

**WEST FORK CONSERVATION DISTRICT
BOARD OF SUPERVISORS**

August 8th, 2018

MINUTES

With a quorum being present, Chairman Plaugher called the August Board of Supervisors meeting to order on Wednesday August 8th, 2018 at 9:01 a.m. at the Doddridge County Park, West Union, WV. The Pledge of Allegiance followed the call to order.

Supervisors Present: William Coffindaffer
Jim Foster
Phil Osborne
Randy Plaugher

Jane Collins
Steve Hannah
Larry Sponaugle

Others Present:

Belva Junkins, WFCD
Robin Ward, WVCA
Zomarys Domeng, NRCS
Jeremy Salyer, WVCA
Caleb Smith, WVCA
Jon Wilson, WV Division of Forestry
Bruce Loyd, WVU Extension

Welcome and Introductions:

Agenda Approval: With no additions or corrections to today's agenda.
Coffindaffer/Foster. Motion carried.

Minutes: With corrections made, the July 9th, 2018 minutes will stand approved as mailed. Foster/Collins. Motion carried.

Financial Report: The WVCA financial reports for June are in the Supervisor's books for review. Also, the balance sheet and income statement from John Law CPA for June and July is present today. John Law CPA General and CDO account financials for June and July are present today.

The General Ledger from the District's Quickbooks® program for equipment rental and water supplies for the month of July is present today for the Board's approval.

Financial reports will be filed for audit.

Supervisor Per Diem and Travel: Treasurer Steve Hannah reported on the following Supervisor's Per Diem and Travel expenses for the month of June:

Randy Plaugher	\$ 265.50
Rebecca Jane Collins	\$ 574.92
William Coffindaffer	\$ 249.96
William McClain	\$ 89.58
Philip Osborne	\$ 183.84 April, \$99.36 June
Larry Sponaugle	\$201.30
James Foster	\$ 403.86
Richard Steve Hannah	\$ 180.69 <i>Totaling \$2,249.01</i>

Total gross spent to date: \$37,595.53

Hannah moved to approve Supervisor's June Per Diem and Travel as presented. Motion seconded by Coffindaffer. Motion carried.

Approval of Invoices and Payments: None at this time

Unfinished Business:

Ag Enhancement Program: The committee reported on the following FY 19 AgEP approvals:

Benedum, Mark - Nutrient Management - \$600.00
 Benedum, Mark - Water System - \$1,200.00
 Benedum, Mark - Water System - \$1,000.00
 Brownfild, Robert - Lime - \$2,751.00
 Cantis, Daniel - Lime - \$1,190.40
 Dolly, Stephen - Lime - \$960.00
 Dolly, Stephen - Water System - \$1,200.00
 Fisher, Bryan - Heavy Use Area - \$1,000.00
 Flanagan, Rebecca - Lime - \$1,152.00
 Flanagan, Rebecca - Nutrient Management - \$600.00
 Flanagan, Rebecca - Wa. Exclusion Fence - \$4,000.00
 Franz, Dominique - Lime - \$821.20
 Franz, Dominique - Nutrient Management - \$600.00
 Franz, Dominique - Pasture Division Fence - \$4,000.00
 Franz, Dominique - Water System - \$3,800.00
 Haddix, Todd - Lime - \$672.40
 Haddix, Todd - Nutrient Management - \$186.00
 Hartshorn, Aimee - Lime - \$3,000.00
 Hawkins, Tom - Lime - \$1,338.40
 Hawkins, Tom - Pasture Division Fence - \$1,600.00
 Hawkins, Tom - Wo.Exclusion Fence - \$1,600.00
 Hawkins, Tom - Winter Grazing - \$1,000.00
 Hinterer, Corey - Heavy Use Area - \$1,000.00
 Huffman, Ronald - Lime - \$2,000.00
 Huffman, Ronald - Water System - \$1,200.00
 Lowther, Bill - Lime - \$1,881.00

