



Potomac Valley Conservation District

500 East Main Street
Romney, West Virginia 26757-1836
304-822-5174

MINUTES OF MEETING September 6, 2017

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, September 6, 2017, at the USDA Service Center in Moorefield. The meeting was called to order at 7:38 p.m. by chairperson, Charlotte Hoover.

SUPERVISORS: Charlotte Hoover, Kent Spencer, Brian Dayton, George Leatherman, J.W. See, Frank Weese, and Dale Walker

OTHERS: Doris Brackenrich, Pam Yost, Adam Boner, Pam Lupton, Mike Allen, Brock Markwell, Austin Shank, NRCS; Jeremy Salyer, Suzy Campbell, Ben Heavner, Andrea Walker, Nadene Jewell, WVCA; Reggie Pressutti, PVCD; Matt Pennington, Eastern Panhandle Planning / Development Council.

MINUTES: The minutes of the August 2, 2017 meeting were presented for review and approval. A motion was made by George Leatherman and seconded by Frank Weese to dispense with the reading of the minutes of the August 2, 2017 meeting and approve them as written and distributed. Motion carried.

The minutes of the August 22, 2017 special board meeting teleconference were presented for review and approval. A motion was made by George Leatherman and seconded by Kent Spencer to dispense with the reading of the minutes of the August 22, 2017 meeting and approve them as written and distributed. Motion carried.

FINANCIAL REPORTS: The District Manager reviewed the treasury reports for the month of August with the Board. Supervisors reviewed the reports for the General Fund and CDO Grant Accounts as prepared by William Lipps, CPA and the Co-Administered Accounts as prepared by WVCA Fiscal Department. Following the discussion, a motion was made by Kent Spencer and seconded by Frank Weese to approve the reports and invoices paid within the month of August. Motion carried.

INVOICE: The Board reviewed an invoice in the amount of \$525.00 from William Lipps CPA for bookkeeping services in the month of August. A motion was made by J.W. See and seconded by Kent Spencer to approve payment to William Lipps CPA in the amount of \$525.00 for bookkeeping services in August. Motion carried.

CORRESPONDENCE: LOR: Received a notice from WVCA to submit an LOR in the amount of \$25,000 for the Litter Transfer cost share program. A motion was made by J.W. See to approve the chair to sign and submit to WVCA an LOR in the amount of \$25,000 for the Litter Transfer cost share program. Motion seconded by Kent Spencer. Motion carried.

The Board reviewed correspondence received from WV Association of Conservation Districts regarding the proposed revision to the conservation farm program – the Leopold Award. Jeremy Salyer discussed the proposed program with the Board. As part of the program, WV would select one farm and they would be recognized on the national level. \$10,000 prize for top winner. The state would need to contribute funding in order to participate in the program. Supervisors were encouraged to review information online and provide comments to WVACD by the October quarterly meeting.

INVOICE: The Board reviewed an invoice in the amount of \$3,755.50 received from CEC, Civil Environmental Consultants, for engineering services completed on PVCD Dams. Following some discussion, a motion was made by Frank Weese and seconded by Kent Spencer to approve payment in the amount of \$3,755.50 to CEC, pending WVCA verification of the work. Motion carried.

CEC INVOICES: The District was contacted again in August by CEC's accounts receivable department regarding several outstanding invoices. This issue has been discussed for several months and the problem appears to be slow response time in agency review of reports / information provided by CEC for engineering services completed on the dams. Outstanding invoices include: 1/28/17 \$108,441.17; 6/29/2017 \$92,459.84 and 8/10/2017 \$3,755.50. WVCA staff contacted CEC and requested an invoice for a "partial" payment in an effort to bring the PVCD account more current. An invoice in the amount of \$51,164.13 (75% of total amount due) was presented to the Board for review. Following some discussion, a motion was made by Kent Spencer and seconded by Frank Weese to approve payment in the amount of \$51,164.13 to CEC – partial payment of outstanding invoices – pending WVCA verification. Motion carried.

NRCS REQUEST: PVCD received a request from the NRCS state office for notification of any outstanding invoices to be paid through the Lost River Site #16 project agreements for Real Property Acquisition and Relocation Assistance. Pam Yost was in attendance and addressed the request. It is only for the 4th Quarter of the FY2017. There has been no activity on the project, therefore, there are no outstanding invoices to be submitted for payment. Board in agreement to respond to NRCS – no outstanding invoices for the 4th quarter.

