



## GREENBRIER VALLEY CONSERVATION DISTRICT

USDA Service Center  
179 Northridge Drive  
Lewisburg, West Virginia 24901  
Phone (304) 645-6173

Serving Greenbrier, Monroe and Pocahontas Counties

### Minutes of the GVCD Regular Board Meeting February 18, 2016

The Greenbrier Valley Conservation District Board of Supervisors met on Thursday, February 18, 2016, in the conference room of the Lewisburg USDA Service Center. Those attending were:

#### Supervisors:

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

#### Others:

Anita Crance, GVCD  
Lynn Hutchison, GVCD  
Jack O'Connell, NRCS  
Jeremy Salyer, WVCA  
Matt Tuckwiller, SWA

#### Call to Order

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

#### Approval of Minutes

**Motion was made by Jerry Clifton and seconded by Gary Truex to approve the minutes of the January 28, 2016 Regular Board Meeting. Motion passed.**

#### Guests

*Matt Tuckwiller* from SWA spoke to the Board and provided a report on 2015 activities and provided yearly statistics. He stated that the landfill received an average of 2,600 tons per month of solid waste, the majority of which came from Greenbrier County. There was an increase in total tonnage of 1,246 tons from the previous year and since its opening in 1976, the landfill has received 1,128,086 tons of solid waste. He noted that recycling also increased last year. Mr. Tuckwiller also answered questions from individual Supervisors and provided information on tire disposal.

*Anita Crance* spoke to the Board about the work she has been doing as a part-time District Employee. In addition to training Lynn Hutchison, she has been working to clear up things that backlogged over the last year due to her not having the time to work on them when she was District Manager. She noted that her allotted time is coming to an end soon and proposed that she come back one and a half to two days per week to complete the work she has started and also to provide office assistance. She noted that she has enjoyed being here in this capacity and would like to continue. Lynn stated that Anita has been an excellent teacher and that she would be happy to have her continue on. The Board noted that this would be a District expenditure and agreed to put the proposal on the next agenda.

#### District Manager Report

Lynn Hutchison referred to her written report. She noted that most items would be addressed as part of the agenda but pointed out that a time should be set a time to convene the Finance Committee and the Education Committee to

address upcoming budget preparation and education activities. A copy of the written District Manager's Report, with additional information, 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 passed.

***WVCA Restricted Funds Report*** – Carolyn Miller moved to accept the WVCA Restricted Funds Report and file for audit. Seconded by Jerry Clifton. Motion passed.

***Payment of all General Funds bills***—Jerry Clifton moved to pay all General Funds bills, per payables list, as presented. Seconded by Carolyn Miller. Motion passed. List is attached.

***Pledge Release and Substitution*** – A Pledge Release and Substitution form was presented from First National Bank (#313380S65 for #3136G0FJ5.) Gary Truex moved to approve and sign the form. Seconded by Jerry Clifton. Motion passed.

#### **Funding Requests**

***West Virginia University Soils Team*** - Timothy VanReenen referred to a letter from The WVU Soils Team, requesting the District's financial support of their trip to the 2016 National Collegiate Soils Contest in Kansas. There was some discussion and no action was taken due to \$2,000.00 having already been contributed at the Agency level.

#### **Cooperating Agency Reports**

***NRCS – Jack O'Connell***

Mr. O'Connell reported that the Local Work Group Meeting, scheduled for February 16, 2016, had to be rescheduled due to hazardous travel. The meeting was rescheduled for March 1, 2016 from 1-4pm. He discussed EQIP ranking and funding. Jeremy Salyer noted that District input into the planning process is critical. Discussion ensued about ways programs can complement each other, finding the best fit, using the best available program for the producer's need, and maximizing funding. Mr. O'Connell provided copies of a Power Point presentation to the Supervisors to review at their convenience. He also reported that there will be a Formal Dam Inspection at Marlin Run during the week of April 11, 2016. A copy of his written report with additional information is attached.

