



# Potomac Valley Conservation District

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## **MINUTES OF MEETING January 6, 2016**

The monthly meeting of the Potomac Valley Conservation District was held on Wednesday, January 6, 2016, at the USDA Service Center in Moorefield. The meeting was called to order at 7:04 pm by chairperson, Charlotte Hoover.

**SUPERVISORS:** Charlotte Hoover, Ronnie Miller, John Hicks, Brian Dayton, Kent Spencer, Frank Weese, Gerald Sites, George Leatherman and Dale Walker

**OTHERS:** Jeremy Salyer, Ben Heavner, Nadene Jewell, WVCA; Doris Brackenrich, Christi Hicks, NRCS; Paul King, PVCD; Stephen Starcher, WVU Extension; David Willis, Hamp Co. Master Gardeners; Paul Clayton, PVCD association supervisor.

**MINUTES:** The minutes of the December 2, 2015 Board Meeting were presented for review and approval. A motion was made by Ron Miller and seconded by Kent Spencer to dispense with the reading of the minutes of the December 2, 2015 board meeting and approve them as written and distributed. Motion carried.

**FINANCIAL REPORTS:** Treasurer, John Hicks reviewed the treasury reports for the month of December with the Board. He reviewed the reports for the General Fund, CDO Grant Account as prepared by William Lipps, and the Co-Administered Accounts as prepared by WVCA. Following the discussion, a motion was made by John Hicks and seconded by Dale Walker to approve the financial reports for the month December for the General Fund, CDO Grant Account and the Co-Administered accounts and all invoices paid within the month of December. Motion carried.

**INVOICE:** The Board received an invoice in the amount of \$525.00 from William Lipps CPA for bookkeeping services in the month of December. A motion was made by John Hicks and seconded by Kent Spencer to approve payment to William Lipps CPA in the amount of \$525.00 for bookkeeping services in December. Motion carried.

**CORRESPONDENCE:** LOR – the Board approved by motion of George Leatherman for the chair to sign an LOR in the amount of \$2,492.00 for the Chesapeake Bay Bioengineering stream restoration project. Motion seconded by Ron Miller. Motion carried.

The Board also approved payment of the invoice in the amount of \$2,491.40 ACF Environmental for materials for the Chesapeake Bay Bioengineering project. A motion was made by George Leatherman and seconded by Ron Miller to approve payment of the invoice upon receipt of the funds from WVCA (requested in the LOR listed above). Motion carried.

**SOUTH FORK SITE #32:** Discussion was held regarding debris removal work completed on South Fork Site #32 by the Tygarts Valley crew. The “not to exceed” estimate submitted by TVCD was \$2,500 – will receive an invoice from them in near future. No action taken – will wait until receipt of invoice from TVCD.

**LOST RIVER SITE #16:** The District received notice from WV DEP of the denial of the 401 permit application on 12/15/15. The deadline to submit an appeal request was 12/31/15. NRCS assisted in the preparation of a letter to officially request an appeal of the decision to deny the permit application. No response has been received to date.

**WATERSHED CELEBRATION DAY:** The Board reviewed a request for sponsorship in the amount of \$100 for the watershed celebration day. It was indicated that sponsorship of the event was permitted by the Conservation Districts. A motion was made by John Hicks and seconded by Frank Weese to sponsor the Watershed Celebration Day in the amount of \$100. Motion carried.

**SOUTH FORK SITE #16:** A landowner contacted the District office to report that beavers are building behind dam site #16 in the South Fork. Discussion was held on the options to remove the beavers from the site – trapping was agreed as a favorable option. Dale Walker & Frank Weese offered to investigate and provide contact information for local trappers.

**DAM SAFETY:** The District received a survey from WV Dam Safety on input for topics to include in future Dam Monitor Workshops. Copies of the survey were provided to supervisors for comment. Several were completed – office staff will return to Dam Safety.

**TREE SEEDLING SALE:** Discussion was held regarding the District Tree Seedling Sale and offering fruit trees this year. Extension Agent, Stephen Starcher was in attendance and discussed the availability of disease resistant varieties and encouraged the Board to offer them. He offered to assist in reserving the fruit trees for the sale. Board in favor of offering the disease resistant varieties and asked Mr. Starcher to assist with identifying the varieties to offer.

