

**WEST FORK CONSERVATION DISTRICT
BOARD OF SUPERVISORS
October 11, 2016**

MINUTES

With a quorum being present, Chairman Coffindaffer called the October Board of Supervisors meeting to order on Tuesday October 11, 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 Larry Sponaugle
Randy Plaughner

Others Present: Dinah Hannah, WFCD
Belva Junkins, WFCD
Jeff Griffith, NRCS
Jim Roy, WVCA
Caleb Smith, WVCA
Bruce Loyd, WVU Extension
Cheryl Carlin, WFCD

Introductions: None at this time

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

Minutes: With no corrections or additions, the September 6th, 2016 minutes will stand approved as mailed. **Chairman declared the minutes approved.**

Financial Report: The financial reports for September are in Supervisor's books for review. The WVCA Year-to-Date Revenue and Expenditure Balance Report for August 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.**

Hannah commented that he would like the Board to consider whether they should be charging more for the lime spreader rentals due to the recent damages incurred. The topic was discussed, and no action was made.

Supervisor Per Diem and Travel: Treasurer Randy Plaughner reported on the following Supervisors Per Diem and Travel expenses for the month of August:

| | | |
|----------------------|----------|----------------------------|
| Randy Plaughner | \$368.34 | |
| Rebecca Jane Collins | \$762.98 | |
| William Coffindaffer | \$420.03 | |
| William McClain | \$121.20 | |
| Philip Osborne | \$NA | |
| Larry Sponaugle | \$252.00 | |
| James Foster | \$983.86 | |
| Richard Steve Hannah | \$357.39 | <i>totaling \$3,265.80</i> |

Total gross amount spent to date: \$8,057.54

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

Approval of Invoices and Payments: None at this time.

Unfinished Business

Ag Enhancement Program:

Foster moved to approve the following AgEP Payments:

- I. Pritt, Lime 97.8 tons, \$1,956.00
- I. Pritt, Nutrient Management, 19.8 Acres, \$594.00
- R. Suan, Lime, 47.40 tons, \$948.00
- R. Suan, Nutrient Management, 13.59 Acres, \$407.70
- R. Plaughner, Nutrient Management, 14.35 Acres, \$430.50
- D. Romine, Nutrient Management, 15.3 Acres, \$459.00
- D. Butcher, Lime, 50.31 tons, \$1,006.20
- C. Baker, Lime, 31.17 tons, \$623.40
- J. Chapman, Lime, 145.8 tons, \$2,916.00
- M. Cole, Lime, 128.74 tons, \$2,520.00
- C. Hinterer, Lime, 65 tons, \$1,300.00
- J. Newbrough, Lime, 96.73 tons, \$1,934.60
- R. Wentz, Lime, 46.22 tons, \$924.40
- D. Romine, Lime, 83.72 tons, \$1,674.40 *totaling \$17,694.20*

The report comes out of the AgEP Committee, and does not require a second.

The Board would like to take a look at the AgEP procedures and approvals due to some Cooperators missing the deadline for signing their agreements. Foster feels that Cooperators shouldn't be disapproved for missing the deadline. Sponaugle would like to remind Cooperators to sign their contracts within one to two weeks before the deadline. Collins said that maybe the supervisors could contact them.

OM&R Salem Fork & Polk Creek: Jim Roy reported that the OM&R work has been completed on Salem Fork and Polk Creek. A landowner is overgrazing on Polk Creek site #6. Roy had him to sign an agreement to install a fence to correct this issue. He also stated that all dams have been mowed and brush has been removed upstream of the riser on Polk Creek site No. 13. All slippage of the auxiliary spillway on No. 13 has been removed. There has been no response at this time from NRCS concerning the April 27 meeting on the fencing of the auxiliary spillways of Polk Creek site numbers 1, 4, and 9. Coffindaffer would like to send a letter to the NRCS State Conservationist as to why nothing has been resolved on this issue. W9's are needed from the landowners that mow the dams on their property. Roy would provide that information.

District Banquet: Plaugher thought that the banquet was very nice. Coffindaffer said that the meal was very good. He feels that the farms on the Century Farm video should be separated more though, as it was confusing. Next year's banquet will be held in Lewis County.

New Business

Public Meeting for Watershed Dam Owners: The consensus of the Board is that they will not have a public meeting for the watershed dams. Dinah will get information to Roy for the dam behind the funeral home in Salem, as her son has bought the property. Phil would like to have a pamphlet to inform dam owners of what is going on.

Office Assistant Adjusted Hours: Discussion was made on hours of operation in the office while Robin is on maternity leave. **Foster made a motion to have Cheryl come in at 8:00 a.m. and increase her weekly hours by 5 hours while Robin is on maternity leave. Sponaugle seconded the motion. Motion carried.**

FY18 Field Day: Spiker talked to Greg Judy and he is available to speak at the July 22, 2017 planned field day. Phil will work on finding follow up presenters. Foster will contact the Doddridge County Park to check the availability of the park, but he is unable to book the date until after the first of the year. It will be decided at a later date as to whether a registration fee will be charged to those attending the field day.

Osborne reported on the recommendation out of the Field Day Committee meeting held on September 26th, 2016 to spend approximately \$8,000, plus or minus, to hold a July 21-22, 2017 field day at the Doddridge County Park. Recommendation comes out of committee and does not require a second. The Board will spend up to \$8,000.00 plus or minus for the 2017 field day.

Board Recess: 10:07 a.m.

Board Back to Session: 10:18 a.m.

P.O.W Review: The Board reviewed the Plan of Work. Cheryl made notes of the changes in the comments and progress section, and will keep an up to date file at the office. The next date for the Plan of Work review will be January 3, 2017.

