

# Capitol Conservation District

August 2022 Meeting Minutes

Wednesday August 17, 2022, 9:00 am

Cross Lanes, WV 25313 - Phone 304.759.0736 email: ccd@wvca.us

## ATTENDANCE

Chairman-Terry Hudson  
Vice Chair-Clyde Bailey  
Supervisor-Diane Lumadue  
Supervisor-Sally Shephard  
Associate Supervisor-Rick Sams  
Associate Supervisor-Valerie Thaxton  
District Employee-Dawn Lemle

Admin Specialist-Sue Brand  
Area Director-Kim Fisher  
NRCS-Corine Powell  
\*Conservation Specialist-Dylan Johnson\*Virtual  
\*WVDEP-Tomi Bergstrom\*Virtual

## CALL BOARD MEETING TO ORDER:

- Chairman Hudson called the meeting to order at 9:00am

## APPROVAL OF JULY BOARD MEETING MINUTES:

- Sally Shepherd made motion to accept July 2022 board meeting minutes
- Clyde Bailey 2<sup>nd</sup> the motion. Motion passed. All in favor.

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

- Clyde Bailey made motion to accept financials and file for audit.
- Sally Shepherd 2<sup>nd</sup> motion. Motion passed. All in favor.

## REPORTS

1. **(D/M) WVDEP Organizing an event for Watershed (this event is planned for September) Tomi Bergstrom speaker**
  - Tomi Bergstrom with WVDEP is sponsoring a Western Watershed Basin at the Forks of Coal in Alum Creek asking CCD to sponsor the luncheon for this event.
  - This event will be moved to September agenda
2. **WVCA Report -Kim Fisher**
  - Conservation Farm Tour
  - Quarterly meeting set for October 17 & 18 at Flatwoods
  - Draft District Reporting Policy
    - a. The policy is for your review & feedback. District supervisors have 30 days from the date of this board meeting to return any comments to Brian Farkas. The districts long range plan and annual plan of work are defined in the draft policy below & not in 63-CSR-1 or 63-CSR-4.
    - b. The draft touches base on the requirements for uniform district & information reporting
3. **WVCA Watershed Report -Judith Lyons**
  - **Site Visits Concluded**
    - a. **CCRs:**
      - Site 15904-N. Hunt-Unknown Stream-Belle-Kanawha Co. Ineligible
      - Site 15906-T. Casto- Unknown Stream-Big Chimney-Kanawha Co. Ineligible
      - Site 15908-P. Young-Unknown Stream-Elkview-Kanawha Co. In Progress
    - b. **CCR Flood**—None
  - **Projects:** N/A

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## 4. Solid Waste -Terry Hudson

- Moving forward to hiring an Executive Director
- Building a budget
- Selling cardboard & plastic has picked up

## 5. NRCS -Corine Powell/Derek Benner

- Field office has been working on Conservation Stewardship Program applications
- FO staff has conducted many site visits to new and existing customers in the past month the new customer has been interested in the EQIP & AMA for high tunnels
- Derek Benner will be leaving the Cross Lanes office to take a job in his home state of Tiffin, Ohio, Derek last day is September 23, 2022. Good Luck Derek!

## 6. AgEp-Dylan Johnson

- Received several new applications
- Researching new application for Timothy King, reviewing tax maps
- Attended the State Fair and visited CCD booth on Saturday

## 7. Administrative Specialist Report-Sue Brand

- Deposit of \$30,734.00 (\$19,000.00 General Funds & \$11,734.00 Supervisor Funds)
- Set up the facilities for the upcoming event High Tunnel at Terri Yates
- Completing the lunch menu for the event
- Liability Insurance for the event on the Yates Farm \$75.00 to \$100.00

## 8. District Employee/NRCS-Dawn Lemle

- Completion of the Alban project
- Ben Franklin project is moving forward
- Nitro High School will go up soon
- July & August newsletter coming out soon
- Working a couple of schools that are interested in the Pollination program

## 9. Supervisor, Associate Supervisor Reports

- a. **Clyde Bailey**-7/28 Farm Bureau meeting, 8/2-Bid opening & State Fair, 8/4-CCD office/Guthrie paint shop 8/5- CCD office & Guthrie paint shop, 8/6-State Fair, 8/8-CCD office High Tunnel planning, 8/9-Set up State Fair booth, 8/10- CCD office, 8/11-State Fair opening day, 8/12-WVAGD phone in Executive Communication/Gassaway, 8/13- worked State Fair booth, 8/14- worked State Fair booth, 8/17- Attended CCD Board meeting
- b. **Sally Shepherd**-Working on the Biochar Kiln, Sally asked board if that would be something that they would be interested in purchasing the kiln-Chairman Hudson and board members asked her put together a budget and present it to the board at the next board meeting
- c. **Rick Sams**- Attended the Mason County Fair, Attended the CCD Board meeting
- d. **Valerie Thaxton**- went to CNB and transferred a CD into the general fund account, Attended and work the State Fair
- e. **Diane Lumadue**- Covid struck her family the month of July, Attended CCD board meeting today

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- f. **Terry Hudson**-7/28-meeting with Jon Bourdon NRCS about DC, 8/1-1<sup>st</sup> WVACD Executive Board Meeting, 8/2- CCD office to open bid for mowing of dams 12, 13 & 14, 8/3/-Envirothon meeting in Flatwoods, 8/8- CCD office to sign mowing contract & High Tunnel meeting, 8/9/-State Fair to help Clyde Bailey set up, 8/11-CCD Office to pick up credit card & office was closed, 8/12-WVACD Executive Board Finance call, 8/16-KCSWA Board meeting, 8/17-CCD Board meeting

### NEW BUSINESS

**1. (D/M) Accept/Decline the bid from Dandy's Lawn Service for ELK 2 Mile Mowing**

- Clyde Bailey made motion to accept the mowing bid for Dams 12,13 & 14
- Sally Shepherd 2<sup>nd</sup> motion. Motion passed. All in favor.

