

# Capitol Conservation District

January 2022 Board Meeting Minutes

Tuesday-January 25, 2022,9:00 am

Camp Virgil Tate Lodge-1400 Camp Virgil Tate Road-Charleston, WV 25312

Phone: 304-759-0736 or 681-781-8378

[ccd@wvca.us](mailto:ccd@wvca.us)

## ATTENDANCE

Terry Hudson-Chairman

Clyde Bailey-Vice Chair

Valerie Thaxton-Treasurer

Conservation Specialist

Rick Sams-Secretary

Kim Fisher-Area Director\*

Anthony Winters-Conservation Specialist

Mike McMunigal-South Manager

Sally Shepherd-Supervisor\*

Dawn Lemle-Conservation

\*\*\*\*\*Virtual\*\*\*\*\*

## CALL BOARD MEETING TO ORDER-

- 9:05 am

## APPROVAL OF DECEMBER BOARD MEETING MINUTES

- Clyde Bailey made motion to accept the December minutes & approve, Valerie Thaxton seconded motion. All in favor. Motion passed

## FINANCIAL REPORTS/INVOICES

*\* Financial reports and supervisor per diem and travel forwarded via email to the financial committee.*

**(M) Co-Administered Funds Report, District December Financial Report, Supervisor Per Diem & Travel. Bills to be paid as funds permit and coordinated by office staff and filed for audit**

*\* To discuss at the February Board Meeting\**

## REPORTS

1. **Solid Waste-Terry Hudson-**
  - No meeting
2. **NRCS-Mitchell King**
  - Working on assessments & ranking
3. **AgEP-Anthony Winters**
  - No report
4. **WVCA Report-Kim Fisher**
  - Expected to return to office early 2022
  - Ag Day/Legislative Meet and Greet is February 7<sup>th</sup>
  - WVCA Budget looks good/everything looks as though it will stay the same
  - District Supervisor Election Filing Period is up January 29, 2022
  - Dates to remember for the Quarterly meeting
    - a. April 18 & 19-Cacapon State Park
    - b. July 18 & 19-TBD
    - c. October 17 & 18-Days Inn Flatwood, WV
- District Video Conference Equipment-

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CONTINUE:

- d. WVCA is asking the board to approve up to \$475.00 for a replacement computer. The computer will be ordered on Amazon and have it shipped directly to Chris. Chris Ellison then will set up the computer & mail it to the district.
- e. Added to the February agenda
- **WVCA is encouraging Conservation Districts to review and update their District Policy**
  - f. Manuals, especially relating to travel/per diem payments.
  - g. District Personnel Plan is due to SCC in March 2022. (Placed on February Agenda)
- 5. **WVCA Watershed Report-Judith Lyons**
- **CCR:**
  - i. Site 15849-B. McMann-Morris Cr. Montgomery-Kanawha Co.
  - j. Site 15848-S. Edens-Unknown Stream-Charleston-Kanawha Co.
- **RFA-Stream Permits**
  - k. None received
- **O&M:**
  - l. **EAP/SOR**
    - a. Blakes Armour #7-EAP-Current, Issue Date 11/15/2020
    - b. Elk Two Mile #12-EAP Current, Issue Date 11/04/2021
    - c. Elk Two Mile #13-EAP Current, Issue Date 11/04/2021
    - d. Elk Two Mile #14-EAP-Current, Issue Date 02/08/2021
- **Reports:**
  - e. The annuals and sponsor report have been submitted to the district for the yearly sponsorship request. The annuals have been distributed to the agencies of NRCS/WVDEP/Kanawha County Commission.
- **ETM 13-guard rail installation**
  - f. No dates received from DOH for guard rail assessment site meeting.
- 6. **Soil Conservation Report-Dawn Lemle**
  - a. Working on Continuing Education
  - b. Attended the Quarterly meeting at Stonewall Resort
  - c. Envirothon update-no team, but needs volunteers to help with the event
  - d. Attended State Fair Committee meeting
  - e. Promoting HEAP compost

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CONTINUE:

### **7. Supervisors Report-Bailey, Thaxton, Sams, Shepherd & Hudson**

- **Valerie Thaxton-**
  - a. Signed checks
  - b. Attended the board meeting
- **Rick Sams-**
  - a. Attended the central meeting by virtual
  - b. Attending supervisor training at Stonewall resort in person
  - c. Attended the Board Meeting in person at CVT
- **Clyde Bailey-**
  - a. Attended the Quarterly meeting at Stonewall
  - b. Attended the State Fair Committee meeting
  - c. Raising Steers Committee meeting
  - d. Serviced both HEAP trailers
  - e. Attended American Farm Bureau meeting in Georgia
  - f. Attended the Communication call with Davin White
  - g. Attended the Appalachian Grazing meeting
- **Terry Hudson-**
  - a. History Committee meeting
  - b. Legislative Communication call
  - c. Communication call with Davin White
  - d. Signed checks at office
  - e. Attended more calls on various discussions
  - f. Attended Envirothon
  - g. Attended the State Fair
  - h. Signed checks at office
  - i. Attended State awards council meeting
  - j. Attended Water Resources Committee meeting
  - k. Meeting at Guthrie
  - l. Attended Quarterly at Stonewall Resort
  - m. Attended at Guthrie
  - n. Attended Board Meeting
- **Sally Shepherd-**
  - a. Continue to talk about the Clement trees
  - b. Has received several calls about the carbon article that was in the newsletter

