

**Southern Conservation District
Regular Board Meeting
April 8, 2021**

Bill Harris, Vice-Chair welcomed and opened the meeting. Curtis Murphy let the group in the pledge of allegiance while Randall Patton led in prayer. The Southern Conservation District met for their regular monthly board meeting beginning at 9:46 AM in their conference room located at 463 Ragland Road, Beckley WV, 25801.

Visiting Agency Reports

Jeremy Salyer Area Director Report, WVCA

Jeremy Salyer gave an overview of his written report that he provided. He noted the importance of reaching out to representatives in support of the house budget. The proposed senate budget holds a cut for the agency. As a reminder the conservation farm tour both area and state is pending due to COVID 19 and encourages the board to consider recognition individually at the district level.

Bill Harris inquired about the engineering agreement. Jeremy Salyer noted that this was current no action is needed at this time.

Judith Lyons Watershed Program Manager Report, WVCA

Judith Lyons reviewed items on her written report. She noted they have not received new streambank calls with landowners at this time. She stated that they are still seeking a primary dam monitor for site 7A and reminded district supervisors to help to find a monitor. Judith provided an update on the invoice from CEC stating it does need corrections. In review of the master agreement, the invoice does not match those items outlined within the agreement and will need revised according to the agreement currently in effect.

She and Dave are working together on the work order estimates currently. Monthly meetings have started back with NRCS to provide updates on rehabs regularly. She encourages supervisors to log into the meetings and stay up to date.

Levi Cyphers provided an update on repairs at sites 4 & 5. The cost associated with the repairs will be paid from supplemental OM&R funds.

Bill Harris inquired about the Raleigh County Solid Waste Authority Invoice and Judith provided confirmation that she had approved the invoice for payment. Judith commented that the documentation requested had been sent to Dave Parkulo and the bill is ready to be paid.

Randall Patton moved to approve the SWA landfill invoice in the amount of \$66,497.39 for the sediment disposal of Cranberry Creek, Curtis Murphy seconded, motion carried.

The SCD invoice for landfill bill will be paid from Cranberry Creek O&M funds.

Dennis Bailey arrived at the meeting and presented his concerns about current CEC invoices and items of discrepancy. A discussion was held regarding CEC billing methods and the items on the invoices not matching with the master agreement such as travel expenditures.

The board will be requesting an itemized breakdown for work the SCD will be paying. Clarification will be sought on the Orders invoice to change the upcharge to 10% instead of 12% to be in accordance with the agreement. A letter and a copy of the master agreement will need to be sent from the board explaining the objections and needed additional revisions.

Jeffrey Barr District Conservationist Report, NRCS

Jeffrey Barr provided a written report to the board. He gave an overview of his report on the current deadlines and programs with NRCS as well as current positions being filled and those still vacant in the Southern District.

Carl Gower, Forester NRCS

Carl Gower was not able to attend the meeting today and provided a written report to the board. Marty presented Carl's forestry report and gave an update on his ongoing forestry work within the SCD with landowners.

Other Visitors

Gary Reed an individual from Sophia was referred to the SCD by the Raleigh County Commission after he attended a meeting there. He presented a concern about flooding of his basement along Nelson Creek. The board will discuss the situation and look into sending someone to look at the site to determine if this is something within the parameters of what the district does in terms of assistance. Dennis Bailey mentioned that at this time as reported it does not sound like a concern that would be covered by the district.

Southern Conservation District Business

Approval of March Meeting Minutes

Randall Patton moved to approve the March 2021 board meeting minutes, Curtis Murphy seconded, motion carried.

Review and Approval of March SCD financial reports

Randall Moved to approve the financial reports, Fred Halsey seconded, motion carried.

Review and Approval of Accounts Receivable/Aging Summary

Bill Harris moved to approve the aging summary and accounts receivable, Randall Patton seconded, motion carried.

Conservation Technician Supervisor Report, Dave Parkulo SCD He provided an update on the status of equipment rentals, project work and deliveries of materials. He updated the board on current work ongoing with the crew on farms. Dave Parkulo noted that he has completed the last of the lime cost share contracts with the SCD.

Is working on a water system and pond cleaning in Summers County as well as a pond repair in Fayette County. The Piney Creek Watershed project is beginning for road building, pollinator seeding and topsoil.

He is currently working with Judith Lyons on work orders for creek channel cleaning.

He volunteered the services of the district to assist in the fish removal from the pond with PCWA by offering the use of the SCD boat. Dave will have fire escape prices confirmed for the next board meeting.

District Administrative Report Marty R. Walker-Owen, WVCA

Marty presented the draft financial reports from WVCA Co-Administered funds. The reports are in draft format due to time constraints and the documentation needed for recent banking changes the WVCA was not able to complete the needed entries to finalize reports for the board meeting.

Randall Patton moved to place the reconciled WVCA financial reports at the OM&R meeting on April 20th, Bill Harris seconded, motion carried.

