

Monongahela Conservation District  
Monthly Meeting Minutes  
January 15, 2015

**I. Call to order**

**Chairman Jean Conley** called to order the regular meeting of the **Monongahela Conservation District** at **9:30 a.m.** on **January 15, 2015** at the Steve Lebnick Agricultural Center in Morgantown, WV. **Paul Nesselroad** led in the pledge of allegiance.

**II. Roll call**

**Chairman Jean Conley** introduced those present and passed around a sign-in sheet. The following persons were present: Supervisors: Mary Lebnick, Jean Conley, Art Mouser, Don Headley, Jim McDonald, Paul Nesselroad, Mark Myers, and Ed Utterback. Others present were: Amy Cosco (DM), Ed Martin (WVCA), Jeremy Salyer (WVCA), Jim Roy (WVCA), Ray Carr (NRCS), Susan Petery (NRCS) Matt Ashburn (Southern Air), Gregg Tenney (Southern Air) **Excused:**

**III. Approval of minutes from last meeting**

*Paul Nesselroad moved to approve the December 4, 2014 board meeting minutes. Seconded by Art Mouser. Motion carried.*

Approval of financial statements

a) *Mark Myers moved to approve and pay the credit card receipts. Seconded by Paul Nesselroad. Motion carried.*

b) *General/CDO financial statements. Mark Myers moved to approve the December 2014 General/CDO financial statements. Seconded by Art Mouser. Motion carried.*

c) *Co-admin funds statement. Mark Myers moved to approve the December 2014 Co-admin funds statement. Seconded by Art Mouser. Motion carried.*

*-Reduction of the Credit Card Limit- Paul discussed the recommendation of the Finance Committee to reduce the limit of the credit card to \$10,000.00. Paul Nesselroad made the motion to reduce the credit limit from \$15,500.00 to \$10,000.00. Seconded by Mark Myers. Motion Carried.*

**IV. Visitors Comments**

*Susan Petery- Susan introduced herself. Resides in Greene County Pa. She's been with the NRCS since 1980. She looks forward to working with the districts.*

**V. Cooperating Agencies**

*Southern Air-* Matt Ashburn and Gregg Tenney- reporting on their survey of the HVAC units and duct work. Reports provided. Add quotes. 5 year warranty on the compressor and 1 year warranty on the parts for the new unit.

*Paul Nesselroad made the motion to accept the quote for Southern Air for \$2,959.00 for System 3. Seconded by Mark Myers. Motion Carried. Ed Utterback abstained.*

*DNR – no report*

*Forestry- no report*

## **Watershed Division-**

***Allegheny Power Project- Cobun Creek Contracting*** - The watering troughs have not been installed yet due to weather and TVCD crew reorganization. They are going to do the tree planting this spring. He should be able to provide an estimate for that in February and then go to contract. They are running a little bit behind in the tree removal. The original estimate for the tree removal was \$5,000.00. He's increased it to \$8,000.00 so that the root wads can remain in the ground so that it doesn't change the stream bank and an access road will need to be put in to do the project. The project is going to utilize the root wads as stabilization in parts of the project. Part of the increase is also due to the fact that the project is in city limits and the contractor will have to get a city permit. He would like to move to contracting by the end of February. Possible Job Showing sometime between the 28<sup>th</sup>- 30<sup>th</sup> of January.

**Mark Myers made the motion to allow Ed to move forward with the bidding process to remove the trees on Cobun Creek. Seconded by Don Headley. Motion carried.**

***Samantha Lewis Maintenance-*** it is still on the schedule. He needs to meet with a contractor on site to see if they can do the work for under \$2,500.00

***Upper Buffalo OM&R-*** no report

***Upper Decker's OM&R – channel maintenance-*** DEP did an inspection and it came back in good condition. The channel has not been addressed in a long time. They are going to be going to the channel in March to put together an estimate to do some channel work.

