

The **Tygarts Valley Conservation District** Board of Supervisors held a Regular Board Meeting on *February 29, 2016* commencing at 9:01 a.m. at the district's office in Philippi, WV. The meeting was called to order by Vice-Chairman John Sencindiver.

Supervisors Present: Dave Bonner, Sheldon Findley, Rex Reeder, Jim Nester, John Sencindiver, Tom Warner, Joe Shaffer, Joe Gumm, and Sigrid Teets – TVCD/WesMonTy RC&D.

Others Present: Hillary Woofter – WVCA, Joyce Frey – TVCD, Ben Collier – NRCS, Jeremy Salyer – WVCA, Corey Lambert – TVCD, Jessica Streets – WVU Ext.

Gumm led the group in the Pledge of Allegiance.

Introduction and/or Recognition of Visitors: None present, Sencindiver commented it was good to have Shaffer back and at today's meeting.

Reading/Approval of the Agenda/Minutes:

February 29, 2016 Board Meeting Agenda & February 10, 2016 Board Meeting Minutes:

Reeder moved to approve the agenda and minutes as presented; seconded by Gumm; motion carried.

Treasurer Report: Frey reviewed her written report (copy attached) and noted that she had already received \$10,000.00 in bills to be paid out next pay period. WFCD and MCD had been contacted about their aging AR and with Woofter's assistance, they have made sure the districts had received copies of all open invoices. As it can take a month or more to receive payment on state invoices, Frey stated that the district may need to take out a line of credit to pay bills. Gumm commented that the district needs to be fiscally responsible due to the low funds available. Frey went on to say that the 4th payment installment of the district's insurance policy isn't due until April 1st and she could hold paying the bill until a later date. Lastly, Frey said she was still working on getting Teets added to the district bank accounts and switching over the district debit card. **Reeder moved to accept the financial report as presented and file for audit; seconded by Shaffer; motion carried.**

District Report: Lambert reported that he had Reliable Roofing come out to inspect the leak over by the NRCS offices. They patched several areas, but otherwise, it is in good condition for its age. The area above Cvechko's office may need a new gutter pipe. Cvechko would like to have a drop box installed in the wall of his unit so after hours customers can drop off their paperwork. *The group discussed at length the possible pricing and feasibility of the project.* **Findley moved to give Cvechko permission to do the modifications to install the drop box, pending committee approval of the construction plans; seconded by Nester; motion carried.** Reliable Roofing found some paneling that was dislodged, however they cannot do the repairs. Sunrise Construction will give an estimate on the needed repairs. The board's consensus was for the repairs to be done without further approval as it is a necessity for operation. Lambert forwarded pictures and the relevant information to Woofter for the open bids to be sent to the other districts. Got new tires on his truck and it is handling much better. The brakes on the

Lowboy are being worked on by Karl, including the two rear brakes and drums that would cost several hundred a piece. Lambert would be giving an estimate to the DNR at Fairfax Pond for some brush clearing. Hope to have the crew up and working as soon as the weather breaks. Lastly, Lambert contacted the US Army Corp of Engineers regarding stream permits, and his contact would be willing to give a presentation following a board meeting.

District Manager Report: Woofter reviewed her written report (copy attached). Per her inquiry, the TVCD board meeting in May was rescheduled to Monday the 23rd at 9am. Additionally, she was to contact Ed Martin about the Pecks Run annual inspection that is scheduled for April 5th to determine if it would be seen before Shooks Run.

Dates (District Meetings/Work Sessions) to Remember:

I. March

- a. Thursday 3rd – O&M Meeting with Randolph Co. Commissioners 1:30 pm
- b. Wednesday 9th – Local Work Group NRCS meeting 9 am TVCD office
- c. Tuesday 15th – O&M Meeting with city of Philippi 7pm
- d. Thursday 17th – Eat & Reap Dinner in Parsons 6:30pm “Pasture Mgmt”
- e. Monday 28th – TVCD Regular Board Meeting 9am

II. April

- a. Saturday 2nd – Bennett Orchard Field Day 9am Hodgesville Community Ctr
- b. Monday 4th – WVACD Quarterly meeting at Glade Springs
 - i. Elkwater Fork Annual Inspection 9am TVCD office
- c. Tuesday 5th – WVACD Quarterly meeting at Glade Springs
 - i. Pecks & Shooks Run Annual Inspection 9am TVCD office
- d. Friday 15th – WV Grazing Steering Committee meeting 10am Weston
- e. Friday 21st – Saturday 22nd – WV Envirothon @ Camp Cesar
- f. Monday 25th – TVCD Regular Board Meeting 9am TVCD office
- g. Friday 29th – TVCD Forestry Field Day @ Audra S.P. 9 am
- h. Saturday 30th – Discovery Day 2016 @ Seneca Rocks

Report of Officers and Agencies:

WVCA: *Smith* reported that he was still working on the site visits for AgEP.

