

Greenbrier Valley Conservation District

September 18, 2025, 7:00pm
Regular Board Meeting, Approved Minutes

The Greenbrier Valley Board of Supervisors met on Thursday, September 18, 2025, at 7:00 pm in the conference room of the USDA service center located in Lewisburg.

Those present:

Supervisors:

Chairman, Gary Sawyers
Gary Truex
Donald McNeel
Carolyn Miller
Timothy VanReenen

Supervisors Absent:

Avery Atkins

Others:

Adam Merritt, NRCS
Wanda Smith, NRCS (Virtual)
Kyle Rhodes, Pheasants Forever/Quail Forever (Virtual)
Jeremy Salyer, WVCA (Virtual)
Morgan Dial, WVCA (Virtual)
Angela Feamster – Sawyers, WVCA

Chairman Sawyers called the meeting to order at 7:03pm and welcomed everyone.

Chairman Sawyers 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 August 21, 2025, regular board meeting. Timothy VanReenen seconded; motion passed.

Guests

None

Administrative Specialist Report

Angela Feamster- Sawyers reviewed the highlights of her report, which is attached.

Cooperating Agency Reports

- NRCS – Adam Merritt, Acting District Conservationist for Greenbrier Valley North, and Wanda Smith, District Conservationist for Monroe County reviewed the highlights of their report, which is attached.
- FSA
- Forestry
- WVCA – Area Director, Jeremy Salyer, reviewed the highlights of his report, which is attached.

Kyle Rhodes and Morgan Dial presented an outreach concept and the potential use of a nearby lot to create a demonstration site focused on planting practices. This site would include perennial pollinator habitats and native grasslands aimed at enhancing outreach and education efforts. They are exploring the possibility of utilizing grant funds for this initiative, which could serve as a visual resource for landowners and host various outreach events. Morgan will prepare a budget for the board of supervisors to review during a special board meeting that will be scheduled in the coming weeks.

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. Donald McNeel seconded; motion carried.

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

319 Committee

Reported Action between Board Meetings

Acting with delegated authority, Gary Sawyers approved the following payments on August 26, 2025:

1. **Traci Ann Eggleston:** Full Septic Replacement – for the amount \$6,000.00

Acting with delegated authority, Gary Sawyers approved the following payments on September 03, 2025:

1. **SGS North America, Inc. :** July Water Quality Monitoring - Indian Creek IV – for the amount \$129.93.
2. **Rob Jiranek:** SMART Farms Grant – for the amount \$3,356.70

Acting with delegated authority, Gary Sawyers approved the following payments on September 08, 2025:

1. **SGS North America, Inc. :** June Water Quality Monitoring – ~~Indian Creek IV~~ Second Creek VI– for the amount \$476.43.

Payments for Approval

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

- Spring Creek II
 - SGS North America, Inc. - \$86.62 – July Water Quality Monitoring
- Gary Truex seconded; motion carried.*

Morgan Dial reported that as of September 8, Pocahontas and Greenbrier Counties were facing moderate drought conditions, but recent updates show parts of Pocahontas County are now in severe drought (D3) and most of Greenbrier County is in D2.

Following further discussion, Timothy VanReenen moved to start the AG Enhancement Exigency Program for the drought. Carolyn Miller seconded; motion carried.

Agricultural Enhancement Program Committee

Timothy VanReenen opened the floor for the Ag Enhancement committee.

***** Donald McNeel recused himself from the meeting as he is one of the applicants for the Lime program *****

Timothy VanReenen moved on behalf of the committee to approve the following applications & cancellations:

- AgEP Applications for Approval:
 - Lime

Drake, Rory	\$187.50
Micheli, Susan	\$111.00
Wickline, Philip	\$1,428.00
Shinaberry, John	\$523.00
Workman, David	\$1,035.00
McNeel, Don	\$888.00
Griffith, Larry	\$763.50
Wade, Tim	\$651.00
Total Lime:	\$5,587.00
 - Comprehensive Pasture Development

Cook, Thomas	\$9,858.50
Wigglesworth, David	\$6,207.50
Total CPD:	\$16,066.00
 - Alternate Watering System

Masters, Frank	\$1,154.61
Total AWS:	\$1,154.61
- AgEP Cancellations

○ Furrow, Patti	Lime	\$651.00
○ Furrow, Patti	CPD	\$1,243.75
Total Cancelations:		\$1,894.75

(Cancelled due to partner contract approval. Recommendation: no suspension for non-completion)

Gary Truex seconded; motion carried.

Current allocations after approvals: **\$72,441.51**

Available for allocation after GVCD AgEP Supplemental action: **\$29,982.99**
(applications are still coming in)

***** Donald McNeel returned to the meeting*****

Timothy VanReenen moved on behalf of the committee to delegate Gary Truex for future approval of Fy26 AgEP applications and payments. Donald McNeel seconded; motion carried.

