

Greenbrier Valley Conservation District

March 19, 2026, 3:00pm
Regular Board Meeting
Approved Minutes

** The agenda was amended to include items that were overlooked as well as new topics that arose after the initial agenda was posted.

The Greenbrier Valley Board of Supervisors met on Thursday, March 19, 2026, at 3:00pm in the conference room of the USDA service center located in Lewisburg.

Those present:

Supervisors:

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

Others:

John "Dave" Moore II, NRCS (Virtual)
Wanda Smith, NRCS
Jeremy Salyer, WVCA (Virtual)
Morgan Dial, WVCA
Jason Nicolai, WVCA
Angela Feamster – Sawyers, WVCA

Chairman Sawyers called the meeting to order at 3:00pm and welcomed everyone. Chairman Sawyers 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 February 19, 2026, regular board meeting. Avery Atkins seconded; Angela noted that there were corrections to clerical errors which were sent out to everyone; *motion carried.*

Guests

None were present.

Administrative Specialist Report

Angela Feamster-Sawyers provided the board with a written report which is attached.

Cooperating Agency Reports

- NRCS – Wanda Smith, District Conservationist for Monroe County, reviewed the highlights of her report, which is attached. Wanda noted that it was time to start planning the Local Work Group Meeting and Chairman Sawyers asked Angela to make a note of that.

Chairman Sawyers brought forth the discussion about the Outstanding Grasslands contest and requested assistance from NRCS staff in trying to identify two farms from each county that would qualify or be a good candidate for receiving the award.

A brief discussion was held about the Conservation Farm contest.

John “Dave” Moore, acting District Conservationist for Greenbrier Valley North, reported that their eligibility has reduced the number of applications, resulting in a more manageable workload. They are currently reviewing 62 Equip applications, 13 AMA applications, and 21 CSP applications. Regarding contract management for the expiring 2026 contracts, they have already begun working on that and are starting to make progress. He mentioned that Jess is now assisting in Union with ECP and CRP design work, and she is expected to start this coming week. The area office will be sending practice reminder letters for 2026 practices and delinquent practices, which he believes will begin this week. Aside from that, he noted that he doesn’t have much else to report, and the team will continue working on their assessments, rankings, and cost estimates while aiming to meet the May 6th deadline.

- FSA – Nothing to report
- Forestry – Nothing to report
- WVCA – District Operations Manager Jeremy Salyer reviewed the highlights of his attached report. A brief discussion ensued regarding the conservation specialist position. Jeremy also reported that Senate Bill 894 has passed, explaining that conservation districts will need to relinquish all funding, easements, responsibilities, and liabilities concerning all dams and channels. He noted that these changes become effective on June 12, 2026, and the agency is currently working on the details to implement these changes and will keep the district informed.

Committee Reports

Finance Committee

- Financial Reports

Gary Truex moved on behalf of the committee to accept the general and CDO funds report, the WVCA restricted funds report, and file for audit. Timothy VanReenen seconded; motion carried.

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

Gary Truex moved on behalf of the committee to send the following letter of request:

LOR ID: 16482

Purpose: FY25 Audit Reimbursement

Amount: \$3,500.00

AGR: 1071-05

Avery Atkins seconded; motion carried.

- City National Bank CD

Gary Truex moved to approve updating the signatories for the District's City National Bank CD, currently held by Gary Sawyers, Carolyn Miller, Avery Atkins, Jarrell Clifton, Timothy VanReenen, and Gary Truex, by removing Jarrell Clifton and adding Donald McNeel. Donald McNeel seconded; motion carried.

Agricultural Enhancement Program Committee

Action Between Board Meetings

Timothy VanReenen approved & signed Mike Tuebert's Lime contract for the amount of \$3,000.00 on February 19, 2026.

- FY27 Agricultural Agreement

Gary Truex moved to increase the cost-share rate for lime from \$15.00 per ton to \$20.00 per ton with a cap of \$4,000.00. Avery Atkins seconded; motion carried.

Timothy VanReenen moved to adjust the cost-share rate per watering trough to 50% of the total cost up to \$500.00 and increase the cost-share rate for water lines up to \$2.00 a foot. Gary Truex seconded; motion carried.

Timothy VanReenen moved to approve the FY27 AgEP Agreement; Carolyn Miller seconded; motion carried.

