

NORTHERN PANHANDLE CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING

June 8, 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:

Betty Schafer, Marshall County
Gary Dean, Marshall County

OTHERS PRESENT:

Veronica Gibson, District Manager, WVCA
Jennifer Kile, Conservation Specialist, WVCA
Ed Hanson, Soil Technician, NRCS
Toni Reynolds, District Coordinator, NPCD
Brielle Menendez, Soil Tester, NPCD
David Shipman, Agriculture Program Assistant Marshall County, WVU Extension

Chairman James Caldwell called the meeting to order on Thursday, June 8, 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 May 2017 Board meeting with the correction of the motion for the approval of the SWCS membership. It was listed as Robert Luchetti making the motion for approval and seconding the motion. Motion was approved by Charles Pugh and seconded by Robert Luchetti. Seconded by Ed Huff. Motion passed.

Financial Report:

Cele Duvall reviewed the financials for May 2017. They will be filed for audit.

OLD BUSINESS

Equipment:

- There have been no additional bids received for a new spreader. Last month one was received from Witmer's. David McCardle will check with Knight's Farm Supply. There was a discussion to also check with King & Sons.

USDA Building Complex:

- Addition to Equipment Building – Robert Luchetti reported that he should have a bid for the building by the end of the day.
- There was a discussion regarding vandalism to the high tunnel. Mark Fitzsimmons was at the building after dark and said two outside lights were not working on the building. **Mark Fitzsimmons made a motion to have the lighting for the outside of the building upgraded. Seconded by Ed Huff. Motion passed.**

Education:

- Mark Fitzsimmons reported the following:
 - The high tunnel field day that was held at Family Roots Farm went very well.
 - Fourth grade students did not make it to the garden at the USDA Service Center to plant vegetables in the spring. He would like for them to come in the fall to harvest what vegetables are available.
- David McCardle is the representative for the District for the Grassland Steering Committee. David has a conflict during the time the annual Grassland Steering contest is held. He asked if any other board member would like to be the District representative.

NEW BUSINESS

Marshall County WVU Extension High Tunnel Project:

- David Shipman asked for assistance for the purchase of lumber for the construction of a high tunnel at the Marshall County Extension office. The cost for the lumber is \$532.91. **Cele Duvall made a motion to donate \$532.91 to the Marshall County Extension office to be used for the purchase of lumber for their high tunnel and to have the district crew work for one day to help construct the high tunnel. If the money can be obtained from another source, then the Marshall County Extension will return the donation. Seconded by Ed Huff. Motion passed.**

Election of Officers:

- **Robert Luchetti made a motion as a member of the nominating committee of the election of officers for the upcoming fiscal year beginning July 1, 2017 to maintain offices as currently held. Seconded by Ed Huff. Motion passed.**

- Officers are as follows:
 - James Caldwell, Chairman
 - Stephen Paull, Vice-Chairman
 - Cele Duvall, Treasurer
 - David McCardle, Secretary

Photo Judging:

- Photos received for the photo contest will be judged following the meeting.

FY18 NPCD Plan of Work:

- The FY18 Plan of Work was presented with changes made from a previous meeting. **Robert Luchetti made a motion to approve the FY18 Plan of Work as presented. Seconded by Mark Fitzsimmons. Motion passed.**

NPCD 2017-05-01 Wheeling Ck Debris Modification:

- Due to buildup of additional debris to the Wheeling Creek sites Vincent Excavating did not feel they could complete the work at the original price that was bid. A modification in the amount of \$10,000.00 was presented. The total of the contract would increase to \$33,500.00. **David McCardle made a motion to accept the modification as presented. Seconded by Mark Fitzsimmons. Motion passed.**

Letters of Request:

- \$19,000.00 – CD FY18 Operating Grant/1st Allotment
 - \$6,634.00 – CD FY18 Operating Grant/2nd Allotment
 - \$6,633.00 – CD FY18 Operating Grant/3rd Allotment
 - \$6,633.00 – CD FY18 Operating Grant/4th Allotment
 - \$15,975.00 – CD FY18 Supervisor Travel & Per Diem/1st Allotment
 - \$11,411.00 – CD FY18 Supervisor Travel & Per Diem/2nd Allotment
 - \$11,411.00 – CD FY18 Supervisor Travel & Per Diem/3rd Allotment
 - \$6,847.00 – CD FY18 Supervisor Travel & Per Diem/4th Allotment
- Robert Luchetti made a motion to approve the letters of request listed above. Seconded by Ed Huff. Motion passed.**

New Conservation Agreement:

- Elias Joseph/Ohio County/197 acres
- Robert Luchetti made a motion to accept the name listed above as a new cooperater. Seconded by Mark Fitzsimmons. Motion passed.**

Ag Enhancement Program:

- Modification – John R. Bonar/Water System payment approved for \$2,698.03. Payment was not to exceed \$2,467.73. Over payment of \$230.30. **David McCardle made a motion to modify the contract for John R. Bonar as listed. Seconded by Ed Huff. Motion passed.**

○ Cancellations

Name	Practice	Cost Share Approved	Reason
Penelope Miller	Water System	\$2,750.28	Receipts not Received
Joseph M Crow	Pasture Division Fence	\$3,850.00	Landowner Request
Joseph M Crow	Water System	\$2,938.78	Landowner Request
Richard Deever	Water System	\$3,074.63	Landowner Request
Penelope Miller	Pasture Division Fence	\$3,850.00	Landowner Request
Blanche Rybeck	Water System	\$2,634.93	Landowner Request
Harold S Metz	Lime	\$371.52	Landowner Request
David Reinbeau	Water System	\$2,963.38	Landowner Request
Rosemary K Moore	Lime	\$2,160.00	Landowner Request
John Tominack	Pasture Division Fence	\$3,850.00	Landowner Request
John Tominack	Pasture Division Fence	\$3,850.00	Landowner Request
Robert Luchetti	Lime	\$967.68	Landowner Request

Total \$33,261.20

Ed Huff made a motion to cancel the contracts listed above. Seconded by Mark Fitzsimmons. Motion passed.

