



Monongahela Conservation District
Board Meeting Agenda
December 8, 2016
Steve Lebnick Agricultural Center
Morgantown, WV
@ 9:30 a.m.

Call to Order and Reciting the Pledge of Allegiance

Welcome and Introductions

M **Approval of November Meeting Minutes**

M **Approval of Financial Statements**

- Credit card receipts and statements
- General Fund/CDO reports
- Co-Administered funds financial statements

Visitor's Comments

D/M **Cooperating Agency's Reports**

- WV Forestry Division
- WVDA- Jessica Groves
- Watershed Division
 - Upper Buffalo Watershed- TVCD OM&R Invoices
 - Upper Deckers Watershed- Upper Deckers 1-TVCD OM&R Invoices
- Conservation Technician
- WVU Extension
- NRCS- Lease Extension
- FSA
- Solid Waste Authority
- District Manager Update
- WVCA Area Director

M **Invoices**

Mark Matheny Accountant November \$291.52

D/M **AgEP Payments**

Chris Brown- Heavy Use Area Protection- \$3,375.00

D/M **Approval of Supervisor Travel & Per Diem Claims**

Don Headley- \$ 677.56 Jean Conley-\$1,029.71 Paul Nesselroad-\$71.37
Ed Utterback- \$621.81 Art Mouser- \$272.28- September \$961.01-October

D/M **Unfinished Business**

Preston County Farm Preservation Committee

D/M **New Business**

Move the receiving account to Huntington Bank

D/M **Building and Grounds**

Mountain Meadows Contracting- \$1,200.00

D/M **Committee Reports:**
Finance- Chairman: Paul Nesselroad
Education- Chairman: Paul Nesselroad
Legislation/Policy: Chairman: Mark Myers
Grasslands- Chairman: Don Headley
Safety/Buildings and Grounds: Chairman: Ed Utterback
Ag Enhancement: Chairman: Art Mouser

Correspondence Reports & Various Newsletters

Public Comment

Supervisor's Reports

Meeting Adjournment

Monongahela Conservation District
Monthly Meeting Minutes
December 8, 2016

I. Call to order

Chairman Jean Conley called to order the regular meeting of the **Monongahela Conservation District** at 9:30 a.m. on, **December 8, 2016**, at the Steve Lebnick Agricultural Center in Morgantown, WV. **Mary Lebnick** led in the pledge of allegiance.

II. Roll call

Chairman Jean Conley introduced those present and passed around a sign-in sheet. The following persons were present: Supervisors: Ed Utterback, Mary Lebnick, Paul Nesselroad, Mark Myers, Jean Conley, Art Mouser, Donald Headley, and Jim McDonald. Others present were: Amy Cosco (DM), Jeremy Salyer (WVCA), Ray Carr (NRCS), H.R Scott (WVU Extension), Bill Shockey (WVU Extension), Rudy Williams (WV Division of Forestry), Susie Petry (NRCS), Dennis Thorne (NRCS), Jayme Darlington (NRCS), Noah Cummings (NRCS), Gene Saurborn (WVCA), Chris Casto (WVCA), and Andrew Riffe (WVCA). **Excused:**

III. Approval of November Meeting Minutes

Paul Nesselroad moved to approve the November 3, 2016 board meeting minutes. Seconded by Mark Myers. Motion carried.

IV. Approval of financial statements

a) Credit Card Receipts and Statements- Ed Utterback moved to approve and pay the credit card receipts. Seconded by Paul Nesselroad. Motion carried.

b) General/CDO financial statements for November 2016. Mark Myers moved to approve the November 2016 General/CDO financial statements. Seconded by Art Mouser. Motion carried.

c) Co-Administered Funds Financial Statements- Mark Myers moved to approve the November 2016 Co-Administered Funds Financial Statements. Seconded by Art Mouser. Motion carried.

VI. Visitors Comments – None

VII. Cooperating Agencies

WV Division of Forestry- Rudy reported he spent some time down in McDowell County fighting fires.

Watershed Division –

Upper Buffalo Watershed- Amy reviewed the invoices sent by TVCD for OM&R work.

Invoice 2308- \$1,817.50 Invoice 2313- \$3,055.00

Invoice 2309- \$1,295.00 Invoice 2314- \$2,380.00

Invoice 2310- \$2,335.00

Invoice 2311- \$2,622.50

Invoice 2312- \$2,280.00

Mark Myers made the motion to pay the above listed TVCD Invoices. Seconded by Art Mouser. Motion carried.