***WV Division of Forestry*** – not present

***FSA*** – not present

***WVCA – Monthly Report*** – Jeremy Salyer

Mr. Salyer referred to his written report. He noted that the current 4% budget cut will continue into FY17 with potential for additional cuts. He will keep the District informed of changes. He also went over deadlines and information for the WVACD Scholarship, Conservation Farm Tour, and AgEP Timeline. A copy of his written report with additional information is attached.

#### **Unfinished Business**

***Follow-up on Expression of Interest – Engineering Firms*** – Jeremy Salyer reported that he and Gene Saurborn were available to meet with the top three firms on March 8, 10, or 17. After some discussion it was settled that interviews would be scheduled for March 10, 2016 beginning at 9am, allowing about 45 minutes to 1 hour for each interview plus time for discussion.

***WVACD/NRCS Community Gardens Grant*** – Additional budget information was provided by the Rainelle Medical Center as requested. Discussion ensued as there is still question whether their project will be fully funded by Department of



Agriculture. Ms. Surbaugh hopes to have an answer from them the week of February 22<sup>nd</sup>. **Avery Atkins moved to contribute \$1,500.00 to the Mountain View Middle School project and \$3,500.00 toward the Rainelle Medical Center Project, unless they receive full funding from the Department of Agriculture. In the event they are fully funded by the Department of Agriculture, the funds would be re-directed to another project. Seconded by Gary Sawyers. Motion passed.**

#### *Housing of Ag Employees*

Timothy VanReenen reported that the Housing of Ag Employees is on hold because it has been opposed by the FAC committee. The local FAC has submitted objections to the State FAC, citing lack of available parking for four additional staff vehicles as their main concern.

#### **Committee Reports**

##### *Agricultural Enhancement Program:*

**There were no cancellations or approvals.**

##### **Payments (M):**

###### **Pasture Division Fence:**

Dennis Taylor	\$3,481.25
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###### **Invasive Species Management:**

Dennis Taylor	<u>\$1,875.00</u>
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<b>Total Payments</b>	<b>\$5,326.25</b>
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**Gary Sawyers moved to approve the payments totaling \$5,326.25. Avery Atkins seconded. Motion passed.**

##### *Finance Committee:*

- It was decided that the Finance Committee would meet on March 9, 2016, following the regular committee meetings to work on the FY17 CDO budget that is due by the end of March.

##### *Grassland Committee:*

- Gary Truex reported that Barry Level has scheduled a Spring Conference (formerly referred to as a Field Day) for March 15, 2016. It was requested that the Board approve funds up to \$400.00 to cover the cost of the venue and food. **Gary Truex moved to approve up to \$400.00 to cover the cost of the venue and food for the Spring Conference. Seconded by Gary Sawyers. Motion passed.**

##### *Building/Equipment Committee:*

- The proposed Shop Building was again discussed. Gary Sawyers had received some preliminary pricing information, which was shared with the group. This was not a formal estimate or bid, but was provided to give some idea of cost. Gary Truex asked the Chairman to appoint a committee to deal solely with the proposed Shop Building, and to set a deadline for a plan, in order to expedite the process. Timothy VanReenen asked for volunteers to serve on the Shop Building Committee. Avery Atkins, Gary Truex, Jerry Clifton, and Gary Sawyers volunteered. It was decided that the deadline would be set by the committee when they meet. A meeting was scheduled for February 23, 2016 at 6pm.
- Gary Truex reviewed the status of the equipment and noted that changes had been made to the Equipment Rental Contract as previously discussed.
- No action has been taken on a tractor purchase.