She provided an update on the financial institution transfer of accounts progress. Marty commented on the late receipt of financial bank statements for the most recent reconciliations and discussed the issue of timeliness. The board is in support of online banking access and/or holding financials to later meetings in the event statements do not arrive promptly enough to correspond reporting between the district and the WVCA. She updated that she is currently working with fiscal section of the WVCA, the WVDA and WWSAO on necessary vendor registration steps to complete the receiving account transfer.

Marty Walker reported on her recent administrative database report sent to supervisors and gave a brief overview and update of the AgEP funds from the SAGE report, current AgEP balance and those outstanding contracts from the AgEP database. She reported on her meeting with Kenny Maiolo to review contract funds.

She presented the CDO budget as an item of request by Dennis Bailey to be added to the agenda for all board members for discussion and questions.

Dennis Bailey inquired about the CDO budget numbers shown on the report as previously created. Marty noted that the numbers listed are an outline and a plan for the year ahead of CDO funds at the district and it is a fluid document that can be changed if needed. A signature is required to submit the report by a deadline yearly. Dennis Bailey asked that I work with Mike Akers the SCD bookkeeper to update the CDO budget report on actual funds utilized.

Randall Patton moved to approve the CDO budget report as presented and make necessary changes at a finance meeting and adjust accordingly, Curtis Murphy seconded, motion carried.

Marty concluded her report with her recent contact to WVDOF about providing updates and reports to the board and she has cooperated with the WV State Tree Nursery and has ordered the trees for the school request for Earth Day.

Conservation Specialist Report Kenny Maiolo, WVCA

Kenny Maiolo provided an update on the current AgEP contracts of cancelations and those still pending. He reported that he and Marty and Dave have been in contact with individuals not yet completed yet. He noted that Marty sent a reminder letter to cooperators not yet finished. He gave an update of the recent assistance he provided to Piney Creek Watershed on their fish relocation.

He has worked with Aimee Figgatt on the seed program and finished labeling and mailing the packets to the landowners who had applied. He has had new people contact him interested in AgEP and has been working with those scheduling soil sampling and field visits accordingly.

Bill Harris and Dennis Bailey inquired on current standing with AgEP funds. Marty reminded that she has sent the report including the breakdown of who is paid and completed and where funds are currently based on the database, and the account balance, outstanding checks and current contracts remaining.

A discussion was had regarding the upcoming deadline and completions of AgEP.

Curtis Murphy commented on the application dates recommended from the committee.

Curtis Murphy moved to approve the application dates as June 1-4 and June 7-11 1st sign-up and January 3rd-7th and January 10th-14th, Randall Patton second, motion carried.

Kenny Maiolo reviewed the update on the 319 mailers with the cost of flyers about the Pipestem Creek 319 project.

Bill Harris moved to approve up \$200.00 to mail 319 mailers, Randall Patton seconded, motion carried.

Kenny reported on recent visits to Ron Testerman's farm for the ongoing demo project.

AgEP Contract Approvals**Lime**

Barry McCoy \$343.75

Curtis Murphy moved to approve the lime contracts, Randall Patton seconded, motion carried.

Exclusion Fence

Mathew Epling \$2,000.00

Randall Patton moved to approve the exclusion fence contract, Curtis Murphy seconded, motion carried.

AgEP Contract Cancellations

Randall Patton moved to approve the water system cancelation, Curtis Murphy seconded, motion carried.

Bill Harris moved to approve the exclusion fence cancellations, Randall Patton seconded, motion carried.

Randall Patton moved to approve the lime cancelation, Randy Prince seconded, motion carried.

Jeremy Salyer reminded that any upcoming changes to the program would be noted and addressed while updating the current AgEP addendum which is coming up to be completed such as the approvals and cancelation process.

Association of Conservation Districts Update

Bill Harris noted that he will be attending the meeting scheduled for this month at Stonewall Jackson Resort.

Supervisor Reports & Updates

Randall Patton reported on the CD closure at First Community Bank transferring to MCNB Banks. He provided an update on accounts and interest rates.

Randall Patton moved to approve moving the remaining two Co-Administered Funds CDs to MCNB Banks, Bill Harris seconded, motion carried.

Marty Walker read a letter from the City of Keystone requesting a beautification sponsor to assist in additional improvements to the park within City of Keystone.

Randall Patton moved to donate \$500.00 to the Keystone beautification repairs, Fred Halsey seconded, motion carried.

Dennis Bailey requested that before and after photos being taken of this project and to encourage others to look into the same type of endeavors.

Reports of praise were given regarding the improvements of the SCD upstairs completed by the SCD crew.

Dave Parkulo reported that an approximate cost of the sanitation for the building would be \$1,200.00.

Randall Patton moved to approve fogging and sanitation of the carpet in the building, Bill Harris seconded, motion carried.

Randall Patton moved to adjourn, Randy Prince seconded, motion adjourned.

Respectfully submitted:

Marty R. Walker-Owen, Administrative Specialist, WVCA

Curtis Murphy, Secretary, SCD

Dennis Bailey, Chairman, SCD

Important Reminders & Meeting Dates

OM&R Meeting April 20th 10:00 AM

AgEP Committee meeting April 20th after O&M

April 26 Monthly Committee Meetings