

**WEST FORK CONSERVATION DISTRICT
BOARD OF SUPERVISORS
September 6, 2016**

MINUTES

With a quorum being present, Chairman Coffindaffer called the September Board of Supervisors meeting to order on Tuesday September 6, 2016, at 9:00 a.m. at the USDA Service Center, Mount Clare, WV. The Pledge of Allegiance followed the call to order.

Supervisors Present: William Coffindaffer Jane Collins
James Foster Steve Hannah
Phil Osborne Bill McClain
Randy Plaughter Larry Sponaugle

Others Present: Dinah Hannah, WFCD
Belva Junkins, WFCD
Robin Ward, WV Conservation Agency
Jeff Griffith, NRCS
Jennifer Skaggs, WVCA, via Video Conferencing
Chad Linton, WV Dept. of Ag
Bruce Loyd, WVU Extension
Cheryl Carlin, WFCD

Introductions: Jennifer Skaggs from the WVCA, and Chad Linton from the WV Department of Agriculture are here today to address the quality of lime issue the Board has questioned. Chad passed out a handout of all registered lime vendors in the state of WV, and also a short list of lime distributors. Coffindaffer stated that the Board would like to know what qualifies as Ag Lime, and if they have put too stringent of constrictions on their lime program. Jennifer commented that a lot of districts get their lime from out of state. Chad informed that there just isn't a good place to get quality lime in WV. Low grade lime still has value & can be accepted, but it must be listed at the top of the label. Chad expressed that there's no true definition of "Ag lime" because anything that brings the Ph up is considered Ag lime. Hannah questioned what the procedure was to get delivered lime sampled. Chad replied that it can be sampled at any time; on the truck or in the field. Call him and the Dept. of Ag. can come and test it; with the results coming back usually in 3-4 weeks. The Cooperator needs to have a label from the quarry, so they will have something to compare it to. If the lime is not as stated on the label, then the company will be fined. Chad also passed out a handout about the Jan 1st Vet Feed Directive. It involves drugs you can't get without a vet script. He recommends talking to vets & distributors. Bill & Steve thanked Chad for coming.

Agenda Approval: With no additions or corrections to today's agenda, **Foster/Plaughter. Motion carried to approve agenda.**

Minutes: With no corrections or additions, the August 2nd, 2016 minutes will stand approved as mailed. **Chairman declared the minutes approved.**

Financial Report: The financial reports for August are in Supervisor's books for review. The WVCA Year-to-Date Revenue and Expenditure Balance Report for July is here today and Supervisors have a copy of it in their files. The report will be filed for audit. In addition to today's report is an extra balance sheet and income statement provided by John Law CPA for supervisor's review on the General and CDO accounts. **Financial reports will be filed for audit.**

Approval of Invoices and Payments: None at this time.

Supervisor Per Diem and Travel: Treasurer Randy Plaughner reported on the following Supervisor's Per Diem and Travel expenses for the month of July:

Randy Plaughner	\$514.68
Rebecca Jane Collins	\$1,210.40
William Coffindaffer	\$478.08
William McClain	\$173.55
Philip Osborne	\$175.59
Larry Sponaugle	\$848.24
James Foster	\$1,391.20
Richard Steve Hannah	\$ NA <i>totaling \$4,791.74</i>

Total gross amount spent to date: \$4,791.74

Plaughner moved to approve Supervisor's July Per Diem and Travel as presented. Motion seconded by Foster. Motion carried.

Unfinished Business

Ag Enhancement Program: Caleb reported that 22 contract agreements were not signed, and an approximate total of \$25,823.40 in allocations will be put back into the fund. Based on the approval letter sent to the cooperators, the 22 applications were cancelled at the end of the day on September 2nd, 2016. The Board would like for Caleb to send letters to those cooperators who failed to sign their agreements, and inform them of their cancellation.

