

NORTHERN PANHANDLE CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
**October 10, 2019**  
**1:00 p.m.**

**Supervisors Present**

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

**Supervisor Absent**

Robert Luchetti, Ohio County

**Others Present**

Veronica Gibson, District Manager, WVCA  
Jennifer Kile, Conservation Specialist, WVCA  
Katie Fitzsimmons, District Conservationist, NRCS  
Kevin Paul, NRCS  
David Shipman, Soil Conservationist NPCD/NRCS  
Brent Lyons, Forester, WV DOF  
Bob Straub, CPA, Hartley & Straub  
Harry Aston, NPCD Crew  
Gary Dean

Vice - Chairman Steve Paull called the meeting to order on Thursday, October 10, 2019 at 1:00 p.m. at the USDA Service Center in McMechen, WV. Chairman Mark Fitzsimmons joined the meeting later.

**Pledge of Allegiance** – The pledge of allegiance was recited.

**Minutes**

**Charles Pugh made a motion to approve the minutes of the September 2019 board meeting as presented. Seconded by Cele Duvall. Motion passed.**

**Financial Report**

Financials were reviewed for September. **Jim Anderson made a motion to file the September 2019 financials for audit as presented. Seconded by Cele Duvall. Motion passed.**

**Reports**

- District Crew
  - Harry Aston reported he has mowed Harmon Creek as requested by the WVCA to allow a contractor to complete riser work.
  
- Farm Service Agency (FSA)
  - No report.

- WV Division of Forestry (WVDOF)
  - Brent Lyons reviewed a written report that was passed out to each supervisor. The burning ban has been rescinded.
- WV Conservation Agency (WVCA)
  - A report was given to each supervisor for review.
- Natural Resource Conservation Service (NRCS)
  - Katie Fitzsimmons reviewed a monthly report that was passed out to each supervisor.
- Wheeling Creek Watershed Commission (WCWC)
  - A WCWC meeting will be held October 18.
- District Manager
  - No report.
- Visitors
  - None.
- Committee Reports
  - Building – Jim Anderson had someone look at the red building for repairs to the wall that has water damage. He was not quoted a price but was told that it would be a big job. Mark Fitzsimmons has contacted someone to look at the building lights.
  - High Tunnel – All planting has been done for winter. The high tunnel should be closed November 1.
  - Equipment – The 07 spreader needs to be advertised for bids for sale. All equipment needs to go to Knight’s after the rental season is over for inspection.

### **Old Business**

- WVACD Annual Scholarship Auction
  - **Jim Anderson made a motion for NPCD to bid up to \$600 for each item of the rental of the WV Soil Trailer for a total of \$1,200. Seconded by Charles Pugh. Motion passed.**
- Potesta Agreements
  - Potesta signed the addendums to their agreements as presented. **Steve Paull made a motion to sign the agreement with Potesta and the addendums as presented. Seconded by Jim Anderson. Motion passed.**

### **New Business**

- Toe Drain Agreement
  - An agreement for toe drain repairs was presented. **Cele Duvall made a motion to send the agreement to the NPCD’s attorney for review and allow the NPCD chairman to sign if no issues are found. Seconded by David McCardle. Motion passed.**

- No-Till Drill Repairs
  - The no-till drill sustained damages that were not due to normal wear and tear while in possession of a district cooperator. Per the lease agreement, cooperators are responsible for any damages not due to normal wear and tear at the discretion of the NPCD board of supervisors. **Jim Anderson made a motion for the cooperator to be billed for all costs incurred for the repairs to the no-till drill. Seconded by Steve Paull. Motion passed.**
  
- 2019 WVCEC Membership Dues
  - **Jim Anderson made a motion to pay \$25 for the 2019 WVCEC membership dues. Seconded by Charles Pugh. Motion passed.**
  
- 2019 O&M Fall Annual Inspections
  - The 2019 O&M fall annual inspection schedule was presented. One conflict was noted – October 23, Harmon Creek. That is the same day as the NACD listening session in Flatwoods. An alternative date of October 24 will be requested.
  
