



Potomac Valley Conservation District

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MINUTES OF MEETING November 1, 2017

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, November 1, 2017, at the USDA Service Center in Moorefield. The meeting was called to order at 7:15 p.m. by chairperson, Charlotte Hoover.

SUPERVISORS: Charlotte Hoover, Ron Miller, John Hicks, Brian Dayton, George Leatherman, J.W. See, Frank Weese, and Dale Walker

OTHERS: Doris Brackenrich, Christi Hicks, NRCS; Jeremy Salyer, Ben Heavner, Nadene Jewell, WVCA; Mike Biser, FSA; Reggie Pressutti, PVCD; Carolyn Hefner, Associate Supervisor

MINUTES: The minutes of the October 4, 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 October 4, 2017 meeting and approve them as written and distributed. Motion carried.

The minutes of the October 24, 2017 special board meeting were presented for review and approval. A motion was made by John Hicks and seconded by Brian Dayton to dispense with the reading of the minutes of the October 24, 2017 special meeting and approve them as written and distributed. Motion carried.

FINANCIAL REPORTS: The Treasurer reviewed the treasury reports for the month of October with the Board. The reports were in draft form, as bank statements have not been received. 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 John Hicks to accept the draft reports and approve the invoices paid within the month of October. Motion seconded by Frank Weese. Motion carried. The final reports will be presented for approval in December.

INVOICE: The Board reviewed an invoice in the amount of \$525.00 from William Lipps CPA for bookkeeping services in the month of October. A motion was made by Frank Weese and seconded by Dale Walker to approve payment to William Lipps CPA in the amount of \$525.00 for bookkeeping services in October. Motion carried.

CDO GRANT REPORT: The Board reviewed the FY17 CDO Grant expenditure report. A motion was made by John Hicks and seconded by Frank Weese to approve the report and authorize the treasurer to sign the report. Motion carried.

INVOICE: The Board reviewed an invoice in the amount of \$51,500.00 from Vincent Excavating for work completed on the South Fork Moorefield o&m contract. A motion was made by J.W. See and seconded by Frank Weese to approve payment in the amount of \$51,500.00 to Vincent Excavating pending WVCA verification. Motion carried.

CORRESPONDENCE: LOR – The District received a request from WVCA to submit an LOR in the amount of \$50,000.00 for the Conservation Reserve Enhancement Program (CREP). These funds will be available in PVCD and EPCD (Chesapeake Bay counties). A motion was made by Frank Weese and seconded by John Hicks to authorize the chair to sign the LOR for \$50,000.00 in CREP funds and submit it to WVCA. Motion carried.

THANK YOU CARD: The District received a thank you card from the Idleman Family for the invitation to the District banquet and the Century Farm recognition.

LOR: Board action is needed to submit an LOR in the amount of \$2,370.50 for reimbursement of 1st quarter district employee reimbursement. A motion was made by John Hicks and seconded by Ron Miller to approve the LOR in the amount of \$2,370.50 and authorize the chair to sign and submit to WVCA. Motion carried.

AG EDUCATION MEETING SPONSORSHIP: The Board received a request for sponsorship of the winter Ag Education dinner meetings in Hampshire County. Following some discussion, a motion was made by J.W. See and seconded by Ron Miller to approve sponsorship in the total amount of \$3,000 for the Ag dinner meetings held in the winter months District wide - \$750 per county. Motion carried. (Included in the CDO Grant Budget)

The check in the amount of \$750.00 issued in January 2017 for support of the Hampshire County Ag dinner meetings last winter was never cashed. Upon contacting the office, they have been unable to locate the check and have requested that it be reissued. A motion was made by John Hicks and seconded by Frank Weese to reissue the payment of \$750 for the 2017 Ag Education dinner meetings in Hampshire County. Motion carried. A stop payment should be issued for the original check. The new check will be hand delivered to the extension office.

THANK YOU CARD: The District received a thank you card from Lois & Roy Carr. They are very appreciative of the District's support throughout the conservation farm contest this year.

