

The **Tygarts Valley Conservation District** Board of Supervisors held a Regular Board Meeting on *March 28, 2016* commencing at 9:00 a.m. at the district's office in Philippi, WV. The meeting was called to order by Secretary Rex Reeder.

*Supervisors Present:* Dave Bonner, Sheldon Findley, Jim Nester, Rex Reeder, 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, John Brown – WVCA, Robert True, Jim Roy – WVCA (joined at 10:30 am)

Gumm led the group in the Pledge of Allegiance.

**Introduction and/or Recognition of Visitors:** Reeder noted that two visitors were at today's meeting and welcomed them to the meeting. Robert True introduced himself to the group, followed by John Brown.

**Reading/Approval of the Agenda/Minutes:**

*March 28, 2016 Board Meeting Agenda & February 29, 2016 Board Meeting Minutes: Teets moved to approve the agenda and minutes as presented; seconded by Gumm; motion carried.*

Due to time constraints, the floor was then given to John Brown with the WVCA to give a presentation on teleconferencing equipment. He and his team are hoping to have the equipment set up in all 14 districts by July of this year. It will be a 50/50 cost share with the WVCA. The equipment and platform will be the same in each district. Woofter would be trained on the equipment and be in charge of overseeing calls. A conference phone would be included in the equipment purchased. By having the districts purchase the equipment directly, there will be almost \$2,000.00 in savings than if purchased through the state. The equipment would allow for video recording and the use of SharePoint. *Discussed at length.*

To demonstrate the multi-use of the system, the floor was given to Teets to present photos taken from the O&M meeting she attended for the Shooks Run Channel/City of Philippi. During the meeting, the city brought up concerns about a sediment pond that empties into the channel that has severe erosion and overflow around the discharge pipe. The group made a site visit that same day to show their concerns. The pond is owned by the nearby school, and was believed the DOH would be responsible for fixing the issue. Lambert went with Roy to look at the erosion, and was unsure as to what the state would be doing. Have not heard further from the city. If no updates are provided beforehand, the issue is to be readdressed on April 5<sup>th</sup> during the annual inspection.

The floor was then given back to Brown and he resumed discussion of the equipment and software licensing. He asked that the district also increase their internet bandwidth to help avoid lag during teleconference calls. The supervisors asked that a 60in. or larger TV be purchased due to the size of the conference room.

**Gumm moved to approved the purchase of the teleconference equipment with a do not exceed of \$2,500.00; seconded by Nester; motion carried.**

**Nester moved that Frontier be contacted about increasing the district's internet bandwidth to 20 Mb down/1 Mb up; seconded by Findley; motion carried.**

**Treasurer Report:** Frey reviewed her written report (copy attached). **Gumm moved to accept the financial report as presented and file for audit; seconded by Nester; motion carried.**

**District Report:** Lambert reviewed his outstanding job list (copy attached). The two roof leaks haven't been an issue since they were patched. Sunrise Construction has yet to provide him with an estimate for fixing the facing on the building. The heater in Cvechko's office had not been inspected by an electrician yet. He had been able to fix a leak in the NRCS sink. Rented a John Deer Tractor and flail mower for \$1580.00/week. There is a possibility of purchasing the equipment in the future if desired. Will be used at the Arthurdale/Fairfax Pond DNR job. Karl had been making a few repairs to the spreaders as needed. Dave had been working on the DNR jobs while Tim worked at Steve Winslow's. Lambert went with local NRCS representatives to look at some possible jobs. Lastly, Lambert reminded the group that following the board meeting, several representatives from the Army Corp of Engineers would be giving a presentation on stream permitting.

**District Manager Report:** Woofter reviewed her written report (copy attached). She added that Carol Helmick with the Tucker County Solid Waste Authority had called her recently about the county appointee and if any paperwork was needed to be done by him. Woofter also passed around the February 2016 bank statements and reconciliations for supervisor review and signature.

**Dates (District Meetings/Work Sessions) to Remember:**

**I. April**

- a. **Saturday 2<sup>nd</sup> – Bennett Orchard Field Day 9am Hodgesville Community Ctr**
- b. **Monday 4<sup>th</sup> – WVACD Quarterly meeting at Glade Springs**
  - i. **Elkwater Fork Annual Inspection 9am TVCD office**
- c. **Tuesday 5<sup>th</sup> – WVACD Quarterly meeting at Glade Springs**
  - i. **Pecks & Shooks Run Annual Inspection 9am TVCD office**
- d. **Wednesday 6<sup>th</sup> – TVCD Local Work Group Meeting 9am**
- e. **Thursday 7<sup>th</sup> – Friday 8<sup>th</sup> – WV Beef Expo @ Jackson's Mill**
- f. **Friday 15<sup>th</sup> – WV Grazing Steering Committee meeting 10am Weston**
- g. **Friday 21<sup>st</sup> – Saturday 22<sup>nd</sup> – WV Envirothon @ Camp Cesar**
- h. **Monday 25<sup>th</sup> – TVCD Regular Board Meeting 9am TVCD office**
- i. **Friday 29<sup>th</sup> – TVCD Forestry Field Day @ Audra S.P. 9 am**
- j. **Saturday 30<sup>th</sup> – Discovery Day 2016 @ Seneca Rocks 10 am**

**Report of Officers and Agencies:**

WVCA: *Salyer* stated that Woofter had covered the large majority of what the agency was working on in her report or was up for the board's discussion today. He added that the agency is still waiting on a budget approval by the governor. SB159 passed. Lastly, things were still progressing for the SPRP program to be replaced by SSRP.

