

# ***Southern Conservation District***

## **Regular Board Meeting Minutes**

May 8, 2025

10:00 AM

The Southern Conservation District Board of Supervisors met on Thursday, May 8, 2025, at 10:00 AM in the conference room of the district office located at **253 Ragland Rd. Beckley, WV 25801.**

### **Those in attendance:**

#### **Supervisors**

Randall Patton; Chairman

Bill Harris; Vice Chair

Ed Hendrick; Secretary

Curtis Murphy

Bill Cook

Ron Testerman (Teleconference)

#### **Others**

Chris Casto, WVCA

Haleigh Moses, WVCA

Morgan Dial, WVCA

Jesus Nandi Roman, WVCA

Dave Parkulo, SCD

Brandon Ducksworth, NRCS

Open & Welcome

SCD Chair; Randall Patton

Bill Cook led the group in prayer; Bill Harris led in the Pledge of Allegiance.

## Southern Conservation District Operations and Business

### LWG/NRCS Update

Brandon Ducksworth, NRCS

Mr. Brandon Ducksworth, reporting on behalf of Katy McBride, stated that Andy Sentz will lead the Local Work Group (LWG) meeting scheduled for May 12, 2025, during Katy McBride's absence. He reported that the Princeton office remains open despite staffing shortages. All EQIP applications have been ranked, and approximately \$3.4 million in funding has been pre-approved. The total statewide EQIP allocation exceeds \$8 million. Inflation Reduction Act (IRA) funds for FY2025 have not yet been released but could total \$17 million if approved. Existing IRA and Bipartisan Infrastructure Law (BIL) funds remain available for active agreements, including the Elborn Creek buyout project, which is proceeding; notification letters will be issued to applicants. Mr. Ducksworth reported that no teams have registered for the land judging contest. NRCS will support the event if districts proceed. The bid for the Slate 14 and 15 project was rejected due to cost; Slate 15 will be rebid separately with a reduced scope. Funding for NRCS's portion appears to be secured. Brandon Ducksworth also reported that the office will remain short-staffed during Katy McBride's absence and offered assistance as needed.

### Approval of Minutes

***Edgar Hendrick moved to approve the minutes of the April 10, 2025, regular board meeting.***

***The motion was seconded by John Farrell and adopted.***

***Edgar Hendrick moved to approve the minutes of the April 29, 2025, regular committee meeting. The motion was seconded by Curtis Murphy and adopted.***

### Administrative Specialist Report

Jesus Nandi Roman, WVCA

Jesus Nandi Roman reported that Invoices 1040 and 1042, both related to the Cranberry Creek channel, have been submitted to Jacob Lavender for evaluation. He also reported that pasture renovation funds totaling \$8,404.00 are ready for approval.

***Bill Harris moved to approve the second round of payments for the pasture renovation program, totaling \$8,404.00. The motion was seconded by Mr. Johnston and carried.***

LORS:

*Bill Harris moved to approve the Letter of Request (LOR) to rebalance the existing account to \$10,000 based on the 03/31/2025 balance. The motion was seconded by Curtis Murphy and carried.*

LOR ID:16317

Purpose: FY25 AgEP Exigency Rebalance Allotment

Amount: 418.38

AGR: 1496-00-SCD

Review/Approval of April Financial Reports

*District Operating Account*

*District Building Account*

*Supervisor Travel & Per Diem Account*

*CDO Account*

*District Reserve Account*

**Prior to the motion, Bill Harris noted for the record that the balance of the CDO Account, as reflected in the April 30, 2025, financial reports, is \$6,445.00.**

*Curtis Murphy moved to approve the April 2025 financial reports. The motion was seconded by Steve Johnston and carried.*

Review/Approval of Accounts Aging Summary:

Discussion prior to the motion included an update on a delayed invoice related to EWP exigency work. It was noted that the invoice has been shared with Shane. Further updates regarding the payment timeline are pending, but the responsible party has committed to resolving it promptly.

***Following discussion, Bill Harris moved to approve the Accounts Receivable/Aging Summary. The motion was seconded by Ron Testerman and carried.***

Review/Approval of Co-Administered WVCA Financial Reports:

Randall Patton noted that the CDO Admin Fund Report will be available on May 12, 2025. Mr. Patton also stated that the report may be added to the agenda for the end-of-month meeting or included in the June regular board meeting.