- **Payments for Approval**

Timothy VanReenen moved on behalf of the committee to approve the following payment:

To: Pamela Burns

For: FY26 AgEP Practice(s): Comprehensive Pasture Development

Payment amount: \$2,722.50

Donald McNeel seconded; motion carried.

Grassland Committee

- **Outstanding Grassland Farms**

**Note- Chairman Sawyers has reached out to NRCS for recommendations – discussed earlier on the agenda.

- Sponsorship of FFA Advisors (4), District Supervisors & Office Staff to the Appalachian Grazing Conference

Gary Truex moved that the district cover the \$25.00 registration fees for one FFA advisor from each high school within the district, as well as for the district supervisors and office staff, to attend the Appalachian Grazing Conference. (It was noted that registration fee was \$25.00 only if completed by April 20, 2026). Timothy VanReenen seconded; motion carried.

Following the motion, it was agreed that Gary Truex would reach out to the GEHS FFA Advisor, Chairman Sawyers would contact the GWHS FFA Advisor, Donald McNeel would connect with the PCHS Advisor, and Carolyn Miller would reach out to the JMHS Advisor. A discussion then took place regarding vendors for the conference.

Building/Equipment Committee

- Updates

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

Education Outreach/Events Committee

- Action Between Board Meetings

On March 3, 2026, Carolyn Miller, acting with delegated authority, approved the proposed budget of \$3,000 for the upcoming farm field day.

Carolyn Miller moved to send the following letter of request:

LOR ID: 16485

Purpose: Grazing Land Conservation Initiative

Amount: \$3,000.00

AGR: 1487-01

Gary Truex seconded; motion carried.

Payments for Approval

Carolyn Miller moved for the reimbursement to the GVCD General Funds Account for the purchase of Cover Crop/Herbicide in total amount \$106.00 for the SMART Farms Demo Project. Donald McNeel seconded; motion carried.

Carolyn Miller moved to approve Kevin Hoke's work estimate of \$475.00 for maintenance work for the Smart Farms Demo Project, to include brush hogging, spraying & planting. Avery Atkins seconded; motion carried.

* It was noted that this estimate does not include seasonal maintenance; it is only for the initial establishment of the project. Any necessary maintenance that arises thereafter will be addressed at that time.

2026 Legislative & Awards Banquet

Carolyn Miller moved on behalf of the committee to delegate authority to herself and Angela Feamster-Sawyers for the decision-making and planning of the 2026 Legislative and Awards Banquet and for the approval of additional funds not exceeding \$2,000 to cover extra expenses and incidentals. Avery Atkins seconded; motion carried.

319 Committee

- **Contract Cancellations**

Donald McNeel moved for the cancellation of the following contract:

- Spring Creek II:
 - Rem Perkin's Arbuckle Farm
Remaining contracted amount: \$13,486.20
 - Rem Perkin's Brown's Farm
Remaining contracted amount: \$39,234
🗳️ Combined cancellation total: \$52,720.20

Timothy VanReenen seconded; motion carried.

- **Contracts for Approval:**

Donald McNeel moved to delegate authority to Chairman Gary Sawyers to approve contracts for Indian Creek IV. Gary Truex seconded; motion carried.

- **Contract Amendments**

Donald McNeel moved on behalf of the committee to extend Walter Davis's Septic System Replacement contract from March 18, 2026, to July 01, 2026. Carolyn Miller seconded; motion carried.

*It was noted that the contract was approved in December; however, the weather has created challenges in completing the project on schedule.

Other Business

- **Century Farm Application Approvals:**

Timothy VanReenen moved to approve the following Century Farm applications:

- Arbaugh Farm – Julian Arbaugh
- Merrimac Farm – Mary Fullen

Carolyn Miller seconded; motion carried.

- **Century Farm Logo** – no motion was made. To include on April's board meeting agenda.
- Supervisor name tags - A discussion was held concerning name tags for the board of supervisors.
- Consolidated Public Retirement Board – A discussion was held regarding the district's part-time equipment coordinators hours/salary. The CPRB considers anyone working at least 20 hours per week as full-time, which makes them subject to a 6% retirement withholding. Additionally, the district is responsible for contributing 9% of the coordinator's gross salary to the PERS. The employer contribution rate will decrease to

8% on July 1, 2026. Following the discussion, the board requested that Angela arrange a special meeting to consider a salary increase for the equipment coordinator. Angela will schedule this special board meeting for March 25, 2026, at 9:00 AM.

