

**WEST FORK CONSERVATION DISTRICT**  
**BOARD OF SUPERVISORS**  
July 14th, 2021

**MINUTES**

With a quorum being present, Chairman Plaughter called the July Board of Supervisors meeting to order on Wednesday, July 14th, 2021 at 9:08 a.m. at the Mount Clare USDA Service Center in Mount Clare, WV.

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

**Others Present:** Robin Ward, WVCA  
Jeremy Salyer, WVCA  
Sigrid Teets, WVCA  
Dinah Hannah, WFCD  
Jennifer Friend, WVU Extension  
Cheryl Carlin, WFCD  
Brandon Duckworth, NRCS  
Lily Byars, NRCS  
Jim Roy, WVCA

**Welcome and Introductions:** None

A moment of silence was held for the passing of past supervisor Dixon Law.

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

**Minutes:** With no additions made, the June 9th, 2021 minutes will stand approved as mailed. **Coffindaffer/Foster. Motion carried. Approve minutes.**

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

**Supervisor Per Diem and Travel:** Treasurer B. Coffindaffer reported on the following Supervisor's Per Diem and Travel expenses for the month of May:  
Randy Plaughter      \$573.00

Jane Cain	\$490.80	
William Coffindaffer	\$414.40	
William McClain	\$82.80	
Larry Sponaugle	\$328.12	
James Foster	\$953.96	
Philip Osborne	\$0	<i>Totaling \$2,843.08</i>
<b>Total gross spent to date:</b>		<b>\$34,626.23</b>

**B. Coffindaffer moved to approve Supervisor's May per Diem and Travel as presented. Motion seconded by Cain. Motion carried.**

**Approval of Invoices and Payments:** None present

**Unfinished Business:**

**Ag Enhancement Program:** Teets reported on the current AgEP status. She has approvals for nutrient management and winter grazing available today. Also present today are the minutes from the June 24<sup>th</sup>, 2021 AgEP committee meeting. **Sponaugle/McClain. Motion carried. Approve agep committee meeting minutes.**

**Sponaugle moved to send Farkas a letter requesting to move 319 state match funds into the AgEP sub account. Motion seconded by Coffindaffer. Motion carried.**

Teets reported on the following approvals:

D. Noss	Nutrient Management	19.25 Ac	\$577.50
I. Pritt	Nutrient Management	20 Ac	\$600.00
R. Werner	Nutrient Management	15.5 Ac	\$465.00
I. Maxwell	Winter Grazing	50 Ac	\$1,000.00 <i>totalling \$2,642.50</i>

**Coffindaffer/ Foster. Motion carried. To approve the approvals as presented.**

Teets reported she will have more approvals available later in the month. The AgEP committee will meet on July 30<sup>th</sup>, 2021 at 9 a.m. at the Mount Clare office to review these approvals.

**OM&R Polk Creek & Salem Fork:** Roy reported D+R enterprises is doing a really good job on the Polk Creek mowing. He reports the DEP has done their inspections on Salem Fork and they have some concerns. Salem #13 needs to have the riser repaired. Polk Creek #6, 8, and 9, need to have the trash racks repaired. The WVCA is working on bidding out for the work to be completed.

**Water Gap Fence- Polk Creek Site #4:** Roy has not been able to get things done with Donaldson for the work to be completed. Foster reported he will get in contact with L. Hinterer and see if he will complete the work.

**Dam Inspection Reports:** No new reports.

**New Business:**

**City of Salem OM Lease Slope Mower:** Ward reported the lease agreement is present today for signature and approval by the Board. The City of Salem has signed and agreed to the agreement. **Foster/McClain. Motion carried. Lease agreement approved.**

**Fall Banquet/ Grassland Farmer:** Ward reported the banquet is in Doddridge County this year and wondered where the event would be held. Foster would look into seeing if the park could be reserved. The Banquet will be on September 30<sup>th</sup>, 2021. The Board wondered if NRCS and Sigrid could help them find a grassland farmer for this year to recognize.

**Carroll Greene Nomination:** Foster nominated Bill Coffindaffer for the award.

**WVACD Honorary Member at Large:** Foster nominated Cheryl Carlin for the award.

**WVACD Lifetime Honorary Member:** Foster nominated Jane Cain for the award.

**Board recessed at 10:04 a.m.**

**Board back to session at 10:13 a.m.**

**Correspondence:**

Elk CD Summer Picnic invite  
Envirothon Minutes

**Funding Requests:** None present today.

**Letters of Request:** CD Employee Reimbursement Q3 FY21, LOR ID #12655, \$865.05, AGR #: 1024-09. **Foster/ McClain. Motion carried. Approve and send LOR.**

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

**Board Member & Associate Supervisor Reports:** Cain reported on the quarterly meeting coming up as well as the state fair coming up.

Foster reported the award council is looking at revamping the conservation farmer award and making the award more diverse.

Plaughter reported on attending the area meeting and thought there was no progress made.

Osborne reported on his attendance to the Nutter Fort creek meeting. He thought that it was federal people searching to find jobs, and didn't see how the committee would accomplish a whole lot.

Sponaule reported through FSA, Gilmer County may be considered a disaster area for recent flooding damage. He also contacted the Forestry department and wondered why

there hasn't been attendance to the Board meetings, and the answer he received was miscommunication between foresters.

The Board thought if the corresponding agencies were put first on the agenda more attendance may be made. At the August meeting, the NRCS, WVU Extension, FSA, and Forestry would be at the beginning of the meeting.

Ward reported Osborne is being inducted into the Ag and Forestry Hall of Fame.

**NRCS:** Brandon reported he has been doing trainings and processing applications. The number of applications that they normally receive is down this year probably due to COVID. He recommends Butch Wilmoth be recognized as a grassland farmer. He would look into getting names for woodland farmer recognition too. He reports that a local work group meeting is needed soon. The Local Work Group will meet on August 25<sup>th</sup>, 2021 at 9 a.m. at the Mount Clare USDA Service Center, Mount Clare, WV.

**FSA:** No one present to report.

**WVU Extension:** Jennifer Friend reported on a Harrison County Livestock Association meeting taking place this evening, and there will be kids showing livestock in August. She reported on upcoming dates of events taking place.

**Forestry:** no one present to report.

**WVCA Report:** Salyer reported at the beginning of the meeting. He reports it is time to think about the FY21 audit. The return to work status for the WVCA will be on 9-7-21. He would like supervisor feedback on continued telework one day a week for their AS. Steve Cronin has been approved by the SCC to fill the supervisor vacancy in Lewis County. He will need to take the oath of office before he can actively vote during meetings. The state fair schedule is up and running if supervisors are interested in working the booth to get with Ward to schedule a time.

Ward reported with a paper report. *(See attached)*  
Teets had nothing more to report.

**WFCD Report:** Carlin reported on the office renovation and how disrupting it was to conducting business. She has been going home when the crew starts to work. She has for them today in their packets the quarterly report and the annual report. She was not able to create the District of the Year book due to lack of available information from COVID. She reports there needs to be a new Board picture, and the baffles in the back by the building need to be moved.

**Public Comments:** No comments reported.

**Conservation Agreements:** none present today

**Set Date of Next Meeting:** The next meeting will be held on August 11th, 2021 in Doddridge County, WV. The location is TBA.

**Respectfully submitted,**

**Jane Cain, Secretary**

**Randy Plaughter, Chairman**

**Minutes Recorded by Robin Ward, Administrative Specialist for the West Virginia Conservation Agency/ West Fork Conservation District.**