

Feb 4, 2016  
Date

| Name                | Title, Agency                           |
|---------------------|-----------------------------------------|
| Joan Conley         | Supervisor - Marion Co.                 |
| Mary Ebner          | associate supervisor MCD                |
| Don Headdy          | MCD SUPERVISOR                          |
| Jim McDonald        | associate supervisor MCD                |
| AKY Wanser          | Supervisor - Preston County             |
| Alexa Talkington    | CED, Farm Service Agency Preston County |
| Ray Carr            | NRCS                                    |
| JEFFERY SAWYER      | WVCA                                    |
| Bill Shockey        | WVU Extension                           |
| James B. Norton Jr. | TVCD Supervisor                         |
| Cony Lantieri       | TVCD Construction tech                  |
| Brenda Dunt         | WVCA                                    |
| Mark Myers          | MCD Supervisor                          |
| Paul Nesselroed     | MCD Supervisor                          |
| Edward Hattenbach   | MCD Supervisor                          |
| Harwood Helmick     | Mesaon Chair                            |
| Amy Cosco           | WVCA - District Manager                 |
| Stephen Ruffer      | WVCA - Engineer                         |
| Gene Sarrborn       | WVCA                                    |

Monongahela Conservation District  
Monthly Meeting Minutes  
February 4, 2016

**I. Call to order**

**Chairman Jean Conley** called to order the regular meeting of the **Monongahela Conservation District** at 9:30 a.m. on **February 4, 2016**, at the Steve Lebnick Agricultural Center in Morgantown, WV. **Art Mouser** led in the pledge of allegiance.

**II. Roll call**

**Chairman Jean Conley** introduced those present and passed around a sign-in sheet. The following persons were present: Supervisors: Art Mouser, Ed Utterback, Mary Lebnick, Jean Conley, Donald Headley, Mark Myers, Jim McDonald, and Paul Nesselroad. Others present were: Amy Cosco (DM), Jeremy Salyer (WVCA), Brad Durst (WVCA), Ed Martin (WVCA), Bill Shockey (Extension), Ray Carr (NRCS), Alexa Talkington (FSA), Jim Nestor (TVCD), Corey Lambert (TVCD), Hayward Helmick (Mon County SWA) **Excused:**

**III. Approval of the February 4, 2016 Agenda**

*Ed Utterback made a motion to approve the February 4, 2016 agenda. Seconded by Mark Myers. Motion carried.*

**IV. Approval of minutes from last meeting**

*Paul Nesselroad moved to approve the January 7, 2016 board meeting minutes. Seconded by Ed Utterback. Motion carried.*

**Approval of financial statements**

- a) *Credit Card Receipts and Statements- Ed Utterback moved to approve and pay the credit card receipts. Seconded by Art Mouser. Motion carried.*
- b) *General/CDO financial statements for January 2016. Paul Nesselroad moved to approve the January 2016 General/CDO financial statements. Seconded by Ed Utterback. Motion carried.*
- c) *Co-Administered Funds Financial Statements- Art Mouser made the motion to approve the co-administered funds financial statements for January 2016. Seconded by Ed Utterback. Motion carried.*

**VI. Visitors Comments – none**

**VII. Cooperating Agencies**

**Tygarts Valley- Jim Nestor and Corey Lambert-** Corey Lambert is the Conservation Technician for the Tygarts Valley Conservation District crew. He expressed his thanks to the MCD for using the TVCD crew for their OM&R work. Jim Nestor stated that Southern CD Crew has an agreement with Greenbrier CD to do their OM&R work. He suggested that MCD might consider an agreement like this if they are pleased with the work the TVCD crew has done. The cost of the slope mower is going to raise \$10.00 in price this year.

## **Watershed Division**

**Cobun Creek-** Cobun Creek job showing February 18, 2016 9:30 a.m. Bid Opening March 3, 2016 9:00 a.m.

**Upper Buffalo Watershed-** no update

**Upper Deckers Watershed** – Farmington Box Culvert Transfer of Funds- Gene reported the \$1,849,616.41 needs to be used for the Upper Deckers Rehab project. Brian asked Gene to determine an amount to be left in the Farmington Box Culvert account for maintenance. Gene complied all of the information for that project and after reviewing the numbers \$125,000.00 should be set aside. The Upper Deckers Rehab project as of right now has been determined to start in 2017. The design will bring the structure up to current standards. Gene is actively working on the permit.

