



## Potomac Valley Conservation District

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### **MINUTES OF MEETING August 3, 2016**

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, August 3, 2016, at the USDA Service Center in Moorefield. The meeting was called to order at 7:35 p.m. by chairperson, Charlotte Hoover.

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

**OTHERS:** Doris Brackenrich, NRCS; Jeremy Salyer, Ben Heavner, Nadene Jewell, WVCA; Paul King, PVCD; Jim Bowen, WV Forestry; Corey Trego, Trout Unlimited; Alan Gramprrie, Lost River Resident

**MINUTES:** The minutes of the July 6, 2016 meeting were presented for review and approval. A correction was noted – motion for approval of Patterson Creek Mineral County O&M Contract Bid should include *“Pending WVCA approval / verification.”* A motion was made by John Hicks and seconded by Ron Miller to include the correction as stated above. Motion carried. A motion was made by Ron Miller and seconded by Kent Spencer to approve the corrected minutes of the July 6, 2016 meeting. Motion carried.

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

**FY16 AUDIT APE PROPOSALS:** Proposals for the FY16 APE Audit are due to PVCD on 8/10/16. In order to avoid delay of the audit, the Board agreed by motion of Ron Miller to delegate authority to John Hicks to review the audit proposals and award to the low bidder. Motion seconded by Brian Dayton. 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 July. 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 July. Motion carried.

INVOICE: The Board reviewed an invoice in the amount of \$4,000 from WVACD for annual dues. A motion was made by Ron Miller and seconded by John Hicks to approve payment in the amount of \$4,000 to WVACD for annual dues. Motion carried.

INVOICE: The Board reviewed an invoice in the amount of \$1,200.00 from WV Department of Agriculture for printing of Chesapeake Bay outreach material. A motion was made by Kent Spencer and seconded by Frank Weese to approve payment in the amount of \$1,200.00 to WV Department of Agriculture for the Chesapeake Bay outreach material. Motion carried.

INVOICE: The Board reviewed the invoice from Vincent Excavating in the amount of \$69,500.00 for work completed on the South Fork – Brandywine O&M Contract. A motion was made by John Hicks and seconded by George Leatherman to approve payment in the amount of \$69,500.00 to Vincent Excavating for the South Fork – Brandywine O&M contract, pending WVCA approval / verification. Motion carried.

LOR: The District received a notice from WVCA to submit a letter of request (LOR) in the amount of \$53,000 for FY17 Ag Enhancement Program. A motion was made by George Leatherman and seconded by Kent Spencer to authorize the chair to sign the LOR in the amount of \$53,000.00 for FY17 Ag Enhancement and submit it to WVCA. Motion carried.

LOR: The District received a notice from WVCA to submit an LOR in the amount of \$113,587.27 for FY16 Chesapeake Bay Program. A motion was made by Ron Miller and seconded by Brian Dayton to authorize the chair to sign the LOR in the amount of \$113,587.27 and submit it to WVCA. Motion carried.

COMMUNITY GARDEN PROJECT: The Community Garden Project at Slanesville School was completed – dedication ceremony held on 7/13/16. Funding for the project to reimburse the District has been received from WVACD. The Hampshire County Masters Gardeners group provided several photos of the project.

A Thank You card was received for the District's support of students attending Junior Conservation Camp this year.

LOST RIVER SITE #16: Alan Gramprrie addressed the Board over the Lost River Site #16 Project. He distributed copies of a news article about water quality concerns in Lost River Site #10. The article indicated the water in the dam was not suitable for public consumption and is not able to be properly treated at the PSD facility. Mr. Gramprrie also expressed concern that the PVCD Board has not addressed the Lost River Site #16 project for several months – feel the issue should be discussed in future.

John Hicks addressed Mr. Gramprrie's comments. The PVCD Board is on record not to proceed with Lost River Site #16 until fully funded - project is not fully funded. Hicks also indicated the

Board took action in June not to move forward in obtaining access to the proposed LR#16 site in order to gather additional information – as requested by the US Army Corps of Engineers. The District sent a letter to ACOE in June to notify them of the Board's decision. No response have been received from the ACOE to date.

PATTERSON CREEK Site #50 – No report

SOUTH FORK – MOOREFIELD O&M CONTRACT – A modification to add two sites to the South Fork Moorefield O&M Contract was presented to the Board. Estimates not to exceed: Site # 1 \$ 7,500 and Site # 6 \$ 5,000.00. A motion was made by John Hicks and seconded by Ron Miller to approve and move forward with the modification to add South Fork Sites #1 and # 6 to the contract. Motion carried.

NEW CREEK WOODY COMPONENT: The Notice to Proceed on the New Creek Woody Component Contract was presented to the Board for approval. A motion was made by John Hicks and seconded by Kent Spencer to approve the Notice to Proceed for the New Creek Woody Component be issued to the SW Group with a start date of August 22, 2016. Motion carried.

