

NORTHERN PANHANDLE CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
April 12, 2018
10:00 a.m.

SUPERVISORS PRESENT:

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

SUPERVISORS ABSENT:

Charles Pugh, Hancock County

ASSOCIATE SUPERVISOR PRESENT:

Betty Schafer, Marshall County
Gary Dean, Marshall County

OTHERS PRESENT:

Veronica Gibson, District Manager, WVCA
Katie Fitzsimmons, District Conservationist, NRCS
Toni Reynolds, District Coordinator, NPCD
Jim Anderson, Hancock County Supervisor Candidate
David Shipman, Agriculture Program Assistant Marshall County, WVU Extension

Chairman James Caldwell called the meeting to order on Thursday, April 12, 2018 at 10:00 a.m. at the USDA Service Center in McMechen, WV.

James Caldwell introduced Jim Anderson.

Minutes:

David McCardle made a motion to approve the minutes of the March 2018 Board meeting and the March 22, 2018 special meeting as presented. Seconded by Mark Fitzsimmons. Motion passed.

Financial Report:

Cele Duvall reviewed the financials for March. They will be filed for audit.

OLD BUSINESS

Equipment:

- Robert Luchetti suggested that the district should consider the purchase of a new mower for the dams. The current one is eight years old. **Robert Luchetti made a motion to solicit for quotes for a new mower. Seconded by Ed Huff. Motion passed.** There was a discussion to look at the Ventrac brand and the purchase of a skid steer. Robert Luchetti will contact Kennedy Hardware for a quote.

USDA Building Complex:

- Work on equipment building continues.

Education:

- High Tunnel/Raised Beds – Mark Fitzsimmons discussed the amount of seeds purchased to this point. The items that have been purchased are not what is needed. Mark is going to check with the co-op to see if some of the items can be returned. A roll of drip tape is needed to replace old tape. The purchase of the drip tape will be paid for from the Outdoor Classroom account.
- The WV Envirothon is April 19th and 20th. Set up for the event is April 18th. Volunteers are needed. **Cele Duvall made a motion to pay expenses for Jim Anderson incurred for the WV Envirothon if he can attend. Seconded by David McCardle. Motion passed.**
- Soil Trailer – Arrival at Marshall County schools is 8:00 a.m. The arrival time for Steenrod/Triadelphia is 8:30 a.m. Arrival time for Warwood School has not been set. Mark reviewed the work schedule. A tour of the trailer for the supervisors will be held on April 25th at the USDA Service Center at 5:00 p.m.
- NPCD had one scholarship winner from Ohio County for the WVACD scholarships.
- Soil Tester – The soil tester from last year, Brielle Menendez, will graduate this year from Potomac State. She would like to return this summer to do soil testing. **Robert Luchetti made a motion to re-hire Brielle Menendez for soil testing and to increase her hourly rate by fifty cents. Seconded by Mark Fitzsimmons. Motion passed.** Her first day will be May 7th.

Watershed:

- Robert Luchetti reported that all dam inspections are complete. No news on the boom for Wheeling Creek #3. There was a discussion regarding bids for debris removal. **Robert Luchetti made a motion to allow the agency to solicit bids for debris removal on the dams. Seconded by Cele Duvall. Motion passed.**
- A third work crew member is needed. **Robert Luchetti made a motion to hire a third crew member for O&M. Seconded by David McCardle. Motion passed.** The position will be advertised in the Moundsville Echo and the Green Tab. The deadline to submit applications is April 30th.

NEW BUSINESS

2018 WVCEC Membership Dues:

- **David McCardle made a motion to pay \$25 for 2018 WVCEC membership dues. Seconded by Mark Fitzsimmons. Motion passed.**

Dormant Bank Accounts:

- A notice was received from the bank stating the Soil Survey and the Outdoor Classroom checking accounts are dormant. **Cele Duvall made a motion to deposit ten dollars into each account from the general fund to remove the dormant status. Seconded by Robert Luchetti. Motion passed.**

Letter of Request:

- \$5,359.36 – FY18 3rd Qtr. District Employee
David McCardle made a motion to sign and submit the letter of request listed above. Seconded by Ed Huff. Motion passed.

Ag Enhancement Program:

- Modification
 - Application for Chatham Sinclair for pasture division fence needs to be changed to Stacey Evans. Stacey Evans is the landowner and would like to have the application transferred to her. **David McCardle made a motion to approve the AgEP modification as stated for Stacey Evans. Seconded by Mark Fitzsimmons. Motion passed.**
- Applications

Water System

Name	Amount	Cost Share Estimate	Ranking
Frank Heller	1 system	\$2,611.26	95

Total \$2,611.26

Mark Fitzsimmons made a motion to approve the AgEP application for Frank Heller. Seconded by David McCardle. Motion passed.