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### New Business

#### 1. (D/M) AgEp Application Cancellations

	<u>Name</u>	<u>Description</u>	<u>Reason</u>
a.	<del>Danny Beckner</del>	<del>Heavy Use</del>	<del>not enough time</del>
b.	Kristen Fry	Invasive Species	wasn't Rank
c.	Warren Kelly	Urban Ag	wasn't rank
d.	Stephen Lanham	Nutrient Management	no soil test
e.	Bryan Rawson	Frost Seeding	Reapplied for Fy22
f.	Rick Rutledge	Lime	no soil test
g.	Jon Vernon	Lime	no soil test

\* Didn't need canceled he reapplied\*

\* Per my boss Kim Fisher these did not need to be on the agenda for cancelation\*

\* Discussion was made about missing soil test results\*

h.	Sally Shepherd	Heavy Use	ran out of time
i.	Donna Koontz	Pollination	\$225.00
j.	Miranda Lanham	Urban Ag	\$300.00

\* Letters b-j was canceled by the board with Clyde Bailey making motion to cancel the Cooperators that are listed above, Rick Sams seconded motion. All in favor.  
Motion passed.

#### \* DID NOT FOLLOW GUIDELINES\*

k.	Nicole Jones	Urban Ag	\$ 24.53
l.	Robert White	Pond Cleanout	\$750.00

\* Needs canceled on the February Agenda\*

\* These cooperators will be paid from the general funds instead of AgEP funds

\* Clyde Bailey made motion to pay the two cooperators out of the general fund & Valerie Thaxton seconded the motion to pay out if the general fund. All in favor,  
Motion passed

#### 2. (D/M) AgEP New Application Approvals for FY2022

a.	Terri Massie	Urban Ag
b.	Sally Shepherd	Heavy Use
c.	Bryan Rawson	Frost Seeding

\*Rick Sams made first motion to approve new applications & Clyde Bailey seconded the motion for approval. All in favor. Motion passed. Up to \$500.00 for Bryan Rawson

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Continue:

### 10. (D/M) AgEP Approval for Payments

a. Kristen Fry	Pollinator	\$225.00
b. Erica Nikki Parker	Urban Ag	\$142.22
c. George Ross	Hay Reseeding	\$ 50.00
d. James Ross	Heavy Use	\$1000.00
e. James Ross	Hay Reseeding	\$ 88.00
f. Scott Shapero	Pollination	\$225.00
g. Scott Shapero	Urban Ag	\$182.25

- Rick Sams made motion to approve and pay the list of cooperators above & Valerie Thaxton seconded motion to approve. Motion passed. All in favor.

### 11. (D/M) LOR #13725 \$50,000.00 for NPS 1724 Browns Creek Septic PHII

- Valerie Thaxton made motion to approve the LOR #13725 & Sally Shepherd made seconded motion to approve and submit the LOR. All in favor. Motion passed.

### 12. (D/M) LOR for AgEP Exigency (\$10,000.00 – \$207.28=) \$9792.72 due CCD

- Once the LOR # is issued the board approved to submit for the exigency funds
- Clyde Bailey made motion and Sally Shepherd seconded motion, All in favor. Motion passed

### 13. (D/M) FY 2022 Appalachian Grazing Conference asked each District to help sponsor (3) or more farmers from each county to attend-- Invoice # GC001 \$1000.00

- Completed and agreed upon previous month. No motion needed.

### 14. (D/M) Great Kanawha RC&D Invoice #255 for \$250.00- Sponsorship

- Clyde Bailey made motion to pay invoice & Rick Sams seconded motion. All in favor. Motion passed

### 15. (D/M) ALS Environmental Invoice #HEAP-006 Water Sampling (#4120-99347456 Inv. \$225.00)

- Valerie Thaxton made motion & Sally Shepherd seconded motion to pay the ALS invoice.

### 16. (D/M)-GSA Rate increased to 0.585 per mile as of 01/2022

- Motion to increase mileage from \$0.56 to \$0.585 per mile
- Clyde Bailey made motion & Valerie Thaxton seconded motion
- All in favor & motion passed.

UNFINISHED BUSINESS: None

CORRESPONDENCE: None

Meeting Adjourned @ 11:15am

Days Office is closed

February 21, 2022-----President's Day

*Valerie Thaxton*  
*Jerry W. Thaxton*  
*Clyde Bailey*  
*Richard Sams*