***SPRP Projects-***none

***Little Laurel Run/Farmington Box Culverts-*** CTL Invoice \$2,697.50- for work done on the design.

**Mark Myers made the motion to pay the CTL Invoice of \$2,697.50 for the design work on Little Laurel Run. Seconded by Paul Nesselroad. Motion carried.**

**Huey Run Dam-** no report

**WVCA Conservation Specialist-** report provided

**Ag Enhancement Program** – report provided

**Mark Myers made the motion for Harry Bland to receive an extension on his fence project of 250 feet. Seconded by Art Mouser. Motion carried.**

**WVU Extension**

***-Bill Shockey-*** report provided

***-H.R. Scott-***report provided

***-John Murray-*** no report

***NRCS*** – the state went through CSP contract renewals. Public Comment taken for the final segment of EQUIP that will go through March. They hired 4 program assistants. Locally they have 80 applications that they have been going through and prescreening. Narrowed it down to 40 applications to rank that will then be considered for funding. Deadline for ranking is the 13<sup>th</sup> of February.

**FSA-** report provided

Charles Sisler – Lime -\$2,156.85

Gary Walls – 2 watering troughs - \$2,400.00

Paul Nesselroad made the motion to accept the AgEP reimbursements. Seconded by Art Mouser. Motion Carried.

**IX. AgEP Cancellations – none**

**X. Invoices/Payments**

**Mark Matheny for November \$161.58**

Mark Myers made the motion to approve the Mark Matheny invoice for \$161.58 for December. Seconded by Ed Utterback. Motion carried.

**Servpro Invoice \$1,135.92**

Mark Myers made the motion to pay the invoice to Servpro for \$1,135.92 approving the invoice of \$2,135.95 less the payment due on the credit card of \$1,000.00. Seconded by Art Mouser. Motion Carried.

**Fairmont Printing - \$1,099.26**

Mark Myers made the motion to pay the invoice to Fairmont Printing and Binding. Seconded by Paul Nesselroad. Motion Carried.

**XI. Old Business**

**-Camp Dawson- Brad provided report**

**-Monongalia County Farm Preservation Committee- no report**

**-Preston County Farm Preservation Committee- no report**

**-SB365 Amendments-** the want to change the wording in SB365 so that if a supervisor applies to the AgEP program then that supervisor's application goes to State Committee/WVCA for approval. Handout provided.

**-Appalachian Grazing Conference-** suggestions on farmers to send. Mon County Farmers who wish to attend: Mike Morris, Joyce McKenney, and Mike McDonald.

Mark Myers made the motion to approve up to 10 scholarships to the Appalachian Grazing Conference. Seconded by Paul Nesselroad. Motion Carried.

**XII. New Business**

**Conservation Campers-** the district will send two students per county.

**Hands-On Ag Days-** discussion was held. Ed Utterback is willing to talk to the Preston County Superintendent to see if there is any interest in holding a Hands-On Ag Days in Preston County. Marion County Hands-On Ag Days were discussed.

**SWA**

**Mon County- no report**

**Marion County- Jim McDonald** – Marion County SWA is going to take over part of the Mon County SWA sites. He went two weeks ago and met with Marion Co commission to get permission to meet with Monongalia County Commission to obtain 3 sites: Blackville, Wadestown, and Arnettesville. He met with Chris Cenelli this morning because they don't have the facilities to take on the whole county. It would double what they are taking in right now in Marion Co. The situation went a little out of control. He only wanted permission for the 3 sites. Monongalia County SWA lost their 3 main collection sites and that's been their hardship. Jim is going to Charleston in February to speak with the delegates about Marion County SWA. They are going to meet with the paper mill in Fairmont to set up recycling in the schools. Their next meeting is the 26<sup>th</sup>. They've moved their regular meetings to the 4<sup>th</sup> Monday of the month. They are going to talk to EQT about leasing ground to them.

**Preston County- no report**

**District Manager Report- report provided**

*It was recommended that the finance committee read over the audit for recommendation at the February meeting.*

**Don Headley made the motion to order 100 pens. Seconded by Mark Myers. Motion Carried.**

**WVCA Area Director- report provided**

**AgEP Spot check-** *the spot check was done December 18, 2014.*

**Mark Myers made the motion that Jeremy reviewed the AgEP Spot Check and to accept it. Seconded by Art Mouser. Motion Carried.**

**VI. Conservation Agreements**

Maurice Hoffman – Preston County – 109.81 ac

*Paul Nesselroad made the motion to approve the listed Conservation Agreements. Seconded by Art Mouser. Motion Carried.*

**VII. AgEP Applications**

-John Fint – Lime – 25.5 ac – 52 tons - \$765.00 - \$127.50

*Art Mouser made the motion to accept the AgEP applications. Seconded by Ed Utterback. Motion Carried.*

