



# MINUTES

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## Western Conservation District Board Meeting

JUNE 22, 2017

### In Attendance

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Supervisors: Charles Lipscomb, Chairman; Oscar Harris, Vice-Chairman, Robert Siebel, Treasurer; Donald Stephens, Jim Withrow, Secretary

Supervisors Absent: Jeremy Grant

Others: Jackie Byars, NRCS; Kim Fisher, WVCA; Russell Kidwell, WVCA; Sherry Pearson, WVC; Jordan Roush, Brock McClung, NRCS; joining via Skype Jennifer Skaggs and Pam Russell, WVCA

### Call to Order

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The regular meeting of the Western Conservation District Board was called to order at 9 a.m. on June 22, 2017 at the district Office in Point Pleasant by Chairman Lipscomb. He welcomed new Conservation Technician with the WVCA, Russell Kidwell.

### Approval of Agenda & Minutes

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**The agenda was adopted on a Harris/Siebel motion, motion carried.**

**The minutes of the April and May meetings were approved as presented on a Harris/Siebel motion, motion carried.**

### Financial Reports

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District CPA, Dennis Brumfield reviewed the financial reports for the General account and Grant funds. District Manager, presented the WCD Restricted funds report as prepared by WVCA. Financial transactions for the current month were reviewed by the DM. Chairman Lipscomb stated the financial reports will be filed for audit. **Financial Transactions for June were approved on a Siebel/Harris motion, motion carried.**

**Treasurer's Report** - Bob Siebel presented the travel and per diem expense report for May. Total mileage 1020 miles, \$533.96 Meals \$73.23 Total of: \$1,627.19 **On a Harris/Withrow motion the travel and per diem report and payroll was approved, motion carried.**

## Report of Supervisors

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Bob Siebel attended the Great Kanawha RC&D Council meeting and reviewed his written report. The report was also sent by email to all supervisors.

Jim Withrow attended the State Fair Committee meeting. He mentioned the WVACD need to purchase a building or trailer to store the display used at the state fair.

## Programs

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### 319 Non-Point Source Program

Pam Russell, Director of Conservation Services, joined the meeting via skype to explain the 319-program funding. She reviewed the financial report of 319 funds available in the WCD. She is working with NRCS to provide the standards and technical assistance for the remaining projects. The balance of the Hoffman Project will be used to run water from the existing system. The Cooperator brings in their invoices, these are submitted by the DM to Pam for approval and processing. The Livestock Exclusion Project at Saunders is continuing. There are issues with the pond leaking. NRCS is working on a solution with their engineer for specifications required for a pond liner. It is estimated to cost around \$9,000 for the liner. Pam says there is money in the WCD to fix the problem with 319 State Match. However, the grants do end and there is a deadline to meet. Cherry Fork Project has been submitted to EPA to put forth projects in that area. Caitlyn Black has been hired as the 319 employee for Guyan and Western CD's. Caitlyn starts Monday and will be headquartered in the Guyan CD office. Chairman Lipscomb thanked Pam for her report.

### Watershed Structures -

- The district received Approved Monitoring and Emergency Action Plan for flood control structure, Pocatalico 28 in Jackson County from WVCA Watershed Projects Section.
- A copy of the periodic inspection was received for Mill Creek 13, Jackson County, sent to WVCA from WVDEP-Dam Safety. Maintenance recommendations based on inspection of April 11, 2017 were listed in the report.
- Doug Skeens, City of Ripley, requested a copy of the inspection report. The report was emailed to him on June 13<sup>th</sup>.

### AgEP Potato Demonstration Pilot Project

Oscar stated that he had asked Rodney Wallbrown to assist the WCD with the potato program. He has been working with the new growers, overseeing the distribution of chemicals and equipment. Oscar was given approval from Brian to pay Rodney from Potato Program funds. **Oscar motioned to pay Rodney Wallbrown to assist with the program at supervisor rates, 53.5 (GSA rate) per mile and \$30 a half day and \$60 full day seconded by Siebel, motion carried. On a Harris/Withrow motion the board approved payment to Rodney for expenses submitted, motion carried.**

Russell reviewed receipts for fertilizer submitted by potato producers.

**The following were approved on a Harris/Withrow motion for payment from the Potato Pilot Program, motion carried.**

Rodney M. Wallbrown	\$ 360.00	Per Diem
Rodney M. Wallbrown	\$ 70.20	Travel
Cecil Absten, Jr.	\$ 21.98	Fertilizer – Urea/Potash
Nu Seed Corp	\$7,498.00	74 Chieftains,474 Kennebec 50#bags
John Deere	\$ 612.62	Chemicals purchased at Southern States
Rodney Wallbrown	\$ 14.88	Urea
Keith Wright	\$ 14.88	Urea
Lacey Parsons	\$ 28.27	Urea/Potash
John Roach	\$ 14.88	Urea
Ronald Crouch	\$ 58.89	Fertilizer

**Agriculture Enhancement Program (AgEP)**

- A Cooperator, Michael Powell has contacted Jordan Roush, NRCS about his payment for a water system with AgEP. Mr. Powell feels he should have been paid the contract amount instead of the amount he received. Jordan and Brock addressed the board with their assessment of the situation. After much discussion, Jennifer Skaggs asked if he had signed the Cost Verification Form. It was determined that he had signed the form and the amount on the form was his payment as per program rules.
- All AgEP payments for FY17 have been made. The DM reported that \$21,213.69 in payments were going out this month. That will leave a balance of \$14,219.07 to carry over to the FY18 program.
- Russell provided some numbers from the most recent month long sign up. There were approximately 153 applications received. Mitchell is ranking all the lime and frost seeding. There are about 80 applications ranked to date. Applications received per practice: Lime 53, Frost Seed 8, Cover Crop 1, Water 47, Division Fence 22 and Exclusion Fence 16. The goal is to keep on track in meeting the board's goal of July to approve contracts.

