

Capitol Conservation District

Guthrie Conference Room

ccd@wvca.us

304-759-0736 or 681-781-8378

March 2022 Board Meeting Minutes

Wednesday, March 16, at 9:00 AM

ATTENDANCE

Terry Hudson-Chairman
Clyde Bailey-Vice Chairman
Valerie Thaxton-Treasurer
Richard Sams-Secretary
Sally Shepherd-Supervisor*
Dawn Lemle-District Employee/NRCS
Diane Lumadue-Associate Supervisor
Levi Cyphers-Watershed
* VIRTUAL*

Sue Brand-Administrative Specialist
Kim Fisher-Area Director
Judith Lyons-Watershed Manager
Brian Farkas-Executive Director
Ashley Anderson-DNR
Anthony Winters-Conservation Specialist
Julie Stutler-NRCS
Heather Duncan-WVACD Executive Director*

CALL BOARD MEETING TO ORDER— 9 :04 am

APPROVAL OF FEBRUARY 16TH Board Meeting Minutes-

- Valerie Thaxton made motion.
- Sally Shepherd 2nd motion to approve minutes. All in favor. Motion passed.

FINANCIAL REPORTS/INVOICES

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

1. **(M) Co-Administered Funds Report, District February Financial Report, Supervisor Per Diem & Travel. Bills to be paid as funds permit and coordinated by office staff and filed for audit**
 - Valerie Thaxton made motion
 - Clyde Bailey 2nd motion to approve and file for audit. All in favor. Motion passed.

REPORTS

1. **AgEp-Anthony Winters-**
 - Clyde Bailey farm visit
 - Attended Grazing Conference-Morgantown
2. **NRCS-Julie Stutler-**
 - Reports on the following:
 - a. Completed Practices
 - b. Field visits
 - c. Field Office Priorities
 - d. Upcoming Deadlines
 - e. Events
 - f. Staffing Updates-Mike Rakes AOCET-started work Cross Lanes on 02/28/22

Jerry Stutler 4-25-2022

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3. **GKRC&D Report: Chairman Hudson**

- Report on file

4. **Solid Waste Report: Chairman Hudson**

- Report on file

5. **WVCA Report Kim Fisher**

- Covid-19 update
- WV State Fair Sign up
- CDO budget report due in April
- District Personnel form is due March 2022

• Dates to remember for Quarterly Meetings

- a. April 18 & 19 Cacapon State Park
- b. July 18 & 19 TBD
- c. October 17 & 18 Days Inn, Flatwoods

- Sharon Bailey Heavy Use Application was approved by Area Director Kim Fisher and was asked Kim if they would accept her approval. Board approved to accept.

- Valerie Thaxton made motion to accept the approval for Sharon Bailey-Heavy Use

- Sally Shepherd 2nd motion. All in favor. Motion passed.

6. **WVCA Watershed Report-Judith Lyons/Levi Cyphers**

- a. Vegetation report completed
- b. Maps of area were passed out to all
- c. Job showing coming up in the next few weeks

7. **District Employee/Dawn Lemle-**

- a. Attended several different board meetings
- b. Attended the Winters Blues
- c. Attended Grazing Conference
- d. Attended the CVT Board Meeting
- e. Working with group at the dept of forestry
- f. Working on grant with Terry Hudson and Shirley Hire.
- g. Compose Facility Tour
- h. Working on social media
- i. Promoting Urban Ag & Nutrient Management



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8. Supervisor and Committee Reports:

Terry Hudson-

- 16th-CCD Board Meeting
- 17th-Marshall composting facility
- 22nd-Winfield Elementary high tunnel
- 23rd-communication call
- 24th-call with Cathleen Cook council women of Charleston, WV
- 26th-Winter Blues
- 28th-AgEP meeting call
- 1st-state capitol to meet with Legislators at 9:00am

- 2nd-WVACD Envirothon grants with Sawn & Kelly
- 3rd- State Fair Call
- 5th Clean up day on Dam #12
- 7th-WVACD EX Committee call/Afternoon HEAP committee meeting at Clyde's
- 8th-WVSC listening session at Chief Logan State Park
- 10,11 & 12th-attended Grazing conference
- 15th-KCSWA Board meeting

