

# Capitol Conservation District

**418 Goff Mountain Rd. Suite 102**

**Cross Lanes, WV 25313**

**May 21<sup>st</sup>, 2025, Board Meeting Minutes**

Terry Hudson-Chairman  
Diane Lumadue-Secretary  
Sally Shepherd-Supervisor (virtual)  
Jenna Budd-NRCS  
Jeremy Salyer-WVCA Area Director (virtual)  
Valerie Thaxton-Treasurer  
Heather Duncan-WVACD (virtual)

Clyde Bailey-Vice Chair  
Grace Fry-Conservation Specialist  
Rick Sams-Associate Supervisor  
Natalie Salmon-WVCA Admin  
Dawn Lemle-District Employee  
Jon Bourdon-STC  
Chris Ellison-WVCA (virtual)

**CALL THE BOARD MEETING TO ORDER at 9:05 a.m.**

## **(M)-Approval of April 2025, Board Meeting Minutes**

- Valerie Thaxton made a motion to accept the Board Meeting Minutes.
- Clyde Bailey 2nd motion.
- All in favor. Motion carried.

## **(M)-Approval of May 2025 Agenda**

- Clyde Bailey made a motion to accept the Board Meeting Agenda.
- Valerie Thaxton 2nd motion.
- All in favor. Motion carried.

## **FINANCIAL REPORTS/INVOICES**

1. **(M) Co-Administered Funds Report, District Financial Report, Supervisor Per Diem & Travel. Bills to be paid as funds permit and coordinated by office staff and filed for audit.**
  - Valerie Thaxton made a motion to accept the financials, file for audit.
  - Clyde Bailey 2nd motion.
  - All in favor. Motion carried

## **NEW BUSINESS**

### **1. (D/M)-AgEP Payment Approvals**

- |                  |      |                          |
|------------------|------|--------------------------|
| ○ Berry Jackson  | Lime | \$635.00                 |
| ○ Ben McMillan   | UA   | \$353.24                 |
| ○ Octavia Cordon | UA   | \$281.48                 |
| ○ James Summers  | Lime | \$2,000.00               |
| ○ James Summers  | NM   | \$500.00                 |
|                  |      | <b><u>\$3,769.72</u></b> |

- Valerie Thaxton made a motion to approve AgEP payments.
- Clyde Bailey 2nd motion.
- All in favor. Motion carried



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- 2. (D/M)-LOR for FY26 Q1 District Support Allotment for \$30,734.00**
  - Clyde Bailey made a motion to approve LOR.
  - Valerie Thaxton 2nd motion.
  - All in favor. Motion carried
  
- 3. (D/M)-LOR for FY26 Q2 District Support Allotment for \$15,016.00**
  - Clyde Bailey made a motion to approve LOR.
  - Valerie Thaxton 2nd motion.
  - All in favor. Motion carried
  
- 4. (D/M)-LOR for FY26 Q3 District Support Allotment for \$15,015.00**
  - Clyde Bailey made a motion to approve LOR.
  - Valerie Thaxton 2nd motion.
  - All in favor. Motion carried
  
- 5. (D/M)- LOR for FY26 Q4 District Support Allotment for \$11,662.00**
  - Clyde Bailey made a motion to approve LOR.
  - Valerie Thaxton 2nd motion.
  - All in favor. Motion carried
  
- 6. (D/M)-LOR for Grazing Land Conservation Initiative for \$3,000.00**
  - Clyde Bailey made a motion to approve LOR.
  - Valerie Thaxton 2nd motion.
  - All in favor. Motion carried
  
- 7. (D/M)-LOR for FY25 AgEP Exigency Rebalance Allotment for \$4,000.98**
  - Clyde Bailey made a motion to approve LOR.
  - Valerie Thaxton 2nd motion.
  - All in favor. Motion carried
  
- 8. (D/M)-LOR for WVDA Pasture Renovation #4 for \$158.30**
  - Clyde Bailey made a motion to approve LOR.
  - Valerie Thaxton 2nd motion.
  - All in favor. Motion carried
  
- 9. (D/M)-Pins for District Supervisors**
  - Clyde Bailey made a motion to order pins for supervisors.
  - Diane Lumadue 2nd motion.
  - All in favor. Motion carried
  
- 10. (D/M)-Sponsorship of WV State Conservation Camper**
  - Clyde Bailey made a motion to sponsor 2 campers preferably from Kanawha County.