WVU Extension: None

NRCS: *Collier* reviewed his written report. (Copy attached)

FSA: None

WesMonTy RC&D: *Teets* reported that she will be attending the statewide RC&D meeting at Glade Spring on April 5<sup>th</sup> at 11:30 am. She has been requested to speak to the Gilmer County and Barbour County Grower's Associations on cover crops. Had to reschedule the WesMonTy audit for April 14<sup>th</sup>. Attended a Seneca Rocks Day meeting. Participated in a teleconference with Brian Farkas and DJ Allen on accountability of the RC&Ds throughout the state. Each RC&D council is to enter an MOU and have a standardized list of items to be reported on and a list of expenditures. Will be discussed further at the next state meeting.

DoF: None

Others: None

**Correspondence Received:** (3) Brickstreet Authorization for Everson; (2) safety recall notices from FCA; DEP mine permit.

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**Old Business:**

- *Farmland Preservation-* Their last meeting was held on March 24<sup>th</sup>.
  - *Approval of funds for SPRP/OM&R – No new projects at this time*
    - *Completed SPRP Invoices for Payment Approval & Processing – Smith Invoice 2136 \$2,628.24 Nester moved to approve the invoice as presented for payment; seconded by Teets; motion carried.*
  - **Roof repair over Cvechko's office -** Ongoing
  - **Conservation Farmer of the Year-** The following farmers expressed an interest in participating in this year's contest:
    - Barbour- Jeff Sickler
    - Randolph –Zach Teter
    - Taylor –Charles Foley
    - Tucker – Wayne Smith
    - Upshur – Steve ButlerMay 18<sup>th</sup> and 19<sup>th</sup> were chosen for the dates to conduct the farm tours and judging. Supervisors agreed to contact their farmers to confirm which of the two days would be better for them and report back to Woofter at the next meeting.
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- **Review/comment of FY17 AgEP forms & practices-** Woofter reviewed the comments and concerns that had been addressed in the recent AgEP Committee meeting. Those comments had been forwarded to Jennifer Skaggs for presentation and discussion at the state meeting.
  - **Review sealed bids received for district equipment-** None received. **Findley moved to open the bidding to the general public and advertise as required; seconded by Gumm; motion carried.**
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### **Committee Reports:**

**Building/Finance/Budget Committee:** No report.

**Equipment/Safety Committee:** Nester stated that no safety meeting was held earlier that morning. Instead, he will have the crew attend the Forestry Field Day at Audra for chainsaw safety and felling.

**Education/Publicity/Exhibit Committee:** Frey reported that her beekeeping and pollinator classes averaged 35 attendees per night.

**Legislative Committee:** No report.

**Grassland/AEP Committee:** Reeder reminded the group that the next WV Grazing Steering Committee meeting will be held on Friday, April 15<sup>th</sup> in Weston and the Beef Expo would be held at Jackson's Mill on April 7<sup>th</sup> and 8<sup>th</sup>.

- **Conservation Agreements:** *None*
- **AgEP Applications:** *Refer to handout of pending approvals (copy attached)* **Findley moved to approve the AgEP contracts as presented; seconded by Teets; motion carried.**
- **AgEP Cancelations:** *None*
- **AgEP Payments:** *None*

**Water Resource Committee:** No report.

**WVACD Directors Report:** No report.

**Personnel Committee:**

*Teets 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 10:49 AM.*

*Findley moved to resume regular board meeting at 10:55 AM; motion carried.*

- **Review of employee evaluations & pay-** **Findley moved to follow the recommendations of the committee and give a \$.75/hour raise to Osborn, and a \$.50/hour raise to Lach; seconded by Nester; motion carried.**
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### **New Business:**

- **2017 Appalachian Grazing Conference sponsorship-** Woofter reviewed the correspondence received, and Gumm added what speakers were committed to attending. **Gumm moved to sponsor the conference with \$1000.00 and that TVCD pay for the**
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registration of three cooperators from each county in the district; seconded by Teets; motion carried.