Salyer reviewed his written report (copy attached) and added that the agency is looking at least a 4% budget cut, if not another 5 or 6% on top of that. Findley stressed getting comments to him about the proposed AgEP changes before the next committee meeting. Salyer said that the agency anticipated funding for AgEP remaining the same as FY16, however, the allocation formula was still undecided.

WVU Extension: *Streets* reported that through their Christmas tree lesson, over 150 children at two schools participated in making wreaths. Hopes that they will have two teams for the grassland contest at this year’s Beef Expo. The 2016 Women in Ag conference is planned for October 28th and 29th at Glade Springs. Has also been working on the upcoming Eat & Reap dinner on March 17th, and had 63 centennial seeds for anyone who was interested.

NRCS: Collier reviewed his written report. (Copy attached) Bonner asked if U.S. Veterans get preferred ranking in their programs. Collier replied yes, as long as they are also a beginning farmer.

FSA: None

WesMonTy RC&D: Teets passed out a flyer for the Discovery Day @ Seneca Rocks in April. WesMonTy hired Frey to build displays on bee/pollinator habitats for the event. Teets updated the SAM account, and requested several reimbursements from Fish & Wildlife. The crimper video has been uploaded to YouTube for easy access by cooperators and affiliates. E-mailed other RC&D councils for ideas concerning accountability before meeting with Brian Farkas.

DoF: None

Others: None

Correspondence Received: Brickstreet Authorization Everson; SCD AgEP Fund Request; UOCD AgEP Fund Request

Old Business:

- *Farmland Preservation- None*
 - *Approval of funds for SPRP/OM&R – No new projects at this time*
 - **Completed SPRP Invoices for Payment Approval & Processing** – None at this time
 - **Roof repair over Cvechko’s office** - Ongoing
 - **Community Garden Grant selection**- Gumm moved to approve Tucker Valley Elementary/Middle School for the entirety of grant funding; seconded by Teets; motion carried. Woofter will draft a grant agreement between the school and the district.
 - **Purchase of district cell phone** – See personnel Committee
 - **Conservation Farmer of the Year**- No proposals submitted by district supervisors. Collier suggested the following farmers be contacted about their willingness to participate:
 - Barbour- Jeff Sickler or Mitch Stemler
 - Randolph – James Wallace or Zach Teter
 - Taylor – Tom Bolyard or Charles Foley
 - Tucker – Ben Neustadt
 - Upshur – Steve Butler
 - **WVU Collegiate Soils Team Funding Update** - Sencindiver reviewed the board’s decision to fund the team with \$500.00, he had heard conflicting statements however if the board was in fact allowed to make the donation due to the AG ruling. Salyer confirmed that the district has authority to donate to the college but not to the team. Sencindiver to contact Jami Thompson about details. **Nester moved that the donation be made in the honor of Maurice Almond, seconded by Reeder; motion carried.**
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Committee Reports:

Building/Finance/Budget Committee: No report. Lambert asked when the filters and air ducts were last serviced and added it is something to consider in the coming months. The board's consensus is that if any air filters need changed, Lambert is to take care of them and report findings back to the board. Frey suggested the committee meet to draft a 5, 10, and 15 year maintenance plan.

Equipment/Safety Committee: Nester stated that the district is in a major need of buying equipment down the road and suggested there be a fee per hour added to jobs that would go into a separate account for repair and maintenance. Frey stressed that at this time, there is no money available for purchasing equipment. Woofter noted that the board had already approved money be set aside in an emergency/equipment fund when available. *Discussed at length.* Nester added that there are 15 sodium hydride lights in the shop and that the district should consider replacing them with LEDs to reduce electricity costs. Also suggested that motion sensor lights be installed within the buildings to reduce costs.

Education/Publicity/Exhibit Committee: Frey discussed her beekeeping and pollinator classes that were underway. She and Woofter had been working with Brian Young on the Forestry Field Day at Audra and everything was progressing nicely. Nester stated that he'd like for the district crew to attend the chainsaw safety class at the field day and that could count as their monthly safety meeting.

Legislative Committee: Gumm reminded everyone of the changes regarding the NACD fly-in and they were planning to have delegates attend a meeting/presentation in the eastern panhandle to demonstrate the dam rehab and repair needed within WV. Commented that whenever a supervisor has a meeting with a delegate, they shouldn't be afraid to include a discussion on the WVACD or helping with the budget. Warner agreed and stressed the importance of talking with state representatives and giving feedback.

Grassland/AEP Committee: Reeder reminded the group that the next WV Grazing Steering Committee meeting will be held on Friday, April 15th in Weston.

