

**WEST FORK CONSERVATION DISTRICT  
BOARD OF SUPERVISORS  
October 7th, 2014**

**MINUTES**

With a quorum being present, Chairman Coffindaffer called the September Board of Supervisors meeting to order on Tuesday, October 7th, 2014 at 9 a.m. at the USDA Service Center, Mt. Clare, WV. The Pledge of Allegiance followed the call to order.

**Supervisors Present:** William Coffindaffer                      Jane Collins  
James Foster    Steve Hannah  
Phil Osborne    Bill McClain  
Randy Plaughter    Larry Sponaugle

**Others Present:**      Kim Fisher, WV Conservation Agency  
Dinah Hannah, West Fork Conservation District  
Jim Roy, WV Conservation Agency  
Robin Ward, WV Conservation Agency  
Jeremy Bennett, NRCS  
Bruce Loyd, WVU Extension

**Introductions:** There were none today.

**Agenda Approval:** Plaughter/ Foster motion carried to approve the agenda for today's meeting.

**Public Comments:**

**Minutes:** There are two adjustments that need to be made to September's minutes. Under Chuck Copeland's review it should be ginseng season not "June Sank". Also under Polk Creek and Salem Fork dam OM&R, funeral home should be removed. **Foster/ McClain motion carried to approve the minutes corrected from September 2nd, 2014.**

**Financial Report:** The General and CDO funds for August have not been received yet due to extra information needed from the accountant. Financial information will be available to the supervisors at next month's board meeting. The WVCA Year-to-Date Revenue and Expenditure Balance Report for August is here today and Supervisors have a copy of it in their files. The report will be filed for audit. **Foster/ McClain. Motion carried.**

## Unfinished Business

### Committee Reports:

**Legislative Committee Report:** Steve Hannah reported that they have reserved the Bridgeport conference center for December 4<sup>th</sup>, 2014. A reception will start at 6 pm, and dinner will be served at 6:30pm. It will be served buffet style with two meats. The estimated cost for this is about \$1,800.00. Phil Osborne will have a power point presentation on district programs and the purpose of the district. Hannah said the committee would like to talk about the two watershed dams, and talk about the income that generates to the farmers from our programs. Bill Coffindaffer is going to invite Rick Rice to talk about the benefits of district programs and what it has done for him on his farm. Hannah expressed an interest to have the head of the NRCS and FSA to be invited. 3 days prior to program we need to give a head count to the conference.

**Education Outreach Position:** Phil reported that both candidates have rejected our offer. The committee has at least one more individual they can look at. If that candidate chooses to not be interested, then the committee may need to re-open the position.

### Ag Enhancement Program:

Foster reported on the following payments;

- B. Smith; 11 acres; Lime-\$726.00
- I. Pritt; 16 acres; Lime-\$352.00
- R. Mason (Mason Farms INC); 50 acres; Lime-\$3,191.32
- M. (Robert) Francis; 2 Pipeline and Trough-\$2,000.00
- G. Belknap; Fence; \$3,000.00
- K. Stutler; 50 acres; Lime- \$2,684.00
- R. Thompson; 7.57 acres; Lime-\$357.94
- W. Suan; 43 acres; Lime- \$2,640.00
- W. Suan; 13 acres; NM- \$520.00
- T. (John) Garrett; Pipeline and Trough-\$1,000.00
- D. Gaines; 40.4 acres; Lime- \$2,266.40
- P. Burgess; 25 acres; Lime-\$1,431.10
- E. Law; Spring Development-\$780.91
- A. Bolyard; 50 acres; Lime-\$3,300.00
- P. Hinterer; 50 acres; Lime-\$3,300.00
- K. McNemar; 20 acres; Lime-\$1,320.00
- D. Hill; Fence; 2,500ft-\$4,000.00 *totaling \$32,869.67*

**Committee moved that we approve the payments as listed upon receipt of incoming LOR from the Agency.**

**Foster Reported on the following cancelations;**

- H. Foxworthy; 10 acres; Lime-\$660.00
- D. Keith Gaines; 34 acres; Lime-\$2,244.00 *totaling \$2,904.00*

**Foster move that cancellations be approved. Does not require a second.**

Foster reported on the slight change to E. Law stockpile application. E. Law has reduced the amount of acreage treated from 25 acres to 20 acres to be paid. He dropped field #14, and added field #'s 9 and 13. His new cost share amount would be \$800.00. **Foster/McClain motion carried to amend E. Law stock pile application.**

**Polk Creek & Salem Fork OM & R:** Jim Roy reported that the Salem Fork O&M has been completed, and Polk Creek O&M has been completed. Jim spoke with Sam about putting up a temporary fence to keep cattle off of the disturbed area until grass coverage is established. Jim has an estimate of the cost to be \$533.30 for materials to install the temporary fence. Hannah reported on the Garrett dam as well and said everything has been done that needed to be done. For stream bank stabilization purposes, **Steve Hannah made a motion to spend up to \$1,000.00 max to buy fence supplies and employ an individual to install a temporary fence on the Garrett dam. Motion was seconded by Plaugher. Motion carried.**

**Fall Banquet Gilmer County:** Jane Collins reported on the fall banquet. Everything is completed and set for October 23, 2014 at the Pioneer Grill in Glenville, WV. Bill Coffindaffer will come to help Robin this week in sending out the invitations. Jane Collins will also be available to come if needed. Also, mums will not be there to give out this year as per the Ethics Act. Dinah Hannah and Bill Coffindaffer volunteered to donate the mums for the banquet.