**Don Headley made the motion to leave \$125,000.00 in the Farmington Box Culvert OM&R account. Seconded by Paul Nesselroad. Motion carried.**

**Art Mouser made the motion to transfer the balance of \$1,849,616.41 to the Upper Deckers Dam Rehabilitation account. Seconded by Mark Myers. Motion carried.**

**WVCA Conservation Specialist-** report was provided.

**Ag Enhancement Program** – minutes from the last committee meeting were provided. Brad provided a report.

**The Ag Enhancement Committee will meet March 31, 2016 at 9:00 a.m.**

## **WVU Extension**

**-Bill Shockey-** report provided

**-H.R. Scott-** no report

**-John Murray-** no report

**NRCS** – report provided.

**Paul Nesselroad made the motion to have all grant applications in by March 28, 2016. Seconded by Mark Myers. Motion carried.**

**The Education Committee will meet March 31, 2016 at 10:30 a.m.**

**FSA-** Alexa is now in place in the Kingwood office. The new uses for the microloan program have been released. They are taking sign-ups for the Conservation Reserve Program.

## **Solid Waste Authority**

**Monongalia County SWA-** Hayward reported they have a part-time secretary in the office from 10 a.m.-2 p.m. Tuesday through Thursday. Their meeting last month was canceled due to weather. Their meeting this month is at the Extension Office today at 4:00 p.m. They are paring with Down Stream Technologies to do a study to see if gasification is a feasible direction to go in recycling.

**Marion County SWA-** Jim reported had their meeting on December 21<sup>st</sup>. They sold a load of cardboard. Their January meeting was held on the 18<sup>th</sup>. They are receiving 4 trailers of recycling a week from Harrison County. They did get the grant to get the bins, sort line, and bailer.

**Preston County SWA-** no report

**District Manager Report-** the District needs to purchase a new American Flag and a new West Virginia State Flag.

**Ed Utterback made the motion to purchase new flags. Seconded by Mark Myers. Motion carried.**

**WVCA Area Director-** report provided.

**VIII. Invoice/Payments**

**Mark Matheny for January \$493.40 – Mark Myers made the motion to pay Mark Matheny \$493.40 for services rendered during the month of January. Seconded by Paul Nesselroad. Motion Carried.**

**King and Sons- Repair to the 4 ton spreader- \$3,405.14- Mark Myers made the motion to pay King and Sons for services rendered at \$3,405.14. Seconded by Art Mouser. Motion carried. Don Headley voted No.**

**IX. Cooperator Agreements-**

Todd and Constance VanGilder- Marion County- 135 ac

JR (Junior Myers)- Preston County- 62 ac

**Art Mouser made the motion to approve Todd and Constance VanGilder and JR (Junior) Myers as cooperators. Seconded by Ed Utterback. Motion carried.**

**X. AgEP Approvals**

Chris Jennings- Preston County- Lime- 35 ac 103 tons \$2,185.50

Todd Blosser- Monongalia County- Lime- 26.44 ac 78.67 tons \$1,666.27

Todd Blosser- Monongalia County- Water Development- \$1,500.00

Jason Grubb- Marion County- Lime- 9.25 ac 24.75 tons \$528.88

Todd VanGilder- Marion County- Invasive Species- ~2 acres \$1,400.00

Mike Rennick- Marion County- Heavy Use Protection Area- 2550 sq ft- \$3,442.50

Don Headley- Marion County- Lime- 28.5 acres 67.725 tons \$1,463.14

JR (Junior) Myers- Preston County- Lime 13.5 acres 27 tons \$594.00

**Jeremy stated how the state approval process was done for Supervisors. He presented his letter for approval for Don Headley's lime application.**

