

Southern Conservation District

Regular Board Meeting Minutes

November 13, 2025

10:00 AM

The Southern Conservation District Board of Supervisors met on Thursday, November 13, 2025, at 10:00 AM in the conference room of the District Office located @ 463 Ragland Rd. Beckley, WV 25801.

Those in Attendance:

Supervisors:

Randall Patton, Chairman

Bill Harris, Vice-Chair

Edgar Hendrick, Secretary

John Farrell

Randy Prince (Teleconference)

Rachel Prince (Teleconference)

Bill Cook

Curtis Murphy

Ron Testerman

Others:

Jesus Nandi Roman, WVCA

Davin White, WVCA

Dave Parkulo, SCD

Jeremy Salyer, WVCA

Katy McBride, NRCS

Julie Simmons, NRCS

Open & Welcome

Randall Patton, Chairman

Bill Harris led in prayer, Bill Cook Led in Pledge of Allegiance.

Southern Conservation District Operations and Business

Approval of Minutes

Following review, Edgar Hendrick made a motion to approve the minutes of the October 9, 2025 Regular Board Meeting. Curtis Murphy Seconded, motion carried.

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Following review, Curtis Murphy made a motion to approve the minutes of the October 28, 2025 Special Board/Committee Meeting. Ed Hendrick Seconded, motion carried.

SCD's 2025 Highlights for the WVCA 2025 Annual Report:

Davin White, WVCA

During this portion of the meeting, Davin White from WVCA requested a summary of the Southern Conservation District's highlights from the past year for inclusion in the West Virginia's Conservation Agency's annual report. The Board of Supervisors discussed several activities and accomplishments completed throughout the year. Dave Parkulo reported routine operation and maintenance work across approximately sixty-eight dams within the Southern Conservation District and neighboring districts, including mowing, removing blockages, and completing channel cutting in various dams and channels. Parkulo also noted the completion of Ron Testerman's feed pad, which is being used as a prototype alternative to NRCS's standard feed pad design to help reduce size and cost requirements for producers. Bill Harris added that the District held its Annual Banquet on October 16, 2025, which was well attended and included recognition of bicentennial, traditional, and non-traditional farms. Harris expressed optimism about improving communication with legislators in the coming year. He also reported that several SCD photo contest winners advanced to the national NACD competition.

Randall Patton reported that the District pledged more than ten thousand dollars in assistance following flooding in McDowell County, which supported cleanup of a local church, several homes, and repairs to the local Little League field. Patton also noted the installation of a new LED sign at the District office, which is being used to promote District, NRCS, and FSA programs. He further reported that damaged equipment was replaced, including the excavator and loader, and that the District supplemented the lime program by approximately fifteen to twenty thousand dollars. Patton also noted that Jason Tartt placed second statewide in the non-typical farm contest. Ron Testerman reported that he recently hosted a farm day for Summers County High School students, where they viewed the feed pad and learned about livestock and food production. Additional comments included that SCD continues to participate in the grasslands contest and is assisting with arrangements for next year's grazing conference.

Review/Approval of Co-Administered WVCA Financial Reports - October 2025:

Following review, Bill Harris moved to approve the WVCA Financial Reports for October 2025 as presented. The motion was seconded by Ed Hendrick and carried.

Review/Approval of Accounts Receivable/Aging Summary:

Dave Parkulo, SCD

Following discussion and review of October 2025 Accounts Receivable and Aging Summary, Curtis Murphy moved to approve the summary as presented. The motion was seconded by John Farrell and carried.

Conservation Technician Supervisor Report:

Dave Parkulo, SCD

During his report, Dave Parkulo stated that his crew is completing the final mowing and blockage removal on the lower section of Brush Creek. He has been coordinating with Shane Pettrey to finish multiple sections, including the area near Willowbrook Road. Parkulo noted that this section has not been cut in several years and explained that vegetation has continued to increase over time. He advised that, if the Board wishes to proceed, he can expand the work to include the Willowbrook section while the crew is already on-site and weather conditions allow. Several supervisors expressed interest in continuing the work due to concerns that further delay would allow additional regrowth.

