



Monongahela Conservation District
Board Meeting Agenda
January 7, 2016
Steve Lebnick Agricultural Center
Morgantown, WV
@ 9:30 a.m.

Call to Order and Reciting the Pledge of Allegiance

Welcome and Introductions

- M **Approval of Meeting Draft Agenda**
- M **Approval of December Meeting Minutes**
- M **Approval of Financial Statements**
- Credit card receipts and statements
-General Fund/CDO reports
- Co-Administered funds financial statements

Visitor's Comments

- D/M **Cooperating Agency's Reports**
-WVCA IT
- Watershed Division
-- Aaron's Creek
--Upper Buffalo Watershed
-- Upper Deckers Watershed
- WVCA Conservation Specialist
- Ag Enhancement Program
- WVU Extension
- NRCS
- FSA
- Solid Waste Authority
- District Manager Update
- WVCA Area Director
- M **Invoices**
-Mark Matheny Accountant December \$134.80
- D/M **Cooperator Agreement**
Mike Renick (M.R. Goats Farm) Marion County 80 acres
Thomas Bickerstaff Marion County 52 acres
- D/M **AgEP Approvals**
Thomas Bickerstaff Lime 18.8 ac 46.105 tons \$993.05
Possum Tail Farm (Brian and Jennifer Kahly) Water Development \$1,500.00
- D/M **AgEP Payments**
Tama Riley Lime-25 ac-59.5 tons \$859.83
Phyllis Summers Invasive Species-2 ac \$122.47
Wayne Sanders Lime- 20.56 ac- 61.68 tons \$984.82
Jeff Harsh Lime- 36 ac- 108 tons \$1,970.10
Kevin Kelly Lime- 16.7 ac- 33.4 tons \$354.88

D/M **Approval of Supervisor Travel & Per Diem Claims for the month of November 2015**

Don Headley \$353.53 Ed Utterback \$389.52
Jean Conley \$346.08 Art Mouser \$395.94

D/M **Unfinished Business**

Monongalia County Farm Preservation Committee
Preston County Farm Preservation Committee

D/M **New Business**

Ag Day at the Capitol
WVCA Lease
WV Watershed Network- support Annual Watershed Celebration Day

D/M **Building and Grounds**

New Equipment Request for Lease form
Bathrooms
Resignation of Cleaning Service

D/M **Committee Reports:**

Finance- Chairman: Paul Nesselroad
Education- Chairman: Paul Nesselroad
Legislation/Policy: Chairman: Mark Myers
Grasslands- Chairman: Don Headley
Safety/Buildings and Grounds: Chairman: Ed Utterback
Ag Enhancement: Chairman: Art Mouser

Correspondence Reports & Various Newsletters

Public Comment

Supervisor's Reports

Meeting Adjournment

Monongahela Conservation District
Monthly Meeting Minutes
January 7, 2016

I. Call to order

Chairman Jean Conley called to order the regular meeting of the **Monongahela Conservation District** at **9:30 a.m. on January 7, 2016**, at the Steve Lebnick Agricultural Center in Morgantown, WV. **Don Headley** led in the pledge of allegiance.

II. Roll call

Chairman Jean Conley introduced those present and passed around a sign-in sheet. The following persons were present: Supervisors: Art Mouser, Ed Utterback, Mary Lebnick, Jean Conley, Donald Headley, and Paul Nesselroad. Others present were: Amy Cosco (DM), Jeremy Salyer (WVCA), Brad Durst (WVCA), Ed Martin (WVCA), Bill Shockey (Extension), H.R. Scott (Extension), Mary Jouvier (FSA), Roger Poling (FSA), Ray Carr (NRCS), Susie Funka-Petry (NRCS) Hayward Helmick (Monongalia County SWA). **Excused:** Jim McDonald, Mark Myers

III. Approval of the January 7, 2016 Agenda

Art Mouser made a motion to approve the January 7, 2016 agenda. Seconded by Ed Utterback. Motion carried.

IV. Approval of minutes from last meeting

Paul Nesselroad moved to approve the December 3, 2015 board meeting minutes. Seconded by Art Mouser. Motion carried.

