



**MINUTES**  
**Western Conservation District Board Meeting**  
**AUGUST 15, 2017**

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## In Attendance

Supervisors: Charles Lipscomb, Chairman; Oscar Harris, Vice-Chairman; Donald Stephens, Jim Withrow, Secretary; Jeremy Grant

Absent: Bob Siebel, Treasurer

Others: Jackie Byars, NRCS; Jennifer Skaggs, Kim Fisher, Russell Kidwell, Sherry Pearson, WVCA

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## Call to Order

The regular meeting of the Western Conservation District Board was called to order at 9 a.m. on August 15, 2017 at the district Office in Point Pleasant by Chairman Lipscomb.

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## Approval of Agenda & Minutes

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

**The minutes of the July meeting was approved as presented on a Harris/Stephens motion, motion carried.**

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## Financial Reports

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. **Financial Transactions for August were approved as presented on a Stephens/Grant motion, motion carried.**

Suddenlink	\$	112.89		
Xerox	\$	113.41		
Coffee Grinder	\$	21.20		
Office Depot	\$	134.88		
Ohio Valley Bank VISA	\$	17.00	\$5.38	\$59.36
WV Association of Conservation Districts	\$	4,000.00		

**Treasurer's Report** - In his absence, Bob Siebel mailed the travel and per diem expense report for July. Total Miles \$634.82 Meals \$106.07 Per Diem \$750 a combined total of: \$1,688.89. **On a Harris/Withrow motion the report was approved along with travel and per diem payroll. Motion carried.**

## GUEST – John David Johnson, Jackson County Extension Agent

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John David gave an update on the panel trailer and mobile head gate the district had previously approved for funding. He is looking at a different type which offers the same opportunity and benefits. A grant of \$5,000 was received for the project from WV American Water as it benefits water quality with rotational grazing. It will be made available to local farmers, youth, fairs and festivals. The WCD and CCD approved \$2,000 last year for this project. Supervisors were in favor of this conservation education program. John David told supervisors thank you from Jackson County farmers he said several local farmers had told him to thank the district for supporting this program.

## Report of Supervisors

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Bob Siebel attended the Great Kanawha RC&D Council meeting and emailed his written report.

## Programs

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### Watershed Structures

- ◆ Funds Transfer Approved via Teleconference  
As approved by WVCA Executive Director, Brian Farkas approved the transfer of \$10,000 from the restricted SPRP funds held in the WCD to Mill Creek O&M. A teleconference on July 28 with Chairman Lipscomb, Oscar Harris, Vice-Chairman and Don Stephens approved this transfer. **The minutes of the special meeting were distributed and approved on a Harris/Stephens motion, Motion carried.**
- ◆ Notice to Proceed – Vincent Excavating, Inc.  
The contract was sign with Vincent by Chairman Lipscomb after the transfer of funds was initiated. Notice to Proceed was dated July 31, 2017 by the Chairman. Judith reported that Vincent did begin work on July 31<sup>st</sup>.
- ◆ Statement of Reviews for Mill Creek EAP  
Statements were provided by the agency for signature by the WCD on each Mill Creek site to be submitted to WV Dam Safety. **On a Stephens/Withrow motion Statements of Review were approved and signed by Oscar Harris. Motion carried.**

### Potato Pilot Program

An invoice has been sent to Guyan CD for one-ton of Kennebec at \$550. The district has received a reimbursement request from Lacey Parsons for 494 miles to pick up the digger at Huttonsville. Oscar said Russell will be in charge of the diggers going out to potato growers.

### AgEP FY18 Contract Approvals

Russell provided a listing of all practices with rankings. A tie breaker was used to score those with the same ranking. A discussion followed on how much additional funding to approve.

**Stephens made a motion to approve the top 4 lime and first on other practices using the tie breaker on a Harris second the motion was defeated. Withrow motioned to approve the first practice as per tie breaker across the board on each practice, Stephens second. Motion carried.** The following additional applications were approved:

- ◆ Lime ranking for Donald Hussell \$1,109.00
- ◆ Frost Seeding for Mike Stone \$106.00

- ◆ Water System for Neil Bumgarner \$2,930.00
- ◆ Division Fence application for John McCarty \$2,330.00
- ◆ Exclusion Fence Lewis Elliott \$2,850.00

**Harris motioned that due to financial reasons the district should notify unsuccessful applicants now and not wait until January, Grant seconded. Motion carried.**

## Old Business

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- ◆ WVACD Award Nominations  
**On a Harris/Stephens motion Bob Baird will be submitted for Lifetime Honorary Member. Motion carried.**
- ◆ WCD Office Space  
 The lease advertisement for a new Mason County USDA Service Center has hit the papers. There is concerns about affording a space in the new building, and if the landlord would add the space needed for the WCD. The WCD would need at least 500 square feet.

## New Business

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- ◆ WCD Budgets  
 A discussion about the need to have a budget meeting to set the budgets for FY18. A suggestion to include Dennis Brumfield, CPA as he provides the financial records for the WCD general funds and grant funds. Dennis will be asked for information to be provided at the September meeting.

## Agency Reports

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

Kim talked on the Leopold Award offered by the Sand County Foundation in twelve states. It is a higher scale of recognition. The state winners receive a \$10,000 cash award. Supervisors will have a chance to offer their opinion of the program at the WVACD Quarterly and Partnership Meeting in October.

USDA Natural Resources Conservation Service – Jackie Byars, District Conservationist

Spoke about a long-range plan and approval of project plans. Staff is working on meeting deadlines. She has an event at 10 a.m. to attend and will not be able to stay for meeting today.

## Adjournment

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The date of the next meeting of the board **was re-scheduled for 9:00 a.m. on Tuesday, September 12, 2017** at Point Pleasant.

With no further business, Chairman Lipscomb adjourned the meeting at 12:50 p.m.

Minutes submitted by: Sherry Pearson

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

James Withrow, Secretary