

# *Greenbrier Valley Conservation District*

June 11, 2025, 9:00am

Regular Board Meeting, **Approved Minutes**

The Greenbrier Valley Board of Supervisors met on Wednesday, June 11, 2025, at 9:00am in the conference room of the USDA service center located in Lewisburg.

## Those present:

### Supervisors:

Chairman, Gary Sawyers

Gary Truex

Donald McNeel

Avery Atkins

Carolyn Miller

Timothy VanReenen (Virtual)

### Others:

John Pitsenbarger, WVACD

Jeremy Salyer, WVCA

Jacob Lavender, WVCA

Jason Nicolai, WVCA

James Helmondollar, WVCA

Adam Merritt, NRCS

Wanda Smith, NRCS (Virtual)

Kevin Hoke, GVCD

Barrett Level, GVCD

Angela Feamster – Sawyers, WVCA

Chairman Sawyers called the meeting to order at 9:00am and welcomed everyone.

Barry Level led in the pledge of allegiance and Gary Truex led the group in prayer.

## Approval of Minutes

*Donald McNeel moved to approve the minutes of the May 15, 2025, Regular Board Meeting. Gary Truex seconded; motion carried.*

## Guests

John Pitsenbarger, president of the West Virginia Association of Conservation Districts, reviewed the highlights from the attached June board report and discussed the advantages of membership to encourage the district to rejoin.

## Funding Requests

- LORS

*Gary Truex moved to approve the following LOR:*

- LOR ID: 16386  
Purpose: WVDA Pasture Renovation #4  
Amount: \$1,324.66  
AGR: 1502-00

\*Reimbursement to district for supplies

*Donald McNeel seconded; motion carried.*

## Cooperating Agency Reports

- NRCS – Adam Merrit reviewed the highlights of his report, which is attached.
- FSA
- Forestry
- WVCA – Area Director, Jeremy Salyer reviewed the highlights of his report, which is attached.
- Other

## Committee Reports

## Finance Committee

- Financial Reports

*Gary Truex moved on behalf of the committee to accept the general and CDO funds report, and file for audit. Timothy VanReenen seconded; motion carried.*

*Gary Truex moved on behalf of the committee to accept the WVCA restricted funds report, and file for audit. Carolyn Miller seconded; motion carried.*

*Gary Truex moved on behalf of the committee to pay the bills, per payables list. Donald McNeel seconded; motion carried.*

## Watershed

### Updates

Jacob Lavender stated that work orders for mowing the Howard's Creek and Marlin Run dams had been signed and sent out, with a completion date of July 2, 2025. Jacob also stated that Dave from Southern's crew had visited Howard's Creek Dam and that he expects to receive a quote for debris removal by the end of the week.

## 319 Committee

### Updates

Jacob Lavender provided an update on the Anthony Creek II Stream Restoration project. He mentioned collaborating with John and that they have set tentative dates for an in-depth survey. Additionally, John will begin working on the design. Jacob stated that their in-house goal is to complete the survey by the beginning of next week, with the design deadline set for the first week of July.

\*\*

*Chairman Gary Sawyers recused himself from the meeting because of a conflict of interest related to an upcoming contract that required approval, and Timothy VanReenen assumed the role of chair\*\*.*

### Update

Jason Nicolai shared updates regarding the Upper Meadow River II project, including the potential for additional funding.

### Contracts for Approval:

#### Upper Meadow River II

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

- Septic Pumping

Elizabeth Fuller – 50% cost share NTE \$300.00

*Avery Atkins seconded; motion carried.*

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

- Tire Trough & HUAP

Gary Sawyers - cost-share rate of 75% NTE \$2,818.00

*Carolyn Miller seconded; motion carried.*

*\*Chairman Sawyers returned to the meeting\**

- Payments for Approval

#### Upper Meadow River II

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

- Septic Replacement

Robert K. Shuff – cost-share rate of 75% - \$6,000.00

*Carolyn Miller seconded; motion carried.*

### Reported Action Between Board Meetings

*On 05/30/2025, by way of delegated-authority Gary Sawyers approved & signed septic system repair/replacement contracts for the following cooperators under the Upper Meadow River Grant – NPS 1847:*

Eric Burns  
Lewis Dameron

Billy Campbell  
Nikki Yoney

Dave Lumsden  
Wayne Fleshman

\*These contracts all follow the grant allocation budget of 75% of the total cost of repair or replacement up to a maximum reimbursement of \$6,000.00.

## Agricultural Enhancement Program Committee

### Payments for Approval

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

- CPD  
David Wigglesworth - \$5002.30
- Lime  
Steve Hedrick - \$1,731.00
- AWS  
Mike McCormick- \$596.80

*Donald McNeel seconded; motion carried.*

*In addition Timothy reported that AgEP signups are currently ongoing.*

## Grassland Committee

- Updates (if any)
- Grassland Contest – nothing to report.

*Gary Truex moved to approve returning the following funds, the balance as of June 11, 2025, and any accrued interest:*

- 10050-GV: WVU Extension GRASS - \$320,000.00

*Donald McNeel seconded; motion carried.*

## Building/Equipment Committee

Updates

Gary Truex reviewed the monthly equipment report with the board of supervisors, which is attached.

Advertisement for the sale of equipment

*Avery Atkins moved for the sale of (4) four gates at \$130.00 each on a first-come, first-served basis. Carolyn Miller seconded; motion carried.*

*Avery Atkins moved for the sale of (2) two Potato Hillers at \$250.00 each on a first-come, first-served basis. Donald McNeel seconded; motion carried.*

#### Donation Request

*Carolyn Miller moved to donate the refrigerated trailer to Emily Shirey for use during Scout Day Camp from July 11-18, 2025. Avery Atkins seconded; motion carried.*

The board of supervisors held discussion concerning the maintenance of equipment.

## Education Outreach/Events Committee

#### Updates

#### Banquet

The board of supervisors and staff discussed potential awards for the district's 2025 Legislative and awards Banquet.

## Other Business

*Timothy VanReenen moved to approve the FY2025- 2026 district Plan of Work. Carolyn Miller seconded; motion carried.*

Westfield Insurance Policy review/changes – No action taken; supervisors will review the policy and revisit this item in the July committee/board meeting.

*Timothy VanReenen moved to approve the Annual Cooperative Agreement between the West Virginia Conservation Agency & the Greenbrier Valley Conservation District. Donald McNeel seconded; motion carried.*

## Dates to Remember:

June 20, 2025: WV Day - Office closed

July 09, 2025: GVCD Committee Meeting @9:00am

July 17, 2025: GVCD Regular Board Meeting @7:00pm

September 25, 2025: GVCD's Legislative & Awards Banquet – Meet & Greet begins @ 5:30pm

With no further business the meeting adjourned by consensus at 11:11 am.

Respectfully Submitted,



Gary Sawyers  
Chairman



Gary Truex  
Secretary/ Treasurer

GS/GT/as

Recorded by: Angela Feamster-Sawyers, Administrative Specialist