

NORTHERN PANHANDLE CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
January 12, 2017
10:00 a.m.

SUPERVISORS PRESENT:

Charles Pugh, Hancock County
Ed Huff, Hancock County
James Caldwell, Brooke County, Chairman
Steve Paull, Brooke County, Vice-Chairman
Robert Luchetti, Ohio County
Cele Duvall, Ohio County, Treasurer
David McCardle, Marshall County, Secretary
Mark Fitzsimmons, Marshall County

ASSOCIATE SUPERVISORS PRESENT:

Gary Dean, Marshall County
Elbert Allison, Hancock County

OTHERS PRESENT:

Veronica Gibson, District Manager, WVCA
Jennifer Kile, Conservation Specialist, WVCA
John Brown, Director of IT, WVCA (via teleconference)
Katie Fitzsimmons, District Conservationist, NRCS
Ed Hanson, Soil Technician, NRCS
Toni Reynolds, District Coordinator, NPCD
David Gardner, County Executive Director, FSA
David Shipman, Marshall County Program Assistant, WVU Extension

Chairman James Caldwell called the meeting to order on Thursday, January 12, 2017 at 10:00 a.m. at the USDA Service Center in McMechen, WV.

Minutes:

Charles Pugh made a motion to approve the minutes of the December 2016 Board meeting as presented. Seconded by Cele Duvall. Motion passed.

Financial Report:

Cele Duvall reviewed the financials for December 2016. They will be filed for audit.

OLD BUSINESS

Equipment:

- Lawn Mower – James Caldwell has not purchased the lawn mower as agreed upon at the December 2016 meeting. He will purchase it soon.

USDA Building Complex:

- Addition to Equipment Building – No report. James Caldwell will check with the contractor he previously contacted.
- Internet – John Brown updated the board on the situation of internet service. Frontier and the WVCA have exhausted all options. It would cost close to \$20,000.00 to have Comcast installed. Frontier has offered a T-1 copper line. This is the same service used by NRCS. There would be no installation fee and the cost would be \$372.00 per month for five years. **Mark Fitzsimmons made a motion to enter an agreement with Frontier for the T-1 line for \$372.00 per month for five years. Seconded by Cele Duvall. Motion passed.** John Brown will get it set up with Frontier.

Education:

- Mark Fitzsimmons reported the following:
 - A spring NPCD Envirothon training is needed. It will be held at the Otte farm. The date will be determined based on availability of instructors. **David McCardle made a motion to spend up to \$250.00 for lunch for the training. Seconded by Cele Duvall. Motion passed.**
 - There was a discussion regarding a donation to the WV Envirothon. The District will wait to see what is needed by the Envirothon committee.
 - An education committee meeting will be held on January 26, 10:00 a.m. Mark requested a full financial report for all education accounts.

Watershed:

- The NPCD work crew has been working at the Middle Grave Creek Channel. Due to weather conditions it was decided for the crew to stop cutting out debris and begin chipping until completed. The crew can start back at the channel to finish up in the spring.

NRCS – Grazing School:

- Katie Fitzsimmons had nothing new to report. She has been unable to meet with the supervisors.

NEW BUSINESS

Building Lease:

- Katie Fitzsimmons reported that NRCS would no longer rent the back corner offices on the north side of the building – approximately 645 square feet. NRCS asked if the District would like to have the office furniture in the offices? The District will keep the furniture. Further details of the change in the lease have not been worked out at this time. There was a discussion regarding the NPCD moving to the front of the building where Rural Development currently rents. Veronica Gibson will contact Rural Development to find out what their space requirements are.

Property Line/Baseball Field:

- There was a discussion regarding the development of the property adjacent to the NPCD property. The survey maps were reviewed. The Board will have the District crew mark the pins for the property.

