

**ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
Meeting Minutes of October 27, 2020**

Supervisors Present:

Larry Greynolds
Shirley Hyre
Clark Mollohan
Mike Smalley
Ken Stowers

Supervisors Absent:

Donald Burroughs
Maria Moles

Others Present: Suzie Steele, WVCA/ECD Administrative Specialist; Kirk Burroughs, ECD Equip./OM&R Manager; Kim Fisher, WVCA District Operations Manager West

Via Call In: Russell Young, WVCA Cons. Spec.; Andy Sentz, NRCS DC; Johnny King, WVDOF; Judith Lyons, WVCA Watershed South Manager

CALL TO ORDER

Chairman **Mollohan** called the meeting to order at 10:00 a.m.

Pledge of Allegiance was led by **Ms. Hyre**

AGENDA: Mr. Smalley moved to approve the agenda; Mr. Greynolds seconded; motion passed.

MINUTES FOR SEPTEMBER 22, 2020: Ms. Hyre moved to approve with spelling corrections (copy attached); Mr. Greynolds seconded; motion passed.

TREASURER'S REPORT/SEPTEMBER 2020 FINANCIAL STATEMENTS: Ms. Hyre reported that all accounts are in good order. Ms. Hyre moved to approve the financials and file for audit; Mr. Smalley seconded; motion passed. Mrs. Steele reported on the balance in the supervisor support account.

PAYMENT OF BILLS: Ms. Hyre moved to approve the payment of bills (list provided at meeting and attached); Mr. Greynolds seconded; motion passed.

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER: Kirk Burroughs reported all is in good order. A lot of lime spreader rentals. Replaced universal joint and belt on gray spreader. The Salt Lick dams have all been mowed for the second time. He still needs to do a little trim work and cleanup. Discs on the seeder need to be replaced. Per policy, equipment manager is authorized to spend up to \$1,000.00 for equipment repairs.

ADMINISTRATIVE SPECIALIST: Mrs. Steele reviewed her written report. (copy attached).

WVCA CONSERVATION SPECIALIST: Mr. Young reported on participating and presenting on urban ag at the NASCA workshop on October 7. He also presented on the state lime program at the lime and liming seminar on October 21. He has received phone calls from landowners interested in participating in the districts programs that were in the seminar. He is attending the WVU Master Gardener Classes. Has been busy with AgEP verifications and will be reaching out later to cooperators that haven't completed. The State AgEP committee will be meeting on December 4. He will be off work the week of November 16 and possibly the week after. He will respond to communications as soon as possible.

AREA DIRECTOR: Mrs. Fisher reviewed the WVCA written reports. (copy attached).

WVCA PERSONNEL: Mrs. Steele reviewed Ms. Lyons report. (copy attached). Ms. Lyons joined the meeting later and reviewed information on the Big Ditch Channel.

SWA: Mr. Stowers reported all is running well with the Nicholas County site. Equipment is being maintained properly. They have a new trailer on order. They will be having an auction soon. Ms. Hyre reported that she is doing grant reports. They are trying to find somewhere that buys cardboard.

NRCS Personnel Report: Mr. Sentz reported their offices are closed this week due to possible COVID exposure. He has had a meeting with their directors, and they are aware of the disparity in the way funds were distributed last year. Funding should be more favorable throughout the state within the next year. New employee at Summersville office has been on the job for a little over a month. New employee at Gassaway office began on Monday. Their part time clerical employee in the Gassaway office will be working 3 days a week. EQIP/AMA sign ups are continuous. November 20 is the application cutoff for the ranking period. They are working on CSP renewals and payments. They have signed a lease on new office space in Summersville. The space has to be renovated. They hope to move by late spring, early summer of 2021.

FSA Personnel: None

WVU Personnel: None

Forestry Division: Mr. King reported on the ongoing fire season. He has been doing some trainings and writing fire permits. Doing logging job closeouts and advising landowners.

