

**WEST FORK CONSERVATION DISTRICT
BOARD OF SUPERVISORS
September 5th, 2017**

MINUTES

With a quorum being present, Chairman Coffindaffer called the September Board of Supervisors meeting to order on Tuesday, September 5th, 2017 at 9:00 a.m. at the Mount Clare 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 Plaughter	Bill McClain

Others Present: **Dinah Hannah, WFCD**
 Robin Ward, WVCA
 Jeff Griffith, NRCS
 Cheryl Carlin, WFCD
 Jeremy Salyer, WVCA via video

Welcome and Introductions: None present today.

Agenda Approval: With no additions or corrections to today's agenda, Foster/McClain. Motion carried to accept the agenda.

Minutes: Dinah was not present at the August meeting. Her name will need to be removed from the roster. With that corrections, the August 8th, 2017 minutes will stand approved as amended. **Chairman declared agenda approved as amended.**

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.

Hannah does not understand the financial statements and does not feel right approving something that he does not understand. He would like to have more time to review the statements. The Board would like to have Melinda, the accountant from John Law CPA, to attend their meeting next month to answer questions. **No action was made on approving the current financials.** They will be added to next month's financials.

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

Randy Plaugher	\$ 649.36	
Rebecca Jane Collins	\$ 632.50	
William Coffindaffer	\$ 441.16	
William McClain	\$ NA	
Philip Osborne	\$ 324.04	
Larry Sponaugle	\$ 476.50	
James Foster	\$ 1,376.77	
Richard Steve Hannah	\$ NA	<i>Totaling \$3,900.33</i>

Total gross spent to date: \$3,900.33

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

Approval of Invoices and Payments: none present today.

Unfinished Business:

Ag Enhancement Program:

Foster reported on the FY18 AgEP approvals totaling \$99,670.20. *(see attached list of cooperators approved)* **Hannah moved to accept the FY18 approvals. Motion seconded by Collins. Motion carried.**

Foster reported on the FY18 AgEP cancelations totaling \$11,030.00. These cooperators are canceled due to failure to sign their contract. *(see attached list of cancelled cooperators)* **Foster moved to approve the cancelations. Motion seconded by McClain. Motion carried.**

Foster reported on the FY18 AgEP payments present today totaling \$9,084.80. *(see attached list of cooperators to be paid)* **Foster moved to approve the payments listed. Motion seconded by McClain. Motion carried.**

Robin reported on Caleb's paper report he provided for the Board in their packets *(see attached report)*. Caleb is requesting guidance on what to do with the money that went back into the FY18 AgEP allotment due to cancelations. Would the Board like to approve more cooperators, or leave the funds in the allotment. The Board decided to leave the funds in the allotment.

Foster reported on attending the Conservation Farm tours recently, and felt that our AgEP program in the future should consider offering a re-seeding program. He also felt that it would be beneficial for our District to purchase a zip-seeder.

OM&R Salem Fork & Polk Creek: no new report.

Lewis County Commission Meeting: no new report.

New Business

District Banquet: McClain reported on providing directions to Robin and Cheryl to provide to everyone. The Board suggested the following individuals to be invited. The Spray Farm Family, Jeff Stutler, John Cobb, Peggy Burgess, Vo Ag. Teachers, Samara Contest Winners, and Aimee Figgett. The banquet will be on October 19th, 2017 at the Vandalia Community Building in Lewis County. Robin and Cheryl will work on sending out invitations. Jane would like to work with Robin and Cheryl to create a presentation of the High tunnel progress in Gilmer County.

Grassland Farmer: Jeff recommended David Romine as a qualified individual. Phil will get in contact with Mr. Romine, and report back to Robin to set up the tour date.

9:55a.m. board to recess

10:06 a.m. board back to session

Correspondence:

Greenbrier Valley CD Fall Banquet Invitation

Conservation Farm Contest- Discussion was made on the structure of the award and the Board felt that it would be a great new award to have among the District's. **Osborne moved to support the award. Motion seconded by Hannah. Motion carried.**

Fall Quarterly Meeting WVACD

Envirothon Minutes

Funding Requests: none present today.

Letters of Request: none at this time.

SPRP/EWP Project: Coffindaffer reported on job showing he had on August 31st, 2017 with Jim Roy and Ed Cox on an EWP contract that will be taking place in the Shinnston area. The contract awarded to Laurita Inc. has a not to exceed amount of \$49,335.00. The project will commence on or around September 5th, 2017.

