

**EASTERN PANHANDLE CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
March 22, 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, Robert Boarman, Todd Butler and Nancy Lutz.

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

**NRCS:** Tim Canfield

**DEP:**

**OTHER:**

**Agenda Approval-** Floyd Kursey moved to accept the agenda as presented. Jim Michael seconded. Motion carried.

**Minutes-** James Michael moved to accept the minutes for the February 15 meeting. Daniel Lutz seconded. Motion carried.

**PUBLIC COMMENT-**

**Agency Reports:**

**WVCA/EPCD:**

*Jeremy Salyer-* Jeremy reviewed his report. It is time to start thinking about the Conservation Farm Tour. The county and district winners need to be turned in by May 31. There is a new call procedure for issues with dams. The number to call is 304-872-3402 and the call will be logged and passed to the appropriated person. May 2 is a dam safety meeting in Lakeview.

*Heather Duncan-*We had 9 scholarship applications submitted from our district. Land judging is May 18<sup>th</sup> in Morgan County. The CIG Cover Crop Workshop was very well attended. We had 72 participants. The Soils Trailer will be at Driswood Elementary school on May 18 and at Harpers Ferry Middle School on May 19.

*Barbie Elliott-* passed out a tree sale volunteer list for supervisors so we will know how much extra help we will need. Barbie will be in Flatwoods on March 28 to go over AEP information and funding. We had originally voted to have AEP sign up in June, but due to funding we may need to wait until July.

*Sherry Duncan-* reviewed current numbers for tree sales-\$34,707, trees 10,275, rain barrels 83

*Danielle Watson-*still getting oriented. Will be working on a pet waste campaign for Sam Michaels Park and Cacapon State Park.

**NRCS:**

**Tim Canfield-** will have the first round of EQIP funding approvals by the end of next week. Working on applications for the second round. Attended training in Morgantown. Attended the CIG workshop though it was a very good program.

**Cooperator Approval**

**Cooperator Approval- Jonathan Fouch, Matthew Cole-**James Michael moved to approve Jonathon Fouch and Matthew Cole as cooperators. Robert Boarman seconded.

**AEP Program**

**Approve new Lime applications- Joey Bartgis, Matthew Cole, Richard Crim, Jonathan Fouch, Mary Ellen Largent, Ralph Moler, Gary Putnam, Sean Weigle, Edward Ziobron, Mike Weigel, Stewart W. Gore and James Michael-**Robert Boarman moved to approve the following applications:

	Last Name	First Name	Farm	Tract	Field	Acres	Tons	Amount
1	Bartgis	Joey	455	318	a,b	29.83	23	\$ 460.00
2	Cole	Matthew			east	3	4.5	\$ 90.00
3	Crim	Richard	627	87	6,8	54.8	98.3	\$ 1,966.00
4	Fouch	Jonathan	459	88	1,2,4	18.75	28.125	\$ 562.50
5	Michael	James	3,397,144,292		7,a,d,4,1,7c,10	43	75.5	\$ 1,510.00
6	Moler	Ralph	1220	1204	1,2,3	72.47	57.976	\$ 1,159.52
7	Putnam	Gary	1494	128	1,3,4,5,7n,14	75	61.264	\$ 1,225.28
8	Weigle	Sean C.	303	3462	1,2,3,4,5,6	35.29	88.5	\$ 1,770.00
9	Ziobron	Edward	656	75	6,7	43.36	26.18	\$ 523.60
10	Weigle	Mike	580	190	7	19.93	22.595	\$ 451.90
11	Gore	Stewart W.	157	1399/5335	5,6,7,8,9	75	60	\$ 1,200.00
12	Largent	Mary Ellen	268	179	2,6	37.89	72.14	\$ 1,442.80
						508.32	618.08	\$ 12,361.60

Todd Butler seconded. Motion carried.

Jeremy Salyer submitted a letter of approval for James Michael-43 acres, 75.5 tons with maximum reimbursement of \$1510.00

**Approve Lime Payments: Alta-Vista Farm, Christina Barnard, Charles Burkhart, Fairview Farm Cattle Company, Bill White Grantham, High Horizons Farm, David Widmyer, Edward Hayes-**Robert Boarman moved to approve the following lime payments:

	Last Name	First Name	Farm	Tract	Field	Acres	Tons	Amount	Check #
1	Alta Vista		327	369	2,3,5,5b	75	113.05	\$ 1,509.22	9940
2	Barnard	Christina R.	698	613	2,3,4,5,7	75	146.95	\$ 2,939.00	9945
3	Burkhart	Charles T.	1450	5391	1,2,3,4,6	34.27	58.5	\$ 731.25	9943
4	Fairview Farm Cattle Company		754	747	1,2	43.21	108.025	\$ 2,160.50	9949
5	Grantham	Bill White	66	70	7	18	36	\$ 513.00	9952
6	Hayes	Edward	677	114	1,2,35	44.59	33.508	\$ 670.16	9948
7	High Horizons Farm		549	392	w nw	75	112.5	\$ 1,896.75	9950
8	Widmeyer	David L.	130	322	a-h	59.14	134.46	\$ 2,267.40	9947
						424.21	742.993	\$12,687.28	

Daniel Lutz seconded. Motion carried.

**Approve Frost Seeding Payments- Charles Moore**-James Michael moved to approve Charles Moore for frost seeding payment.