**WV WVACD / NRCS GRANT OPPORTUNITY – COMMUNITY GARDEN PROJECT:** Discussion was held regarding the availability of \$5,000 grants through NRCS for the development of community garden projects. Christi Hicks and Stephen Starcher addressed the Board regarding the proposed garden project at Slanesville Elementary in Hampshire County. The Master Gardeners Club approached the District in November regarding this project. The project meets the criteria for the grant program and would be an excellent opportunity to meet educational and community needs. The school principal provided information on the educational component of the project. The school is also an energy express site and will be able to utilize the produce for meals during the summer session. Biggest expense is construction– will also need to be fenced to protect against deer damage. The Board reviewed the project proposal and budget and agreed the project meets all of the guidelines for the grant. A motion was made by Kent Spencer and seconded by John Hicks to approve support for the Community Garden Project at Slanesville Elementary School in Hampshire County and submit the proposal for the WV WVACD / NRCS Grants. Motion carried. Stephen Starcher offered to assist the Board with the project.

LOST RIVER SITE #16: Brief discussion regarding the status of the project. NRCS representatives to attend in February to provide an update.

NEW CREEK SITE #1 – Staff Gauge installation – not completed to date. No new information.

NORTH / SOUTH MILL CREEK Site #4: No new information available. Brief discussion regarding a barn that was on the site at the time the dam was constructed. No longer there; however, referenced in the property deed.

NEW CREEK WATERSHED STATEMENTS OF REVIEW: Statements of review for eight New Creek Dams were presented for review and approval. A motion was made by Kent Spencer and seconded by John Hicks to approve the statements of review and authorize the chair to sign them. Motion carried.

CONSERVIATION CONTESTS: Discussion was held regarding the Poster, Photo and Speech contests and the inability to provide monetary prizes. Discussion on options – can provide the prize money to the schools and they can in turn present to students? Jeremy to investigate if prize money can be given to schools to distribute.

EQUIPMENT COMMITTEE – Ron Miller reported on the following equipment issues:

- Sions Equipment is working on the tractor. Problem appears to be worse than originally thought – will be more costly.
- Haybuster needs new disks before spring – cost estimate is \$2,400 – Brian Dayton offered to check on prices
- Litter Spreader also in need of repair
- Future purchase of a manure spreader
- Report on rental income for past year
- Need to schedule a committee meeting at the shop to look at the equipment and discuss future needs. All agreed on January 19, 2016 at 10:00 am. Office will send reminders.

AG DAY: Ag Day at the Capitol will be held on Wednesday, January 20, 2016. Supervisors are encouraged to attend. A legislative breakfast is being held at 7:30 am. All invited to attend. Dale Walker, George Leatherman, Ron Miller and Gerald Sites indicated they plan to attend. (Will not attend the breakfast – driving down in the morning).

DISTRICT MANAGER REPORT: Nadene reported on the following:

- Reminder of dates to file for upcoming election: January 11 – 30, 2016  
Grant County-Frank Weese  
Hampshire County- John Hicks  
Hardy County – George Leatherman  
Mineral County – Kent Spencer  
Pendleton County – Dale Walker
- District Bookkeeper will prepare / mail w2 tax forms – supervisors will receive forms from state and from bookkeeper this year
- WVCA will prepare and mail 1099 forms for all program payments in 2015
- Office Lease Agreement – no new information at this time

BOARD MEMBER REPORT: WVACD Quarterly Meeting was held on 1/4 and 1/5. PVCD Supervisors unable to attend. Jeremy Salyer discussed the meeting with the Board.

PVCD: Paul King reported on the following:

- All rental equipment is at the shop
- Sold several rolls of filter fabric
- Completing maintenance on equipment – Elwood available to help as needed – discussion held on repairs to haybuster – replace disks.

A motion was made by John Hicks and seconded by Frank Weese to approve the repairs to the haybuster – up to \$2,500. Motion carried.

AG ENHANCEMENT: The following applications and payments were presented for approval:

**LIME:**

**Payments:** Loyen Kimble \$975.00 CS; Loy Emmart \$ 517.50 CS; Robert Yowler \$ 1,482.00 CS; Tom Kimble \$ 768.00 CS; Glen Dahmer \$ 1,868.25 CS; Chuck Lee (*Finished – has not gotten bills yet*).