SOUTH BRANCH SUBWATERSHED PROJECT: Pam Yost discussed the South Branch Subwatershed project which was originally authorized in 1967. It was a joint project with WV and VA. Project was not pursued, geology was poor. It was revised in 1978 – found to be not feasible and put in inactive status – no activity since that time. Research of records in the Pendleton County Courthouse indicate there was a parcel of land purchased in 1976 and transferred to WV State Committee same year. It was later sold to a landowner, Robert Simmons in 1984, as no action was taken on the project. Discussion was held regarding the project – no funding in District accounts for this project. The state of Virginia has requested to close this project. WV NRCS is inquiring if PVCD is in favor of beginning the process to close the project in WV. Following some discussion, a motion was made by

George Leatherman and seconded by J.W. See to close the South Branch Subwatershed Project. Motion carried. Pam Yost indicated an agreement will be drafted and presented to the Board for signature in the near future.

George Leatherman inquired about property purchased for the Lost River Site #16 Project in Hardy County. One home / property and one easement was purchased for the project. If project is not pursued, property will be offered for sale. It is owned by PVCD at this point.

SOUTH FORK O&M CONTRACT: The start date on the notice to proceed for the South Fork O&M Contract – Moorefield was delayed to mid-September.

EQUIPMENT: Discussion on rental equipment – what to purchase. Manure Spreader, another Haybuster – no till seeder, smaller tractor. Requested for supervisors to investigate models / prices and report back. Equipment committee will need to review information.

LIME SPREADER RATES: The Board discussed the rental rates for the lime spreaders. It currently rents by the hour - \$12 per hour – Minimum charge of \$50. Discussion was held last month regarding a per ton charge. All were in agreement to change the rental rate to \$4.00 per ton – Minimum charge of \$50 + delivery on both the 4 ton and 8 ton lime spreaders. A motion was made by Kent Spencer and seconded by Frank Weese to change the rental rate for both lime spreaders to \$4.00 per ton – Minimum charge of \$50 + delivery. Motion carried.

FARM TOUR: The State Conservation Judging Tour of the Carr Farm was held on 8/30. Tour went very well – all pleased with the presentation given by the Carr's. Feel they have a great chance at 1st place in the state. Will be announced at the awards luncheon held at Flatwoods on 10/17.

MANURE DE FORCE: Matt Pennington, from Eastern Panhandle Planning / Development Council, was in attendance and addressed the Board with the Manure De Force presentation. He submitted a proposal to address Poultry Litter in the eight counties of the Chesapeake Bay drainage area. He reviewed the proposal / budget with the Board. It is a two year program. WVCA staff to assist with implementation. Will work with current programs in the District – plan to expand on them.

AWARDS BANQUET: The District Awards Banquet will be held on 9/30/17 at 4:00 pm at the Community Building in Franklin. Must RSVP by 9/22. Charlotte indicated we will need to set up tables and clean up afterwards.

LISTENING SESSION: Received a request from Tim VanReenen and Brian Farkas to meet with each Conservation District to discuss needs / concerns for future. Need to select two dates for the meeting. PVCD requested November 8, 9 or 15, 16 @ the Ponderosa in Moorefield at 6:00 pm. Will confirm and let supervisors know which date will work.

DISTRICT MANAGER REPORT: Nadene reported on the following:

- FY 2016-17 Audit – office review of records completed 8/25 – final audit report to be presented by November 1, 2017
- District Awards Banquet – Reminder of date / location
- State Awards Recognition @ Flatwoods on 10/17 – District to cover farmer expenses

A motion was made by Kent Spencer and seconded by Frank Weese to approve payment of the Conservation Farmer (Carr's) expenses – meals, lodging and mileage to attend the awards recognition in Flatwoods on 10/17. Motion carried.

EQUIPMENT AUCTION: The PVCD Equipment auction was held on Saturday, 9/2 in Fisher. It was well attended – over 60 numbers issued. Total amount of the equipment sale was \$40,462.00. Funding will be used to purchase new rental equipment.