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- Diane Lumadue 2nd motion.
- All in favor. Motion carried

### **11. (D)-CCD Biochar Development Grant**

- Grant is still paused.

### **12. (D)-CCD Homesteading-ish Grant**

- Grant is still paused.

### **13. (D)-District Employee Support**

- **Per Judith Lyons:**

The Agency budget for FY26 includes a reduction of \$600,000. With the reduction, WVCA has adjusted and cut the Agency budget in many areas. One expenditure reduced is the funding support for conservation district employees. WVCA has reduced and/or eliminated support for District employee reimbursement for FY26. The support for office assistants/outreach & education is cut completely for FY26. Support for approved field staff positions will require an agreement between the CD and Agency to continue funding after July 1, 2025. Any employee reimbursement funding without an agreement will be eliminated. A template of an agreement for a district employee will be provided upon request. However, there is no guarantee that we will be able to fund the position. In place of reimbursements, WVCA is working to hire interns to help support the districts with field work. These positions are temporary, seasonal and not permanent, but will be able to provide assistance for the districts.

### **14. (D)-WVCA Annual NACD Membership Dues**

- **Per Judith Lyons:**

The budget we have received for FY26 includes a reduction of \$600,000. With the reduction, WVCA is having to adjust and make cuts to our budget in many areas. One expenditure to be cut is the Association dues for agency membership. We cannot continue the support of the Association for the \$5,000.00 dues. Although we cannot support financially, we will continue to provide our assistance and support in the manner that we have always done for the programs, committees and reports for the quarterly meetings.

## **REPORTS**

- 1. AgEP Report-Grace Fry:** See Report
- 2. NRCS Report-Jenna Budd:** See Report
- 3. WVCA Report-Jeremy Salyer:** See Report
- 4. WVCA Watershed Report-Jacob Lavender:** Not Present
- 5. WVACD Report-Heather Duncan:** See Report
- 6. Solid Waste Authority-Terry Hudson:** 2 Clean-Ups; Closing Sissonville location June 2<sup>nd</sup>; Moving back to Slack Street
- 7. GKRCDD Report-Terry Hudson:** Trying to diversify funding; \$20,000.00 in grants (partially pending) that will go back into the community

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8. **District Employee shared/NRCS Report-Dawn Lemle:** TA New Hire will be starting June 9<sup>th</sup>; Summer intern will be starting soon; Several upcoming workshops
9. **Supervisor Reports:**
  - Clyde Bailey-** 2026 App grazing planning committee / Local work group meeting; State Fair Meeting; Executive Board Meeting; CCD Board Meeting
  - Valerie Thaxton-** Left Meeting at 10:30 a.m.
  - Sally Shepherd-** Continuing work with Biochar (not spending any funding); Board Meeting with Composting Council today; Working with Master Gardeners
  - Diane Lumadue-** NRCS Webinar Flood Plain Management; NRCS Partner Meeting; Coal River Kick Off Meeting; Farm Bureau Meeting; Pulled names for mailing list for Coal River homeowners; CCD Board Meeting
  - Terry Hudson-** April: 21st Coal River Dam Meeting NRCS; 24th CCD Panning Meeting; 29th KCSWA inspection of Spray Foam install; May: 1st KCSWA monthly checks / CCD office 5th CCD interviews 8th Coal River project kick-off meeting; 14th GKRCD monthly meeting; 15th FSA meeting; 20h KCSWA monthly meeting; 21st CCD monthly meeting
  - Richard Sams (Associate)-** Local Workshop Meeting; Farm Bureau Meeting

### **STANDING COMMITTEE REPORTS**

- RC&D is helping with GLCI meals; Farm Bureau may also be able to contribute.

### **UNFINISHED BUSINESS**

1. **(D/M)-Elk Two Mile 12 Work Estimate for \$2,800.00, Elk Two Mile 13 Work Estimate for \$3,400.00, Elk Two Mile 14 Work Estimate for \$4,490.00**
  - Clyde Bailey made a motion to move forward with the cleanup.
  - Diane Lumadue 2nd motion.
  - All in favor. Motion carried

**Diane Lumadue made a motion to adjourn at 10:59 a.m.**

**Clyde Bailey 2<sup>nd</sup> motion.**

Finance Committee Meeting held at 8:30 am

Next Board Meeting will be held Wednesday, June 18<sup>th</sup>, 2025, at 9:00 a.m.