Approval of financial statements

a) *Credit Card Receipts and Statements- Art Mouser moved to approve and pay the credit card receipts. Seconded by Paul Nesselroad. Motion carried.*

b) *General/CDO financial statements for December 2015. Art Mouser moved to approve the December 2015 General/CDO financial statements. Seconded by Paul Nesselroad. Motion carried.*

c) *Co-Administered Funds Financial Statements- Art Mouser made the motion to approve the co-administered funds financial statements for December 2015. Seconded by Paul Nesselroad. Motion carried.*

VI. Visitors Comments – none

VII. Cooperating Agencies

WVCA IT- Jeremy reported the WVCA is working towards implementing video conference equipment in all of the Districts. They are trying to gauge interest to see what Districts would like a quote on the cost-share. Paul Nesselroad asked what type of costs would be incurred. Jeremy said he cannot give a hard number because he doesn't know. Don Headley said he is strictly against the video conference equipment. Ed Utterback asked what capabilities the equipment would provide. Jeremy explained that it would save travel costs, trainings could be held, and would assist with various state meetings. Art Mouser stated that he feels that certain meetings should still be held in person. The general opinion was that they would still like to hear what WVCA IT has to say on the cost.

Watershed Division

Aaron's Creek- Ed reported the tree planting is complete. That completes everything on Aaron's creek except for the watering troughs.

Upper Buffalo Watershed- no update

Upper Deckers Watershed – Ed reported he had technicians go out yesterday to check on the beaver situation. There was little to no activity and there are numerous traps of different varieties set. Don Headley reported that he's been to the DNR office twice and the DNR said there wasn't anything they could do.

WVCA Conservation Specialist- report provided

Ag Enhancement Program – minutes from the last committee meeting were provided. Brad provided a report.

WVU Extension

-Bill Shockey- report provided

-H.R. Scott- the dinner meeting series begins next Tuesday.

-John Murray- no report

NRCS – Ray reported they had Nutrient Management training in December. They have 55 Conservation Stewardship participants. Focus Conservation Approach is how the NRCS will now be allocating their funds. He said a Local Workgroup meeting should be scheduled soon to come up with some projects. Susie stated this approach will assist in focusing on a certain resource concern that needs to be corrected. Ray stated this will be implemented by October, a plan needs to be in place by April, and then the project plans in place by August 1st. Priority plans will be plans that have commitment from a partner to assist with funds and/or labor. Ed Utterback asked what the District's role will be. Ray explained the Districts are key in determining what projects/plans will be implemented and focused on. Ray would like to see the Local Workgroup Meeting set up for the end of February- there is a two week notification period as well. **February 23, 2016 at 9:00 a.m. is the Local Workgroup Meeting. February 23, 2016 at 1:00 will be the Plan of Work Meeting.** Susie stated they are still working on the staffing request of a Conservation Technician in the Kingwood office.

FSA- Mary reported she brought Roger Poling with her. He is a trainee. She stated the programs are still open and to be sure to report any livestock losses within 30 days.

Solid Waste Authority

Monongalia County SWA- Hayward wanted to thank the board for their support. They have someone in their office now. They are still very active and working with some projects and programs. They are down to one or two small pieces of equipment.

Marion County SWA- no report

Preston County SWA- no report

District Manager Report- Amy reported the board members would need to start purchasing their own coffee, creamer, ect. They can no longer use the District credit card to purchase these items.

WVCA Area Director- report provided. Jeremy also went over the West Virginia Open Governmental Proceedings Act.

VIII. Invoice/Payments

Mark Matheny for November \$134.80 –Paul Nesselroad made the motion to pay Mark Matheny \$134.80 for services rendered during the month of December. Seconded by Art Mouser. Motion Carried.

IX. Cooperator Agreements-

Mike Renick (M.R. Goats Farm) Marion County 80 acres

Thomas Bickerstaff Marion County 52 acres

Art Mouser made the motion to approve Mike Renick and Thomas Bickerstaff as cooperators. Seconded by Ed Utterback. Motion carried.