The Board wondered if the EWP funds that they use could be reimbursed. Jeremy was called, and the Board asked him their question. Jeremy informed the Board that after EWP funds are spent, he cannot guarantee that those funds would be reimbursed.

Board Member & Associate Supervisor Reports:

Jane reported on working at the State Fair, and they had a rain barrel there that was working, and it was a big hit.

Hannah reported on receiving a call from a landowner from the southern end of Lewis County regarding flooding issues they had on their property. He reports that the

landowner was extremely pleased with the results she had working with the WVCA, NRCS, and Corps of Engineers. Hannah thanked Jeff for his support.

Dinah reported that her and Steve will not be attending the next Board meeting as they will be vacationing in Italy.

Randy reported that the Forestry contest is this Thursday in Tyler County.

NRCS: Jeff passed out a paper report. *(see attached)*

FSA: no one present to report

WVU Extension: no one present to report

Forestry: no one present to report

WVCA Report: No report was provided by Jeremy. Robin reported on behalf of Jeremy requesting her to have the Board schedule dates for a listening session with Brian Farkas for sometime in October. The date that works for the Board to meet with Brian is October 11th, 2017 at 10 a.m.

Robin reported that she has submitted an application to be a notary for the District. The audit is still going on, and she needs the Board registrations for the WVACD quarterly meeting in October by September 25th, 2017. Also, the weed wiper tank cap has been cracked upon its return from Gilmer County. She needs the Board to look at the wiper to report what needs repaired. One of the tires on the weed wiper has been replaced since its return from Gilmer County as well.

WFCD Report: Cheryl reported on an updated field day income and expense sheet. She finally had received the bill from Matt Poore. Plaughter questioned Mr. Spiker's initial support of the field day when he suggested the event to the Board last August. He recalled that Mr. Spiker agreed to initially support a generous contribution to the field day expenses, and according to the report presented Mr. Spiker has not contributed any support. The Board commented that Mr. Spiker provided Mr. Judy room and Board, and thought maybe that was in his mind his contribution. No other comment was made on Plaughter's recollection. Cheryl reported on having one woman register from Harrison County for the District to sponsor to the Women in Ag. Conference. Cheryl has completed the education brochure and the annual report. She thanked the Board for the extra bonus she received.

Foster commended Cheryl for a fantastic brochure and appreciated her patience and cooperation with him in completing the brochure. The Board was in agreeance, they appreciate the work that Cheryl performs.

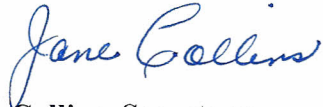
Conservation Agreements: There are a few agreements present today for approval.
Paul A. Cottrill, Harrison County, 60 acres

Ronald Coffindaffer, Harrison County, 20 acres
C. Bradley Franz, Harrison County, 155 acres

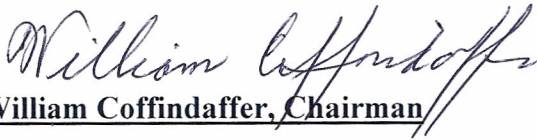
Plaucher/Foster. Motion carried to approve Conservation Agreements.

Set Date of Next Meeting: The next meeting will be held on October 3rd, 2017 at the USDA Service Center in Mount Clare, WV.

Respectfully submitted,



Jane Collins, Secretary



William Coffindaffer, Chairman

Minutes Recorded by Robin Ward; District Manager, West Fork CD
The Board Adjourned at 11:14 a.m.

WEST FORK CONSERVATION DISTRICT
87 OLLIE LANE SUITE 104
MT. CLARE, WV 26408

The Agricultural Enhancement committee met on September 5, 2017 and approved the following applications.

L. Name	F. Name	Practice	Units	\$ Amount
Carpenter	Richard	Lewis	25.3 acres	\$ 950.60
Chapman	John	Harrison	24.74 acres	\$ 1,484.40
Coleman	Linda	Harrison	16.67 acres	\$ 666.80
Cumberledge	James	Lewis	19.33 acres	\$ 773.20
Ellyson	Leon	Gilmer	50 acres	\$ 2,337.20
Flesher	Jared	Lewis	6.51 acres	\$ 260.40
Gifford	James "Jim"	Harrison	50 acres	\$ 2,134.20
Haynes	Steven and Jason	Harrison	47.5 acres	\$ 2,461.00
Hoover	Travis	Lewis	50 acres	\$ 2,125.00
Lowther	Bill	Lewis	50 acres	\$ 2,560.00
Maxwell	Isaac	Harrison	50 acres	\$ 2,784.00
Muscar	Fred	Gilmer	50 acres	\$ 3,000.00
Nuzum	Richard	Harrison	50 acres	\$ 2,911.80
Oldaker	John	Lewis	36 acres	\$ 2,160.00
Potesta	A. Robert	Harrison	8.3 acres	\$ 498.00
Ross	Dawn	Harrison	29.13 acres	\$ 1,679.80
Sabatelli	Patsy	Harrison	39.6 acres	\$ 1,874.00
Shiflet	Mike	Gilmer	50 acres	\$ 2,876.40
Shuman	Joel	Harrison	34.77 acres	\$ 1,390.80
Smith**	James A.	Lewis	25.46 acres	\$ 1,527.60
Sperry	Jeff	Harrison	15.61 acres	\$ 936.60

