

**ELK CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
DRAFT Meeting Minutes of May 25, 2021**

Supervisors Present:

Donald Burroughs
Larry Greynolds
Shirley Hyre
Clark Mollohan
Mike Smalley
Ken Stowers

Supervisors Absent:

Others Present: Suzie Steele, WVCA/ECD Administrative Specialist; Kirk Burroughs, ECD Equip./OM&R Manager; Linda Brown, ECD Associate Supervisor/Braxton County; Allison Given, ECD Program Support Specialist; Selah Raines, WVU Extension Service; Roy Metheney, Clay County FSA

Via Call In: Russell Young, WVCA/ECD Conservation Specialist; Kim Fisher, WVCA District Operations Manager West; Johnny King, WVDOF; Chris Ellison, WVCA IT

CALL TO ORDER

Chairman **Mollohan** called the meeting to order at 10:03 a.m.

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

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

MINUTES FOR APRIL 27, 2021: Ms. Hyre moved to approve (copy attached); Mr. Greynolds seconded; motion passed.

TREASURER'S REPORT/APRIL 2021 FINANCIAL STATEMENTS: Ms. Hyre reported that all accounts are in good order. Ms. Hyre moved to approve the financials and file for audit; Mr. Greynolds 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. Stowers seconded; motion passed.

REPORTS

DISTRICT EQUIPMENT/OM&R MANAGER: Kirk Burroughs reported that all is good with equipment, potato planter has been being rented, and lime spreader rentals have slowed.

ADMINISTRATIVE SPECIALIST: Mrs. Steele reported on FY21 and FY22 AgEP progress, supply sales, tree sales, the USDA solicitation for new office space in Braxton County, and a fraudulent claim for unemployment using ECD as the person's employer for CY2020.

ECD PROGRAM SUPPORT SPECIALIST: Ms. Given reviewed her written report. (copy attached) She will be on vacation the week of June 7.

WVCA CONSERVATION SPECIALIST: Mr. Young reported on FY21 AgEP verifications, communication with cooperators for FY22 AgEP, the pasture weed management pilot program and a possible restructuring of the program. The ECD has received 2 applications for the pilot program. He also reported on the promotion he recently received.

WVCA DISTRICT OPERATIONS MANAGER WEST: Mrs. Fisher reviewed her written report. (copy attached)

WVCA PERSONNEL: Mrs. Steele distributed Ms. Lyons' report. (copy attached) **Adding District Employee to WVCA Microsoft Office, OneDrive, Sharepoint** - Chris Ellison, WVCA IT Department, explained the process and benefits of adding the district's employee to the WVCA's Microsoft Office, OneDrive, Sharepoint, and Booking system. Cost to the district is \$425.55 per year. Ms. Hyre moved to approve this addition; Mr. Stowers seconded; motion passed.

SWA: Ms. Hyre (BCSWA) reported that they will probably be seeking a new assistant soon, all is running well, and she has submitted a new grant request. Mr. Stowers (NCSWA) reported that they have not had a meeting recently and all is running well.

NRCS Personnel Report: Mrs. Steele distributed Mr. Sentz's report.

FSA Personnel: No report

WVU Personnel: Selah Raines reported on their Family Nutrition Program and "Grow This" seed distribution. She asked the district for financial support to mail seeds that are not picked up in person. **"Grow This" Seed Distribution Postage Request** - Ms. Hyre moved to provide up to \$100.00 in support; Mr. Greynolds seconded; motion passed.

Forestry Division: Mr. King reported fire season will end June 1. He has met with the regional forester to discuss landowner assistance and timber sales. He inquired about NRCS EQIP applications and funding. Mrs. Steele relayed the information from Mr. Sentz's report.

DEP: No report

CD SUPERVISORS:

Mr. Smalley reported that Camp Caesar is advertising for a new director as Mrs. Morris has taken another job. He inquired about the reporting of an erosion issue on the Williams River. **Mrs. Steele** informed him that the report was received, and information passed on to **Kim Neal**. **Mr. Greynolds** reported on contact from the Corps of Engineers concerning district assistance with some of the Corps' projects. **Mrs. Steele** reported that the district did give them some seedlings from this year's tree sale. **Ms. Given** will contact Brandy Accord with the Corps to gather more information. Inquiry was made as to the status of the State Tree Nursery. **Mr. King** stated that they will be closing once their current inventory is depleted. **Ms. Hyre** reported on the virtual Envirothon Awards Ceremony and thanked **Mr. King** and all others for their help with the contest. The team from Braxton placed 5th and the team from Clay placed 7th. The Braxton team also took 1st place in the forestry portion of the contest. The 2022 contest will be held at Cacapon State Park. This year's first place team is training now for the national competition. **Ms. Hyre** and **Mr. Burroughs**, along with **Ms. Lyons**, attended the Braxton County Commission meeting to discuss the 7-1-3U agreement with the WVCA. The commission should be responding soon. She also reported on the passing of former Nicholas County supervisor, Chris Mondreas. There will be an area meeting on July 9 beginning at 10 AM at the ECD. The districts included in this area are Capitol, Elk, Guyan, Greenbrier Valley, and Southern. **Roy Metheney** reported that former Clay County supervisor, Don Jarvis, is in the nursing home at Big Otter.