PATTERSON CREEK SITE #41: Jeremy Salyer reported on the fence installation on Patterson Creek Site #41. WVCA staff met with the landowners on site and agreed on the location of the new fence. The landowner has requested the information be provided in the form of a letter for clarification and record for the future. Jeremy presented a draft letter for review by the Board. A motion was made by J.W. See and seconded by Dale Walker to approve the letter and authorize the chair to sign it. Motion carried.

EQUIPMENT COMMITTEE: Ron Miller reported on information / quotes obtained for a new no-till seeder. The committee discussed several models and agreed on the Esch model – approximate cost of \$33,000.00. A motion was made by Ron Miller and seconded by John Hicks to approve the committee recommendation of purchasing the Esch no-till seeder for the approximate cost of \$33,000.00. Motion carried. John Hicks will contact the dealer regarding the purchase.

Discussion held on the purchase of a manure spreader – will need to research further and bring information to Board for review.

Discussion was also held regarding the need to install heat in the District shop / garage at Fisher. Ron had information on a gas heater from Southern States - approximate cost is \$2,500 – discussion on various types of heaters. A motion was made by John Hicks to authorize Ron Miller to spend up to \$2,500 to have the heat installed at the shop. Motion seconded J.W. See. Motion carried.

A motion was made by Frank Weese and seconded by J.W. See to approve the equipment committee recommendations. Motion carried.

DECEMBER MEETING: The group discussed the December meeting and the Christmas dinner. We are unable to meet at normal location -USDA Service Center conference room is not available in December. All in agreement to have Christmas dinner at Ponderosa in Moorefield on 12/6 @ 6:00 pm and have the Board meeting afterwards at the Ponderosa beginning at 7:00 pm. Reminders will be sent prior to the date.

NOMINATING COMMITTEE: Discussion was held regarding the need to appoint a nominating committee for the executive officers. All members agreed to keep the officers the same – no need to appoint a committee. A motion was made by Dale Walker and seconded by George Leatherman for the PVCD executive officers to remain the same in 2018: Charlotte Hoover, Chairperson; Ron Miller, Vice-Chair; John Hicks, Treasurer; and Kent Spencer, Secretary.

PATRIOT GARDEN PROJECT: The Board discussed the compost trials at the District facility in Fisher for the Patriot Garden project. Ben Heavner reviewed a draft budget. Will take 1 day to mix the compost piles; must turn the compost once a week and record temperatures each day. WV Dept. of Agriculture will assist with the compost mixture. Following the discussion, a motion was made by John Hicks and seconded by Frank Weese to include the budget for the compost trials in the contract for the project. Motion carried.

DISTRICT MANAGER REPORT: Nadene Jewell reported on the following items:

- Tree Sale – Board in favor of having tree sale in the spring. A motion was made by Frank Weese and seconded by George Leatherman to hold the tree sale in the spring and approve selling & pre ordering the fruit trees this year. Motion carried.
- Promo Items: Discussion on shirts for supervisors / staff. All in favor is purchasing denim shirts and t-shirts with PVCD logo. A motion was made by Brian Dayton and seconded by George Leatherman to approve the purchase of denim and t-shirts. Motion carried.
- Office Chairs – The chairs in the District office are in need of replacement – very worn and uncomfortable. All in agreement to purchase new office chairs. A motion was made by

George Leatherman and seconded by Dale Walker to approve the purchase of new office chairs. Motion carried.

CHRISTMAS DINNER: Board in favor of inviting crew members to attend Christmas dinner at Ponderosa on 12/6 and paying for their meals. A motion was made by J.W. See and seconded by Dale Walker to approve paying for meals of the crew members and purchasing gift cards up to \$100 each for the crew member– Elwood and Adam. Motion carried.

SCHOOL GARDEN PROJECT IN PENDLETON COUNTY: Discussion was held regarding funds for the WVACD projects – applications will be submitted to WVACD. \$25,000 cap per proposal. The applications are not available yet – information being developed. Will provide copies of the application when received from WVACD. School Garden Project in Pendleton County will qualify for this project. No action taken.

