

WEST FORK CONSERVATION DISTRICT
BOARD OF SUPERVISORS
November 12th, 2020

MINUTES

With a quorum being present, Chairman Plaughter called the November Board of Supervisors meeting to order on Thursday, November 12, 2020 at 10:02 a.m. at the USDA Service Center in Mount Clare, WV.

Supervisors Present: **William Coffindaffer** **Jane Cain**
 Randy Plaughter **Bill McClain**
 Steve Hannah **Larry Sponaugle**
 Jim Foster **Phil Osborne**

Others Present: **Cheryl Carlin, WFCD**
 Richard Law, NRCS
 Sigrid Teets, WVCA
 Jeremy Salyer, WVCA
 Brandon Duckworth, NRCS
 Suzy Funka-Petery, NRCS
 Dave Snowden, Lisa K. Thornburg, CPA-District Auditor
 Amy Cosco, WVCA

Welcome and Introductions: None

Dave Snowden & Lisa Thornburg, CPA- Audit Results

Snowden reported the audit went very well. There are just a few items on the depreciation list that need amounts but that can be easily taken care of with the bookkeeper.

Coffindaffer/Foster. Motion carried. Approve the audit and pay the invoice in the amount of \$3,200.00.

Agenda Approval: With no additions or changes made to the agenda. **Foster/ Cain. Motion carried. Approve today's agenda.**

Minutes: With no additions made, the October 14, 2020 minutes will stand approved as mailed. **Foster/McClain. Motion carried. Approve minutes.**

Financial Report: The WVCA financial reports for October are in the Supervisor's books for review. The balance sheet and income statement from John Law CPA for October is present today. John Law CPA General and CDO account financials for October are present today. **Foster/ Coffindaffer. Motion carried. Financial reports will be filed for audit.**

Supervisor Per Diem and Travel: Treasurer S. Hannah reported on the following Supervisor's Per Diem and Travel expenses for the month of September:

Randy Plaugher	\$473.38	
Jane Cain	\$645.50	
William Coffindaffer	\$324.20	
William McClain	\$73.35	
Larry Sponaugle	\$330.75	
James Foster	\$507.10	
Richard Steve Hannah	\$168.30	
Philip Osborne	\$257.82 July-Aug-Sept	<i>Totaling \$2,780.40</i>
Total gross spent to date:		\$8,237.66

S. Hannah moved to approve Supervisor's August per Diem and Travel as presented. Motion seconded by Foster. Motion carried.

Approval of Invoices and Payments: None

Unfinished Business:

Ag Enhancement Program: Teets reported that Marge Burke completed her well development. Discussion was held on the pilot grant program.

Foster/McClain. Motion carried. Approve payment to M. Burke Well Development \$2,100.00

Teets explained that Dixon Law had the lime in a pile on the farm prior to approval of his application.

Coffindaffer/McClain. Motion carried. Approve payment to F. Dixon Law, Lime, 101.94T, \$1,792.00

Foster reported on the following FY21 AgEP payments:

M. Burke Well Development \$2,100.00 *Paid from General Fund*

F. Dixon Law Lime 101.94T \$1,792.00 **Totaling \$1,792.00**

G. Short Lime 12.39T \$247.80

G. Short HUAP 1,934 sq. ft. \$2,417.50

D. Ball Lime 159.98T \$1,850.10

V. Posey Lime 129.78T \$2,595.60

W. Suan HUAP 2,278 sq. ft. \$2,500.00 **Totaling \$9,611.00**

Foster/ McClain. Motion carried to approve the payments as presented.

Teets reported on the discussed changes to the FY22 AgEP Program from the November 10th AgEP Committee Meeting (*see attached minutes*).

OM&R Salem Fork & Polk Creek: No report.

Water Gap Fence Site #4: No report.

Dam Inspection Reports: Foster reported all structures looked good. Coffindaffer reported there is one violation, posts in the auxiliary spillway. Jim Roy is going to meet with the landowners. If he gets no results, then a letter will be sent to the landowners with information acquired from Jim Roy. Coffindaffer and Foster would like a report from the City of Salem on equipment and man hours for the mowing on the structures. TVCD did not provide an itemized bill for their work. Discussion was held that they must provide this information in the future.

New Business:

Leftover seed: The Board will retain the seed until spring and after the first of the year will figure out how to distribute it.

Food Desert- Community Pilot Project: Funka-Petery reported an e-mail was sent to all Districts. The project has been between the NRCS and the WVU Davis College. They are trying to find communities that have limited access of quality and/or fresh food as a pilot community. They are asking the District's recommendations for qualifying communities, if any, by the beginning of December. Discussion was held.

Correspondence:

WVACD Quarterly Meeting Minutes October 20, 2020- Cain thanked everyone for the donation of the table.

Funding Requests: None present today.

Letters of Request: District Support- typo on the agenda- no action needed.

SPRP/EWP Project: No new update at this time.

Board Member & Associate Supervisor Reports:

Foster reported Bill Coffindaffer has been a supervisor for 20 years and presented him with a certificate.

Osborne has been working on the lime worksheet calculations.

Cain reported that Wes Mon Ty has planted chestnut trees through funding from the WVCA CIG Grant Program. They are working to set up a cost share program for the trees.

Foster questioned how to get the Century Farm signs to the winners. Cheryl will contact the families to see how they want to proceed. The Board would like the Supervisors from the corresponding winner's county, along with the Press, to go to the farm to present the signs before the next Board Meeting, unless the family would prefer to pick them up at the office.

NRCS: Brandon reported (*See paper report*)

FSA: No one present to report.

WVU Extension: No report.

Forestry: no one present to report.

WVCA Report: Salyer provided a paper report.

WFCD Report: Carlin asked if WFCD is going to have their Christmas dinner. The Board feels no dinner is best currently. Discussion was held on the District newsletter.

Public Comments: No comments reported.

Conservation Agreements:

J. Butcher, Lewis County, 135 acres

D. O'Dell, Harrison County, 152 acres

S. Fesler, Harrison County, 80 acres

Foster/McClain. Motion carried. Approve above listed Conservation Agreements.

Foster/Coffindaffer. Motion carried. Enter Executive Session. 11:33 a.m.

Foster/Coffindaffer. Motion carried. Executive session ended at 11:42 a.m.

Coffindaffer/Foster. Motion carried. Approve a one-time bonus of \$500.00 for Cheryl Carlin out of District Funds for work performance.

Set Date of Next Meeting: The next meeting will be held on December 9, 2020 at the USDA Service Center in Mount Clare, WV at 10 a.m.

Respectfully submitted,

Jane Cain, Secretary

Randy Plaughter, Chairman

**Minutes Recorded by Amy Cosco, Administrative Services Monongahela CD
The Board Adjourned at 11:45 a.m.**