

Capitol Conservation District

Wednesday July 27, 2022 9:00 am

Cross Lanes USDA Service Center - 418 Goff Mountain Rd.

Cross Lanes, WV 25313 - Phone 304.759.0736 or 681-781-8378/email: ccd@wvca.us

| <u>In Person</u> | ATTENDANCE | <u>Virtual</u> |
|---|------------|---------------------------|
| Terry Hudson-Chairman | | Sally Shepherd-Supervisor |
| Clyde Bailey-Vice Chair | | Corine Powell-NRCS |
| Rick Sams | | |
| Valerie Thaxton | | |
| Sue Brand-Admin Specialist | | |
| Kim Fisher-Area Director | | |
| Dylan Johnson-Conservation Specialist | | |
| Derek Benner-NRCS | | |
| Dawn Lemle-NRCS | | |
| Steve May-President Beekeeper Association | | |

CALL BOARD MEETING TO ORDER: Chairman Hudson called the meeting to order at 9:03am
APPROVAL OF JUNE 15, 2022 BOARD MEETING MINUTES

- Clyde Bailey made motion to accept the minutes. All in favor. Motion passed.

FINANCIAL REPORTS/INVOICES

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

Co-Administered Funds Report, District February Financial Report, Supervisor Per Diem & Travel (M) Bills to be paid as funds permit and coordinated by office staff *Please see attached sheet

* Clyde Bailey made motion to accept the financials and file for audit. All in favor. Motion passed.

REPORTS

1. **Special Guest-Steve May President of the Kanawha County Beekeepers Association-**
 - Steve May President of the Beekeepers Association spoke today on behalf of the Beekeepers about the Spring Hill Cemetery/partnerships with the Kanawha County Beekeepers Association and for funding in this project. Chairman Hudson asked for a hard copy/break down of the finances involved.
2. **NRCS-Corine Powell-**
 - High Tunnel Field Day set for September 23 & 24, 2022.
 - Jon Bourdon will be **in the office to speak with NRCS & CCD on July 28, 2022**
3. **Derek Benner-NRCS**
 - Additional 2 EQIP contracts/High Tunnel & Intro to Grazing
 - Finishing with the CSP applications & should have approvals by mid-August
 - Working with Engineering staff on technical assistance for pond designs
4. **AgEP-Dylan Johnson-**
 - Working with Sue on AgEP program applications
 - Ranked 13 applications Visit Susan Sunday on Monday July 25, 2022, to discuss her potential future projects & the Roof Runoff application she applied for

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5. **Kanawha County Solid Waste Authority -Terry Hudson**
 - Hiring a new Executive Director
 - Updated the assets
6. **WVCA Report – Kim Fisher**
 - Discussed State Fair Schedule available
 - Senate Bill SB264 passed and signed by the Governor
 - AgEP
 - Audits
7. **Watershed Report – Judith Lyons**
 - No report
 - Job showing on July 26, 2022 at Dams 12,13 & 14 Mowing
8. **Dawn Lemle report**
 - Pollinating Planting in the spring
 - Community Gardens in Charleston needs updating
 - Newsletters are out
 - Working on various grants
 - Fall seed give away
 - District of the year will be announced in October
 - Photo contest CCD 1st and 2nd place
9. **Supervisor Reports**
 - a. **Clyde Bailey**
 - 6/16/22-Plan of Work meeting * 6/29/22-Communication call
 - 6/30/22-State Fair Meeting * 7/5/22-WVACD meeting
 - 7/6/22- Repairs on Sunday Stable Trailer * 7/7/22-Traveled to Lewisburg
 - 7/8/22-WVACD Grazing meeting * 7/11/22-High Tunnel Workshop Field Day
 - 7/17/22-WVACD Legislative & Executive Committee meeting
 - 7/18, 19 & 20, 2022-Attended the Quarterly meeting Mineral Wells
 - 7/21/22-Appalachian Grazing meeting * 7/26/22-Attended Job Showing for Dam 12,13 &14 mowing
 - 7/27/22- Attended CCD Board meeting
 - b. **Rick Sams**
 - 6/16/22-Bailey Farm Plan of Work * 6/16/22-Attended Farm Bureau meeting
 - 7/21/22-Attended Farm Bureau meeting * 7/20/22-Visited Dixie Street
 - 7/27/22-Attended CCD Board meeting
 - c. **Valerie Thaxton**
 - 6/15/22-Attended CCD board meeting * 6/28/22-Office to sign checks
 - 6/29/22-Traveled to City National Bank to take care of the new signature card