COMMITTEE ACTIONS:

AG ENHANCEMENT: None

BUILDING: None

COMMUNICATION: **Ms. Hyre** reported that there is a meeting tomorrow. **Ms. Given** will call in.

EDUCATION: None

EQUIPMENT: None

FINANCE: None

FORESTRY: None

GRASSLANDS: Next meeting should be held in July.

LEGISLATIVE: None

PERSONNEL: None

PROJECT: **Mr. Young** discussed the erosion/compact soils project at the Braxton County Soccer Field. There is not a deadline on the spending of the funds.

WATER QUALITY: None

OLD BUSINESS

- **Conservation Farms** – Nominations were made to recognize Linda Brown of Braxton County, Michael Shamblin of Clay County, Mikel Grose of Nicholas County, and Danny Sink of Webster County. **Ms. Hyre moved to approve these nominations; Mr. Greynolds seconded; motion passed.**
- **Stream Blockage at Burnsville, Braxton County** – No additional information presented

NEW BUSINESS & CORRESPONDENCE

- **LOR 11359 FY20 Audit \$1,975.00**
LOR 12569 District Support FY21 1st Quarter \$37,775.00
LOR 12570 District Support FY21 2nd Quarter \$20,045.00
LOR 12571 District Support FY21 3rd Quarter \$20,044.00
LOR 12572 District Support FY21 4th Quarter \$14,680.00
Ms. Hyre moved to submit the 5 listed LOR's; Mr. Smalley seconded; motion passed.
- **ECD Annual Picnic** – **Ms. Hyre moved to hold the annual picnic immediately following the July 27th board meeting at the ECD office; Mr. Smalley seconded; motion passed.**

URBAN AgEP APPLICATIONS

Doug Steele – Braxton County - \$200.00

Russell Young – Braxton County - \$200.00

Allison Given – Braxton County - \$200.00

Mr. Stowers moved to accept the approval of the applications for Steele and Young as received from Mrs. Fisher and to accept Ms. Given's application approval pending verification from WVCA staff; Mr. Smalley seconded; motion passed.

AgEP PAYMENTS

Carl Johnson – Nicholas County – Fertilizer - \$1,318.93
Kathryn Boggs – Webster County – Fertilizer - \$163.97
Timothy Bailes – Nicholas County – Fertilizer - \$1,652.52
William Hanshaw – Nicholas County – Fertilizer - \$679.60
John O'Dell – Nicholas County – Fertilizer – \$1,525.22
Lawrence Shaver – Braxton County – Fertilizer - \$527.40
Elizabeth Dowdy – Nicholas County – Urban Ag - \$132.40
James Cox – Nicholas County – Fertilizer - \$1,894.84

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

DEP

WV Reclaim Co., LLC – Renewal 6, Permit O303786 – Jefferson District, Nicholas County
ICG Eastern, LLC – Revision 16, Permit S024076 – Glade District, Webster County

No Comments

DATES TO REMEMBER: (OFFICE CLOSED/ECD MEETING)

May 31	ECD Office CLOSED – Memorial Day
Jun 9	ECD Executive Committee Meeting – 10 AM
Jun 21	ECD Office CLOSED – WV Day Observed
Jun 22	ECD Board Meeting – 10 AM
Jul 5	ECD Office CLOSED – Independence Day Holiday
Jul 13	ECD Executive Committee Meeting – 10 AM
Jul 13	WVSCC Meeting
Jul 19-20	WVACD Quarterly Meeting @ CCD
Jul 27	ECD Board Meeting – 10 AM
Aug 4	Envirothon Meeting – 10 AM
Aug 10	ECD Executive Committee Meeting – 10 AM
Aug 12-21	WV State Fair
Aug 24	ECD Board Meeting – 10 AM
Oct 18-19	WVACD Quarterly Meeting @ Flatwoods Days Inn

- NRCS State Conservationist, Jon Bourdon, will be in the district on June 9, therefore the district's executive committee meeting will be moved to that day.
- Mrs. Steele reminded supervisors to sign up to work the booth at the State Fair if planning to attend.

Being no further business to attend to Chairman Mollohan declared the meeting adjourned at 11:40 am.