Correspondence:

Thank You from Johnstown CEOs
Conservation Education Council Minutes
Envirothon Committee Meeting Minutes
Field Day Committee Meeting Minutes

Funding Requests: WVU Extension Women in Ag – The Board chose not to support this event. National Association of Conservation Districts Membership Payment – While the Board pays annual membership dues to the WVCA, this is the first time that they remember receiving a request for NACD dues. Foster will check on the necessity of the dues and report back at the next board meeting.

Letters of Request: One LOR is present today for CD Employee JAS16 for \$4,549.53.
Plaughter moved to accept and submit the LOR for CD Employee for JAS 16.
Motion seconded by Sponaule. Motion carried.

SPRP/EWP Project: Jim Roy is back to work. He reported that there is a EWP blockage site of a tree that will cause damage to the facilities at the Jane Lew Park if not removed. The estimated cost of removal is approximately \$1,500.00. He also reported on a SPRP project at Alum Bridge. The estimated cost of the SPRP project is \$2,800.00. **Hannah motioned to approve the EWP with a not to exceed cost of \$1,500.00 and the SPRP with a not to exceed cost of \$2,800.00. Motion seconded by Foster. Motion carried.** Roy will be looking for additional sites in Harrison, Lewis & Gilmer Counties.

Board Member & Associate Supervisor Reports:

Collins reported on seeing information on Capitol District’s soil trailer display. She felt that it is very informational and that it would be beneficial to rent it at some point for a District function. The cost to rent it is \$100 per day.

Hannah stated that at the Quarterly Meeting there was discussion from the Grazing & Steering Committee meeting of funding FFA students to attend the Grazing Conference. In order to support attendance, we would have to make a donation to the WV FFA organization. It was stated that more advance news releases are needed if the Board plans to proceed with this idea to increase participation. Hannah feels that the State Grassland Contest has gone downhill, and that it has the least amount of participation he has seen in a long time. He feels that we need to have a strong District program to make up for the lack of State participation.

Foster attended the Water Resource Meeting and felt that it was the best in a long time. Coffindaffer felt that the Quarterly Meeting was a waste of his time, as he couldn’t hear and wasn’t provided minutes. He did feel that the awards were good. He agrees with Hannah, in that we have to keep our organization strong at the District level since the State level is slipping.

Collins feels that the Board needs to have more presence at functions, so the WFCD is recognized. Coffindaffer has been invited to the Rotary Club Meeting on October 19th.

NRCS: Jeff reported that Susan Funka-Petery is back in the NRCS area office effective today. Laura Smith was selected as Assistant State Conservationist for Programs. Zomarys is off for the next 6 weeks on maternity leave. Barbara Davis is now part of the Mount Clare area staff as a Program Assistant. She is doing administrative work for both the Philippi and Mt Clare offices. Rex has 4-6 days left for this year and won't return until March. Jeff feels that he should be commended as he is a valuable employee for NRCS and WFCD. NRCS will be working with Glenville Elementary School on their school community garden project. The 2017 EQIP signup ends November 30. They are working with the Resources Dept. at the State Office developing specs for stockpiling forages for extended grazing and hay distribution. Jeff asked the Board to have people call NRCS if they know of anyone that would like to sign up. The NRCS annual report of office accomplishments for FY 16 includes: 7,003 acres of conservation plans for the WFCD work unit; 29 farm bill contracts completed; 5,649 acres with conservation technical assistance, EQIP – 3,952 acres with conservation practices applied; 35 farm bill contracts totaling \$377,000; and of 110 active farm bill contracts, only 3 contracts have practices scheduled for 2015.

WVU Extension: Bruce Loyd reported that Jessie Richardson, an attorney and WVU professor, will be giving a series of five talks on transition planning. He will be speaking from Morgantown through video conferencing from 6:00-8:00 p.m. every Thursday. The Women in Ag Conference will be held at Glade Springs on Nov. 4-5 with two tours given on Nov. 4th and indoor sessions scheduled on Nov. 5th. Loyd received a load of lime, delivered to Lewis Co., from Greer with 80% CCE at a cost of \$20 per ton. He felt that it was very fine and he was pleased with the quality. Larry Campbell's Harrison County agent position will not be filled at this time.

Forestry: A written report was submitted by Chuck Copeland and is in the Supervisor's books for review.

WVCA Report: Caleb reported on one AgEP practice that needs modified. The Cooperator signed a water development agreement but recently got hooked up to city water; therefore, they will only need the pipeline and trough. The Board agreed.

Jeremy was not present to report. Cheryl stated that his paper report is in the Supervisor's books for review.

WFCD Report: Cheryl reported on the damages to lime spreaders No. 1, 2, & 3 that are housed at the Mount Clare office. Bob Suan has performed repairs on all three spreaders. He worked on No. 1 on three occasions to fix the right spinner and finally had to replace the gear box to correct the issue. A belt broke on a Cooperator but was replaced on No. 2. The next renter, C.D. Cole, returned No. 2 with the following damages; drive shaft and brake line ripped out, crippled PTO housing, baling twine around spinner, 2 lynch pins missing, bent gate shield and a weld on the spinner shaft. Cole forfeited his deposit and will be billed for parts and labor. The clamps broke on No. 3 during operation and Suan

had the Cooperator strap the leaf springs and finish their job. They were excused as normal wear and tear but after the fact, the leaf springs needed replaced.

Conservation Agreements: There are three agreements for approval:

Robert G. Maxwell, Doddridge County, 165 acres

Kegan Kerr, Lewis County, 300 acres

Ann & Terry Bee, Gilmer County, 20 acres

Plaugher/Foster. Motion carried to approve Conservation Agreements.

Set Date of Next Meeting: The next meeting will be held on November 1st, 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 11:58 p.m.