WATERSHED COMMITTEE: John Hicks reported on the watershed committee meeting held prior to the board meeting. The committee discussed the bid for the Patterson Creek Mineral County O&M Contract \$ 78,000.00 – as discussed during the 7/6/16 meeting. A motion was made by John Hicks and seconded by Brian Dayton to rescind the motion made on 7/6/16 to approve the bid in the amount of \$78,000.00 submitted by Vincent Excavating for the Patterson Creek –Mineral County O&M Contract. The bid was too high – exceeded the project estimate - and verification was not received by WVCA. The vote on this motion: 7 in favor / 0 against. Motion carried. Following brief discussion, a motion was made by John Hicks and seconded by Frank Weese to approve re-bidding the Patterson Creek – Mineral County O&M Contract. Motion carried. Office staff will contact WVCA Watershed staff regarding the need to rebid the contract.

A motion was made by Kent Spencer and seconded by Ron Miller to approve the watershed committee recommendations. Motion carried.

BERGDOLL BRIDGE: The Bid opening for the Bergdoll Bridge Project was held at 3:00 pm. today, 8/3/16. Two bids were received – low bid submitted by Jim Construction in the amount of \$188,583.80. The bid has been submitted to WVCA for verification. A motion was made by Frank Weese and seconded by Kent Spencer to approve the bid, pending approval / verification by WVCA. Motion carried.

AREA FARM TOUR: The Area Farm judges toured the PVCD Farm – Higson's on 7/26/16 at 11:30 am. Tour went well - refreshments provided by the District. The farm from Eastern Panhandle CD was the Area winner. Jeremy Salyer gave a brief report on the three farms

visited in the area. PVCD Farm placed 2<sup>nd</sup>. The Higsos will be recognized at the Districts Award Banquet – not in Flatwoods this year.

WV WOMEN IN AG AWARD: Charlotte Hoover will be recognized at the WV State Fair on 8/14 for the WV Women in Agriculture Award. Congratulations! Discussion was held regarding the District paying for lodging. A motion was made by Ron Miller and seconded by Frank Weese to pay one night of lodging to attend the WV Women in Ag Award presentation. Motion carried.

LOCAL WORK GROUP: Doris reviewed the proposals as identified by the PVCD local work group. Next meeting to review final proposals will be on 8/18/16 at 10 am in Moorefield. Encouraged supervisors to attend.

DISTRICT MANAGER REPORT: Discussion was held regarding possible dates / locations for the District Awards Banquet this fall. Several suggestions were made. Supervisors and District Manager will make contacts and report back in September.

WVACD NOMINATIONS: Honorary Member and Member At Large nominations due to WVACD by 9/1/16.

CARROLL GREENE AWARD: Nominations for Carroll Greene Supervisor of the Year Award are due by 9/1/16.

VIDEO CONFERENCE EQUIPMENT: The Video Conference Equipment has been delivered to District office. In process of setting system up for conferences.

SUPERVISOR REPORTS: Frank Weese reported on the WVACD Quarterly Meeting in July

- Supervisor Training
- Discussed sewer pumping project in EPCD – Chesapeake Bay Project
- PVCD – need regular representation

PVCD: Paul King reported on the following:

- Green Bean Picker is being housed at the District shop in Fisher
- WVCA watershed staff requiring more o&m work on the watershed dams than required in past years. Concern over the amount of work / rate of pay for crew / may be difficult to find good help in future.
- Crew is working very well – Finished New Creek, Patterson Creek – Grant County, currently working in Lunice Creek. Moving to N/S Mill Creek next.
- Radiator installed in spreader truck – several requests received for Paul to spread
- Compost in process – heating well so far – should have two more loads of paper – not a profitable venture – community service. Part of agreement for the compost facility
- Equipment rentals continue to be steady – Paul busy with deliveries

- New mower – discussed how it is working – still leaving a strip on the dams – have had to mow several sites twice

GREEN BEAN PROJECT: Beans have been harvested - yield was supposed to be 5 tons of beans per acre. Not certain on the actual amount. Board requested that Mike Teets be asked for a report on the project at the next meeting. Nadene will contact him.

AG ENHANCEMENT: Ben Heavner reviewed a summary of the Ag EP applications with the Board. Discussion was held on the use of the Brandywine Project funds for the Ag Enhancement Program. Board requested that issue be placed on the September agenda for discussion.

A motion was made by John Hicks and seconded by Brian Dayton to approve the use of the \$15,000.00 carry over from FY16 for the FY17 AgEP program. Motion carried.

John Hicks excused himself from the meeting.

