

**EASTERN PANHANDLE CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
June 21, 2017**

MINUTES

The Eastern Panhandle Conservation District’s monthly meeting of the Board of Supervisors was called to order at 7:00 pm. 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, Daniel Lutz, Floyd Kursey, Lin Dunham, Todd Butler and Nancy Lutz.

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

NRCS: Tim Canfield

Agenda Approval- Floyd Kursey moved to accept the agenda as presented. Todd Butler seconded. Motion carried.

Minutes- Daniel Lutz moved to accept the minutes for the May 17 meeting. James Michael seconded. Motion carried.

Agency Reports:

WVCA/EPCD:

Heather Duncan-Biggest tree contest ends July 30.

Jeremy Salyer- Jeremy reviewed his report. Quarterly meeting is July 17 & 18 at Cacapon State Park. State budget went through. WVCA cut \$188,809. May incur mid-year cut. Farm Tour July 26. State committee meets July 11. State Fair August 10-19. See DM to sign up to work booth.

Danielle Watson-Issacs Walton league hosted a water monitor training yesterday that I attended.

NRCS:

Tim Canfield- Held local work group meeting today. Howard’s position will be filled by Michael Omps. He is transferring from Moorefield office.

Chesapeake Bay Program

Approve Heavy Use Area Protection Payments- Alta Vista Farm, Robert Gruber, Horses with Hearts, Rawlings Farm-Daniel Lutz moved to approve the following payments:

| Last Name | First Name | Farm | Tract | Field | sq. ft. | Amount | Check # |
|-------------------------|------------|------|-------|-------|---------|-------------|---------|
| Alta Vista Farm | | 1221 | 1203 | 1 | 900 | \$ 1,188.00 | 10002 |
| Gruber | Robert | 27 | 23 | | 2100 | \$ 1,500.00 | 10013 |
| Horses with Hearts Inc. | | 1518 | 5454 | 1 | 1300 | \$ 1,500.00 | 10017 |
| Rawlings Farm | | 1187 | 1165 | | 1300 | \$ 1,500.00 | 10030 |
| | | | | | | \$ 5,688.00 | |

James Michael seconded. Motion carried.

Approve FY18 Chesapeake Bay BMP's and rates-James Michael moved to approve the following Chesapeake Bay BMP's and payment rates: Heavy Use Area Protection-Up to \$2,000 per producer-Walkways, troughs. Gravel only \$1.32 sq. ft.: Stream Exclusion Fencing-Must have Livestock-Streams only- If pond, must be connected to stream-90% up to \$8,000: Cover Crop-Up to 75 acres per producer-By Sept. 15. \$60/ac (only 2 or more species)- By Oct. 5 \$50/ac- By Oct. 18 \$40/ac- By Nov. 9 \$30/ac (wheat, rye, triticale ONLY): Divisional Fencing and Watering trough-Up to \$5,000 per producer-Fence, Pipeline, Trough. Todd Butler seconded. Motion carried.

AEP Program

Approve Lime Payments-Jared Ashling, Horses with Hearts, Inc., Thomas LeFevre, James Michael, Joan Roberson, Michael Weigle, Zigler Inc., Jonathan Fouch-Todd Butler moved to approve the following payments:

| Last Name | First Name | Farm | Tract | Field | Acres | Tons | Amount | Check # |
|-------------------------|----------------|--------------------------------------|-------|-------------|--------|--------|-------------|---------|
| Ashling | Jared | 640 | 3582 | 1 | 6.06 | 18.18 | \$ 363.60 | 10007 |
| Horses with Hearts, Inc | | 1518 | 5454 | 1 | 6 | 13 | \$ 260.00 | 10005 |
| LeFevre | Thomas E | 654 | 134 | west side 1 | 9.22 | 23.04 | \$ 460.80 | 10015 |
| Michael | James R. | T3397 fd7; T292 fd 1,4,7c,10, t144,d | | | 34 | 53 | \$ 689.00 | 10006 |
| Roberson | Joan Frame | 493 | 316 | 1/2 of fd2 | 12.38 | 24.76 | \$ 346.64 | 10008 |
| Weigle | Michael W | 580 | 190 | b,1,2 | 19.93 | 22.595 | \$ 305.03 | 10012 |
| Zigler Inc | | 258 | 288 | 2 | 75 | 177.18 | \$ 3,543.60 | 10016 |
| Fouch | Jonathan Blake | 459 | 88 | 1,2,4 | 18.75 | 28.125 | \$ 562.50 | 10009 |
| | | | | | 181.34 | 359.88 | \$ 6,531.17 | |

Nancy Lutz seconded. Motion carried.

Approve FY18 AEP BMP's and rates-Daniel Lutz moved to approve the following BMP's and rates: Lime Max of 75 acres \$20.00/ton: Hay/Pasture Reseeding Max of 75 acres 2 yr. lifespan \$65/acre: Frost Seeding Max of 50 acres 1 yr. lifespan \$20/acre: Hay/Pasture Establishment Max up to 50 acres 5 yr. lifespan \$125/ac. Nancy Lutz seconded. Motion carried.

Approve dates for sign up and closing for AEP and CB BMP's – Daniel Lutz moved to have sign up for AEP and CB BMP's July 10- July 31. Practices must be done by December 15. Nancy Lutz seconded. Motion carried.

