

**WEST FORK CONSERVATION DISTRICT
BOARD OF SUPERVISORS
May 6, 2014**

MINUTES

With a quorum being present, Chairman Foster called the May Board of Supervisors meeting to order on Tuesday, May 6, 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
Mary Lee Hines

Others Present: **Joel Barnosky, Farm Service Agency**
Kim Fisher, WV Conservation Agency
Jeff Griffith, Natural Resources Conservation Service
Dinah Hannah, WV Conservation Agency
Belva Junkins, West Fork Conservation District
Ed Martin, WV Conservation Agency
Jim Roy, WV Conservation Agency
Robin Ward, West Fork Conservation District

Introductions: No introductions needed to be made. Mary Lee was welcomed back to the District due to her absence this winter.

Agenda Approval: Butler/Hines motion carried to approve the agenda for today's meeting, May 6, 2014.

Public Comments: No one was present for public comment.

Minutes: With no corrections or additions, the April 1, 2014 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. **Coffindaffer/Plaugher motion carried for approval of the General and CDO funds for April.** 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. The WVCA Year-to-Date Revenue and Expenditure Balance Report for March is here this month for review, along with the April report. Both reports will be filed for audit.

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

Unfinished Business

Committee Reports: Bill and Jim had no report on the WVACD meeting held on April 7 & 8 at Twin Falls State Park. They will attempt to answer any questions from the meeting after the minutes are read by Supervisors.

Ag Enhancement Program: Bill reported the AgEP committee met last week for the last time with Amy Cosco, who has left her position to work at the Monongahela Conservation District. Bill presented the following approvals for payments from the AgEP Committee last Wednesday, April 30 and today, May 6. Robert Starkey, Lime, \$3,286.80, Edison Law Jr., Fertilizer, \$800.00, Ira Pritt, Fertilizer, \$600.00, Richard Law, Fertilizer, \$800.00, Bob Suan, Fertilizer, \$800.00, Tom Hawkins, Lime, \$3,146.00 and Fertilizer, \$800.00, Ed Garrett, Fertilizer, \$800.00, Bill Suan, Fertilizer, \$800.00, Leslie Shiflet, Fertilizer, \$800.00, Larry Jones, Lime - \$480.80 and William Ashcraft, Water, \$1,158.15. This is for a total of \$14,271.76. **Coffindaffer made a motion for approval of the practices as submitted. No second was needed. Motion carried.** A printout of the data base for practices completed and still on the books to be paid was submitted to the supervisors. The signup period will begin on June 9. Bill noted the allocation formula for next year's funding to the Districts has not been determined at this time.

Polk Creek & Salem Fork O & M – 2014: The job showing for the mowing of the Polk Creek dams was April 25 and the bid opening was held last Friday, May 2. The low bid for the mowing of the dams was submitted by Vincent Excavating for a total of \$21,000.00. Mr. Vincent did not include his Business License as required and the bid could not be accepted. The District will need to send him a letter rejecting his bid for this reason. The next closest bid was from L. D. Hanna and Son Excavating for \$26,735.00. All of the required paperwork was submitted for this bid. Do we want to accept the bid? It was felt by the Chairman that we needed a spraying contract before the mowing is done. **Coffindaffer made a motion to award the contract to Hanna & Sons at the price of \$26,735 with the stipulation that before another contract is let for mowing, that we have a contract for spraying 60 days prior to. Hines seconded. Motion carried. Butler made a motion to send a letter to Mr. Vincent rejecting his bid. Law seconded. Motion carried.** Ed will check with Mr. Hanna to see if he can do spraying and stump treatment before he cuts the dam for \$2,500.00 or less. Bill would have the capacity to ok the work from Mr. Hanna. Jim Roy has met with Tygarts Valley CD for the O & M work on the Salem Fork Watershed Dams. Ed Martin announced that the District has submitted an amount of \$30,565.00 not to exceed, for the work. Ed's estimate was \$36,840.00 which he included the mowing of three structures, which are done by the landowners. Jim Roy added removal of brush on Site 11-A which was also not in Ed's estimate. Also, on Site 12, the pool is being filled up with sediment and a pipe also needs replaced there. Also a letter needs to be sent to the landowner that he is not permitted to do any work in the flood pool. **Coffindaffer moved that we accept the bid from Tygarts Valley CD for \$30,565.00 for the Salem Fork O & M work. Hines seconded. Motion carried.** Ed reported there is a job showing on June 25 for the Polk Creek O & M earth work. **Coffindaffer moves to rescind the motion from last month's board meeting, to go to bid for the Polk Creek O & M earth work until he talks to Tygarts**

Valley CD, about their submitting a bid for the earth work on the Polk Creek Watershed Dams. Hines seconded. Motion carried. Jim, Bernadette, Bill and Jim Roy met with the City of Weston to work on their issues with the channel work for the Polk Creek dams. Jim Roy has gone back to the City of Weston and reviewed their work for the Polk Creek channel and it will be discussed at the next meeting. This goes back to 2008. This is for their channel work and not the dams in Polk Creek.

Conservation Farm Program: The tour needs to be set for the Conservation Farm Program. So far, we have one farmer who will be representing both Harrison and Lewis counties. The farmer owns farms in both counties. There is also a potential one in Gilmer County and they will be checking on it. They will look at May 23 for the tour date at 1:00 p.m. Will meet at the Jane Lew strip. They will look at the Gilmer farm that morning.

New Business

Third Annual Little Kanawha CD & West Fork CD Forestry Contest: Chuck Copeland could not be here today but has sent a copy of the letter he has sent to the teachers and advisors. The contest will still have the same format as the state contest and will provide a practice session for the forestry teams. The contest will be held at Mountwood Park at Shelter 1 on May 29 and will begin at 9:30 a.m. The top scoring individual from within the Districts will receive a \$100.00 monetary award.

