



Potomac Valley Conservation District

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MINUTES OF MEETING December 2, 2015

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, December 2, 2015, at the Ponderosa Restaurant in Moorefield. The meeting was called to order at 7:05 p.m. by chairperson, Charlotte Hoover.

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

OTHERS: Jeremy Salyer, Ben Heavner, John Brown, Nadene Jewell, WVCA; Paul King, PVCD; Mary Ellen Sites, guest.

MINUTES: The minutes of the November 4, 2015 Board Meeting were presented for review and approval. A motion was made by Kent Spencer and seconded by Frank Weese to dispense with the reading of the minutes and approve them as written and distributed. Motion carried.

FINANCIAL REPORTS: In the absence of the Treasurer the District Manager reviewed the treasury reports for the month of November 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 Gerald Sites and seconded by Ron Miller to approve the financial reports for the month November 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 November. A motion was made by George Leatherman and seconded by Kent Spencer to approve payment to William Lipps CPA in the amount of \$525.00 for bookkeeping services in November. Motion carried.

INVOICES: The Board reviewed invoices for the GIS Training: WVU GIS Tech Center \$ 1,950.00 and NCTC Lab \$ 1,216.00. Total amount of \$3,166.00. A motion was made by Kent Spencer and seconded by Brian Dayton to approve payment of the invoices totaling \$3,166.00 from Chesapeake Bay funding for the GIS training. Motion carried.

CORRESPONDENCE: LOR for District Employee Expenses – A motion was made by Ron Miller and seconded by Brian Dayton to approve the chair to sign an LOR in the amount of \$2,760.00 for District Employee Expenses to date and submit the LOR to WVCA. Motion carried.

INTERNET AND ACCOUNTANT EXPENSES: Funding for reimbursement of Internet and Accountant expenses to date are included in the District Support funding received from WVCA. Need to request District Bookkeeper to transfer funds from the CDO Grant Account for the following: Internet Access (July-Nov) \$ 527.15 and Accountant Expenses (July – Oct) \$ 2,000.00.

REQUEST FOR SUPPORT: The Board reviewed a request from the Extension Office for support of the Ag. Education Meeting Series to be held throughout the District in January, February and March. The Board included \$ 3,000.00 in the FY16 CDO Grant Budget for this item. A motion was made by Kent Spencer and seconded by Dale Walker to approve support in the amount of \$3,000.00 (\$750 per County) for the Ag Education Meetings. Motion carried.

FARM SIGN: Two options have been provided by the sign company for the century farm sign. Both options were presented to the Board for review. A motion was made by Kent Spencer and seconded by Dale Walker to approve Option #1 for the Century Farm Sign. Motion carried. Nadene will confirm the choice with the company and finalize the order.

LOST RIVER SITE #16: NRCS is in the process of preparing responses for the public comments received on the 401 application for Lost Rivet Site #16. A written statement was provided by NRCS and presented to the Board. Written responses should be ready for review at January meeting.

PERSONNEL / SAFETY COMMITTEE: Committee members reviewed the Employee and Safety Policies. No changes to the policies were noted and all were in agreement to continue operation under the current policies. A motion was made by Ron Miller and seconded by Dale Walker to continue operation under the current employee and safety policies. Motion carried.

EQUIPMENT COMMITTEE: Ron Miller discussed the need to repair the fuel leak in the Massey Ferguson tractor. Should have repairs completed this winter. A motion was made by Gerald Sites and seconded by Brian Dayton to approve repairing the fuel leak in the Massey Ferguson tractor – up to \$1,000.00. Motion carried. Paul King will take the tractor to Sions Equipment to have the repair made. Ron Miller also discussed the need for the equipment committee to meet in the future at the District shop to inspect the equipment and determine needs for the coming year. Will decide on a date and notify committee members.

NOMINATING COMMITTEE: Ron Miller presented the nominating committee recommendations for the 2016 Executive Officers. The committee was in favor of leaving the current officers in place: Chairperson, Charlotte Hoover; Vice Chair, Ron Miller; Treasurer, John Hicks; Secretary, Brian Eglinger. Some discussion held regarding the secretary position – no changes at this time. A motion was made by Kent Spencer and seconded by Dale Walker to accept the committee recommendations and approve the Executive Officers for 2016 as presented above. Motion carried.

Brian Eglinger indicated he is planning to step down at the end of May 2016 – will continue to fulfill duties until that time. Jeremy Salyer discussed the process for appointing someone to fill the remainder of the term once a supervisor vacancy occurs. No action required at this time.

ENVIROTHON SUPPORT: The Board discussed the support of the WV Envirothon. A motion was made by George Leatherman and seconded by Brian Dayton to approve \$1,400.00 in support for the 2016 envirothon competition. Motion carried. At this time, 4 teams have indicated they will have teams in the competition.

