



Potomac Valley Conservation District

500 East Main Street
Romney, West Virginia 26757-1836
304-822-5174

MINUTES OF MEETING July 6, 2016

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, July 6, 2016, at the USDA Service Center in Moorefield. The meeting was called to order at 7:43 p.m. by chairperson, Charlotte Hoover.

SUPERVISORS: Charlotte Hoover, Ron Miller, John Hicks, Brian Dayton, Kent Spencer, George Leatherman and Frank Weese

OTHERS: Doris Brackenrich, Christi Hicks, NRCS; Nadene Jewell, WVCA; Paul King, PVCD; Jim Bowen, WV Forestry; Alan Gramprrie, Lost River Resident

MINUTES: The minutes of the June 1, 2016 meeting were presented for review and approval. A motion was made by Frank Weese and seconded by Kent Spencer to dispense with the reading of the minutes of the June 1, 2016 meeting and approve them as written and distributed. Motion carried.

FINANCIAL REPORTS: Treasurer, John Hicks reviewed the treasury reports for the month of May and June with the Board. He reviewed the June reports for the General Fund and CDO Grant Accounts and the May / June reports for the Co-Administered Accounts. Following the discussion, a motion was made by John Hicks and seconded by Kent Spencer to approve the financial reports and invoices paid within the months of May and June. Motion carried.

INVOICE: The Board received an invoice in the amount of \$525.00 from William Lipps CPA for bookkeeping services in the month of June. A motion was made by Kent Spencer and seconded by John Hicks to approve payment to William Lipps CPA in the amount of \$525.00 for bookkeeping services in June. Motion carried.

INVOICE: The Board reviewed an invoice in the amount of \$1,000 from Craig Crites for compost materials- litter / shavings. A motion was made by John Hicks and seconded by Frank Weese to approve payment in the amount of \$1,000 to Craig Crites for the compost materials. Motion carried.

INVOICE: Discussion was held regarding an invoice in the amount of \$5,000.00 from Trout Unlimited for the McCauley Culvert Project. Chesapeake Bay funding is available for this project. A motion was made by Ron Miller and seconded by George Leatherman to approve payment in the amount of \$5,000 to Trout Unlimited for the McCauley Culvert Project from Chesapeake Bay funds, upon receipt of the invoice. Motion carried.

INVOICE: The Board reviewed an invoice in the amount of \$2,564.41 from the Jefferson County Farmland Protection Board for workshop / meeting / outreach expenses. A motion was made by Kent Spencer and seconded by Ron Miller to approve payment in the amount of \$2,564.41 to the Jefferson County Farmland Protection Board from Chesapeake Bay funds. Motion carried.

Carla Hardy in hospital – had a stroke on 7/3. All very concerned - signed a card for her and will send flowers.

FNB PLEDGE AGREEMENTS: The Board reviewed the FY16-17 funding pledge agreement from FNB Bank. Following some discussion, a motion was made by Kent Spencer and seconded by Frank Weese to approve the renewal of the FNB funding pledge agreement and authorize the treasurer to sign the agreement. Motion carried.

INVOICE: The Board reviewed an invoice in the amount of \$3,427.75 from Sunset Outdoor Supply for the purchase of a new tough cut mower for the Ventrac. John Hicks discussed the need to purchase the new mower in order for the crew to continue O&M work on the dams. Equipment committee members were in agreement to purchase the mower. Following the discussion, a motion was made by Frank Weese and seconded by Kent Spencer to approve payment in the amount of \$3,427.75 to Sunset Outdoor Supply for the mower. Motion carried.

A thank you card was received from the Moorefield Environthon Team for the District's financial support to attend the 2016 competition.

LOST RIVER SITE #16: Response letter sent to Army Corps of Engineers on 6/17/16 – District not in favor of pursuing additional access to proposed site. No response received to date.

WVCA Watershed staff presented a written report on watershed items.

NORTH/SOUTH MILL CREEK SITE #4: No action on the issue –staff detailed to flood duty.

PATTERSON CREEK SITE #15: Waiting on information – no report / action.

PATTERSON CREEK SITE #50: No Report.

O&M CONTRACTS: Bids were opened on 7/5/16 for two O&M Contracts: Patterson Creek – Mineral County and New Creek Woody Component. The low bid on Patterson Creek-Mineral County contract was submitted by Vincent Excavating in the amount of \$78,500.00. The low bid for the New Creek Woody Component contract was submitted by SW Group in the amount of \$26,200.00. The Board discussed the bids and a motion was made by John Hicks and

seconded by Brian Dayton to approve the low bids for both contracts: Patterson Creek Mineral County \$78,500 by Vincent Excavating and New Creek Woody Component \$26,200.00 by SW Group, pending verification from WVCA. Motion carried. Both bids were submitted to WVCA for verification. Staff will be in contact with WVCA Watershed staff regarding start dates for the contracts.

SLANESVILLE SCHOOL GARDEN PROJECT: The project was complete – an invoice was submitted to WV Association of Conservation Districts in the amount of \$5,000.00 for reimbursement of the garden project expenses paid by PVCD. A dedication will be held on July 13, 2016 at 11 am at the school.

EQUIPMENT COMMITTEE: Ron Miller reported on the following:

- New Radiator for the spreader truck has been purchased – will be installed by Elwood Kesner
- Purchase of new mower for the Ventrac
- Vehicle Repairs – New starter on green truck and steering parts on white truck
- Need to have committee meeting in future to discuss equipment needs – new tractor, etc.