Lowther, Bill - Heavy Use Area - \$1,000.00
 Main, Steve - Lime - \$537.60
 Mason, Shelly - Lime - \$3,000.00
 Maxwell, Isaac - Nutrient Management - \$600.00
 Maxwell III, Isaac - Lime - \$3,000.00
 Muscar, Fred - Lime - \$1,732.20
 Pritt, Ira - Heavy Use Area - \$1,000.00
 Pritt, Ira - Water System - \$1,200.00
 Raines, Charles - Lime - \$1,223.80
 Reed, Twila - Lime - \$804.00
 Reed, Twila - Wo.Exclusion Fence - \$4,000.00
 Reed, Twila - Water System - \$1,000.00
 Reed, Twila - Water System - \$1,200.00
 Rhoades, Kevin - Lime - \$1,151.80
 Richards, Mitchell - Water System - \$1,000.00
 Shiflet, Mike - Lime - \$2,650.00
 Sholes, Chester - Lime - \$452.80
 Short, Eldon - Nutrient Management - \$545.10
 Short, Eldon - Heavy Use Area - \$1,000.00
 Spry, Lloyd - Pasture Division Fence - \$2,640.00
 Spry, Lloyd - Water System - \$1,200.00
 Stickel, Alicia - Lime - \$2,992.20
 Stickel, Alicia - Pasture Division Fence - \$4,000.00
 Stout, B. Ted - Lime - \$1,021.60
 Stout, B. Ted - Water System - \$1,200.00
 Stout, Benjamin S. - Nutrient Management - \$402.00
 Stout, Benjamin S. - Pasture Division Fence - \$2,800.00
 Suan, Bill - Nutrient Management - \$600.00
 Suan, Bill - Heavy Use Area - \$1,000.00
 Ward, Quill - Nutrient Management - \$600.00
 Ward, Quill - Heavy Use Area - \$1,000.00
 Ward, Quill - Pasture Division Fence - \$3,120.00
 Ward, Quill - Winter Grazing - \$1,000.00
 Ward Land and Cattle LLC, - Nutrient Management - \$600.00
 Ward Land and Cattle LLC, - Wo.Exclusion Fence - \$3,200.00
 White, L. Frank - Lime - \$305.00
 White, Linda - Lime - \$804.00
 Woodford, Vada - Lime - \$3,000.00
 Zinn, Manley - Lime - \$3,000.00 **totalling \$101,934.50**
Comes out of committee does not require a second.

Caleb reported on the AgEP committee meeting minutes that are in the packets today.

Osborne suggested figuring out a cap for how much a producer can receive all together.

Caleb will look this spring into having a per person cap on how much they can apply for.

OM&R Salem Fork & Polk Creek: Coffindaffer reported that the maintenance has started on Polk Creek.

Jeremy reported Brian has heard back from the Attorney General, and he has been working on a new draft agreement to have between Districts and County Commissions. Once Jeremy has that draft agreement he will forward it on to Robin, and he suggests meeting with the Lewis County Commission once that draft has been received.

Hannah questioned the response from corresponding agencies about the survey needed on Polk Creek site #6. Zomarys reported on her email with the NRCS Engineer. The survey will take place on August 15th, 2018 with a rain date on August 17th, 2018. The survey should only take two days to complete.

Plaughter reported on Coffindaffer being the representative for the Board concerning the O&M operations. He questioned if the Board would like to keep Coffindaffer as the representative. **Foster moved to have Coffindaffer as the O&M representative. Motion seconded by Collins. Motion carried. With one abstention.** Plaughter will be the alternate should Coffindaffer not be able to be present.

WVACD Honorary Member at Large: Coffindaffer moved to have the Harrison County Commission be listed. **Motion seconded by Foster. Motion carried.** They shall be invited to our awards banquet, and the Association banquet.

WVACD Lifetime Honorary Member: Foster moved to nominate Richard Bonnett if he has not been nominated in the past. **Motion seconded by Hannah. Motion carried.**

Carroll Greene Nomination: Foster moved to nominate Bill Coffindaffer for the Award. **Motion seconded by Osborne. Motion carried.**

New Business

Fall Banquet: Collins reported the Banquet will be on October 25th, 2018 at the Pioneer Grill in Glenville, WV. The appetizers will be served at 5:15 p.m. with dinner starting at 6 p.m. The price is \$18-\$18.50 per plate with 85 guests, and it will be a very good menu. The District will have up to two weeks before the event to change their RSVP number.

Survey on Training: Jeremy reported on Brian being a part of a work group at the NE training, and he came up with the survey out of that training. Robin had a paper survey for all the Board to review, and the Board completed the survey. Robin will do the electronic survey once back at the office.

Board Recess at 9:50 a.m.

Board back to session 10:03 a.m.

NRCS Grant: Zomarys reported on the NRCS grant that is available to the District. The Board will meet as a committee to further discuss this opportunity. The meeting will be on August 13th, 2018 at the USDA service center in Mount Clare at 9 a.m. Foster moved to give the authority to the committee to submit paperwork and do what is necessary to process the grant. Motion seconded by Coffindaffer. Motion carried. Coffindaffer would like to have a list of responsibilities for this employee.