- The Grass Techs have requested to attend a Nutrient Management Training and asked for travel expenses to be approved. It was decided that a motion was not needed to approve these funds because this falls within the scope of their job duties and they should simply include this on their regular expense reports.
- Equipment Coordinator, Eugene Wickline, has requested that the District purchase a concrete mixer to make concrete lids. He had provided cost estimates for both electric and gas powered mixers and stated he preferred an electric one, due to maintenance issues. After reviewing the options and cost of each, **Gary Truex moved to approve up to \$450.00 for a concrete mixer to be purchased at Mr. Wickline's discretion. Seconded by Jerry Clifton. Motion passed.**

#### *Policy Committee*

- An annual review of the Policy resulted in several policy changes, which were provided and reviewed. (See attachment for "Proposed Policy Revisions.") **Gary Truex moved to approve the changes. The motion was seconded by Gary Sawyers. Motion passed.**

#### Watershed Reports

##### *WVCA O, M & R Report – Judith Lyons*

Judith Lyons was not present, but had emailed a report stating no CCRs were received, Brian Fry is currently doing inspections, and all EAPs are current. Re-survey for the portion of the South Fork of the Cherry River that received damage from the storm last year will be started in March. She attended sponsorship meetings with Karen Stickley in February. She notes that annual inspections are scheduled for April 14, 2016 and Howards Creek Dam is up for certification this year. Her written report with details is attached.

#### *319 Committee*

Payments	(M)					
		Grant		Billed From:	Participant	Amount
20509	GV	NPS	1293 Kitchen Creek	Analabs	Monitoring	\$180.00
20025	GV	NPS	Knapps Creek	The Outhouse	Outreach	\$1.99
20025	GV	NPS	Knapps Creek	WVDA	Outreach	\$91.50
20502	GV	NPS	Knapps Creek	Xylem	Monitoring	\$463.00*
Total Invoices						\$736.49

#### **NEW CONTRACTS (These contracts are not to exceed the estimated figure posted here)**

		Grant			Participant	Amount (not to exceed)
20031	GV	NPS	Contractor Demo	State Fair of WV	Outreach	\$125.00

**Gary Sawyers moved to approve 319 payments totaling \$736.49. Seconded by Carolyn Miller. Motion passed. Gary Sawyers moved to approve the 319 New Contract totaling \$125.00. Seconded by Avery Atkins. Motion passed.**

The committee recommended that up to \$500.00 be approved to provide food for the Contractor's Training being held at the State Fair (see "New Contracts.") **Gary Sawyers moved to approve up to \$500.00 for food. Carolyn Miller seconded. Motion passed.**

#### Correspondence

A brochure was received from the National Watershed Coalition regarding membership renewal. The Board did not wish to renew membership. No action was taken. There was correspondence in the form of periodicals, newsletters, etc. provided for review.

#### New Business

Lynn Hutchison presented the FY17 CD Personnel Form, due by March 1<sup>st</sup>, for review and approval. There were no changes from the previous year. **Gary Truex moved to approve and send the form. Seconded by Jerry Clifton. Motion passed.**

Lynn Hutchison had prepared annual OM&R cost share letters to the Howard Creek and Marlin Run sponsors for review and approval. **Jerry Clifton moved to approve and send the letters. Seconded by Gary Truex. Motion passed.**

#### Conservation Agreements

A list of Conservation Agreements and Terminations, by county, was presented for approval. (See attached list.) **Gary Truex moved to approve the agreements and terminations. Seconded by Gary Sawyers. Motion passed.**

#### Other Business

Lynn Hutchison withdrew her suggestion to subscribe to local papers, stating that upon further consideration she didn't think it was cost efficient.

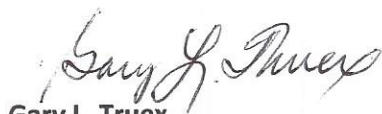
#### Adjournment

With no further business, the meeting adjourned by consensus at 9:35pm.

