

NORTHERN PANHANDLE CONSERVATION DISTRICT  
Special Meeting  
**August 30, 2018**  
**10:00 a.m.**

**SUPERVISORS PRESENT:**

Stephen Paull, Brooke County, Vice Chairman  
Britney Hervey-Farris, Brooke County  
Robert Luchetti, Ohio County  
Cele Duvall, Ohio County  
Mark Fitzsimmons, Marshall County, Chairman  
David McCardle, Marshall County, Secretary/Treasurer  
Jim Anderson, Hancock County

**SUPERVISORS ABSENT:**

Charles Pugh, Hancock County

**OTHERS PRESENT:**

Veronica Gibson, District Manager, WVCA  
Jenn Kile, Conservation Specialist, WVCA  
Katie Fitzsimmons, District Conservationist, NRCS  
J.L. Tennant, County Executive Director, FSA

Chairman Mark Fitzsimmons called the meeting to order on Thursday, August 30, 2018 at 10:00 a.m. at the USDA Service Center in McMechen, WV.

**New Cooperator Agreement**

- Steven Wayne Shook/Marshall County/76 acres
- Ernest Kuhn/Hancock County/6 acres

**Cele Duvall made a motion to approve the names listed above as new cooperators. Seconded by Robert Luchetti. Motion passed.**

**Ag Enhancement Program**

- Water System/Fence Practice Standards
  - There was a discussion regarding the standards for installing a water system when fence is not present. **David McCardle made a motion as follows: a water system application can only be approved if fence is already present. A new practice of pasture division fence and water system will be added to the NPCD list of available practices. Limit for the water system/fence practice will be a maximum of \$4,000.00. Seconded by Jim Anderson. Motion passed.**
  - **David McCardle made a motion that an applicant must be listed as an operator with FSA if the applicant is not the owner. Seconded by Jim Anderson. Motion passed.**
  - **David McCardle made a motion to include the phrase of “resource concern” on all applications. Seconded by Cele Duvall. Motion passed.**
  - **David McCardle made a motion that all lease agreements must list length of operation maintenance to coincide with the practice applied for. Seconded by Jim Anderson. Motion passed.**

o Denied Applications

Name	Practice	Reason
Robert Randolph	Pasture Division Fence	Unable to Contact before End of Ranking Period
Gary Strobe	Pasture Division Fence	Unable to Contact before End of Ranking Period
Terry Wilson	Water System	Unable to Contact before End of Ranking Period
Marilyn Thomas	Pasture Division Fence	Unable to Contact before End of Ranking Period
Clifford White	Water System	Not Eligible
Robert Clark	Pasture Division Fence	Not Eligible
Grant Carter	Pasture Division Fence	Not Eligible
Ron Yoho	Pasture Division Fence	Not Eligible
Don Yoho	Pasture Division Fence	Nor Eligible

**David McCardle made a motion to deny the applications listed above for the AgEP. Seconded by Jim Anderson. Motion passed.**

- Applications  
 NPCD Supervisor\*  
 No official map\*\*

▪ Nutrient Management

Name	Amount	Cost Share Estimate	Ranking
Donna M. Perez	4 acres	\$181.22	98
Alice Joann Toth	31.01 acres	\$1,546.81	82
Walter J. Maas	18 acres	\$45.36	78

Total \$1,773.39

**David McCardle made a motion to deny Donna Perez because she is not eligible for nutrient management because the field is not a pasture field. Seconded by Jim Anderson. Motion passed.**

**David McCardle made a motion to table the application for Donna Perez until the next meeting and submit it for the practice of lime. Approve Alice Joann Toth and Walter J. Maas for nutrient management. Seconded by Robert Luchetti. Motion passed.**