**Paul Nesselroad made the motion to approve AgEP applications presented. Seconded by Ed Utterback. Motion carried.**

**XI. AgEP Payments**

Roger Lewis- Lime- 78.26 ac- 156.52 tons \$2,424.79 Brian Wilson- Lime- 52.52 ac- 112.10 tons \$2,448.25  
Chris Brown- Heavy Use Protection Area- 2,828 sq ft \$3,817.80

*Art Mouser made the motion to approve the AgEP payments listed. Seconded by Mark Myers. Motion carried.*

**XII. Approval of Supervisor Travel and Per Diem Claims for the month of December**

Don Headley \$411.62                      Ed Utterback \$220.80  
Jean Conley \$260.70                      Art Mouser \$174.72

*Mark Myers made the motion to approve the District Supervisor Travel and Per Diem claims for the month of December. Seconded by Art Mouser. Motion carried.*

**XIII. Unfinished Business**

**Monongalia County Farm Preservation Committee-** Paul reported the Monongalia County Commission had the discussion at their meeting last night about Farmland Preservation.

**Preston County Farm Preservation Committee-** Ed reported they had their meeting on January 19<sup>th</sup>. There were issues with some of their easements being violated and they are in the process of investigating. The philosophy of Farmland Preservation is possibly changing. They aren't sure if farms under 100 acres will be considered for the Farm Preservation Program.

**XIV. New Business**

**Tri-District Land Judging Competition-** it is the decision of the board to let Jeff Skousen choose between the Mon County farmer he found, Don Headley's farm, and Ed Utterback's farm.

**District Engineer-** the contract with the current engineer will be up this year. Jeremy explained the board has options. They can request an extension with their current engineer or they can start the process of obtaining bids.

*Don Headley made the motion to negotiate with CTL for an extension of services. Seconded by Paul Nesselroad. Motion carried.*

**OM&R Request to County Commissions-**

*Art Mouser made the motion to send the letters and proper paperwork to the County Commissions requesting funds for OM&R on the dams. Seconded by Mark Myers. Motion carried.*

**WVU Soils Team Request-** it was explained that the WVCA will contribute \$2,000.00 to the WVU Soils Team.

*Don Headley made the motion to support the WVU Soils Team at \$500.00. Seconded by Paul Nesselroad. Motion carried.*

**MCD EWP Call List-** Jeremy explained the difference between a state contractor list for EWP and the District EWP contractor list.

*Ed Utterback made the motion to sign the waiver. Seconded by Art Mouser. Motion carried.*

**Envirothon-** it was explained that Mr. Frederick has called asking if there will be support this year. The District would like to further investigate on the best way to send support for the Envirothon Team.

way

**XV. Building and Grounds**

**Equipment- Seeder-** Ed stated the discussion has been held numerous times on whether to keep certain pieces of equipment or to sell. He said now is the time to decide.

**The Building and Grounds Committee will meet March 3, 2016 at 1:00 p.m.**

**XVI. Committee Reports:**

Finance- Chairman: Paul Nesselroad- no report

Education- Chairman: Paul Nesselroad- meeting is set for March 31, 2016 at 10:30 a.m.

Legislation/Policy- Chairman: Mark Myers- he attended Ag Day in Charleston. He feels that it was a great success.

Grasslands- Chairman: Don Headley- he attended the meeting. Only 4-5 Districts were in attendance. They discussed the grassland contest at Jacksons Mill.

Safety/Buildings and Grounds- Chairman: Ed Utterback- he is still waiting on a quote for the sewer line, a new cleaning service has been hired- Patton Services, and he is also still waiting on a quote to replace the locks in the building.

Ag Enhancement- Chairman: Art Mouser- there will be a committee meeting on, March 31, 2016, at 9:00 a.m.

**XVII. Correspondence-** Amy reviewed the correspondence.

**V Public Comment-** none

**XIX. Supervisor Reports**

- **Paul Nesselroad** – will be leaving for Florida on Sunday.

- **Mark Myers**– no report.

- **Ed Utterback** – had about 34 inches of snow from the big storm. They lost one calf and are in the middle of lambing.

- **Art Mouser** – no report.

- **Jim McDonald**– no report.

- **Jean Conley** – had a building collapse under the snow.