DEP: None

CD SUPERVISORS: Mr. Greynolds reported on attending the WVACD Quarterly Meeting. He attended the Natural Resources committee meeting there. Statewide field day was discussed. He asked about how ECD meeting notifications are sent out. Mrs. Steele asked that supervisors let her know of anyone they would like the notices sent to. The WVACD scholarship was discussed as well as the funds within the district. Ms. Hyre reported that the April 2021 WVACD Quarterly Meeting will be held in EPCD if COVID restrictions allow. The July 2021 meeting will be held in CCD if possible. There has been discussion on opening the state code concerning conservation districts. This is being looked at by the Attorney General for an opinion. There will possibly be an Ag/Conservation Day at the Capital. Supervisor training modules should be available after January WVACD Quarterly Meeting. There will possibly be a cash incentive to districts that have all supervisors participate. The WVACD is working on a new website. She informed the board members that are on the Legislative committee that a call tree is being set up to keep members aware of changes and concerns. She asked about the possibility of getting printed supervisor directory. Mr. Smalley reported on attending the Lime/Liming Seminar.

COMMITTEE ACTIONS:

AG ENHANCEMENT: None

BUILDING: None

COMMUNICATION: There is a call-in meeting October 28.

EDUCATION: Envirothon meeting is scheduled for November 4 at ECD/WVACD conference room.

EQUIPMENT: Inventory audit will be completed soon.

FINANCE: It was asked that Mr. Smalley and Mr. Stowers be copied on the monthly financials for review.

FORESTRY: None

GRASSLANDS: None

LEGISLATIVE: None

PERSONNEL: None

PROJECT: None

WATER QUALITY: None

OLD BUSINESS

- **Equipment Rental/Request for Service** – Mr. Greynolds moved to set the rate of \$90/hour (\$75 for equipment & \$15 for operator); Mr. Stowers seconded; motion passed. Mr. Greynolds move to delegate authority for approval of jobs to Mr. Smalley and Mr. Stowers respectively; Ms. Hyre seconded; motion passed. Mr. Smalley moved to approve the request for service as modified (copy attached); Mr. Stowers seconded; motion passed. A report will be provided on the work performed at the monthly board meetings.

NEW BUSINESS & CORRESPONDENCE

- **Resignation of Program Support Specialist** – 12:01 pm, Mr. Stowers moved to go into executive session to discuss personnel; Mr. Smalley seconded; motion passed. 12:20 PM, Mr. Stowers moved to reconvene regular board meeting; Mr. Greynolds seconded; motion passed. Mr. Greynolds moved to accept the resignation of Tammy Hoover; Mr. Stowers seconded; motion passed.
- **Associate Supervisor** – Ms. Hyre moved to appoint Linda Brown, of Braxton County, an associate supervisor; Mr. Greynolds seconded; motion passed.
- **Job Posting – Program Support Specialist** – Per delegation from Chairman Mollohan, Ms. Hyre and Mr. Greynolds will compile the job posting. Mr. Stowers moved to post the job with an application deadline of November 16; Mr. Greynolds seconded; motion passed.
- **Designation of deposit and usage of funds from district work contracts** – Carry over to next meeting.

AgEP PAYMENTS

Roger McCumbers – Braxton County – Lime - \$711.03

Johnny Singleton – Braxton County – Cover Crop - \$150.00

Mike Johnson – Braxton County – Lime - \$332.50

Charles Smith – Braxton County – Lime - \$873.90

Donna Harper – Braxton County – Cover Crop - \$64.95

John Underwood – Nicholas County – Lime - \$351.58

William Lowther – Braxton County – Lime - \$234.90

Justin Perry – Nicholas County – Lime - \$723.28

Charles Stalnaker – Nicholas County – Lime - \$614.25

Mr. Stowers moved to approve the payments; Mr. Greynolds seconded; motion passed.

DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETINGS)

Nov 3	ECD Office Closed – Election Day
Nov 5 & 6	Watershed Inspections
Nov 11	ECD Office Closed – Veterans’ Day
Nov 17	ECD Board Meeting – 10 AM
Nov 26-27	ECD Office Closed – Thanksgiving
Dec 4	State AgEP Committee Meeting
Dec 15	ECD Board Meeting – 10 AM
Dec 24-25	ECD Office Closed – Christmas
Dec 31-Jan 1	ECD Office Closed – New Year

Being no further business to attend to Chairman Mollohan declared the meeting adjourned at 12:43 PM.