

**Monongahela Conservation District  
Board Meeting**

March 3 2016

Date

Name, Title, Agency	
Army Cosco	WVCA - DM
<del>Frank Ednick</del>	<del>assoc. supervisor MCD</del>
<del>Tom Headley</del>	<del>supervisor</del>
Pam Yost	NRCs
Joseph Seybert	NRCs
JEREMY SAMETS	WVCA
Bill Shackey	WVU Extension
H.R. Scott	WVU Extension
Bradley Durst	WVCA
Mark MYERS	MCD Supervisor
Hayward Helmick	MBSWA
J.R. Houser	MCD Supervisor
Paul Nesselroed	MCD Supervisor
Edward Utterlock	MCD Supervisor
John Yost	WVU Farms
Mary Jewva	FSA
Andy Trunka PERRY	NRCs
Jean Conley	MCD Supervisor
Gene Sawborn	
Tim Darrah	CTL Engineering

Monongahela Conservation District  
Monthly Meeting Minutes  
March 3, 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 March 3, 2016**, at the Steve Lebnick Agricultural Center in Morgantown, WV. **Paul Nesselroad** 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, Mark Myers, and Paul Nesselroad. Others present were: Amy Cosco (DM), Jeremy Salyer (WVCA), Brad Durst (WVCA), Gene Saurborn (WVCA), H.R. Scott (Extension), Bill Shockey (Extension), Ray Carr (NRCS), Pam Yost (NRCS), Joe Seybert (NRCS), Susan Funka-Petry (NRCS), John Yost (WVU), Mary Jouvier (FSA), Hayward Helmick (Mon County SWA), Tim Darrah (CTL Engineering) **Excused**: Jim McDonald

III. Approval of the March 3, 2016 Agenda

Ed Utterback made a motion to approve the March 3, 2016 agenda. Seconded by Mark Myers. Motion carried.

IV. Approval of minutes from last meeting

Paul Nesselroad moved to approve the February 4, 2016 board meeting minutes. Seconded by Mark Myers. Motion carried.

V. Approval of financial statements

- a) Credit Card Receipts and Statements- Mark Myers moved to approve and pay the credit card receipts. Seconded by Art Mouser. Motion carried.
- b) General/CDO financial statements for February 2016. Mark Myers moved to approve the February 2016 General/CDO financial statements. Seconded by Paul Nesselroad. Motion carried.
- c) Co-Administered Funds Financial Statements- Mark Myers made the motion to approve the co-administered funds financial statements for February 2016. Seconded by Ed Utterback. Motion carried.

VI. Visitors Comments – none

VII. Cooperating Agencies

Watershed Division

Cobun Creek- approve apparent low bid- the apparent low bid was Green Rivers at \$9,900.00.

Mark Myers made the motion to approve the apparent low bid pending Ed Cox's verification. Seconded by Don Headley. Motion carried.

Upper Buffalo Watershed- no update

**Upper Deckers Watershed- Joe Seybert-Site 1-** Gene Saurborn provided an update on the work that has been done. The design has been completed. Joe Seybert went through a power point presentation on the design and why the auxiliary spillway needs rehabilitated. The lake will be drained for at least 18 months while construction is going on.

**WVCA Conservation Specialist-** report was provided.

**Ag Enhancement Program** – minutes from the last committee meeting were provided. Brad explained the ranking forms and asked for any comments. Amy explained the three requests for AgEP funds from Little Kanawha, Upper Ohio, and Southern Districts. Discussion was held. No action was taken.

**The Ag Enhancement Committee will meet March 31, 2016 at 9:00 a.m.**

### **WVU Extension**

**-Bill Shockey-** report provided

**-H.R. Scott-** Heifer and Bull sale is March 26<sup>th</sup>. There is a major disease problem right now. The acting WV State Veterinarian and Kent Saul have been involved. There have been a series of positive test in one herd and 3 other herds have been tested. It is respiratory problems. It's not leptospirosis or brucellosis. There will be a second series of blood work done next week. Calves are being born 4-6 weeks early and passing 2-3 days later or they are stillborn. If someone is having problems they NEED to call Kent Saul or Extension right away. Part of the problem is the large animal veterinarians will not travel that far.

