

Southern Conservation District
November 8, 2018 Board Meeting Minutes

The Southern Conservation District held their regular monthly board meeting on November 8, 2018 at the SCD office, 463 Ragland Road, Beckley, WV. Virgel Caldwell called the meeting to order at 9:45 a.m. Curtis Murphy led the board in the Pledge of Allegiance. John Brenemen opened the meeting in prayer.

Supervisors Present

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| Virgel Caldwell | Dvon Duncan |
| Randall Patton | Curtis Murphy |
| Ray Lafferty | Oscar Vecellio |
| John Brenemen | Dennis Bailey |
| John Farrell | |

Supervisors Absent

Don Windon
Randy Prince

Others Present

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| Becky Floyd, WVCA | Dave Parkulo, SCD |
| Jennifer Skaggs, WVCA | Jeremy Salyer, WVCA, Via video |
| Dennis Burns, WVCA | Pam Russell, WVCA, Via video |
| Greg Stone, NRCS | Gary Redden, NRCS |
| Mark Hudnall, WVDOF | Phyllis Farley, PCWA |

Randall Patton moved to approve the October 11, 2018 board meeting minutes as mailed. Ray Lafferty seconded. Motion carried.

Southern CD Financial Reports

Randall Patton Moved to approve the October financial reports as prepared by Akers and Associates. John Brenemen seconded. Motion carried.

A discussion was held on past due invoices. Dave Parkulo will follow up with Christopher Gusler and DNR. Virgel Caldwell reported Harold Wolfe has sent a letter to Beverly Whitehead concerning her delinquent invoice. **Curtis Murphy moved to approve the Accounts Receivable report for October as prepared by Akers and Associates. Ray Lafferty seconded. Motion carried.**

Southern Conservation District Technician Supervisor Report

Dave Parkulo reported on jobs completed since the October board meeting. He is delivering lime as weather permits. Dave reported he as submitted OM&R estimates to Judith Lyons on several sites as a follow up to the fall inspections. He is working on the remaining estimates for the channels.

Dvon Duncan questioned if the American Chestnut trees have been relocated? Dave said he is waiting for cooler weather closer to December. Phyllis Farley reported Piney Creek Watershed Association is working with WVU Tech gardening group and they will assist with the relocation of the trees. Dave will coordinate the relocation with Danielle Stewart.

WV Conservation Agency Administrative Services Assistant III/District Manager Report

Becky Floyd reported copies of the FY18 District's Annual Report have been placed in each supervisor notebook. A copy will be on file at the district office.

Becky presented the WVCA co-administered financial reports for October for review and approval. **Dvon Duncan moved to approve the October co-administered financial reports as prepared by WVCA staff. Randall Patton seconded. Motion carried.**

Becky presented a Letter of Request to WVCA for reimbursement for expenses related to the Agriculture Strategic Plan Listening Session held at Ghent Fire Department. The total expense for the room and light refreshments is \$196.24. **Randall Patton moved to approve the Letter of Request to WVCA for reimbursement for the cost of the room and refreshments for the Agriculture Strategic Plan Listening Session. Oscar Vecellio seconded. Motion carried.**

Becky read the request from Summers County Farmland Protection Board asking for a \$300.00 donation to be used towards program support which may include signs, program advertising or town hall gatherings. Dennis Bailey reported on the recent easement acquisition made by the SCFLPB for the Angell property in Summers County. This is the first easement closing in Summers County with NRCS as a partner. **Dennis Bailey recused himself from the room for the vote due to serving on the SCFLPB. Randall Patton moved to approve a \$300.00 donation from the CDO account to the Summers County Farmland Protection Board. Oscar Vecellio seconded. Motion carried. Dennis Bailey returned to the meeting room.**

The board discussed the opportunity to increase their per diem from \$60 to \$80.00 day. Jeremy reminded the board the annual amount sent to districts from the Agency will not increase. **Dennis Bailey moved to approve the per diem increase from \$60.00 to \$80.00. Ray Lafferty seconded.** Dvon questioned when this would be effective? **Curtis Murphy moved to amend the original motion to include the increase in per diem would be effective December 1, 2018. Ray Lafferty seconded the amended motion. The motion as amended carried. The original motion carried.**

