

NORTHERN PANHANDLE CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
January 11, 2018
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
Kim Fisher, Area Director, WVCA
Katie Fitzsimmons, District Conservationist, NRCS
J.L. Tennant, CED, FSA
Toni Reynolds, District Coordinator, NPCD

Chairman James Caldwell called the meeting to order on Thursday, January 11, 2018 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 December 2017 Board meeting as presented. Seconded by Robert Luchetti. Motion passed.

Financial Report:

Cele Duvall reviewed the financials for December. They will be filed for audit. Mark Fitzsimmons questioned undeposited funds of \$800.00 listed on the balance sheet for the District financials.

OLD BUSINESS

Equipment:

- The district truck is now available. James Caldwell and Robert Luchetti will pick it up.

USDA Building Complex:

- Addition to Equipment Building – Work has been slow on the building. The weather has been very cold.

Education:

- Mark Fitzsimmons discussed when to use the soil trailer that was won at the WVACD auction in October to be used for two days. There was a discussion to add additional days to the use of the soil trailer if there is interest from enough schools. The district would like to target middle school age groups, specifically sixth grade. The trailer is booking into 2019. It needs to be decided when to use it and what age group to present it to. Aimee Figgatt has said that she uses her Jr. Master Gardner Program with the soil trailer. Cele Duvall will contact Wheeling Middle School to see if they would be interested. James Caldwell and Stephen Paull feel that there will be interest in Brooke County Schools for the soil trailer. They will report back to the board. Mark will work with Aimee to get the soil trailer booked for a week and work with the schools for scheduling.

Watershed:

- Robert Luchetti reported that the boom will be stored by the company that it was purchased from until it is ready to be installed. The WVCA has received pumps that will be used to lower the level of the water at the dams as necessary in the northern panhandle and another district. The pumps will be stored at the NPCD office until one of the pumps can be moved to the Morgantown office.
- Debris on Wheeling Creek Site #3 – WV DNR will not stock Wheeling Creek Site #3 because they are unable to get down the boat ramp because it is covered in debris. Many phone calls have been received from the public because they are upset that it will not be stocked.

NEW BUSINESS**FY17 Audit Draft Report:**

- A copy of the FY17 audit draft report was distributed to each supervisor. It will be reviewed and will appear on the agenda at the January 22 special meeting.

Ag Day at Capitol:

- Ag Day will be held at the Capitol Building on February 7. The district display will be taken to the Capitol Building the day before by Kim Fisher. A shuttle will be available from Laidley Field as in the past. The breakfast will be at 7:30 am. That building will be open at 7:00 am. Supervisors attending will be Mark Fitzsimmons, Robert Luchetti and James Caldwell. Appointments will be made with the legislatures.

WVU Extension Winter Dinner Meetings Support:

- Three winter dinner meetings will be held in the northern panhandle in January, February and March. The Ohio and Marshall County WVU Extension offices submitted a letter requesting support of the dinners. **David McCardle made a motion to table the request. Seconded by Mark Fitzsimmons. Motion passed.**

Renewal of H.E. Neumann Annual Service Agreement:

- The annual service agreement from H.E. Neumann was presented. The agreement for 2018 has increased by \$55.00. The new annual agreement amount would be \$1,420.00. **Cele Duvall made a motion to renew the agreement. Seconded by Ed Huff. Motion passed.**

County Farm Judging:

- Mark Fitzsimmons encouraged the board to start looking for and contacting farmers as soon as possible. He suggested that Katie Fitzsimmons and Jenn Kile should be contacted regarding practices completed by the farmer and if a conservation plan has been completed.

Jr. Conservation Camp Support:

- A letter was received from WV DEP requesting support for Junior Conservation Camp. Camp dates are June 18-22 for ages 11 – 15 years old. The cost of one camp scholarship is \$175.00. **Mark Fitzsimmons made a motion to sponsor eight campers for the Jr. Conservation Camp. Seconded by Ed Huff. Motion passed.** The scholarships will be disbursed as they have been in the past.

