

**Southern Conservation District
Minutes of Meeting
July 13, 2018**

The Southern Conservation District held their regular monthly board meeting on July 13, 2018 at the SCD office, 463 Ragland Road, Beckley, WV. Virgel Caldwell called the meeting to order. Randall Patton led the board in the Pledge of Allegiance. John Brenemen opened the meeting in prayer.

Supervisors Present

Virgel Caldwell	Curtis Murphy
Oscar Vecellio	Dvon Duncan
Ray Lafferty	John Brenemen
Dennis Bailey	John Farrell
Randy Prince	Randall Patton
Don Windon	

Others Present

Becky Floyd, WVCA	Marty Walker, WVCA
Dave Parkulo, SCD	Katie Stanley, WVU Tech- Garden club
Alissa Thompson, Visitor	

Randall Patton moved to approve the June 14, 2018 board meeting minutes as mailed. Ray Lafferty seconded. Motion carried.

Southern Conservation District June Financial Reports

Ray Lafferty moved to approve the June financial reports as prepared by Akers and Associates. Randall Patton seconded Motion carried.

A lengthy discussion was held on the past due invoices that are more than 90 days old. Dave Parkulo said he is working on the past due invoices. Dave stated Harold Wolfe has the information related to past due invoice for Mr. Taylor. **Dennis Bailey moved the district authorize Harold Wolfe to write a letter to Mr. Taylor concerning the past due invoice for work completed by the District. Dvon Duncan seconded. Motion carried. Dvon Duncan moved to approve the June accounts receivable report as prepared by Akers and Associates. Ray Lafferty seconded. Motion carried.**

WV Conservation Agency Administrative Services Assistant III/District Manager Report

Becky Floyd presented the June financial reports for the co-administered funds as prepared by WVCA fiscal staff. **Dennis Bailey moved to approve the June financial reports as presented. Ray Lafferty seconded. Motion carried.**

Becky presented the following invoices for payment approval:

SCD Invoice 4611	OM&R work	\$8,140.87
SCD Invoice 4616	OM&R work	\$3,355.70
SCD Invoice 4617	OM&R work	\$4,050.00
SCD Invoice 4618	OM&R work	\$1,850.00
SCD Invoice 4620	319 work	\$5,310.00
SCD Invoice 4624	OM&R work	\$11,811.91
SCD Invoice 4625	OM&R work	\$2,320.50
SCD Invoice 4626	OM&R work	\$950.00
SCD Invoice 4627	OM&R work	\$1,450.00
SCD Invoice 4628	OM&R work	\$3,240.00
SCD Invoice 4629	OM&R work	\$2,420.00

John Farrell moved to approve payment of the OM&R and 319 invoices as presented based upon WVCA payment authorization. Randall Patton seconded. Motion carried.

Becky asked the board to select a nominating committee for the following state awards or annual recognition:

2018 Carroll Greene Nominee and 2018 SCD Supervisor of the Year

2018 WVACD Honorary Member Recognition

2018 WVACD Member At Large Nominee

Randall Patton and Randy Prince will serve on the 2018 nominating committee and present nominees at the August board meeting.

Becky reported the WV State Conservation Committee at their July 10 meeting appointed John Brenemen to serve the remaining term for the vacant position of Travis Prince. Mr. Brenemen will need to take his Oath of Office at the Fayette County Courthouse prior to beginning his term.

Becky discussed the current Sage balance for AgEP for FY18. The district will need to consider which funds will be used for the additional funds needed to complete FY18 payments.

Becky reminded the board area judges will be at the Hunt Farm on Monday, July 16. Judges will meet Marty and Virgel at the SCD office around 2:00 p.m. to travel to the farm. Becky reported folders have been made for the area judges highlighting Mr. Hunt's conservation programs and history with the district.

Visiting Agency Reports

WV Conservation Agency

Becky Floyd reported Jeremy Salyer is at the WVACD supervisor training. Becky reviewed the WVCA report including the information on state tags related to district vehicles.

Becky reported Jeremy Salyer asked her to discuss the Attorney General's opinion on OM&R agreements with local sponsors. This was discussed at the July WVACD meeting. Jeremy is working with Brian Farkas on the agreements and how this will be addressed in the future with sponsors and the districts. Jeremy will provide an update at the July 24 OM&R meeting.

Dvon Duncan discussed an email received from PCWA concerning the American Chestnut Trees that were planted at the YMCA soccer field. Due to a new building being constructed the trees will have to be relocated. Randy and John will check with state parks in Fayette County to see if they are interested in the trees. Oscar suggested putting the trees on the district property. Dave will work with Danielle on the time frame of moving the trees.

