

**WEST FORK CONSERVATION DISTRICT
BOARD OF SUPERVISORS
December 3, 2013**

MINUTES

With a quorum being present, Chairman Foster called the December Board of Supervisors meeting to order on Tuesday, December 3, 2013 at 9:00 a.m. at the USDA Service Center, Mt. Clare, WV. The Pledge of Allegiance followed the call to order.

Supervisors Present: Tim Butler	William Coffindaffer
Jane Collins	James Foster
Bernadette Law	Bill McClain
Randy Plaucher	Mary Lee Hines

Others Present: **Herb Andrick, Natural Resources Conservation Service**
Richard Barnett, Harrison County Solid Waste Authority
Amy Cosco, WV Conservation Agency
Chuck Copeland, WV Division of Forestry
Kim Fisher, WV Conservation Agency
Jeff Griffith, Natural Resources Conservation Service
Dinah Hannah, WV Conservation Agency
Belva Junkins, West Fork Conservation District
Bruce Loyd, WVU Extension Service
Ed Martin, WV Conservation Agency
J. F. Petroski, Harrison County Sheriff Department
Robert Samples, City of Salem Mayor
Robin Ward, West Fork Conservation District

Introductions: Richard Barnett, Executive Director of Harrison County Solid Waste Authority and J. F. Petroski, Deputy for the Harrison County Sheriff's Department was introduced.

Agenda Approval: Plaucher/McClain motion carried to approve the agenda for today's meeting, December 3, 2013.

Public Comments: No one was present to comment.

Minutes: Belva Junkins name was left off the minutes from the November 5, 2013 meeting and she was present. The minutes will stand approved as corrected.

Financial Report: The financial reports are in the Supervisors folders for their review for the District Bookkeeper General and CDO Funds report. The General and CDO funds report will be filed for audit. The accountant has also attached the Income Statement

compared with the budget for both the General and CDO accounts. Please note the computer and software purchased for Robin are listed in the general account under discretionary for \$880.48. This will be filed for audit. The WVCA Year-to-Date Revenue and Expenditure Balance Report for November has also been sent. The report will be filed pending audit.

Approval of Invoices & Payments: There are none at this time.

Unfinished Business

Committee Reports:

Ag Enhancement Program:

The AgEP Committee met on November 18 and December 3, 2013 and approved the following payments;

- David Ball Jr. – Lime – \$529.00
- Fred Ross – Lime – \$2,172.94
- Fred Ross – Fertilizer – \$800.00
- Jerry Hull – Lime – \$1,400.00
- Tom Porter – Fence – \$3,929.60
- Dawn Ross – Lime – \$190.00
- Robert Brownfield – Lime – \$524.04
- Mary Webb – Fertilizer – \$320.00
- Mary Webb – Lime – \$412.50
- John Spiker – Lime – \$2,125.20
- Abner Stout – Lime – \$1,056.13
- Thorne Cayton – Lime - \$530.73
- Cason Jones – Fence - \$3,396.80
- Cason Jones – Stockpiling - \$600.00
- Leslie Shiflet – Stockpiling - \$1,000.00
- Bobbi & Kevin Hern – Stockpiling - \$1,000.00
- Ed Garrett – Lime - \$497.50
- Randy Plaughner – Stockpiling - \$1,000.00
- Raetta Wentz – Spring development - \$834.40
- Tom Hawkins – Lime - \$880.00
- Edison Law – Lime - \$574.43

At this time, Randy Plaughner left the room and did not vote due to his position as District Supervisor.

Butler moved for approval of the AgEP payments as submitted by the committee for a total of \$25,057.27.

The following practice cancellations were submitted today, December 3:

Rick Nutter, stockpiling - \$1,000.00

John Schmidt, fertilizer - \$480.00

Steven and Sharon Roy – lime - \$320.00

This is for a total of \$1,800.00 in cancellations.