Foster reported that the AgEP Committee met on August 8th, 2016, and approved the following practices for the FY 17 sign up period:

- A. Robinson, 1015', WEF, \$1,624.00
- J. Kirk, 1500', WoEF, \$2,400.00
- R. Wentz, 2325', WoEF, \$3,720.00
- L. White, 2280', WoEF, \$3,648.00
- R. Freshour III, 4.05 acres, Lime, \$214.60
- J. Garton, 30.38 acres, Lime, \$1,215.20

M. Cole, 42 acres, Lime, \$2,520.00
D. Ball, 14 acres, Lime, \$840.00
C. Baker, 11.1 acres, Lime, \$627.15
S. Bennett, 42.1 acres, Lime, \$1,933.00
N. Blake, 12.7 acres, Lime, \$508.00
J. Chapman, 50 acres, Lime, \$2,916.00
R. Chickerell, 50 acres, Lime, \$3,000.00
R. Flanagan, 17.63 acres, Lime, \$934.40
D. Romine, 42 acres, Lime, \$1,674.40
J. Spiker, 28 acres, Lime, \$1,120.00
R. Suan, 23.7 acres, Lime, \$948.00
B. Ted Stout, 26.23 acres, Lime, \$1,168.80
A. Robinson, 23 acres, Lime, \$1,380.00
I. Maxwell III, 50 acres, Lime, \$2,000.00
A. Ward, 46.9 acres, Lime, \$1,876.00
C. Ward, 50 acres, Lime, \$2,094.40
K. Wriston, 50 acres, Lime, \$2,650.00
R. Wentz, 23.11 acres, Lime, \$924.40
M. Zinn, 45.88 acres, Lime, \$2,752.80
V. Woodford, 50 acres, Lime, \$2,650.00
J. Tichinell, 3.25 acres, Lime, \$130.00
J. McCray, 21.78 acres, Lime, \$1,042.80
D. Nestor, 29.1 acres, Lime, \$1,164.00
J. Newbrough, 50 acres, Lime, \$2,000.00
J. Paugh, 12 acres, Lime, \$480.00
I. Pritt, 48.9 acres, Lime, \$1,956.00
J. Roush, 22.89 acres, Lime, \$1,213.20
M. Ryan, 2.5 acres, Lime, \$100.00
J. Stutler, 9.73 acres, Lime, \$389.20
K. Hern, 29.8 acres, Lime, \$1,320.00
C. Hinterer, 50 acres, Lime, \$1,300.00
P. Hinterer, 35.82 acres, Lime, \$1,625.20
B. Lowther, 50 acres, Lime, \$1,341.00
J. Henderson, 50 acres, Lime, \$2,333.40
D. Butcher, 34 acres, Lime, \$2,040.00
S. Mason, 35.19 acres, Lime, \$1,487.00
K. Wriston, 20 acres, NM, \$600.00
A. Ward, 20 acres, NM, \$600.00
C. Ward, 20 acres, \$600.00
R. Suan, 13.59 acres, NM, \$407.70
B. Ted Stout, 20 acres, NM, \$600.00
B. Stout, 20 acres, NM, \$600.00
S. Stark, 20 acres, NM, \$600.00
J. Spiker, 20 acres, NM, \$600.00
D. Romine, 15.3 acres, NM, \$459.00
I. Pritt, 19.8 acres, NM, \$594.00
A. Robinson, 13 acres, NM, \$390.00
J. Newbrough, 18.5 acres, NM, \$555.00
D. Nestor, 10.6 acres, NM, \$318.00
I. Maxwell III, 20 acres, NM, \$600.00