A review of CD accounts revealed discrepancies between internal records and bank-reported balances. CD #3, previously showing a balance of \$143,606 in February, now reflects a balance of \$68,097, with an \$80,000 withdrawal contributing to the difference. Additional reconciliation

is needed to determine the origin and coding of these transactions. CD statements, which are issued quarterly, may be missing due to delays during staff transitions and will be requested from the bank if not already on file. Chris Casto will follow up to obtain the necessary statements and ensure they are made available for review. It was noted that maintaining accurate records has been challenging during the transition period, and extra care must be taken to ensure bank statements are received and reconciled in a timely manner. The group also discussed the need to clarify payment coding for a project involving Cranberry Creek, particularly how expenses should be divided between state sponsor, local sponsor, and restricted funds. Dave Parkulo will follow up with Jacob Lavender and work with Jesus Nandi Roman to confirm proper funding codes before payments are processed to avoid delays or rejections. The board acknowledged that any project costs exceeding available repair funds may require supplementation from restricted accounts. All sponsors are to receive a year-end report detailing how funds were spent, and the board intends to vote on reconciled figures at the next regular meeting once CD statements are reviewed and financial coding is confirmed.

Conservation Tech Report

Dave Parkulo, SCD

Dave Parkulo reported that work has been completed on the upper reach of Cranberry Creek, with some cleanup remaining along the lagging walls and spurs. An invoice in the amount of \$44,000 has been submitted for approval. The uppermost reach has not yet been cut due to weather conditions and equipment availability; hand crews have been rotated as needed between sections of Cranberry Creek. Spraying is being done where possible, though high winds have caused delays. Additional completed projects include 5,000 feet of five-strand wire fence and 400 feet of wooden fencing, all of which have been paid. Two water crossings remain to be installed and will be completed when possible. These are not part of AgEP but are tied to the county water system and were previously delayed. Another project involving 1,800 feet of four-strand electrified fencing has been verified and paid. The Charles Lang project in Athens has also been completed and paid. Dave Parkulo noted ongoing work at the Elk Creek site for Jim Hardwell and another site requiring excavation and post-setting, which is expected to take roughly a day and a half. Additional efforts have involved hauling fertilizer and coordinating with local suppliers. Lastly, he reported that the appraisal for the excavator has been received; the equipment was valued at \$50,000.

Conservation Specialist Report

Morgan Dial, WVCA

**AGeP**

Action in between meetings:

- Curtis Murphy with delegated authority approved payment for Adrian A. Harper's Nutrient Management Fertilizer in the amount of \$1,495.00 (4/24/25)
- Curtis Murphy with delegated authority approved payment for David H. White's Nutrient Management Fertilizer in the amount of \$520.00 (4/24/25)

Payments for Approval:

Nutrient Management:

- Chase C. McLaughlin in the amount \$1,500.00
- Jeffrey McLaughlin in the amount \$1,105.00
- Brenda Nelson in the amount \$1,500.00
- Wayne Rhodes in the amount \$1,500.00

*Bill Harris moved to approve the Nutrient Management application payments for four applicants. The motion was seconded by John Farrell and carried.*

- It was noted that the most recent trial balance for account 10016-S reflects available funds of \$7,321.98, while the invoices submitted total \$7,620.00. As this creates a discrepancy of \$298.02, a special meeting of the Board of Supervisors will be held on Monday, May 12, 2025, to discuss how to proceed. The purpose of the meeting will be to determine how the payment should be handled, including which account or fund the remaining balance should be drawn from, and to ensure that all program expenditures are properly coded and aligned with available budget authority.
- Additional information related to Morgan Dial's report is attached. The report includes further details on payments and amounts disbursed.
- Morgan Dial informed the group that informational flyers have been distributed. The flyers provide details on how to sign up for cost-share programs offered by the Southern Conservation District, including lime and other eligible practices, for the upcoming June enrollment period.

**WVCA, NRCS & SCD Updates/Approvals**

Area Operations Manager Report

Jeremy Salyer, WVCA

The Board reviewed the report provided by Jeremy Salyer in his absence. The report included general updates from WEC, a request to update the employee manual, and a reminder that district farm judging selections are due to area directors by June 16, 2025. Supervisors discussed

Public Remarks/Comments

Meeting Adjournment:

Steve Johnston moved to adjourn the meeting. The motion was seconded by John Farrell and carried. The meeting was adjourned.

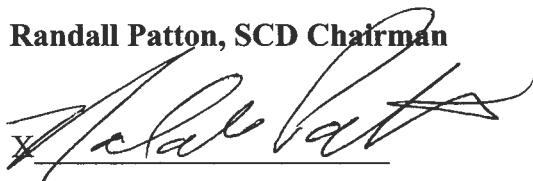
Dates To Remember:

SCD Committee Meeting: May 27, 2025 at 10:00 AM @ 463 Ragland Rd WV, 25801.

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Respectfully Submitted:

**Randall Patton, SCD Chairman**

X 

**Edgar Hendrick, SCD Secretary**

X 

RH/EH/as

Recorded By, Jesus Nandi Roman, Administrative Specialist