PVCD CREW REPORT: Reggie Pressutti reported on the following:

- Litter Spreaders currently rented out
- O&M work on the dams going well – currently working on Patterson Creek sites in Mineral County
- Mowers getting flat tires on regular basis at this point
- Discussion on welding done to mowing deck – question was raised regarding warranty – no commercial guarantee
- Discussion also held regarding mowing concerns – mowers not doing as well as should – pulleys may not be lined up correctly – Dale Walker had this problem with his mower, once corrected, had no problems.
- Crew working hard to complete PC dams by end of month – Elwood limited on time to work

AG ENHANCEMENT COMMITTEE RECOMMENDATIONS: The Ag Enhancement Committee met prior to the Board meeting. The committee reviewed all applications and payments received to date. They discussed and recommended funding allocations for each AgEP practice, based on applications received. All funding has been allocated at this point. Committee in agreement to approve all applications and payments as presented & funding permits. Also in agreement not to accept additional lime applications, as all lime funding has been allocated for this year.

Lime - *Applications*: Glen Mathias 149 tons \$2,980.00 CS; Roger Lewis 50.12 tons \$1,002.40 CS; Ralph Layton 75.5 tons \$1,510.00 CS; David Hevener 82.52 tons \$1,650.40 CS; Mark Nicol 66 tons \$1,320.00 CS; Rodney Branson 150 tons \$ 3,000 CS; Robert Branson 150 tons \$3,000 CS; Stephen Goguen 32.25 tons \$ 645.00 CS; Michael Taylor 225 tons \$4,500 CS; Thomas Simmons 78.13 tons \$ 1,562.60 CS; Ron Hawk 75 tons \$1,500 CS; Jesse Mace 145.1 tons \$2,902 CS; Brian Brannon 137.4 tons \$2,748 CS; Jon Swecker 18 tons \$ 360 CS; Gary Swecker 12 tons \$240 CS; Kelly Williams 122.1 tons \$2,442 CS; Steve Heavner 59.38 tons \$1,187.60 CS; Ronald Miller 138.54 tons \$2,770.80 CS; Charlotte Hoover 189.35 tons \$ 3,787 CS; Brenna Mitchell 192.5 tons \$3,850 CS Ervin Wilkins 175.5 tons \$3,510.00 CS; Roscoe Ours 225 tons \$4,500 CS; Robert Moran 149.63 tons \$2,992.60 CS; Brookedale Holsteins 163.25 tons \$3,265 CS; Joe Mathias 128.41 tons \$2,568.20 CS; Jeremy Oates 133.26 tons \$2,665.20 CS; Robert Williams 150 tons \$3,000 CS; MCalley Farm LLC 30.53 tons \$610.60 CS

Invasive Species – *Applications*: Isaiah Smith \$500 CS; Steve Lambert \$500 CS; Kenneth Harper \$500 CS; Charles Armentrout \$500 CS; Bruce Hyre Jr. \$500 CS; Hunter Williams \$500 CS; Doug Wimer \$500 CS; W.C. Taylor \$500 CS; Brent Titus \$500 CS; Justin Titus \$500 Cs; Freddie Cooper \$500 Cs; Matt Teets \$500 Cs; Mike Teets \$500 CS; Mark Simmons \$500 Cs; Allen Simmons \$500 CS; Dan Lahman \$500 CS; Michael Alt \$500 CS; mark Fansler \$500 Cs; Lynise Fansler \$500 CS; Richard Frye \$500, CS; Fred Ansel \$500 CS; David Ansel \$500 CS; Steve Heavner \$500 CS; **John Hicks \$500 CS; **Charlotte Hoover \$500 CS; James See \$500 CS; Allen

Warner \$500 CS; Milleson Stock Farm \$500 CS; Bonnie Cox \$500 CS; Joe Mathias \$500 CS; T.J. Bowman \$500 CS; Billy Evick \$500 CS; Delmas Ours \$500 CS; Cheryl Smith \$500 CS; Kelly Smith \$500 CS; Eric Hartwig \$500 CS