J. McCray, 15.04 acres, NM, \$451.20
J. Kirk, 20 acres, NM, \$600.00
B. Lowther, 20 acres, NM, \$600.00
P. Hinterer, 10.75 acres, NM, \$322.50
K. Hern, 20 acres, NM, \$600.00
J. Henderson, 20 acres, NM, \$600.00
S. Dolly, 14.1 acres, NM, \$423.00
J. Brake Jr., 10 acres, NM, \$300.00
M. Benedum, 20 acres, NM, \$600.00
A. Bolyard, 20 acres, NM, \$600.00
A. Bolyard, 2500', PDF, \$4,000.00
J. McCray, 1810', PDF, \$2,896.00
D. Butcher, 2400', PDF, \$3,840.00
A. Robinson, 2500', PDF, \$4,000.00
C. Hinterer, 2300', PDF, \$3,680.00
C. Ward, 2500', PDF, \$4,000.00
M. Benedum, 995', PDF, \$1,592.00
K. Wriston, 1690', PDF, \$2,704.00
D. Ball, 830', PDF, \$1,328.00
I. Pritt, 860', PDF, \$1,376.00
D. Light, 1275', PDF, \$2,040.00
J. Brake Jr., 450', PDF, \$720.00
R. Flanagan, 1WD, \$1,500.00
B. Ted Stout, 1WD, 1PT, \$2,500.00
I. Maxwell III, 1SD, 1PT, \$3,200.00
C. Hinterer, 1WD, 1PT, \$2,500.00
J. McCray, 1SD, \$1,200.00
A. Ward, 1SD, \$1,200.00
M. Benedum, 1SD, \$1,200.00
K. Hern, 1SD, \$1,200.00
D. Ball, 1PT, \$1,000.00
S. Tom Bond, 1WD, \$1,500.00
R. Wentz, 2SD, \$2,400.00 **Totaling \$131,457.35**

Foster moved the approvals out of committee.

In addition to today's approvals, the following Supervisors have been approved for their practices by the WVCA.

R. Plaughter, 14.35 acres, NM, \$430.50
P. Osborne, 19.4 acres, Lime \$1,056.00 **Totaling \$1,486.50.**

OM&R Salem Fork & Polk Creek: Jim Roy was not present to report. Bill reported that TVCD work crew is back to working on the O&M work on the dams after being busy with the flooding in the south. The Board felt the agency was taking authority away from them by making decisions of mowing on the dams for them. **Collins moved for the Supervisors to visit the dams, and make the decision to mow the dams, and not have the Agency decide when the mowing needs completed. Motion seconded by Sponaule. Motion carried.**

District Banquet: The Banquet will be held on September 22nd at The Doddridge County Park. Registration will be at 6:00 p.m. with dinner being served at 6:30 p.m. **Plaucher moved for Foster to be able to purchase table clothes for the banquet. Motion seconded by McClain. Motion carried.**

Grassland Farmer: Three farms were toured and approved for Grassland Farm Awards. The office staff will invite David Randolph-Lewis County, John Spiker-Doddridge County and Quill Ward-Harrison County to the Awards Banquet.

Board Recess: 10:15 a.m.

Board Back to Session: 10:30 a.m.

Coffindaffer questioned whether the board wants to sponsor Spiker's field day next year. Bruce thought Greg Judy would be a good speaker for the day. Coffindaffer would like to make a response back to Spiker. He would like to name a committee to meet with Spiker to discuss funding and specifications. Coffindaffer assembled the Field Day Committee with Phil Osborne, Bruce Loyd, Jeff Griffith, Randy Plaucher, Steve Hannah, and Larry Sponaugle. Robin & Cheryl would contact Mr. Spiker to see when he is available and coordinate with the committee to meet.

New Business

Police Manual Revision-Travel & Per Diem: Plaucher reported on the committee meeting minutes from August 8th, 2016. The committee recommends the following motion; **Section III, A. #3 of the policy manual will read "Out of state travel, and attendance to meetings or conferences that are not District sponsored events requires prior Board approval. The Board approved the committee's motion. Motion carried.** Future agendas will list the upcoming events Supervisors will be making attendance to for the Board to approve. The committee also recommends the following motion: **Section III. A. #2 of the policy manual will read "Effective as of October 1, 2016, individual supervisors may only charge for meals during sponsored events requiring overnight stay". Sponaugle moved to vote by show of hands. Motion seconded by Plaucher. Hannah would like the vote to be done by roll call. Roll call was defeated. Show of hands will be the way. Motion carried. The Board voted on the motion (3) in favor; Steve Hannah, Bill McClain, Phil Osborne, and (4) against; Larry Sponaugle, Jane Collins, Jim Foster, Randy Plaucher. Motion defeated.** The Board will proceed with the previous policy unless the committee would ever address the issue in the future.