With no further business the meeting adjourned by consensus at 4:52pm.

Respectfully Submitted,



Gary Sawyers
Chairman



Gary Truex
Secretary/ Treasurer

GS/GT/as

Recorded by: Angela Feamster-Sawyers, Administrative Specialist

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

3/19/2026

Follow Ups from Previous Meetings

Cultural Resources:

- WV NRCS has Jacqueline Monsell on board now as our Cultural Resources Specialist.
- GV South is currently up to date on Cultural Resource Reviews.

Engineering:

- We have been making excellent progress getting completed engineering designs.
- One engineering design by a private engineering firm has been submitted for NRCS review; NRCS has reviewed and returned to the private engineer.
- 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 projects have been completed or are underway. NRCS has been inspecting completed ECP systems. FSA has successfully made payment on a portion of ECP systems passed by NRCS.
- We have laid a plan in place to address the backlog of EQIP and AMA engineering designs and assistance.

Financial Assistance Programs

Contract Management:

- Cost-share paid out January 14 – March 18, 2026: \$71,004.08
- 123 active contracts; 25 contracts completed this calendar year.

Working Applications:

- CSP Renewal applications have been rolled in to CSP Classic
- 123 Eligible applications in Round 1 of AMA, CSP, and EQIP.

Expiring Contracts:

- 11 Monroe AMA or EQIP contracts set to expire December 31, 2026.
- 1 just needs documentation of completed supporting practice administered by WVCA under a partnership agreement.

Cancellations:

- No current cancellation requests

Office Administration

Field Office Priorities

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

3/19/2026

- EQIP, AMA, and CSP Round 1 Applications: Assessment, Ranking and estimate deadline May 6.
- ECP certifications and design adjustments ongoing; deadlines range from now to in June.
- EQIP & AMA payments do not have a specific overall deadline, but we are running behind due in large part to the furlough, plus the heavy ECP workload in Monroe.
- Ongoing survey and engineering design work for existing NRCS contracts
- Ongoing field inspection and certification work for existing NRCS contracts
- 3 CREP contracts/renewals at present in Monroe

News and Events

- Accepting applications year-round for CSP, AMA, and EQIP
- Regenerative Agriculture will be under standard EQIP and CSP application process
- Application cut-off for Round 1 PY2026 set as January 15, 2026 for EQIP, AMA, and CSP
- Union Service Center has new phone numbers, The main number of (304) 772-3006, option 2 for FSA, option 3 for NRCS is unchanged.
- NRCS Shared line: (304) 772-7038
- NRCS Wanda Smith: (304) 772-7035
- NRCS Dewey Broyles: (304) 772-7026
- NRCS ACES John Fullen: (304) 772-7031
- FSA Shared line: (304) 772-7039
- FSA Chelsea Cook: (304) 772-7030
- FSA Erin Miller: (304) 772-7025
- FSA Amanda DePreist: (304) 772-7027
- FSA Cammie Wickline: (304) 772-7028

Any questions may be directed to the undersigned at wanda.smith@usda.gov or (304) 772-7035 (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)

John "Dave" Moore, Acting GV North District Conservationist

NRCS Field Office Staff: Union Service Center

GVCD Administrative Specialist Report

March 19, 2026

Submitted by: Angela Feamster-Sawyers

- FY26 Funds Received as of March 19, 2026:

Quarter 1

FY26 Q1 District Support Allotment	\$33,082.00 - CDO
NPS1829 Spring Creek Phase II	\$45,000.00 - 319
FY26 Ag Enhancement Program Allotment	\$94,700.00 - AgEP
FY26 O&M Allocation	\$12,220.00 - O&M
WVDA AgEP Drought Exigency	\$26,215.80 – WVDA Program
Q1 Total	\$211,217.80

Quarter 2

FY26 Q2 District Support Allotment	\$16,692.00 - CDO
Q2 Total	\$16,692.00

Quarter 3

FY26 Q3 District Support Allotment	\$16,691.00- CDO
SMART Farms WV	\$7,500.00- NASDA Smart Farms Grant
FY26 Q1 Employee Reimbursement	\$13,808.87- CDO
FY26 Q2 Employee Reimbursement	\$13,371.81- CDO
Q3 Total	\$51,371.68