Frost Seeding – *Applications:* Isaiah Smith 50 acres \$500 CS; Steve Lambert 33 acres \$330 CS; Bruce Hyre Jr. 47 acres \$470.00 CS; Hunter Williams 50 acres \$500 CS; Smith Farms 50 acres \$500 CS; Carl Heavener 50 acres \$500 CS; Elden Puffenbarger 8 acres \$ 80 CS; Will Taylor 50 acres \$500 CS; W.C. Taylor 50 acres \$500 CS; Roger Lewis 50 acres \$500 CS; Justin Titus 50 acres \$ 500 CS; Brent Titus 50 acres \$500 CS; David Heavner 50 acres \$500 CS; Mark Nicol 37 acres \$370.00 CS; Mike Teets 50 acres \$500 CS; Matt Teets 50 acres \$500 CS; Nicole Fansler 50 acres \$500 CS; Danny Miller 50 acre \$500 CS; Eric Hudgins 50 acres \$500 CS; Michael Taylor 50 acres \$500 CS; Charles Armentrout 50 acres \$500 CS; Dan Lahman 50 acres \$500 CS; Lowell Hedrick 21.4 acres \$214.00 CS; Kelly Williams 50 acres \$500 CS; Sam Williams 50 acres \$500 CS; ** Gerald Sites 50 acres \$ 500 CS; ** John Hicks 50 acres \$500 CS; ** Charlotte Hoover 50 acres \$500 CS; James W. See III 50 acres \$500 CS; Trista See 50 acres \$500 CS; James See 50 acres \$500 CS; Roscoe Ours 50 acres \$500 CS; Greg Fertig 50 acres \$500 CS; Davis Farms 50 acres \$500 CS; Loyen Kimble 50 acres \$500 CS David Ansel 50 acres \$500 CS; TJ Bowman 50 acres \$500 CS; Billy Evick 50 acres \$500 CS; Allen Simmons 50 acres \$500 CS; Robert E. Williams 50 acres \$500 CS

HUAP – *Applications:* Brock Markwell; ** John Hicks, James W. See; Trista See; Steve Heavner; Sam Williams

COVER CROPS: *Applications:* Charles Armentrout 14 acres \$700 CS; Dan Lahman 27 Acres \$1,350 CS; Paul Bennett 20 acres \$1,000 CS; Joe Harper 19.5 acres \$975.00 CS; Kenneth Harper 14.78 acres \$739.00 CS; Randy Bennett 20 acres \$1,000 CS; Glen Mathias 58.1 acres \$2,905.00 CS; Hunter Williams 75 acres \$3,750 CS; ** James W. See III 32 acres \$1,600 CS; Thomas Kimble 12 acres \$600 CS; Doug Wimer 50 acres \$ 2,500 CS; John MCCoy 33 acres \$1,650 CS; Michael Teets 75 acres \$3,750 CS; Matt Teets 75 acres \$3,750 CS; Roscoe Ours 75 acres \$3,750 CS; Brent Titus 75 acres \$ 3,750 CS; Craig Crites 20 acres \$ 1,000 CS; W.C. Taylor 54.7 acres \$ 2,735.00 CS; Rodney Branson 58 acres \$ 2,900 CS; Robert Branson 36.83 acres \$1,841.50 CS; Todd Fansler 25.4 acres \$1,270.00 CS; Judy Fansler 40.4 acres \$2,020.00 CS; Nicole Fansler 33.14 acres \$1,657.00 CS; Cynthia Yokum 22 acres \$1,100 CS; Kenneth Shoemaker 40 acres \$2,000 CS; ** George Leatherman 11.2 acres \$ 560 CS; John Weese 75 acres \$3,750 CS; Jesse Mace 25 acres \$1,250 CS; Steve Conrad 55 acres \$2,750 CS; H.J. Omps 18 acres \$900 CS; Brian Brannon 63 acres \$3,150 CS; J&L Farm 32 acres \$1,600 CS; Sam Williams 54 acres \$2,700 CS; Steve Heavner 10 acres \$500 CS; Ervin Wilkins 54.33 acres \$2,716.50 CS; Kelly Williams 36 acres \$1,800 CS; Robert Moran 35 acres \$ 1,750 CS; Brookedale Holsteins 57.4 acres \$ 2,870 CS; Michael Omps 17.31 acres \$865.50 CS; Raymond Phares 37 acres \$ 1,850 CS; Matt Nesselrodt 43 acres \$ 2,150 CS; Robert E. Williams 33 acres \$1,650 CS; Baker Farms 59.53 acres \$2,976.50 CS