- **Mary Lebnick** – got 38-40 inches of snow from the big storm. Yesterday she had two dozen robins in her back yard.

- **Don Headley** – went to the new Secretary of State's office in Fairmont.

**XX. Adjournment**

**Paul Nesselroad moved to adjourn the meeting at 1:19 pm.**

**The next scheduled meeting is March 3, 2016 at the Steve Lebnick Agricultural Center in Morgantown, WV.**

Minutes submitted by: Amy Cosco, ASA3/District Manager

Minutes approved by: Jean Conley Date March 3, 2016  
**Jean Conley, Chairman**

# Buildings and Grounds Committee Meeting

## December 17, 2015

Those in attendance: Ed Utterback, Paul Nesselroad, Don Headley, Jean Conley, Mark Myers, Amy Cosco.

Ed called the meeting to order at 12:08 p.m.

Ed discussed the problem with the bathroom. The line from the clean out to the back of the property got clogged again. The line is old, is bellied, and slightly crushed.

Ed discussed that the commodes in the women's bathroom are pulling away from the wall. He's going to get blocks to put under the commodes. Don Headley asked if other quotes should be obtained for replacing that line. Ed is going to call at least two more people for quotes.

Ed contacted Beardie's Lawn Care LLC to let them know that the board decided to accept their contract for snow removal. He requested they send a quote for the lawn care.

Ed discussed the issue of the doors being locked with a key over Thanksgiving. He would like to know everyone that has a hard key. Amy is going to work on that list.

Ed discussed the cleaning lady's resignation. Discussion was held. Don Headley asked if anyone has asked Channel 12, next door, who does their cleaning services. Jean Conley suggested that maybe the District should hire someone on an hourly rate and they would turn in their time instead of offering a flat rate for 12 times a month. It was stated that someone should call the current cleaning lady and discuss what price might she entertain to stay.

Ed discussed comparing the rental rates with the other Districts. No decision was made.

Ed discussed Mr. King housing the equipment and handling the rental. He reviewed the form. No decision was made.

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Monongahela Conservation District  
Ag Enhancement Committee Meeting

January 28, 2016

9:30 a.m.

Those in attendance: Paul Nesselroad, Mark Myers, Ed Utterback, Jean Conley, Brad Durst, Amy Cosco

The meeting was called to order at 9:42 a.m.

Brad reviewed his report.

The committee decided to go with Option #1 for Mike Rennick's application.

The committee decided to put Don Headley and JR (Junior) Myers on a separate list for approval.

The committee adjourned at 11:17 a.m.

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Monongahela Conservation District  
Ag Enhancement Committee, Jan. 28, 2016

Payment Approval

Chris Brown –

Applications for Consideration

- Todd Blosser, (Monongalia) Lime – 26.44 Acres, 78.67 T, Max. Payment \$1666.27; Trough and spring development - \$1500 Maximum Payment. 64.53, Lime Ranking and an 80 Water Ranking.  
Note: Need signatures on application forms, Cooperator Agreement?
- Don Headley, (Marion) Lime – 28.5 Acres, 67.725 Tons, Max. Payment \$1463.14. Lime Ranking 52.53
- Jason Grubb, (Marion) Lime – 9.25 Acres, 24.75 Tons, Max. Payment \$528.88; Ranking 58.513
- Todd/Constance VanGilder, (Marion) Invasives – Mostly Autumn Olive about 2 Acres plus scattered plants throughout, cost estimate \$2800 (\$300 chemical/\$2500 Mechanical) \$1400 maximum payment. 65 Ranking Score  
Note: Conservation Agreement pending
- Chris Jennings, (Preston) Lime – 35 Acres, 103 Tons, Max Payment 2185.50; Ranking score 63.86; Conservation Agreement?
- JR (Junior) Myers (Preston) Lime – 13.5 Acres, 27 tons, Max. Payment \$594.00  
Note: Conservation Agreement Pending
- Mike Rennick, (Marion) HUAP, Ranking score – 55  
Requested maximum 2500 Sq. ft. for a Maximum Payment of \$3,375.00  
Variance requested, has several options for consideration:  
Option #1 – 3 areas totaling 2550 sq. ft. \$3442.50 (#1, 2, 3)  
Option #2 – 4 areas totaling 2820 sq. ft. \$3807.00 (#1, 2, 3, 4)  
Option #3 – 5 areas totaling 3580 sq. ft. \$4833.00 (#1, 2, 3, 4, 5)  
Option #4 – 6 areas totaling 5080 sq. ft. \$6858.00 (#1, 2, 3, 4, 5)

