



**Supervisor Per Diem and Travel:** In Randy's absence, The Chairman reported on the following Supervisors Per Diem and Travel expenses for the month of April:

Richard Steve Hannah	\$951.18 March and April
James Foster	\$2,027.93
William Coffindaffer	\$592.14
Rebecca Jane Collins	\$1,652.76
Philip Osborne	\$NA
William McClain	\$498.00
Larry Sponaugle	\$527.70
Randy Plaughter	\$773.04 totaling \$6,925.73

**Total gross amount spent to date: \$41,795.01**

**Foster moved to approve Supervisor's April Per Diem and Travel as presented. Motion seconded by Hannah. Motion carried.**

### **Unfinished Business**

#### **Ag Enhancement Program:**

**Foster moved the following AgEP payment:**

- S. Dolly, Lime, 23.26 tons, \$511.72
- S. Dolly, Credit, 2.36 tons, \$51.92 *totaling \$563.64*

The Board had previously stated to pay Mr. Dolly the extra tonnage (2.36) from his September 2015 contract, as the District had made a mistake in paper work and short paid him. Dolly had until the end of May to complete the extra 23.26 tons and be credited payment for the extra tonnage from September's completion. **Sponaugle seconded the motion. Motion carried.**

Caleb reported on the current AgEP applications taken during the active sign up period, and the draft amounts allotted to the applications.

- 25 Lime applications totaling \$25,210.95
- 14 Nutrient Management applications totaling \$5,353.10
- 8 Fence applications totaling \$15,000.00
- 9 Water applications totaling \$19,800.00
- 17 Pending/ Needing materials applications totaling \$85,000.00

Caleb had a few questions he asked the Board.

1. If an application is received before the deadline, but their soil sample results are pending from the lab should that application still be accepted? Does there need to be a cutoff date?

The Board recommended that the soil sample results be accepted up until the end of the ranking period.

2. A situation occurred in the office where an operator wanted to sign up the owner's farm, and also sign up his farm. The cooperater operates his cattle on the owner's farm as well as his farm. The ending result was having the owner come in to sign up his farm, so the operator could sign up his home farm. Caleb is wondering if there was an issue with this scenario?

The Board did not see an issue with this, and would prefer both owner's to come and sign up, rather than the operator.

Caleb passed out the projected allocation formulas drafted from the State AgEP Committee. Jeremy reported on the 4 different allocation options the Board could choose from. He informed the Board that there will be a conference call on Monday, June 13<sup>th</sup>, 2016 at 2 pm for the Board representative to call in and give the Board's recommendation. Bill Coffindaffer is West Fork's representative and will be on that call. The Board chose to go with option 3 which gives them the most money.

Osborne reported on recently contacting Greer Limestone and J.F. Allen, and neither of their Ag. Lime was up to standard. Germany Valley used to have quality lime, but they are currently not making lime. Phil questioned the authority of the Conservation Districts to come together and work with these companies to get quality lime for our programs. Foster thought that our program does not gross enough profit for their business to request that type of service. Foster commented that he gets his lime out of Belmont, a city just outside of Parkersburg. Foster could contact that company and get an analysis as well as cost of their lime and trucking.

**OM&R Salem Fork & Polk Creek:** Jim Roy reported on the completion of the dam inspections, and has an estimate on the cost of the work needing to be completed this year. Tygarts Valley CD has given an estimate of their crew completing the work. The cost for Salem Fork this year will be \$7,850.00. **Foster/McClain motion carried to approve the estimated amount for Salem Fork.** Jim Roy reported that Polk Creek site #13 has the largest cost due to removing the material from the auxiliary spill way. He has put a request in for an engineer to look at the problem on site #13, and see if he could design a permanent fixture to the site. The total cost for Polk Creek this year is \$28,200.00. The estimate also came from Tygarts Valley CD work crew. **Hannah/Sponaugle motion carried to approve the estimated amount for Polk Creek.** Coffindaffer questioned Jim Roy about their previous meeting with Dam Safety and NRCS and wondered where they were in progress. Roy reported that the NRCS is still working on a design and he has not received the design yet. Roy commented that the work done on the channel by the City of Weston is in great shape and looks good.