Respectfully submitted,



Timothy VanReenen  
Chairman



Gary L. Truex  
Secretary/Treasurer

TWV/GLT/lh

Recorded by Lynn Hutchison, District Manager



## **GVCD District Manager Report**

January 29 – February 18, 2016

### **Items Needing Action:**

- Approval of the January 28, 2016 Regular Board Meeting Minutes
- Approval of Financial Reports, Accounts Payable – approval of bills – list provided
- FNB Pledge release and substitution
- Funding Requests
- CD Personnel plan by March 1
- Expression of Interest for Engineering Firms – Set a date for Interviews: March 8, 10, or 17
- WVACD / NRCS Outreach Program – Community Gardens grant
- Follow-up on Housing of Dept of Agriculture employees
- AgEP cancellation, approval and payment requests per agenda
- Approval of Building & Equipment, Finance and Grassland Committee actions, if any
  - Building plans
  - Tractor purchase
  - Concrete mixer purchase
  - Spring Conference funding – up to \$400 for venue and food
  - Nutrient Management Training expense reimbursement
- Approval of 319 contracts and payments per co-administered payables list and 319 agenda
  - Funding for Contractor Workshops at State Fairgrounds, per committee recommendation - \$125 venue/ up to \$500 food (two sessions)
- Policy revisions per committee recommendations – list of proposed revisions provided
- Set a time for Finance Committee to meet (Budget preparation due by end of March)
- Set a time for Education Committee to meet (Land Judging, Soil Stewardship, Poster Contest, WVACD Scholarship, etc.)
- Conservation Farmer Nominations (County and District Judging – May 31)
- WVACD Scholarship (March 1)
- Approval of Conservation Agreements and Terminations – list provided

### **Accomplishments:**

- Draft Minutes for the January 2016 Regular Board Meeting have been sent to Managers and Supervisors and are awaiting approval at tonight's meeting.
- Approved minutes for the December 2015 Regular Meeting and January 13, 2016 Special Meeting have been posted on the website.
- Minutes of all February 10, 2016 Committee meetings were emailed to Supervisors.
- All W2s/W3 and 1099s/1096 have been filed.
- The copier has been ordered, as approved at last meeting.
- We received a donated shredder, so no purchase will be made until necessary.
- Century Farms Program press release has been sent to newspapers. We have received one response so far.
- Conservation Photo Contest flyer and forms have been made and posted to the website and a press release was sent to newspapers. This information will also be included in the Grassland Newsletter and Grass Techs will help distribute.
- Barry Level revised the Equipment Rental Contract as approved at last meeting.
- Envirothon information and invitation to training being hosted by Elk CD was sent to Science, Agriculture, and Forestry teachers who are listed on Greenbrier, Monroe, and Pocahontas Counties' school websites.
- Application for water service at the equipment lot has been submitted.
- I am working with Dennis Burns to get District Call List information out to all contractors who attend his contractor workshop on February 25, 2016.

- Worked with Pam Burns to compile a Greenbrier County mailing list for Grassland Newsletter, as that was the holdup in mailing those out.
- Donations were mailed to Annual Watershed Celebration and Monroe County Extension as approved at the last meeting.
- Edward Cox is scheduled to visit the District on March 1, 2016 to review our contract files.

### Things to be Thinking About:

- Appalachian Grazing Conference – March 2017—committee representation, donation, landowner participation expenses
- Long Term Goals 2016-2019

### Upcoming Dates to Note:

#### AgEP Timeline

Mid/Late February	Program revisions sent to CDs/staff for review
Mid-March	CDs submit recommendations for FY 17 practices
Week of March 28	State AgEP committee to meet and review proposed changes for FY 17 *final opportunity to make comment for FY 17 program
April 12	Presentation to SCC
June 15	CDs submit final practice list to WVCA
July 1	Start of FY 17 program
July 31	CDs submit annual progress report (per legislative rule)