LITTER TRANSFER – *Applications:* Rock Evick 150 tons \$1,500 CS; John Ruddle 250 tons \$ 2,500 CS; Rodney Hedrick 250 tons \$ 2,500 CS; Mark Nicol 250 tons \$ 2,500 CS; Mark Wrotchford 150 tons \$ 1,500 CS; Ralph Thorne 250 tons \$ 2,500 CS; Roscoe Alexander 100 tons \$ 1,000 CS; Jimmy Parker 200 tons \$ 2,000 CS; Gary Hedrick 250 tons \$ 2,500 CS; Kathy Sponaugle 250 tons \$ 2,500 CS; Jacob Griffin 250 tons \$ 2,500 CS; Nathan Griffin 250 tons \$2,500 CS; Delmas Ours 180 tons \$1800 CS; Barbara Miller 250 tons \$2,500 CS

Payments: Ralph Thorne, Mark Wrotchford, Rodney Hedrick, Allen Evans

A motion was made by Frank Weese and seconded by Brian Dayton to approve the AgEP committee recommendations included applications & payments listed above. Motion carried.

WVCA AgEP APPROVALS: Jeremy Salyer presented the following AgEP approvals for supervisors:

Charlotte Hoover – Lime 189.35 tons \$3,787.00 CS; Frost Seeding 50 acres \$500 CS;
Invasive Species \$500 CS

J.W. See – Frost Seeding 50 acres \$500 CS

Gerald Sties – Frost Seeding 50 acres \$500 CS

John Hicks – Invasive Species \$500 CS

Ron Miller – Lime 138.54 tons \$2,700.80 CS

CREP: The following CREP contracts and payments were presented:

Payment - David Fansler \$ 330.82

Contracts – Trevor Hughes 3 acres; Jennifer Taylor 8.6 acres; Jesse Mace 3.6 acres.

A motion was made by Kent Spencer and seconded by J.W. See to approve the CREP payment and contracts as presented to the Board. Motion carried.

WVCA: Jeremy Salyer reported on the following:

- Awards Recognition at Flatwoods 10/16 – 10/17 – Need to register for the luncheon
- Stream Protection Restoration Project – Program has been revised – cost share program with landowner – reviewed new guidelines – will be similar to AgEP program with ranking process– not finalized to date – will report back to Board
- Reviewed written report

WVCA: Andrea Walker reported on the Litter Hotline. It is operational – going well – continue to receive calls – transporters needed.

WVCA: Suzy Campbell reported on the following:

- Anderson Run Plan – working to update – not completed in 2012 – meeting on 9/11/17 at Romney DEP office to discuss the plan. Supervisors invited to attend / participate
- State Match funds remain available for Mill Creek / South Branch – need to review for future 319 projects
- LORs – will submit more often and in smaller amounts for Chesapeake Bay and other federal projects – funds obtained on reimbursement basis

NRCS: Doris Brackenrich distributed and review monthly report

- Recognized county field staff in attendance – thanked them for hard work
- 50 new contracts in three counties
- 9/7 meeting in Grant County / RSVP to Brad Smith
- Farm Tour – the Carrs did an awesome job – very excited for them

- Clerical position in Moorefield office – advertised 13 hours per week

SPRING TILES: Discussion on size of spring tiles / spring development boxes sold by PVCD. The District was advised they do not meet NRCS specs – is this correct? Yes, according to NRCS engineering staff, the boxes need to measure 18 inches at top and bottom in order to meet specs – they are tapered and do not measure the same at the top & bottom. Board will need to discuss options with field staff and decide on a new model to order.

PVCD Banquet on 9/30/17 @ 4:00 pm at Community Building in Franklin / RSVP by 9/22

WVACD Quarterly Meeting @ Flatwoods 10/16 - 17

Awards Recognition in Flatwoods on 10/17 – 9/25 is registration deadline to WVCA

There being no further business, the meeting adjourned by motion of Frank Weese at 9:10 pm. Motion seconded by J.W. See. Motion carried. The next regular meeting will be held on Wednesday, October 4, 2017 at 7:30 pm at the USDA Service Center in Moorefield.

Chairperson

Secretary

Date