The Board reviewed the letter to Mr. Mutschelknaus regarding the erosion concern on site #14, after the logging operation had been completed. Coffindaffer had asked Robin to send a draft of this letter to Steve and Phil for their input on additions to the letter. After review from the Board there were no additions to the letter, and the letter would be sent today.

**Field Day 2016:** The Field Day committee will meet after the Board meeting today.

**District Shirts:** Cheryl reported on behalf of Belva's absence today. Belva had stopped by and dropped off a catalog with the polo shirt everyone had requested at the last meeting. The approximate cost for the shirts with embroidery will be around \$30.00 a shirt, more or less for bigger sizes. Belva also tagged the denim shirts that were questioned too, and their cost would be around the same. Belva said that if the Board wanted to have these shirts for the field day, that they would have to have orders into her no later than this Friday. **Collins moved for the District to purchase polo shirts for whoever wanted them for the field day. Motion seconded by Osborne. Motion carried.** Supervisors should get with Cheryl to give her their size by the end of the week.

Recess at 10:06 a.m.

Back to session at 10:15 a.m.

### **New Business**

**Nominating Committee for Officers- WVACD Directors:** The Chairman will appoint a nominating committee for officers and WVACD Directors for the coming year. Randy Plaugher, Bill McClain, and Larry Sponaugle will serve on the nominating committee. Randy will serve as chair of the committee and report back at the next meeting.

**Plan of Work Review:** The Board reviewed and adjusted their Plan of Work for FY 17. Robin and Cheryl will work to renew the Plan of Work and have a new copy for the Board at the next meeting. This Plan of Work will be reviewed quarterly starting in July, and the next review date will be at the October Board meeting.

### **Correspondence:**

NRCS Dam Watch

Thank You from Liberty FFA

**Funding Requests:** None present today.

**Letters of Request:** 8 LOR's today. FY 17 Operating Grants Allotment 1, \$19,000.00, Allotment 2, \$6,634.00, Allotment 3, \$6,633.00, Allotment 4, \$6,633.00. FY 17 CD Supervisor Travel and Per Diem Allotment 1, \$15,975.00, Allotment 2, \$11,411.00, Allotment 3, \$11,411.00, Allotment 4, \$6,847.00. **Foster/ Sponaugle motion carried to approve the listed LOR's for FY 17.**

**SPRP/EWP Project:** Jim Roy reported on a SPRP project in Doddridge County that has 80% blockage of the stream. He has gotten a cost estimate from Tygarts Valley CD to do the work. The cost of the work would be a not to exceed of \$1,500.00. **Foster/ Sponaugle motion carried to approve the not to exceed of \$1,500.00.** The Tygarts Valley CD crew would work on this SPRP project after completion of the work on Salem Fork Dams.

**Board Member & Associate Supervisor Reports:** Foster reported on the need to have a budget and finance committee meeting. During the last meeting, the committee had

forgotten to budget for the grazing conference in March of 2017. Chairman of the committee, Randy Plaucher, was called on the phone to schedule a time to have the meeting. The budget and finance committee meeting will be on June 15<sup>th</sup>, 2016 at 9am at the USDA Service Center.

Jeff reported on the check presentation from the Department of Agriculture yesterday. The NRCS garden grant supports \$5,000.00 of funding to a hightunnel project at Glenville Elementary. The hightunnel the school is wanting to construct will cost more than \$5,000.00, and the Department of Agriculture stepped in to support \$4,000.00 to help fund their project. The check was presented by the Commissioner of Agriculture, Mr. Walt Helmick, and the day was a great success. Louis Aspey, NRCS State Conservationist, was there along with other individuals that came to support the project. Larry reported that the teacher at the school is planning to set up an account to have all invoices paid out of, and only send the district one bill for reimbursement to keep clutter at bay.