X. AgEP Approvals

Thomas Bickerstaff Lime- 18.8 ac 46.105 tons \$993.05

Possam Tail Farm (Brian and Jennifer Kahly) Water Development \$1,500.00

Art Mouser made the motion to approve AgEP applications from Thomas Bickerstaff and Brian and Jennifer Kahly . Seconded by Ed Utterback. Motion carried.

XI. AgEP Payments

Tama Riley Lime- 25 ac- 59.5 tons \$859.83

Phyllis Summers Invasive Species- 2 ac \$122.47

Wayne Sanders Lime- 20.56 ac- 61.68 tons \$984.82

Jeff Harsh Lime- 36 ac- 108 tons \$1,970.10

Kevin Kelly Lime- 16.7 ac- 33.4 tons \$354.88

Art Mouser made the motion to approve the AgEP payments listed. Seconded by Ed Utterback. Motion carried.

XII. Approval of Supervisor Travel and Per Diem Claims for the month of November

Don Headley \$353.53

Ed Utterback \$389.52

Jean Conley \$346.08

Art Mouser \$395.94

Paul Nesselroad made the motion to approve the District Supervisor Travel and Per Diem claims for the month of November. Seconded by Art Mouser. Motion carried.

XIII. Unfinished Business

Monongalia County Farm Preservation Committee- Paul reported there is a new Chairman for the Monongalia County Commission.

Preston County Farm Preservation Committee- Ed reported they have a meeting on January 19, 2016.

XIV. New Business

Ag Day at the Capitol- Jeremy requested a head count for those attending- Jean Conley and Art Mouser. Jean Conley reminded everyone to call and set up meetings.

WVCA Lease- Amy reported the WVCA Lease will be up as of March 31, 2016. The board requested Amy contact Angi and ask how to proceed with obtaining a new lease.

WV Watershed Network- support Annual Watershed Celebration Day- the letter was provided in the board members binders.

Art Mouser made the motion to support WV Watershed Network Annual Watershed Celebration Day at \$100.00. Seconded by Paul Nesselroad. Motion carried.

XV. Building and Grounds

New Equipment Request for Lease form- discussion was held.

Ed Utterback made the motion to accept the Equipment Request Lease Form. Seconded by Art Mouser. Motion carried.

Bathrooms- Ed has spoken with Southern Air about replacing the line. Southern Air has said they may not be able/interested in doing the work. Ed made blocks to put under the women's lavatories. The door slams on the men's bathroom. Ed is going to check into replacing the part.

Resignation of Cleaning Service- Ed has interviews with two individuals after the meeting to walk through the building so they can provide quotes. The job description was discussed. Ed is also going to ask the previous cleaning lady for a quote.

Paul Nesselroad made the motion to give the Building and Grounds Committee the authority to hire a cleaning person or service. Seconded by Ed Utterback. Motion carried.

Building and Grounds will have a Committee meeting on, January 14, 2016, at 9:30 a.m.

XVI. Committee Reports:

Finance- Chairman: Paul Nesselroad- he reported the CD's from United Bank were transferred to First Exchange Bank for Dam Rehabilitation.

Education- Chairman: Paul Nesselroad- no report

Legislation/Policy- Chairman: Mark Myers- no report

Grasslands- Chairman: Don Headley- no report

Safety/Buildings and Grounds- Chairman: Ed Utterback- everything was covered previously under the Building and Grounds section of the agenda.

Ag Enhancement- Chairman: Art Mouser- there will be a committee meeting on, January 28, 2016, at 9:30 a.m.

XVII. Correspondence- Amy reviewed the correspondence.

XVIII. Public Comment- none

XIX. Supervisor Reports

- **Paul Nesselroad** – he would like to invite Mary's neighbors, new farmers, to the board meeting(s). He will be here for the February board meeting but shortly after he will be going to Florida for the month.

- **Mark Myers**– not in attendance.

- **Ed Utterback** – they had a nice holiday as well. It was -4 at his house the other day. They started calving the 1st of January and have six calves so far.
- **Art Mouser** – he wasn't very busy in December. They had 37 people for Christmas dinner.
- **Jim McDonald**– not in attendance.
- **Jean Conley** – she attended the Quarterly Meeting.
- **Mary Lebnick** – they had a good holiday and traveled some.
- **Don Headley** – no report.

