



Potomac Valley Conservation District

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MINUTES OF MEETING October 7, 2015

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, October 7, 2015, at the USDA Service Center in Moorefield. The meeting was called to order at 7:12 p.m. by chairperson, Charlotte Hoover.

SUPERVISORS: Charlotte Hoover, Ronnie Miller, Brian Eglinger, Kent Spencer, Frank Weese, Dale Walker, and George Leatherman

OTHERS: Doris Brackenrich, Mark Long, NRCS; Jeremy Salyer, Carla Hardy, Nadene Jewell, WVCA; Paul King, PVCD; Paul Clayton, PVCD Associate Supervisor.

MINUTES: The minutes of the September 2, 2015 Board Meeting were presented for review and approval. A motion was made by Ron Miller and seconded by Brian Eglinger to dispense with the reading and approve the minutes of the September 2, 2015 meeting as written and distributed. Motion carried.

FINANCIAL REPORTS: In the absence of the Treasurer, the District Manager reviewed the financial reports for the month of September with the Board. She reviewed the reports for the General Fund, CDO Grant Account and the Co-Administered Accounts. Following the discussion, a motion was made by Kent Spencer and seconded by Frank Weese to approve the financial reports for the month of September for the General Fund, CDO Grant Account and the Co-Administered accounts and all invoices paid within the month. Motion carried.

INVOICE: The Board received an invoice in the amount of \$525.00 from William Lipps CPA for bookkeeping services in the month of September. The amount was increased by \$50 per month for the additional work in administering the travel / per diem funding / payments. A motion was made by Ron Miller and seconded by George Leatherman to approve payment to William Lipps CPA in the amount of \$525.00 for bookkeeping services in September. Motion carried.

FY15 AUDIT REPORT: The District reviewed the FY15 Audit Report as prepared by Suttle & Stalnaker. Following some discussion, a motion was made by Kent Spencer and seconded by George Leatherman to approve the FY15 APE Audit Report as prepared by Suttle & Stalnaker. Motion carried.

INVOICE: The invoice in the amount of \$4,100.00 from Suttle & Stalnaker for the FY15 Audit was presented for approval. A motion was made by George Leatherman and seconded by Dale Walker to

approve payment of the invoice in the amount of \$4,100.00 to Suttle & Stalnaker for the FY15 Audit. Motion carried.

CORRESPONDENCE: Brian Eglinger reviewed the correspondence with the Board.

The Board reviewed a request from the Hampshire County Extension Service for support of the jr. horticulture judging team to attend the national convention in late October. Discussion was held and it was agreed to support the event in the amount of \$150.00. A motion was made by Ron Miller and seconded by Brian Dayton to approve support of the convention in the amount of \$150.00. Motion carried.

Received a thank you letter from the Mathias Food Pantry for the District's donation in memory of Elizabeth Webster. The letter was very complimentary of Mrs. Webster's involvement and community service in the Lost River area and thankful for the donation.

Received correspondence regarding the live and silent auctions to be held during the WVACD quarterly meeting and awards recognition in late October. Unable to use public funds to purchase items; however, supervisors may donate items individually.

The District received a request from Gwin, Dobson and Foreman for information / support of environmental assessment for the Hardy County Water Treatment Facility. NRCS is providing assistance with a response / Carla Hardy also to assist. A motion was made by George Leatherman and seconded by Ron Miller to authorize the Chairperson or the Hardy County Supervisors (Chair may be out of town) to sign the response to Gwin, Dobson and Foreman once it is prepared. Motion carried.

A CREP invoice for Robert Davis in the amount of \$213.18 was received. However, it was not received in time to include on the current agenda. It will be addressed in November.

LOST RIVER SITE #16: The District was notified that the application for the RCPP funding was not selected for the submission of a full proposal. Unable to move forward at this time. Can reapply next year if funding is available.