### **New Business**

**Minutes Special LOR Meeting:** Foster/ McClain approve minutes from LOR meeting. Motion carried.

**District Employee:** Phil Osborne reported on this in the committee's report section above.

**FY14 Audit:** Robin reported on sending a RFQ to three accounting firms, and only received a bid offer from Suttle and Stalnaker for \$4,100.00. The other accounting firms confirmed that they were too busy to do our audit. **Foster/Sponaugle Motion carried to have Suttle and Stalnaker perform our audit for FY 14 for \$4,100.00.**

**November Board Meeting Date:** November 4<sup>th</sup> will stand at 9 am.

**Legislative Program:** Steve Hannah reported on this in the committee's report section above.

**Public Meeting for Watershed Dam Owners:** Supervisors were tossing around the idea of having another meeting. Steve Hannah thought that this meeting was beneficial and that we should have another meeting. A meeting would be done in the spring, and the chairman asked to keep this item on the agenda for the upcoming months.

**Local Work Groups NRCS Set Date:** Jeremy Bennett gave a draft showing what each district has done statewide with EQIP. This is a form that the district would want to use for the legislative banquet. The NRCS has paired up with extension to give education meetings. Local Work group would like districts to hold a local work group meeting by the end of this month. The local work group meeting for the WFCD will be on October 29<sup>th</sup>, 2014 at 9 a.m. at the Mt. Clare USDA service center.

10:15 a.m. board took recess  
10:25 a.m. board back to session

**Correspondence:**

Department of the Army Permit Modification (Doddridge County)  
Flood Mitigation Options for City of Glenville (Gilmer County)  
Natural Gas Education Programs  
Elk CD Annual Awards & Recognition Banquet  
Potomac Valley CD Annual Awards & Recognition Banquet  
Northern Panhandle CD Annual Awards & Recognition Banquet  
Eastern Panhandle CD Annual Awards & Recognition Banquet  
Greenbrier Valley CD Annual Awards & Recognition Banquet  
Tygarts Valley CD Annual Awards and Recognition Banquet  
Greenbrier Valley CD thank you for CREP funds  
WV Women in Agriculture Conference  
DEP- Dam Safety Polk Creek #13 Construction Inspection  
West Virginia Ethics Commission

**Funding Requests:** None at this time

**Letters of Request:**

- Accountant reimbursement July- September \$1,200.00
- Internet reimbursement July- September \$314.79
- State Match O&M Lewis County Commission \$5,000.00
- FY 14 Operating Grant Difference \$855.00.

**Foster/ Plaugher motion carried to approve the funding for Accountant reimbursement, Internet reimbursement, State Match O&M Lewis County Commission, FY14 Operating Grant Difference.**

**SPRP Project:** Jim Roy reported on a SPRP project in Harrison County. There is a tree down on a property next to the cooperators property causing stream blockage and floods his property. Jim Roy is asking that the board give Ed Martin the approval to proceed on this project. Supervisors agreed to pay up to \$1,500.00 to fund this SPRP project in Harrison County. **Foster moved to pay up to \$1,500.00 to fund Harrison County SPRP, motion was seconded by McClain. Motion carried.**

**Board Member & Associate Supervisor Reports:**

Foster reported on a gas well in Doddridge County that had blown out and has destroyed the water wells of several communities.

Steve Hannah reported on the stream crossing at the Lewis County Park. The state agency has gotten the approval from the corps of engineers, and it is now in the hands of the County Park.

**Report of Cooperating Agencies:**

**WVU Extension:** Bruce Loyd reported on the winter extension dinner meetings. He would have more information about them later, but shared the dates of the meetings. January 14<sup>th</sup> dinner meeting would cover tax issues with Fred Sheer from Wells Fargo. February 11<sup>th</sup> dinner meeting would be done by Ed Rayburn. March 11<sup>th</sup> dinner meeting would feature Kevin Shaffer talking about heifer development. January 26<sup>th</sup> dinner meeting in Ritchie County. February 23<sup>rd</sup> in Ritchie County, and March 23<sup>rd</sup> in Doddridge County with Fred Sheer on tax issues again. Bruce would be available to answer questions about the meetings and could be reached at his office.

**WVCA Report:** Kim reported on upcoming Audit procedures. The fall ¼ meeting is coming up, and she reminded the supervisors to be sure to get their registrations to Robin by October 15<sup>th</sup>, 2014. The FY 16 budget will operate on 8.8 million. Brian is requesting 3 million supplemental to match NRCS. Kim reported on the agency requesting districts to review their policy and procedures. She reported on the two new DM's to the agency WFCD and TVCD. Kim reported on the AgEP position status for WFCD a recommendation has been sent to Brian, and a back ground check is being done today. She is hopeful that this position will be filled soon. The State Conservation Committee meeting meets at Guthrie on October 14<sup>th</sup>. Kim touched more on the Ethic's Act, and encouraged supervisors to be cautious of buying auction items, giveaway's, and gifts as this could lead to violation of the Ethic's Act.

Robin reported on the nice grassland tour that the West Fork had to the Butler farm and Suan farm. It was nice to see conservation hitting the ground and see practices in use. Robin reminded supervisors to get their ¼ meeting registrations to her by October 15<sup>th</sup>. Also, the Education Outreach Hiring committee needs to meet after the meeting to consider dates and applications to interview. She reported that the signs have been ordered for the education banquet, and Robin would work with Kim and Jane to get invitations sent out for the banquet.

**Conservation Agreements:** There are none at this time

**Set Date of Next Meeting:** The next meeting will be held on November 4th, 2014 at USDA Service Center in Mt. Clare, WV to begin at 9:00 a.m.

**Meeting adjourned at 11:00 a.m.**

**Respectfully submitted,**

**Jane Collins, Secretary**

**Minutes Recorded by Robin Ward, District Manager, West Fork CD**