Upper Deckers Watershed- Amy reviewed the invoices sent by TVCD for OM&R work.

Invoice 2315- \$2,115.00

Invoice 2316- \$3,397.00

Invoice 2317- \$3,325.65

Invoice 2318- \$4,188.25

Mark Myers made the motion to pay the above listed TVCD Invoices. Seconded by Ed Utterback.
Motion carried.

Upper Deckers 1

Gene reported the design is close to being complete. NRCS would like a land rights certification signed. There is a gas line that needs moved to a connecting line and it will cost about \$58,000.00. A tributary closer to the front of the farm will be the mitigation site. The buffer zone will be widened, the crossing will be improved, and it will be used as a classroom example once completed. Zinn Chapel Road will have to be bonded by the contractor. The contract will be ready soon and will be sent to NRCS for review. It is estimated there will be a February job showing and a March bid opening.

Conservation Technician- Noah reported he has been making a couple visits to approve final installations. He had another cooperater call him to make a visit next week.

WVU Extension

-Bill Shockey- report provided.

-H.R. Scott- no additions to Bill's report.

-John Murray- no report.

NRCS – Suzie explained the leasing is no longer done at the State Office. She has received a lease extension and copies have been provided to the board members. NRCS is still working on the new lease because they are adding space. Suzie suggested the board send her a letter concerning their plans of having the electric updated in the building so she can pass the information along to the leasing department and hopefully speed the process up a little.

Mark Myers made the motion to accept the one-year extension of the lease. Seconded by Art Mouser.
Motion carried.

Ray reported they have a revised sign up period CSP deadline February 3, 2017, EQIP and AMA Dec 30, 2016. The Pollinator Plan and the Nutrient Management Plan have been approved. They've been working hard to get Noah trained in Toolkit and conservation planning. Dennis will start working on AGL plans. Mike Reese will start as a shared forester December 12, 2016. Ray said as of January 3, 2017 he will be retiring.

FSA- no report.

Solid Waste Authority

Monongalia County SWA- Hayward reported they are continuing to work on the gasification project.

Marion County SWA- Jim reported they had their regular board meeting, November 16, 2016. Someone reported them to OSHA for not having property safety precautions inside the building. They are still working on estimates for the gutters and painting the roof of the building. The landfill is sealed and covered.

Preston County SWA- no report.

District Manager- no report.

WVCA Area Director- report provided.

VIII. Invoice/Payments

Mark Matheny for November \$291.52 –Mark Myers moved to pay Mark Matheny \$291.52 for services rendered during the month of November. Seconded by Paul Nesselroad. Motion Carried.

IX. AgEP Payments

Chris Brown- Heavy Use Area Protection- \$3,375.00

Mark Myers moved to approve the above listed AgEP payment. Seconded by Art Mouser. Motion carried.

XII. Approval of Supervisor Travel and Per Diem Claims

Don Headley- \$677.56 Jean Conley- \$1,029.71 Paul Nesselroad- \$71.37

Ed Utterback- \$621.81 Art Mouser- \$272.28-September \$961.01-October

Mark Myers moved to approve the District Supervisor Travel and Per Diem claims as listed. Seconded by Art Mouser. Motion carried.

XIII. Unfinished Business

Preston County Farm Preservation Committee- no report

XIV. New Business

Move the receiving account to Huntington Bank- Paul asked why the rental checks had to be sent through the receiving account instead of being direct deposited into the general fund account. Chris Casto explained the reasons and processes for the receiving account.

XV. Building and Grounds

Mountain Meadows Contracting- \$1,200.00- Ed reported the snow rails and soffit and fascia were replaced. The invoice has been presented for payment.

Mark Myers made the motion to pay the invoice from Mountain Meadows for \$1,200.00. Seconded by Paul Nesselroad. Motion carried.

Paul Nesselroad moved to write a letter to NRCS about their plans to update the electric in the building. Seconded by Mark Myers. Motion carried.

XVI. Committee Reports:

Finance- Chairman: Paul Nesselroad- he would like to have a committee meeting.

Education- Chairman: Paul Nesselroad- no report

Legislation/Policy- Chairman: Mark Myers- please remember Ag Day at the Capitol

Grasslands- Chairman: Don Headley- Ed Utterback attended the meeting.

Safety/Buildings and Grounds- Chairman: Ed Utterback- he would like the equipment rental and agreement with King and Sons placed on the agenda for January if he's able to attend.