SUPERVISOR REPORTS: Ron Miller reported on the WVACD Quarter Meeting in Flatwoods:

- Alan Miller attended the quarterly meeting and discussed conservation camp - \$200 per student to attend – declined attendance in recent years - requested Districts to provide additional support and promote the camp locally
- Envirothon – those associated with the competition praised the Moorefield team – awesome group of students
- WV Century Farm Program – Also recognizing 150 & 200 year farms – applications due in April 2018
- Conservation Farm Contest – Carr farm received 3rd place
- Rainfall demonstration
- Ron showed items purchased at auction to support education programs

CREW REPORT: Reggie reported on the following:

- Equipment rental has slowed for the season
- Fixed door frame on office building
- Weed eat around fence line and repaired fence at shop
- Mulcher need parts for repair / new hose
- Water pumps are working
- Cleaned up ventrac – older one needs attention before next season – may want to trade in
- Haybuster – still have waiting list – continues to be busy
- Demonstration for new lime spreader held at Ron Miller’s farm – belts broke on first run – has been repaired and adjusted. Gerald Sites in process of using it now – working well

George Leatherman inquired if Board was be interested in having crew do additional mowing and work other than on the dams. Would provide additional work for crew – refer to equipment committee for discussion.

AG ENHANCEMENT: The following were presented for approval:

INVASIVE SPECIES – Payments: Charles Armentrout \$500 CS; Matt Teets \$500.00 CS; Mike Teets \$500.00 CS.

A motion was made by Frank Weese and seconded by Brian Dayton to approve the invasive species payments listed above. Motion carried.

LITTER TRANSFER – Applications: ** Kent Spencer 250 Tons, Allen Evans 250 Tons

Payments: Rodney Hedrick \$ 1,381.10 CS 138.1 tons; Cody Keplinger \$ 2,500.00 CS 250 tons

A motion was made by John Hicks and seconded by Frank Weese to approve the litter transfer applications and payments as presented. Motion carried.

STREAM EXCLUSION - Applications: Allen Warner 1,500 ft. \$2,775.00 CS

A motion was made by John Hicks and seconded by Frank Weese to approve the stream exclusion application. Motion carried.

Ron Miller excused himself from the meeting.

LIME - Payments: Milleson Stock Farm \$ 622.00 CS; Gary Ginevan \$ 225.00 CS; **Ron Miller \$ 2,553.29 CS; Lukas Newcomer \$1,898.24 CS; Roscoe Ours \$ 4,500.00CS; David Scott Sherman \$ 1,428.05 CS; Brenna Mitchell \$3,418.18 CS; Jeremy Oates \$ 2,543.20 CS; Michael Omps \$1,479.75 CS

A motion was made by John Hicks and seconded by Brian Dayton to approve the Lime payments as presented. Motion carried.

Ron Miller returned to the meeting.

George Leatherman and J.W. See excused themselves from the meeting.

COVER CROPS: Payments: Charles Armentrout \$700 CS; Baker Farms \$, Lisa Bayse \$ 1,600.00 CS; Brian Brannon \$ 2,274.00 CS; Steve Conrad \$2,750.00 CS; Craig Crites \$1,000 CS; Nicole Fansler \$1,467.30 CS; Joe Harper \$780.00 CS; Kenneth Harper \$739.00 CS; Steve Heavner \$500 CS; Thomas Kimble \$600 CS; **George Leatherman \$460.00 CS; Jesse Mace \$ 1,000.00 CS; Glen Mathias \$ 2,785.00 CS; John McCoy \$ 650 CS; Robert Moran \$ 1,750 CS; H.J. Omps \$ 900 CS; Michael Omps \$ 300.00 CS; Raymond Phares \$ 1,850.00 CS; ** James W. See III \$ 1,600.00 CS; Matt Teets \$ 3,300.00 CS; Mike Teets \$ 3,750.00 CS; Brent Titus \$ 2,730.00 CS; John Weese \$ 3,440.00 CS; Robert E. Williams \$ 1,320.00 CS; Paul Bennett \$ \$1,000.00 CS; Todd Fansler \$943.90 CS; Roger & Judy Fansler \$1,762.00 CS

A motion was made by Ron Miller and seconded by Frank Weese to approve the cover crop payments as presented. Motion carried.

