

Minutes: Coffindaffer/Hines motion carried to approve the December 4, 2012 minutes as submitted.

Financial Report: The financial reports are in the Supervisors folders for their review for the District Bookkeeper General and CDO Funds report. The WVCA Restricted Funds Report is not available at this time as Norma Barbier has been on vacation. The General and CDO funds report will be filed for audit. The accountant has also attached the Income Statement compared with the budget for the three months ending December 31, 2012 for both the General and CDO accounts. Jim reported on discussing the budget with the accountant this morning on the excess funds from the Certificate of Deposit.

Approval of Invoices & Payments: No invoices were submitted for payment.

Unfinished Business

Committee Reports: Jim reported on the Appalachian Grazing Conference where they are moving forward. A mailing was sent last week from those who had attended the last conference. Jim has been receiving some registrations.

Letters of Request: Dinah reported there are two letters of request to be sent to WVCA. These include \$6,650.00 for the FY13 CD Operating Grant and \$4,750.00 for the FY13 CD Operating Grant. The second one is dated for April 1, 2013. These are for the balances of the FY13 Operating Grants. Angi Tackett will hold the last LOR until April for processing. **Coffindaffer/Hines motion carried to send the letters of request to WVCA for \$6,650.00 & \$4,750.00 for the FY13 CD Operating Grant.**

Ag Enhancement Program: The AgEN committee had met after last month's meeting to work on the 2012-2013 Agriculture Enhancement Program Policy. Amy reported on the old lime program where the seven contracts are up and they will be receiving their letters of cancellation. Edison and Richard Law have completed their well development. Under the new program, they can sign up again. We will need to clarify that there will only be one new fertilizer application per cooperator. The lime will be applied on a continuous basis.

Legislative Program: Invitations were mailed to legislators and county commissioners for the program on January 17, 2013 at Jackson's Mill. So far, we do not have any legislators attending or county commissioners. **Coffindaffer made a motion that if we do not have a positive response for the legislative program by January 7, we should cancel it. It was seconded by Plaugher. Motion carried.**

Polk Creek #13: Last month, it was reported that we had received correspondence from WVDEP on a loan program for dams that are deficient. Dinah had talked to Brian Long with DEP, regarding this issue. Brian in turn has sent an email to Angela Greene and Tim Ridley with NRCS and Brian Farkas and Mike Worley with WVCA regarding this issue. At the recommendation of legal counsel, DEP published the List of Deficient Dams in the State Register on September 7, 2012 and included the 10 WVCA flood control structures

mutually ranked as deficient by WVDEP and NRCS. The Polk Creek #13 is documented through Gannett Fleming reports and with DEP's deficient dams assessment and Mr. Long can provide appropriate documents that are public record. It could be in the design that was done years ago and this is not something to be worried about now. No action was taken at this time. Mike Ketterman reported on the cell phone tower being planned on Polk Creek 13. We should be receiving a letter of request on this. Mike has discussed as far as maintenance on the tower on a monthly basis, it might be alright, but taking a heavy crane across the top of the dam would not be good.

FY13 Plan of Work Review: The Plan of Work was reviewed last in October. This is being done on a quarterly basis. Comments were made for this last quarter and where we are the different programs. It will be reviewed again at the April meeting.

New Business

CREP transfer of funds to Eastern Panhandle CD - \$1,000.00: Brian Farkas has requested the transfer of \$1,000 co-administered state funds from West Fork CD Conservation Reserve Enhancement Program (CREP) account to the Eastern Panhandle CD. These funds will be utilized in the EPCD for CREP needs in that area. This transfer will result in a balance of approximately \$7,264.23 co-administered state funds in the WFCD for CREP based on account balances as of November 30, 2012.

Coffindaffer/Law motion carried to transfer the \$1,000.00 in CREP as requested by Farkas to Eastern Panhandle CD.

Field Day 2013: We did not have a field day last year. The last one was in Harrison County at the high tunnel in Good Hope in October of 2011. **Coffindaffer moved that a field day committee be appointed to report back at the next meeting to work with NRCS. Plaughter seconded. Motion carried.** Chairman Foster noted that the AgEN committee members will serve on this committee.

Audit – Year ended June 30, 2012 Discussion: Suttle & Stalnaker have sent a draft copy of the report on agreed upon procedures for the year ended June 30, 2012. The procedures and findings have been copied for the District Supervisors and discussed.

Correspondence:

OM&R Inspection Schedule for 2013: Polk Creek on April 15 & Salem Fork on April 16. Supervisors are not available on April 16 and would like to see them held the same day. Dinah will check with them at Romney to see if this can be done.

CC Mary Dolly & Henry & Susan d'Aprile from Jeff Griffith, NRCS: Regarding the Salem Fork Watershed Site 11A – 5 year formal dam inspection on March 12, 2013. WVU Extension Service – Utica Shale Development & Leasing Program on January 29 at Parkersburg and January 30 at Wetzel County 4-H Camp. Natural Gas Pipelines: Logistics, Negotiating and Regulation on February 13 at Kingwood and February 19 at the Randolph County 4-H Camp.