Other Business

Recommendations for ranking criteria

Items to begin thinking about for the 2016-17 fiscal year

- Practices and rates
- Sign up periods and ranking periods
- General comments for the state committee

February 2, 2016

Subject: Preston County Report to Monongahela Conservation District

From: Bill Shockey, Preston County Extension Agent

January Report:

Educational Winter Dinner meeting on January 12 was cancelled due to weather and traffic conditions.

Tri-State Hay and Pasture Conference held in Salisbury PA was attended by approximately 80 producers in the region who heard excellent presentations on grassland management.

The Winter Crops Workshop at the WVU Horticultural/Organic Farm was attended by about 50 crop producers who learned about crop species, high tunnel management, and recommended crop species to maintain year-round vegetable production in our local climate.

The Appalachian Grows Conference scheduled on January 22-23 at the Allegany County Fairgrounds was cancelled because of severe weather conditions. It has been rescheduled as a one-day venue at Garrett Community College in Oakland MD on April 9, 2016.

Taught 2 Educational Dinner Meetings on round bale silage management in Roane (25 attendees) and Wood (30 attendees) County on January 26 and 28 respectively. A Doddridge County event scheduled on January 25 was rescheduled for March 14.

January Calendar:

Every Friday at 2 pm: Livestock Auction at Preston Farmers Market, Terra Alta.

February 9: Farm Bureau Day at the Legislature. Charleston, All Day.

February 11: Preston County Livestock Association Board Meeting, Preston County Extension Office, 7 pm.

February 16: Preston County Extension Service Committee meeting, Preston County Extension Office, 11 am.

February 18: Preston County Beekeepers Association, Preston County Extension Office, 7 pm.

February 19: WVU and WVU Extension Service Day at the Legislature. Charleston. All Day.

February 29: Preston County Day at the Legislature. Charleston. All Day.

March 1: Preston County Master Gardeners. Preston County Extension Office. 7 pm.

USDA NRCS & WV Association of Conservation Districts, Community Garden Grants  
Suggested Grant Proposal Application Format

Applicant Information:

- Contact person(s) and information – Phone, email, address
- Location of proposed garden
- List of partners

Project description, may include any or all of the following:

- What kind of garden is planned, i.e. traditional, raised beds, high tunnel, etc.?
- What food crops are planned?
- Who will be involved in the planning?
- Who will participate in the project's implementation?
- How will the produce be used, distributed, marketed?
- Educational benefits expected
- Benefits to the community expected

List of in-kind contributions expected and when possible a value amount (volunteer labor, equipment use/provided, material/supplies donated, etc.)

Grant request amount:

List the specific items and expense, justification of some items is suggested, i.e. fencing to prevent loss from deer or other wildlife.

Planned timeline for completion and a maintenance plan for a 2 year period

Other suggested inclusions that could enhance the application:

Pictures of the site

A soil sample result from the site (especially if fertilizer and lime are requested)

School curriculum showing how the garden could enhance the education experience

Submit the application to:

Monongahela Conservation District

201 Scott Avenue

Morgantown, WV 26508

[MCD@wvca.us](mailto:MCD@wvca.us)

## West Virginia's Focused Conservation Approach: January 2016

In FY 2017, the NRCS West Virginia will adopt the Focused Conservation Approach (FCA), an innovative business model for Farm Bill financial assistance under the Environmental Quality Incentives Program (EQIP).

There are six Focused Conservation Approach goals: 1) place emphasis on locally led conservation, 2) increase partnership involvement in addressing resource concerns, 3) clearly define goals with achievable results, 4) enhance conservation planning efforts, 5) continued positive customer relations while increasing the number of outreach efforts, and 6) strategically target funds.