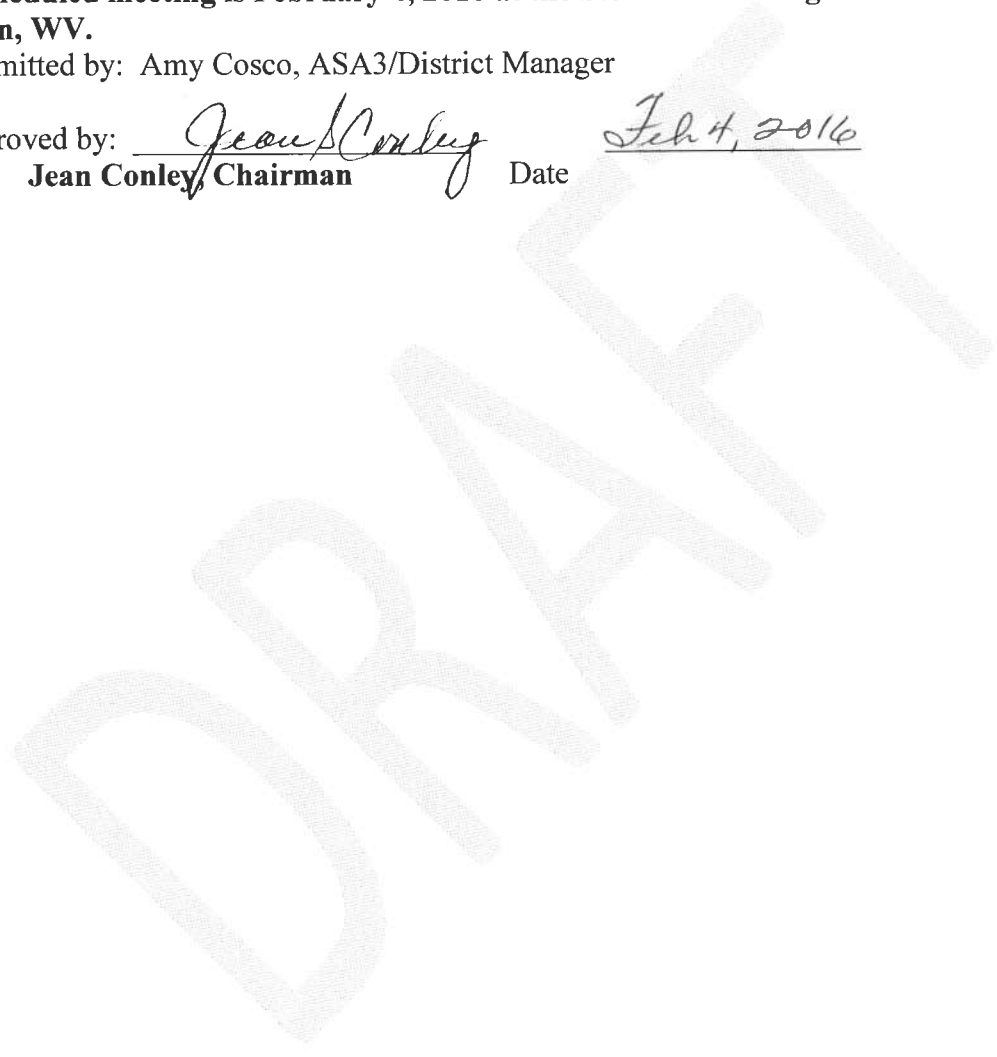
XX. Adjournment

Ed Utterback moved to adjourn the meeting at 12:47 pm.

The next scheduled meeting is February 4, 2016 at the Steve Lebnick Agricultural Center in Morgantown, WV.

Minutes submitted by: Amy Cosco, ASA3/District Manager

Minutes approved by: Jean Conley Date Feb 4, 2016
Jean Conley, Chairman



Buildings and Grounds Committee Meeting

December 17, 2015

Those in attendance: Ed Utterback, Paul Nesselroad, Don Headley, Jean Conley, Mark Myers,
Amy Cosco.