- **Conservation Agreements:** *None*
- **AgEP Applications:** *Ongoing at this time*
- **AgEP Cancelations:** *None*
- **AgEP Payments:** *None*

Water Resource Committee: Shaffer said that Bob Riggelman on Wickwire Creek was still wanting us to assist with work along the creek. Agreed to meet with him and Ben Collier to see what can be done. Had not heard of any updates on the Barbour County Water Project. Thanked everyone for their patience and understanding regarding his recent health problems.

WVACD Directors Report: No report. Sencindiver stated he's be unable to attend the next quarterly meeting at Glad Springs in April and asked if anyone would attend as his proxy. Gumm agreed to attend in his place. Woofter to draft a letter to Jim Moore noting Gumm as a proxy.

Personnel Committee: No report.

Warner moved to go into executive session per WV state code 6-9A-4a to discuss a personnel issue; seconded by Nester; motion carried. The board went in to executive session at 10:50 AM.

Shaffer moved to resume regular board meeting at 11:08 AM; motion carried.

Teets moved to rescind the motion to approve the purchase of a district cell phone; seconded by Gumm; motion carried.

New Business:

- **Dodson Pest Control service renewal** – Nester moved to not renew the service with **Dodson; seconded by Reeder; motion carried.** The district conservation technician/crew manager will instead be in charge of spraying around the building for insects and pests at regular intervals. To purchase pump sprayer chemicals for use.
- **WVDA parking space for Murphy-** Findley moved to approve the parking agreement as presented and Murphy be designated a parking spot towards the back of the building; seconded by Gumm; motion carried.
- **Review/comment of FY17 AgEP forms & practices-** Woofter reviewed the changes between the FY16 and FY17 ranking forms. *Discussed at length.* An AgEP committee meeting was later scheduled for Wednesday March 23rd at 9:00am for further discussion and review, prior to the next board meeting.

Report of Individual Supervisors:

Warner- Will not be running for re-election. James Dean is running for the position this year. The mowing at Elkwater Fork Dam is still a question. The inmates had normally mowed twice a year, unless special arrangements were made. A storage building is needing to be constructed on the dam site for housing the mowers, etc. as the PSD office no longer wants to house them. Had received a call from the Governor about a resident on Chenowith Creek whose property was washed out very badly. Was informed that no money was available for assistance. Can Campbell or Hartman be of help? Could we possibly furnish a backhoe and dump truck for the project? Will call delegates to discuss further. Additionally, he raised concerns about the original project not being done properly.

Reeder- Are we responsible for the tributaries of Pecks & Shooks Run? Woofter to contact Ed Martin regarding matter.

Teets- Attended TVCD & WFCD LWG meetings. Need to find a balance between fundable projects and what people will be interested in participating in. WFCD discussed unroofed feed pad modifications and 319 streams.

Bonner- Talked to several farmers about NRCS projects and has been unable to get a lot of interest and willingness to be involved.

Nester – What about Elkwater being transferred over to the state? Salyer will contact Farkas about the status.

Findley- What about Huttonsville PSD providing funding to the district for the water supply? Gumm and Warner approached the PSD about the funding and said they are still in the red financially. Once they get caught up and start making a profit, they will readdress. Warner added that they had recently received a large fine from the DEP.

Public Comment Period: None

There being no further business to attend to, Vice Chairman Sencindiver declared the meeting adjourned at 12:11pm.

Secretary

Minutes recorded and prepared by Hillary Woofter – WVCA District Manager/ASA 3.

February 29, 2016 Regular TVCD Board Meeting Minutes Summary of Motions

- 1. Reeder moved to approve the February 29, 2016 agenda and February 10, 2016 minutes as presented; seconded by Gumm; motion carried.**
- 2. Reeder moved to accept the financial report as presented and file for audit; seconded by Shaffer; motion carried.**
- 3. Findley moved to give Cvechko permission to do the modifications to install the drop box, pending committee approval of the construction plans; seconded by Nester; motion carried.**
- 4. Gumm moved to approve Tucker Valley Elementary/Middle School for the entirety of the NRCS grant funding; seconded by Teets; motion carried.**
- 5. Nester moved that the donation to the WVU Collegiate Soils Team be made in the honor of Maurice Almond, seconded by Reeder; motion carried.**
- 6. Teets moved to rescind the motion to approve the purchase of a district cell phone; seconded by Gumm; motion carried.**
- 7. Nester moved to not renew the service with Dodson Pest Control; seconded by Reeder; motion carried.**
- 8. Findley moved to approve the parking agreement with the WVDA as presented and Murphy be designated a parking spot towards the back of the building; seconded by Gumm; motion carried.**