

Greenbrier Valley Conservation District

November 20, 2025, 7:00pm
Regular Board Meeting, Approved Minutes

The Greenbrier Valley Board of Supervisors met on November 20, 2025, at 7:00pm in the conference room of the Lewisburg USDA service center.

Those Present:

Supervisors:

Chairman, Gary Sawyers
Gary Truex
Timothy VanReenen (Virtual)
Donald McNeel
Avery Atkins (Virtual)
Carolyn Miller (Virtual)

Others

Adam Merritt, NRCS
Barry Level, GVCD (Virtual)
Jacob Lavender, WVCA
Jeremy Salyer, WVCA (Virtual)
Davin White, WVCA
Jason Nicolai, WVCA (Virtual)
Morgan Dial, WVCA
Angela Feamster- Sawyers, WVCA

Chairman Sawyers called the meeting to order at 7:02pm; he welcomed everyone and led the group in the Pledge of Allegiance, and Gary Truex led in prayer.

Approval of Minutes

Donald McNeel moved to approve the minutes of the October 08, 2025, special board meeting. Gary Truex seconded; motion carried.

Gary Truex moved to approve the minutes of the October 16, 2025, regular board meeting. Donald McNeel seconded; motion carried.

Guests

Davin White, Communications Specialist for the West Virginia Conservation Agency, attended to review this past year's district highlights from the board of supervisors for inclusion of the WVCA annual report.

Cooperating Agency Reports

- NRCS – Adam Merrit, Acting District Conservationist for Greenbrier Valley North work unit, reviewed the highlights of his written report, which is attached.
- FSA
- Forestry
- WVCA – Jeremy Salyer Submitted a written report, which is attached. He also reported that Conservation Day/Ag Day will be held on February 18, 2026.
- Other

Committee Reports

Finance Committee

- **Financial Reports**

Gary Truex moved on behalf of the committee to accept the general and CDO and the WVCA restricted fund reports, 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.

Funding Requests

Gary Truex moved on behalf of the committee to approve and send the following Letter of Request:

LOR ID: 16465

Purpose: FY26 Q1 Employee Reimbursement

Amount: \$13,808.87

AGR: 1525-00

Donald McNeel seconded; motion carried.

Watershed

Updates- if any

319 Committee

Morgan Dial provided the board of supervisors with the following updates:

- Indian Creek IV – EDDM Mailers were sent out, increase of interest for potential cooperators
- Anthony Creek Stream Restoration – Surveys are complete, designs are ongoing.
- Spring Creek II – Jason Nicolai is working with a potential cooperator for Spring Creek which would utilize the remaining funds of the grant.

Contracts for Approval:

NPS 1820 Indian Creek IV

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

- (Residence #1) Charles Larew – Septic Pumping – 50% up to \$300.00
- (Residence #2) Charles Larew – Septic Pumping – 50% up to \$300.00
- (Residence #2) Charles Larew – Septic Replacement – 75% cost-share up to \$5,000.00

Carolyn Miller seconded; motion carried.

Payments for Approval

NPS 1820 Indian Creek IV

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

- Greenbrier Valley Conservation District (General Account) - Reimbursement for payment of Every Door Direct Mail (EDDM) Mailers -\$309.49

Gary Truex seconded; motion carried.

NPS 1847 Upper Meadow River

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

- Lewis Dameron – Septic Replacement - \$4,138.50 (75% cost-share up to \$6,000.00- Total Receipts: \$5,518.00).

Gary Truex seconded; motion carried.

Agricultural Enhancement Program Committee

Chairman Sawyers reviewed the following action between board meetings:

1. Acting with delegated authority, Gary L. Truex approved the following AgEP payments:

October 15, 2025:

Lime

Kenneth C. Vass \$1,066.59
Salvador O. Valdez \$864.00
John D. Furrow \$576.15

Exclusion Fence:

Randal S. Williams \$5,000.00

Total: \$7,506.74

October 29, 2025:

Lime

James McGrady \$1,497.09
Stella Callison \$466.50
Philip Wickline \$1,428.00
Ricky Shinaberry \$2,193.00
John Shinaberry \$513.00

Total: \$6,097.59

November 10, 2025:

Lime

David Workman - \$1,035.00
Thomas Tuckwiller - \$819.00

AWS

Roger Wills - \$869.05

Total: \$2,723.05

Chairman Sawyers reviewed the following action between board meetings:

2. Acting with delegated authority, Timothy VanReenen approved the following payments for the AgEP Exigency Drought Program:

November 05, 2025:

Cover Crop

Timothy A. Hoke - \$500.00

Total: \$500.00

November 10, 2025:

Cover Crop

Hanna Farmstead/Alex Hanna - \$363.52

Cook's Farm / Jeffery Cook - \$500.00

Wind Springs Farm/Doug Dransfield - \$500.00

Total: \$1,363.52

November 13, 2025:

Livestock Water

Glenn Carter - \$459.49

Michelle Wilfong - \$500.00

Cover Crop

~~Jeffrey Cook / Cook's Farm - \$500.00~~

Total: \$959.49

*Angela Sawyers noted that Jeffery Cook was listed on the agenda as approved on two separate dates in error, the correct date for the payment approval was on November 10, 2025.

Grassland Committee

- Discussion/Decision regarding the district's Grass Tech Position

Gary Truex opened the floor for discussion regarding the upcoming vacancy for the district's Grass Technician position, as the current employee's last day is December 19, 2025. The board is considering whether to fill the position with a district employee or if they want the West Virginia Conservation Agency (WVCA) to backfill the vacant conservation specialist position to manage the Agriculture Enhancement Program (AgEP). Jacob Lavender presented information he prepared for the board of supervisors, outlining the available options and potential changes related to the district, staff, and AgEP management if they opt for an agency employee. He emphasized that choosing an agency employee would not take the district's ability to shape the program according to their preferences, including decisions regarding practices, cost-sharing rates, deadlines, priorities, and other program details. He noted that his purpose for providing this information was to provide more in-depth clarification and aid in their decision-making process.

Following further discussion related to this matter, *Avery Atkins moved to go into executive session to include all board members, Angela Feamster-Sawyers, and Barry Level, to discuss personnel matters. Carolyn Miller seconded.*

Executive session convened at approximately 8:18pm

The board of supervisors returned to the board meeting at 8:58pm where *Donald McNeel motioned to exit out executive session, Gary Truex seconded. Motion carried.*

Chairman Sawyers noting that the board has not yet voted, reported that the consensus is that they want a state employee, but they want policy written. Though the intent for the information that Jacob submitted was to provide clarification and information for use in consideration of the board's decision, Chairman Sawyers viewed it as a documented policy to operate with.

Chairman Sawyers brought up a concern as the only thing mentioned was for the Agricultural Enhancement Program, and that it doesn't mention anything about the Grassland Program and requested that it be listed in the policy as well. Discussions continued as the board considered

additional details that they wanted to be incorporated into the policy for Jacob to prepare and submit to Judith Lyons, Executive Director of the WVCA, for her approval and signature.

Following the discussion, ***Avery Atkins moved that the grass technician position be filled by an agency employee, pending Judith's approval of the policy presented by Jacob to include the changes recommended by the board, and that Chairman Sawyers be delegated authority to grant final approval and sign on behalf of the district. Carolyn Miller seconded; everyone was in favor of the motion except Gary Truex. Motion carried.***

Building/Equipment Committee

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

Education Outreach/Events Committee

Updates- nothing to report.

Other Business

- Legislative Brief, January 06, 2026 @ 5:30pm
 - Planning/Discussion

Carolyn Miller moved for the approval of \$500.00 for food and drinks. Donald McNeel seconded; motion carried.

- GVCD Christmas Dinner, Friday, December 05, 2025 @ 5:30pm
 - Planning/Discussion
 - Venue Confirmation
 - Covered Dish List

Dates to Remember:

November 27, 2025: Thanksgiving Day – Office Closed
November 28, 2025: Lincoln's Day – Office Closed
December 05, 2025: GVCD Christmas Dinner @ 5:30pm
December 10, 2025: GVCD Committee Meetings @ 9:00am
December 12, 2025: FY25 Agreed Upon Procedures Begin
December 18, 2025: GVCD Regular Board Meeting @7:00pm
December 24, 2025: Christmas Eve – Office open half-day
December 25, 2025: Christmas Day – Office Closed
December 31, 2025: New Year's Eve – Office open half-day
January 01, 2026: New Year's Day- Office Closed
January 06, 2026: Legislative Brief @ 5:30pm

With no further business the meeting adjourned by consensus at 9:27pm.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Gary W. Sawyers".

Gary Sawyers
Chairman

A handwritten signature in cursive script, appearing to read "Gary L. Truex".

Gary Truex
Secretary/ Treasurer

GS/GT/as

Recorded by: Angela Feamster-Sawyers, Administrative Specialist