

**EASTERN PANHANDLE CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
February 15, 2017**

MINUTES

The Eastern Panhandle Conservation District's monthly meeting of the Board of Supervisors was called to order at 10:00 a.m. by Lin Dunham, Chairman, at the USDA Service Center in Martinsburg, WV.

Pledge of Allegiance/Prayer

Introductions

The following were in attendance of the meeting:

District Supervisors: James Michael, Lin Dunham, Daniel Lutz, Floyd Kursey and Nancy Lutz.

WVCA/EPCD: Sherry Duncan, Heather Duncan, Suzy Campbell, Danielle Watson and Jeremy Salyer

NRCS: Tim Canfield

DEP: Alana Hartman

OTHER: Lori Taylor, Berkeley Co Development Authority

Agenda Approval- James Michael moved to accept the agenda as presented. Nancy Lutz seconded. Motion carried.

Minutes- James Michael moved to accept the minutes for the January 25 meeting. Daniel Lutz seconded. Motion carried.

PUBLIC COMMENT-

Agency Reports:

WVCA/EPCD:

*Suzy Campbell-*DEP has moved the deadline for Chesapeake Bay request up to March 15.

Jeremy Salyer- Jeremy reviewed his report. The Quarterly Meeting will only be one day-April 17. It is time to start thinking about the Conservation Farm Tour.

*Heather Duncan-*passed out her board report. Reminded supervisors of the Appalachian Grazing Conference and the CIG Cover Crop Workshop.

Sherry Duncan- We need to schedule a day to review the Plan of Work, EPCD policy and prepare the budget for FY18. Supervisors decided on a date of March 6 with March 8 as a backup.

NRCS:

Tim Canfield- The replacement for Howard's position is stuck in the hiring freeze. As well as the Pathways position.

AEP Program

Approve new Lime applications- Edward Hayes- Nancy Lutz moved to approve Edward Hayes for the Lime Program Farm 677 Tract 114 for 44.59 acres and 33.508 tons. Floyd Kursey seconded. Motion carried.

Jefferson County WQIP

Septic Pumping Approvals- Keith Ludlow, Darlene Kestler, Paul Bobik, Mary Lowe- James Michael moved to approve Keith Ludlow, Darlene Kestler, Paul Bobik and Mary Lowe for the JCWQIP septic pumping program.

Sleepy Creek

Septic Pumping Payment Approvals- Cathy MacCumbee, Thomas Heath- Floyd Kursey moved to approve Cathy MacCumbee and Thomas Heath for the Sleepy Creek septic pumping program. Nancy Lutz seconded. Motion carried.

New Business

Lin Dunham left the room. Jim Michael filled in as chairman.

Approve mileage and per diem for Lin Dunham to volunteer at the Envirothon Competition-Daniel Lutz moved to approve mileage and per diem for Lin Dunham to volunteer at the Envirothon Competition. Nancy Lutz seconded. Motion carried.

Lin Dunham returned to room.

LOR-Chesapeake Bay-\$4300-Floyd Kursey moved to send an LOR for \$4300 for Chesapeake Bay Outreach. James Michael seconded. Motion carried.

Approve changing the date of the March board meeting-Due to a conflict with the CIG Cover Crop workshop, Nancy Lutz moved to change the date of the March board meeting from March 15 to March 22. Floyd Kursey seconded. Motion carried.

Approve Hammond Farm for CREP payment-\$116-Floyd Kursey moved to approve the Hammond Farm for a CREP payment of \$116. Nancy Lutz seconded. Motion carried.

Approve District Personnel Form-Nancy Lutz moved to approve the District Personnel form. James Michael seconded. Motion carried.

Approve dues for the National Watershed Coalition-\$75-James Michael moved to approve the dues for the NACD of \$75. Daniel Lutz seconded. Motion carried.

Equipment- possible purchase of enclosed trailer-The Equipment Committee met earlier to discuss the purchase of an 8' X 20' enclosed trailer. The committee's recommendation to the board would be to purchase the trailer from Trailer Enterprises in Hagerstown. Floyd Kursey moved to approve the purchase of an 8' x 20' from Trailer Enterprises for an amount up to \$8000 which will come from the tree account. Nancy Lutz seconded. Motion carried.

Approve \$200 for lunch for Envirothon Training-Nancy Lutz moved to approve up to \$200 for lunch for the Envirothon training to be held April 11 at Cacapon State Park. James Michael seconded. Motion carried.

Approve up to \$100 for ads in fair books-Nancy Lutz moved to spend up to \$100 per county for ads in the fair books. Floyd Kursey seconded. Motion carried.

Approve up to \$250 to buy QuickBooks update-Due to a computer update the DM is no longer able to access QuickBooks for equipment billing without an update. Daniel Lutz moved to approve up to \$250 for a QuickBooks update. James Michael seconded. Motion carried.

Financial Reports

Approve financial reports--Approve Expenses-James Michael moved to approve financial reports and expenses. Nancy Lutz seconded. Motion carried.

Supervisor Reports

James Michael-Appreciated the support for Ag-Day. NACD is hosting its annual day in Washington DC on March 21. James Michael would like permission for any supervisor who wishes to attend. Daniel Lutz moved to approve travel and per diem for any supervisor who wishes to attend the NACD day in Washington. Nancy Lutz seconded. Motion carried.

Floyd Kursey-Floyd appeared in front of the Berkeley County Council to request funding.

Daniel Lutz-Daniel attended a budget meeting for Jefferson County Commission to request funding.

James Michael moved to adjourn meeting 11:15 am. Nancy Lutz seconded. Motion carried.

Lin Dunham
Chairman

Robert Boarman
Secretary