Annual Watershed Celebration Day:

- A letter was received from Brian Farkas requesting a donation of \$100.00 to the Annual Watershed Celebration Day. **David McCardle made a motion to donate \$100.00 to the Annual Watershed Celebration Day. Seconded by Mark Fitzsimmons. Robert Luchetti opposed. Motion passed.**

H.E. Neumann Maintenance Agreement:

- The annual maintenance agreement was presented with a \$50.00 annual increase. **Cele Duvall made a motion to accept the increase as presented. Seconded by Robert Luchetti. Motion passed.**

2017 Appalachian Grazing Conference:

- The Board discussed the motion from an earlier meeting. The motion was as follows: \$1,000.00 donation to the AGC committee, reimburse up to eight cooperators for early registration and hotel cost for the conference. Preferably, two cooperators from each county will be reimbursed. However, if there are not two cooperators from each county interested in attending the conference, then up to eight total will be reimbursed regardless if more than two are from the same county.

Letter of Request:

- \$6,143.37 – FY17 2nd Qtr. CD Employee
Mark Fitzsimmons made a motion to approve the letter of request listed above. Seconded by Robert Luchetti. Motion passed.

New Conservation Agreement:

- Tim Allen & Olivia Hubbs/Marshall County/552 acres
Cele Duvall made a motion to accept the names listed above as new cooperators. Seconded by Robert Luchetti. Mark Fitzsimmons opposed. Motion passed.

Ag Enhancement Program:

- Payment Approvals

Name	Practice	Cost Share Payment Amount
Gary Strobe	Water System	\$2,378.28
Gary Strobe	Water System	\$2,346.93
Mark Fitzsimmons	Water System	\$2,461.88
Diana Haynes	Water System	\$2,273.78
John A. Dobbs	Water System	\$1,883.26
John A. Dobbs	Water System	\$2,729.38
Paul Rine	Water System	\$1,494.68

Wanda Woodruff	Water System	\$2,357.38
Ronald Dobbs	Lime	\$3,240.00
Charles Glenn	Heavy Use Protection Area	\$1,980.00

Total \$23,145.57

David McCardle made a motion to approve the completed AgEP practices listed above for payment. Seconded by Ed Huff. Motion passed.

- Jenn Kile requested an AgEP meeting. The meeting will be held on January 26 following the education committee meeting.
- Mark Fitzsimmons questioned if there is any new information regarding conservation plans to be written for all contracts. This will aid in ranking. There is no new information regarding this.

CORRESPONDENCE

Secretary David McCardle read the following correspondence: 1) Newsletter from Eastern Panhandle CD. 2) Newsletter from West Fork CD. 3) WV DEP pending mine permit.

REPORTS

WVCA

Veronica Gibson, District Manager

- The 2017 Tree Sale notices were mailed out. Many requests for sale flyers have been received.
- The WVCA monthly report was distributed to each supervisor and reviewed. **Cele Duvall made a motion that a letter be written to the WVCA from the NPCD stating that the NPCD does not want the Annual Awards Banquet moved to the Capitol Building and presented as a lunch. Seconded by David McCardle. Motion passed.** Cele will write the letter.

NRCS

Katie Fitzsimmons, District Conservationist

- Reviewed field office report and EQIP sign up deadlines.

FSA

David Gardner, County Executive Director

- Two new county committee members will be at the next county committee meeting.
- Rick Snuffer retired.
- Livestock program will be ongoing into winter.
- Will look into the lease agreement.

WVU Extension

David Shipman, Marshall County Program Assistant

- Looks forward to working with the NPCD.

NPCD

Supervisors & Associate Supervisors:

- Gary Dean – The new wainscoting looks good.
- Mark Fitzsimmons – The wainscoting looks good from a distance.
- David McCardle – The wainscoting looks good.

NEXT MEETING –The next meeting will be held on Thursday, February 9, 2017 at 10:00 a.m. at the USDA Service Center in McMechen.

There being no further business, Chairman James Caldwell adjourned the meeting at 11:40 a.m.

James Caldwell, Chairman

David McCardle, Secretary

Minutes submitted by Veronica Gibson