



# MINUTES

## Western Conservation District Board Meeting

January 16, 2026

### In Attendance at the 9:00 a.m. Meeting

**Supervisors Attending in person:** Charles Lipscomb, Chairman; Don Stephens, Treasurer; Joe Casto, Mike Wolpert

**Others Attending:** Hallie Roach, AS; Anthony Winters, CS; Jordan Roush, NRCS; Julie Stutler, NRCS; Dennis Brumfield, CPA

**Others Attending via phone:** Jeremy Salyer, WVCA Area Director; Heather Duncan, WVACD; Julie Simmons, WVACD

### Call to Order:

Chairman Lipscomb called the meeting to order at 9:06 a.m. at the USDA office in Point Pleasant, WV.

### Adopt Agenda / Approve Minutes

**Casto moved to adopt the agenda as presented, second by Wolpert. Motion Passed.**

**On a Wolpert/Casto motion the Meeting minutes from December 18, 2025, were approved. Motion Passed.**

### Financial Reports

**General Fund and CDO Funds** for December 2025 were reviewed by supervisors as presented. Dennis Brumfield reviewed the report with supervisors reading balances, income, and expenses for both General and Grant funds. The report will be filed for an audit.

**Financial Transactions Report: On a Wolpert/Stephens motion the Financial Reports were accepted and will be filed for audit with the December transactions approved. Motion Passed.**

**Co-Administered Fund Report: Supervisors were provided with a copy of the funds cash balance report from WVCA District Fiscal Operations. Fund balances were reviewed. The board accepted the report to be filed for audit. **Casto/Wolpert moved to accept the Co-Administered Fund Report and file for audit. Motion Passed.****

**Treasurer's Report: Don Stephens provided a report for supervisors to review. **On Casto/Wolpert motion payroll was approved for \$1,196.34. Motion Passed.****

### Partnership Reports

Jeremy Salyer, WVCA, Area Director

Jeremy Salyer provided a written report to the board.



Heather Duncan, WVACD Staff Report

Heather Duncan provided a written report.

Jordan Roush, NRCS

Jordan Roush provided a written report.

Julie Stutler, NRCS

Julie Stutler reviewed NRCS updates with the district.

## Programs

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Operation, Maintenance & Repair

No report provided.

## CO-ADMINISTERED COST SHARE PROGRAMS

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A. Agriculture Enhancement Program (AgEP)

Approve AgEP Payments

**Casto/Wolpert moved to approve the following AgEP payments. Motion Passed.**

Water Systems

Robert Patterson - \$2,064.00

Lime

David Arrington - \$1,344.00

Winters reported to the board that the additional contracts have been mailed out.

## Old Business

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Appalachian Grazing Conference

The Appalachian Grazing Conference was discussed.

Regional Land Judging Contest was discussed.

Ag Day at the Capitol is February 18, 2025, was discussed.

Rack Cards were discussed with Julie Simmons.

The banner was discussed and Davin White will start working on them. **Casto/Stephens moved to pay for a district banner and rack cards. Motion Passed.**

Affiliate Membership



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Affiliate Membership was reviewed and Hallie is to correct the form and email previous members.

### New Business

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GSA Mileage Rate \$.725 per mile

**Casto/Wolpert moved to update mileage to GSA Mileage Rate to \$.725 per mile effective January 1,2026. Motion Passed.**

2027 Personnel Plan

**Casto/Stephens moved to approve 2027 Personnel Plan. Motion Passed.**

2027 CDO Budget

The CDO Budget will be tabled until February meeting.

Century Farm Application

The Century Farm Applications will be discussed at the February meeting.

### Supervisor Reports

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Stephens reported on the Envirothon Committee and the minutes were in the supervisor's packets.

Lipscomb reported on the Executive Committee, GLCI Grants, Quarterly Meeting, and the RC&D Committee Meeting.

Minutes recorded by:  
Hallie Roach

Approved by:

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Mary King, Secretary