- Upper Grave Creek Emergency Action Plans (EAP)
  - **David McCardle made a motion to accept the Upper Grave Creek emergency action plans as presented. Seconded by Jim Anderson. Motion passed.**
  
- Snow Removal
  - J&R Excavating presented a proposal for snow removal at the USDA Service Center as it has been for the last several years. **David McCardle made a motion to accept the proposal for snow removal from J&R Excavating as presented for the USDA Service Center. Seconded by Cele Duvall. Motion passed.**
  
- Tables & Chairs for Educational Events
  - **David McCardle made a motion for the NPCD to bid on 20 stackable chairs at \$10 each plus one bid from an upcoming auction. Seconded by Jim Anderson. Motion passed.**
  
- Associate Supervisors
  - There was a discussion regarding current and potentially new associate supervisors. No decisions were made.
  
- Exigency Program – AgEP
  - **David McCardle made a motion to participate in the AgEP Exigency Program to cost share water tanks to cooperators. Seconded by Cele Duvall. Motion passed. Jim Anderson made a motion for applications to be accepted for the AgEP Exigency Program October 11 through November 1. Applications will be presented at the November 14 board meeting. Cooperator receipts will be due to the district by November 22. Seconded by David McCardle. Motion passed.**
  
- Letters of Request
  - Exigency Program – Amount to be Determined  
**David McCardle made a motion to submit a LOR for the Exigency Program based on applications. Seconded by Jim Anderson. Motion passed.**

- New Conservation Agreements
  - Elizabeth Powell/Hancock County/88 acres
  - Christopher & Laura Clark/Marshall County/65 acres
  - Evey & Nick Jones/Marshall County/47 acres
  - H&B Twin Knobs Farm – Geoff Baird/Ohio-Marshall County/210 acres
  - Donna Sullivan/Brooke County/110.55 acres
  - James & Ginger Regiec/Marshall County/145.5 acres
  - Seth Craig/Ohio County/148 acres

**Jim Anderson made a motion to approve E Powell, C & L Clark, E & N Jones, H&B Twin Knobs Farm-G Baird, D Sullivan, J & G Regiec, and S Craig as new cooperators. Seconded by Cele Duvall. Motion passed.**

- AgEP
  - Applications

Name	Practice	Amount	Cost Share Estimate	Ranking	Date Received	Time Received
John A. Bierce II	Water System	1 System	\$2,127.66	85	8/14/19	1:59pm
Grant Carter	PD Fence	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	95	8/16/19	4:15pm
David Francis	Water System	1 system	\$2,033.61	65	8/20/19	1:16pm
Samuel Fankhouser	Exclusion Fence	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	35	8/21/19	12:05pm
Richard Otte	PD Fence	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	104	8/22/19	2:48pm
Olivia Allen	PD Fence	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	107.5	8/23/19	10:30am
James Regiec	Water System	1 System	\$2,381.36	100	8/23/19	10:42am
David Brooks	PD Fence	1,000 ft (Woven Wire)	\$2,370.00	98	8/23/19	11:03am
Mark Ruckman	Lime	15.18 acres/39.52 Tons	\$790.40	67	8/23/19	3:18pm
Paul Maidens	Lime	50 Acres / 110.60 Tons	\$2,212.00	79.4	8/26/19	9:06pm
Seth Craig	Lime	40.2 acres/67.7 tons	\$1,341.40	68.4	8/26/19	4:30pm
Kimberly Riggle	Lime	16.6 acres/67.7 Tons	\$464.80	53	8/26/19	4:30pm
Frederick Dague	PD Fence	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	86	8/27/19	12:30pm
John Tominack	Lime	48 acres/128.40 Tons	\$2,564.00	78.4	8/27/19	1:45pm
Asako McConn	Lime	47.83 acres/128.29 Tons	\$2565.80	88.6	8/29/19	3:30pm
Michael Rine	PD Fence	1,688 ft (Woven Wire)	\$4,000.00	96.5	9/5/19	6:00pm
Dennis Aston	HUA	1,500 sq. ft	\$1,980.00	100	9/6/19	10:31am
James Lilley	PD Fence	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	85	9/6/19	2:40pm
Philip Miller	PD Fence	1,688 ft (Woven Wire)	\$4,000.00	90	9/9/19	8:43am
Raymond White	Nutrient Management	16 acres	\$458.00	97	9/9/19	2:41pm
David Hall	Water System	1 System	\$2,475.41	90	9/10/19	1:50pm
Robert Miller Jr.	PD Fence	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	101.5	9/11/19	2:15pm
Charles Rulong	Lime	22.46 acres/36.77 Tons	\$735.40	67.8	9/12/19	9:30am
Laura Clark	Exclusion Fence	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	65	9/12/19	9:49am