#### Other

February 18	Regular Board Meeting
February 25	Contractor Workshops (Dennis Burns)
March 1	District Personnel Plan Due to WVCA
March 1	Local Work Group Meeting, 1-4pm, State Fairgrounds (Rescheduled from 2/16)
March 9	Committee Meetings
March 15	Spring Conference (Barry Level)
March 17	Board meeting
March 21	State Fair Meeting, Flatwoods
March 30	CDO Budget and CDO Grant proposal for FY17 due
June 1 / May 1	Deadline for Century Farm Applications
May 31	Conservation Farm Tours County and District Judging
June / July	Deadlines for Photo Contest and Poster Contest

Respectfully Submitted,



Lynn Hutchison, GVCD District Manager

12:20 PM

02/18/16

**Greenbrier Valley Conservation District**

**A/P Aging Summary**

**As of February 18, 2016**

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
Barrett L. Level	147.74	0.00	0.00	0.00	0.00	147.74
BJW Printing & Office Supplies	108.78	0.00	0.00	0.00	0.00	108.78
First Citizens Bank	46.11	0.00	0.00	0.00	0.00	46.11
Greenbrier County Farm Service Agency	520.00	0.00	0.00	0.00	0.00	520.00
Pamela J. Burns	251.96	0.00	0.00	0.00	0.00	251.96
Sherry W. Ferrell	525.00	0.00	0.00	0.00	0.00	525.00
Suddenlink	213.53	0.00	0.00	0.00	0.00	213.53
<b>TOTAL</b>	<b><u>1,813.12</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>1,813.12</u></b>





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Natural Resources Conservation Service  
LEWISBURG SERVICE CENTER  
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## NRCS Report – Greenbrier Valley Conservation District February 18, 2016

### Farm Bill Programs

#### *EQIP-Focused Conservation Approach*

Local Working Group meeting was postponed due to hazardous travel. It has been rescheduled for Tuesday, March 1 from 1:00PM to 4:00PM.

#### *EQIP/AMA Application Ranking/Funding*

The three field offices ranked about 70 eligible high-priority applications with a total value of over \$900k. High Tunnel applications continue to be very popular, with 26 applications ranked. The Greenbrier Valley Grassland fund was next with 17, followed by WV Restoration Venture (Pocahontas and Greenbrier County only) with 13. Other funds, including Greenbrier Valley Grassland Water, Forestry, Wildlife, and Irrigation, each had 5 or fewer applications. There was a single ranked National Water Quality Initiative (NWQI) application in Pocahontas County. Preapprovals will be announced very soon.

#### *CSP*

The overhaul of the CSP program has been delayed. The program will be the same as previously, using the same payment rates as last year. Sign-up for both new applications and renewals ends on March 31<sup>st</sup>. Renewal letters were mailed to eligible contract holders from the Area Office last week. Field staff will complete the Conservation Measurement Tool (CMT) for new applications by May 2<sup>nd</sup>.

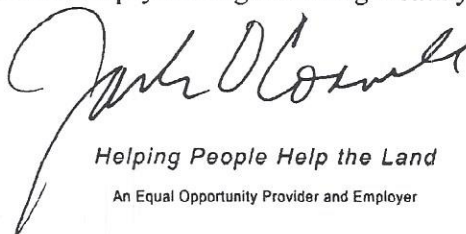
### Dam Inspection

#### *Formal Dam Inspection*

Donnie Dodd and Leslie Sears are scheduled to perform a Formal dam inspection the week of April 11. This is an engineering inspection apart from the annual inspections that the District, NRCS and partners perform.

### Other News.

- Jerry Brackenrich continues to act as South Area Assistant State Conservationist for Field Operations as Greg Stone acts as State Resource Conservationist. Julie Stutler is acting as Area Resource Conservationist. The State Resource Conservationist position was advertised on February 17, 2016. The closing date for applications is February 23, 2016.
- Katy McBride has been working with Bob Martin and Farmland Protection Board on seven Farm and Ranch Lands Protection Program (FRPP) applications. A 108-acre easement in Greenbrier County was recently funded. She has also been working with WVDNR on two possible Wildlife Management Area applications and two Wetland Reserve Easement (WRE) applications.
- Tom Vance has been assisting the Lewisburg office with engineering designs for EQIP/WVRV contracts and participated in training new staff in Pocahontas County.
- State Conservationist Louis Aspey has begun holding monthly teleconferences with the DC's.