April 9<sup>th</sup> will be the Appalachia Grows Conference at Garret County Community College. April 8-10<sup>th</sup> is the Beef Expo at Jackson's Mill.

**-John Murray-** no report

**NRCS** – Ray reported the Local Work Group meeting was held on the 23<sup>rd</sup>. He feels a lot of good information was received. They just received approval for 20 applications approved that totaled around \$400,000.00. They contracted an engineering company to do inspections on the dams in the Upper Buffalo Watershed. Amy will be sending letters out to the property owners to make them aware of the inspections.

**FSA-** Mary reported they are still taking applications for LIP and ELAP for bees.

### **Solid Waste Authority**

**Monongalia County SWA-** Hayward reported all SWA are mandated to have a comprehensive plan and a siting plan. They will be submitting their updated plans by the end of March.

**Marion County SWA-** no report

**Preston County SWA-** no report

**District Manager Report-** Amy reported the new fobs have been programmed and distributed. She reported that there are a number of files that need to be sorted. Some documents could be shredded so more room is available for files/documents that need to be retained. Pam Yost requested any watershed project paperwork the NRCS be allowed to view because they also retain those documents.

**WVCA Area Director-** report provided.

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**VIII. Invoice/Payments**

**Mark Matheny for February \$258.20 –Paul Nesselroad made the motion to pay Mark Matheny \$258.20 for services rendered during the month of February. Seconded by Mark Myers. Motion Carried.**

TVCD Invoice #1999 \$545.00

TVCD Invoice #1974 \$545.00

TVCD Invoice #2139 \$3,080.04

TVCD Invoice #2121 \$2,275.75

**Mark Myers made the motion to approve payment of the TVCD Invoices listed pending Ed Martin's verification. Seconded by Art Mouser. Motion carried.**

CTL Invoice #WV-051950 \$962.50

CTL Invoice #WV-060153 \$4,046.80

CTL Invoice #WV-058514 \$5,049.00

CTL Invoice #WV-057283 \$10,048.33

CTL Invoice #WV-056031 \$9,160.50

**Ed Utterback made the motion to approve payment of the CTL Invoices listed. Seconded by Don Headley. Motion carried.**

**IX. AgEP Approvals**

Phyllis Summers- Lime- 26 acres- 52 tons- \$1,144.00

Kent Leonhardt- Heavy Use Area- 2,500 sq ft- \$3,375.00

**Mark Myers made the motion to approve Phyllis Summers and Kent Leonhardt's AgEP applications. Seconded by Art Mouser. Motion carried.**

**X. AgEP Payments**

Teddy Jenkins- Pasture Division Fence- 589 feet, Woodland Exclusion Fence- 796 feet \$2,285.25

**Mark Myers made the motion to pay Teddy Jenkins pending Brad Durst's authorization of invoices. Seconded by Paul Nesselroad. Motion carried.**

**XI. Approval of Supervisor Travel and Per Diem Claims for the month of January**

Don Headley \$720.11                      Ed Utterback \$720.45

Jean Conley \$943.47                      Art Mouser \$563.83

**Mark Myers made the motion to approve the District Supervisor Travel and Per Diem claims for the month of January. Seconded by Paul Nesselroad. Motion carried.**

**XII. Unfinished Business**

**Monongalia County Farm Preservation Committee-** Paul reported he isn't sure how the other two Monongalia County Commissioners feel about the program. Mark reported that he attended a Mon County

Commission meeting. One of the commissioners suggested the District should have put a proposal together for a levy to place on the ballot for the upcoming elections.

**Preston County Farm Preservation Committee-** Ed reported they have two applications in the process. They also have a couple easement problems. They have a meeting on March 8, 2016.

**Envirothon-** Mark Myers made the motion to support the Envirothon for \$1,000.00. Seconded by Art Mouser. Motion carried.

### XIII. New Business

**FY17 Plan of Work-** board members reviewed the final copy of the FY17 Plan of Work.

Don Headley made the motion to approve the FY17 Plan of Work. Seconded by Paul Nesselroad. Motion carried.

### XV. Building and Grounds

**Sewer Line Quotes-** Ed Utterback reported there are two different quotes to replace the sewer line. Patton Building Services quoted \$16,647.50 and One Call Plumbing quoted between \$11,291.66 and \$12,652.44. Discussion was held. Ed also called Hughart's and they referred him to One Call Plumbing. Don Headley would like one more person called before a decision is made.

