

NORTHERN PANHANDLE CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING

**February 9, 2017**  
**10:00 a.m.**

**SUPERVISORS PRESENT:**

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

**ASSOCIATE SUPERVISORS PRESENT:**

Gary Dean, Marshall County

**OTHERS PRESENT:**

Kim Fisher, Area Director, WVCA  
Toni Reynolds, District Administrator, NPCD  
Katie Fitzsimmons, District Conservationist, NRCS  
Ed Hanson, Soil Technician, NRCS  
David Gardner, CED, FSA  
David Shipman, Marshall County Extension Office  
Jennifer Kile, Conservation Specialist

Chairman James Caldwell called the meeting to order on Thursday, February 9, 2017 at 10:00 a.m. at the USDA Service Center in McMechen, WV.

**A moment of silence was observed for the passing of former Marshall County Supervisor, Ron Moore.**

**Minutes:**

**Bob Luchetti made a motion to approve the minutes of the January 12, 2017 Board meeting as presented. Seconded by Charles Pugh. Motion passed.**

**Bob Luchetti made a motion to approve the minutes of the January 25, 2017 Special Meeting. Charles Pugh seconded. Motion passed.**

**Financial Report:**

Cele Duvall, Treasurer, asked for more time to review the financials.

## **OLD BUSINESS**

### **Equipment:**

- Charlie reported a flat tire on the 01 lime spreader. He will get it fixed.
- Lawn Mower – Jimmy has not purchased a new lawn mower yet.

### **USDA Building Complex:**

- JB, WVCA reported via conference call that the internet issue was in Frontier's hands. A Metro line will be installed.
- No progress on the building addition.
- Jimmy reported that Keith Pyles had located the property marker lines and marked them with stakes.

### **Education:**

- Mark Fitzsimmons discussed Envirothon training, March 13, 2017 from 3-5 pm at JMHS. Mark also mentioned that he would try to go to the Urban Ag event in Charleston and Amy Figget would be there with the Soil Trailer.
- David McCardle met with Joe Canestraro, WV Delegate regarding NPCD conservation and successes.

### **Watershed:**

- OM&R Work Crew – Keith's son, Kyle Pyles submitted an application for the work crew.
- James Caldwell spoke with Ed Martin, WVCA regarding seep boxes at Harmon Creek #13. Ed explained that there is a \$1300 cost overrun from what was bid.

### **Grazing School:**

- Katie Fitzsimmons reported that she was working on dates for the training sessions. Training will be broken into three sections; Grazing, Animal Health, Conservation Practices & Brush Control.

## **NEW BUSINESS**

### **Harmon Creek FY17 O&M Cost Share:**

- City of Weirton has not paid FY17 invoice of \$10,000. They would like an updated agreement from WVCA. We have an invoice ready to bill for FY18.

### **FY16 Agreed Upon Procedures Draft Report:**

- Cele suggested reviewing supervisor per diem and travel expenses prior to issuing checks. She also recommended keeping better records of fixed assets.  
**Mark Fitzsimmons made a motion to accept the report as is. Ed Huff seconded the motion. Motion passed.**

**Transfer Tree Sale Funds to NPCD Auxiliary:**

**Dave McCardle made a motion to run the Tree Sale income through the Auxiliary. Mark Fitzsimmons seconded the motion. Motion passed.**

**WV DEP Junior Conservation Camp:**

- **Mark Fitzsimmons made a motion to table the issue until next meeting. Dave McCardle seconded the motion. Motion passed.**

**Soil/Plants for Gardens:**

- Dave Shipman, Marshall County Extension Office produced handouts regarding proper planting schedules and most productive plants. Mark Fitzsimmons discussed the need for soil in the garden beds. Gary Dean recommended Yensen and offered his personal truck for hauling.  
**Mark Fitzsimmons made a motion to purchase a dump truck load of soil from Yensen. Ed Huff seconded. Motion passed.**

**NPCD Teacher of the Year:**

- Nicole Shipman was chosen for Marshall County at January 25, 2017 Special Meeting. James Caldwell suggested sending letters to county superintendents for suggestions on teachers.

**Conservation Farm Contest:**

Several farmers were discussed. James Caldwell explained that each county would have to have a farmer chosen by the next meeting.