Lime

Name	Amount	Cost Share Estimate	Ranking
David Porter	127.3 tons	\$2,749.68	91
Terry Evans	20.22 tons	\$436.75	90

Total \$3,186.43

David McCardle made a motion to approve the AgEP application for David Porter and to table the AgEP application for Terry Evans until the May board meeting. Seconded by Mark Fitzsimmons. Motion passed. Terry Evans did not meet all the requirements for approval.

Invasive Species

Name	Amount	Cost Share Estimate	Ranking
Kristine Molnar	19.4 acres	\$929.00	90

Total \$929.00

Mark Fitzsimmons made a motion to approve the AgEP application for Kristine Molnar. Seconded by Robert Luchetti. Motion passed.

Forage Seeding

Name	Amount	Cost Share Estimate	Ranking
David Poling	15 acres	\$1,125.00	43

Total \$1,125.00

David McCardle made a motion to table the AgEP application for David Poling until the May board meeting. Seconded by Mark Fitzsimmons. Motion passed. David Poling did not meet the requirements for approval.

Pasture Division Fence

Name	Amount	Cost Share Estimate	Ranking
Stacey Evans	2,200 ft	\$5,214.00	25

Total \$5,214.00

David McCardle made a motion to approve the AgEP application for Stacey Evans. Seconded by Ed Huff. Motion passed. Mark Fitzsimmons abstained from the vote.

- Payment

Name	Practice	Amount	Cost Share
Tracy W. Gilbert	Pasture Division Fence	2,200 feet	\$3,850.00

Total \$3,850.00

Mark Fitzsimmons made a motion to approve the AgEP payment for Tracy Gilbert. Seconded by Cele Duvall. Motion passed.

Correspondence

Secretary David McCardle reviewed the following correspondence: 1) Copy of Market Bulletin.

Reports

WVCA

- Monthly report was given to each supervisor.

WVU Extension, David Shipman, Agriculture Program Assistant Marshall County

- A program will be held on April 26th featuring Brent Lyons, WV Forester and Dr. David McGill at 6:30 p.m.
- David volunteered to help the district with the soil trailer. He should be available April 26th and 27th and May 3rd and 4th.

Veronica Gibson, District Manager

- One Bicentennial Farm application received – Kenneth & Pat Billick, Ohio County
- Posters received from Wheeling Country Day School and West Liberty Elementary.
- Received test results from Corpus Christi School for the Samara contest.

NRCS, Katie Fitzsimmons, District Conservationist

- Reviewed written field office report.
- A Local Work Group meeting will be held April 25th, 6:30 p.m.
- Katie will be out of the office April 19th -29th. Dustin Adkins, UOCD District Conservationist, will be the acting District Conservationist for NPCD during this time.
- Ed Hanson will return to work next week as a part time employee.
- EQIP contracts as follows - 5 in soil health, 2 high tunnels and 3 comprehensive nutrient management plans.
- May 15th is Women in Agriculture.
- Grow Ohio valley is applying for a USDA/RD small business grant. They need letters of support. The grant would be used for the open-air market for refrigeration units. **Mark Fitzsimmons made a motion to prepare a letter of support for Grow Ohio Valley for the grant opportunity presented. Seconded by David McCardle. Motion passed.**
- Cameron Pre-K requested an educational program for their students. Soily Sam would work well for this age group. Requesting purchase of supplies. **Robert Luchetti made a motion to budget up to \$100 for the purchase of supplies for this project. Seconded by David McCardle. Motion passed.**

NPCD

Mark Fitzsimmons – Reported on the WVACD quarterly meeting – Louis Aspey reported at the meeting that NRCS would like to have employees hired with other agencies as an employee sharing program funded by NRCS. More information will come. The NPCD is interested in this opportunity. The NE Regional NACD will be held in Lancaster, PA July 15th – 17th.

The NPCD July board meeting date falls on the same day as the WVACD quarterly meeting. The NPCD changed their July board meeting date to July 5th.

James Caldwell – Reminded the board that a conservation farm winner is due to the WVCA by June 1st.

NEXT MEETING –The next meeting will be held on Thursday, May 10, 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 12:00 p.m.

James Caldwell, Chairman

David McCardle – Secretary

Minutes submitted by Veronica Gibson