**2. (D/M) AgEP New Cooperator**

a. James Fisher Lime

- Clyde Bailey made motion to approve the new cooperator providing all paperwork is in order
- Sally Shepherd 2<sup>nd</sup> motion. Motion passed. All in favor

**3. (D/M) AgEP Application Approvals**

|                   |           |           |                          |
|-------------------|-----------|-----------|--------------------------|
| a. James Fisher   | Lime      | \$1500.00 |                          |
| b. Kevin Jones    | Heavy Use | \$2000.00 |                          |
| c. Rebecca Linger | Urban Ag  | \$ 500.00 |                          |
| d. Donna Koontz   | Urban Ag  | \$ 500.00 | <b>Total \$ 4,500.00</b> |

\*\*\*\* James Fisher applied for Hay Reseeding but did not meet the qualifications\*\*\*\*

- Sally Shepherd made motion to accept & approve applications providing all paperwork is in order
- Clyde Bailey 2<sup>nd</sup> motion. Motion passed. All in favor.

**4. (D/M) Donation to Appalachian Grazing \$3,000.00**

- Board approved to donate \$3000.00 to Appalachian Grazing Conference with
- Clyde Bailey making that motion & Sally Shepherd 2<sup>nd</sup> motion after further discussion from the board the board decided to take the \$3000.00 donation off the table and amend the motion, Clyde Bailey made the motion to withdraw the \$3000.00 donation & Sally Shepherd 2<sup>nd</sup> the motion, all in favor, Clyde Bailey made the motion to donate \$1500.00 to AGC & Sally Shepherd 2<sup>nd</sup> motion, Motion passed, All in favor.

**5. (D/M) Donation to WVACD for October \$1,000.00**

- The board discussed the donation to WVACD for \$1,000.00 Education
- Diane Lumadue made motion to donate \$1000.00 & Sally Shepherd 2<sup>nd</sup> motion. Motion passed. All in favor

**6. (D/M) WVACD Membership Dues \$4,000.00**

- Clyde Bailey made motion to pay membership dues of \$4,000.00 & Diane Lumadue 2<sup>nd</sup> motion
- Motion passed. All in favor

**7. (D/M) LOR # 13854 FY23 Ag Enhancement \$10,000.00**

- Sally Shepherd made motion to sign & submit the LOR #13854
- Diane Lumadue 2<sup>nd</sup> motion. Motion passed. All in favor.

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8. **(D/M) Reimburse Sue Brand for the plaque for Rick Sams \$53.00**
  - Sally Shepherd made motion to reimburse Sue the \$53.00
  - Diane Lumadue 2<sup>nd</sup> motion. Motion passed. All in favor.
  
9. **(D/M) High Tunnel Workshop at Terri Yates Farm (not to exceed) \$2500.00**
  - Sally Shepherd made motion to not exceed the \$2500.00 for High Tunnel Workshop at Terri Yates Farm
  - Diane Lumadue 2<sup>nd</sup> motion. All in favor. Motion passed.
  
10. **(D/M) Reimburse Clyde Bailey for the purchase of ponchos \$ 56.97**
  - Sally Shepherd made motion to reimburse Clyde Bailey for the purchase of rain ponchos for the high tunnel day at Yates farm & Diane Lumadue 2<sup>nd</sup> motion, all in favor. Motion passed.
  
11. **(D/M) Coal River Group—Invoice #58--\$620.00 (August Admin hours & Volunteer hours)**
  - Sally Shepherd made motion to pay invoice to CRG \$620.00
  - Clyde Bailey 2<sup>nd</sup> motion. All in favor. Motion passed.
  
12. **(D/M) GAI Consultants Invoice # 2177636--\$ 1,135.00 (Professional hours & Labor)**
  - Clyde Bailey made motion to pay invoice to GAI
  - Sally Shepherd made 2<sup>nd</sup> motion. All in favor. Motion passed.
  
13. **(D) Account Signatories Cards City National Bank**
  - Discussed by board to get new signatures on cards at City National Bank
  
14. **(D/M) Women in Agriculture Conference**
  - Clyde Bailey made motion to send up to 3 persons to participate in the Ag Conference (CCD will pay for Room and conference)
  - Sally Shepherd 2<sup>nd</sup> motion. All in favor. Motion passed.
  
15. **(D/M) Board Approval for Appointee Supervisor Valerie Thaxton's paperwork to be submit to State Committee**
  - Sally Shepherd made motion to take the recommendation & submit to State Committee
  - Diane Lumadue 2<sup>nd</sup> motion. All in favor. Motion passed.

## UNFINISHED BUSINESS:

16. **Clements Tree Nursery brought off the table and up for discussion  
(HOLD the LEASE & Re-Cooperate with WCD)  
(Numbers 29 & 30 were tabled from the July 27, 2022, meeting combined to one)**
  - Table to September Board Meeting
  
17. **(D) Beekeeper Association-(Waiting for Breakdown of cost from Steve May)**
  - Table until further information of the breakdown from Steve May

## CORRESPONDENCE: None

Meeting adjourned @ 11:26am

*Next scheduled Board Meeting will be September 21, 2022 @ 9:00am*