Parkulo also reported that Mike Meadows recently underwent open-heart surgery and is recovering. He then provided an update on cost-share activities, stating that four pond cleanouts were completed in Pluto, with an additional pond cleanout completed in Princeton. He added that over two hundred tons of agricultural lime still remain to be delivered under both cost-share and non-cost-share programs.

Conservation Specialist Report:

Brian Fry, WVCA

The AgEP Cost-Share Report listed three new payments pending approval: Leon Lilly for lime in the amount of \$330.00; Robert Keaton for lime in the amount of \$592.35; and Mike and Debbie Lester for HUAP in the amount of \$2,000.00, with the note that the landowner agreement still needs Curtis's signature and Board approval. The total amount pending approval is \$2,922.35. The report also noted several completed and paid practices, including lime applications for Justin Rider, James Webb, Edith Jarrett, Roy Dale Fox, Joe Blair, and Kattie Carter, as well as a Heavy Use Area Protection project for John Bowling and a pond cleanout for Richard Thomason. To date, completed payments total \$4,980.58 for lime, \$1,620.00 for HUAP, and \$1,762.50 for pond cleanouts. The report listed several outstanding obligations requiring landowner agreements or verification forms for Connie Bailey, Homer Plumley, Jerry Bennett, Luther Bennett, and Mike and Debbie Lester. Additionally, there have been four drought program sign-ups and thirty-one landowner agreements received to date. A copy of his report is attached below.

Bill Harris moved to approve the AgEP lime approvals following review. Curtis Murphy seconded, and the motion carried.

District Conservationist Report:

Katy McBride, NRCS

Katy McBride reported that annual NRCS payments will begin as soon as federal funds are released from Washington D.C.; the payments have not yet been issued due to the recent federal shutdown, but funding is expected to be released soon. McBride also noted that Hannah Thacker remains on maternity leave and is expected to return within the next few weeks. In response to a question about the Elk Horn Creek buyout, it was stated that watershed matters are being handled through Christy Hicks, and that further information will be requested from them. McBride expressed appreciation to Ed Hendrick and Ron Testerman for attending the Appalachian Grazing Conference Committee meeting and volunteering for additional responsibilities.

Watershed Manager South Report:

Jeremy Salyer, WVCA

Shane Pettrey and Jeremy Salyer reported on behalf of Jacob Lavender, noting that they will evaluate whether the work stays within budget once costs are finalized. A meeting regarding the Pax/Paint Creek is scheduled for the following morning at 10:00 a.m., and materials for that meeting have been prepared by Caroline Hefner. Supervisors discussed attendance for the Pax meeting, confirming that the room was reserved and that proper notice had been issued. During the discussion, supervisors expressed ongoing concern that the Pax effort has been slowed primarily by lack of funding despite multiple site assessments identifying roughly twenty-five blockages. It was noted that most of these blockages fall outside the District's jurisdiction for program eligibility. The purpose of the upcoming meeting is to identify what work can reasonably be completed, develop a cost estimate, and determine what funding commitments may be possible from partners, with the understanding that any future progress will depend largely on securing financial support through county or legislative channels.

Area Operations Manager Report:

Jeremy Salyer, WVCA

Jeremy Salyer reported that districts should begin their Agreed Procedures Engagement audit soon after the fiscal year closes on June 30, and he emphasized the importance of reviewing audit findings and correcting any issues noted by auditors. Districts were asked to send their audit reports to District Fiscal at Guthrie and to contact WVCA staff with any questions. He also encouraged districts to review and update their District Policy Manuals and Employee Manuals.

Jeremy noted that each district's Administrative Specialist must complete an AgEP Administrative Review of 10 percent—or at least three—of that year's applications and submit the review form to the District Operations Manager by January 31. This midyear review allows staff to identify and correct procedural issues and confirms that district files and online records match WVCA's financial records. He also reviewed the AgEP program timeline, including form revisions in November, the December State AgEP Committee meeting, the January presentation to the State Conservation Committee, and the May–July period when districts finalize their

upcoming program and submit their final practice lists. Jeremy concluded his report with the results of the statewide farm contest, noting that the Southern Conservation District placed second in the non-traditional category. A copy of his complete report is attached below.