Funding Requests: There are no requests submitted at this time.

Board Member Reports: Coffindaffer reported on WesMonTy RC&D where they annually request funds. These funds may be available in the spring for distribution. Kim reported they will be approved at the January WVSCC meeting.

Report of Cooperating Agencies: Greg Kist, NRCS, reported that congress has passed an extension for the farm bill through September 30, 2013. With this, they are able to continue their programs this year. Angela Greene retired from NRCS yesterday. They will be going to two areas for engineering in the state.

Jeff Griffith, NRCS, distributed his Harrison and Doddridge County Report. Farm bill rankings for EQIP and AMA were completed in late December. Staff has been working on completing annual contract reviews on all farm bill contracts. Within the past two months, 33 payments have been processed by their field office.

Joel Barnosky, FSA, reported on the extension of the farm bill programs. All of their offices that were scheduled to be closed have been. The agency is broke and they do not have money for programs or staffing. There are three people who are retiring with FSA. They have a new employee working here with Chris Winslow as a farm loan officer. Funding is still available for farm operating loans at 1.25%.

Forestry: Chuck Copeland and Thomas Wilsoncroft reported the fire season was over at the end of December.

WFCD: Robin reported she finished the Quarterly Report for the 4th. quarter and a copy is in Supervisors folders. Copies will be made for the WVACD quarterly meeting. She is compiling all school teachers' emails to get out information on our programs.

WVCA: Kim Fisher, Area Director: Copies of the January 2013 WVCA Report have been distributed for today's meeting. Kim reported on some of the items included in the report which are the following:

- FY14 WVSCC, WVCA Conservation District Budget: Over the last couple of months Area Directors have presented and reviewed with the District boards the FY2013 actual budget and FY2014 requested budget. The information is intended to provide all supervisors with full details of the budget process. If all of your questions have been answered, the WVCA would like to request our District to adopt and support the FY2014 budget with a formal motion at our next meeting. The base budget for FY2014 is \$9,581,848, which reflects a seven and one-half percent cut from 2013. It also includes a request for an additional \$2,000,000 identified in the OM&R budget section below.
- 2013 Legislative Session – February 13, 2013 through April 13, 2013.
- Agricultural Conservation Day – March 20, 2013.
- WV Conservation Partnership Annual Conference – January 8 & 9, 2013.
- WVSCC Meeting – January 22, 2013 at Guthrie.
- WVCA Strategic Planning – The first two steering committee meetings have been held. A draft plan will be finalized by January and a final copy will be ready for review in February.

Administrative Officer Report: Dinah reported that we still have not received the funds from the Letter of Request from the November meeting of \$5,000.00. Suttle & Stalnaker were here for a couple of days and have completed the audit. Supervisors have a copy of the most recent investment listing with the CD at Cornerstone Bank. The number is wrong for the new CD and she will be changing that. She has attended the two Strategic Planning meetings that were held last month. The next meeting is January 16 in Morgantown. Invitations to the conference were sent to our conservation farmers and she has not heard from any of them. The AO's across the state will be meeting here next Monday.

Kara reported that she is interested in learning more about agriculture where she is gardening on the airstrip at Jackson's Mill.

SPRP Program: There are no projects at this time.

WV Ag Enhancement Program: Finance Committee makes a motion to approve payment to the following cooperators:

- Richard Law - \$1,500.00 Water Development –
- Edison Law - \$1,076.77 - Water Development –

No second was needed. Motion carried. Coffindaffer made a motion and it was seconded by Hines to pay these two cooperators pending the paperwork is finished. Motion carried.

New Applications to be approved: Robert Brownfield Jr, Dale Taylor, Arthur Bolyard and Jack Reed for the lime program. **Motion from AG Enhancement Committee to approve the applications submitted. No second needed. Motion carried.**

Cancellations: There are several from the old lime program that can be cancelled out now. Letters will be sent to these cooperators.

Conservation Agreements: The following Conservation Agreements have been received for new cooperators;

- John Posey, 32 acres, Lewis County
- Arthur Bolyard, 69 acres, Lewis County
- Bennie Bennett, 169 acres, Harrison County
- Aquilla M. & Robin Ward, 55.20 acres, Harrison County

Coffindaffer/Hines motion carried to approve the Conservation Agreements for Posey, Bolyard, Bennett and Ward.

The meeting adjourned at 12:15 p.m.

Set Date of Next Meeting: The next meeting will be held on February 5, 2013, at the USDA Service Center, Mt. Clare, WV to begin at 9:00 a.m.

Respectfully submitted,

Bernadette Law, Secretary

Minutes Recorded by Dinah Hannah, Administrative Officer