- Letters of Requests prepared and included on the agenda for action:
 - LOR ID# 16482; FY25 Audit Reimbursement - \$3,500.00
 - LOR ID# 16485; Grazing Land Conservation Initiative (GLCI) - \$3,000.00
- Banquet Date of October 08, 2026, has been confirmed and the venue has been reserved.
- The Thomas W. VanReenen Scholarship applications have been sent to all High Schools within the District.
- The SCD/GVCD Land Judging and Homesite Evaluation Contest is scheduled for May 5, 2026, at 10:00 a.m. at the PMC in Alderson. Teams are asked to arrive by 9:30 a.m. at the latest. Information has been distributed to all high schools and advisors within the district. District contact information has been provided for team registration.
- A draft Century Farm Logo created for the GVCD has been sent out to the board of supervisors for review.
- The GVCD has received two Century Farm Applications.
- Sponsorship has been requested for the 81st State Conservation Senior Camp, scheduled to take place at Camp Caesar from June 15 to 19.

- GVCD has been invited to participate as a vendor at the 2026 West Virginia Agritourism Conference April 23-24, 2026, at Glade Springs Resort in Daniels, WV.
- The digital lock on the entrance door of the district office has malfunctioned and is currently non-functional.
- The CD Personnel Plan and the CDO Budget Report for FY27 have both been approved and submitted to Guthrie timely.

Dates to remember:

- March 20, 2026 - Appalachian Grazing Conference monthly committee meeting @ 10:00am
- April 08, 2026: GVCD Committee Meeting @ 9:00am
- April 16, 2026: GVCD Board Meeting, time TBD
- April 16-17, 2026: WV Envirothon at Camp Caesar
- April 23-24, 2026: WV Agritourism Conference at Glad Springs Resort in Daniels, WV
- May 05, 2026: SCD/GVCD, Land Judging & Homesite Evaluation Contest @ 10:00am
- June 15-19, 2026: WV State Conservation Camp at Camp Caesar
- June 15, 2026: Deadline for Conservation District Farm Tour Submissions
- June 20, 2026: GLCI Farm Field Day, time TBD

Monthly Report

Greenbrier Valley Conservation District Monthly Equipment Report

Month/Year Feb 2026

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					
No-till Seeder Totals:					
Cricket					
Grasshopper					
Big Silver	4	Poc.	600.		
Lime/fertilizer Totals					
Chemical Sprayer					
Litter Spreader #1					
Litter Spreader #2					
Litter Spreader Totals					
Post Driver #3					
Post Driver #4					
Post Driver #5					
Post Driver Totals					
Potato Planter					
Potato Sprayer					
Potato Hiller					
Potato Totals					
Portable Scales					
Other					
Shop Supplies					
GRAND TOTALS (all equipment)	4 Day	Poc. Co.	600.		



March 2026 WVCA Report

Request to Conservation Districts

The WVCA is encouraging Conservation Districts to review and update your District Policy Manuals. In addition to your policy manual, you are encouraged to review your CD Employee Manual (if you have one) and your CD Plan of Work. If you are already doing these reviews, please disregard this request.

District Personnel Plan

District Personnel Plans are due to the SCC in March. Failure to meet the deadline may cause a delay in approving the district's personnel plan and the release of state funds for those positions.

Conservation District Operation (CDO) Grant Funds

Districts are asked to prepare your CDO budget report. The budget is to be submitted to Fiscal Services and your Area Director by March 30, so it can be presented to SCC in April.

Conservation Farm Tour

It is time for districts to think about the conservation farm families to be awarded. CDs should have their district farm selection to their Area Directors by June 15.

AGEP Timeline:

- **May/June/July** – CDs to finalize upcoming FY program, update AgEP agreement addendums, take action to approve LORs
- **June 15** – Deadline for CDs submit final practice list to WVCA (CDs can submit final list any time after SCC approval of practice list)

Senate Bill 631

Never came out of committee

Senate Bill 894

This bill would replace SB631 and would mean that the Districts would transfer all ownership, funding, and responsibility relating to the flood control structures to the WVCA.

Passed senate on 3/4/26, updated will provided as available.