Ag Enhancement- Chairman: Art Mouser- everything was previously covered

XVII. Correspondence- Amy reviewed the correspondence.

XVIII. Public Comment- None.

XIX. Supervisor Reports

- **Paul Nesselroad** – he remembers the attack on Pearl Harbor and was a teenager at the time.

- **Mark Myers**– no report.

- **Ed Utterback** – attended a wedding in November. They will also be attending a wedding in January and he may or may not be here for the meeting. They sold all of their hogs and brought all of the chickens in the barn. They've started lambing. They've had 4 graduates from the Jacob's Ladder Program and two of the four have jobs and are working. They still have 10 participants in the program.

- **Art Mouser** – no report.

- **Jim McDonald**– got all of his ginseng planted.

- **Jean Conley** – no report

- **Mary Lebnick** – no report.

- **Don Headley** – no report.

XX. Adjournment

Paul Nesselroad moved to adjourn the meeting at 12:10 p.m.

The next scheduled meeting is January 5, 2017 at the Steve Lebnick Agricultural Center in Morgantown, WV.

Minutes submitted by: Amy Cosco, ASA3/District Manager

Minutes approved by: _____
Jean Conley, Chairman

Date



West Virginia University

Extension Service

December 8, 2016

Subject: Preston County Report to Monongahela Conservation District

From: Bill Shockey, Preston County Extension Agent

November Report:

Held 4 sessions for the annual Pesticide Recertification Training Video: Aurora on November 9, Kingwood on November 11 and 22, and Bruceton Mills on November 29.

Agriculture and Natural Resources Program Center meeting was held on November 16 and 17 at Jackson's Mill. Agenda items included programming updates in the areas of secure food supplies, AgrAbility, water security, and volunteer management.

David Hartley and I assisted CEWD program specialists in arranging a training program for high school seniors who are interested in working in the Oil and Gas Industry. Safeland USA is a 4 hour block of instruction that potential employees must have completed before they can set foot on a well site, and will give them a "leg-up" on job applications. Four (4) raining sessions were conducted at Preston High School on November 28 through December 1.

Preston County had 3 Beef Quiz Bowl teams (2 senior and 1 junior) and one Beef Queen Candidate compete at the annual meeting of the WV Cattlemen's Association and Mountaineer Cattlemen's College on December 2.

December Calendar:

Every Friday at 2 pm: Livestock Auction at Preston Farmers Market, Terra Alta.

December 12: Appalachian Grows Planning Meeting. Conference is scheduled for March 17 – 18 at Allegany Community College in Cumberland.

December 14: Preston County Farm Service Agency meeting, USDA Service Center, Kingwood, 9:30 am.

Merry Christmas

January 12: Tri-State Hay and Pasture Conference, Garrett Community College, McHenry.

Preston County Extension Office

115 West Court Street
Kingwood WV 26537-1192

*Cooperative
Extension Service*

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December 2016 WVCA Report

Agreed Procedures Engagement (Audit):

Conservation Districts are asked to begin the Agreed Procedures Engagement (APE) audit. Please check your current agreement to make sure it is current.

Request to Conservation Districts

The WVCA is encouraging Conservation Districts to review and update your District Policy Manuals. In addition to your policy manual you are encouraged to review your CD Employee Manual (if you have one) and your CD Plan of Work. If you are already doing these reviews, please disregard this request.

AGEP:

- **December 2016** – State AgEP meeting December 14th 10am
- **January 31, 2017** - Deadline for CDs to submit program comments
- **February 2017** - Comments reviewed and forms revised
- **Late February 2017** - Revisions sent to CDs/staff for review
- **Mid-March 2017** - CDs submit recommendations for FY 18 practices
- **Late March 2017** - State AgEP committee to meet and review proposed changes for FY 18 and establish allocation formula
- **April 2017** - Presentation of FY 18 AgEP to SCC
- **June 15, 2017** – Deadline for CDs submit final practice list to WVCA (CDs can submit final list any time after SCC approval)
- **July 1, 2017** - Start of FY 18 program
- **July 31, 2017** - CDs submit annual progress report (per legislative rule)

The AgEP funding allocation formula will be looked at soon by the state AgEP committee. If you have comments on what factors you would like to see utilized in the formula, please contact your district state AgEP committee member or Jennifer Skaggs.

WVCA Budget

11-16-16 WVCA was informed of a 2% budget cut. This means a \$156,000 reduction in the agency budget. There will be no impacts to conservation districts at this time.

