

NORTHERN PANHANDLE CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
**December 14, 2017**  
**10:00 a.m.**

**SUPERVISORS PRESENT:**

Charles Pugh, Hancock County  
Ed Huff, Hancock County  
James Caldwell, Brooke County, Chairman  
Steve Paull, Brooke County, Vice-Chairman  
Robert Luchetti, Ohio County  
Cele Duvall, Ohio County, Treasurer  
David McCardle, Marshall County, Secretary  
Mark Fitzsimmons, Marshall County

**ASSOCIATE SUPERVISORS PRESENT:**

Betty Schafer, Marshall County  
Gary Dan, Marshall County

**OTHERS PRESENT:**

Veronica Gibson, District Manager, WVCA  
Jenn Kile, Conservation Specialist, WVCA  
Jennifer Skaggs, Agricultural Program Manager, WVCA  
Russell Young, Conservation Specialist Elk CD & Capitol CD, WVCA  
Katie Fitzsimmons, District Conservationist, NRCS  
Ed Hanson, Soil Technician, NRCS  
J.L. Tennant, CED, FSA  
Toni Reynolds, District Coordinator, NPCD  
David Shipman, Agriculture Program Assistant Marshall County, WVU Extension  
Brent Lyons, WV Division of Forestry

Chairman James Caldwell called the meeting to order on Thursday, December 14, 2017 at 10:00 a.m. at the USDA Service Center in McMechen, WV.

**Minutes:**

**Charles Pugh made a motion to approve the minutes of the November 2017 Board meeting and the November 30, 2017 Special meeting as presented. Seconded by Robert Luchetti. Motion passed.**

**Financial Report:**

Cele Duvall reviewed the financials for October and November. They will be filed for audit.

**OLD BUSINESS**

**Equipment:**

- None

**USDA Building Complex:**

- Addition to Equipment Building – some lumber and trusses have been delivered. Work will begin as weather permits.

**Education:**

- Mark reported on the Commissioner of Agriculture tour. Sherrard Middle and Cameron High School were among the stops for the tour. Students spoke at both schools and did very well. The tour went well.

**Watershed:**

- The truck that was ordered by the district in August has not been delivered. The district crew supervisor no longer has use of a personal truck. At this point, all O&M work will have to stop until the district receives the truck they ordered.
- The SSRP Draft Document was on the October agenda for the board to review and each supervisor received a copy of the document. They have been encouraged to submit any concerns to Brian Farkas before the January State Conservation Committee meeting.

**NEW BUSINESS**

**Blue Stream Farms:**

- Doug Velegol of Blue Stream Farms reviewed two slides presented to each supervisor. It is focused on education in aquaculture. Schools integrated into project based learning. The facility is/will be located in Weirton, WV. It involves high schools and middle schools in OH, PA and WV. Mr. Velegol is requesting funding to support the project - \$10,000 to \$25,000. The District questioned about interest and transportation from schools and if Mr. Velegol has any commitments from the boards of education that are to be involved. **Mark Fitzsimmons made a motion to consider support after all four of the Board of Educations in the northern panhandle of WV have agreed on the project. Seconded by Ed Huff. Motion passed.**

**Spreader Bids:**

- Bids for the 2001 Stoltzfus lime/fertilizer spreader were received as follows:
  - Dan Lucey \$1,550.00
  - J.L. Tennant \$ 1,500.00
  - John McConnell \$ 2,637.23
  - Frank Hinerman \$ 1,000.00

**Robert Luchetti made a motion to award the bid for the 2001 Stoltzfus lime/fertilizer spreader to the highest bidder, John McConnell, \$2,637.23. Seconded by Mark Fitzsimmons. Motion passed.**

**Annual Watershed Celebration Day:**

- A letter requesting support for the Annual Watershed Celebration Day was received from Brian Farkas. **Mark Fitzsimmons made a motion to donate \$100 to the Annual Watershed Celebration Day. Seconded by David McCardle. Motion passed.**

**FY17 Audit Draft Report:**

- Not received.

**WVACD Grant:**

- Each supervisor received a copy of the WVACD Youth Conservation Education Grant. A press release will be prepared and a letter will be sent to each local board of education to inform them of the grant.