George Leatherman returned to the meeting.

John Hicks excused himself from the meeting.

DIVISIONAL FENCE / WATER TROUGH - Applications: Steve Lambert \$8,000 CS; Bruce Hyre Jr. \$ 5,946.65 CS; Becky Feller \$ 8,000 CS; Adam Goldizen \$7,500 CS; Isaiah Smith \$ 8,000 CS; Experience Learning Inc. \$6,557.76 CS; Jason Hicks \$4,487.62 CS; ** John Hicks \$ 8,000 CS; Kenneth Harper \$5,340.45 CS;** J.W. See III \$ 6,270 CS; Robert Moran \$8,000 CS;

Paige Alexander, Steve McCauley, Marshall Harper, Paul Bennett – Non funded based on ranking

A motion was made by Frank Weese and seconded by Brian Dayton to approve the divisional fence / water trough applications and non-funded applications. Motion carried.

J.W. See returned to the meeting.

HUAP - Payment: ** John Hicks \$1,000.00 CS

A motion was made by Brian Dayton and seconded by J.W. See to approve the HUAP payment as presented. Motion carried.

John Hicks returned to the meeting.

CREP: One CREP payment was presented for approval:

Jesses Mace	3.61 acres	Riparian Buffer	\$ 122.74
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A motion was made by John Hicks and seconded by J.W. See to approve the CREP payment in the amount of \$122.74 upon the receipt of additional CREP funds (still waiting on the transfer of funds from another conservation district). Motion carried. Jeremy Salyer indicated the transfer is in the works.

WVCA: Jeremy Salyer reported on the following:

- WVACD winter quarterly meeting to be held in Flatwoods on January 16-17, 2018
- Jennifer Skaggs and Russell working on an Ag Enhancement trend analysis report – will present to districts in December or January
- WVCA Budget – no cuts at this time
- Reviewed SSRP document – new program to replace SPRP – will be cost share program with the landowners
- Ag Day will be held at the Capitol on February 7, 2018 – will have legislative breakfast
- WVACD / WVCA Listening session on 11/16 @ 6 pm at the Ponderosa in Moorefield

WVCA: Ben Heavner reported on the following:

- Discussed Division Fence / Water Trough applications – need to complete practice
- Presented cost estimates for materials to make spring tiles – 18 in pipe and concrete lids

FSA: Mike Biser reported on the following:

- CREP annual payments – made in October
- GRP / ARC payments – made in October
- Ballots mailed for election – one community in each county – must return by 12/4 – new members in place January 1
- Loans available through county offices - \$50K or less / 90% financing
- Mike Taylor continuing as acting state director

NRCS: Christi Hicks reported on the following:

- AMA Program – irrigation systems

- New Creek Watershed – staff from national / state level visited area – promote dam rehab program
- Attending Chesapeake Bay Forum this week – WV excellent model for surrounding states
- Need applicants for rotational grazing in Mineral County

NRCS: Doris Brackenrich reported on the following:

- Attending WV Ag Innovation Event at National Guard Armory – Eastern College in Hardy County – 600 + attendees expected – excellent outreach opportunity
- Performance reviews completed
- Program contracts – 158 active
- EQIP / AMA applications
- Tour of Restoration Project – representative from national office – reviewed practices / funding implemented under the program

Reminder of WVACD / WVCA Listening Session at Ponderosa on 11/16 @ 6 pm.

Christmas Dinner on 12/6 at 6 pm at Ponderosa.

There being no further business, the meeting adjourned by motion of J.W. See at 8:30 pm. Motion seconded by Frank Weese. Motion carried. The next regular meeting will be held on Wednesday, December 6, 2017 at 7:00 pm at the Ponderosa Restaurant in Moorefield.

Chairperson

Secretary

Date