Plaugher made a motion to cancel the practices for Nutter, Schmidt and Roy and any of these applicants that do not have receipts in by December 5 are cancelled.

The following approvals are being submitted today, December 3:

- Brian Lowther – Lime – 22 acres - \$968.00
- William Suan – Lime – 43 acres - \$2,640.00
- Tom Hawkins – Lime – 50 acres - \$3,300.00
- Roger Stewart – Lime – 26.7 acres - \$1,762.20
- Oliver Huffman – Lime – 4 acres - \$176.00
- Brian Lowther – Fertilizer – 6 acres - \$240.00
- Oliver Huffman – Fertilizer – 18 acres - \$720.00

This is for a total of \$9,806.20. **Plaugher/Law motion carried that these approvals will need to be deferred until we get a better picture of what is left in the account.**

The next AgEP meeting will be tentatively scheduled for December 12.

Amy reported on a contract for Sam Stark, a cooperater who was paid for lime. He had signed up for the program when it was 50% cost share at \$20.00/ton. His haul bill was for \$8.50/ton and he has now submitted another haul bill for \$12.00/ton. We would not be paying him the \$12.00 since we have already paid him on \$8.50/ton. It would be for \$176.00 more. **Plaugher made a motion to honor the original contract that was to be completed by October 3, 2013 that he was paid and since he is past his deadline, we will not pay him any additional money since we have fulfilled our commitment to the contract. Hines seconded. Motion carried.**

Polk Creek #13 & Salem Fork #12 Easement Violations: A letter was sent to Mr. Garrett from our last board meeting and was read to the board members. Dam Safety has called here and now has a copy of this letter.

Public Meeting for Watershed Dam Owners: Ed Martin, WVCA, has offered his services for the public meetings if we let him know what we would like for him to do. An advertisement will be placed in the newspaper regarding this public meeting. Letters will be sent to all landowners, along with the monitors and county commissioners.

New Business

Harrison County Solid Waste Authority: Richard Barnett, Director for the Authority, is here today to bring the district supervisors up to date on their activities. Don Wikert serves on the Authority representing the District in Harrison County. The newest program they have is devoting a county police officer to the litter control program. At this time, he introduced Deputy Sheriff J. F. Petroski, who has been put in charge of the program by the county commissioners. If he sees any violation going on, he can write a ticket. The success rate is unbelievable. Complaints come in and the emails are forwarded to him. If you don't clean up, you will get a ticket. The Solid Waste Authority has zero authority. Everything is handed over to law enforcement.

Celebrating Women in AG Event: The committee met last month and are announcing the event will be on April 3, 2014 at the Mountain View Event Center in Buckhannon. It will be from 2:00-6:00 p.m. and several vendors are being invited. Demonstrations will be held throughout the afternoon addressing various topics of interest to women in agriculture and light refreshments will be served. Tygarts Valley CD will also be

sponsoring the event and will be donating \$500.00. Farm Credit will be paying the \$500.00 for the event center. The next meeting will be on December 17 at 9:00 a.m. This will be part of the agenda for next month's meeting requesting financial assistance from the District.

Correspondence:

WV Envirothon Draft Minutes for September 20, 2013. The next meeting is Dec. 19. City of Weston, Polk Creek O & M work: They are requesting permission to complete the O & M work that is outlined in the annual inspection. Bernadette will be contacting Michelle Allan, City Manager, regarding this letter.

WVACD Board of Directors Draft Minutes October 28, 2013.

NACD: What you need to know.

Cornerstone Bank maturity notice for Certificate of Deposit. It will be rolled over.

2nd. Annual Farm Opportunity Day Conference on January 25 at Glenville State College.

No interest was expressed on participating.

Funding Requests: None at this time.

Letters of Request: There are none at this time. Several were sent in last month and we have not heard from those.

SPRP Project: There are none at this time.

Board Member Reports:

Tim noted the next Envirothon meeting is on December 19 at 10:00 a.m., which hopefully will be held at the new Elk CD office. Randy reported on the success of his stockpiling program.