Mark Myers made the motion to accept the bid from One Call Plumbing. Seconded by Art Mouser. Motion carried. Paul Nesselroad voted No.

**Quote to replace office locks-** Ed Utterback reported he called Patton for a quote. Patton would have to subcontract the job and referred Ed to Ellkay, Inc. Ed called Ellkay, Inc. for a quote. Ellkay's quote is \$1,620.00. Discussion was held.

Paul Nesselroad made the motion to accept the bid from Ellkay, Inc for \$1,620.00. Seconded by Mark Myers. Motion carried.

### XVI. Committee Reports:

Finance- Chairman: Paul Nesselroad- no report

Education- Chairman: Paul Nesselroad- meeting is set for March 31, 2016 at 10:30 a.m.

Legislation/Policy- Chairman: Mark Myers- no report

Grasslands- Chairman: Don Headley- no report

Safety/Buildings and Grounds- Chairman: Ed Utterback- Ed reported that 2/3 of the snowbirds from the roof have come off due to the heavy snow. Ed checked the 4 ton spreader the divider is gone and the tire is low.

Ag Enhancement- Chairman: Art Mouser- the minutes were provided. There will be a committee meeting on, March 31, 2016, at 9:00 a.m.

### XVII. Correspondence- none

### XVIII. Public Comment- none

**XIX. Supervisor Reports**

- **Paul Nesselroad** – no report
- **Mark Myers**– no report
- **Ed Utterback** – reported there is a project going on in the Aurora area called Jacob’s Ladder. His farm is cooperating with the project. It’s a drug rehabilitation program. Participants, men from 18-25 years old, will be part of a 12 step program and will perform tasks on the farm.
- **Art Mouser** – reported his calving season has started. They’ve had seven calves so far and will have three bulls on test at Wardensville. They’ll sell two out of the three, the third bull doesn’t meet the IMF score. He’s going to have cataract surgery on both eyes this year.
- **Jim McDonald**– absent
- **Jean Conley** – no report
- **Mary Lebnick** – she thought the presentation on Decker’s Creek Site 1 was very informational.
- **Don Headley** – no report

**XX. Adjournment**

**Paul Nesselroad moved to adjourn the meeting at 1:17 pm.**

**The next scheduled meeting is April 7, 2016 at the Steve Lebnick Agricultural Center in Morgantown, WV.**

Minutes submitted by: Amy Cosco, ASA3/District Manager

Minutes approved by: Jean S Conley Date April 7, 2016  
**Jean Conley, Chairman**

Monongahela Conservation District Ag Enhancement Committee Meeting

February 25, 2016

9:30 a.m.

Those in attendance: Art Mouser, Mark Myers, Jean Conley, Brad Durst, Amy Cosco

Art called the meeting to order at 9:42 a.m.

Brad reviewed Kent Leonhardt's HUAP application. He has the animals fenced out of the creek and is requesting the full length for a heavy use area.

Brad reviewed Phyllis Summer's Lime application. She is applying for 26 acres.

Teddy Jenkins finished his fence. Kathy Evans lime application is waiting on soil sample results to be returned.

Brad reviewed the ranking sheets and asked the committee to think about what practices they want to offer for FY17.

The committee adjourned at 11:43 a.m.

March 3, 2016

Subject: Preston County Report to Monongahela Conservation District

From: Bill Shockey, Preston County Extension Agent

February Report:

Speaker at Fayette and Summers County Educational Dinner meetings on the subject of Balage Management.

WVU and WVU Extension Day at the Legislature on February 19 consisted of research and education displays, 4-H youth groups, and visits with local legislators.

Preston County Extension Service Committee met on February 16 and approved budgets, staff, and programs for the upcoming fiscal year.

Participated in focus group meeting on February 23.

WVU Extension Service Small Farm Conference was held at the Charleston Civic Center on February 25 to 27 and was well attended with excellent participation.

Preston County Day at the legislature was held on February 29 and included participation from numerous local businesses and public agencies and well as students from Preston High School and the Mountaineer Challenge Academy.

March Calendar:

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

March 3: Preston County Livestock Association, Preston High School Cafeteria, 7 pm.

