

Approval of Invoices and Payments: Payment for Invoice from Tygarts Valley CD SPRP work-\$2,647.50. **Plaughter made a motion to approve payment for \$2,647.50, motion seconded by Foster. Motion carried.**

Unfinished Business

Committee Reports:

Ag Enhancement Program: Roger reported on their meeting on January 27th and they had a total of 52 contracts. \$29,799.00 for Lime, \$10,780.00 for Fertilizer, \$27,440.00 for Fence, and \$10,100.00 for water. The NRCS has agreed to design the water development projects for us. The total for all projects is \$78,119.00. **Foster approved the applications based on committee recommendation.**

Polk Creek & Salem Fork OM & R: There is an O&M training at ECD on February 25th at 9:30. Also discussed was a possible refacing of the riser.

Copy Machine: The board approved to rent the new copy machine from Komax for 48 months with a total of \$181.97/month. **McClain made a motion to rent the machine. Motion was seconded by Sponaugle. Motion carried.**

Limespreader Purchase: Phil Osborne reported on the letter written to Bill King notifying him of having the winning bid. Bill King noted that the magnetic lights would have to be purchased separate. There was discussion on the weed wiper, and Steve Hannah would prepare bid packets for the weed wiper.

New Business

District Employee: The committee met Monday via Conference call and Jane reported that the committee recommended to hire Cheryl Carlin. She would have a probationary period of 6 months with a 3 month review. The board also approved to have a soil sampler hired for this summer. **McClain made a motion to hire a soil sampler for the summer. Motion seconded by Sponaugle. Motion carried. Steve amended to the motion that the sampler be paid \$10/hr and paid .51 cents per mile. McClain seconded the amendment. Motion carried.**

Grazing Conference Scholarships: Board agreed to sponsor 3 cooperators per county this year.

District Personnel Plan: Foster made a motion to approve the district personnel plan for FY 15. Motion was seconded by Plaughter. Motion carried.

Field Day/ Women in Ag Day: The supervisors would like to have a weed wiper demonstration in every county as a field day. **Collins moved to have a weed wiper demo in each county. Motion was seconded by Sponaule. Motion carried.** The committee assembled for the field day is Phil, Randy, Jim, Larry, Roger, and Bruce. **Collins moved to sponsor a Women in Ag Day. Motion was seconded by McClain. Motion was tabled until the conference call on the Attorney General's Opinion.**

FY 14 Draft Audit Report: Foster moved to accept the draft audit report. Motion was seconded by McClain. Motion carried.

Policy Manual Review: Bill, Steve, and Jim are to review and report to the board at the next meeting with any amendments to be sent to each member prior to the meeting.

Correspondence:

DEP Letter to Sam Garrett
Minutes Education Committee Meeting
Harrison County Farm Bureau Scholarship
Envirothon Draft Minutes from December 2014 Meeting
WV Cattlemen's Association- advertisement
WVU Extension Dinner Meeting- Doddridge County
Envirothon Volunteers
Beef Expo Sponsorship
Supervisor Education/Training

Funding Requests:

DEP Junior Conservation Camp Scholarship-\$172.00/ Camper- **Cannot Fund**
Western CD Ag EP financial assistance- **Board has all their AgEP funds allocated Cannot Fund**
WVACD Auxiliary \$25.00- **Cannot Fund**
David Snively WVU Extension Dinner Meeting Doddridge County- **Board approved to pay up to \$500.00.**
WVU Soils Team- **Cannot Fund**

Letters of Request: District Support District Employee OND- **Steve Hannah made a motion to accept the letter of request for \$1,921.04. Motion was seconded by Foster. Motion carried.**

SPRP Project: Kim had reported on behalf of Ed Martin that the invoice for the outstanding SPRP project has been verified.

Board Member & Associate Supervisor Reports: Jane reported on the grassland contest and wondered about funding for lunch. The board approved \$200.00- \$225.00 for pizza that day.

Beef Expo- The board will have the display there this year. Dinah, Belva and Robin will work on handout stock we have on hand and then order more stock. The board approved to have \$400.00 for promotional items. **Plaugher made a motion to use \$400.00 for promotional items. Motion was seconded by Collins. Motion carried.**

Report of Cooperating Agencies:

NRCS: Jeff was there to report and he provided a written report.

FSA: No one was present to report at this time

Forestry: Steve McAnarny was there to report and he provided a written report.

WVU Extension: Bruce reported on the extension dinner meeting dates. And he also reported that the small farms conference was on February 26th -28th, in Charleston, WV.

WVCA Report: Kim reported that the Annual O&M inspection schedules will soon be available for District review. WVCA watershed staff will be in contact with districts soon to schedule annual O&M sponsorship meetings. She reported that the WVCA is holding a training for district O&M representatives on February 25 at the ECD office in Flatwoods from 9:30-3:30 with lunch provided. Each district should send one O&M representative. The agency will only cover the cost of one per district. Kim reported on the FFA Conservation Chapter Award and commented that this award is no longer offered as there is a lack of interest. She reminded districts to be thinking about the farm families to be awarded in the conservation farm tour for 2015. Kim commented that Brian would like to thank all the Conservation Districts and Supervisors for their help and support at the recent Ag/Conservation Day. We would also request that you continue to stay in contact with your representatives and support our Budget and Bills. Kim asked districts to verify their engagement for the Audit and if it needs to be extended or rebid, please being the process. Applications for the WVACD Scholarship is due by the first Monday in March_Contact Steve May, WVACD Education Committee Chairman, for additional information. Supervisors are reminded to submit their travel and per diem monthly. Brian is monitoring the costs and has noted that several supervisors have not submitted a travel or per diem for several months. For budget purposes it is very important to have the reimbursements sent on a timely schedule. When making hotel reservations, call the hotel directly during business hours. The auditor's office requires a receipt from the hotel showing a zero balance. There is a good chance that receipts from booking agencies such as Expedia will not be accepted as proof of payment, resulting in the lodging charges being deducted from the reimbursement. District Personnel Plans are due to the SCC by March 1. Failure to meet the deadline may cause a delay in approving the District's personnel plan and the release of state funds for those positions. Kim reported on Senate Bills-S.B. 250 – Amendment to 19-21A-4a, S.B. 195 / H.B. 2358 – Rules, S.B. 261 – Definition of “owner” of dams. All are moving within the system,

Brian will provide updates as the session moves forward. Kim also reported on the Attorney General's opinion affecting districts' ability to award scholarships to students.

Conservation Agreements:

Valerie Posey- 87 Acres, Lewis County

Robert L. Posey- 96 Acres, Lewis County

Larry Carder- 12 Acres, Gilmer County

Valerie & Larry Whitehair- 187 Acres, Harrison County

Jerry R. JR. & Angie Brake-143.7 Acres, Gilmer County

Evan Scott Bennett-83 Acres, Lewis County

Pamela Bonnett-41 Acres, Gilmer County

Plaugher made a motion to accept all the conservation agreements. Motion was seconded by McClain. Motion carried.

Set Date of Next Meeting: The next meeting will be held on March 3rd, 2015 at the USDA Service Center in Mt. Clare, WV to begin at 9:00 a.m.

Respectfully submitted,

Jane Collins, Secretary

William Coffindaffer, Chairman

Minutes Recorded by Kim Fisher; Area Director of the West, WVCA