



GREENBRIER VALLEY CONSERVATION DISTRICT

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

Serving Greenbrier, Monroe and Pocahontas Counties

Minutes of the GVCD Regular Board Meeting April 21, 2016

The Greenbrier Valley Conservation District Board of Supervisors met on Thursday, April 21, 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:

Lynn Hutchison, GVCD
Jack O'Connell, NRCS

Call to Order

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

Approval of Minutes

Motion was made by Gary Truex and seconded by Carolyn Miller to approve the minutes of the March 17, 2016 Regular Board Meeting and the April 11, 2016 Special Board meeting. Motion passed.

Guests

None

District Manager Report

Lynn Hutchison referred to her written report. She noted that most items would be addressed as part of the agenda. Report is attached.

Financial Report

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

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

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

Funding Requests

None

LORs

CD Employee Reimbursement- \$20,378.32 – Motion was made by Gary Truex and seconded by Jerry Clifton to send the letter of request. Motion passed.

Meadow River Sewell Creek Septic- \$53,100.00 – Motion was made by Gary Truex and seconded by Avery Atkins to send the letter of request. Motion passed.

Video Conferencing Equipment Reimbursement- \$944.43 – Motion was made by Gary Truex and seconded by Carolyn Miller to send the letter of request. Motion passed.

Cooperating Agency Reports

NRCS – Jack O'Connell

Mr. O'Connell reported that a 20 page draft of the Long Range Plan will be submitted on April 22. He said that this includes all of the resource concerns in all areas. No additional EQIP approvals have been made. A copy of his written report with details and additional information is attached. Timothy vanReenen asked if June is when the specific proposals are due and what input is needed from the Board. Jack said yes, and that the group needs to meet again, probably in each county with NRCS reps, and that estimates need to be made of average cost of projects.

WV Division of Forestry – not present

FSA – not present

WVCA – Monthly Report – Jeremy Salyer

Mr. Salyer was unable to attend the meeting in person due a schedule conflict with another meeting. He attempted to join the meeting by phone, but technical difficulties made it impossible to remain on the line. He referred to his written report and was available by phone call for specific questions. Timothy VanReenen pointed out from the report that Senate Bill 159 was vetoed by the Governor, due to parts of the bill unrelated to our issue. There is still no state budget so operations as of July 1 are questionable. He also noted that District Farm Tours need to be scheduled.

Unfinished Business

Engineering Firm Agreement – CEC had provided a two-year agreement for review and approval. It was noted that rates see to be in line with other firms of the type. Motion was made by Gary Sawyers and seconded by Jerry Clifton to approve and sign the agreement. Motion passed.

Housing of Ag Employees

No new information.

Conservation Farm – Lynn Hutchison provided the names of three farms, suggested by Katy McBride at NRCS, for Greenbrier County. Discussion ensued. Gary Sawyers and Gary Truex will ask Katy to take them to these farms to choose a county winner. Farms in Pocahontas and Monroe County were also discussed. The District Farm Tour was scheduled for Thursday, May 5, 2016, starting at 8:30am in Pocahontas County, moving to Monroe County at 1:00pm and Greenbrier County at 4pm.

Century Farm – Gary Sawyers and Debbie Echols have been appointed to review and verify applications. The District deadline is May 1.

Teleconferencing Equipment – Lynn reported that Chris Ellison is planning to be here May 2nd and 3rd and will install the new system.

Committee Reports

Agricultural Enhancement Program:

There were no cancellations or approvals.

- **Payments:**

- Lime:**

Eric Shamblen	\$ 926.30
David Rapp	\$3,000.00
Donald Yates	\$2,257.35
John Crane	\$ 914.94

- Watering System:**

Avery Atkins	\$3,382.76
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- Pasture Division Fence:**

Garry Taylor	<u>\$2,105.00</u>
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Total AgEP Payments \$12,586.35

- **Gary Truex moved to approve the payments totaling \$12,586.35. Jerry Clifton seconded. Avery Atkins recused himself from the vote. Motion passed.**
- **There was discussion about setting dates for FY17 AgEP sign-ups. It was recommended by the committee that the dates be set for June 20 – July 8, 2016. Gary Sawyers moved to set the dates for June 20 – July 8, 2016, “pending the availability of funds.” Jerry Clifton seconded. Motion passed.**
- **The committee recommended a change to the Woody Invasive Species practice. This change would involve using a “brush acre” calculation, with a maximum of \$200/acre cost share and a maximum of 15 brush acres. Avery Atkins moved the change be made. Carolyn Miller seconded. Motion passed.**
- **Gary Truex moved to approve the FY17 AgEP practices, which are the same as FY16. Gary Sawyers seconded. Motion passed.**

Finance Committee:

- Nothing to report.

Grassland Committee:

- Gary Truex reported that Barry Level plans to have two outreach meetings in Peterstown and either Rupert or Clintonville area. Details are not yet confirmed.
- The committee recommended that up to \$600 be allocated for purchase of new soil probes for employee and cooperator use. **Gary Truex moved to allocate the funds and make the purchase. Jerry Clifton seconded. Motion passed.**
- The committee asked for input into the quarterly newsletter. It was noted that there should be a number of timely topics for the spring edition.