Becky presented the Dunloup Creek Watershed Form NRCS mailed to Virgel Caldwell for signature due to the project being complete. Greg Stone stated this is routine when projects are complete. **Dvon Duncan moved to authorize Virgel Caldwell to sign the Dunloup Creek Watershed Form on behalf of the district. Ray Lafferty seconded. Motion carried.**

Becky presented the letter from the WVACD requesting districts to notify Jim Foster by December 14 with the number of district road signs they want ordered. Each sign will cost \$200.00. Dave Parkulo said the district still has at least two newer signs in the garage. Dvon will take the signs to the Pineville DOH garage and ask they be placed in Wyoming County. **Dvon Duncan moved the district purchase 12 road signs. Ray Lafferty seconded. Motion carried.**

Visiting Agency Reports

WV Conservation Agency

Jeremy Salyer reviewed the WVCA written report and upcoming dates for meetings and events. Jeremy reported the final SSRP documents are still being reviewed.

Jeremy reported Timothy VanReenen on behalf of the WVACD will be sending a request to all districts to answer the following two questions:

1. What do you see as the future of Conservation in your District?
2. What needs to be corrected legislatively to make this happen?

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Jennifer Skaggs presented a power point presentation on the AgEP program. Jennifer reported the 2 WVCA/NRCS cost share staff in Eastern Panhandle CD and Little Kanawha CD will be full time WVCA staff as of December 1. The Conservation Services Division has restructured and will now have a north manager and a south manager. This is the same split as the Watershed Division. The Conservation Services Manager positions will handle all Conservation Services programs including 319, AgEP and Chesapeake Bay for their area, and supervisors Conservation Specialists in those areas. Jennifer will be the south area manager.

Dennis Bailey asked Marty to report on the AgEP Committee meeting held on October 23rd. Marty reviewed her notes from the meeting and the two formula options the committee submitted to Jennifer Skaggs to review. Dennis Bailey discussed the options being presented to Jennifer to take to the State AgEP Committee to hopefully change the current funding allocation process to be fair to all districts. Dvon asked Becky to attach Marty's notes as part of the minutes. Jennifer thanked the board for submitting ideas and options in a constructive manner.

Natural Resources Conservation Service

Greg Stone reported on the scoping meeting held October 16 at Twin Falls State Park for the proposed Wyoming and McDowell county watershed projects. The partnering agencies in attendance were very positive about the projects. WVU Law Group will be writing the plan for both projects.

Greg reported he will be meeting with the Mercer County Commissioners on November 13 to discuss the dams in Mercer County and the importance of the rehabilitation projects for Brush Creek Dams 14, 15 and 9. The dams have reached their project life span. The rehabilitation projects will expand the lifespan of the dams for future liability.

Greg announced he has accepted the State Conservationist position in Kentucky and will be moving in a couple of months. Greg stated it has been a pleasure to work with everyone in the district.

Phyliss Farley reported she is now serving as the Chair for the Piney Creek Watershed Association. Due to a loss in some of the grant funds Danielle Stewart is working more on the technical aspect of the PCWA projects and board members will be attending meetings for Danielle. They are researching grant funds for additional staffing in the future for educational outreach and administrative work.

Virgel asked Dennis Burns to present the Pipestem Creek Watershed Based Plan while Pam Russell is on the SKYPE call. Copies of the plan were provided to board members. A lengthy discussion and review of the plan was held. Dennis Burns will rewrite the original grant proposal which was sent to DEP prior to the Plan being developed. The proposals are due to DEP by the end of April each year. Dennis encouraged the board to begin looking at projects. Supervisors and staff were reminded to track their time spent on the project. Marty will assist the district with the planning on how to move forward now that the plan is in place. Dvon Duncan scheduled a SCD 319 Committee meeting for Friday, November 16 at 10:00 a.m. Dennis Burns was asked to attend to assist the committee with the overview of the plan and to develop strategies on moving forward. Dvon commended Dennis Burns on his energy and efforts on developing the Pipestem Creek Watershed Based Plan for the district.

Dvon asked Dennis if he has any updates on the New River Watershed TMDL's? Dennis said he does not but will check with DEP.

WV Conservation Agency Conservation Specialist Report

Marty Walker presented the following completed AgEP contracts for payment approval:

Lime

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| James Bennett | 1,918.50 |
| Wesley Thompson | 314.00 |
| Helen Gross | 1,100.00 |
| Tommy Ellison | 1,300.00 |

Dvon Duncan moved to approve the lime contract payments as presented. Randall Patton seconded. Motion carried.

