

NORTHERN PANHANDLE CONSERVATION DISTRICT
BOARD OF SUPERVISORS' SPECIAL MEETING
June 18, 2026
10:00 a.m.

Supervisors Present

Jim Anderson, Hancock County – Vice-Chairman
Steve Paull, Brooke County
Robert Luchetti, Jr., Ohio County
David McCardle, Marshall County
Mark Fitzsimmons, Marshall County – Chairman

Supervisors Absent

Chuck Glenn, Hancock County – Treasurer
Eric Freeland, Brooke County
Amy Wade, Ohio County – Secretary

Others Present

Veronica Gibson, Administrative Specialist, WVCA
Jessica Otte, Conservation Specialist, WVCA
Devon Kokoska, Watershed Manager, WVCA – via Teams
Victoria White, District Administrator, NPCD

Chairman Mark Fitzsimmons called the meeting to order on Thursday, June 11, 2026, at 10:00 a.m. at the USDA Service Center in McMechen.

Pledge of Allegiance – The pledge of allegiance was recited.

 Ag Enhancement Program (AgEP)

○ Cancellation

Name	Practice	Cost-share Allocated	Reason
Eric Blend	Pasture Division Fence	\$2,000.00	Did not turn in receipts

**Robert Luchetti, Jr. made a motion to cancel the AgEP contract for E. Blend.
Seconded by Jim Anderson. Motion passed.**

○ Payments

Name	Practice	Payment Amount
Timothy Bledsoe	Exclusion Fence	\$1,400.00
Steven Shook	Pasture Division Fence	\$1,600.00
John W Miller	Water System	\$1,418.00
Jeffery Cumpston	Pasture Division Fence	\$1,380.00

**David McCardle made a motion to approve the AgEP completed practices as presented for payment for T. Bledsoe, S. Shook, J. W. Miller, and J. Cumpston.
Seconded by Steve Paull. Motion passed.**

 Update Equipment Rental Policy

- **Robert Luchetti, Jr. made a motion to update the equipment rental policy as follows: If a cooperator has been 60 days late in settlement of payment, a deposit of one day rental will be required upon the next rental request.
Seconded by David McCardle. Motion passed.**

- **Jim Anderson made a motion to update the equipment rental policy as follows: If a cooperator has not paid an invoice due within 90 days, the cooperator will not be able to rent equipment for one year. Seconded by David McCardle. Motion passed.**

✚ FY27 Annual Plane of Work

- The FY26 annual plan of work was reviewed and updated for FY27. **Robert Luchetti, Jr. made a motion to approve updates to the FY27 annual plan of work. Seconded by Steve Paull. Motion passed.**

✚ PA Dam #647 & #648 Grass Cutting Bid

- Grass cutting bids were presented for PA dam #647 & #648. Each bid was over \$2,500 therefore the NPCD will have to solicit for bids. **Robert Luchetti, Jr. made a motion to advertise a job showing on July 2 at 10:00 am for grass cutting at PA dam #647 & #648. Seconded by David McCardle. Motion passed.**

There being no further business, the meeting was adjourned at 11:20 a.m.

Mark Fitzsimmons, Chairman

Jim Anderson, Vice-Chairman

Minutes submitted by Veronica Gibson