Building/Equipment Committee:

- Gary Truex reported that plans proposed by Morton Buildings are probably cost prohibitive. Avery Atkins will contact Jim Glass and Sons of Siebert for information.
- Gary Truex reported on the status of the equipment and needed repairs. Lynn Hutchison noted that Eugene Wickline has requested that the equipment rental policy be revised to address scheduling and pricing issues.
- No action has been taken on a tractor purchase. It was suggested that the price range be increased to \$10-\$15,000 because it has been difficult to find anything suitable in a lower range.

Policy Committee

- It has come to the attention of the committee that the policy on personnel health insurance needs to be clarified. The intention was/is for the District's *total outlay of funds* related to an employee's health insurance be limited to the amounts stated in the policy for single and family coverage. The employee will need to contribute an amount equal to the total cost to the District, less the amount stated in the policy. **Avery Atkins moved to make a clarification to the policy. Carolyn Miller seconded. Motion passed.**

Watershed Reports

WVCA O, M & R Report – Judith Lyons

Judith Lyons was not present, but had emailed a report. Timothy VanReenen read from the report. Judith Lyons and Brian Fry conducted annual inspections on April 14. Timothy Van Reenen and Jerry Clifton attended the annual inspection at Marlin Run. Gary Truex, Gary Sawyers, and Lynn Hutchison attended the inspection at Howards Creek Dam and Channel.

There will need to be a job showing for maintenance on the dams. This can be done in May if the Board desires. Also, if the Board wishes, Judith can arrange for spraying the Howards Creek Channel with Brent Brumfield, certified sprayer, creating a spraying plan. After discussion, it was decided that Lynn Hutchison would contact Judith and ask her to proceed with all of these plans.

319 Committee

Payments	(M)					
		Grant		Billed From:	Participant	Amount
20511	GV	NPS	1411 Potts/Sweet	Waters	Roger Hull	77.43
20507	GV	NPS	ST 1383 Muddy	Analabs	Monitoring	138.00
20502	GV	NPS	ST 1454 Knapps	Osbornes	Kenneth Slagle	198.50
20031	GV	NPS	1479ContractorDemo	WVDA	Outreach	598.70
Total Invoices						1,012.63

Gary Sawyers moved to approve 319 payments totaling \$1,012.63. Seconded by Gary Truex. Motion passed.

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

	Grant	Participant	Amount (not to exceed)
20502	GV 319 State NPS 1454 Knapps Creek	Kenneth Slagle	5,000.00
20502	GV 319 State NPS 1454 Knapps Creek	Stephen R. Bailey	300.00
20502	GV 319 State NPS 1454 Knapps Creek	Marshall E. Deputy	300.00

Gary Sawyers moved to approve the 319 New Contracts totaling \$5,600.00. Seconded by Gary Truex. Motion passed.

Actions Between Board Meetings:

None

Gary Sawyers reported on the Sewell Creek Septic project. The project crosses county lines into Fayette County, which is in the Southern Conservation District. He said that to facilitate payments, the plan would be for contracts to be approved by the SCD Board, but all payment would be processed through GVCD. **Gary Sawyers made a motion that the GVCD process payments for contracts approved by SCD on the project. Jerry Clifton seconded. Motion passed. Gary Sawyer also made a motion to approve Sewell Creek contracts between Board meetings and retroactively for pumping. Seconded by Avery Atkins. Motion passed.**

It was noted due to the contract timeline on the Milligan Creek Kiddle fence project, a Supervisor would need to be appointed to accept the bid upon bid validation. **Avery Atkins moved that Gary Sawyers be appointed. Jerry Clifton seconded. Motion passed.**

Correspondence

Timothy VanReenen read an invitation to the Rainelle Agricultural Learning Center Ribbon Cutting on May 3, 2016 at 11am. A membership renewal letter from WV Conservation Education Council was tabled for the May agenda. There was correspondence in the form of periodicals, newsletters, etc. provided for review. None of the correspondence required action.

New Business

Potato Project - Timothy VanReenen reported that there had been a problem with the NRAO getting approval for land use for the Green Bank Potato Demonstration and that the project had to be terminated.

Conservation Agreements

There was one Conservation Agreement for approval – David L. Burner. **Gary Truex moved to approve the agreement. Seconded by Avery Atkins. Motion passed.**

Other Business

Promotional Items – Lynn Hutchison suggested that promotional items be purchased to distribute to children who participate in the Poster Contest and to Cooperators. She provided some samples and pricing and noted that there is money budgeted for such a purchase and no recent purchases have been made. **Gary Sawyers moved that up to \$500.00 be spent on promotional items, to be selected by Lynn Hutchison and Barry Level. Gary Truex seconded. Motion passed.**

Timothy VanReenen reported that Jim Moore will be resigning at the end of June as he is moving to Missouri.

Timothy VanReenen reminded Supervisors to submit expense reports to Sherry Ferrell.

Adjournment

With no further business, the meeting adjourned by consensus at 9:00pm.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Timothy VanReenen".

**Timothy VanReenen
Chairman**

A handwritten signature in black ink, appearing to read "Gary L. Truex".

**Gary L. Truex
Secretary/Treasurer**

TWV/GLT/lh

Recorded by Lynn Hutchison, District Manager