**LITTER TRANSFER:**

**New Application:** Woodrow Sherman 150 tons

**FROST SEEDING:**

**New Applications:** Terry Alkire 50 acres \$500.00 CS; Steve Bailes 50 acres \$ 500.00 CS; Davis Farm 50 acres \$500.00 CS; Kenneth Grapes 26 acres \$ 260.00 CS; Ephriam Herriott 50 acres \$ 500.00 CS; Robin Pancake 50 acres \$ 500.00 CS; Luci Raines 50 acres \$ 500.00 CS; Smith Farms 50 acres \$ 500.00 CS; Renick Williams 50 acres \$ 500.00 CS; Hunter Williams 50 acres \$500.00 CS; Davis Evans 41 acres \$ 410.00 CS; **\*Charlotte Hoover 50 acres \$ 500.00 CS; \*Gerald Sites 50 acres \$ 500.00 CS**; Brent Titus 50 acres \$500.00 CS; Justin Titus 50 acres \$500.00 CS; Elwood Williams 50 acres \$500.00 CS; Sharey Sponaugle 11 acres \$110.00 CS; Allen Simmons 50 acres \$500.00 CS; Mark Simmons 50 acres \$500.00 CS; Isaiah Smith 50 acres \$500.00 CS; Sam Williams 50 acres \$ 500.00 CS; Robert E. Williams 50 acres \$500.00 CS; Dan Lahman 50 acres \$500.00; Raymond Wilkins 28.7 acres \$287.00 CS

\*District Supervisors – Jeremy Salyer distributed approval letters the Frost Seeding invoices from PVCD supervisors, Charlotte Hoover 10 acres \$ 500 CS; and Gerald Sites 50 acres \$500 CS.

A motion was made by Kent Spencer and seconded by Brian Dayton to approve all AgEP application / payments as presented and delegate authority to John Hicks to sign off on AgEP payments between Board meetings. Motion carried.

CONSERVATION AGREEMENTS: One conservation agreement presented for approval: David Evans 311.5 acres. A motion was made by John Hicks and seconded by George Leatherman to approve the conservation agreement totaling 311.5 acres. Motion carried.

WVCA: Jeremy Salyer presented a written report and reviewed the following:

- Legislative Session / Calendar
- Provide comments for AgEP survey to Ben Heavner
- District Personnel Reports due in March

- O&M Watershed Meeting in Flatwoods on 1/20 at 10:00 am – Every District with a work crew needs to have a representative at the meeting. John Hicks plans to attend – Ron Miller may also attend,
- WV State Committee meeting on 1/12/16
- O&M Sponsorship meetings with local sponsors – Karen Stickley in process of scheduling meetings statewide.

WVCA: Ben Heavner reported on the following:

- AgEP survey – requested comments on future of AgEP Program.
- Reminder to complete AgEP practices as soon as possible

NRCS: Christi Hicks distributed written report and reviewed the following:

- Producer in Hampshire County expressed interest in Deer Fence / NRCS EQIP does not fund this practice / possibly could be incorporated in AgEP in the future. Berkeley County did have a deer fence program in the past – special funding was used for the practice. Very expensive and only able to provide assistance to limited number of individuals. Not available at this time
- Inquiry about aerial lime application – some discussion

NRCS: Doris Brackenrich reported on the following:

- She is now officially the District Conservationist for 3 counties – Grant, Hardy and Pendleton – reviewed office hours in each county – may vary during winter months
- Working on contracts / modifications – praised staff for hard work in each county
- Farmland Protection Program – Dick Gray working on applications / 21 applications in Grant and Hardy counties
- Communitree Program – looking for new project sites – should be on public property
- NRCS will not have funding for litter transfer program next year
- Ag Education winter dinner meetings – reviewed schedule – will attend as many as possible

LOCAL WORK GROUP: Doris and Christi discussed program changes with NRCS. Local work group needs to develop long range plan. They distributed information and reviewed process with the Board. Will need to identify and prioritize needs / submit project proposals for funding. Request input from local representatives. The group discussed possible dates for the local work group meeting. Agreed on February 10, 2016 (with 2/17 as an alternative date in case of weather). Meeting time will be 9:30 am. Doris will check availability of conference room in Moorefield on 2/10. Notices will be sent to local agency representatives – requested suggestions from Board. All in agreement for meeting on 2/10/16 in Moorefield at 9:30 am.

There being no further business, the meeting adjourned at 8:47 pm. The next meeting will be held on February 3, 2016 at 7:00 pm in Moorefield.

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Chairperson

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date