EDUCATION COMMITTEE- No photos were received for the conservation photo contest.

BERGDOLL BRIDGE PROJECT: Ed Martin, WVCA, provided a written update for the Board – He met with Army Corps of Engineers on site on 7/5/16 to address permit questions. Job showing scheduled on 7/18/16. Bids due by 8/3/16.

CONSERVATION FARM TOUR: The Area Conservation Farm Tour will be held late July / early August. Supervisors will be notified when the date is finalized. The Higsons have requested the tour of their farm be held on a Monday, as they have farmers markets other days of the week.

LOCAL WORK GROUP – Plan Proposals / Submissions: Discussion was held regarding local work group meeting held on 6/28/16 in Moorefield. Copies of the meeting recommendations were distributed to the Board for review. Christi and Doris discussed the highlights of the meeting. The next LWG meeting will be held on 8/18/16 at 10:00 am. Following some discussion, a motion was made by John Hicks and seconded by Brian Dayton to support the project list as identified by the local work group. Motion carried.

ECO DRUM COMPOSTERS: George Leatherman expressed dismay over lack of sufficient cost share funding for the Eco Drum Composters. This practice is needed – much better option than old composters. Should encourage higher cost share for eco drums. Discussion on the issue – Board in favor of sending letter of support for the Eco Drum Composters / increased cost share. A motion was made by George Leatherman and seconded by Brian Dayton to send a letter of support for the Eco Drum Composters to NRCS. Motion carried.

DISTRICT MANAGER: Nadene reported on the following:

- No entries were received for the photo contest
- Mineral County to host District Awards Banquet this year – discussion on possible locations / dates – will investigate and report back in August

SUPERVISORS TRAINING: The supervisors' training will be held in conjunction with the WVACD summer quarterly meeting on 7/14 at Glade Springs. The WVACD Business meeting on 7/13 is open for all supervisors to attend. Frank Weese & John Hicks planning to attend.

PVCD CREW REPORT: Paul King reported on the following:

- Thanked the Board for purchasing the new tough cut mower for the Ventrac – working very well
- Crew currently working on Patterson Creek sites in Grant County
- Equipment rentals continue to be steady
- Compost in process – adding paper as much as possible
- Discussion on additional mowing equipment for crew – new tractor / brush hog – equipment committee will need to address issue

GREEN BEAN DEMONSTRATION PROJECT: The following payments for spray were presented for approval:

Sloan Williams \$58.11; Austin Williams \$ 58.11; Adam Harper \$ 167.60; Robert Crites \$167.60; and Lovers Lane Farm \$ 167.60.

A motion was made by Kent Spencer and seconded by George Leatherman to approve the green bean program payments as presented to the Board. John Hicks abstained from voting on the payments. Motion carried.

An article was in the Moorefield Examiner this week regarding the Green Bean Demonstration Project in Hardy County.

AG ENHANCEMENT: The following was presented for approval:

LIME: Payments: Robert Moran 185.12 tons \$2,637.96 CS

INVASIVE SPECIES: Payments: Danny Miller \$ 412.50 CS

LITTER TRANSFER: New Application: Bill Keplinger 91.64 tons

Payments: Bill Keplinger \$916.00 CS 91.64 tons

A motion was made by John Hicks and seconded by Brian Dayton to approve the applications & payment as listed above and presented to the Board. Motion carried.

FY17 Ag Enhancement practice sign ups began 7/1/16 – 9/2/16. Contact District office for information.

INVASIVE SPECIES: Discussion was held regarding the invasive species practice (to implement the practice in FY17 or not) and the practice guidelines. The majority were in favor of continuing the practice in FY17. Several issues arose last year regarding shared receipts for labor / chemicals. This caused confusion with the applicants regarding cost share payment amounts. All were in agreement that each applicant MUST submit individual receipts. A motion was made by Frank Weese and seconded by John Hicks to move forward with the Invasive Species practice in FY17 and revise the guidelines to

require each applicant to submit individual receipts for cost share upon completion of the work. Motion carried.

CONSERVATION AGREEMENTS: One Conservation Agreement was presented for approval:

Jason Hicks 100 acres Hampshire County

A motion was made by Kent Spencer and seconded by Brian Dayton to approve the conservation agreement totaling 100 acres. John Hicks abstained from discussion / voting on this issue. Motion carried.

WORKERS' COMPENSATION RENEWAL: The annual renewal for the District's workers' compensation policy was discussed. The annual cost for FY17 renewal was \$ 1,885.00. A motion was made by Kent spencer and seconded by George Leatherman to approve the renewal of the workers' compensation policy in the amount of \$1,885.00. Motion carried.

FORESTRY: Jim Bowen was in attendance – no report.

NRCS: Christi Hicks – written report for Keyser / Romney offices.

- Soil Sampling – contact office
- CSP Contracts
- RCPP easement meeting held on 6/21

NRCS: Doris Brackenrich reported on the following for Grant, Hardy & Pendleton Counties:

- Contracts / deadline this week
- Office appraisals being completed week of July 11th

There being no further business, the meeting adjourned by motion of Kent Spencer at 9:00 pm. Seconded by Frank Weese. Motion carried. The next regular meeting will be held on Wednesday, August 3, 2016, at 7:30 pm in Moorefield.

Chairperson

Secretary

Date