Correspondence:

Junior Conservation Camp post cards

Funding Requests: None at this time

Letters of Request: None at this time

SPRP/EWP Project: Foster wondered if the funds have been pulled for this yet. Jeremy reported that around October 1st, 2018 the funds would be pulled.

Board Member & Associate Supervisor Reports:

Collins reported on her attendance to the quarterly meeting on July 11th and 12th. Davin White was present with his outlook on the District Banners for AgDay. The grazing conference is set for March 2019. The increase in supervisor pay from 60 to 80 dollars per day was discussed. Brian is going to continue to have listening sessions but is going to do them a little differently this time. He would like to have cooperators invited, and Districts would need to find a location for the last week of September. Election of officers took place and a new officer slate has been established. They are reordering road signs, and the Century Farm deadline has been moved up to February 1st. Davin White announced that he will be having a conference call once a month about the education programs taking place and what is going on in Districts. The first meeting is scheduled for August 22nd, 2018 at 9 a.m. The quarterly meetings scheduled for 2019 at January 22,23, April 22,23, July 15,16 and October 21,22. The state fair starts this week on the 10th and runs until the 18th. She reports that work has started on the walking trail grant they received from the NRCS. Also, Collins would like to submit a District of the Year application for FY19. She has a copy of NPCD's application for Robin and Cheryl to look at for reference.

Collins reported on being disappointed with the summer intern, and hopes that her cooperators that still need soil samples can be fulfilled. Osborne will check with Parker to see if he could fill in the gaps.

Coffindaffer moved to purchase 8 road signs for the District pending the cost of the signs. Motion seconded by Foster. Motion carried.

Plaughter reported that the Ash tree's in Missouri are dead too. He saw them when he was out there for his vacation.

Foster reported on the FFA/4H livestock sale they had at the barn at the Doddridge County Park.

Osborne reported he has the weed wiper, and the tire is flat and he is waiting for the tire he ordered to arrive.

NRCS: Zomarys reported there is a Soil Tech position advertised for the Mount Clare location. Jeff will be completing his detail in October, and Zomarys will be here until October to complete the detail.

FSA: no one present to report

WVU Extension: Bruce reported on his attendance to a meeting in Tennessee, and they talked about controlling Russian Olive. If producers have a problem with joint head grass it is urgent they treat it next April to get an effective kill. They had their 4H camp, and Jamboree at the Mill. The 4H agent position has been filled in Lewis County.

Forestry: Wilson reported on the paper report sent by Chuck and said he was available for any questions. Forestry competition is set for September 6th, 2018 at 9 a.m. Cheryl has the plaques ordered, and the District will provide pizza and refreshments as well as t-shirts.

WVCA Report: Jeremy reported with a paper report (*see attached*).

Robin had nothing extra to report.

WFCD Report: Cheryl reported with a paper report (*see attached*).

Conservation Agreements: One agreement is present today.

Ernest R. Bart Sr and Beverly J. Bart, Harrison County, 25 acres

Coffindaffer/Foster. Motion carried to approve agreement.

Set Date of Next Meeting: The next meeting will be held on September 12th, 2018 at 9 a.m. at the USDA Service Center, Mount Clare, WV.

Respectfully submitted,


Jane Collins, Secretary


Randy Plaugher, Chairman

Minutes Recorded by Robin Ward; District Manager, West Fork CD
The Board Adjourned at 11:32 a.m.

JUNE 2018

[illegible]

WEST FORK CONSERVATION DISTRICT
87 OLLIE LANE SUITE 102
MT. CLARE, WV 26408

The Agricultural Enhancement committee met on July 23, 2018 and approved the following applications.

