

Capitol Conservation District

418 Goff Mountain Rd. Suite 102

Cross Lanes, WV 25313

November 19th, 2025, Board Meeting Minutes

Terry Hudson-Chairman
Diane Lumadue-Secretary
Sally Shepherd-Supervisor
Hannah Thacker-NRCS
Dawn Lemle-District Employee
Titus Smith-NRCS

Clyde Bailey-Vice Chair
Timothy Schumann-Intern
Rick Sams-Associate Supervisor
Natalie Salmon-WVCA Admin
Jeremy Salyer-WVCA Area Director (virtual)
Carter Taylor-NRCS/WVSU

CALL THE BOARD MEETING TO ORDER at 9:02 a.m.

(M)-Approval of October 2025, Board Meeting Minutes

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

(M)-Approval of November 2025 Board Meeting Agenda

- Clyde Bailey made a motion to accept the Emergency Board Meeting Minutes.
- Sally Shepherd 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.

- Clyde Bailey made a motion to accept the financials, file for audit.
- Sally Shepherd 2nd motion.
- All in favor. Motion carried.

NEW BUSINESS

1. (D)-Approved Exigency Program Applications

- George Miles Temporary Fence \$500.00
- Austin Given Temporary Fence \$500.00

i. Applications were approved by Chairman Hudson, Waiting on Receipts.

2. (D/M)-New FY26 AgEP Applications

- Barbara Bayes UA \$500.00
- Kevin Abdalla UA \$500.00
- Sally Shepherd made a motion to approve applications.
- Clyde Bailey 2nd motion.
- All in favor. Motion carried.

 12-17-25

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3. (D/M)-AgEP Payment Approvals

- | | | |
|----------------|-------------------------|-------------------|
| ○ Nicole Jones | UA | \$169.99 |
| ○ Lisa Jordan | Roof Runoff | \$850.00 |
| ○ Terri Yates | UA | \$169.95 |
| ○ Jon Vernon | Lime | \$643.74 |
| ○ Erica Kearns | UA | \$149.50 |
| ○ Gail Jones | High Tunnel Soil Health | <u>\$962.10</u> |
| | | \$2,945.28 |
- Clyde Bailey made a motion to approve payments.
 - Sally Shepherd 2nd motion.
 - All in favor. Motion carried.

4. (D/M)-AgEP Application Withdraw

- | | | |
|---------------|--------------------|-----------------|
| ○ Terri Yates | Pollination (nucs) | \$300.00 |
|---------------|--------------------|-----------------|
- Clyde Bailey made a motion to approve withdrawals.
 - Diane Lumadue 2nd motion.
 - All in favor. Motion carried.

5. (D/M)-WV Farm Bureau Membership Renewal \$52.00

- Clyde Bailey made a motion to renew membership.
- Motion dies from lack of a 2nd.

6. (D)-Elk Two Mile Watershed Plan (Christi Hicks, Titus Smith, Diane Lumadue)

- See attached email

7. (D)-HEAP Trailer

- HEAP Planning Committee(Clyde Bailey, Diane Lumadue & Sally Shepherd) will meet to discuss on December 17th, 2025.

8. (D/M)-LOR for FY26 Q1 Employee Reimbursement (G. Fry)

- Sally Shepherd made a motion to sign LOR.
- Diane Lumadue 2nd motion.
- All in favor. Motion carried.

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9. (D)-State Fair

- Discussions were made at the Area Meeting regarding each district getting an assigned day to work the booth or working 6 hour shifts instead of 4; Districts were asked if they are willing to participate in running the booth; Eastern Pan District said they will continue to support the booth; CCD decided that each supervisor can choose to participate if wanted.

REPORTS

- 1. AgEP Report:** State AgEP Meeting will be held December 15th, 2025; CCD has lots of outstanding applications.
- 2. NRCS Report-Jenna Budd:** See Report
- 3. WVCA Report-Jeremy Salyer:** See Report
- 4. WVCA Watershed Report-Jacob Lavender:** Not present; Working on permit requests.
- 5. Solid Waste Authority-Terry Hudson:** Looking into purchasing a machine for \$65,000.00 that reduces Styrofoam by 90%.
- 6. GKRCD Report-Terry Hudson:** No meeting this month; Will have one in December; Still have not received funding.
- 7. District Employee shared/NRCS Report-Dawn Lemle:** Banquet Save the Date went out; Meeting with Planning Committee after today's board meeting.
- 8. Tim Schumann-Intern:** See Report
- 9. Supervisor Reports:**
 - Clyde Bailey-** Appalachian Grazing Conference Meeting; Worked with Tim Schumann & Dawn Lemle to get raised beds to schools & Hopewell; Attended Quarterly Meeting; Attended State Fair Meeting; Board Meeting & Committee Meetings today

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Valerie Thaxton- Not present

Sally Shepherd- Working on her AgEP Practices; Working a little less on Biochar lately; Burn on the farm soon

Diane Lumadue- October: 15th CCD Board Meeting & GFT Dam Update; 17th-18th WV Watershed Symposium in Philippi, WV; 20th Day with GFT geomorphologist; 31st Banquet Meeting; November: 17th GFT Dam Update; 19th CCD Board Meeting

Terry Hudson- October: 24th Checks and funds transfers; 28th KCSWA Admin; 30th NRCS Grant Admin; November: 3rd KCSAW Monthly Checks; 14th CCD Coal River grant reimbursement paperwork; 18th KCSWA Monthly Board Meeting; 19th CCD Monthly Board Meeting

Richard Sams- Associate- November: 3rd Diane Lumadue Farm Tour; 6th-7th Organic Farming Conference in Mount Hope, OH.

STANDING COMMITTEE REPORTS

UNFINISHED BUSINESS

Meeting Adjourned at 10:52 a.m.

Finance Committee Meeting held at 8:30 am

Next Board Meeting will be held Wednesday, December 17th, 2025, at 9:00 a.m.