

\*Kim, \*Jennifer,\* Allen, Pat, Wayne, Bill, Holly, Lauren  
\*via teleconference

Vice-Chairman Gellner brought the meeting to order.

Ag Enhancement: Two payments

Shelly Brown-11.66 tons lime at \$291 they are here to review. Questions about the field. The field shows 23 acres however there seems to be a lot of trees on the field. The 23 acres was the open amount of field.

Howard Flesher at \$1150 for lime

Wayne moves to approve the ag enhancement payments. Pat second- motion carried

Cancellations- Shelly Brown and her brother did not think they would have the time. Kevin VanCamps was cancelled based on the feedback from Charleston. Since there are unfunded applications, it would affect the ranking score. His daughter will reapply next year because she will be a first-time applicant. Wayne moved to approve the cancellations. Pat 2<sup>nd</sup>. Motion Carried.

There is \$2929.47 available to fund additional applications. The additional \$10,000 that was added is included in the total amount.

Allen moves to fund Anthony McDiffit for \$2500 and Delbert Elder for \$500 which will incur an additional \$70.53. Wayne 2<sup>nd</sup>. Motion Carried

Lauren- EPIX training today. Working on CSP renewals. There are four between the districts. There was an Equip signup deadline of December 16<sup>th</sup>. Keeping after people to get stuff done. Katie is off the week of Thanksgiving. Other employee holidays are in the typed report.

Kim- State Ag Ep committee meeting on December 12<sup>th</sup>.

Supervisor Report-

Patricia- coordinated with Wayne to pick up the bags of Biochar from Tygart Valley. Danny and Wayne helped unload the biochar. Contacted David Clough, he just has too much going on. Went to look at the test plot and took some photos for Wayne and Lori. Will send them to Holly Morgan. Went to BQA training. Had a farmer ask about a beef genetics and invasive weed classes and he asked if that could be used a pesticide credit. Katie had sent out some dates for the commercial applicator's licenses. Julie Bolin asked Pat and Wayne to draft a letter to reflect what she does for the UOCD. Patricia is in charge of renting the equipment while Lori is on leave.

Wayne- Biochar loading and giving to five people. Did test plot at Jim Bowens. Jim disked the biochar in the next day. Met with Holly and Bill twice about the Grant proposal. Once on the 31<sup>st</sup> and then on the 7<sup>th</sup>. Envirothon meeting in the month. The fifth topic has been added to the website and many other changes to the website. NACD meeting- some states, NY in particular, a group of people are trying to take over the conservation districts. They have a stronghold in some of the organizations. They started out in the watershed area. They believe that they have these groups under control. It was also going on in Connecticut.

There is 90 million dollars that is coming that will be conservation districts and the districts will administer the money. Wayne and Heather are trying to find out more about this. It seems to focus on

technical assistance, marketing and climate smart activities. NACD will have to hire more people to administer the program. Davin needs photos from the district to put in the conservation day event at the legislature. He is also working on an annual report. Each district will have a page. We need to come up with some Highlights for the district. A short paragraph about the things we have done.

This is what we will talk about.

Conservation Farm of the year tour  
How many AG EP completions and spending.  
Biochar Pilot  
Soil Trailer at the schools  
Invasive Species  
Local Workgroup  
High Tunnel Workshops  
Cooperating Agencies  
Forestry Contest, and Soil Contests.

This is due before December 15<sup>th</sup>.

Holly- Grant meetings – one for community gardens in Brooklyn New Martinsville and then a Biochar kiln. Reached out to the city. I will go to the City Planning commission this week to explain the projects to them. Booked the soil trailer at NMS April 18-21. Envirothon Meeting.

Allen- Edward Jones cannot do business with us on the CDs. There was a ruling stating that his type of business cannot do business with government entities. He suggested that we go to a bank. Allen is looking at some other banks. We need to wait three weeks or so because rates are going to go up. Got a hold of the guy at the sportsman's club for the two remaining chestnut trees. If they don't take them then New Martinsville Park will take them. Talked to some people about invasive species and lime.

Bill- grant meetings, RC&D meeting 11/27. Mini grants are available for land or water up to \$2000. Applications must be in by January 1. Went to the high tunnel irrigation workshop on 11/3. It was mostly from the standpoint to train extension agents to push high tunnels for NRCS application.

Previous meeting minutes:

Wayne moves to approve the meeting minutes. Holly second. Motion Carried

Financial reports- tabled

Approval of invoices and payments.

Wayne moves to allow Lori to approve invoices and make payments. Pat 2<sup>nd</sup>. Motion Carried.

Grant Needs/ Updates- There are only four districts at this point in time. We are working. The Grant Committee will meet again November 29<sup>th</sup> at 1:00.

Education: Soil tunnel is booked in April at NMS.

Annual Awards Dinner- Lori got word back from Lakeside and its only \$12 a plate. We going to do the meat and cheese trays as an appetizer. We will do the auction like always and the card game. Holly will prepare the slideshow.

FOIA Policy.

Holly Presented FOIA policy. Updates were made

Pat moved to accept the FOIA policy that was presented and updated. Wayne 2<sup>nd</sup> the motion, Motion carried.

Guidelines for Travel and Per Diem

After the last meeting, we found the procedure that was already in place.

It states: The Treasurer is supposed to review all the vouchers for payment- then they are to be passed onto the chairmen and then it goes on to payment. We need to back up and start doing this. This is not how it is being done right now.

Anything that you do we must participate and must report the information to the board.

Bill's suggestion is to review the policy that we have from 2016. Review it for the next meeting and revise it as necessary. Bill will email it out to all of us.

Wayne suggests that Holly and Wayne present this to the next meeting at WVACD about the payment of officer's travel and per diem.

Per Diem- Wayne would like to do partial days for time less than 3 hours.

The state committee has been presented for the per diem rate to go up to \$150. That's up for discussion.

New Building- nothing new to report. Allen wanted to know if Bill had looked at the specifications from Eastern Building. Says turn around is 6-8 weeks. Wayne says we may need to lock up or have a lockable area for the small equipment. We need to measure and stake of the area. The town will have to approve the access road.

New Business:

Reference for Rudy Williams-

He wants to use Wayne and the District for a reference for the state forester.

Wayne moves to write a letter of recommendation for Rudy Williams. Pat. 2<sup>nd</sup>. Motion

Patricia moved to adjourn. Holly 2<sup>nd</sup>. Motion passed.

Minutes submitted by: Holly Morgan, Secretary/Treasurer

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Signature of Chairman

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Signature of Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date