SOUTH FORK CONTRACTS: Jeremy Salyer reported that the work has been completed on the Moorefield contract, but the invoice has not been received to date. Will include on November agenda.

NEW CREEK SITE #1: Jeremy Salyer reported that it is unclear when the staff gauge will be installed on New Creek Site #1. He inquired if the Board wanted to keep the issue on the agenda as a reminder or remove it. Board in favor of keeping on agenda until action is taken.

PATTERSON CREEK SITE #28: A public meeting was held on 10/3/15 with the landowners on Patterson Creek Site #28 – Woods at Taylor Lake Homeowners Association. Karen Stickley and Mike Ketterman attended the meeting and present information to the group.

STATEMENTS OF REVIEW: Revised statements of review for South Fork sites #1, 2, 4, 5 and Patterson Creek Sites #13, 49 were presented for approval. A motion was made by Kent Spencer and seconded by Ron Miller to approve the statements of review and authorize the chairperson to sign. Motion carried.

DISTRICT EQUIPMENT: Ron Miller reported the engine needs to be replaced in the green Ford truck. Approximate cost will be \$15,000.00 – the truck is at Wolfes Garage. Also need tires for the truck in order to pass inspection. Discussion held on the engine replacement – all in favor.

Ron also reported on problems with the Massey Ferguson Tractor – diesel fuel in the oil – pump needs replaced.

White Ford Truck – seal out in the wheel – being repaired.

A motion was made by Ron Miller and seconded by George Leatherman to approve the engine replacement in the green Ford truck and two new tires. Motion carried.

The group agreed to hold off on the repairs to the Massey Ferguson tractor as it is not needed in immediate future.

A motion was made by Ron Miller and seconded by Frank Weese to approve the repairs to the white Ford truck. Motion carried.

DISTRICT AWARDS BANQUET: Reminder of the District Awards Banquet to be held on Saturday, 11/14/15 at 5:00 pm at the Moorefield Church of the Brethren.

CONSERVATION AWARDS RECOGNITION: The Conservation Awards Recognition will be held at the Days Hotel at Flatwoods on 10/27/15. All Conservation Farmers will be recognized during the event. Awards program begins at 1:30 p.m. and the banquet begins at 4:30 p.m. District has invited the conservation farmers to attend.

AG ENHANCEMENT WVCA SPOTCHECK: Jeremy Salyer reported on the FY15 AgEP spotcheck. He reviewed the information with the Board – all in order – minor comments noted. A motion was made by Kent Spencer and seconded by Ron Miller to approve the FY15 AgEP spotcheck. Motion carried.

DISTRICT MANAGER REPORT: Nadene reported on the following items:

- Suttle & Stalnaker completed the FY15 APE Audit – the final report was presented to the Board this evening for approval.
- Reminder to submit monthly travel expenses / per diem to District bookkeeper Lipps for processing. He will process payments on district payroll schedule.

CREW REPORT – Paul King reported on the following:

- Equipment Rentals – continue to be busy – moving a little slow due to rain
- Repairs to district trucks
- Crew finished o&m work in early September. David has a new job / Elwood available to work as needed
- Compost is finished – stored at facility

AG ENHANCEMENT: The following were presented for approval:

LIME - New Applications:

Glen Delaplain	29 acres	14.89 tons	\$223.35 CS
Glen Delaplain	15.6 acres	35.78 tons	\$ 536.70 CS
Glen Delaplain	7.4 acres	22.32 tons	\$ 334.80 CS

Ephraim Herriott	75 acres	152.6 tons	\$ 2,289.00 CS
Robin Pancake	75 acres	150 tons	\$ 2,250.00 CS
Homan LLC	75 acres	178.49 tons	\$ 2,677.35 CS
Tamitha Myers	40 acres	85.9 tons	\$ 1,288.50 CS
David Parker	16.63 acres	33.26 tons	\$ 498.90 CS
Wanda Harman	64.54 acres	152 tons	\$ 2,280.00 CS
Darren Daughtry	43.26 acres	86 tons	\$ 1,290.00 CS
James Coffman	4 acres	8 tons	\$ 120.00 CS
Chris Keller	11 acres	22 tons	\$ 330.00 CS
Marilyn Baker	15 acres	30 tons	\$ 450.00 CS
Craig Iser	16.6 acres	39.96 tons	\$ 599.40 CS