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- **7/27/22-Attended CCD board meeting**
 - d. **Sally Shepherd**
- Clements Tree Nursery growing soybeans * Continuing to work on the Biochar
- Asked the board to allow her to attend the Biochar conference in Morgantown
 - a. Travel to the conference, she will need to get sworn in before she can receive pay.
- e. **Terry Hudson**
- 7/5/22-Executive Committee meeting
- 7/7/22- Attended RCD meeting @ Flatwood-State meeting
- 7/8/22-Central Area meeting
- 7/11/22-High Tunnel planning meeting
- 7/12/22-Award Counsel meeting and Attended State Community meeting
- 7/13/22-GKRCD meeting @ Cross Lanes
- 7/17/22-Executive Committee & Attended Legislative Committee meeting
- 7/18/22-WVACD Quarterly meeting Mineral Wells
- 7/19/22-WVACD Quarterly meeting Mineral Wells
- 7/20/22-WVACD Quarterly meeting Mineral Wells
- 7/21/22-Attended KCSWA meeting
- 7/25/22-Worked on budget
- 7/26/22-Dams 12,13 & 14 Job Showing Mowing
- 7/27/22-CCD Board meeting

NEW BUSINESS:

1. **(D/M) AgEP New Cooperator**
 - a. **Gary Medley Lime**
 - Clyde Bailey made motion to accept Gary Medley as a new cooperator
 - Sally Shepherd 2nd motion. All in favor. Motion passed
2. **(D/M)-AgEP Application Approvals**
 - a. **Dustin Crites Urban Ag \$ 500.00**
 - b. **Nicole Jones Urban Ag \$ 500.00**
 - c. **Michael Kearns Urban Ag \$ 500.00**
 - d. **Terri Massie Urban Ag \$ 500.00**
 - e. **Renee Margocee Urban Ag \$ 500.00**
 - f. **Amanda Mattix Urban Ag \$ 500.00**
 - g. **Gary Medley Lime \$ 840.00**
 - h. **Erica Parker Polination Nucleus \$ 225.00**
 - i. **Erica Parker Urban Ag \$ 500.00**
 - j. **Zane Perry Urban Ag \$ 500.00**
 - k. **Hannah Reed Urban Ag \$ 500.00**
 - l. **Susan Sunday Roof Runoff \$ 1,000.00**

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m. John Vernon Lime \$ 1,800.00

n. Rob Whittington Pond Cleanout \$ 750.00

- Clyde Bailey made motion to accept all applications and send approval letters out to each one
- Sally Shepherd 2nd motion. All in favor. Motion passed

Supervisor AgEP Application Approval

a. Sarah (Sally) Shepherd Heavy Use \$2,000.00 (Supervisor will rescued herself)

b. Sarah (Sally) Shepherd Urban Ag \$ 500.00 **Totals \$11,615.00**

- These two applications of Supervisor Sally Shepherd were approved by Area Director Kim Fisher and the board accepted the approvals.

- Clyde Bailey made motion to accept the approvals

- Terry Hudson 2nd motion. All in favor. Motion passed.

10. (D/M) Coal River Group-Invoice # 51- \$212.00 (June Water Sampling)

- Clyde Bailey made motion to accept the invoice and pay

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

11. (D/M) Coal River Group-Invoice # 52-\$620.00 (June Administrative hours & Volunteer hrs)

- Sally Shepherd made motion to accept and pay

- Clyde Bailey 2nd motion. All in favor. Motion passed

12. (D/M) McVays-Invoice # 53-\$12,500.00 (Lacy's Septic Replacement)

13. (D/M) McVay's Invoice #54-\$12,800.00 (Hughes Septic Replacement/Pump-out)

14. (D/M) McVay's Invoice #55-\$12,800.00 (CRG/Abby Rice Septic Replacement/Pump-out)

- Sally Shepherd made motion to accept and pay these (3) three invoices (53,54 & 55)

- Clyde Bailey 2nd motion to accept and pay. All in favor. Motion passed.

15. (D/M) WVDA Invoice #2182 \$ 135.00 (Danger, keep off and no trespassing signs).

- Clyde Bailey made motion to accept and pay invoice.

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

16. (D/M) Coal River Group—Invoice # 56-\$230.23 —(July Water Sampling)

- Original agenda had left out the amount of the invoice which has been entered.

- Clyde Bailey made motion to enter the correct amount and to accept and pay the amount

- Sally Shepherd 2nd motion to correct the amount and pay vendor. All in favor. Motion passed.

17. (D/M) Coal River Group—Invoice # 57--\$ 620.00 (July Administration/Volunteer Hours)

- Original agenda had left off the amount of the invoice which has been entered.

- Clyde Bailey asked that the amount to reflex the invoice amount and accept & pay.