The foundation of the Focused Conservation Approach is centered around the local work groups, a collective conservation planning body with representatives from NRCS, WVCA, the local Conservation District, partner organizations and land users. The local work group is responsible for identifying a) local resource concerns, b) targeted geographic areas, c) methods of addressing resource needs, d) proposed solutions, e) ranking questions, f) outreach opportunities, g) partners and partner resources that could be leveraged with EQIP funding to achieve the FCA goals.

The inception of the FCA began in 2015 with the initial stages of introducing the new business model to District Conservationists. Each was tasked with creating a Long Range Plan with each conservation district, submitting project proposals for review, and receiving for funding by the State Conservationist.

Opportunities for Farm Bill funding are available across all areas of the state. Allocations are still offered for special and National initiatives through EQIP, including but not limited to: StrikeForce, forestry, Regional Conservation Partnership Program, High Tunnel Systems, organic farming, and WVRV. The FCA is aimed at general EQIP funds only and the possibility remains that not every county will receive a general allocation.

The long term benefits of this new delivery system will be quantifiable to the state and that is important to remember. The FCA is about making a significant conservation impact to West Virginia rather than “random acts of conservation” across multiple counties.

### Talking Points: (for use with LWG, Partners, Landowners)

- NRCS is not changing the process of how landowners can receive financial assistance. Instead it is the delivery system that is being modified.
- The NRCS role with the support of partners and landowners is to place conservation where it is needed.
- The Focused Conservation Approach will enable NRCS to exhibit fiscal responsibility for tax payers dollars and fiscal accountability for our business methods.
- This is not a one plan or idea fits all mold. NRCS is placing conservation in the hands of the people and it will differ across the state.
- The idea is to aim efforts at the most important resource concerns in the Conservation District.
- The FCA will allow partners to take all assets brought to the table and leverage each other's resources....synergy.
- Increase West Virginia's opportunity to amplify allocations from the national NRCS office.
- The ability for districts to build “from the ground up” by prioritizing needs.
- Encourage better attendance and participation in the LWG meetings because all voices matter.
- Increase field time for NRCS staff to focus on conservation and decrease contract administration time in the office.
- Better planning will equal better quality of plans and contracts for customers and partners.
- Control lies in the CD and the LWG as they define the mission and identity.
- Focused outreach will educate the community, customers and partner organization to bring in new faces, ideas and assets to achieve the overall goal.
- The FCA continues to allow for an equitable competition climate.
- NRCS will continue to fund what YOU (the LWG) want to do, it's in YOUR hands.
- The FCA increases the ability for focused technical support.
- The FCA allows for the CD and partners to help shape the story told, create a public legacy to inspire others.



Monongahela Conservation District

# Local Work Group Meeting

Tuesday, February 23, 2016  
9:00 a.m.

Steven Lebnick Building  
201 Scott Avenue  
Morgantown

***YOU MATTER! ..COME OUT AND TELL US YOUR NEEDS***

Attendees will identify local Natural Resources priorities  
and criteria for USDA Programs

NRCS District Conservationist that support the Monongahela Valley area:

**Ray Carr - Marion, Monongalia and Preston Counties**

For more information contact Ray Carr at 304-363-8861, ext. 3



United States Department of Agriculture  
Natural Resources Conservation Service

**Helping People Help the Land**

*USDA is an equal opportunity provider, employer, and lender.*



West Virginia  
Conservation Agency

February 3, 2016

Mr. Don Headley,

Your MCD AgEP application for the practice and amounts listed below, has been approved by the West Virginia Conservation Agency (WVCA).

| Practice | Acres / Tons            | Cost Share Amount |
|----------|-------------------------|-------------------|
| Lime     | 28.5 Acres/ 67.725 Tons | \$1463.14         |

This decision was based upon a ranking score of 52.53 and conservation district funds available at this time.

Sincerely,

Jeremy Salyer, Area Director East  
West Virginia Conservation Agency

Cc: Brian Farkas  
Jennifer Skaggs  
Brad Durst, District Conservation Specialist



**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**.

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### **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