March 8: Terra Alta/East Preston FFA Advisory Board, TAEP Middle School, 6 pm.

March 8: Preston County Farmland Protection Board, Preston County EDA Office, 7 pm.

March 9: Preston County Farm Service Agency meeting, Kingwood USDA Service Center, 9:30 am.

March 10: Preston County Antique Tractor Association, Preston County Extension Office, 7 pm.

March 15: Educational Winter Dinner Meeting, Grassland Management, Kingwood Community Building (115 Brown Avenue, Kingwood), 6 pm.

March 17: Preston County Beekeepers Association, Preston County Extension Office, 7 pm.

March 18: Preston County FFA Ham, Bacon, & Egg Sale, Craig Civic Center, Kingwood, 6 pm.

March 24: Wardensville Bull Test Sale, Wardensville, Noon.

March 29: Educational Winter Dinner Meeting, Brush Control, Winfield Community Building, Fairmont, 6 pm.

## March 2016 WVCA Report

### Conservation Farm Tour

Districts are encouraged to select your County winners and start planning your district tour.

#### Timelines:

- **May 31** - County and District judging.
- **July** - Area judging.
- **August** - Statewide judging.
- **October** – Presentation of Area and State awards at WV Conservation Partnership Annual Conference.  
County and District winners at local Conservation District annual banquets.

### Conservation District Operation (CDO) Grant Funds

Districts are asked to prepare your CDO budget report for FY17. The budget is to be submitted to Fiscal Services and your Area Director on or before March 30 so it can be presented to SCC in April.

### Agreed Procedures Engagement (Audit)

Please verify your engagement is current. If it needs to be extended or rebid, please begin the process.

### Expression of Interest

Review your current contract and if needed, prepare to advertise and go through interview/selection process if needed. Please provide your contract information to Penny Hott, Romney Field Office.

WVCA is interested in working with the district to ensure they retain a firm that has strong civil engineering and is familiar with dams. Explain that under our 50/50, 5-year agreement with NRCS this will be important because we hope to work with the district's engineering firm to perform engineering work on dams if necessary.

### Conservation District Plan of Work

Conservation Districts are encouraged to prepare a District Plan of Work. Please submit you Plan of Work to Guthrie before June 15<sup>th</sup>.

### District Personnel Plan

District Personnel Plans are due to the SCC. 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.

### AgEP Timeline

Early March - Program revisions sent to CDs/staff for review

Mid-March - CDs submit recommendations for FY 17 practices

March 29 - 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)

Districts have to turn in their priority lists to the SCC in April so the SCC can develop the statewide list of BMPs.

**There is a meeting of the state AgEP committee scheduled for Tuesday, March 29 at the ECD office. We will begin at 10 AM. We have a lot to discuss that day so please attend if at all possible. An agenda will be sent closer to the time.**

As requested Jennifer has sent the **draft** ranking forms to all CDs for review by supervisors. AgEP staff are having a meeting to review/discuss as a group on March 14. Jennifer will make changes based on that meeting then present to you on March 29. We are continuing to work towards having the FY 17 program ready to present to SCC in April. If you have any questions please let Jennifer know.

## **Watershed O & M**

### OM&R

- Each District will be presented a summary of the OM&R expenses, this summary will also be shared with local cost-share sponsors in the near future.
- Annual inspections will begin in March. District Supervisor participation is encouraged.
- Work continues with NRCS to develop engineering plans for watershed dams.
- Watershed section staff is working with Districts to develop plans of work for 2016. Staff will be contacting each District's OM&R representative to begin discussions. 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 continues to wait for finalization of contract with engineering firm.
- Weekly update meetings have begun.
- NPCD, SCD, MCD and PVCD – Please track hours that District Supervisors attend any rehab meetings.
- Reminder: Rehab meetings are held the first Thursday of each month. Any District that has rehab projects can participate in these meetings by phone.

### 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. WVCA has supplied all of the information to NRCS for the March event. NRCS can proceed with contracting. To date, work has been completed on one site. The remaining sites are going through NRCS contracting.
- July Flooding – Bank stabilization includes sites in Little Kanawha, Elk and Guyan Conservation Districts. The bank stabilization sites have been forwarded to NRCS for contracting. FEMA has started the reimbursement process for eligible work.

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.