Ed called the meeting to order at 12:08 p.m.

Ed discussed the problem with the bathroom. The line from the clean out to the back of the property got clogged again. The line is old, is bellied, and slightly crushed.

Ed discussed that the commodes in the women's bathroom are pulling away from the wall. He's going to get blocks to put under the commodes. Don Headley asked if other quotes should be obtained for replacing that line. Ed is going to call at least two more people for quotes.

Ed contacted Beardie's Lawn Care LLC to let them know that the board decided to accept their contract for snow removal. He requested they send a quote for the lawn care.

Ed discussed the issue of the doors being locked with a key over Thanksgiving. He would like to know everyone that has a hard key. Amy is going to work on that list.

Ed discussed the cleaning lady's resignation. Discussion was held. Don Headley asked if anyone has asked Channel 12, next door, who does their cleaning services. Jean Conley suggested that maybe the District should hire someone on an hourly rate and they would turn in their time instead of offering a flat rate for 12 times a month. It was stated that someone should call the current cleaning lady and discuss what price might she entertain to stay.

Ed discussed comparing the rental rates with the other Districts. No decision was made.

Ed discussed Mr. King housing the equipment and handling the rental. He reviewed the form. No decision was made.



West Virginia University

Extension Service

January 7, 2016

Subject: Preston County Report to Monongahela Conservation District

From: Bill Shockey, Preston County Extension Agent

December Report:

Mountaineer Cattlemen's College was held on Dec 4 & 5 at Stonewall Jackson Resort in Roanoke in conjunction with WV Cattlemen's Association annual meeting. Well attended with a good educational program. On Friday, December 4, a Preston County Beef Bowl Quiz Team participated and finished with 2 wins and 2 losses in the double elimination competition, finishing 5th out of 13 overall. A good showing for Preston County's first appearance in many years.

Judged regional FFA prepared speech competition at Grafton High School on December 19. This opportunity to evaluate these FFA participants provided a positive view of the vocational agriculture.

January Calendar:

Every Friday at 2 pm: Livestock Auction at Preston Farmers Market, Terra Alta.

January 12: Educational Winter Dinner Meeting, Core Community Center, Jesse Richardson, Transition Planning, 6:00 pm.

January 14: Tri-State Hay and Pasture Conference, Salisbury Fire Hall, Salisbury, PA, Registration 8 to 9:00 am.

January 19: Preston County Farmland Protection Board, Preston County EDA Conference Room, 7:00 pm.

January 20: Winter Crops Workshop, WVU Horticultural/Organic Farm, 1 to 5:00 pm.

January 21: Preston County Beekeepers Association, Preston County Extension Office, 7:00 pm.

January 22-23: Appalachian Grows Conference, Allegany County Fairgrounds, Cumberland MD, 1 to 6:00 pm Friday / 8:00 am to 3:30 pm Saturday.

*Cooperative
Extension Service*

The West Virginia University Cooperative Extension Service, U.S. Department of Agriculture, West Virginia County Boards of Education and County Commissions Cooperating

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Preston County Extension Office

115 West Court Street
Kingwood WV 26537-1192

Equal Opportunity/Affirmative Action Institution

December 2015 Monthly Report
Bradley A Durst, Conservation Specialist
WV Conservation Agency

Farm Visits:

Don Headley, Jean Conley, Junior Myers – Soil sampling

Thomas Bickerstaff – Lime application (needed to define field sizes and get sample identification numbers straightened out)

Attended the Terra Alta/East Preston Ag. Advisory Council meeting to provide information on the USDA Community Garden grant

Next Meeting Jan. 12 at 6:00 in room 222

Still working out of boxes as the new office furniture has not arrived.