Employee for High Tunnel and Raised Beds:

- Mark Fitzsimmons would like to have a part time employee (twenty hours per week) hired to take care of the high tunnel and the raised beds. The person needs to have experience with high tunnels and raised bed gardening. Mark would like to contact Grow Ohio Valley. **Cele Duvall made a motion to hire an experienced part time employee for the high tunnel and raised bed gardens at no more than forty hours for two weeks at a rate of \$10.00 per hour. Seconded by Ed huff. Motion passed.**

Letter or Request

- \$6,198.56 – FY18 2nd Qtr CD Employee
Mark Fitzsimmons made a motion to sign and submit the letter of request listed above. Seconded by Robert Luchetti. Motion passed.

Ag Enhancement Program:

- Cancellations

Name	Practice	Cost Share Approved	Reason
Larry Richey	Water System	\$2,373.78	Contract Not Signed
Paul Seidewitz	Lime	\$1,659.96	Contract Not Signed
Richard Deever	Water System	\$2,509.63	Contract Not Signed
Donald Braden	Pasture Division Fence	\$3,850.00	Contract Not Signed
Jeffery Och	Nutrient Management	\$818.42	Contract Not Signed
William Rodgers	Water System	\$2,558.98	Contract Not Signed
John Bierce	Water System	\$2,036.48	Contract Not Signed
Brian Klug	Pasture Division Fence	\$1,185.00	Contract Not Signed
Gary Stern	Lime	\$496.80	Contract Not Signed

Total \$17,489.05

Robert Luchetti made a motion to cancel the applications listed above for the reason listed. Seconded by Mark Fitzsimmons. Motion passed.

- A State AgEP meeting will be held at the Elk Conservation District office on January 17 at 1:00 pm.
- A NPCD AgEP meeting will be held at the district office on January 22 at 10:00 am.

CORRESPONDENCE

Secretary David McCardle reviewed the following correspondence: 1) A thank you from Weirton Lumber for our business. 2) A thank you from Commissioner Kent Leonhardt for the work on the Ag Tour.

REPORTS

WVCA

Kim Fisher, Area Director

- Reviewed the monthly report. It is attached to the minutes.
- Reminder that all elected officials must file a financial disclosure to the ethics office.
- Filing extended to January 29.

WV Division of Forestry

- The monthly report was distributed to each supervisor. It is attached to the minutes.

NRCS

Katie Fitzsimmons, Area Conservationist

- Questioned if the district would be interested in a fall field day. They have been done every other year in the past and this would be the year for one. After a discussion, it was agreed to have a field day. It will appear on the next agenda.
- Small Farm Conference will be in Morgantown on February 21 – 24.
- WVU Extension Women in Agriculture will be at Oglebay on November 2-3.
- An Annie's Project will be held in WV this year.
- Working on EQIP contracts.

FSA

J.L. Tennant, CED

- Anyone that has lost calves due to the weather can report it to FSA. They have a program for the loss.
- Cost shared on hay lost in flood last month.
- New ballots went out January 5 to replace incorrect ballots.
- The mail has been an ongoing problem. J.L. called the post office. On solution would be to get a mail box that is locked. The office and the mailman would have access to the box. The District would have to purchase the box. The proposed price is \$375.00 which does not include the post. **Robert Luchetti made a motion that if other agencies in the building would share the cost of the mailbox then one would be purchased and installed. Seconded by Mark Fitzsimmons. Motion passed.**

NPCD

Supervisors and Associates

No reports.

NEXT MEETING –The next meeting will be held on Thursday, February 8, 2018 at 10:00 a.m. at the USDA Service Center in McMechen.

There being no further business, Chairman James Caldwell adjourned the meeting at 11:45 a.m.

James Caldwell, Chairman

David McCardle, Secretary

Minutes submitted by Veronica Gibson