**FY18 District Personnel Form:**

- The district personnel form from WVCA required a signature.  
**Cele Duvall made a motion to accept the information on the form. Charles Pugh seconded. Motion passed.**

**Women in Agriculture Donation:**

**David McCardle made a motion to donate \$1500. Mark Fitzsimmons seconded the motion. Motion passed.**

**Hands on Ag Day Donation:**

**Cele Duvall made a motion to donate \$2000. Ed Huff seconded the motion. Motion passed.** The date of the 2017 Hands on Ag Day overlaps with the September NPCD Board Meeting. **Cele Duvall made a motion to move the board meeting to September 7, 2017. Mark seconded. Motion passed.**

**Soil Tester:**

A college student is hired to fill this position. Mark Fitzsimmons suggested Brielle Menendez. He will call her regarding the position.

### **Appalachian Grazing Conference:**

Parr's from Brooke County was the only call from cooperators that we have received to date. Mark Fitzsimmons and Charles Pugh will be attending the conference so it was suggested that the March meeting be changed to the 8<sup>th</sup>, at 10:30am.

### **Ag Day at Capitol – February 22, 2017:**

James Caldwell, Bob Luchetti, and Mark Fitzsimmons will be in attendance.

### **WVU Extension Gardening Training – February 17, 2017**

- Mark Fitzsimmons will attend this training and suggested the new soil tester attend. **Mark Fitzsimmons made a motion to pay for the soil tester to attend. Ed Huff seconded.**

### **New Conservation Agreements**

- Jim Morgan / Marshall County/167 acres  
**Mark Fitzsimmons made a motion to accept the new agreement. Cele Duvall seconded. Motion passed.**

### **Ag Enhancement Program**

- FY18 Practices – Jenn Kile reviewed the changes to the programs. Deer exclusion fence program will begin in July 2017 with cost-share at \$2.37 /ft. – same as woven wire fence.  
**Cele Duvall made a motion to accept the changes. Bob Luchetti seconded the motion. Motion passed.**
- Cancellations –  
John Hart, Nutrient Management, \$364.68, Contract not signed  
Michael Dougherty, Lime, \$258.12, Contract not signed  
Robert Randolph, Pasture Division Fence, \$3,850.00, Landowner request  
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Paul Rine, Invasive Species, \$361.99, Landowner request  
**Cele Duvall made a motion to accept the changes. Bob Luchetti seconded the motion. Motion passed.**
- Payment Approvals –  
Scott Harris, Heavy Use Protection, \$1980.00  
Edward Zatta, Pasture Division Fence, \$3,850.00  
Betty Schafer, Pasture Division Fence, \$3,596.25  
**Ed Huff made a motion to accept the payment approvals. Mark Fitzsimmons seconded. Motion passed.**

### **CORRESPONDENCE**

Secretary David McCardle read the following correspondence: 1) MCD Newsletter 2) WV DEP pending mine permit application - 2; .3) Market Bulletin – Jan/Feb 2017.

**REPORTS**

**Cele Duvall, NPCD Treasurer**

- Cele handed out for review the letter she typed to Brian Farkas regarding Conservation Awards banquet in Charleston. She suggested sending letter to Agriculture Commissioner and Norman Bailey. Dave suggested also sending it to the state committee

**Kim Fisher, WVCA**

- Reminder about Scholarship due March 1, 2017.
- Reminder to review strategic plan and reminder that quarterly meeting will be a one-day meeting.

**NRCS**

**Katie Fitzsimmons, District Conservationist**

- Briefly discussed her report.
- Reported to the Board that she will be in Fairmont 2 days/week as acting District Conservationist for Mon District until mid-June.

**FSA**

**David Gardner, CED**

David Gardener reported on the office lease situation with USDA. He reported that USDA is trying to spread out leases across the nation. Locally, the USDA is looking to change payment departments from FSA to NRCS.

**SUPERVISORS & ASSOCIATE SUPERVISORS**

- **Mark Fitzsimmons made a motion to ask Cathy Jefferson to be an Associate Supervisor for Marshall County. Bob Luchetti seconded the motion. Motion passed.**
- Dave McCardle – Reported to the Board that Genelda White charges \$7.50 per NPCD logo on shirts if you furnish the shirt.

**NEXT MEETING** –The next meeting will be held on Wednesday, **March 8, 2017 at 10:30 a.m.** at the USDA Service Center in McMechen.

There being no further business, **Chairman James Caldwell adjourned the meeting at 12:04 p.m.**

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**James Caldwell, Chairman**

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**Stephen Paull, Vice-Chairman**  
**David McCardle, Secretary**

**Minutes submitted by Toni Reynolds**