Heavy Use Protection Area

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| Carrie Ciliberti | 1,344.00 |
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Curtis Murphy moved to approve the Heavy Use Protection Area contract payment as presented. Dennis Bailey seconded. Motion carried.

Pond Cleanout

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| Bobbie McGraw | 2,000.00 |
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Randall Patton moved to approve the Pond Cleanout contract payment as presented. Ray Lafferty seconded. Motion carried.

Pasture Division Fence

Ray Lafferty moved to approve the Pasture Division Fence contract payment as presented. Randall Patton seconded. Motion carried.

Marty suggested the board extend all FY19 AgEP contracts that have not been completed until the end of April. Late summer and early fall weather has made it too wet for landowners to complete their contracts. **Dennis Bailey moved to extend all FY19 AgEP contracts until the end of April 2019. Ray Lafferty seconded.** Dennis questioned if the district will be able to hold a second application period for FY19? Marty stated at this time there are no additional AgEP funds available for a second application period. **Motion carried.** Marty will send letters to all landowners that have an open FY19 AgEP contract notifying them of the new extended deadline.

Marty reminded board members the next SCD AgEP Committee meeting will be November 27 at 10:00 a.m.

Elkhorn Creek Stream Partners Grant

Randall Patton reported he forwarded the W9 email information from DEP to the Elkhorn Creek Watershed Association treasurer. Dvon stated Mountain RC&D will administer the grant funds for Elkhorn Creek Watershed Association.

WV Association of Conservation Districts

Ray Lafferty reviewed the dates of the 2019 WVACD meetings. The WVACD quarterly meeting in April will be held at Pipestem State Park. The Association approved the bid package submitted by the SCD and Pipestem State Park at the annual meeting in October.

John Farrell reported on the WVACD Education Committee meeting during the October annual meeting.

Supervisor Reports

Virgel Caldwell reported he talked with Gene Saurborn, WVCA and Tim Ridley, NRCS concerning the problems that continue to go unsolved on DF-CF Site 3. Virgel reported Harold Wolfe sent a letter to Timken and the PSD dated November 1, 2018 notifying both groups they have 30 days to submit their plan of action for the repairs to the site to the District. A copy of the NRCS checklist was attached to the letter.

John Farrell reported on the SCD Forestry Committee meeting held October 23. John reported Leo Lester will be assisting the Committee in developing Forestry workshops and literature. The committee will also be working with the SCD AgEP Committee to develop forestry practices for FY20. The next SCD Forestry Committee meeting will be November 15 at 10:00 a.m. The board invited Mark Hudnall to attend.

Dvon Duncan presented fleece vests to be purchased by the board for supervisors and district staff. **Dvon Duncan moved to approve up to \$600.00 CDO funds to purchase green vests with the district logo.** Randall Patton asked if the district could purchase clothing items with public funds? Randall stated the McDowell County SWA was advised by the Ethics Board that clothing items could not be purchased for board members. The group asked Jeremy for his opinion. Jeremy stated districts have purchased clothing items in the past for board members showcasing their logo for supervisors to recognized as board members. **John Brenemen seconded. The motion carried with one negative vote from Randall Patton.** Randall Patton and Virgel Caldwell asked the minutes reflect they will reimburse the district for the cost of their vest. Dvon will work with Becky on the order.

Dvon reported it is time to renew their American Chestnut membership. **Dvon Duncan moved to approve the \$250.00 membership with payment being made from CDO funds. John Farrell seconded. Motion carried.**

Dvon reported the district has received a new VISTA application but she has not had the opportunity to review the applications.

A lengthy discussion was held on using public funds (district funds) to purchase food for board meetings and special events like the Christmas Luncheon. Dvon suggested supervisors take turns bringing in food each month for the board meeting. Becky suggested a "pot luck" luncheon for the Christmas celebration. Dennis suggested supervisors put money in a jar each month for food purchases. Becky advised the board a petty cash fund cannot be kept at the district according to past audit reports.

Dvon suggested the January board meeting agenda include scheduling a Plan of Work Meeting.

Becky will work with the supervisors to coordinate the "pot luck" Christmas luncheon.

The meeting adjourned.

Respectfully submitted

Virgel Caldwell
Chairman

Dvon Duncan
Secretary

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