

**WEST FORK CONSERVATION DISTRICT  
BOARD OF SUPERVISORS  
January 8, 2014**

**MINUTES**

With a quorum being present, Chairman Foster called the January Board of Supervisors meeting to order on Wednesday, January 8, 2014 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  
Jane Collins  
Bernadette Law  
Randy Plaugher  
William Coffindaffer  
James Foster  
Bill McClain

**Supervisor Absent:** Mary Lee Hines

**Others Present:** Joel Barnosky, Farm Service Agency  
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  
Jim Roy, WV Conservation Agency  
Robin Ward, West Fork Conservation District

**Introductions:** There were none to be made.

**Agenda Approval:** Coffindaffer/Plaugher motion carried to approve the agenda for today's meeting, January 8, 2014.

**Public Comments:** No one was present to comment.

**Minutes:** The December 3, 2013 minutes will stand approved as mailed.

**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. This will be filed for audit. The WVCA Year-to-Date Revenue and Expenditure Balance Report for December has also been sent. The report will be filed pending audit. A new investment listing has also been placed in Supervisors folders as of December 5, 2013.

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

## Unfinished Business

**Committee Reports:** The WVACD quarterly meeting was held the last two days. District directors, Bill Coffindaffer and Jim Foster, reported to the group on the meeting. All board members did not show up but they had a quorum. A committee was appointed to organize the NACD Northeast conference at Canaan in 2015. The WVACD has asked for executive authority to hire a secretary for them. The office is open in Flatwoods for WVACD. Brian reported they have hired an attorney to research the deeds and easements for the watershed dams. The WVACD is under a budget cut again, and Brian will not allow a nest egg for the watershed dams. There will be no cost-share from the WVCA until the money is depleted in those O & M funds.

**Ag Enhancement Program:** Bill reported on the change for the statewide AgEP committee. The group now has a supervisor from each of the fourteen Districts. Chairman Coffindaffer is asking for cancellation of two contracts in the AgEP program. The first one is Richard Law for lime which is a duplicate in the system of \$4,500.00. The second one is Dale Taylor for lime for \$2,100.00 for a total of \$6,600.00.

**Coffindaffer moved for approval of the cancellations for Law and Taylor for a total of \$6,600.00. Motion carried.** Two practices are being submitted for payment. These include Jim Stutler, lime for \$906.40 and William Cather, lime for \$2,200.00.

**Coffindaffer moved for approval of the payments for Stutler and Cather. Motion carried.** Amy noted that we have not been receiving the haul bills for the lime, just the lime ton tickets. Some of the practices are being held up due to this. The committee met last month and will need to meet sometime soon. It was set for January 31.

**Public Meeting for Watershed Dam Owners:** Advertisements have been placed in the newspapers regarding the public meetings and letters were sent to landowners, along with sponsors and monitors. Brochures for handouts have also been prepared for both Salem Fork and Polk Creek Watershed dams, along with maps. Everything is in place for both of the meetings in Salem and Weston.

## New Business

**Celebrating Women in AG Event:** The committee met on December 17, where they reviewed different vendors who are being asked to attend. The next meeting will be on January 29 at 9:00 a.m. The committee is requesting financial assistance from the District for the program. **Coffindaffer moved the district donate \$500.00 to the Women in AG program and it was seconded by McClain. Motion carried.**

## Correspondence:

Jim Moore, NACD Meeting: The WVACD Executive Committee has decided to host the 2015 NACD Northeast Conference. The dates are August 2, 3, 4, 2015. It will be held at Canaan Valley Resort.

Western CD: Thank you for the transfer of CREP funds.

Brian Farkas, WVCA: Point of contact for Dam contracts.

Kevin Wickey, NRCS: Completion of federal interests on Salem Fork dams.

Dannie Gum: Polk Creek Dam #4 landowner: Requesting names, addresses and telephone numbers of all landowners on the Polk Creek watershed dams under the FOIA of 1964. **Coffindaffer made a motion to send Mr. Gum a letter thanking him for his**

**interest in the watershed and telling him we will look into the matter of which he is requesting by contacting our legal advisor. Plaughner seconded the motion. Motion carried.**

**Funding Requests:** The WV Watershed Network is requesting \$100.00 to assist with the celebration this year. **Plaughner/McClain motion carried to contribute \$100.00 towards their request.**

**Letters of Request:** There are none at this time. The Auditor's office has deposited funds of \$24,343.83 into the receiving account for letters of request sent in November. This includes \$19,000 for the operating grant funds, \$3,825.71 for District employee, \$1,200.00 for CD accountant and \$318.12 for internet costs. The check is ready to be signed from the receiving account to be placed in the CDO account.

**SPRP Project:** There are none at this time.

**Board Member Reports:** Tim Butler announced he will not run for office.

**Report of Cooperating Agencies:**

**Jeff Griffith, NRCS:** Jeff reported the CSP signup is until January 17, which is ranking period 1. They have had a tremendous amount of workload since he has taken over the other 2 counties. They have finished CSP payments for 2013 and have also completed spot checks in the counties. Barbara Davis is one of the two new program assistants for this area and has been in this District for the last couple of weeks. She will be sending letters to producers in regard to their contracts. Jeff also has had to relocate staff to Gilmer County to help with the workload.

**Joel Barnosky, FSA:** He is doing some research on possible sit downs for the Farm Bill. Some programs could go away. If not, they will do an extension of the last one. They are optimistic for the Farm Bill. Samp Lewis, State Executive Director, has retired and he sends his appreciation to the Districts for working with him. He reported they worked with Kansas City on the phone lines and they seem to be working now.

**Chuck Copeland, Forestry:** No report but he brought calendars for everyone today.

**WVCA:** Jim Roy invited everyone to the public meetings coming up in this District. Kim reported on the WVCA report for January. The District Personnel Plan will need to be reviewed and is due to SCC by March 1. This will be on the February agenda. Dates for the 2014 legislative session were submitted. The first day of the session is January 8 and the last day is March 8. The WVCA budget hearings are: House Finance, Monday, January 13 at 3:00 p.m. and Senate Finance on January 14 at 3:45 p.m. The State Agricultural Enhancement Program Committee met on December 16. The next meeting is tentatively set for March 2014. The WVSCC meeting is on January 14 at 10:30 p.m. The Awards Council begins at 10:00 a.m. in Guthrie. She reminds everyone of AgDay on January 21 and has secured the shuttles from Laidley Field. Brian has been informed that there is a good chance there will be a mid-year budget cut for state agencies. At the end of November, state revenues were running about \$50 million behind projections. If a spending cut is necessary, they will probably get word at the beginning of January. Supervisors are reminded to submit their travel and per diem on a monthly basis. At last month's meeting, Dinah had reported that she thought the audit would take place in

December. That did not happen and she is waiting on dates from Suttle & Stalnaker for January. The phone system in our office has not been working correctly but the folks in Kansas City worked on it yesterday so hopefully it will be working again. She will be on annual leave January 10, 13, 14 & 15, 2014 and will return on January 16.

**WFCD:** Robin reported that after the last meeting, she set up the face book page for the District. She has also sent out a news release for the education programs.

**Conservation Agreements:** The following Conservation Agreement has been received for new cooperators;

- Brenton Beall, 25 acres, Gilmer County

**Coffindaffer/McClain motion carried to approve the Conservation Agreement for Beall.**

At this time, the District went into executive session to discuss watershed and financial issues.

At 11:50 p.m. the meeting came back to order. No other business was accomplished.

The meeting was adjourned at 11:52 p.m.

**Set Date of Next Meeting:** The next meeting will be held on February 4, 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**