Charles Reinacher	PD Fence	1,500ft (woven) 650ft (High Tensile)	\$4,000.00	65	9/12/19	3:55pm
Harold Aston	Exclusion Fence	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	67	9/13/19	
Harry Aston	Lime	6.82 acres/11.15 Tons	\$223.00	72.6	9/23/19	1:10pm
Chad Lamp	Lime	20.11 acres/ 56.15 Tons	\$1,123.00	80.8	9/23/19	2:27pm
William Miller	PD Fence	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	98	9/23/19	3:30pm
Clem Frohnapfel	Water System	1 System	\$1,970.91	90	9/26/19	11:15am

Application Total \$77,649.95

**Cele Duvall made a motion to approve the following AgEP applications as presented:**

Name	Practice	Amount	Cost Share Estimate	Ranking	Date Received	Time Received
John A. Bierce II	Water System	1 System	\$2,127.66	85	8/14/19	1:59pm
Grant Carter	PD Fence	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	95	8/16/19	4:15pm
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Dennis Aston	HUA	1,500 sq. ft	\$1,980.00	100	9/6/19	10:31am
James Lilley	PD Fence	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	85	9/6/19	2:40pm

Seconded by David McCardle. Motion passed.

**Cele Duvall made a motion to deny the following AgEP applications due to lack of funding:**

Philip Miller	PD Fence	1,688 ft (Woven Wire)	\$4,000.00	90	9/9/19	8:43am
Raymond White	Nutrient Management	16 acres	\$458.00	97	9/9/19	2:41pm
David Hall	Water System	1 System	\$2,475.41	90	9/10/19	1:50pm
Robert Miller Jr.	PD Fence	2,200 ft (High Tensile/Barbed Wire)	\$3,850.00	101.5	9/11/19	2:15pm

<b>Charles Rulong</b>	<b>Lime</b>	<b>22.46 acres/36.77 Tons</b>	<b>\$735.40</b>	<b>67.8</b>	<b>9/12/19</b>	<b>9:30am</b>
<b>Laura Clark</b>	<b>Exclusion Fence</b>	2,200 ft (High Tensile/Barbed Wire)	<b>\$3,850.00</b>	<b>65</b>	<b>9/12/19</b>	<b>9:49am</b>
<b>Charles Reinacher</b>	<b>PD Fence</b>	1,500ft (woven) 650ft (High Tensile)	<b>\$4,000.00</b>	<b>65</b>	<b>9/12/19</b>	<b>3:55pm</b>
<b>Harold Aston</b>	<b>Exclusion Fence</b>	2,200 ft (High Tensile/Barbed Wire)	<b>\$3,850.00</b>	<b>67</b>	<b>9/13/19</b>	
<b>Harry Aston</b>	<b>Lime</b>	<b>6.82 acres/11.15 Tons</b>	<b>\$223.00</b>	<b>72.6</b>	<b>9/23/19</b>	<b>1:10pm</b>
<b>Chad Lamp</b>	<b>Lime</b>	20.11 acres/ 56.15 Tons	<b>\$1,123.00</b>	<b>80.8</b>	<b>9/23/19</b>	<b>2:27pm</b>
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<b>Clem Frohnapfel</b>	<b>Water System</b>	<b>1 System</b>	<b>\$1,970.91</b>	<b>90</b>	<b>9/26/19</b>	<b>11:15am</b>

**Seconded by David McCardle. Motion passed.**

○ **Payments**

Name	Practice	Amount	Cost Share
John L. Miller	PD Fence	1490 FT	\$2,607.50
Kenneth Anderson	PD Fence	2,200 FT	\$3,850.00
Mindy Growe	PD Fence	2,200 Ft	\$3,850.00
Audra Conkle	PD Fence	2,200 FT	\$3,850.00

Total \$14,157.50

**Cele Duvall made a motion to pay completed AgEP practices for J Miller, K Anderson, M Growe, and A Conkle. Seconded by Steve Paull. Motion passed.**

**Correspondence**

- David McCardle, Secretary, reviewed the following correspondence: 1) EPCD newsletter.

**NEXT MEETING** –The next meeting will be held on Thursday, November 14, 2019 at 10:00 a.m. at the USDA Service Center in McMechen.

There being no further business, the meeting was adjourned at 2:55 p.m.

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**Mark Fitzsimmons, Chairman**

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**David McCardle, Secretary/Treasurer**

**Minutes submitted by Veronica Gibson**