- Sally Shepherd 2nd motion to accept and pay. All in favor. Motion passed.

18. (D/M) GAI Invoice#2174885--\$1,750.00 (Construction Administration Service)

- Sally Shepherd made motion to accept and pay invoice

- Clyde Bailey 2nd motion. All in favor. Motion passed.

19. (D/M) LOR # 13826 \$6,000.00 FY23 O&M Elk Two Mile Annual Funding

- Sally Shepherd made motion for Chairman Hudson to sign LOR # 13826

- Clyde Bailey 2nd motion to sign. All in favor. Motion passed

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19. (D/M) CCD election of Officers New Term

- Table to the next Board Meeting August 17, 2022
- Current officers will remain in place until further notice.

20. (D/M) Appoint Committee Members & Chair for the following:

- a. Water Resources---Diane Lumadue
- b. Natural Resources—Clyde Bailey
- c. Education Committee—Terry Hudson
- d. District Operations—

21. AgEP Committee:

a. Legislative Committee

- a. Nominating Committee---Clyde Bailey, Sally Shepherd & Diane Lumadue
 - b. RC&D Appointment for GKRC&D---Terry Hudson
- Numbers 20 & 21:
 - Clyde Bailey made motion to the following names listed above to the different committees.
 - Sally Shepherd 2nd motion. All in favor. Motion passed.

22. (D/M) Upcoming Grant Information

23. (D/M) Update on WVCA Grant-Community Gardens/Education

Numbers 22 & 23:

- Received \$7200.00
- (2) grants coming will be used for Nitro & Ben Franklin
- (3) grants through USDA
- Grant is due August 2nd.
- Looking at other opportunities for the district

24. (D/M) Update on WVCA Budget Ask

- Discussed at the Area Meeting and complied all information.

25. (D/M) Contest Winners & Applications for WVACD awards (deadline 09/01/22 for the Carol Greene & Communications)

- Dawn Lemle is working on

26. (D/M) District Funding of Supervisors apparel

- Clyde Bailey made motion to spend \$150.00 per supervisors & associates for new apparel.
- Sally Shepherd 2nd motion. All in favor. Motion passed.

27. (D/M) WVACD Honorary Member Award Nomination

- Clyde Bailey made the motion to nominate Terry Hudson for this award.
- Sally Shepherd 2nd the motion. All in favor. Motion passed.

28. (D/M) WVACD Member at Large Award Nomination

- Clyde Bailey made motion for the nomination of Sally Shepherd
- All in favor. Motion passed.

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29. **(D/M) Appoint Richard Sams & Valerie Thaxton as Associate Supervisors**
 - Clyde Bailey made motion to appoint Sams & Thaxton as associates and to run the advertisement for Supervisor Vacancy for a period of one week.
 - Sally Shepherd 2nd motion. All in favor. Motion passed.
30. **(D/M) Clements State Tree Nursery-CCD to Adopt a Resolution agreeing to "HOLD THE LEASE" of Clements Tree Nursery Operations from DNR (such resolution has been adopted by WVC)**
31. **(D/M) Clements State Tree Nursery-** To discuss possible cooperation with Western Conservation District to support Clements Tree Nursery -- WV code 19-21A-9 is the pertinent code section re-cooperation with WCD on effort regarding Clements Tree Nursery.
 - Numbers 30 & 31:
 - Sally Shepherd made motion to table for the August meeting.
 - Clyde Bailey 2nd motion. All in favor. Motion passed
32. **(D/M) EOI –Expression of Interest -**
 - a. **Potesta Engineers & Environmental Consultants**
 - b. **S&S Engineers**
 - c. **Triad Engineering, Inc**
 - Chairman asked that letters to be mailed to the 3 firm that sent in their information for the EOI.
 - Clyde Bailey made motion to send letters to each of the three firms
 - Sally Shepherd 2nd motion. All in favor. Motion passed.
33. **(D/M) CDO Supplemental Budget**
 - Sally Shepherd made motion to accept the supplemental budget
 - Clyde Bailey 2nd motion. All in favor. Motion passed.
34. **(D/M) Supervisor Vacancy Newspaper Advertisement**
 - Sally Shepherd made motion to run the advertisement for one week
 - Clyde Bailey 2nd motion. All in favor. Motion passed.

CORRESPONDENCE: Post Card from Junior Conservation Camp- Summer Devereux Camper

UNFINISHED BUSINESS: None

Meeting Adjourns @ 11:27am

**Financial Committee Meeting August 17, 2022 @ 8:30am
Next Board Meeting August 17,2022 @ 9:00am**

Terry Hudson-Chairman

Date