Timothy VanReenen moved to allocate \$5,000 from the district CDO funds account to the district AgEP supplemental co-administered account. Gary Truex seconded; motion carried.

- **Payments for Approval**

Timothy VanReenen moved on behalf of the committee to approve the following payment:
Monroe Watchman - \$280.00 – AgEP Flyer for second round of sign-ups (September 01-September 30, 2025)

Donald McNeel seconded; motion carried.

Grassland Committee

- Updates (if any)
- Advertisement for GVCD Grass Tech position –Tabled, no action

Building/Equipment Committee

- Updates (if any)

The board of supervisors reviewed the monthly equipment report, which is attached.

A brief discussion was held regarding the possibility of a 2026 district fair booth. No action was taken.

Education Outreach/Events Committee

- Final Banquet updates/discussions

Other Business

Dates to Remember:

Thursday, September 25, 2025, at 5:30 PM: 2025 GVCD Legislative & Awards Banquet at the WV State Fair Grounds in the WVU Building. The event will begin with a Meet & Greet from 5:30 PM to 6:30 PM, followed by dinner, a program, and awards.

Monday, October 6, 2025, at 9:00 AM: Annual Dam Inspections will start at Howard's Creek Dam.

Wednesday, October 8, 2025, at 9:00 AM: GVCD October Committee Meeting.

Thursday, October 16, 2025, at 7:00 PM: GVCD October Regular Board Meeting.

With no further business the meeting adjourned by consensus at 8:17pm.

Respectfully Submitted,



Gary Sawyers
Chairman



Gary Truex
Secretary/ Treasurer

GS/GT/as

Recorded by: Angela Feamster-Sawyers, Administrative Specialist

Administrative Specialist Report

September 18, 2025

- The following funds have been received since my last report:
 - \$45,000.00 – LOR 16401 – Spring Creek Phase II
 - \$13,333.16 – LOR 16410 – FY25 Q4 CD Employee Reimbursement
- **Total Funds - \$58,333.16**
- Jeff Hollifield, CPA, will conduct the agreed-upon procedures for FY25, beginning on Friday, December 12, 2025.
- 2025 Legislative & Awards Banquet – September 25, 2025

So far, we've had 78 people confirm their attendance. Signs and plaques have been received for the honorees. The banquet program has been finalized. The office staff is collaborating effectively on the final details and finishing touches; everything is coming together smoothly.

September 18, 2025

GVCD-N NRCS Report

Field Office Activities

- Field Office Staff have been working on servicing existing Farm Bill contracts, making site visits and certifying practices for payment.
- Staff continue to meet with applicants for FY26 programs, specifically CSP to develop conservation plans.
- Staff continue to meet with CSP contract holders to gather documentation for FY25 payments that will begin once the FY rollover happens in October.
- Continuing to work on contract management activities—specifically expiring contracts
- Total payments for existing contracts since 8/21/25: \$41,921.38

Staffing Updates

- ACES Employees were notified the funding for their agreement would lapse August 29th—however, NRCS was able to work that out and those employees are back working.
- Garrett Vaughan, our WVDA partner employee is doing well and taking soil samples for Farm Bill contract participants.

ECP

- All Greenbrier & Pocahontas county designs are completed and delivered to FSA

Outreach

- An outreach event was held at the WSS Fish Hatchery on 8/23/25. Kyle Rhodes led the event—Dawson Rader, Morgan Dial and myself presented along with others. We discussed native warm season grass establishment and their benefits, along with program participation for implementation of such.

If you have any questions, feel free to reach out.

Adam Merritt

Adam Merritt
Acting District Conservationist
adam.merritt@usda.gov
304.282.6036

Cc:

Jon Bourdon, State Conservationist (STC)

Julie Stutler, Assistant State Conservationist – Field Operations (ASTC-FO)

Angela Feamster-Sawyers, Administrative Specialist WVCA

Greenbrier Valley Conservation District Greenbrier Valley South Work Unit Union DC Report

9/18/2025

Follow Ups from Previous Meetings

Cultural Resources:

- WV NRCS has Jacqueline Monsell on board now as our Cultural Resources Specialist.
- Grey and Pape Inc. (private archeological firm) have completed their field work on 2 Monroe County sites. They are to submit their reports to Ms. Monsell, who prepares the letter to the SHPO for our State Conservationist Jon Bourdon to sign, and SHPO has a period for comment. We should expect a decision by mid-December.