Upcoming event:

Tri-State Hay and Pasture Conference, Jan. 14th at the Salisbury Fire Hall, Salisbury PA



WVCA Conservation District Report
January 2016

West Virginia Legislature – 2016 Legislative Calendar

January 13, 2016 - First day of session

January 20 – Senate Budget Hearing

January 27 – House Finance Budget Presentation

February 1, 2016 - Legislative Rule-Making Review bills due

February 22, 2016 - Last day to introduce bills in the Senate

February 23, 2016 - Last day to introduce bills in the House

February 28, 2016 - Bills due out of committees

March 2, 2016 - Last day to consider bill on third reading in house of origin

March 12, 2016 - Last day of session

Agricultural Day at the Capitol

Agricultural / Conservation Day will be on January 20, 2016. Please make appointments to see your House and Senate representatives before going to Agricultural Conservation Day. The Legislative Breakfast will start at 7:30 in Building 7 of the Capitol complex.

- Parking will be available at Laidley Field starting at 6:30 AM
- Districts are requested to bring their displays
- State vehicles will be available to shuttle persons to the Capitol
- Agency staff members will help with setting up and taking down the displays
- Shuttles will start back to Laidley Field at 2:00 PM

AgEP Timeline:

January 31 - Deadline for CDs to submit comments about ranking and overall program

Early February - Legislative Rules Subcommittee to review comments and revise forms

Mid/Late February - Program revisions sent to CDs/staff for review

Mid-March - CDs submit recommendations for FY 17 practices

Week of March 28 - State AgEP committee to meet and review proposed changes for FY 17

*final opportunity to make comment for FY 17 program

April 12 - Presentation to SCC

June 15 - CDs submit final practice list to WVCA

July 1 - Start of FY 17 program

July 31 - CDs submit annual progress report (per legislative rule)

District Personnel Plans

It's time to review the District Personnel Plans which are due to SCC by March 1.

District Policy Manual Review

The WVCA is encouraging Conservation Districts to review and update your District Policy Manuals. In addition to your policy manual you are encouraged to review your CD Employee Manual (if you have one) and your CD Plan of Work. If you are already doing the reviews please disregard this request.

WVCA Project Section

A summary of all OM&R, SPRP and EWP expenses for calendar year 2015 will be provided to all Districts in January of 2016.

OM&R

- The WVCA Project Section is continuing monthly inspections of flood control dams.
- Work continues with NRCS to develop engineering plans for watershed dams.
- The Project Section is working with WVU Extension on Cranberry Creek and Mannington Channel so far this year on spraying plans. A section of Mannington Channel has been sprayed, results will be used to develop spraying plans statewide. The results on this study will be reported.
- Meetings are progressing with DNR to determine responsible parties on the dams that DNR has interest in.
- Estimates for 2016 work are being established and watershed section staff will be working with Districts to determine the most efficient/cost effective way to complete the work. If Districts have questions, please contact Judy (South) at 304-807-7437, Ed (North) at 304-590-1969 or Gene at 304-541-9813.

Dam Rehab

- WVCA is close to finalizing the hire of engineering firm.
- Upper Deckers Creek 1 – Permit work continues. Construction should begin in 2017.
- Wheeling Creek 25 – NRCS working to complete list of alternatives for sponsors. Public meeting to be held in January.
- Brush Creek 14 – Progress continues for planning.
- NPCD, SCD, MCD and PVCD – Please track hours that District Supervisors attend any rehab meetings.

EWP Update

- March and April Flooding – The Project Section continues working with FEMA for reimbursement for eligible costs for blockage removal sites and NRCS on bank stabilization sites. Bank stabilization includes sites in Guyan, Elk and Greenbrier Valley Conservation Districts.
- July Flooding – Work with FEMA continues for reimbursement for eligible costs on blockage removal sites and NRCS on bank stabilization sites. Bank stabilization includes sites in Little Kanawha, Elk and Guyan Conservation Districts.

Personnel Update

- Working with NRCS, the stream section has filled a cost-share position for an engineer that will be based in Morgantown.
- A Watershed Technician has been hired for the North area.

O&M Sponsorship Meetings

- Karen will be scheduling meetings with local sponsors and will provide a schedule to each District as soon as it develops.

Each area manager will be contacting area directors to provide details of activities in their respective areas. As always, feel free to contact Gene or Penny for further information.

The next WVSCC meeting is January 12, 2016

Holidays

New Year's Day – January 1st

Martin Luther King Day – January 18th



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