Clyde Bailey-

- 17th-KCFB tour at Buzz's Foods
- 18th-AgEP Sub-committee
- 23rd-WVCA Communication call
- 24th-Appalachian Grazing conference
- 1st-WVU Extension zoom meeting
- 3rd-State Fair
- 5th-CCD Dam #12 Clean-up
- 7th-HEAP Next Phase
- 8th-Gather & Park-up Appalachian Grazing
- 9, 10, 11 & 12th--Appalachian Grazing
- 15th-Grazing Committee meeting at Jackson Mill
- 16th-Board Meeting

Richard Sams-

- 17th-Little Coal River meeting
- 1st-AgEP meeting
- 16th-CCD Board meeting

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Valerie Thaxton-

- 2-17th-Office to sign checks and paperwork
- 3-16th-CCD Board Meeting

Sally Shepherd-

- 2-16th-CCD board meeting (virtual)
- 3-16th-CCD board meeting (virtual)
- Working on a grant for Clements

Associate Supervisor Diane Lumadue-

- Lion Club meeting
- Coal River Group meeting
- 2-16-CCD board meeting
- 5th-Dam Clean-up
- 10th-CRG Meeting
- 16th-CCD board meeting

NEW BUSINESS

1. (D/M)-AgEP New Cooperator Approval

- Elizabeth Hernandez
 - Jennelle Jones
 - Amanda Mattix
 - Angela Robinson
 - Richard Smith
 - Sharon Spencer
- Clyde Bailey made motion to accept the new cooperator.
 - Valerie Thaxton 2nd motion. All in favor. Motion passed

2. (D/M)-AgEP Approvals

a. Dana Bryant	Pollination	\$225.00
b. Dana Bryant	Urban Ag	\$300.00
c. Elizabeth Hernandez	Lime	\$400.00
d. Jackelyn Johnson	Urban Ag	\$300.00
e. Jennelle Jones	Urban Ag	\$300.00
f. Lois Kuhl	Urban Ag	\$300.00
g. Amanda Mattix	Urban Ag	\$300.00

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h. Careasa Nichols	Urban Ag	\$300.00
i. Angela Robinson	Urban Ag	\$300.00
j. Richard Smith	Urban Ag	\$300.00
k. Sharon Spencer	Urban Ag	\$300.00
l. Jessica Woods	Urban Ag	\$300.00
m. Terri Yates	Urban Ag	\$300.00

- Valerie Thaxton made motion to accept the new applications
- Rick Sams 2nd motion. All in favor. Motion passed.

3. (D/M)-ALS Environmental Heap Invoice # HEAP-007 \$ 225.00

- Valerie Thaxton made motion to pay invoice # HEAP_007 \$ 225.00
- Sally Shepherd 2nd motion. All in favor. Motion passed.

4. (D/M)-Gas Rates

- Table for the April 26, 2022 board meeting

5. (D/M)-CCD District Policy Manuals Review

- Update any typos & change dates
- Clyde Bailey made motion to update and correct typos
- Valerie Thaxton 2nd motion. All in favor. Motion passed.

6. (D/M)-CCD Plan of Work Review

- Sub-committee was formed which consist of :
 - a. Rick Sams, Clyde Bailey & Sally Shepherd
 - b. Meeting will be held 3/28/2022 at 9:00am in conference room at CCD

7. (D/M)-District Personnel Plan Review

- The board approved the District Personnel Plan at
- 8 monitors
- (2) district employees
- The board accepted the signature of chairman Hudson and to issue a signed copy to Belinda Withrow.
- Rick Sams made motion to accept the signature
- Valerie Thaxton 2nd motion. All in favor. Motion passed.



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CORRESPONDENCE: NONE

UNFINISHED BUSINESS:

a. CCD Tablecloth

Sue Brand & Clyde Bailey designed and ordered the tablecloth

The cost of the tablecloth was \$178.??

Meeting Adjourns @ 11:21am

CCD had a few visitors to the board meeting that touched on several topics of Conservation.

- a. Daniel May-touched on the WVDNR Stock Truck of Fish
- b. Ashley Anderson-DNR-spoke on Wildlife Community Center grant opening is June 22, 22. Also attended Environthon meetings
- c. Brian Farkas gave an update & spoke on the SB264

Next Board Meeting will be April 26,2022 at 9:00 am