FY14-15 District Plan of Work: After last month's board meeting, the Plan of Work for this coming year was completed. Supervisors have copies of the document. It will need to be sent to Charleston by June 13. **Coffindaffer/Plaughner motion carried to adopt the FY 14-15 Plan of Work.**

Tri-District Land Judging Contest: This year is the West Fork's turn to hold the event and it is scheduled for this coming Thursday, May 8, in Harrison County. A portable toilet has been rented and it looks like we will have 5-6 teams participating from the three Districts. Lunch will be served to the teams also, along with plaques.

Correspondence:

WV State Fair Draft Minutes – April 4, 2014.

WVU Soils team report and thank you from Professor James Thompson.

Dam Safety Workshop – North Bend State Park – May 8, 2014.

CC Brian Farkas from Kevin Wickey – Polk Creek Site 13 –Technical Assistance Request. Jim and Bill have met with NRCS and WVCA where the spillway will have to be reworked along with the channel. The engineering was done through NRCS and now someone will have to come up with some money to fix it. We will need to meet with Sam Garrett, the landowner, regarding what needs to be done according to the engineers. We learned that a fence can be put across the emergency spillway as long as it is lower than the crest of the emergency spillway. NRCS is willing to participate with the inspection. This work has got to be done on this dam. The elevation has been violated and will need to be fixed. The use of the top of the dam by construction equipment and vehicles has the potential to negatively impact the dam and associated features. We will be getting a copy of our discussion with them on the repair of the dam. The report is much better than we expected.

WVACD Draft Quarterly Meeting Minutes – April 8, 2014.

CC Corps of Engineers to Mark West Liberty – Permit for Sherwood Gas Processing facility. It will cost them \$2 million for mitigation to be sent to WVDEP if they want to do the facility. The flood plain manager will have to give them the permit.

CC WVDEP to Corps of Engineers – Review of Permit for Sherwood Gas Processing Facility.

Funding Requests: There are none at this time.

Letters of Request: There are none for today's meeting.

SPRP Project: There are none at this time.

Board Member Reports: Tim reported that the WV Education Council will consider disbanding the group at the next meeting in October. The Conservation Day in Gilmer County for the sixth graders was held last week at Cedar Creek State Park. They had eight different presenters at the event. Teachers now have gone back and given the Samara test to the sixth graders in that county. Tim also reported on the WV Envirothon which went off without a hitch last month. The next Envirothon meeting will be June 5 at Cedar Creek State Park where they will elect new officers.

Report of Cooperating Agencies:

Jeff Griffith, NRCS: Jeff reported on an update of the Farm Bill programs. They are in the process of writing contracts for general EQIP. The Strike Force initiative has several agencies working together to get funding to low income counties. NRCS will be doing high tunnels for the Strike Force. AMA is for irrigation of high tunnels if additional funding that they need more contracts, they may look at cropland. They have a vacancy in Gilmer County for a WAE employee and made a selection on it. It is now at the state office and they should hear something on it in the next couple of weeks. Jeff had a field office appraisal done last week which was a very busy time.

Joel Barnosky, FSA: Joel distributed a fact sheet on the livestock program. As many know, Samp Lewis retired as SED and has been replaced by Rick Snuffer. Several counties are also Strike Force counties and they will doing an event on July 17 to cover Doddridge, Ritchie, Tyler and Pleasants counties. FSA farm loans, high tunnels, etc. will be discussed at this event. He also discussed the Livestock Indemnity Program (LIP) at length. The 2014 Farm Bill makes LIP a permanent program and provides retroactive authority to cover eligible livestock losses back to October 1, 2011.

WVCA: Kim reported for WVCA. Copies of this month's report were distributed. She also submitted the Year to date Revenues and Expenditures Balance Report for the month ending March 2014 for the District. The deadline for receiving FY14 costs is necessary. The FY14 CD fund accounts will no longer exist after July 30, 2014. WV Dept of Agriculture has historically set a deadline to receive all ending FY invoices for processing by around July 12th. To provide WVCA processing time, the deadline is now **July 8th**. The deadline was set by WVCA management for LORs, TEAS, per diem and invoices to be processed for payment in a timely manner so WVDA, the Auditor's Budget and Treasurer's offices can get done what they need to get done by their deadlines. On next month's agenda, we will need to have as an agenda item, CDO budget request for \$17,575.00 and the LOR to be dated on or after July 1. The WVSCC will

meet on July 15th. District Managers are being asked to call the county clerk's offices after this month's primary election to inform WVCA as to who won the CD Supervisor positions.

Dinah reported on receiving the funds requested at last month's meeting for the internet of \$318.12 and the 4th. quarter district employee for \$4,013.41. These funds are being transferred today from the receiving account. So far, we have not received any resumes for the conservation technician position for this summer. Dinah announced her retirement from the WV Conservation Agency will be June 30, 2014. Today is her 263rd. district board meeting. She asks that we please vote next week in the primary election.

WFCD: Robin reported on minutes from the education committee meeting last month along with awards for the Speech & Poster contests. A copy of the draft newsletter has been distributed to Supervisors. She also will be needing names for the Conservation Camp scholarships very soon.

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

- Joe McCue – 200 acres – Lewis County
- Kenneth Cooper – 130 acres – Gilmer County

Plaugher/Butler motion carried to approve the Conservation Agreements for McCue & Cooper.

Set Date of Next Meeting: The next meeting will be held on June 3, 2014 at the Gilmer County Senior Citizens Center, Glenville, WV to begin at 9:00 a.m. Plan to eat lunch there as the room is free.

Respectfully submitted,

Bernadette Law, Secretary

Minutes Recorded by Dinah Hannah, District Manager