

was for \$6,843.30 less \$4,000.00 their contractual amount. **Foster/ Sponaugle move to approve payment to the City of Weston. Motion carried.**

Supervisor Per Diem and Travel: Treasurer, Randy Plaucher, moved the following Supervisors Per Diem and Travel expenses for the month of November:

Richard Steve Hannah	\$116.52
James Foster	\$519.84
William Coffindaffer	\$285.06
Rebecca Jane Collins	\$367.32
Philip Osborne	\$NA
William McClain	\$ 179.16
Larry Sponaugle	\$312.00
Randy Plaucher	\$ 403.72 <i>totaling \$2,183.62</i>

Total gross amount spent to date: \$19,408.24

Report came out of committee and does not require a second. Motion carried.

Unfinished Business

Ag Enhancement Program: Foster reported on the committee meeting on December 22nd, 2015 to finalize payments and figure if there was going to be a spring sign up. The payments and cancelation totals are outlined in the minutes from the AgEP committee meeting on December 22nd, 2015.

Payment Total: \$78,271.50

Cancelation Total: \$18,881.78

The report comes out of committee and does not require a second.

The leftover funds from this sign up period are not enough to have a spring sign up. There will not be a spring sign up due to lack of available funds. The next sign up will be in the new fiscal year.

OM&R Salem Fork & Polk Creek: Jim Roy reported on the Dam meeting that the Agency had at the City of Salem. The meeting was to educate the city of the history of the dams and their importance to the community. Roy had expressed that he wished that there would have been more members of the community represented at the meeting, but overall the meeting was a successful meeting and it provided a lot of great information to take home.

Field Day 2016: Randy Plaucher reported on the field day committee meeting on January 7th, 2016. The committee has decided to have a field day on tentative date July 9th, 2016. The idea is to have a “farm tour” type setting where cooperators travel from farm to farm and look at different conservation practices. The committee would like to look at getting buses to take the cooperators from farm to farm. The committee is looking at having the field day in Harrison County and feature three farms. They would like to have speakers be a part of the day as well. The cooperators farms that they have in mind

to visit will also be a part of the field day committee. There was supposed to be a meeting today after the Board meeting, but with the weather it has been canceled. The next field day committee meeting will be on February 1st, 2016 at 10a.m. at the Mt. Clare office.

New Business

Committees Review: Some supervisors had requested to be a part of a committee and not be a part of other committees. Coffindaffer would work with Cheryl and Robin to review the 2015-2016 committees, and report with the final draft at the next Board meeting.

Certificate of Deposit: Foster reported on moving the CD from Cornerstone Bank to MVB Bank on December 15th, 2015. The amount transferred was \$100,809.65. The supervisors that are on the signature card for the CD at MVB are; Bill Coffindaffer, Randy Plaucher, Jim Foster, and Steve Hannah.

NRCS Action Items: Jeff reported on a new idea he had received from the state office called “Focus Conservation Approach”. It is a task that the local work group needs to take on and look at completing. The group will need to develop a long range plan consisting of a minimum 5 page document. Jeff feels like it will look more like a 15 page document. The idea is for the partners to come together and create this plan. The partners will look at the concerns within their area and report about them. Jeff felt that the oil and gas professionals needed to be a part of the partner group. Jeff expressed to the supervisors to be thinking about questions they may have and concerns that may be in the area and bring it back to the local work group meeting that he will be having in February.

Farmland Preservation: Coffindaffer reported that the Harrison County Commission has passed the idea to have a Farmland Preservation Board for Harrison County. The Commission is going to appoint a Board, and is asking the West Fork Conservation District Board to appoint one of its members to serve on the Farmland Preservation Board. **Plaucher moved to appoint Bill Coffindaffer to serve on the Farmland Preservation Board, and have Phil Osborne serve as an alternate. Motion seconded by Foster. Motion carried.**

10:23am recess

10:33 am back to session

Correspondence:

Minutes AgEP meeting 11/30/2015
Minutes Education Committee Meeting 12/7/2015
Minutes AgEP meeting 12/22/2015
Minutes Envirothon meeting 12/2/2015
DEP Pending Mine Permit

Funding Requests: A request from the Small Farms Conference is here today for the Board to sponsor the event. **Osborne moved to advertise in the local newspapers for**

interest of cooperators to attend the conference, and the District would pay the registration for cooperators to attend. Motion seconded by Sponaugle. Discussion was made on the motion, and due to the absence of knowledge of the cost for registration to the conference and how many cooperators should the Board sponsor? Motion failed.

The Agency requested Robin to purchase light refreshments for the Salem Fork Dam meeting held on January 7th, 2016. A total of \$117.48 for the expenses incurred from the Salem Fork Dam meeting is here today for reimbursement. **Plaughter moved to reimburse the Salem Fork Dam meeting expenses from the O&M funds in the Interest Bearing Account. Motion seconded by Sponaugle. Motion carried.**

Coffindaffer reported on feeling left out of being notified by the Agency that the Agency was making appointments to meet with the County Commissioners and City Councilmen within the West Fork District. Supervisors agreed that it was wrong for the Agency to go over the Supervisors heads and make appointments with their Commissioners and Councilmen.

Hannah suggested that the Board make a motion to prevent the Agency staff of their attendance to the upcoming appointments with Commissioners and Councilmen. Jeremy replied that the Agency was going to attend the meetings regardless. Jeremy apologized for the miscommunication, and this was part of Karen Stickley's new role within the Agency. He stressed that prior contact should have been made.