Stout II	Stephen	Harrison	50 acres	\$ 3,000.00
Suan	Robert	Harrison	50 acres	\$ 2,500.00
Wilmoth	Roger	Harrison	21.01 acres	\$ 1,443.20
Zinn	Manley	Gilmer	45.88 acres	\$ 2,294.00
Flanagan	Rebecca	Harrison	17.63 acres	\$ 528.90
Gifford	James "Jim"	Harrison	20 acres	\$ 600.00
Hoover	Travis	Lewis	20 acres	\$ 600.00
Leighton	Chris	Lewis	20 acres	\$ 600.00
Lowther	Bill	Lewis	20 acres	\$ 600.00
Maxwell	Isaac	Harrison	20 acres	\$ 600.00
Muto	Dominick	Harrison	20 acres	\$ 600.00
Nutter	Lisa	Harrison	20 acres	\$ 600.00
Pritt	Ira	Harrison	20 acres	\$ 600.00
Sabatelli	Donnie S.	Harrison	13.01 acres	\$ 390.30
Sabatelli	Patsy	Harrison	7 acres	\$ 210.00
Stout	Benjamin S.	Harrison	20 acres	\$ 600.00
Stout II	Stephen	Harrison	20 acres	\$ 600.00
Suan	Robert	Harrison	20 acres	\$ 600.00
Suan	William	Harrison	20 acres	\$ 600.00
Ward	A. Creed	Harrison	20 acres	\$ 600.00
Ward	Quill	Harrison	20 acres	\$ 600.00
Garton	Josh	Lewis	700 ft	\$ 1,120.00
Robinson	Anne	Doddridge	2500 ft	\$ 4,000.00
Sabatelli	Donnie S.	Harrison	2200 ft	\$ 3,520.00
Shuman	Joel	Harrison	2500 ft	\$ 4,000.00
Talbott	Chris	Harrison	400 ft	\$ 640.00
Robinson	Anne	Doddridge	1015 ft	\$ 1,624.00

Rockwell	Virginia	Harrison	800 ft	\$ 1,280.00
White	William	Harrison	1350 ft	\$ 2,160.00
Hinterer	Craig	Lewis	1 Well &WD	\$ 3,300.00
Shuman	Joel	Harrison	1 Spring	\$ 1,200.00
Shuman	Joel	Harrison	1 PT	\$ 1,000.00
Sperry	Jeff	Harrison	1 Spring	\$ 1,200.00
Sperry	Jeff	Harrison	1 PT	\$ 1,000.00
Spiker	John	Lewis	1 Well	\$ 3,300.00
Suan	William	Harrison	1 Spring	\$ 1,200.00
Coleman	Linda	Harrison	9.91 acres	\$ 198.20
Hawkins	Tom	Harrison	49.9 acres	\$ 998.00
Haynes	Steven and Jason	Harrison	11.75 acres	\$ 235.00
Hern	Bobbi	Gilmer	16.5 acres	\$ 330.00
Law Jr.	Edison	Harrison	43.3 acres	\$ 866.00
Plaughner	Randy	Doddridge	28.7 acres	\$ 574.00
Pritt	Ira	Harrison	17 acres	\$ 340.00
Rice	Rick	Harrison	25 acres	\$ 500.00
Romine	David	Harrison	19.9 acres	\$ 398.00
Sabatelli	Donnie S.	Harrison	13.1 acres	\$ 262.00
Shiflet	Mike	Gilmer	35.34 acres	\$ 706.80
Spiker	John	Doddridge	50 acres	\$ 1,000.00
White	William	Harrison	16 acres	\$ 320.00
Sperry	Jeff	Harrison	1400 ft	\$ 2,240.00
Ward	Quill	Harrison	2500 ft	\$ 4,000.00
				\$ 99,670.20

Committee Chair

WEST FORK CONSERVATION DISTRICT
87 OLLIE LANE SUITE 104
MT. CLARE, WV 26408

The Agriculture Enhancement Program committee met during the WFCD monthly board meeting on September 5, 2017 and cancelled the following contracts due to failure to sign agreement.