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## **WVCA Conservation District Report** **February 2016**

### **West Virginia Legislature – 2016 Legislative Calendar**

February 1, 2016 - Legislative Rule-Making Review bills due  
February 22, 2016 - Last day to introduce bills in the Senate  
February 23, 2016 - Last day to introduce bills in the House  
February 28, 2016 - Bills due out of committees  
March 2, 2016 - Last day to consider bill on third reading in house of origin  
March 12, 2016 - Last day of session

### **Budget**

Governor's budget for FY17 continues the current 4 percent budget cut. Base budget, if approved unchanged, would be about \$8 million, or \$333,369 less than what we started the current fiscal year with.

### **Legislature**

If they are checking, they may see Senate Bill 158, State Conservation Committee rule relating to WV Conservation Agency financial assistance program. This is the rules bill that puts in place the law that allows supervisors to take advantage of AgEP and other cost share programs.

### **Elections**

District managers need to contact the county clerks the week of Feb. 1 for who filed for office. Once they have the information, it needs to be sent to Belinda.

### **Agricultural Day at the Capitol**

We would like to thank all the Conservation Districts and Supervisors for your help and support at the recent Ag/Conservation Day. We would also request that you continue to stay in contact with your representatives and support our Budget and Bills.

Please do a quick survey of the district and report back on how they liked it and if there is anything they would like to see different next year. Ask if the breakfast should be continued next year. FYI: 82 people came. 28 legislators and 35 supervisors.

### **WVACD Scholarship**

Applications are due to the district offices by the **first Monday in March**. All entries must be date stamped at the district office. Contact Steve May, WVACD Education Committee Chairman, for additional information.



### **Conservation Farm Tour**

It is time for districts to be thinking about the farm families to be awarded.

The WV Conservation Awards Council approved the following changes to the Conservation Farm Award Program:

#### **Timelines:**

- **May 31** - County and District judging.
- **July** - Area judging.
- **August** - Statewide judging.
- **October** – Presentation of Area and State awards at WV Conservation Partnership Annual Conference. County and District winners at local Conservation District annual banquets.

#### **Selection Process:**

- County winner – County conservation district supervisors.
- District winner – Conservation district governing body (district supervisors.)
- Area winner – Area judging panel – coordinated by WVCA.
- State winner – State judging panel – coordinated by WVCA.

#### **Awards:**

The WVCAC sponsors the following awards:

- County Winners – A plaque to be presented at the local Conservation District annual banquet. A poster listing county winners will be displayed at the WV Conservation Partnership Annual Conference.
- District Winners – A check for \$100 and a plaque to be presented at the local Conservation District annual banquet. A poster listing district winners will be displayed at the WV Conservation Partnership Annual Conference.
- Area Winners - Special recognition and awards commemorating their level of achievement at the WV Conservation Partnership Annual Conference. (Expense paid trip (farmer – plus one guest per guidelines established by the WVCAC) to the WV Conservation Partnership Annual Conference.)
- State Winners - Special recognition and awards commemorating their level of achievement at the WV Conservation Partnership Conference. (Expense paid trip (farmer – plus one guest per guidelines established by the WVCAC) to the WV Conservation Partnership Annual Conference.)
  1. First place - \$1,000 check and plaque.
  2. Second Place - \$500 check and plaque.
  3. Third Place - \$250 check and plaque.

### **Agreed Procedures Engagement (Audit)**

Please verify your engagement is current. If it needs to be extended or rebid, please begin the process.

### **District Personnel Plans**

District Personnel Plans are due to SCC by **March 1**.