**The following payments for AgEP were approved on a Harris/Withrow motion, motion carried.**

**Lime:**

Lou Thompson	\$1,470.00
Douglas Randolph	\$1,100.40
Walter Roush	\$1,218.00
Matt Taylor	\$1,890.00
Nicole Dean	\$2,086.14

**Nutrient Management:**

Trenton Schoonover	\$ 100.00
Brad Wiseman	\$ 875.00
Terry Gordon	\$ 323.70
Roger Burdette	\$ 237.55
Joe Carney	\$ 595.60

**Water System:**

Scott Byars	\$1,275.00
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**Fence:**

Darin Cale	\$3,997.50	Exclusion
Steven Englehardt	\$1,395.00	Division
Scott Byars	\$ 675.00	Division
Eddie Stoffel	\$3,029.80	Exclusion
Charles Zuspan, Jr	\$ 945.00	Exclusion

Cancellation:

Steven Englehardt requested to cancel his exclusion fence due to a wind storm causing too much damage to complete the project in time. **Englehardt's cancellation was approved by the board on a Stephens/Withrow motion, motion carried.**

CREP Program

The Mason County Farm Service Agency has requested the following CREP incentive payment be made. The contracts were presented and approved at an earlier meeting by Dan Shockey, CED, Mason County FSA. **On a Harris/Siebel motion the board approved the payments, motion carried.**

David McClure	\$5,530.14	38.5 Acres Filter Strip on Cropland
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Agency Reports

West Virginia Conservation Agency – Kim Fisher, Area Director - Written Report Submitted

Reminded supervisors to sign up to work the State Fair. There are only 12 of the 60 slots filled. The next State Committee meeting will be held on July 11<sup>th</sup>. The WVACD quarterly is July 17 and 18 at Cacapon.

USDA Natural Resources Conservation Service – Jackie Byars, District Conservationist

Requested the board approve and sign a Civil Rights Responsibilities for Partners Checklist. **On a Harris/Withrow motion the board approved to sign the document, motion carried.** Went over AMA, EQIP, and CSP contract approvals. Announced Mitchell King has been hired as a pathways employee and will be working in the Ripley office this summer.

New Business

- Officers of the Board FY18 – **On a Stephens/Withrow motion the board officers will continue as is for the next fiscal year, motion carried.**
- Mason County Solid Waste Authority - Chairman Lipscomb attend the Mason County Solid Waste Authority as requested by County Commissioner Sam Nibert. He stated it was a learning experience. The County Commission will cease handling the payroll and insurance for the SWA. All members have resigned. The Commission appointed Diana Cromley as a representative, she was the only SWA board member. There are to be five representatives on a county SWA. The representatives are two from the County Commission, one each from the local PSD, DEP and Conservation District. Members are reimbursed for travel only. The board needs to appoint a member to Denny Bellamy's unexpired term. He has located a retired elementary teacher, Joann Cullen that has agreed to serve. **On a Stephens/Withrow motion the board approved the appointment of Joann Cullen to the unexpired term.**
- LOR's FY18 Operating Grant & Supervisor Support (Quarterly Installments)  
FY18 Operating Grant \$19,000, \$6,634; \$6,633; \$6,633  
CD Supervisor Travel & Per Diem (Quarterly Installments)  
\$11,982; \$8,558; \$8,558; \$5,135  
**LOR's were approved on a Harris/Stephens motion, motion carried.**
- USDA Mason County Service Center – The district has been asked by NRCS about their square footage requirements for the new service center. Jackie said that 120 square feet was the amount per employee with an open concept. Only Supervisors will have an office space with a door. NRCS and FSA have been working on requirements and needs. It was said that the building will stay within the Point Pleasant flood wall and be ready to move in by January 2018. The board will need to negotiate with the successful bidder for additional space for the district.

- District Conservation Farm –  
Kim said the tour will be July 27 or 28<sup>th</sup>. The only other district in Area II that has a district farm is Northern Panhandle.  
**H&H Cattle was chosen as the District Conservation Farm on a Harris/Stephens motion. On a Harris/Withrow motion the board approved to purchase food for the tour, motion carried.**

## Adjournment

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The date of the next general meeting was re-scheduled for 9:00 a.m. on Tuesday, July 25th at the District office.

With no further business, Chairman Lipscomb adjourned the meeting at 12:20 p.m.

Minutes submitted by: Sherry Pearson

Approved by: \_\_\_\_\_

James Withrow, Secretary