Name	Practice	Units	Amount Approved
J. Shuman	Water System	Spring Develop	\$1,200.00
J. Shuman	Water System	Pipeline/Trough	\$1,000.00
J. Shuman	Lime	34.77 acres/ 69.5 Tons	\$1,390.00
J. Shuman	Past Div Fence	2,500 feet	\$4,000.00
V. Rockwell	Water Exc. Fence	800 feet	\$1,280.00
J. Oldaker	Lime	36 acres/ 108 Tons	\$2,160.00
		TOTAL	\$11,030.00


Committee Chair

WEST FORK CONSERVATION DISTRICT
87 OLLIE LANE SUITE 104
MT. CLARE, WV 26408

The West Fork Conservation District Board of Supervisors met on 9-5-2017 and approved the following payments.

Name	Practice	Acre & Tons	\$Paid	Check #
R. Suan	NM	20 acres	\$600.00	
W. Suan	NM	20 acres	\$600.00	
D. Muto	NM	20 acres	\$600.00	
J. Gifford	NM	20 acres	\$600.00	
I.Pritt	NM	20 acres	\$600.00	
I.Maxwell	NM	20 acres	\$600.00	
I.Maxwell	Lime	176.33 T	\$2,784.00	
R. Suan	Lime	121.54 T	\$2,430.80	
D. Sabatelli	NM	9 acres	\$270.00	
Total			\$9,084.80	


Committee Chair

West Fork CD – Board Meeting
September 5, 2017

Conservation Specialist Report

AgEP – Over the past month we have been busy working on getting cooperators into the office to sign their agreements for AgEP. Of the 72 approvals (\$11,030), only 6 did not sign, see the cancellations list in your folders.

Since our last meeting, we have had 6 cooperators complete their projects, all were Nutrient Management practices (\$3,270) see approval list in your folder.

I have included a summary of the Ag Enhancement Program so far for this year in your packets as well. If there are any questions, let me know. Would you all like for me to re-allocate the \$11,000 that are being cancelled out today?

Training – Mid Atlantic - International Erosion Control Assoc. Conference (Sept. 19-21)

Tygarts Valley - For most of the past month, I have been working at Tygarts to get their rankings done. I hope to have their program ready to send out approvals by the end of the month.

If there are any questions, please let me know.


Caleb Smith
csmith@wvca.us
681-313-0826

West Fork CD – September 5th, 2017

Prepared by: Jeff Griffith

West Fork Conservation District Meeting

- 1) Farm Bill Update:
 - 2017 Contract obligations completed: 59 contracts obligated for \$569,000.
 - Two (2) FCA projects submitted for FY 18 funding. Staff accepting applications for 2018 EQIP.
 - Several payments made during the past month on active Farm Bill Contracts.
- 2) Maple Syrup Meeting will be held at the Mt. Clare Service Center on September 14th, 2017 at 6:30 pm. Rebecca Flanagan has worked with WVDA Veterans and Warriors to Agriculture Program on this event.
- 3) Pathways Employee: Terry McNear-Jenkins will be working part time during the fall/winter months.
- 4) Gary Bush & Terry McNear-Jenkins worked with Caleb and completed site visits on all AgEP water applications that were approved for funding. Designs completed also.
- 5) NRCS will sponsor a grazing management training on Oct. 17th-19th in Harrison County. This training is intended to offer training to existing NRCS and partner employees. Jeff Griffith has served on the state-wide planning committee for this training.



MAPLE SYRUP Production Seminar

Thursday, September 14

6:30-9:30 pm

Mt. Clare Service Center

Sponsors are teaming up to offer an introductory maple seminar including an advanced course for aspiring maple entrepreneurs.

FREE and open to the public!

Presented by Dr. Mike Rechlin

**WVDA Maple Commodity Expert
& WVMSPA Board Member**

Topics Include:

 **Maple Syrup in West Virginia**

 **Maple: The Science Behind the Sweetness (field session)**

 **Backyard Sugaring: How everyone can make Maple Syrup**

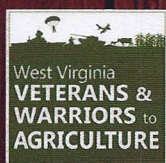
 **Doing it! Field Practice Session**

 **Basic Forest Management Techniques**

 **NRCS Financial Assistance Programs**



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