### **District Policy Manual Review**

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.

### **AgEP Timeline**

Early February - Legislative Rules Subcommittee to review comments and revise forms

Mid/Late February - Program revisions sent to CDs/staff for review

Mid-March - CDs submit recommendations for FY 17 practices

Week of March 28 - State AgEP committee to meet and review proposed changes for FY 17

\*final opportunity to make comment for FY 17 program

April 12 - Presentation to SCC

June 15 - CDs submit final practice list to WVCA

July 1 - Start of FY 17 program

July 31 - CDs submit annual progress report (per legislative rule)

Districts have to turn in their priority lists to the SCC in April so the SCC can develop the statewide list of BMPs. Also, remind them that we would like the districts to use the winter meetings to reach out to farmers to obtain information on what farmers think are BMPs needed, but not offered.

### **Engineering Expression of Interest**

Review your current contract and if needed, prepare to advertise and go through interview/selection process if needed.

Please stress that we are interested in working with the district to ensure they retain a firm that has strong civil engineering and is familiar with dams. Explain that under our 50/50, 5-year agreement with NRCS this will be important because we hope to work with the district's engineering firm to perform engineering work on dams if necessary.

### **WVCA Project Section**

#### **OM&R**

- Each District will be presented a summary of the OM&R expenses, this summary will also be shared with local cost-share sponsors in the near future. See attached schedule for meeting dates.
- Attached is the schedule for annual inspections, District Supervisor participation is encouraged.
- Work continues with NRCS to develop engineering plans for watershed dams.
- Watershed section staff is working with Districts to develop plans of work for 2016. Staff will be contacting each District's OM&R representative to begin discussions. If Districts have questions, please contact Judy (South) at 304-807-7437, Ed (North) at 304-590-1969 or Gene at 304-541-9813.

#### Dam Rehab

- WVCA is close to finalizing the hire of engineering firm.
- Upper Deckers Creek 1 – Permit work continues. WVCA is working on the survey of UD 1. Construction should begin in 2017.
- Wheeling Creek 25 – NRCS working to complete list of alternatives for sponsors. A meeting was held in January 21, 2016.
- Brush Creek 14 – Progress continues for planning.
- NPCD, SCD, MCD and PVCD – Please track hours that District Supervisors attend any rehab meetings.
- Reminder: Rehab meetings are held the first Thursday of each month. Any District that has rehab projects can participate in these meetings by phone.

#### EWP Update

- March and April Flooding – The Project Section continues working with FEMA for reimbursement for eligible costs for blockage removal sites and NRCS on bank stabilization sites. Bank stabilization includes sites in Guyan, Elk and Greenbrier Valley Conservation Districts. WVCA has supplied all of the information to NRCS for the March event. NRCS can proceed with contracting. To date, work has been completed on one site. The remaining sites are going through NRCS contracting.
- July Flooding – Bank stabilization includes sites in Little Kanawha, Elk and Guyan Conservation Districts. The bank stabilization sites have been forwarded to NRCS for contracting. FEMA has started the reimbursement process for eligible work.

Each area manager will be contacting area directors to provide details of activities in their respective areas. As always, feel free to contact Gene or Penny for further information.

#### **Holidays**

February 15 – President's Day – Offices Closed

**Proposed Policy Revisions Recommended by the Policy Review Committee**

**ARTICLE III, Section I.d. Chain of Command – Grassland Technicians:** Grass Tech supervision was discussed. It was suggested that the one or both of the Supervisors from Pocahontas County supervise the Grass Tech stationed in Pocahontas County due to closer proximity. This would allow for more frequent interaction.

**ARTICLE IV, Section VII.a. Reimbursement for Supervisors:** It was suggested that effective 7/1/16, the Employer's portion of social security and Medicare taxes be deducted from the total allocation of reimbursement funds and the balance disbursed equally among Supervisors. This would prevent the District from owing an Employer match in addition to the total funds endorsed by the SCC.