Dvon Duncan introduced Alissa Thompson. Ms. Thompson came to observe the meeting to see if she would be interested in the VISTA position.

Southern Conservation District Crew Foreman Report

Dave Parkulo gave a report on work being completed by the crew.

WV Conservation Agency Conservation Specialist Report

Marty Walker discussed the remaining AgEP funds on hand at the district for FY18. The completed contracts being presented for payment total \$3,000.00. This leaves a deficit of \$1,524.90. **Dvon Duncan moved to transfer \$1,524.90 from SCD funds to the interest account for AgEP payments with the money being reimbursed to the SCD account with supervisor travel and per diem funds once June payments have been processed to the supervisors. Dennis Bailey seconded. Motion carried.**

Marty presented the AgEP Heavy Use Area Protection contract for Richard Pate for cancellation. The contract cost share amount totaled \$500.00.

Ray Lafferty moved to approve cancellation of the AgEP Heavy Use Area Protection contract for Richard Pate. Dennis Bailey seconded. Motion carried.

Marty presented the following completed AgEP Heavy Use Area Protection contracts for payment approval:

Beverly Landers	\$500.00
Stoughton Gilkeson	\$500.00
Kim Lane	\$500.00
Stuart Oxley	\$500.00
Harold Wright	\$500.00
Kevin Okes	\$500.00

Dennis Bailey moved to approve the AgEP contract payments as presented. Curtis Murphy seconded. Motion carried.

The next AgEP Committee meeting will be August 3 at 10:00 a.m.

WV Association of Conservation Districts

Ray Lafferty reported on the July 11-12 WVACD meeting. Ray gave a copy of the draft WVACD budget to each board member.

Ray stated the WVACD meetings will be standardized to be held on the 3rd Monday and Tuesday on a quarterly basis. April and July meetings will be in districts with the January and October meeting being held at Flatwoods. Districts will be sent a bid proposal to complete if they are interested in hosting a quarterly meeting.

Districts will be asked to locate a place for listening session with breakout rooms to discuss growing and producing food in WV.

Information was distributed on a proposal for Ag Day displays being developed for each district.

A discussion was held on the current AgEP formula allocation and trying to work to have the formula revised to help better address the needs of the district. The board will discuss this at the next AgEP committee meeting as to what action the district can take to address funding concerns and the allocation.

Committee and Supervisor Reports

Virgel Caldwell reported the Equipment Committee discussed the current janitorial contract. Virgel suggested the building committee review the current contract and update it on a yearly basis. The building committee will meet July 20 at 3:00 p.m. Dave Parkulo has a copy of the contract for the committee to review.

Dvon Duncan discussed the Mountain RC&D proposed project list for FY19 grant fund request. Dvon gave an update on FY18 funds and allocations on projects being completed.

Dvon reported the SCD SAM's registration has been updated. This is necessary for the federal contract/rental lease for the federal offices in the building. This year a notarized letter was required for Dvon to continue to complete the online work for this for the district. Dvon and Virgel worked with Becky and a letter was prepared and submitted showing Dvon as the SAM's contact for the district.

Dvon asked if there is an update on the Pipestem Creek Watershed Based Plan and if another watershed meeting has been scheduled to discuss the plan? Dennis stated he is not aware of any updates or changes or new meeting dates. Dennis asked Becky to send an email to Dennis Burns requesting an update on the draft plan.

Virgel asked Dave if he has contacted the landowner interested in purchasing the army truck. Dave said he has not received a response yet. The price set is \$3,500.00 if a landowner wants

to purchase the truck, **Ray Lafferty moved to authorize Dave Parkulo to sell the truck on behalf of the district if anyone is interested in the truck at the set price. Dennis Bailey seconded. Motion carried.**

The group discussed purchasing new equipment. Virgel suggested a finance committee be set prior to making any decisions on new purchases. Oscar discussed the letter he gave to each supervisor discussing the district finances in the operating account. It is urgent to have a financial review of the district funds. The finance committee needs to meet to discuss how to continue with crew labor in the future due to overhead costs. Virgel scheduled a finance committee meeting at 1:00 p.m. on July 20. All supervisors should attend. The board scheduled a special meeting for July 31 to give each board member input on the district operations and finances. The meeting will begin at 10:00 a.m. Dvon Duncan will take minutes for the finance and building committees.

Randy suggested going into executive session to discuss payroll increases. Dvon suggested this be tabled until after the finance committee can meet.

The board meeting adjourned at 11:51.

Respectfully submitted:

Virgel Caldwell
Chairman

Dvon Duncan
Secretary