Report of Cooperating Agencies:

Herb Andrick, NRCS: Herb reported that WV NRCS will be processing and ranking over 1400 new EQIP applications for FY14 beginning this month. WV NRCS is expecting a little over \$1 million in WHIP for FY14. If we know of anyone interested in wildlife development, please let them know. They have a new public information specialist. Save the date of February 18 for Soil Health, which will be a nationwide teleconference.

Jeff Griffith, NRCS: Jeff noted 95% of his time has been spent on Farm Bill programs and making payments. He has been working on CSP, which are about 60 contracts in his area. They are having computer system issues and this is putting them behind. He noted EQIP, WHIP and AMA applications and their rankings. They have a Soil Health training in Morgantown tomorrow.

Bruce Loyd, WVU Extension Service: He noted the upcoming Extension Service dinner meetings. They will be January 15 and February 12 at Jackson's Mill and March 12, will be in Harrison County at the West Milford Community Center. There is one March 24 in Doddridge County at the Extension office and the speaker will discuss forage economics.

Chuck Copeland, Forestry: Chuck noted it has been a mild fire season due to the good rain we have had.

WVCA: Kim reported on the WVCA report for December. A reminder of AG/Conservation Day is January 21, 2014. She is working on the shuttle service over to the Capitol. The next meeting of the State Agricultural Enhancement Program Committee

is tentatively set for December 16 at 1:00 p.m. at the Elk Conservation District's new office. The WVCA has had its budget hearing and Brian Farkas has been told that it will be a very tight budget year, so they are expecting a 7.5 percent budget cut for FY2015. The fiscal year for 2015 begins on July 1, 2014 and runs through June 30, 2015. Districts are asked to take a very close look at their programs for FY2015 and give consideration on how they can operate with 7.5% less. Supervisors are reminded to submit their travel and per diem monthly. Supervisors who are up for election in 2014 and who will be seeking re-election, are reminded to check with your County Clerk to see when the filing period is for re-election. Commissioner Helmick has given WVDA employees an addition one half day off on Christmas Eve and New Year's Eve. In keeping with this practice, WVCA employees will also be given this time. Dinah reported that Suttle & Stalnaker have finally asked for some dates in December for the audit and will get back to her when they have a date. In the meantime, we will be getting information from the bookkeeper and WVCA fiscal specialist in Charleston to send to them.

WFCD: Robin reported the fall newsletter was sent to the printers last week. She had ordered the portfolio from Discount Mugs, which will cost \$13.31 each. Belva noted she also has portfolios for sale. The ones sold by Belva would be at \$25.00 apiece and a set up fee of \$65.00. We would also have to order 25. **Jane made a motion to purchase the portfolios from Discount Mugs.com.** The motion died due to a lack of a second motion. Robin had a conference call yesterday with the Communication Committee. This committee came from the Strategic Planning document. They discussed successes and problems in each of the Districts. The Northern Panhandle CD will be doing a face book page. This could be instrumental in some of our education programs. The next conference call for the Communication Committee is January 13, if anyone wants to join in. The District decided to try a face book page and Robin will be setting this up.

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

- Jared Chapman – 10 acres – Harrison County
- Ronald Cabo – 39 acres – Harrison County
- Matthew Carpenter – 102 acres – Lewis County
- Kathryn Clevenger – 11 acres – Lewis County
- Roger & Terri Wilmoth – 65.4 acres – Harrison County
- Victoria Martin – 25 acres – Lewis County

Plaugher/McClain motion carried to approve the Conservation Agreements for Chapman, Cabo, Carpenter, Clevenger, Wilmoth and Martin.

The meeting was adjourned at 12:00 p.m.

The Christmas Luncheon will be on December 12, 2013 to begin at 12:00 at the office.

Set Date of Next Meeting: The next meeting will be held on January 8, 2014 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