Engineering:

- We have been making excellent progress on getting completed engineering designs.
- Progress includes for 2024 Drought program (administered by FSA but will be NRCS designed and certified livestock water systems).
 - 75 ECP applications in Monroe
 - 63 ECP applications determined eligible, some with multiple farms
 - NRCS completed and delivered 68 ECP designs to FSA
 - Several ECP wells have been drilled, but no completed ECP systems for NRCS inspection yet
 - ECP Design modification requests from FSA have started coming in

Financial Assistance Programs

EQIP, AMA, & CSP Contracts in Monroe since 1997:

- 647 contracts obligated in Monroe since 1997
- \$11,211,214.59 Total NRCS conservation cost-share in Monroe County since 1997

Active Contracts:

- 166 Active contracts in Monroe
- \$5,443,216.64 total in Monroe in active contracts
- \$1,835,623.10 of Monroe Active contracts CINs already installed and paid

Greenbrier Valley Conservation District Greenbrier Valley South Work Unit Union DC Report

9/18/2025

Contract Management:

- 18 contract items paid July 18 – September 18, 2025
- \$44,298.13 in cost-share monies paid
- 120 of 166 active contracts on schedule
- 46 of 166 active contracts not on schedule

Contract Reviews:

- Contracts Reviewed = 136 (82%)
- Contracts Not Reviewed = 30 (18%)
- I have been concentrating on expiring contracts first, then out of compliance contracts

Working Applications:

- Currently assessing 11 of 13 expiring CSP contracts that have applied for renewal
- 28 Classic CSP applications
- 71 EQIP & AMA applications

Expiring Contracts:

- Currently addressing 2 contracts that expire 12/31/2025
- 1 has requested cancellation due to expected large increase in well depth with no additional funds available
- 1 is non-compliant and we have developed an agreement covering contract non-compliance; to be signed by 9/25/2025 or goes to termination

Cancellations:

- 3 pending cancellation requests at present:
 - 1 (expiring) with projected large increase in well depth with no additional funds available
 - 1 due to military deployment
 - 1 due to financial hardship causing change in operation
- 3 contracts cancelled in 2025
 - 1 due to death of participant
 - 1 due to medical hardship
 - 1 due to other hardship

Greenbrier Valley Conservation District Greenbrier Valley South Work Unit Union DC Report

9/18/2025

Terminations:

- 7 contract terminations in Monroe in 2025
- 1 contract termination pending in Monroe in 2025

Office Administration

Field Office Priorities

- Contract Management/Reviews
- Ongoing survey and engineering design work for existing NRCS contracts
- Ongoing field inspection and certification work for existing NRCS contracts
- ECP 2024 Drought: remaining NRCS responsibilities:
 - Design modifications as required by FSA
 - certification of installed practices
- Assist Area Soil Scientist with compliance reviews
- Write CREP conservation plan for renewing CREP applicant

News and Events

- Accepting applications year-round for CSP, AMA, and EQIP
- Application cut-off for Round 1 PY2026 set as August 29, 2025 for EQIP, AMA, and CSP
- End of Fiscal Year - no cost-share contracting financial activities from 10/1/2025 until after 10/7/2025
- NRCS has sufficient discretionary funds to continue working even if "government shutdown"

Any questions may be directed to the undersigned at wanda.smith@usda.gov or (304) 772-3006 ext. 115 (office) or (304) 216-9353 (mobile).

Wanda Smith

District Conservationist

Distribution:

Jon Bourdon, State Conservationist (STC)

Brandon Duckworth, Acting ASTC-FO, North Area

Burton "Matt" Murphy, Area Resource Conservationist (ARC), South Area

Julie Stutler, NRCS Outreach Coordinator & Acting ASTC-FO, South Area

Greenbrier Valley Conservation District Board of Supervisors (c/o Angela Feamster-Sawyers)

Adam Merritt, Acting GV North District Conservationist

NRCS Field Office Staff: Union Service Center



September 2025 WVCA Report

Carroll Greene Nomination – form is due to Belinda Withrow by September 1

WVACD Honorary Member At Large

WVACD Lifetime Honorary Member

Agreed Procedures Engagement (Audit)

Conservation Districts are asked to begin the Agreed Procedures Engagement (APE) (audit) soon after the close of the fiscal year on June 30th. It is important that each district read their audit and then take steps to correct any findings noted by the auditors. If you have questions, ask Don or Jeremy.

Conservation Farm Tour

Timelines:

- **August 27 and 28** - Statewide judging.
- **October** – Presentation of Area and State awards at WV Conservation Partnership Annual Conference

Ag Enhancement Program Timeline

AgEP funding LORs are ready to be processed if you haven't done so already

State AgEP meeting September 30, 10 am in flatwoods

SB 941

WVCA has received correspondence regarding the bill. CDs should continue regular operation and maintenance work. The bill doesn't change anything except that agreements need to be approved by DEP.