Name	Practice	Acre & Tons	\$Paid
Mark Benedum	Nutrient Management	20 acres	\$600.00
Mark Benedum	Water System	1 SD	\$1,200.00
Mark Benedum	Water System	1 PT	\$1,000.00
Robert Brownfild	Lime	50 acres	\$2,751.00
Daniel Cantis	Lime	19.84 acres	\$1,190.40
Stephen Dolly	Lime	16 acres	\$960.00
Stephen Dolly	Water System	1 SD	\$1,200.00
Bryan	Heavy Use Area	1000 sq ft	\$1,000.00
Rebecca Flanagan	Lime	19.2 acres	\$1,152.00
Rebecca Flanagan	Nutrient Management	20 acres	\$600.00
Rebecca Flanagan	Wa. Exclusion Fence	2,500 ft	\$4,000.00
Dominique Franz	Lime	20.53 acres	\$821.20
Dominique Franz	Nutrient Management	20 acres	\$600.00
Dominique Franz	Pasture Division Fence	2500 ft	\$4,000.00
Dominique Franz	Water System	Well/ WD	\$3,800.00
Todd Haddix	Lime	14.62 acres	\$672.40
Todd Haddix	Nutrient Management	6.2 acres	\$186.00
Aimee Hartshorn	Lime	50 acres	\$3,000.00
Tom Hawkins	Lime	29.5 acres	\$1,338.40
Tom Hawkins	Pasture Division Fence	1000 ft	\$1,600.00
Tom Hawkins	Wo.Exclusion Fence	1,000 ft	\$1,600.00
Tom Hawkins	Winter Grazing	50 acres	\$1,000.00
Corey Hinterer	Heavy Use Area	1000 sq ft	\$1,000.00
Ronald Huffman	Lime	50 acres	\$2,000.00
Ronald Huffman	Water System	1 SD	\$1,200.00
Bill Lowther	Lime	32.59 acres	\$1,881.00

August 2018 WVCA Report

WVACD Quarterly Meeting –

The WVACD voted to hold the 2019 Quarterly Meetings on April 22 and 23, 2019 and July 15 and 16, 2019 at different locations around the State. The locations of the meetings will be determined by asking Conservation Districts that are interested in hosting to submit bids for locations within their District.

Poster winners	2-3 grade	Raniero J. Sturba, EPCD
	4-6 grade	Matthew E. Simpson, EPCD
	7-9 grade	Lauren A. Brannan, NPCD

Photo winners

Youth 1st Place – Ian Fleming, EPCD
2nd Place – Emily Butt, EPCD
3rd Place – Gavyn Tedrow, UOCD

Adult 1st Place – Karen Evick – NPCD
2nd Place – Jason Kinnison, GVCD
3rd Place – Kathryn R. Goddard, UOCD

North East meeting/request-

In April, representatives of the conservation partnership met in Tarrytown, NY, to begin the discussion on how can we reinvigorate locally led conservation in the Northeastern United States.

While the discussion focused on several areas, and one key area was training. Not, just technical training for technicians, but creating a training regime to help conservation district supervisors and state conservation committees be better prepared for the challenges facing the soil and water conservation system in the 21st Century.

It is in that spirit that the training committee is asking you, your organization and the conservation partners you work with, to spend 20 minutes reviewing the attached training subject areas and responding to the 10-question survey. The survey is located here: <https://www.surveymonkey.com/r/9G3C336>

Your survey is confidential so please comment freely.

Ag Strategic Plan Survey

All 14 conservation districts are asked to host listening sessions being conducted by WVCA, WCDA, WVU and Extension. The purpose is to try to get as much information as possible on the Ag industry in WV and address issues. Each district will need to locate a suitable location for the listening sessions. A large room to hold approximately 50 attendees, will be needed for a facilitated discussion and some breakouts. Specific detailed information regarding these sessions will be sent to the districts as it becomes available. Meetings are tentatively set for the last week of September. Supervisors are encouraged to attend, and to ask others who may have an interest in the future of agriculture to attend.

Agreed Procedures Engagement (Audit)

Conservation Districts are asked to begin the Agreed Procedures Engagement (APE) (audit) soon after the close of the fiscal year on June 30th. It is important that each district read their audit, and then take steps to correct any findings noted by the auditors. If you have questions, ask Kim or Jeremy.

District Vehicle License Plates (House Bill 4015)

The law went into effect on June 1, 2018, and per the Division of Motor Vehicles all NON-state plates must be turned in.

Preliminary information is since Conservation Districts are political subdivisions of the state, vehicles owned and operated by districts cannot bear a green and white state plate.

The DMV says those plates must be surrendered, and districts would need to purchase regular WV plates for their vehicles at the annual registration cost.

Anita May continues to review this situation so be sure you send her your district fleet information by the end of July. All green and white plates will expire at the end of 2018.

Communication Committee-

The West Virginia Conservation Agency is seeking to relaunch Communications Committee teleconference meetings beginning in August.

The idea is to share information about events happening out in the conservation districts and also at the state level to promote the good things happening with conservation across West Virginia. It will help in the promotion of activities before they happen and also to publicize activities after the fact.