**VIII. AgEP Reimbursements- Jean Conley excused herself.**

Brenda Dunaway- 2 watering troughs - \$2,400.00

Jean Conley – Heavy Use Area- \$1,000.00

Ralph Beerbower – Lime - \$1,967.11

**LOR- CD Accountant for October, November, December**

*Paul Nesselroad made the motion to send the LOR for the Accountant for October, November, and December totaling \$519.64. Seconded by Mark Myers. Motion carried.*

**LOR- FY14 Audit- item moved to February Agenda**

**LOR- OM&R Supplemental Funds**

*Mark Myers made the motion to send the LOR for the OM&R Supplemental Funds of \$31,289.11. Seconded by Art Mouser. Motion Carried.*

**Lower Decker's Creek Funds Transfer**

*Mark Myers made the motion to transfer the funds from Lower Decker's Creek to the OM&R . Seconded by Art Mouser. Motion Carried.*

**Western CD Request for AgEP Funds**

*Mark Myers made the motion to not send Western Conservation District any Agricultural Enhancement funds. Seconded by Art Mouser. Motion Carried.*

**Ag Day at the Capitol- discussion was held.**

## **XI. Building and Grounds**

**-Empty Office Space- Leasing-** *Ed Utterback discussed the meeting that was held with the Department of Defense Contracting Division. The discussion the day of the meeting was to offer them rent at \$250.00 for 6 months.*

*Mark Myers made the motion to offer the Department of Defense Contracting Division rent of the small office at \$250.00 per month for a term of 6 months. Seconded by Paul Nesselroad. Motion Carried.*

**-New Lock for the back gate-** *the locks on the gated area outside are not working properly. You have to use tools on them to get them to open and the plastic part that is supposed to work as weather protection has become sticky and more of an obstacle when you try to unlock the lock. Art Mouser made the motion to buy 3 new locks. Seconded by Mark Myers. Motion Carried.*

**-Repairs to the post driver- reimburse Joe Hatten \$93.22-** *While Mr. Hatten had the post driver the pull string assembly had to be replaced. Mr. Hatten spoke with the District Manager who spoke with Ed Utterback, chairman of the building and grounds committee, and Ed gave Joe permission to go ahead and get the assembly needed.*

*Mark Myers made the motion to reimburse Joe Hatten \$93.22. Seconded by Don Headley. Motion Carried.*

## **Committee Reports:**

Finance- Chairman: Paul Nesselroad- *discussion was had about the Finance Committee Meeting where they discussed lowering the credit limit on the credit card.*

Education- Chairman: Paul Nesselroad- *no report*

Legislation/Policy- Chairman: Mark Myers- *no report*

Grasslands- Chairman: Don Headley- *no report*

Safety/Buildings and Grounds- Chairman: Ed Utterback- *no report*

Ag Enhancement- Chairman: Art Mouser- *briefly went over the meeting minutes*

## **Correspondence**

Correspondences received were reviewed by Amy Cosco.

## **I. Supervisor Reports**

- **Paul Nesselroad** – no report
- **Mark Myers**– no report
- **Ed Utterback** – He appreciates the cold weather because it isn't muddy. They are calving and lambing.
- **Art Mouser** – it was -12 one morning at his house last week. He and Jean attended the Quarterly Meeting. He also attended the Cattleman's conference earlier this month. There was over 200 people. They started feeding hay between Christmas and New Year's. His calving season starts next week. He spend January the 7<sup>th</sup> in Mon General Hospital. They shocked his heart to get it back into rhythm.
- **Jim McDonald**– he's had frozen watering troughs. His calving won't start until March. He spends a lot of time with the SWA.
- **Jean Conley** – no report
- **Mary Lebnick** – she and Stevie have been busy traveling. They had a lovely visit with the Greenbrier Conservation District at their Christmas Dinner. They have their meeting at night and she and Anita have been friends for a long time. She's anxious for spring.
- **Don Headley** – no report

## **XII. Adjournment**

**Paul Nesselroad moved to adjourn the meeting at 1:47 pm.**

**The next scheduled meeting is February 5, 2015 at the Steve Lebnick Agricultural Center in Morgantown, WV.**

Minutes submitted by: Amy Cosco, ASA3/District Manager

Minutes approved by:

  
**Jean Conley, Chairman**

2-5-15  
Date

December 2014 Monthly Report  
Bradley Durst, Conservation Specialist  
WV Conservation Agency

Conservation Assistance

- Gent, landowner program advice Newburg area
- Teter - Farm visit, soil sampling and general agronomy advice
- Feather, landowner program advice, soil sample interpretations, cover crop and crop production advice
- Brown – Nutrient Management Plan
- Thomas – Nutrient Management Plan
- Review, interpret and forward Soil Sample results – McKee, Challenge Academy, Brian Friend

Ag Enhancement

Completion and eligibility visits:

- Walls – watering facility
- Summers – invasive control
- Dunaway – Spring and trough
- Parker – fence, ineligible proposal not exclusion or division
- Bland – fence, pasture division
- Brown – HUAP completion (need information from farmer before approval can be done)

Wolfe, Street, Tatham, Fint, Greg – Provided Lime program information or took applications

Huffman – water development discussion/application

Camp Dawson Act of Nature Remediation

- Working to mediate the payment situation and still consider the situation of the project not being finished properly.
- Received approval for payment from WVANG for Stantec Invoice #839577, for \$1045
- Forwarded Stantec invoice #858889, for \$2210.91 to WVANG and received approval for payment of the invoice
- Newsletter article on riverbank project

4 Holiday days & 5 Annual leave days



West Virginia University

Extension Service

6 January, 2015

Subject: Preston County Report to Monongahela Conservation District

From: Bill Shockey, Preston County Extension Agent

December Report:

Finalized plans for Winter Educational Dinner Meetings

Year-end reports, holiday gatherings, and vacation.

January:

Every Friday at 2 pm: Livestock Auction at Preston Farmers Market, Terra Alta.

January 8: Monongahela Conservation District, 201 Scott Avenue, Morgantown, 9:30 am.

January 8: Preston County Livestock Association Board Meeting, Preston County Extension Office, 6:30 pm.

January 13: Educational Winter Dinner Meeting, Core Community Building, "Managing Financial Windfalls" by Fred Scheeren.

January 14: Preston County Farmland Protection Board, Preston County EDA Office, 6 pm.

January 15: Tri-State Hay and Pasture Conference, Garrett Community College, McHenry, MD. 301-334-6960 for information.

January 23-24: Grow Appalachia: Beginning / Small Farm Conference, Frostburg State University, 301-334-6960 for information.

***Cooperative  
Extension Service***

The West Virginia University Cooperative Extension Service,  
U. S. Department of Agriculture,  
West Virginia County Boards of Education and County Commissions  
Cooperating

Phone: 304 329-1391  
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**Preston County Extension Office**

115 West Court Street  
Kingwood WV 26537-1192

Equal Opportunity/Affirmative Action Institution

**Cosco, Amy**

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**From:** William Shockey <Bill.Shockey@mail.wvu.edu>  
**Sent:** Wednesday, January 14, 2015 10:19 AM  
**To:** Cosco, Amy  
**Cc:** H.R. Scott  
**Subject:** WVU Extension Service Dean/Director Search

Amy,

The committee may be interested in this information regarding the Dean/Director Search. Interview times are scheduled, but locations and candidate names are yet to be announced.

## **Mark your Calendars for WVU Extension Dean/Director Candidate Campus Visits**

The top four candidates for the position of WVU Extension Dean/Director have been invited for campus visits. According to Provost Joyce McConnell, a top priority of these visits is connecting each of the finalist candidates with Extension constituents and stakeholders.

Candidate names will be made available later this week. In the meantime, please hold the following dates and times on your calendars, as your schedules permit. Please note these arrangements are tentative, and subject to change!

### *Main Campus sessions in Morgantown (locations TBA)*

- Tuesday, January 20 from 9-10 a.m.
- Thursday, January 22 from 9-10 a.m.
- Tuesday, February 3 from 9-10 a.m.
- Thursday, February 5 from 9-10 a.m.

### *WVU Jackson's Mill sessions (rooms TBA)*

- Tuesday, January 20 from 4-5 p.m.
- Wednesday, January 21 from 3-4 p.m.
- Tuesday, February 3 from 3:15-4:15 p.m.
- Thursday, February 5 from 9-10 a.m.