Now is the time for districts to explore additional funding opportunities/partnerships to maintain local programming. It's also time to talk to their local representatives about the work of their districts, and why it's important to maintain funding.

West Virginia Legislature – 2017 Legislative Calendar

February 8, 2017 - First day of session

February 27, 2017 - Legislative Rule-Making Review bills due

March 20, 2017 - Last day to introduce bills in the Senate

March 21, 2017 - Last day to introduce bills in the House

March 26, 2017 - Bills due out of committees

March 29, 2017 - Last day to consider bill on third reading in house of origin

April 8, 2017 - Last day of session

Agricultural Day at the Capitol

Agricultural Conservation Day will be February 22, 2017. Please make appointments to see your House and Senate representatives before going to Agricultural Conservation Day. There will also be a Legislative breakfast this morning. Please contact your representatives to invite them to the breakfast.

Awards Banquet

Brian would like input on proposals to change the annual awards luncheon. There have been some VERY PRELIMINARY discussions about changing the awards luncheon from October to the annual AG Day at the Legislature. This would delay the farm tour until late September, early October.

The discussion has been around trying to get greater legislative attention. If we have the banquet at the Capitol during the session, we would have greater turnout from supervisors, who in turn can invite their local legislators to the luncheon. Lawmakers need to see the progress and the about of work the farmers put into their farms.

WVCA is interested in your comments in how to improve the luncheon with the goal of having more of an impact. The luncheon would take the place of the breakfast.

Supervisors would still be responsible for meeting with their legislators that day.

WVACD Quarterly Meeting Dates/Locations:

January 17 & 18, 2017	Flatwoods Days Inn
April 17 & 18, 2017	Twin Falls State Park
July 17 & 18, 2017	Cacapon State Park
October 16 & 17, 2017	Flatwoods Days Inn

SCC Dates

January 10, 2017

April 11, 2017

July 11, 2017

October 10, 2017

WVCA Strategic Plan

The WVCA Strategic Plan was developed in 2013 and it is time to review our conservation delivery system. Further updates will be provided by March, 2017.

WVCA Project Section:

EWP

- Planned work:
 - Debris contracts are complete in Greenbrier, Webster and Nicholas and Clay Counties.
 - Working with NRCS, we have identified 62 eligible bank stabilization sites. These projects include the installation of rip rap/gabions. NRCS is doing the contracting for these projects. The first batch includes 19 sites and is getting ready to go to contracting in Kanawha, Clay, Greenbrier, Nicholas and Summers Counties.
 - Working with counties, we are identifying streams that have limited capacity due to sedimentation (Roane, Greenbrier, Webster and Kanawha). The Corp is currently reviewing permit applications for this work.
 - Work has started on the riparian clean up on Howard's Creek through White Sulphur Springs and Caldwell to the confluence of the Greenbrier River.
- **A detailed report will be given to Districts that are involved in the EWP flood recovery.**

OM&R

- Project Section staff is performing monthly and quarterly inspections of watershed dams. There is still O&M work in progress. Work has been delayed in some areas due to EWP work. To date, there has been \$609,872 spent. Yearly summaries will be provided to each district.
- Work continues with NRCS to develop engineering plans for watershed dams. The seep investigation work being conducted by CEC in South Fork is currently underway.
- The Harmon Creek (NPCD) contract is moving forward, work on the seep box on site 13 is underway.

Dam Rehab

- Gannet Fleming is continuing to work on planning studies for Brush Creek 9 & 15 and New Creek 1 & 17, and perform the construction oversight for UDC1.
- Upper Deckers 1
 - The contract and permit process is beginning for UDC1 with construction slated for 2017/2018.
 - WVCA is preparing the permit applications and mitigation plan as well as preparing the contract.
- There is a scoping meeting scheduled for New Creek 17 on December 5, 2016 in Keyser.
- NPCD, SCD, MCD and PVCD – Please track hours that District Supervisors attend any rehab meetings.
- Reminder: Rehab meetings are held the first Wednesday of each month. Any District that has rehab projects can participate in these meetings by phone.

Streams

- Work is complete on the Bergdoll Bridge (PVCD) contract.

- The stream management plan agreement with the Corp (Stream Permit) has been signed. A training for WVCA staff will be held in the near future. Information will be presented to supervisors after the staff training. Stream management training will be provided to staff over the winter months so that they can start working with landowners on stream management plans

Each area manager will be contacting area directors to provide details of activities in their respective areas. As always, feel free to contact Gene or Penny for further information.