CONTESTS: Discussion was held regarding District contests: Poster, Photo and Speech. Difficult to encourage participation since no monetary prizes can be given. Board expressed concern. A motion was made by George Leatherman to table the discussion on the contests until next month. Motion seconded by Dale Walker. Motion carried.

DISTRICT MANAGER REPORT: Nadene reported on the following:

- New lease agreement for District office – will have increased cost due to storage space and shared areas. Will keep Board informed as information is available
- WVACD Winter Quarterly Meeting – to be held at Flatwoods on 1/4/16 and 1/5/16. Information on the meeting should be mailed directly to supervisors from WVACD
- Office closing for upcoming holiday – 12/24 – 12/25 and 12/31 – 1/1

PVCD: Paul King reported on the following:

- New tires put on front of green Ford truck – passed inspection
- Wolfe's Garage doing follow up inspection on new engine installed in truck
- Disks on Haybuster need replaced before spring – will investigate prices and report back
- Litter Spreader rentals not available 12/1 /15 – 3/1/16 (May use to spread shavings)
- Ventrac Mower – maintenance can be done by Elwood Kesner this winter – Board in agreement – have ready by spring
- Paul reported the green Ford is running great – new motor really makes big difference

AG ENHANCEMENT: The following was presented to the Board for review and approval:

LIME:

Payments: Charles Funkhouser \$ 3,375.00 CS; Rodney Funkhouser \$ 1,657.20 CS; Adam Sponaugle \$ 616.05 CS; Brian Brannon \$ 2,525.29 CS; Craig Iser \$ 559.44 CS; Glenn Dahmer

COVER CROPS:

Payments: Jerry Warner \$ 1,300.00 CS; Jennings R. Pyles \$ 2,250.00 CS; Joseph Mike Miltenberger \$ 1,000.00 CS

Cancellation: Louis Chris Miltenberger (Hardy County Contract)

INVASIVE SPECIES:

Payments: Mark Fansler \$ 437.89 CS

LITTER TRANSFER:

New Application: Mark Mongold

Payments: Sam Landis \$ \$2,668.00 CS; Dorsey Evans \$ 2,000.00 CS; Mark Mongold \$ 2,252.30 CS

Also presented for approval – the recommendations of the Ag Enhancement Committee from 11/12/15 meeting:

LIME:

New applications: Randy Branson \$ 2,250.00 CS, Rodney Branson \$ 2,250.00 CS, Robert Branson \$ 2,250.00 CS

Payment: Glen Mathias \$ 3,165.00 CS

Cancellation: Chris Keller

COVER CROPS:

New Application: Robert Fansler 14 acres

Payments: Delray Wilkins \$2,716.50 CS
Robert Fansler \$ 700.00 CS

Cancellation: Robert R. Williams – South Branch Farms

A motion was made by Kent Spencer and seconded by George Leatherman to approve the Ag Enhancement items presented and the Ag EP Committee recommendations from 11/12/15 as presented. Motion carried.

WVCA: John Brown was in attendance and addressed the Board regarding a new phone system – voice / video conference that will be available in the future. He discussed several options – PVCD will be unique as District does not hold meetings at office and video conference system is available at WVCA Watershed office in Romney. District requested to be included in current phone system at USDA Service Center – many farmers use main number to call for programs and equipment needs. Brown indicated he will put together information with different options to present to Board – they can make decision. No decision needed at this time – only informational discussion. Also indicated it will be a 50/50 cost share with WVCA. Board agreed to look at options.

WVCA: Jeremy Salyer reported on the following:

- AG Day at the Capitol – 1/20/16 – encouraged supervisors to attend
- WVACD Quarterly Meeting schedule may change – July dates
- O&M Sponsorship Meetings – Karen Stickley in process of scheduling meeting dates with local sponsors – will inform Board of dates for local meetings. Karen is doing entire state – will take additional time
- State Ag Enhancement Committee meeting held today 12/2 – Reviewed data of current program / program document and ranking process. Any suggestions for changes to next year should be given to Jeremy or Nadene to be presented to state AgEP committee at next meeting

WVCA: Ben Heavner reported on the following:

- Frost Seeding sign up deadline is 12/18/15 – submit applications as soon as possible
- Encouraged completion of current AgEP contracts – need to send funds in order to receive new funds for next fiscal year

Ron Miller expressed interest in attending the next WVACD Quarterly meeting at Flatwoods on Jan 4 -5, 2016. Board in agreement for him to attend.

Gerald Sites indicated he will be retiring at the end of December after 52 years and 3 months with the Grant County Bank. Invited all to attend a reception on Friday 12/4 at the Grant County Bank 2-5pm. Congratulations Gerald! He is looking forward to spending more time with the District programs.

There being no further business, the meeting adjourned at 8:00 pm. by motion of Kent Spencer. Seconded by Brian Dayton. Motion carried. The next regular meeting will be on Wednesday, January 6, 2016 at 7:00 pm in Moorefield.

Chairperson

Secretary

Date