Last Name	First Name	Farm	Tract	Field	Acres	Amount	Check #
Moore	Charles	530	180	5,6	27.1	\$542.00	9944

Todd Butler seconded. Motion carried.

### **Chesapeake Bay**

**Approve Stream Exclusion Fencing Payment-Daniel Sampson**-Todd Butler moved to approve Daniel Sampson for Stream Exclusion Fencing payment-

Sampson	Daniel	298	1081		860	\$3,350.00	9955
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Nancy Lutz seconded. Motion carried.

### **Jefferson County WOIP**

**Septic Pumping Approvals- Tom Newcomer, Arthur Kriemelmeyer, Margie Mankin**-Robert Boarman moved to approve Tom Newcomer, Arthur Kriemelmeyer and Margie Mankin for septic pumping. Nancy Lutz seconded. Motion carried.

**Approve Septic Pumping Payments-Keith Ludlow, Darlene Kestler, Paul Bobik, Theodore Schiltz**-Robert Boarman moved to approve the following septic pumping payments:

	Last	First	Amount	Check #
1	Ludlow	Keith	150.00	9951
2	Kestler	Darlene	150.00	9946
3	Bobik	Paul	150.00	9953
4	Schiltz	Theodore	150.00	9954
			600.00	

Nancy Lutz seconded. Motion carried.

### **Sleepy Creek**

**Septic Pumping Approvals- Rudy Sturgik**-James Michael moved to approve Rudy Sturgik for septic pumping. Nancy Lutz seconded. Motion carried.

**Septic Pumping Payment Approvals- Catherine MacCumbee**-James Michael moved to approve the following payment for septic pumping:

	Last Name	First Name	Amount	Check #
1	MacCumbee	Catherine	132.50	9942

Nancy Lutz seconded. Motion carried.

### **New Business**

**Request for donation-Jefferson FFA-Land judging team-National Competition**-Robert Boarman moved to donate \$250 to the Jefferson FFA land judging team. Nancy Lutz seconded. Motion carried.

**Request for donation-WVU soils team**-Floyd Kursey moved to donate \$250 to the WVU soils team. Nancy Lutz seconded. Motion carried.

**LOR-Outreach Specialist-\$9313.60--LOR-Audit-\$3200**-Robert Boarman moved to send an LOR for the Outreach Specialist in the amount of \$9313.60 and an LOR for the Audit in the amount of \$3200. Nancy Lutz seconded. Motion carried.

**Stewardship Materials for churches**-Stewardship Week is April 30-May 6. Floyd Kursey moved to have supervisors submit request for stewardship materials by March 31. James Michael seconded. Motion carried.

**Approve Plan-of-Work**-Floyd Kursey moved to approve the FY18 Plan-of-Work. James Michael seconded. Motion carried.

**Direct Deposit for travel and per diem**-DM checked with the accountant and she is willing to do direct deposits for travel and per diem for an additional charge of \$25 per month. Direct deposit will only be done once a month. Daniel Lutz moved to change to direct deposit for travel and per diem and to pay the extra \$25 per month beginning July 1. Nancy Lutz seconded. Discussion. Motion carried.

Robert Boarman left the room.

**Approve reimbursement for Robert Boarman for rain barrels and fuel-\$450**-Todd Butler moved to approve reimbursing Robert Boarman \$450 for 100 rain barrels and fuel. James Michael seconded. Motion carried.

Robert Boarman returned to room.

**Approve lunch and possible porta potty for Regional Land Judging (\$400)**-James Michael moved to approve up to \$400 for lunch and possible porta potty for the Regional Land Judging contest. Nancy Lutz seconded. Motion carried.

**Request from SNAP-Ed Shepherd University for fruit trees**-Robert Boarman moved to approve the SNAP-ED request for 8 pairs of apple trees. Nancy Lutz seconded. Motion carried.

**Approve initiating job showing and contracting process for Sleepy Creek water quality monitoring**-James Michael move to initiate the job showing and contracting process for Sleepy Creek water quality monitoring. Robert Boarman seconded. Motion carried.

### **Financial Reports**

**Approve financial reports--Approve Expenses**-Robert Boarman moved to approve financial reports and expenses. Todd Butler seconded. Motion carried.

**Approve FY18 budget**-Daniel Lutz moved to approve the FY18 Budget. Floyd Kursey seconded. Motion carried.

**Approve Agreed-Upon-Procedures report**-Todd Butler moved to approve the Agreed-Upon-Procedures report. Floyd Kursey seconded. Motion carried.

**Supervisor Reports**

*James Michael*-Warm Springs Run Watershed group is looking at redoing the wall on the channel. This is an \$80,000 project. Citizens groups are campaigning for funding. Lin Dunham and Jim attended a Board of Education meeting to request funding for the OM&R of Warm Springs Dams. Jim Michael is applying to be named a Century Farm recipient

*Robert Boarman*-Robbie thought the CIG Cover Crop meeting was very good. He is hoping that maybe the EPCD staff may be able to help Mary Beth Bennett with the extension dinners. They need to find a new location and better food.

*Floyd Kursey*-Floyd would like to see some updates from the organizations that we have provided money to for projects.

*Daniel Lutz*-follow up from sink hole in Jefferson Co.-bids came back much lower-if the county does not do anything it will be classified a Class V injection well.

Robert Boarman moved to adjourn meeting 11:30 am. Todd Butler seconded. Motion carried.

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Lin Dunham  
Chairman

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Robert Boarman  
Secretary