Supervisors wondered how much the District requests from Commissioners and Councilmen for O&M cost share. Robin reported that we request \$7,000 from the Harrison County Commission, \$5,000 from the Lewis County Commission, and \$4,000 from the City of Weston. **Foster moved to send letters to the County Commissions and the City of Weston requesting the O&M funds. Motion seconded by Sponaugle. Motion carried.**

A funding request from the DEP Junior Conservation Camp is here today for \$172.00 per Camper. **Hannah moved to sponsor 8 scholarships in the total amount of \$1,376.00 to the DEP, and the DEP would choose which campers get the money. Motion seconded by McClain. Motion carried.**

Letters of Request: One LOR is here today. A request for \$4,124.23 for reimbursement of CD Employee for the months October- December 15. **Foster/Plaughter motion to approve and submit the LOR. Motion carried.**

SPRP/EWP Project: Jim Roy reported that there are no new projects, and everything is completed.

Board Member & Associate Supervisor Reports: Foster reported the need to date stamp the scholarships that come in for the WVACD. He also reported on the precautions

to take and the schedule of events for Ag Day at the Capitol. Some Board meeting dates will have to be changed because of scheduling conflicts with the quarterly meetings.

April's Board meeting will be held on April 12th, 2016 in Lewis County time and place TBA.

October's Board meeting will be held on October 11th, 2016 at the USDA Service Center in Mt. Clare at 9 a.m.

Foster reported on other dates to remember:

The Envirothon Training will be on April 4th, 2016 at the Doddridge County Park Extension Dinner meeting at the Doddridge County Park on January 25th, 2016 at 7pm

Dinah reported on thanking Jane for all her hard work done at the Christmas dinner. It was truly wonderful and a lot of work went into decorating.

Larry reported that the Gilmer County 6th grade field day will be on April 26th, 2016, and he would like the contest to be on the Agenda for next month's meeting.

Steve reported on the Envirothon taking place on April 21 and 22nd, and the committee is requesting help from Supervisors. Also, applications for Century Farms need to be submitted by June 1st, 2016. The State Fair committee will meet on March 1st, 2016 at the Elk CD at 10a.m. The Grassland contest will be on April 8th, 2016 during the Beef Expo. Steve also reported that the big issue with the Legislature is funding source, and Brian is doing everything he can to protect the AgEP program as well as funding for the Dams.

Jane reported that the next Envirothon Committee meeting will be on February 3rd, 2016 in Flatwoods at 10a.m., and the next committee meeting after that will be on March 2nd, 2016 at Camp Ceasar.

Report of Cooperating Agencies:

NRCS: Jeff reported that last Friday was Jared's last day, and he will be only staff member at Mt. Clare. He has been busy with contract management, and reported that cooperator Rick Nutter suddenly passed away. He reported on an outreach meeting that was held last month regarding RCPP, a component of EQIP. Jeff would like to set meeting dates for the local work group meetings that need to take place. The Local Work Group will meet on February 17th, 2016 at 9 a.m. at the Quiet Dell United Methodist Church. A planning meeting for the Local Work Group meeting will be held on February 10th, 2016 at 10 a.m. at the USDA Service Center in Mt. Clare. Jeff reported on the Grant Funding Program, and that the idea of the program is leaning toward a school type setting. Caleb, Jeff, and Bruce have already talked to some schools about this program. Jeff says that the intent is to put a garden on school property, and it is probably better to pick one location vs. many. Jeff and Cheryl would work on a brochure/flyer to hand deliver to schools outlining the program and minimum requirements, and for interested parties to send in a proposal by February 19th, 2016.

FSA: no one present to report

Forestry: Chuck had a paper report for the Supervisors, and Jesse King will be the new Forester for the area.

WVU Extension: Bruce reported on the up-coming Extension Dinner Meetings.

1-13-2016 at Jackson's Mill- Transition Planning at 6:30pm
2-10-16 at West Milford- Bruce Weed Control at 6:30pm
3-16-16 at Jackson's Mill- Pasture Management at 6:30pm

Also, starting on 2-2-2016 and continuing on every Tuesday for the month of February at the Lewis County Emergency Squad Building there will be a Bee- Keeping program starting. Interested people should see Bruce for more information.

This Saturday, 1-16-16, the Lewis County Livestock Association is having a meeting and the 2nd annual meat cook off.

WVCA Report:

Jeremy provided a paper report, and he expressed that while Supervisors are at Extension Dinner Meetings that it was a prime time to poll about the success of the AgEP programs in their District.

Caleb reported on his field checks, and has been working on putting together a brochure for the AgEP program for both Tygarts, and the West Fork District.

Robin reported on working to switch banks. She has all of her check stock and deposit books ordered. She is waiting for checks to clear in the Agency accounts. Once they have cleared, she will need the Chairman to go with her to the bank and get a cashier's check to move all funds to Harrison County Bank. She reminded the supervisors to get their name on the signature card for Harrison County Bank, and she will get the paperwork to be signed once everyone is on the card.

WFCD Report:

Cheryl reported on working on the education for this year and sent emails to schools about the association scholarship and she sent a news release on the Century Farm Applications. She is working on getting price quotes on buses for the field day.

Conservation Agreements: There are two agreements here today for approval:

David L. Butcher, Gilmer County, 68 acres

Daniel Phares, Harrison County, 160 acres

Foster/McClain. Motion carried to approve Conservation Agreements.

Set Date of Next Meeting: The next meeting will be held on February 2nd, 2016 at the USDA Service Center Mount Clare, WV.

Respectfully submitted,

Jane Collins, Secretary

William Coffindaffer, Chairman

**Minutes Recorded by Robin Ward; District Manager, West Fork CD
Meeting Adjourned at 12:53 p.m.**