Supervisor Reports & Approvals:

SCD Winter Banquet:

The Board of Supervisors discussed whether to hold an SCD Winter Banquet this year. It was reported that the banquet at Tamarack on October 16, 2025 cost approximately \$4,500 for about fifty attendees, including the meal, desserts, and room setup and cleanup. Randall Patton noted that past Winter Banquets have been held at Pipestem Resort and expressed interest in holding a similar gathering, estimating attendance at around thirty people, including District staff and Dave Parkulo's crew. The Board of Supervisors agreed that a potluck-style event at the District office would reduce costs but would require significant setup and cleanup, and there was no support for that option. The Board discussed scheduling constraints and directed Jesus Nandi Roman to check available dates, excluding December 6, 2025 due to a supervisor's conflict.

Following discussion, Bill Harris made a motion to approve up to \$3,000.00 for the 2025 Winter Banquet, this budget includes room reservations, a tentative number of 30 guests and other related expenses. The motion was seconded by Edgar Hendrick. Motion carried.

SCD Apparel/Jackets Discussion:

The Board discussed jackets and related apparel for supervisors and crew members, including options for lighter-weight windbreaker-style jackets with logo embroidery and matching hats. Pricing estimates ranged from \$50 to \$70 per jacket and approximately \$10 per hat, with total quantities expected to cover the Board, staff, and crew.

Following discussion, Ed Hendrick made a motion to approve a tentative amount of \$2500.00 USD for the purchasing of SCD Jackets; John Farrell seconded. Motion carried.

Southern Conservation District Photo Contest:

The Board discussed how to issue prize payments for the Southern Conservation District's local photo contest. Jesus Nandi Roman reported that winners had already been selected and notified, and that certificates from WVACD were included in the award packets. Prize amounts were set at \$100 for first place, \$50 for second place, and \$25 for third place, totaling \$175. Jesus Nandi Roman requested direction on whether to issue individual checks—which would require two supervisor signatures and result in a delay—or to purchase gift cards and later reimburse the District's operating account. After discussion, it was decided that gift cards would be purchased, to save time and ensure the participants receive their rewards in a timely manner.

Following discussion, Ed Hendrick made a motion to approve the purchasing of the gift cards, The motion was seconded by Curtis Murphy. Motion carried.

WVACD Technical Assistance Position Grants:

The Board discussed the WVACD Technical Assistance (TA) position grant being offered through NACD. It was explained that the grant would fund a full-time contracted technical assistance position to support grassland and pasture management, conservation planning, and related field work with farmers. The position would be a 1099 contract, with NACD/WVACD covering 80 percent of the cost and the Conservation District providing a 20 percent match in cash or in-kind contributions, such as office space or use of a District vehicle. The term of the contract is expected to run for approximately one year, from around July 1, 2026, through March 2027. Jesus Nandi Roman was directed to notify/email Heather Duncan that the District is interested in a full-time TA position in the Southern Conservation District and to serve as contacts for any follow-up questions from WVACD staff preparing the application.

Following discussion, Ed Hendrick moved to appoint Bill Harris as the primary point of contact for the TA grant and to authorize submission of a formal application expressing the District's interest. John Farrell seconded, and the motion carried.

State Fair Booth:

The Board discussed ongoing challenges with staffing the State Fair booth, noting that the State Fair contract requires every time slot to be filled throughout the event. Supervisors expressed concern that the proposed six-hour shift structure may not be feasible given current participation levels and scheduling difficulties experienced in past years. Several alternatives were discussed, including assigning each conservation district responsibility for a specific day of the fair, which would allow districts to manage their own staffing for that day. Staff from WVACD noted they are also seeking solutions to keep the booth viable. As no immediate decision was required, the Board agreed to table the discussion until additional information is received from other districts and the association.

Conservation Day at the Capitol:

The Board discussed an update on Conservation Day at the Capitol, scheduled for February 18, 2026. It was reported that the quarterly WVACD meeting held the day before will be fully virtual, with supervisors able to participate from home or from The SCD office. For Conservation Day, districts will be provided a row of tables on the second-floor, where they may display banners, brochures, and other outreach materials related to their respective Districts. Supervisors were encouraged to consider any key issues they wanted to highlight for legislators. Participation details, including any travel or overnight arrangements for Bill Harris and Ron Testerman—who were the only supervisors indicating plans to attend—will be addressed closer to the event. As this was an informational item, the discussion was tabled for a future meeting.