○ Payment Approvals

Name	Practice	Cost Share Payment Amount
Jerry Lilley	Lime	\$2,120.04
Richard Otte	Lime	\$378.00
Edwin Miller	Nutrient Management	\$2,040.07
Martha Seabright	Nutrient Management	\$2,561.74
Gary Dean	Nutrient Management	\$863.26
John Skrypek	Nutrient Management	\$339.15
David Blake	Nutrient Management	\$224.14
Betsy Tustin	Water System	\$2,244.83
Betsy Tustin	Water System	\$2,182.13
Ronald Mason	Water System	\$2,681.24
Ronald Mason	Water System	\$2,018.71
Melissa Gebhardt	Water System	\$2,369.92
Leslie Schaber	Water System	\$3,078.33
John L Miller	Water System	\$2,681.23
Todd Quigley	Exclusion Fence	\$3,850.00
Scott Harris	Exclusion Fence	\$3,850.00
Dale Ritchea	Exclusion Fence	\$4,740.00
Mark Ruckman	Exclusion Fence	\$3,850.00
David Schrack	Exclusion Fence	\$1,515.50
Daniel McCardle	Pasture Division Fence	\$3,197.25
Samuel Yoho	Pasture Division Fence	\$2,370.00
Samuel Yoho	Pasture Division Fence	\$2,625.00
Paul Rine	Pasture Division Fence	\$5,214.00
Edward Link	Pasture Division Fence	\$5,214.00
Leslie Schaber	Pasture Division Fence	\$3,850.00

Lewis Hopkins	Pasture Division Fence	\$2,010.75
Richard Link	Pasture Division Fence	\$5,214.00
Robert Miller Jr	Pasture Division Fence	\$5,214.00
Alice Joann Toth	Pasture Division Fence	\$3,850.00
Alice Joann Toth	Pasture Division Fence	\$3,850.00
Richard Otte	Pasture Division Fence	\$2,470.38
Mark Ruckman	Pasture Division Fence	\$3,164.00
Melissa Gebhardt	Pasture Division Fence	\$3,850.00
Harold Metz	Pasture Division Fence	\$2,903.25
Wayne Shook	Pasture Division Fence	\$1,629.25
Michael Rine	Pasture Division Fence	\$5,214.00
Michael Rine	Pasture Division Fence	\$5,214.00
John L Miller	Pasture Division Fence	\$2,660.00

Total \$113,302.17

Mark Fitzsimmons made a motion to approve the completed practices listed above for payment. Seconded by Ed Huff. Motion passed.

- **Mark Fitzsimmons made a motion to set limits for practices for FY18 as follows:**

- **Only one of the following practices can be completed per fiscal year – water system, exclusion fence, pasture division fence, and heavy use protection area.**
- **Only one of the following practices can be completed per round per fiscal year – invasive species, lime, nutrient management, and urban agriculture.**
- **Landowner can only have one practice per round and there will be three rounds for FY18.**

Seconded by Robert Luchetti. Motion passed.

- A meeting will be held June 22 at 10:00 am to close out the contracts for FY17.

CORRESPONDENCE

Secretary David McCardle read the following correspondence: 1) A thank you from a child the District sponsored for Junior Conservation Camp. 2) A solicitation from Planet Aid. 3) Four pending mine permits from WV DEP. 4) An announcement for a field day at the West Fork Conservation District. 5) Marshall County Extension newsletter.

REPORTS

WVCA

The monthly report was distributed to each supervisor.

NRCS

Ed Hanson, Soil Technician

- Reviewed field office report.

NPCD

Toni Reynolds, District Coordinator

- Toni made the board aware that funds are getting low in the General Fund account.

Brielle Menendez

- Brielle reported that she has done soil testing on 22 farms.
- Attended the high tunnel field day at Family Roots Farm.
- Planted the raised beds.
- Has picked 9 pounds of green peppers from the high tunnel.

Supervisors

Ed Huff

- Raised beds in New Manchester Schools are complete. New Cumberland has planted fruit trees.

Mark Fitzsimmons

- **Mark Fitzsimmons made a motion to order at least six t-shirts (long and short sleeved) for the work crew and soil tester in bright colors. Seconded by Stephen Paull. Motion passed.**
- Mark questioned if there has been any progress with the grant to be provided by the district to schools for gardens.
- Mark wanted information regarding the NE NACD meeting to be held in Vermont.

David McCardle

- David will look into if a member from the District can be represented at the County Extension Service.

NEXT MEETING –The next meeting will be held on Thursday, June 8, 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 11:20 a.m.

James Caldwell, Chairman

David McCardle, Secretary

Minutes submitted by Veronica Gibson