October Quarterly Meeting – October 22-23 in Flatwoods

**Greenbrier Valley Conservation District
Monthly Equipment Report**

Month/Year Aug. 2025

Equipment	Number of Days Rented	Number of Acres	Total Revenue	Total Cost of Repairs & Maintenance	Total Field Service Mileage
Tye #1					
Tye #2					
Great Plains #1					
Great Plains #2					
Great Plains #3		18	200.00		
No-till Seeder Totals					
Cricket					
Grasshopper					
Big Silver					
Lime/fertilizer Totals					
Chemical Sprayer					
Litter Spreader #1					
Litter Spreader #2					
Litter Spreader Totals					
Post Driver #3					
Post Driver #4					
Post Driver #6	1		250		
Post Driver Totals					
Potato Planter					
Potato Sprayer					
Potato Harvester ^{Harvester}	7		1050.00		
Potato Totals					
Filter Fab			381.80		
Portable Scales	1 of each		76.25		
Meter Pit 4 x 2.14					
Other					
				18.99	
Shop Supplies					
				Int. Tractor/GAS - 63.00	
GRAND TOTALS (all equipment)	8	17	—	81.99	

~~Sell of Potato Hillers 285~~ (AS)
~~\$2243.05~~
 (1958.05)

Lean Mance
Kevin Hoke ✓
Little General #2105
304-645-6861
LITTLE GENERAL STORE
2105
14973 Seneca Trail
Lewisburg WV
24901
3046456861

DATE 8/15/25 10:54
TRAN#9142659
PUMP# 14
SERVICE LEVEL: SELF
PRODUCT: UNLEADED
GALLONS: 4.888
PRICE/G: \$2.659
FUEL SALE \$13.00
CREDIT \$13.00

MASTERCARD
INVOICE: 105305
ACCT NUMBER: 8258
AUTH: 00
Ref #: 99000380016
APPNAME: US Debit
AID: A0000000042203
APP CRYPTOGRAM : AR
QC B7BA798E6328133C
APPROVAL#: 095306
ENTRY: Insert
EMV STAN#: 051495445
3

JOIN
MARATHON REWARDS
TODAY

THANK YOU
HAVE A NICE DAY

A&S Service's
244 East Chestnut Ave
Alderson WV 24910
304-646-0403

NAME		Greenbrier Valley Conservation District					
ADDRESS		179 Northridge Drive Lewisburg WV 24901					
		PHONE				DATE	
						8-20-25	
SOLD BY	CASH	CHECK	CHARGE	C.O.D.	ON ACCT.	PAID OUT	LAYAWAY
QUANTITY	DESCRIPTION				PRICE	AMOUNT	
	484 International						
	Tractor						
1 Hr	Re installed old tie Rod Assy until we get the right parts					50.00	
Received by:					TAX	Ey	
					TOTAL	50.00	

No.

Thank You

All claims and returned goods must be accompanied by this bill



ADKINS AUTO PARTS
14521 SENACA TRAIL NORTH
PO BOX 906
LEWISBURG, WV 24901
(304) 645-7783



BILL TO			SHIP TO			PG 1 OF 1	
102120 000			102120 000				
GREENBRIER VALLEY SOIL CONS. 179 NORTHRIDGE DRIVE LEWISBURG, WV 24901			GREENBRIER VALLEY SOIL CONS. 179 NORTHRIDGE DRIVE LEWISBURG, WV 24901 (304) 645-6173			CHARGE	
ADKINS AUTO PARTS, LEWISBURG INVOICE						REFERENCE NUMBER 009-309123	
MTH. DAY YR. WRITER		CUSTOMER P.O. NUMBER		TERMS		SHIP VIA	
8/27/25 JRC		280860 SHOP		NET 10TH		COUNTER	
QUANTITY ORDERED	QUANTITY SHIPPED	BACK ORDERED	PART NUMBER AND DESCRIPTION	CODE	PRICE (LIST & SELL)	NET AMOUNT	
1	1		ADK 320410 20X8X10		18.990 EA	18.99	
***** WE SELL AND SERVICE FIRE EXTINGUISHERS,ATV PARTS AND ***** TIRES ALSO AVAILABLE. THANK YOU FOR YOUR BUSINESS!!!						***** *****	
			X	GOODS RECEIVED BY	SUB-TOTAL	18.99	
					TAX	.00	
				TIME PREPARED 11:21 AM	TOTAL	18.99	

TERMS: POSITIVELY NO GOODS ACCEPTED FOR CREDIT WITHOUT OUR PRIOR AUTHORIZATION AND INVOICE NUMBER.
15% HANDLING CHARGE ON GOODS RETURNED WHEN SUPPLIED AS ORDERED. ERRORS AND OMISSIONS EXCEPTED.

*** CUSTOMER COPY ***