- **RESA 7 Lease Agreement/Renewal-** Findley moved to approve the lease as presented; seconded by Nester; motion carried.
- **Crimper rental price for district cooperators-** Woofter and Teets reviewed the current rental procedure for the crimper. Nester moved to allow rental of the crimper for \$30/day for district cooperators; seconded by Bonner; motion carried. Teets will provide the office with a listing of her cover crop study participants who may rent it for free. She would also write an article on it for inclusion in the district newsletter.
- **Renewal Questionnaire for Bill Bailey Insurance-** Findley moved to renew the policy under the same rates as the previous year; seconded by Bonner; motion carried.
- **LOR CD Employee (Jan-Mar 2016) \$7500.00-** Findley moved to approve and submit the LOR as presented; seconded by Nester; motion carried.
- **LOR OMR State Matching for Pecks Run \$3900.00-** Nester moved to approve and submit the LOR as presented; seconded by Teets; motion carried.
- **Videoconferencing equipment and service-** (Please refer to page two)
- **Upgrade internet service with Frontier-** (Please refer to page two)
- **2016 WV Envirothon Registration-** Findley moved to sponsor the event with \$418.00 on behalf of the Barbour County FFA; seconded by Nester; motion carried.
- **Shooks Run Channel Erosion-** (Please refer to page one)
- **Elkwater Dam storage building and mowing-** Discussed at length the cost of constructing a building to store equipment in at the dam and TVCD crew mowing the dam instead of the prison inmates. Findley commented that we already mow more than we need to on other jobs. Can be discussed at the annual inspection. Jim Roy had lined up the inmates to do the work. Salyer noted that certain areas surrounding the dam may not be necessary to keep maintained. Nester recommended as chair of the equipment and safety committee to leave the mowing job as is and allow the inmates to do it.
- **Elkwater Fork Litigation Funds & Title/Deed Transfer-** Woofter reviewed the correspondence she had received from Brian Farkas as to how the district may spend the remaining Elkwater Fork funds. As the litigation process needs to be started to transfer the deed to the state, the board asked Woofter to send an EOI to law firms in Randolph County and Steptoe & Johnson. Will review EOIs received at a future meeting.
- **FY17 CDO Budget Proposal-** Findley moved to approve the budget as presented; seconded by Nester; motion carried.

### **Report of Individual Supervisors:**

*Nester* – A high tunnel was ordered from Jeff Sickler by Jessica with the Tucker Co. WVU ext. office for the garden project. The model is NRCS approved. Toured the high tunnels at his farm. Went with Bonner to Wayne Smith's Farm.

*Bonner*- Spoke to Marty Neustadt and they were not ready to participate in the Conservation Farmer contest. Attended the Eat & Reap dinner in Parsons, which had a lot of good ideas but many are impractical for WV. Attended Smith's Farm with Nester.

*Teets*- Attended the LWG meeting, AgEP committee meeting, City of Philippi O&M presentation, and the Personnel committee meeting.

*Findley*- Attended LWG and AgEP committee meeting. Would be attending the state AgEP committee meeting the next day. Talked to farmers for the conservation contest.

**Public Comment Period:** *True*- Attended the Parsons Eat & Reap dinner, as well as a natural predator class. Worked for 27 years a state mine inspector, and 10 years as a coal inspector. Has a 155 acre farm, and a degree in Forestry Resource Management.

Woofter thanked the group for switching to one board meeting a month and hopes that future meetings will go as smoothly and quickly as they did today.

There being no further business to attend to, Secretary Reeder declared the meeting adjourned at 11: 56 am.

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Secretary

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

**March 28, 2016 Regular TVCD Board Meeting Minutes Summary of Motions**

- 1. Teets moved to approve the March 28<sup>th</sup> agenda and February 29<sup>th</sup> minutes as presented; seconded by Gumm; motion carried.**
- 2. Gumm moved to approved the purchase of the teleconference equipment with a do not exceed of \$2,500.00; seconded by Nester; motion carried.**
- 3. Nester moved that Frontier be contacted about increasing the district's internet bandwidth to 20 Mb down/1 Mb up; seconded by Findley; motion carried.**
- 4. Gumm moved to accept the financial report as presented and file for audit; seconded by Nester; motion carried.**
- 5. Nester moved to approve the Smith SPRP invoice as presented for payment; seconded by Teets; motion carried.**
- 6. Findley moved to open the bidding to the general public for the district equipment and advertise as required; seconded by Gumm; motion carried.**
- 7. Findley moved to approve the AgEP contracts as presented; seconded by Teets; motion carried.**

- 8. Findley moved to follow the recommendations of the personnel committee and give a \$.75/hour raise to Osborn, and a \$.50/hour raise to Lach; seconded by Nester; motion carried**
- 9. Gumm moved to sponsor the 2017 Appalachian Grazing Conference with \$1000.00 and that TVCD pay for the registration of three cooperators from each county in the district; seconded by Teets; motion carried.**
- 10. Findley moved to approve the lease with RESA 7 as presented; seconded by Nester; motion carried.**
- 11. Nester moved to allow rental of the crimper for \$30/day for district cooperators; seconded by Bonner; motion carried.**
- 12. Findley moved to renew the policy with Bill Bailey Insurance under the same rates as the previous year; seconded by Bonner; motion carried.**
- 13. Findley moved to approve and submit the LOR for CD Employee (Jan through Mar 2016 \$7500.00) as presented; seconded by Nester; motion carried.**
- 14. Nester moved to approve and submit the LOR for the state matching of Pecks Run (\$3900.00) as presented; seconded by Teets; motion carried.**
- 15. Findley moved to sponsor the 2016 WV Envirothon with \$418.00 on behalf of the Barbour County FFA; seconded by Nester; motion carried.**
- 16. Findley moved to approve the FY17 CDO budget proposal as presented; seconded by Nester; motion carried.**