Bill

William L. Shockey, Ph.D., PAS  
Extension Agent and  
Extension Associate Professor  
WVU Extension Service

## **Monongahela Conservation District Meeting**

**January 8, 2015**

### Monongalia County Extension Office

- ✓ January 13, 2015 Educational Dinner Meeting at Core Community Building
- ✓ January 15, 2015 Tri-State Hay and Pasture Conference at McHenry, MD
- ✓ January 23-24, 2015 Appalachia Grows—Beginning/Small Farm Conference at Frostburg State University
- ✓ January 25, 2015 State 4-H/FFA Livestock Round-Up Board Meeting at Jackson's Mill
- ✓ January 27, 2015 "Understanding EPDs" by Dr. Kevin Shaffer, Livestock Production Specialist, at Monongalia County Extension Office, 7 pm
- ✓ January 31, 2015 State 4-H Air Rifle Competition at Gassaway National Guard Armory
- ✓ February 3-7, 2015 PASA Conference at Penn Stater Hotel and Conference Center

During the month of December planning for 4-H Camps, WV Small Farm Conference, and arranging for the meetings in the upcoming months.

Over the next two months yearly budgets have to be prepared for funding of the extension office for fiscal year 2015-2016 and presented to funding sources.



United States  
Department of  
Agriculture

Farm and  
Foreign  
Agricultural  
Service

Farm Service  
Agency

Valley View FSA  
Office  
47 Mt. Park Dr.  
White Hall, WV  
26554  
304-363-8861

**DATE:** January 7, 2015

**TO:** Monongahela Conservation District

**FROM:** Mary F. Jouver, /s/ *Mary F. Jouver, Valley View CED*  
Tony Shaver, /s/ *Tony Shaver, Preston & High Country CED*

**SUBJECT:** MCD December Meeting Report for Valley View/Preston FSA Offices

## **Jan. 14th Deadline to Purchase NAP Buy-Up Coverage on 2015 Perennial Forage, Fall Seeded Annual Crops and Honey**

Montana producers are reminded of an important Jan. 14th deadline for the 2015 Noninsured Crop Disaster Assistance Program (NAP). Because 2015 application closing dates for some crops have already passed before FSA published the regulations and made buy-up coverage available, producers may still obtain buy-up coverage for those crops for the 2015 crop year retroactively by Jan. 14, 2015, by submitting a NAP application for coverage requesting buy-up coverage and paying the applicable administrative service fee. These crops include, perennial forage, fall seeded annual crops, and honey.

Producers who purchased the basic NAP catastrophic (CAT) level of coverage (50/55) by the fall application closing deadlines of Sept. 30th for perennial forage and fall seeded annual crops, and Dec. 1st for honey, may contact their administrative FSA county office and elect an additional buy-up level of coverage.

Producers who did not purchase the basic NAP CAT level of coverage by the fall sales closing dates previously mentions, may contact their administrative county office and elect a buy-up level of coverage only by Jan. 14, 2015. These producers will also be required to either pay the applicable NAP administrative service fee or request a service fee waiver if applicable.

Greater protection is now available under NAP for crops that traditionally have been ineligible for federal crop insurance. The new buy-up options, created by the 2014 Farm Bill, provided greater coverage for losses when natural disasters affect crops such as, but not limited to vegetables, fruits, ornamental nursery, aquaculture, turf grass sod, honey, grass intended for hay, and industrial crops grown as feedstock for renewable biofuel, etc.

Previously NAP offered coverage at 55 percent of the average market price for crop losses that exceed 50 percent of the expected production. Producers can now choose higher levels of coverage, up to 65 percent of their expected production at 100 percent of the average market price.

The expanded protection will be especially helpful to beginning and traditionally underserved producers, as well as farmers with limited resources. These producers may request a waiver of the administrative service fee. In addition, buy-up premiums for these producers will also be reduced.



Additional crops are now eligible for NAP, including expanded aquaculture production practices and sweet and biomass sorghum. In addition, a range of crops used to produce bioenergy will also be eligible for NAP.

Producers with crops for which the NAP sales closing date has passed, will have until Jan. 14, 2015 to file a NAP application for coverage for additional buy-up levels of coverage, and pay the applicable service fee or file a service fee waiver if applicable.

