for collegiate soil judging team to go to Stevens Point, Wisconsin on May 1&2 for 2025 National Collegiate Soils Contest. **A motion was made by JW See and seconded by Kent Spencer to sponsor the team with \$250. Motion carried.**

#### WATERSHEDS:

Emergency Action Plans – South Fork, Patterson Creek, Lunice Creek. **A motion was made by JW See and seconded by George Leatherman to approve the chairperson signing off on the Emergency Action Plans. Motion carried.**

Statement of Reviews – South Fork. **A motion was made by Kent Spencer and seconded by JW See to approve the chairperson signing off on the Statement of Reviews. Motion carried.**

Blockage at Welton Park/Gap Bridge – Gerald reported there is no news on the matter but wants it kept on the agenda.

New Creek Site #12 – Discussion took place. No motions were made.

Lost River Site #4 – Helicopter Pad. Ronald Miller led the discussion. **A motion was made by JW See and seconded by Kent Spencer to draft a letter for easement to put concrete pad down for helicopters and send the letter to the state. Motion carried.**

#### REHABILITATION PROJECTS:

Christi Hicks reported that BIL and IRA funds are still up in the air, suggested reaching out to senators to express how important infrastructure funds are for these dam sites.

New Creek Site #1 – Discussion, no motions made.

N/S Mill Creek Sites #3 & #4 – Decision to place on April agenda, agreement. No motions made.

New Creek Site #17 – Decision to place on April agenda, letter to sign. No motions made.

#### UNFINISHED BUSINESS:

Frost Seeding Overpayment (March of 2024) – Justin Cook led explanation on the matter. **A motion was made by JW See and seconded by Kent Spencer to approve overpaying Dennis Rogers \$214, making his Frost Seed cost share for 2024 \$1,000.00. Motion carried.**

Outstanding Program Checks – **A motion was made by JW See and seconded by Brian Dayton to void four checks that are beyond six months deposit/cash period. Motion carried. A motion was made by JW See and seconded by Kent Spencer once the check that was issued in October of 2024 reaches the six-month period the check be voided and a new check be issued. Motion carried.** A decision was also made to have these checks hand delivered.

Undelivered Check – Thomas Kimble. **A motion was made by JW See and seconded by Kent Spencer to stop payment on this check and re-issue the check. Motion carried.** A decision was made to have check hand delivered.

#### NEW BUSINESS:

Century Farm Applications – The McCauley Back Acre Farm, Little Em' Cattle Company, Heavner Farms, and Rock Island Farm. **A motion was made by Kent Spencer and seconded by Gerald sites to approve all applications. Motion carried.**

Constant Contact & Newsletter Payment Change – **A motion was made by JW See and seconded by Kent Spencer to approve the payment change. Motion carried.**

LOR– WVDA Pasture Renovation #2 - \$6,168.00. **A motion was made by JW See and seconded by Ronald Miller to approve the LOR for \$6,168.00 and have the chairperson sign. Motion carried.**

#### ADMINISTRATIVE SPECIALIST REPORT:

WVDA Drought Check P/U – Kristen Logsdon discussed with the board how drought check process will run and when drought check pick up will be. No motion necessary.

Tree Sale & P/U – Kristen Logsdon led discussion. No motion necessary.

#### BOARD MEMBER REPORTS:

Conservation Day – No one to report

Youth Supervisor Program – **Layla Shreve:** Strawberry sale ended in February. Went down for Ag & Conservation Day at the Capitol. Regional bowling with Hampshire and Keyser. They are currently preparing for beef expo and horse judging. Leadership development events – employment skills. Applications for state degrees were completed by members, Layla being one of them. Ham, Bacon, Egg show was on March 11 and the auction is on Thursday, March 13 at 6pm, at Keyser Fire Hall 2.

**Emily See:** Wrapped up strawberry sales. Ham, Bacon, Egg sale is Friday, March 14 starting at 5:30pm. Bull branding at Wardensville. Public speaking and extemporaneous speaking, Emily is extemporaneous for LDEs. Emily is going to Charleston in the middle of April for an auctioneer exam. They are planning for the fair. National FFA week, consisting of bring your tractor to school day and other activities. Competed in Charleston over the weekend for DECA and won, so now the team is going to internationals in Florida.

**PVCD REPORT:**

Equipment Sale – Decision to place this on April’s agenda. Discussion on what will be sold.

Rental Equipment/Repairs – purchase of Chandler litter spreader – **A motion was made by JW See and seconded by Gerald Sites to use the money made from the equipment sale to purchase a new Chandler litter spreader with brakes and give Ronald Miller authority to get prices and order a spreader. Motion carried.**

Billing of Rental Equipment – Discussion on billing issues. No motion was made.

**AG ENHANCEMENT / CHESAPEAKE BAY PROGRAMS:**

Exigency Program – No update as we are still in D1

**APPLICATIONS**

MEB – *Cynthia Shreve \$5,107.50CS; Kevin Didawick \$8,000.00CS.* **A motion was made by JW See and seconded by Kent Spencer to approve the above applications. Motion carried.**

**PAYMENTS**

**Urban Agriculture:** *Andrea Landis \$90.94CS*

**Frost Seeding:** *Bonnie View Farm LLC \$904.80CS; Robert Landis \$600.00CS; Steve Miller \$628.00CS; Eddie Sites \$640.00CS; Ayers Construction & Farm \$420.00; Stephan Cremann \$1,000.00CS; Joseph M. Alexander \$1,000.00CS; Willie Haggerty \$1,000.00CS*

**A motion was made by JW See and seconded by Kent Spencer to approve all Ag Enhancement payments as listed above. Motion carried.**

**MUDLICK RUN PROJECT:**

**CONSERVATION AGREEMENTS**

**FARM PLANS / CONSERVATION PLANS:**

AGENCY REPORTS:

WVCA – *Justin Cook* reported reminder letters for AgEPs have been sent out and there is an AgEP Committee Meeting on April 8<sup>th</sup> at 6pm before the board meeting. *Leah Bittinger* reported she will be working on Elk Garden Community Park tree replacements on March 22<sup>nd</sup> with a local 4H group and hopes to put up the new signs as well. *Erin Krieger* reintroduced herself. *Ben Heavner* talked about field days and setting up a committee.

NRCS – *Lee Haggerty* reported on an employee cut in the Keyser office. *Sarah Taylor-Goldizen* reported that the Potomac Valley South lost 3 employees, so four total for the district; asked for local work group meeting go on the April agenda, wanting to schedule it for mid-May. *Jackie Byars* introduced herself, acting assistant state conservation for field operations for the north area for NRCS, Lee and Sarah's acting boss until June, reported that 23 employees were let go across the state, she also spoke on other issues that revolve around the current situations with federal standings.

PVCD –

FSA – *Andrea Landis* reported the emergency livestock assistance program has been froze until informed otherwise.

UPCOMING DATES:

AgEP Committee Meeting – Tuesday, April 8<sup>th</sup>, 2025 @ 6:00pm; Board Meeting - April 8, 2025, beginning at 7pm at the Farm Credit Building in Moorefield

There being no further business, the meeting was adjourned at 8:57pm by **motion of Kent Spencer seconded by JW See. Motion carried.**

*Charlotte R. Hoyer*

Chairperson

*April 8, 2025*

Date

*Kent Spencer*

Secretary