Hannah reported on attending the Lewis County High School awards assembly to give the WVACD scholarship to the recipient.

Larry and Jane attended their awards ceremonies in Gilmer County for the Samara Exam.

Dinah enjoyed the farm tour this year. She thought that it was a very good tour. Also, she attended the Master Gardener program, and thought that was nice as well.

### **Report of Cooperating Agencies:**

**NRCS:** Jeff reported that he will be out of town the last week of July for vacation. If the area farm tour is at that time his staff can operate in place of him. Jeff passed out pictures of the work being done for the Jane Lew garden project, and said the teacher is working the garden while the students are out for the summer. He reported on the local work group meeting. He felt it went well and he has some sort of direction, but there will probably need to be another meeting. He has minutes prepared from the last meeting. Jeff reported that he would like to do a pasture walk at Bob Suan's farm in Harrison County sometime in August. He asked the Board what subjects they would like to see covered at this pasture walk.

**FSA:** no one present to report

**Forestry:** Chuck was not present today. He gave a paper report for the supervisor's books today. Ravenswood FFA won both the State and District contests.

**WVU Extension:** Bruce reported that Extension has been working to fill the vacancy left by Jennifer Williams. They had offered the job, but the candidate declined. Ronnie Helmondollar is still serving as acting in that position until it is filled. He reported that work is being done on the building across from the airstrip at Jackson's Mill. The building will be used for livestock events when it is completed.

**WVCA Report:** Jeremy reported on the budget situation with the state, and reminded the supervisors that with the 10% cut that the agency is taking this year, all programs will remain as planned. However, if there is a bigger cut to the agency the programs may be cut. The area farm tour is in the planning stages.

All was covered for Caleb's report under AgEP.

Robin reported that she needed a copy of the Oath of Office of supervisors returning to the Board. Also, she informed the Board that in case of government shut down she will not be at the meeting on the 5<sup>th</sup>, or the field day on the 9<sup>th</sup>. The Board will be operating off of residual funds left over from FY16 for their Per Diem and Travel. District employees are able to still report to work so long as that residual funding is available. Cheryl will be covering the office in Robin's absence.

**WFCD Report:** Parker reported on servicing 20 farm requests for soil samples, and having 18 of those farms completed. Over all he has taken 95 samples to the WVU soils lab for testing.

Cheryl reported Tina Moore, the teacher from Doddridge County High School stopped by to pick up the Envirothon materials. She explained how excited her students were to fly to Canada for the competition. Cheryl reported that the newsletter has been sent out, and Caleb has made the field day flyer for supervisors to take and pass out. Cheryl thanked the Board for her raise and paid vacation, and reminded them again to get with her by the end of the week for their shirt sizes.

**Conservation Agreements:** There are several agreements here today for approval:

- Jack Roush, Harrison County, 73 acres
- James T. Barr Jr. Doddridge County, 116 acres
- Robin Witt, Gilmer County, NA acres
- Barbara and Doyl Beall Jr. Gilmer County, NA acres
- Zackary C. Renner, Harrison County, 54 acres
- Jerry Newbrough, Harrison County, 97 acres
- William Brown, Harrison County, 120 acres
- Lewis F. White, Lewis County, 90 acres
- George Hamilton, Doddridge County, 156 acres
- David Butcher, Gilmer County, 64 acres

**Foster/ McClain. Motion carried to approve the Conservation Agreements.**

**Set Date of Next Meeting:** The next meeting will be held on July 5<sup>th</sup>, 2016 at the USDA Service Center at 9 a.m.

**Respectfully submitted,**

**Jane Collins, Secretary**

**William Coffindaffer, Chairman**

**Minutes Recorded by Robin Ward; District Manager, West Fork CD**

**The Board Adjourned at 11:58 a.m.**