Office Lease Agreement: Dinah reported that a meeting was held with Roberta and Priscilla Bastin. The name on the lease is changed to Bastin Family Properties LLC. The new lease will run from January 1st, 2017 through December 31st, 2017. It will run on a year to year basis instead of 3 years and the rent will not change. We must give 120-day notice to make changes to the lease. There is an option for a 5-year renewal with the rate negotiable at time of renewal. The lease includes use of the conference room, office room

and restrooms. **Foster moved to accept the lease agreement. Motion seconded by Sponaugle. Motion carried.**

Solid Waste Authority Appointment-Jim Foster: Foster called and put himself on the agenda to be reappointed to the solid waste authority. A letter must be sent to the Solid Waste Authority appointing Jim. **Plaughter moved to reappoint Foster to the Solid Waste Authority effective starting July 1, 2016. Motion seconded by McClain. Motion carried.**

Correspondence:

Budget and Finance Committee Meeting Minutes
AgEP Committee Meeting Minutes
WVCA Annual Business Meeting Minutes
WVCA Fall Quarterly Meeting Notice and Registration
WV Envirothon Committee Draft Minutes

Funding Requests: None at this time.

Letters of Request: None at this time.

SPRP/EWP Project: None to report.

Board Member & Associate Supervisor Reports: Jane thought that the food was delicious at the Doddridge Co. Board Meeting. She attended the WV State Fair, and the WesMonTy RC&D meeting. After the meeting they toured Snyder Industries. She reported to the Chairman that she would like to be removed from the Women in Ag. Committee.

Belva attended the state fair and thought the state display was very nice. Thursday attendance was not good, but it picked up on Friday. She enjoyed talking to the people.

Jim reported on the renovations of the Ag Hall of Fame. Billy Burke brought up the question of whether the current building was adequate for the future. They are considering building another building at Jackson's Mill. They are looking for donations.

NRCS: Jeff handed out a report detailing 2 regional conservation partnership program applications which were pre-approved for funding. Three AMA contracts were approved. A local work group meeting was held on 8/4/16. Rebecca Flanagan will now be working at the Mount Clare office. NRCS pasture walk was a success. There is a CREP revision on Rick Nutter's plan.

WVU Extension: Bruce reported on the Lewis Co. Livestock Show & Round Up at Jacksons Mill. They will have 200-300 calves from surrounding counties. Jennifer William's old position is still vacant, and Ronnie Helmondollar is still acting in that position. Now is a good time for certain weed control including: blackberries, Multiflora

Rose, Cockle Burr (which must be sprayed to get rid of). Larry Campbell retired August 31st.

WVCA Report: Caleb reported that he has been working at the Philippi office on AgEp contracts and will probably be there another 2-3 weeks.

Jeremy was not present to report. Robin reported on his paper report that is in the Supervisor's books for review.

Robin reported registration for the WVCA Fall Quarterly Meeting must be turned in to her by Sept. 16th. The sponsored/co-sponsored list can be changed by the Board. Her maternity leave has been approved from October 11th thru January 3rd.

WFCD Report: Cheryl reported that the Supervisors have a copy of the Annual Report in their folders. She reported that the office has been very busy with Cooperators coming in to sign their contracts. Also, the weed wiper has been rented numerous times and the lime spreaders are starting to go out.

Conservation Agreements:

Mike Tomes, Harrison County, 180 Acres
Lisa Nutter, Harrison County, 548 Acres
David Randolph, Lewis County, 140 Acres
Brian Fisher, Harrison County, 187 Acres

Plaugher/McClain. Motion carried to approve Conservation Agreements.

Jim Foster would like to thank Jeff Griffith for all the help that he has provided the District.

Set Date of Next Meeting: The next meeting will be held on October 11th, 2016 at the Mount Clare USDA Service Center at 9 a.m.

Respectfully submitted,

Jane Collins, Secretary

William Coffindaffer, Chairman

Minutes Recorded by Cheryl Carlin; Office Assistant, West Fork CD

The Board Adjourned at 12:05 p.m.