



GREENBRIER VALLEY CONSERVATION DISTRICT

USDA Service Center
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Serving Greenbrier, Monroe and Pocahontas Counties

Minutes of the GVCD Regular Board Meeting December 17, 2015

The Greenbrier Valley Conservation District Board of Supervisors met on Thursday, December 17, 2015, in the conference room of the Lewisburg USDA Service Center. Those attending were:

Supervisors:

Avery Atkins
Jerry Clifton
Gary Sawyers
Gary Truex
Timothy VanReenen
Absent: Carolyn Miller

Others:

John Brown, WVCA
Lynn Hutchison, GVCD
Jack O'Connell, NRCS
Jeremy Salyer, WVCA

Call to Order

Chairman Timothy VanReenen called the meeting to order at 7:00 pm.

Approval of Minutes

Motion was made by Gary Sawyers and seconded by Jerry Clifton to approve the minutes of the November regular and special meetings. Motion carried.

Note:

Guest, John Brown, from WVCA, was first on the agenda, but kindly allowed Jack O'Connell from NRCS to give his Cooperating Agency Report first, as he was not feeling well and needed to leave the meeting early.

Cooperating Agency Reports

NRCS – Jack O'Connell

Mr. O'Connell presented information obtained from a recent training he attended in Morgantown regarding "Focused Conservation." He explained that current funding pools will be replaced by this new approach and that it is an opportunity for partners to develop new funding proposals from the ground up, by identifying and prioritizing resource concerns. Each district will develop a plan with their Local Working Group and submit proposals for funding, to be evaluated at the State level. Discussion ensued and Mr. O'Connell answered questions from individual Supervisors. Mr. O'Connell stated that after the holidays a meeting would be held to discuss resource concerns and identify target areas. Timothy VanReenen suggested that Supervisors be thinking about potential projects and proposals prior to the meeting with NRCS. Mr. O'Connell also submitted a written report with details regarding the Focused Conservation Approach, as well as other information, which is attached.

Guest

WVCA – John Brown

Mr. Brown presented information regarding a proposed video conferencing and phone system. The system could be used for presentations, conferences, meetings, interviews, etc. Not only would it improve communications for the district, but also it would reduce the need for travel to such events and thereby provide a significant cost savings in the future. He explained that the WVCA is offering to share the cost and will also offer technical support if the District purchases the recommended equipment. Discussion ensued and Mr. Brown answered questions. He stated there was no action needed at this time, but that if the Board was interested he would return in February with a list of recommended equipment options and pricing and proceed from there. The Board expressed interest in considering the options in February.

District Manager Report

Lynn Hutchison was introduced as the new District Manager, as of 12/14/15. A written report was submitted; however, Lynn noted that due to her arrival in the Lewisburg office only one day prior to the meeting, she relied on the Agenda which had already been posted and the assistance of Anita Crance, and had very limited knowledge at this point. Lynn stated that most of the information in the report would be addressed by the Agenda, but drew attention to the following items: 1) Sherry Ferrell, district bookkeeper, had requested that she present information regarding Supervisor travel expense documentation. Ms. Ferrell asked that the Supervisors complete expense reports to support their travel funds. The consensus among the Supervisors was that they had decided not to do travel expense reports and that they were aware of the potential tax consequences of that decision. Lynn said that she would inform Ms. Ferrell. 2) The date for Ag Day at the Capitol should be January 20, 2015, not January 19, 2015. A copy of the report is attached.

Financial Report

General and CDO Funds Report – Jerry Clifton moved to accept the General and CDO Funds Report and file for audit. Seconded by Gary Sawyers. Motion carried.

WVCA Restricted Funds Report – Gary Truex moved to accept the WVCA Restricted Funds Report and filed for audit. Seconded by Jerry Clifton. Motion carried.

Payment of all General Funds bills—Gary Truex moved to pay all General Funds bills, per payables list, as presented. Seconded by Avery Atkins. Motion carried.

ACF Environmental	\$	500.00
BJW Printing & Office Supplies		65.76
Boone Tractor		392.36
Brad Butcher		1,370.33
Brian Dixon		211.26*
Brickstreet		709.00**
Sherry Ferrell		375.00
First Citizens Bank		219.25
First Citizens Bank		87.90
Greenbrier County Farm Service Agency		520.00
Lewisburg Office Equipment		110.00
Skyview Laboratory Incorporated		180.00
Suddenlink		213.19
Waters Ag Lab		495.00
Westfield Insurance		831.21

WVPEIA (Pam's insurance)	610.00
Retiree Health Benefit Trust (obligation due to Pam's Insurance coverage)	163.00

*Corrected amount.

** Due before board meeting.

Funding Requests

None at this time.

