



Potomac Valley Conservation District

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MINUTES OF MEETING

January 31, 2018

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, January 31, 2018, at the USDA Service Center in Moorefield. The meeting was called to order at 7:08 p.m. by chairperson, Charlotte Hoover.

SUPERVISORS: Charlotte Hoover, Ron Miller, Kent Spencer, Brian Dayton, George Leatherman, J.W. See, Frank Weese, and Gerald Sites

OTHERS: Mark Long, NRCS; Jeremy Salyer, Andrea Walker, and Nadene Jewell, WVCA; Robert Reed, FSA; Bill Pownall, WV Division of Forestry; Carolyn Hefner, Associate Supervisor

MINUTES: The minutes of the January 3, 2018 meeting were presented for review and approval. A motion was made by J.W. See and seconded by Kent Spencer to dispense with the reading of the minutes of the January 3, 2018 meeting and approve them as written and distributed. Motion carried.

FINANCIAL REPORTS: The District Manager reviewed the draft treasury reports for the month of January with the Board – bank statements not received. Supervisors reviewed the January 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 Ron Miller to accept the draft reports for January and approve the invoices paid within the month. Motion seconded by Frank Weese. Motion carried.

INVOICE: Board action was taken on payment in the amount of \$525.00 to William Lipps CPA for bookkeeping services in the month of January. A motion was made by Kent Spencer and seconded by J.W. See to approve payment to William Lipps CPA in the amount of \$525.00 for bookkeeping services in January. Motion carried.

INVOICES: PVCD received an inquiry from CEC billing office regarding the status of final payment on the outstanding invoices (partial payment made in September – pending the final review of reports) WVCA watershed office indicated the reports are still under review and verification for the final payment is still pending. No action taken by the Board at this time.

AG DAY: Reminder of Ag Day at the Capitol on 2/7/18. Supervisors invited to attend the legislative breakfast @ 7:30 am. Walker, Sites, Weese and Leatherman plan to attend Ag Day.

WV CENTURY FARM APPLICATION: PVCD received an application for the WV Century Farm program from Roy & Lois Carr in Pendleton County. Applications for the program must be received by April 1. Following some discussion and review a motion was made by George Leatherman and seconded by Gerald Sites to accept the application for WV Century Farm submitted by Roy & Lois Carr. Motion carried. A copy of the application will be forwarded to WVACD prior to the deadline.

RIVER WATER INSPECTION: PVCD received a letter from WV Delegate Gary Howell requesting staff from WVCA to inspect the river wall in the town of Piedmont. A copy of the letter was forwarded to WVCA watershed staff – Brian Farkas indicated they were aware of the issue and it was being addressed. No action needed by PVCD Board.

MONARCH SUMMIT: PVCD received correspondence regarding the Monarch Butterfly Summit to be held at Jackson's Mill in March. A request for sponsorship of the event was also received. Following some discussion, a motion was made by George Leatherman and seconded by Ron Miller to approve sponsorship in the amount of \$100 from conservation education funds for the Monarch Summit. Motion carried.

WATERSHEDS – LUNICE CREEK EAPs: Revised emergency action plans for the Lunice Creek watershed dams were presented for review and signature. A motion was made by Frank Weese and seconded by J.W. See to approve the emergency action plans for Lunice Creek and authorize the chair to sign the plans and submit to WV DEP. Motion carried.

O&M SPONSORSHIP MEETINGS: Karen Sticklely has contacted the local sponsors and scheduled meetings to discuss o&m funding for the coming fiscal year. She also prepared handouts to highlight annual accomplishments in each watershed – copies were distributed to supervisors. Supervisors were given the dates for the meetings in their respective counties.

LOST RIVER SITE 27: WVCA Watershed office received landowner complaints of a removed gate and ATV traffic on the dam – LR#27. WVCA technicians conducted a site visit and took photos of the dam. The gate was off of the hinges, however, no tracks or disturbance on the dam was noted. The photos were distributed for supervisors to inspect. No damage noted – no action taken at this time. Information will be kept in the file for future reference.

EQUIPMENT COMMITTEE: Ron Miller reported on the recommendations made by the Equipment Committee that met prior to the Board meeting.

The committee discussed the purchase of a Kuhn manure spreader – recommendation was made to inspect the spreader at James River Equipment and if acceptable, proceed with the purchase. A motion was made by J.W. See and seconded by Kent Spencer to approve the recommendation to inspect the Kuhn spreader and proceed with the purchase if acceptable - \$28,500.00 cost estimate. Motion carried. Miller, Hicks, See will arrange a date / time to inspect the equipment at the dealership – other supervisors welcome to attend.

Ford 350 green truck – Miller indicated the door is still in need of repair. Will obtain estimates for the repair or replacement of the door – all in favor.

Litter spreader repairs – Miller reported on the repairs made to both litter spreaders. One had major repairs needed – cost estimate for parts and labor will be \$6,000. Will receive invoice. The other spreader needs less work – cost estimate \$2,000. Board in favor of the repairs / payment of invoices.

Discussion held regarding coverage if rental equipment is damaged while being rented. Committee needs to review rental agreement and update / revise liability section. Landowner needs to sign prior to rental – discussion on rental process.

Heat installation – Miller reported the installation of heat at the shop has been delayed. Waiting on Southern States.

Equipment Manager position- Miller and Hicks would like to meet with Elwood Kesner and interested applicant for the position.

Mowers – Need to inspect mowers and make necessary repairs prior to start of the season in May.