All applications that are highlighted in pink do not have a required map from FSA which is needed to be eligible for the program. The board asked J.L. Tennant how long it would take to have the maps ready. J.L. said a few days to a week. **Jim Anderson made a motion to table all applications highlighted in pink (Kuhn, Gilbert, Bonar, Gebhardt, Stevens, Cook, and Harris) until the September board meeting. Seconded by Robert Luchetti. Motion passed.**

▪ Pasture Division Fence

Name	Amount	Cost Share Estimate	Ranking
Ernest Eugene Kuhn**	1,688 ft (Woven Wire)	\$4,000.00 (\$4,000.56)	134
Tracy W. Gilbert**	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	113.5
Tammy Clark	1,688 ft (Woven Wire)	\$4,000.00 (\$4,000.56)	109
Matthew Bonar**	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	108
Melissa Dawn Gebhardt**	1,688 ft (Woven Wire)	\$4,000.00 (\$4,000.56)	107.5
Richard Link	1,688 ft (Woven Wire)	\$4,000.00 (\$4,000.56)	107
Gaylerd E. Hull	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	95
David Henderson	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	94.5

Total \$31,400.00

**David McCardle made a motion to approve applications for Clark, Link, Hull, and Henderson for pasture division fence practice for the AgEP. Seconded by Cele Duvall. Motion passed.**

- Exclusion Fence (Water)

Name	Amount	Cost Share Estimate	Ranking
Steven Shook	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	45

Total \$3,850.00

**David McCardle made a motion to approve the application for Shook for exclusion fence (water) practice for the AgEP. Seconded by Cele Duvall. Motion passed.**

- Lime

Name	Amount	Cost Share Estimate	Ranking
Kenneth J. Anderson*	16.4 acres/49.2 tons	\$885.60	95
Nikki Stevens**	7.75 acres/23.25 tons	\$418.50	85
Robert Cook**	10 acres/20 tons	\$360.00	65

Total \$1,664.10

Kenneth J. Anderson is a NPCD supervisor. A letter was received from the WVCA approving Kenneth J. Anderson's application for the practice of lime for the AgEP.

- Water System

Name	Amount	Cost Share Estimate	Ranking
Sharlene Lucey	1 system	\$2,632.16	105
Andrew Evick	1 system	\$2,360.46	85
Gary Dean	1 system	\$2,527.66	80
Scott & Carolyn Harris**	1 system	\$2,318.66	75

Total \$9838.94

**Cele Duvall made a motion to approve applications for Lucey, Evick, and Dean for water system practice for the AgEP. Seconded by Jim Anderson. Motion passed.**

- Urban Agriculture

Name	Amount	Cost Share Estimate	Ranking
Eric Freeland	Low Tunnels, Raised Beds, Straw Mulch, Rain Barrels	\$250.00	130
Jesse Gandee	Compost Bins, Raised Beds, Soil, Rain Barrels	\$250.00	80

Total \$500.00

**Cele Duvall made a motion to approve applications for Freeland and Gandee for urban agriculture practice for AgEP. Seconded by David McCardle. Motion passed.**

Total AgEP applications - \$45,026.43

**Proposals Received for Outside Accountant**

- Five bids were received for interest to perform the duties of processing the NPCD's financials. **Robert Luchetti made a motion to accept the bid from Hartley & Straub, PLLC. Work to begin September 1. Seconded by David McCardle. Motion passed.**

**Mowing**

- Tammy Varlas mowed the grass at the office. It was a one-time mowing until it is decided who will mow on a regular basis. The board would like for Jeff Gibson to mow

next week and let the district know how much he will charge each time. Jeff mowed the grass in the past.

- Robert Luchetti and Mark Fitzsimmons will meet with someone that may be interested in the position for mowing the dams. They will meet him next Thursday.

**High Tunnel Committee**

- Britney Hervey-Farris discussed what could be planted for fall. She will have a list available for the September board meeting.

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

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**Mark Fitzsimmons, Chairman**

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**David McCardle, Secretary/Treasurer**

**Minutes submitted by Veronica Gibson**