Cooperating Agency Reports

WV Division of Forestry – not present

NRCS – Jack O'Connell presented at beginning of meeting (see above)

WVCA – Monthly Report – Jeremy Salyer

Mr. Salyer referred to his written report. He noted upcoming events including the Legislative calendar, with Ag Day and Legislative Breakfast on January 20, 2016 and next quarterly meeting on January 4 and 5th. He noted the 2016 quarterly meeting schedule may have a change due to the July 4th holiday, but that would be announced at a future date. See attached report.

WVCA O, M & R Report – Judith Lyons

Judith Lyons was not present. Jeremy Salyer reported that she had emailed him to say that EAPs are current and inspections are current.

Committee Reports

Agricultural Enhancement Program:

Motion made by Gary Sawyers and seconded by Gary Truex to make approvals and cancellations as reviewed in the committee. Motion carried.

Approvals (based on cancellations:)	John Crane	\$1,147.50
	Mike McCormick	\$1,522.50
	Don Dransfield	\$1,266.15
	Dervin Huffman	<u>\$2,294.25</u>
	Total	\$6,230.40

Cancellations:	Billy McCormick	\$1,680.00
	Andrew Lemons	\$3,585.00
	James E. Pyles	\$1,485.45
	Liz Tobey	<u>\$ 225.00</u>
	Total	\$6,975.45

Payments:	Michael F. Teubert	\$1,423.35
	Ronnie Lemons	\$2,625.00
	Jared Elmore	\$1,125.00
	Harry Hannah	\$1,005.45
	Michael Woody Hannah	\$2,304.44
	Michael Graybeal	\$ 619.24
	John B. Snyder	\$ 294.78
	Frederick Scott Kiddle	\$ 292.05
	Tom Karnes	\$2,686.24
	JT Karnes	\$1,360.20
	Cook Farm (Jeff Cook)	\$ 674.00
	Remington Perkins	\$2,000.00
	David Rapp	\$2,000.00
	Michael Woody Hanna	\$ 970.00
	Barry Booth	<u>\$2,000.00</u>
	Total	\$21,379.75

Building/Equipment Committee:

Gary Truex reported that the Cricket was worked on and should be OK. He noted there is still a need for a tractor and a place to work on it. Avery Atkins stated he has been busy and has no new information regarding estimate on a building, but that he would pursue that. Mr. Atkins also noted that there are nine accounts on the delinquent list that need to be contacted. Lynn Hutchison will get contact information for those to him so he can call them regarding payment.

Finance Committee:

No new information.

Grassland Committee:

No new information since committee meeting.

319 Committee:

Gary Sawyers moved to approve 319 payments. Seconded by Jerry Clifton. Motion carried.

319 Payments

<u>Watershed</u>	<u>Cooperator</u>	<u>Vendor</u>	<u>Amount</u>
Muddy Creek		Waters Agricultural	\$ 425.00
Potts/Sweet Springs Creek		S. J. Neathawk Lumber	\$ 27.06
Milligan Creek		GVCD	\$ 180.00
Milligan Creek		Waters Agricultural	\$ 127.50
Kitchen Creek		Analabs	\$ 150.00
Muddy Creek		CMC Supply	\$ 311.14
Sweet Springs Creek		GVCD	\$ 78.00

Actions Between Board Meetings

Gary Truex signed the following contracts between meetings:

Vicki Parker	Pumping	Signed 12/15/15
Vicki and Jerry Parker	New System	Signed 12/15/15
Wayne Pollard	Pumping	Signed 12/15/15

Watershed Report – Judith Lyons:
Judith Lyons was not present.

SPRP Payment

After some discussion, Gary Sawyers moved to approve the modification to the Cherry River Project invoice for Mobilization/Demobilization. Seconded by Avery Atkins. Motion carried.

Gary Sawyers moved to pay the \$2,300.00 invoice associated with said modification. Seconded by Gary Truex. Motion carried.

New Business

Conservation Agreements/Terminations:
None presented at this time.

Other Business

Timothy VanReenen and Gary Truex reviewed correspondence from Brickstreet and questioned their listing of officers. Lynn Hutchison will investigate to see why Brickstreet listed the officers they did.

Timothy VanReenen shared a thank you note from Anita Crance.

Jeremy Salyer stated that he had been asked by the Department of Ag if the district office has room for two people. He had discussed with Anita Crance and their opinion was that there was not room. The Board asked how much rent would be paid but that was unknown at this time.

Adjournment

With no further business, the meeting adjourned by consensus at 8:25 pm.

Respectfully submitted,



Timothy VanReenen
Chairman



Gary L. Truex
Secretary/Treasurer

TWV/GLT/lh

Recorded by Lynn Hutchison, District Manager