**ARTICLE IV, Section X.a. Credit Sales:** It was suggested that the policy to send a certified letter to all accounts over 90 days and the policy to refer accounts to magistrate court be eliminated. Delinquent accounts would be brought before the Board on a case by case basis for action. Producers with past due accounts would not be considered for additional services until their account is satisfied; however, once their account is satisfied, they would be allowed to resume normal procedures.

**ARTICLE IV, Section XI.b. Fixed Assets:** It was suggested that the last line "Not be involved in making a real estate purchase at public auction," be eliminated.

**ARTICLE V, Section II.a (11) Weed Wiper:** It was noted that the Weed Wiper should be deleted as we no longer have this piece of equipment.

**ARTICLE VI, Section I.a. Conservation Education:** It was suggested that the Photo Contest and Poster Contest be added to the list of activities.

**ARTICLE X, Personnel Policy:** After some discussion, it was suggested that no changes be made to the Personnel Policy.



## February 2016 Watershed Section Report

### CCRs:

- None received

### SPRP

- Re-survey for the portion of the South Fk of the Cherry River that received damage from the storm last year will be started in March.

### O&M

- Inspections: Brian Fry is doing the inspections this week
- EAPs current
- I attended the Summary meeting with Karen Stickley on February 8<sup>th</sup> with the City of White Sulphur Springs for the Howards Ck Channel. The work that was done in 2015 (Sediment Removal/Waterline Replacement) was presented. At the meeting, I was notified by Linda Coleman, Administrative to the Mayor, that the City of White Sulphur Springs was cutting brush along the channel. They were very pleased to be able to do that. COE was notified and they were working under the maintenance NWP permit from the CORPS. They will continue within the city as weather allows.
- I attended the Greenbrier County Commission meeting with Karen the following day on February 9<sup>th</sup>. She presented the work that was done on the Howards Creek Tuckahoe dam in 2015. They were very appreciative of the maintenance work completed.
- Annual inspections are tentatively scheduled for April 14<sup>th</sup>. I will send the schedule as soon as it is finalized.
- Howards Ck dam is up for certification this year.
- Marlin Run certification was done last year.

## **GVCD Board Meeting Agenda for February 18, 2016**

### **Conservation Agreements and Terminations**

#### **Greenbrier County Agreements**

Geneva Ballengee  
Gerald Bowles  
Wayne Brown & Charles  
DePriest II  
Ed Carter  
Brian Dixon  
James R. Elliott  
Jared Elmore  
Gerald M. Erskine  
Randall Forren  
Nathaniel Hunter  
Ray and JoAnn Jones  
Lola L. Level  
Doug Lewis  
Pamela Marcus  
Robert Mothes  
Laramie Myers  
Raymond E. Phillips  
John Planker  
Girlonza Scott  
David Workman  
Donald Yates, Jr.

#### **Greenbrier County Terminations**

None

#### **Monroe County Agreements**

James T. Allen  
Dale Beckett  
Willard K. Brown  
Barry G. Booth  
Joseph M. Carter, Jr.  
Jack A. Dunbar  
Larry D. Echols  
Thomas Edgar  
David Furrow  
Jackie A. Kaluk  
Tom Karnes  
David Kennedy  
Little Mountain Farms LLC  
David Kennedy  
Joe Lusk  
Lewis McCormick  
Trevor Neel  
James M. Nelson  
Harold Parsons  
Kenneth E. Smith  
Edith Wade  
Clyde Wickline  
Scott Wilson

#### **Monroe County Terminations**

None

#### **Pocahontas County Agreements**

Laura Dean Bennett  
Larry Hill  
Beth Murdock & Ryan Taylor  
C. Rodger & Priscilla  
Waldman  
Jack C. Wilkins

#### **Pocahontas County Terminations**

Roy C. Kelly