Some examples we'd be looking to promote are farm field days, workshops, presentations by cooperators or educators/extension agents, educational events in the districts, school visits, district activities as they relate to Envirothon, Appalachian Grazing Conference, etc., program news as it relates to Ag Enhancement or Watershed Projects, volunteer efforts, and unique or interesting human interest stories about cooperators, supervisors or others in the districts. Other ideas about what to discuss on the calls are welcome.

Currently, the plan is to hold a monthly committee conference call, beginning no later than the week of August 20-24.

After consulting with some stakeholders, it is recommended that the supervisor who serves as chair of each conservation district designate one person (either a fellow supervisor or themselves) to act as a district liaison to the Communications Committee on the conference calls. Anyone else who wishes to participate is welcome to attend.

WVCA Communications Specialist Davin White will maintain a list of the designees and their emails so they will be notified about each of the calls.

Conservation Farm Tour Timeline:

- **August** - State judging. August 28 - 30, 2018
- **October** – Presentation of Area and State awards at WV Conservation Partnership Annual Conference. County and District winners at local Conservation District annual banquets.

Area Conservation Farm Recipients:

East Area TVCD and GVCD will be moving on to State Tour
West Area WCD will move on to the State Tour

West Virginia WVACD State Fair Display

The dates for this year's fair is from August 9th – August 18th. It is suggested that Supervisors contact their District Manager to sign-up for the time period(s) they wish to work.

Agricultural Day at the Capitol

Agricultural Conservation Day will be January 30, 2019. If you have any suggestions on how to improve conservation visibility on that day, please present your ideas to you WVACD director and Kim or Jeremy.

State Conservation Committee Meeting Dates

October 9, 2018

Watershed OM&R

AG Opinion- With the recent AG opinion regarding funding agreements for O&M, it will be necessary to revisit these agreements on a yearly basis. A template of a revised agreement will be provided by the agency for use.

OM&R

- Staff is performing monthly inspections and developing work orders and proposed contracts for the upcoming season.
- All districts statewide will be changing to fall annual inspections.
- Supervisors are always welcome to attend inspections. Please contact the Watershed Manager in your area for an updated schedule.
- Five-year work plans including estimates will be developed for all districts.

Citizens Contact Reports

- Call Log Procedure – a call log procedure has been implemented to assure that calls are directed to the appropriate project section staff. Please call 304-872-4302 and your call will be directed as needed.
- Technicians are performing site and generating stream management plans and blockage removal based on the calls that are received.

EWP

- Declaration in 8 counties in PVCD and EPCD.
- NRCS is performing the initial review of all sites. As of 7/19/19, there have been 56 sites total called in and 48 sites have been visited. Of these, there are 5 eligible blockage sites, 2 eligible DSR sites and 12 sites pending site visits.
- All eligible sites to date are in Hampshire and Pendleton counties. A contract to perform the work is underway.

SSRP

- Streambank Stabilization and Restoration Program (SSRP) is a cost-share program to assist West Virginia landowners by providing streambank stabilization and the removal of qualified stream blockages. Information on this program will be provided at the Supervisor's Training.
- The program will begin on October 1, 2018. Information was presented on this program at the Supervisor's Training.

Stream Projects

- Buffalo Creek – working on job showing.
- South Fork of Cherry River – will have job showing for Phase II of project with work starting mid-summer.
- Coal River – Design is in the drafting stage.
- Paint Creek (Kanawha Co) – New DEP project, working on survey.

Dam Rehab

- Gannett Fleming is continuing to work on planning studies for Brush Creek 9 & 15 and New Creek 1 & 17, and perform the construction oversight for UDC1.
- Upper Deckers 1
 - WVCA continues to work on the permits and mitigation plan.
 - Construction has started on site.
 - MCD will be having a field day this summer, dates will be announced as soon as they are finalized.
- NPCD, SCD, MCD and PVCD – Please track hours that District Supervisors attend any rehab meetings.
- Rehab meetings have been suspended at this time with the exception of Upper Deckers 1. This call takes place on Mondays at 9:00 am.

I'm sorry I couldn't attend today's meeting. A family member is having some testing/surgery done today.

Cooperator digital database is complete. There is a printout in your folder of the Cooperators in your county dating back to 2000. Some of the addressing that we have is not the new 911 addressing.

I've started working on the Fall newsletter. I have included articles on forage sampling, soil sampling, our sponsorship to WVU Extension's Women in Ag conference, the 2018 educational programs that we sponsored, deadlines for our AgEP programs and notice of our office move. Please let me know if there is something else that you want to include. I still have room for more.