Payments: Charles Lee \$ 525.00; Rudolph Farms \$ 782.55

COVER CROP - New Applications:

Jerry Warner	28 acres	\$ 1,400.00 CS
Harold Omps	11 acres	\$ 550.00 CS

Cancellation: Charles Lee

Payments: Carl Kimble Jr. \$ 200.00; J&L Farm- Lisa Basye \$ 1,500.00; Baker Farms \$ 1,950.00; Glen Mathias \$ 2,150.00; Mark Fansler \$500.00; Kenneth Shoemaker \$ \$1,000.00; Thomas Kimble \$ 600.00; Robert Crites \$ 1,000.00; Roland Souder \$ 1,317.00.

HUAP - Payment: Bruce Miller \$ 4,800.00

A motion was made by Kent Spencer and seconded by Dale Walker to approve all applications, payments and cancellations as presented to the Board. Motion carried.

CONSERVATION AGREEMENTS: The following conservation agreements were presented for approval:

E. George Herriott 756 acres, Robin Pancake 90 acres, Tamitha Myers 130 acres, Craig Iser 60.8 acres

A motion was made by Ron Miller and seconded by George Leatherman to approve the conservation agreements totaling 1,036.8 acres. Motion carried.

WVCA: Jeremy Salyer reported on the following:

- WVCA Budget cuts – WVCA hope to absorb the cuts – will not back fill vacancies
- CEC Engineering firm to conduct review of nine dams within PVCD
- South Fork sites #1 & #2 inspections skipped to due high water

- Inspections of the dams to develop the o&m estimates for next year should begin this month
- New WVCA Communication specialist hired – Billy Wolfe

Supervisor, Frank Weese inquired if a report has been received from the inspection / meeting held on North / South Mill Creek Site #4 yet? Jeremy indicated no report has been received to date – will check with Gene Saurborn.

WVCA: Carla Hardy reported on the following:

- Cover Crop practice – check on plantings – last planting deadline 10/30
- Mike Omph, WVCA / NRCS shared employee, accepted a full time NRCS Conservation Technician. To begin in Moorefield on 10/19. Unclear at this time if the position will be back filled. Depend on funding.
- Stream stabilization Project completed in Hardy County – Partnership effort. Should receive invoice next month.
- Ag Invocation Showcase – Eastern Technical College on October 16 -17, 2015. Encouraged attendance. Secretary of Agriculture in Israel will be guest speaker.

NRCS: Mark Long – New Soil Conservationist in Mineral County gave the following report:

- Introduced himself – new Soil Conservationist in Keyser – transferred from PA.
- CSP Contract – Contacted producers to clarify documentation required for CSP contracts.
- Becky Bowers will attend the WVACD Awards Recognition in Flatwoods on 10/27 as NRCS representative

NRCS: Doris Brackenrich reported on the following:

- Attended tour today 10/7 , at Seneca Rocks with NRCS representatives from Washington DC. Excellent tour – visited several farms to view practices installed
- Stream Restoration Projects – Showed photos of before / after completion of the projects
- Doris interviewed for 3 county District Conservationist position today
- Jessica Ball will be transferring to Elkins office in near future
- Focused Conservation Approach – new way to take applications for programs - Long range plan to be developed
- End of Fiscal year on 9/30/15 – systems have been down.

There being no further business, the meeting adjourned by motion of Kent Spencer and seconded by Dale Walker at 8:12 p.m. Motion carried.

The next regular meeting will be held on Wednesday, November 4, 2015, at 7:00 pm. in Moorefield.

Chairperson

Secretary

Date