Approve Agricultural Enhancement Program Administration Agreement amendment-Todd Butler moved to approve the amendment to section 3.9 which will allow outside funding sources to be handled through SAGE. James Michael seconded. Motion carried.

Jefferson County WQIP

Septic Pumping Approvals- Thomas Ellison, Linda Rhodes, Robert Woodrome/Brandon Ogdon, Tom Broomall-Daniel Lutz moved to approve septic pumping for Thomas Ellison, Linda Rhodes, Robert Woodrome/Brandon Ogdon and Tom Broomall. Nancy Lutz seconded. Motion carried.

Approve Septic Pumping Payments-Marjorie Mankin, Mary Russell, Jeriame Webster-Daniel Lutz moved to approve the following septic pumping payments:

| Last | First | Amount | Check # |
|---------|----------|--------|---------|
| Russell | Mary | 150.00 | 10011 |
| Mankin | Marjorie | 150.00 | 10010 |
| Webster | Jeriamie | 150.00 | 10029 |
| | | 450.00 | |

Nancy Lutz seconded. Motion carried.

Sleepy Creek

Septic Pumping Approvals- Frederick Giltay, Albert Glascock-Nancy Lutz moved to approve septic pumpings for Frederick Giltay and Alfred Glascock. Floyd Kursey seconded. Motion carried.

Approve Septic Pumping Payments- Terry Edmisten, Daniel Williams, Rudy Sturgill-Nancy Lutz moved to approve the following payments:

| Last | First | Amount | Check # |
|----------|--------|--------|---------|
| Williams | Daniel | 119.25 | 10003 |
| Edmisten | Terry | 119.25 | 10014 |
| Sturgill | Rudy | 119.25 | 10031 |

Floyd Kursey seconded. Motion carried.

Approve contract for septic repair for Albert Glascock-Tree Works Land Development-up to \$7300-

Floyd Kursey moved to approve the septic repair for Albert Glascock to be done by Tree Works Land Development up to a maximum of \$7300 and to appoint Lin Dunham as the contact for signing the agreement. Nancy Lutz seconded. Motion carried.

New Business

Approve LOR for \$1000-Warm Spring Dams-James Michael moved to send an LOR for \$1000 for OM&R match. Floyd Kursey seconded. Motion carried.

Approve LOR for Chesapeake Bay-\$120,000 BMP's- James Michael moved to send an LOR for \$120,000 for Chesapeake Bay BMP's. Daniel Lutz seconded. Motion carried.

Employee Evaluation/Contract-Daniel Lutz moved to authorize the Outreach Specialist 6 weeks of paid maternity leave, a 2% pay raise, have Robert Boorman continue as her supervisor and to renew her contract for one year. Todd Butler seconded. Motion carried.

Approve FY18 LORs for Supervisor Travel and Per Diem-1st quarter \$13,978-2nd quarter \$9,984-3rd quarter \$9985-4th quarter \$5,991-Floyd Kursey moved to send the above LOR's. Nancy Lutz seconded. Motion carried.

Approve FY18 LORs for CD operating grant-1st quarter \$19,000-2nd quarter 6,634-3rd quarter \$6,633-4th quarter \$6,633- Floyd Kursey moved to send the above LOR's. Nancy Lutz seconded. Motion carried.

HFMS Water Testing Transportation Invoice-\$192.40-Nancy Lutz moved to pay \$192.40 for transportation to water testing for the Harpers Ferry Middle School from the Jefferson County Water Quality Improvement Program. Floyd Kursey seconded. Motion carried.

Berkeley County 4-H Horse Judging Team request for funds for National Competition-Todd Butler moved to approve \$250 for the Berkeley County 4-H Horse Judging Team for the National Competition. Nancy Lutz seconded. Motion carried.

Approve cooperative agreement for Shanghai Access-James Michael moved to approve the cooperative agreement for the Shanghai Access for pavers in the amount of \$20,000 coming from the Back Creek Protection Plan. Daniel Lutz seconded. Motion carried.

Approve an agreement for Sleepy Creek Monitoring with Cacapon Institute-James Michael moved to appoint Lin Dunham as contact for the Sleepy Creek Monitoring to review and sign the agreement. Nancy Lutz seconded. Motion carried.

Poster/Photo contest-need to get names from Heather

Approve EPCD District Farm-James Michael moved to approve O’Sullivan Farms as the District Farm winner. Floyd Kursey seconded. Motion carried.

Financial Reports

Approve financial reports/expenses-Floyd Kursey reviewed the financial reports. Nancy Lutz moved to approve the financial reports and expenses. Todd Butler seconded. Motion carried.

Supervisor Reports

Floyd Kursey-On travel, if you are riding with another supervisor for all or part of the trip you can use CP for carpool.

Daniel Lutz- Jefferson County still discussing sink hole-they have until October 1 to come up with a plan to prevent it from becoming a Class V injection well. The World’s Fair may be in Minnesota in 2023. Wants WV to sponsor a booth. Theme is Wellness and Well Being. Possible slogan for WV- “Well Being a Mountain State of Mind”.

James Michael-The Watershed Group Gathering went very well.

Daniel Lutz moved to adjourn meeting 8:50 pm. Todd Butler seconded. Motion carried.

Lin Dunham
Chairman

Robert Boarman
Secretary