For more information regarding NAP or other FSA programs, contact your local FSA office and/or visit Montana FSA online at [www.fsa.usda.gov/mt](http://www.fsa.usda.gov/mt).

## **Microloan Cap Grows to \$50,000**

West Virginia Farm Service Agency State Executive Director Richard V. Snuffer II reminds farmers that the FSA borrowing limit for microloans increased from \$35,000 to \$50,000. Microloans offer borrowers simplified lending with less paperwork. Mr. Snuffer said it makes borrowing from FSA a "first opportunity" to farm or quickly expand existing operations.

"This will help more people because of new flexibilities created by the 2014 Farm Bill," Mr. Snuffer said. "We're especially excited in West Virginia, because we want to encourage more beginners and young people, especially those from historically underserved communities, to consider farming as a way to become independent businessmen and women. It's a rewarding way to build or expand a family operation."

The microloan change allows beginning, small and mid-sized farmers to access an additional \$15,000 in loans using a simplified application process with up to seven years to repay. Microloans are part of USDA's continued commitment to small and mid-sized farming operations.

To compliment the microloan program, additional changes to FSA eligibility requirements will enhance beginning farmers access to land, a key barrier to entry level producers. FSA policies related to farm experience have changed so that other types of skills may be considered to meet the direct farming experience required for farm ownership loan eligibility. Operation or management of non-farm businesses, leadership positions while serving in the military or advanced education in an agricultural field will now count towards the experience applicants need to show when applying for farm ownership loans.

Since 2010, FSA has made a record amount of farm loans - more than 165,000 loans totaling nearly \$23 billion. More than 50 percent of USDA's farm loans now go to beginning farmers. In addition, FSA has increased its lending to socially-disadvantaged producers by nearly 50 percent since 2010.



## **FSA Committee Election Results Announced**

The results of the recent Valley View Farm Service Agency (FSA) County Committee (COC) election are being announced. The election, which was held by mail, ended December 1, 2014. Voted ballots were counted at the USDA Service Center on Dec. 4th. The results are as follows: Valley View FSA COC member for LAA 3: Gary Ely, 1st Alternate Benjamin R. Smith Jr., 2nd Alternate Robert N. Ward.

FSA committees are responsible for the administration on National farm programs at county office level. The newly elected committee person will take office January 01, 2015 and serve three-year terms. The local FSA thanks all who participated in this year's COC election process.

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The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

# District Manager Report

1-15-15

- The lights in the middle of the islands in the parking lot are out. I don't know if the bulbs are just burned out or if something else is wrong. These need to be fixed due to security of the building as well as tenants being here early or getting back late from travels.
- Joe Hatten reported that the pull string on the post driver wasn't working properly. I spoke with Ed and he advised me to go ahead and order the parts through PASS. When the parts came in he replaced them. He gave me the invoice from the parts. I recommend that we reimburse him. The muffler cover is rusted and also needs replaced. I recommend that we replace it before spring when the post driver is being used more frequently.
- I also spoke with Ed about the lock on the front gate. It's been freezing up so he advised me to get a silicone lubricant to try and keep it from freezing up. I also spoke with him about the doors on the front of the building. The doors have a large gap between them and let cold air in. During the extreme cold temperatures there was a coating of ice on the inside of the doors closest to my office. He advised me to speak with Southern Air to see if something could be done. They advised me to get the weather stripping that adheres to the door. I have the weather stripping but it has to be 40 degrees before it can be installed. Southern Air installed the blinds for the NRCS and will be back to fix the door at the end of my hallway. The parts he needed were in his vehicle that was in Va getting repaired. As soon as it returns he will be back to fix the door. I also purchased the lock that Gene had asked Ed for. Watershed can now lock up their surveying equipment.
- I received an offer in the mail from the National Pen Company. They are offering the pen that is going around for 59 cents each. I can order these in blue ink as well as order them in different colors. The Appalachian Grazing Conference is fast approaching and I wanted to see if the board wanted to take advantage of their offer. These would be good to hand out at the conference as well as other meetings and functions.
- I have received Garden Calendars from H.R. Scott and have them in my office. If you would like some please come see me.
- I have the last of the District Pocket Calendars on the table. I wanted to know if you wanted more ordered or if the previous order would be sufficient.
- You have a hand out in your books for Ag Day at the Capitol. It's a brief memo on the schedule for the day

- I have contacted Lance Murray to see if he still plans on doing the repairs to the equipment this winter. If he happens to be too tied up with work William Wilson has offered to assist the district with the equipment repairs. He has a large heated building and has mechanic experience. What is the pleasure of the board? If Lance is unable to continue assisting the District does the board want to contact Mr. Wilson for further information?