**Ag Enhancement applications** presented to the Board for approval:

**LIME: New Applications:** Charles Feller 55.56 Tons \$833.40 CS; *Jason Hicks 65.91 tons \$988.65 CS*; Baker Farms 116 Tons \$1,740.00 CS; Loy Emmart 30 tons \$450.00 CS; Leisa Cleaver 95.14 tons \$1,427.10 CS; Griff Yokum 76.50 tons \$1,148.50 CS; Thomas Schmitt, Hillary Schmitt 28.54 tons \$ 428.10 CS; Robert Barnes, Jr. 109 tons \$1,635.00 CS; James Burcham 32 tons \$480.00 CS; Patrick Dante 54 tons \$810.00 CS; Viola Riggleman 57 tons \$ 855.00 CS; Rodney Branson 150 tons \$ 2,250.00 CS; Randy Branson 120 tons \$1,800 CS; Robert Branson 150 tons \$2,250.00 CS; Nicole Fansler 150 tons \$2,250.00 CS; Hillbilly Acres Farm 150.55 tons \$2,258.25 CS; Leon Evans 20.60 tons \$309.00 CS; River Bridge Farm Inc.-Todd Fansler 141.26 tons \$2,118.90 CS; Isaiah Smith 162.39 tons \$2,435.85 CS; Bruce Hyre, Jr. 26.25 tons \$ 303.75 CS

**COVER CROPS: New Applications:** B&Y Farm 22 acres \$1,100.00 CS; Charles Armentrout 18 acres \$900.00 CS; Joe Harper 21 acres \$1,050.00 CS; Douglas Wimer 50 acres \$2,500.00 CS; Merle Bennett 20 acres \$1,000.00 CS; Rodney Branson 58 acres \$2,900.00 CS; Robert Branson 36.83 acres \$1,841.50 CS; Matt Teets 75 acres \$ 3,750.00 CS; John McCoy 33 acres \$1,650.00 CS; Harry Steve Conrad 40 – 55 acres \$ 2,750.00CS; Robert Crites 45 acres \$ 2,250.00 CS; Jesse Mace 25 acres \$ 1,250.00 CS; Cottage Hill Farm 54.7 acres \$ 2,735.00 CS

**INVASIVE SPECIES: New Applications:** Richard Frye \$ 500 CS; Eric Hartwig \$500 CS; Thomas Schmitt \$ 500 CS; Douglas Wimer \$ 500 CS; Charles Armentrout \$500 CS; Joe Mathias \$500 CS; Cottage Hill Farm \$500 CS; Allen Simmons \$500 CS; Mark Simmons \$500 CS

**HEAVY USE AREA PROTECTION: New Application:** Harry Steve Conrad \$5,000 CS; Charles Mongold \$5,000 CS; Barry Keiter \$5,000 CS; Delray Wilkins \$5,000 CS; Cathy Armentrout \$5,000 CS;

**FROST SEEDING: New Applications:** Viola Riggleman, Cottage Hill Farm

One correction was noted – Loy Emmart was listed twice on the agenda – Leon Evans was omitted.

A motion was made by Ron Miller and seconded by Frank Weese to approve the AgEP applications as presented to the Board. Motion carried.

John Hicks returned to the meeting.

CONSERVATION AGREEMENTS: conservation agreements totaling 503.1 acres were presented to the Board for approval. A motion was made by George Leatherman and seconded by Ron Miller to approve the conservation agreements totaling 503.1 acres. Motion carried.

WVCA: Jeremy Salyer reported on the following:

- Senate Bill 1070 – Landowners required
- Poster Winners – announced during WVACD Quarterly Meeting
- Awards Recognition in Flatwoods October 3-4, 2016
- Flood Work in WV – WVCA working on financial needs – may need EWP funding to address need in flooded areas
- Hay donations – Not sure of the need at this point – FSA office should be contacted – Tygarts Valley also keeping a spreadsheet of those who have hay available
- Ag Day at the Capitol will be on February 22, 2017

WVCA: Ben Heavner reported that Ag Enhancement sign-ups will be accepted until 9/2/16. He is working to completed required site visits.

Corey Tergo – New Trout Unlimited employee – housed in Moorefield office.

Jim Bowen – Forestry Report:

- 37 Employees lost / 15 Employees remaining to address concerns
- Western Crew may be called to help with fires
- American Chestnut – using fungus to fight blight - showing success

NRCS: Doris Brackenrich reported on the following:

- Six Forest Service Employees being hired – Rosie returning to Petersburg office
- Contracts
- WV Restoration Venture = received funding – 39 contracts
- Streambank project complete on Dennis Funk site

Ron Miller addressed the Carla Hardy Scholarship fund – bring contribution s next month.

State Fair dates reviewed.

There being no further business, the meeting adjourned at 8:55 pm by motion of Kent Spencer. Motion seconded by Brian Dayton. Motion carried. The next regular meeting will be held on September 7, 2016 at 7:30 pm in Moorefield.

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Chairperson

\_\_\_\_\_  
Secretary

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Date