Following the discussion, a motion was made by Kent Spencer and seconded by J.W. See to approve the equipment committee recommendations as presented to the Board. Motion carried.

DISTRICT NEWSLETTER: Andrea Walker distributed a draft of the winter issue of the PVCD newsletter. Cost estimate is \$747.60 for publishing and mailing of 500 newsletters. A motion was made by Frank Weese and seconded by J.W. See to approve the newsletter and payment of \$747.60 from Chesapeake Bay Outreach funds for printing and mailing costs. Motion carried. A suggestion to include photos of rental equipment / new lime spreader / seeder in next issue – will prepare a summer issue in June.

ENTERING CD ROAD SIGNS: Received information from WVACD for new “Entering Conservation District” road signs. Please provide the association with the number of new signs needed in each district. Discussion held on locations (on major roads only) and how many signs to order. Need to replace signs with Soil Conservation District. Supervisors to bring a count to March meeting.

ENVIROTHON WORKSHOP: Andrea Walker discussed the Envirothon Training Workshop to be held in March in Hardy County. Requested sponsorship by the District for lunch – cost estimate of \$150. Following some discussion, a motion was made by Kent Spencer and seconded by J.W. See to approve \$150 in sponsorship for the Envirothon workshop. Motion carried.

DISTRICT MANAGER REPORT: Nadene reported on the following:

- Ag Day at the Capitol – Wednesday, 2/7/18 – legislative breakfast begins at 7:30 am – need a count of supervisors planning to attend
- Dates for upcoming ag education dinner meetings in each county – will provide tree order forms to be distributed at meetings in February
- District tree sale underway – accepting orders until 3/23/18 – tree pick up day on Friday, 4/6/18. Sorting / filling order on 4/5 – help appreciated
- Stewardship program – theme “Watersheds – Our Water, Our Home”

EQUIPMENT: Ron Miller reported that he and other supervisors have moved rental equipment this month.

Ag ENHANCEMENT: State AgEP meeting / videoconference was held on 1/17/18. Discussion held on funding allocation process – FY19 will be based on previous 3 years – not current year. This will help to speed up the process for funding to be received by Districts. AgEP committee to finalize AgEP practices for coming year. Suggestions for practices revisions should be sent to state committee.

REQUESTS FOR LIME EXTENSION: Have received multiple requests from applicants for time extensions to have lime applied and receive the higher cost share rate of \$20 per ton. Following some discussion, it was agreed by motion of J.W. See that no extensions will be granted on lime contracts. Motion seconded by Gerald Sites. Motion carried. Lime contracts approved in August must be complete by 2/2 and contracts approved in September complete by 3/6 in order to receive the higher cost share rate. If not complete by those dates, they will receive the lower rate of \$15 per ton – IF complete by May 31, 2018.

ADDITIONAL LIME SIGN UP: Additional Lime funds will be available – the difference of \$20 per ton / \$15 per ton on uncompleted contracts and for cost share payments already made that were not at the maximum amount. Supervisors reviewed the “estimated” amount of residual funds and agreed to have an additional sign up period for lime during the month of February. A motion was made by Ron Miller and seconded by J.W. See to hold a sign up for lime cost share beginning 2/5/18 – 2/28/18. The rate will be \$15 per ton, and will be funded based on the amount available at the March 7, 2018 meeting. Motion carried.

AG ENHANCEMENT: The following applications and payments were presented to the Board:

LIME - Payments: Glenn Mathias \$2,930.83 CS; Ervin Wilkins \$3,510.00 CS; ** Gerald Sites \$ 4,500.00 CS; Charles T. Wimer \$3,789.20 CS; Baker Farms \$2,035.74 CS

LITTER TRANSFER – Payments: Barbara Miller

DIVISIONAL FENCE / WATER TROUGHES: Applications: Steve McCauley, Paige Alexander

Cancellation: Becky Feller

A motion was made by Frank Weese and seconded by Brian Dayton to approve AgEP applications, payments and cancellation as presented to the Board.

CONSERVATION AGREEMENT: One conservation agreement totaling 7.1 acres for Leroy Whetzel was presented. A motion was made by Ron Miller and seconded by Gerald Sites to approve the conservation agreement for 7.1 acres as presented. Motion carried.

WVCA: Jeremy Salyer reviewed the monthly report:

- WV Ethics Financial Disclosure Statements – supervisors must submit by 2/1 – several indicated they did not receive – need to contact Ethics Commission office
- SPRP – agreement finalized for new program / cost share with landowners

- Door Prizes – discussion held on door prizes – may not solicit as CD Supervisor – Ethics issue – Must be less than \$25

NRCS: Mark Long presented the monthly report:

- Contracts / approvals
- Energy Audits
- Funding for high tunnels in Mineral County
- Small Farms Conference
- Appalachian Grazing Conference

WVCA: Andrea Walker reported on the following:

- Anderson Run Project
- Envirothon Training in March
- Drain signs – working with City of Keyser

WV FORESTRY: Bill Pownall was in attendance and distributed 2018 calendars

FSA: Robert Reed reported on the following:

- State Committee has been appointed – 5 members
- No state director appointed to date
- CREP – finalizing agreements for incentive payments
- Farm Loan Program – micro loans / interest rates

There being no further business, the meeting adjourned by motion of Kent Spencer at 8:10 pm. Motion seconded by Frank Weese. Motion carried. The next regular meeting will be held on Wednesday, **March 7, 2018** at **7:00 pm** at the USDA Service Center in Moorefield.

Chairperson

Secretary

Date