**New Conservation Agreement:**

- Jimmy & Debbie Cumpston/Marshall County/143 acres  
**Mark Fitzsimmons made a motion to approve Jimmy & Debbie Cumpston as a new cooperator. Seconded by Ed Huff. Motion passed.**

**Ag Enhancement Program:**

- Presentation – Jennifer Skaggs and Russell Young reviewed a slide show of AgEP trends of the NPCD for the last several years. The information was very interesting and informative.
  - Modification – Norma Murphy requested her contract be transferred to Jimmy & Debbie Cumpston. **Mark Fitzsimmons made a motion to transfer the contract of Norma Murphy to Jimmy & Debbie Cumpston. Seconded by Cele Duvall. Motion passed.**
  - Cancellations

Name	Practice	Cost Share Approved	Reason
Larry Richey	Water System	\$2,373.78	Contract Not Signed
Paul Seidewitz	Lime	\$1,659.96	Contract Not Signed
Richard Deever	Water System	\$2,509.63	Contract Not Signed
Donald Braden	Pasture Division Fence	\$3,850.00	Contract Not Signed
Jeffery Och	Nutrient Management	\$818.42	Contract Not Signed
William Rodgers	Water System	\$2,558.98	Contract Not Signed
Patti Hoskins	Urban Agriculture	\$250.00	Contract Not Signed
Brian Klug	Pasture Division Fence	\$1,185.00	Contract Not Signed
Gary Stern	Lime	\$496.80	Contract Not Signed

Total \$15,702.57

**Mark Fitzsimmons made a motion for each of the cooperators listed above be contacted by phone to ask if they want to cancel their contract. They need to respond by January 1, 2018. Seconded by Robert Luchetti. Motion passed.**

- Payments

Name	Practice	Cost-Share
Merle Chaplin	Exclusion Fence	\$3,850.00
McCombs Farm	Water System	\$2,436.48

Total \$6,286.48

**Ed Huff made a motion to pay the cooperators listed above for their completed practices. Seconded by Cele Duvall. Motion passed.**

- **Cele Duvall made a motion for the applications for the next round of the AgEP be accepted beginning January 1 through February 28. Ranking will be February 28 to March 4 and applications will be approved at the March board meeting. Applications will be accepted for all practices. Seconded by Mark Fitzsimmons. Motion passed.**
- An AgEP meeting will be held at the district office on January 22 at 10:00 am.

## **CORRESPONDENCE**

Secretary David McCardle reviewed the following correspondence: 1) WVU Extension Marshall County newsletter. 2) WFCD newsletter. 3) Reminder from Jennifer Skaggs regarding the state AgEP meeting to be held on January 17, 1:00 pm, at ECD. 4) Notice for a luncheon for Ed Hanson on December 20 for his retirement. 5) A thank you card from the City of McMechen for the donation for flood relief. 6) Information from Dominion Energy regarding a supply header project. 7) Five notices from WV DEP regarding various applications.

## **REPORTS**

### **WVCA**

- The monthly report was distributed to each supervisor and is attached to the minutes.

### **WV Division of Forestry**

Brent Lyons, Forester

- The monthly report was distributed to each supervisor and reviewed. It is attached to the minutes.

### **NRCS**

Katie Fitzsimmons, Area Conservationist

- The monthly report was distributed to each supervisor and is attached to the minutes.
- December 29 will be Ed Hanson's last day.
- Reviewed her leave dates.

### **FSA**

J.L. Tennant, CED

- J.L. Tennant introduced himself. He has replaced David Gardner.
- Marshal and Ohio County will receive new ballots because the original ballots were incorrect.
- Beginning in January and for the next couple of months FSA will conduct the livestock indemnity program for loss of livestock.

### **WVU Extension**

David Shipman, Agriculture Program Assistant Marshall County

- Ag dinner meetings coming up beginning in January. A request for support will be on the January board meeting agenda.
- Pesticide certification upcoming. Contact the Marshall County Extension office if interested.
- Thanked the district for their support for Commissioner of Ag Tour.

### **NPCD**

Toni – need safety committee meeting before the end of the year. December 20 10:30.

### **Supervisors**

David McCardle – Brad Varlas said his supplier is raising lime by \$3.50 per ton.

Steve Paull – Used forage sampler and said it worked well and user friendly and quick.

Ed Huff – On the Hancock County 4-H board.

**Employee Increment Pay:**

- **Robert Luchetti made a motion to enter an executive session at 11:45 am to discuss employee increment pay. Seconded by Charles Pugh. Motion passed.** The executive session ended at 12:00 pm.
- **Following the executive session Mark Fitzsimmons made a motion to allow NPCD employees 2 paid sick days per year beginning January 1, 2018. The days cannot accumulate to the next year. Seconded by Robert Luchetti. Motion passed.**
- **Following the executive session Ed huff made a motion to pay safety bonuses as follows to NPCD employees: Keith Pyles - \$400, Toni Reynolds - \$200, Kyle Pyles - \$100, and Brielle Menendez - \$100. Seconded by Robert Luchetti. Motion passed.**

**NEXT MEETING** -The next meeting will be held on Thursday, January 11, 2018 at 10:00 a.m. at the USDA Service Center in McMechen.

There being no further business, Chairman James Caldwell adjourned the meeting at 12:05 p.m.

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**James Caldwell, Chairman**

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**David McCardle, Secretary**

**Minutes submitted by Veronica Gibson**