Scholarship Applications:

The Board received information regarding the WVACD scholarship program, which offers \$1,000 scholarships for students pursuing agriculture-related training, trade programs, or college degrees. Applications are available through the WVACD website, with links also accessible through the association's Facebook page. Supervisors were encouraged to share the opportunity with eligible individuals. It was noted that WVACD typically awards six to eight scholarships each year, depending on available funding. The Board briefly discussed whether the Southern Conservation District wished to contribute directly to the scholarship fund but took no action, and the item was concluded as informational.

Educational Dinner Meeting Funding Requests:

The Board reviewed a funding request from David Richmond for District support of the 2026 Educational Dinner Meetings scheduled for January and February, hosted by Raleigh and Summers Counties. It was noted that Mercer County Extension will also participate, and that WVU Extension staff in Fayette/Nicholas Counties may submit similar requests once their schedules are finalized. Supervisors confirmed that past practice has been to contribute \$500 per county for these winter educational meetings. The Board discussed continuing this level of support for Raleigh, Summers, Mercer, Fayette, and Nicholas counties, with contributions to Mercer and Fayette contingent upon receiving formal requests.

Bill Harris moved to approve up to \$1,500 to support the WVU Extension educational dinner meetings. Edgar Hendrick seconded, and the motion carried. This amount was approved in advance of formal requests, as Mercer County and Fayette/Nicholas County had not yet submitted their funding requests at the time of the vote.

Closing Remarks/Public Comments: None Received.

Meeting Adjournment:

Upon the completion of all agenda items, Curtis Murphy made a motion to adjourn the Southern Conservation District's November 13, 2025 regular Board Meeting. The motion was seconded by John Farrell. The Board Meeting was adjourned at 12:59:12 EST.

Dates To Remember:

SCD Committee Meeting: November 25, 2025 at 10:00 AM @ 463 Ragland Rd WV, 25801.

Respectfully Submitted: Jesus Nandi Roman, West Virginia Conservation Agency,
Administrative Specialist

F. William Harris, SCD Vice-Chairman

X William Harris

Edgar Hendrick, SCD Secretary

X Edgar Hendrick

BH/EH/AS

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Motions: Quick Summary
November 13, 2025

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Motion: Approve October 9, 2025 Regular Board Meeting Minutes

Made By: Edgar Hendrick

Seconded By: Curtis Murphy

Result: Motion Carried

Motion: Approve October 28, 2025 Special Board/Committee Meeting Minutes

Made By: Curtis Murphy

Seconded By: Ed Hendrick

Result: Motion Carried

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Motion: Approve WVCA Financial Reports – October 2025

Made By: Bill Harris

Seconded By: Ed Hendrick

Result: Motion Carried

Motion: Approve Accounts Receivable/Aging Summary – October 2025

Made By: Curtis Murphy

Seconded By: John Farrell

Result: Motion Carried

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Motion: Approve AgEP Lime Approvals

Made By: Bill Harris

Seconded By: Curtis Murphy

Result: Motion Carried

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Motion: Approve up to \$3,000 for the 2025 Winter Banquet

Made By: Bill Harris

Seconded By: Edgar Hendrick

Result: Motion Carried

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Motion: Approve up to \$2,500 for SCD Jackets and Hats

Made By: Ed Hendrick

Seconded By: John Farrell

Result: Motion Carried

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Motion: Approve purchase of photo contest prize gift cards

Made By: Ed Hendrick

Seconded By: Curtis Murphy

Result: Motion Carried

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Motion: Appoint Bill Harris as point of contact for TA Grant & authorize application submission

Made By: Ed Hendrick

Seconded By: John Farrell

Result: Motion Carried

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Motion: Approve up to \$1,500 for WVU Extension Dinner Meetings (retroactive approval pending requests from Mercer & Fayette/Nicholas)

Made By: Bill Harris

Seconded By: Edgar Hendrick

Result: Motion Carried

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Motion: Adjourn Meeting

Made By: Curtis Murphy

Seconded By: John Farrell

Result: Motion Carried