**WVCA Conservation District Report**  
**January 2015**

**West Virginia Legislature – 2015 Legislative Calendar**

First Day	– January 14, 2015
Twentieth Day	– February 2, 2015, Submission of Legislative Rule-Making/Review of bills due
Forty-first Day	– February 23, 2015, Last day to introduce Bills in Senate and House
Forty-seventh Day	– March 1, 2015, Bills due out of committees in house of origin to ensure three full days for readings
Fiftieth Day	– March 4, 2015, Last day to consider bill on third reading in house of origin. Does not include budget or supplementary appropriation bills.
Sixtieth Day	– March 14, 2015, Adjournment at Midnight

**WVCA's Legislative Rule**

The Agency's Legislative Rule has been modified and approved to be moved onto the 2015 Legislative Session. The modification and Legislative Rules Committee approval came during the November Legislative interim session. The modifications were minor, but Section 3 was changed to address concerns expressed that the State Conservation Committee master BMP list would be too narrow in scope. The changes would ensure district concerns are reviewed and adopted by the SCC.

The WVACD has sent an amendment to all districts for review and support. The WVACD is asking that districts instruct their directors The WVACD Executive Committee is suggesting that this amendment to SB 365 be presented at the Winter Quarterly meeting for WVACD's endorsement. Please share this with the supervisors of your district and especially with your two WVACD Directors. The Executive Committee request that each District express their thoughts on this suggested amendment to SB 365. Your thoughts should be given to Gary Sawyers, Chairman Legislative Committee.

**Agricultural Day at the Capitol**

Agricultural / Conservation Day will be on January 20, 2015. Please make appointments to see your House and Senate representatives before going to Agricultural Conservation Day.

- Parking will be available at Laidley Field starting at 7:30 AM
- Districts are requested to bring their displays
- Vehicles will be available to shuttle persons to the Capitol  
WVCA will have three staff members driving state vehicles
- Three agency staff members will help with setting up and taking down the displays
- Talking points and briefing Question/Answers will be reviewed at 9:00 AM with the tentative location in the Governor's Conference Room located behind the Secretary of State's Office. Please note the time has been changed from the November WVCA Report
- Shuttles will start back to Laidley at 2:00 PM

**West Virginia Conservation Districts/West Virginia Conservation State Committee/West Virginia Conservation Agency FY 16 Budget**

The FY 16 budget is \$8.8 million with no cuts reflected at this time. Brian is also requesting a \$3 million supplemental which will be used to match \$15.2 from NRCS's Farm Bill program that will be used for dam assessments, dam rehabilitation studies, and one rehabilitation construction.

**Travel and Per Diem**

Supervisors are reminded to submit their travel and per diem monthly. For budget purposes it is very important to have the reimbursements sent on a timely schedule. Also, the State is in the beginning phases implementing a new financial software system known as Oasis. Why is this mentioned here? Because it may well lead to all supervisors having to do their travel and per diem reimbursement requests on-line within the Oasis system.

Brian Farkas has been attending district meetings to explain a proposal that will avoid the need for district supervisors to enter their travel and per diem within Oasis. Brian is proposing that the districts will receive an allocation of funds to cover their expenses. With this allocation, districts will be responsible to budget and approve their district expenses. A template/example of how the districts can approve these expenses will be provided for use. Brian is asking for feedback from supervisors regarding this proposal.

**OM&R Training**

The WVCA is holding a training for district O&M representatives on February 25 at the Elk Conservation District office in Flatwoods from 9:30am-3:30pm with lunch provided. Each district should send their O&M representative. The Agency will only cover the cost for one representative per district. Please RSVP by February 15 to your District Managers.

**Request to Conservation Districts:**

**District Personnel Plans**

It's time to review the District Personnel Plans which are due to SCC by March 1.

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 the reviews please disregard this request.

The next WVSCC meeting is January 13, 2015

**Holidays**

New Year's Day – January 1<sup>st</sup>

Martin Luther King Day – January 19th