

**Southern Conservation District
Board Meeting Agenda March 9th, 2023
10:00 AM**

The SCD met for their regular scheduled monthly board meeting at their office location, 463 Ragland Road, Beckley, West Virginia at 10:00 AM

Those in attendance:

Members of the Board

Ron Testerman

Edgar Hendrick

Curtis Murphy

Bill Harris

Randall Patton

Randy Prince

Bill Cook

Fred Halsey

Alvin Marchant

John Farrell, via call

-William Hughes Mayor of Pax

-Jimmy Woods with Alpha Mining

WVCA/SCD Staff

Dave Parkulo

Marty Walker-Owen

Kenny Maiolo

Jacob Lavender

Jeremy Salyer

Katy McBride, NRCS

Members of Fayette County Commission

-Angela Gerald

Visiting Agency Reports

NRCS District Conservationist Report

Katy McBride, NRCS

Katy McBride provided a written report to the board and staff. She gave an overview of her written report highlighting program deadlines and current NRCS activity within the district. She noted the presentation at the Small Farm Conference on Agroforestry. She note and provided a CR Checklist for Partners needing signed and submitted by the district.

SCD & GVCD Land judging and Homesite Evaluation Contest

Katy McBride reported on the upcoming land judging and homesite contest and requested the board to discuss and decide on their participation in the contest for Thursday May 18th and Friday at the PMC. Plant Material Center.

Randall Patton suggested that they discuss at the committee meetings and follow back up with Katy Mcbride.

Fayette County Commission Report

Member of the Fayette County Commission Angela Gerald , Mayor of Pax, William Hughes and member of Alpha Mining Company, Jimmy Woods provided information and concern about a blockage in the town of Pax . A slideshow of photos was provided to Marty and she presented to the board. It was noted that Jacob Lavender with WVCA would coordinate with the Fayette County Commission and Mayor to set up a meeting with members of the board and discuss options to potentially address the blockage.

A significant flood occurred in the area and has brought attention to the site . Jeremy Salyer stated that working towards a sub-agreement for the site would be the next step towards potential funding and spelling out responsibilities of the commission, town, WVCA and District.

Dave Parkulo commented on the clarifying the SCD and WVCA and the nature of the process to completing the work along the creek.

Randy Prince noted he had attended two meetings in the past at the site concerning the blockage.

An at length discussion was held between members of the board , guests on behalf of the commission and WVCA and SCD staff.

Southern Conservation District Operations & Business

Approval of February Board Meeting Minutes SCD/Marty Walker-Owen
Curtis Murphy moved to approve the February Board Meeting Minutes, Randy Prince seconded, motion carried.

Approval of February Special Board Meeting Minutes
Randy Prince moved to approve the Special Board Meeting Minutes, Ed Hendrick seconded, motion carried.

Approval of February Committee Meeting Minutes
Randy Prince moved to approve the Committee Meeting Minutes, Ron Testerman seconded, motion carried.

Review/Approval of District Financial Reports SCD/Marty Walker-Owen

Marty Walker-Owen reported that she has been in communication with Mike Akers office about the First Community Bank account and confirmed that everything has come through the account that was outstanding. She noted the account is ready to be closed.

Bill Harris moved to close the First Community Account as soon as possible, Ed Hendrick seconded, motion carried.

The bank is to prepare a check to the district to close out the account.

After a review and discussion of the accounts listed below, Randy Prince moved to approve the financial reports as presented and discussed. Bill Harris seconded, motion carried.

District Operating Account

District Building Account

Supervisor Travel & Per Diem Account
CDO Account
District Reserve Account

Review/Approval of Accounts Receivable/Aging Summary SCD

Marty Walker-Owen noted the progress on the WVCA invoice outstanding amounts that she and Dave Parkulo have been working on narrowing down what is needing paid, communicating with the bookkeeper and the state agency to bring the aging summary current.

A comment was made by Randall Patton about the undistributed note on the summary. Further investigation will be had on the item listed as undistributed that is looking like a duplicate entry or a duplicate deposit. This will be followed up at a later date.

WVCA/SCD District Administration Report Marty Walker-Owen, WVCA

- Review/Approval of Co-administered WVCA Financial reports

Marty Walker-Owen presented the Co-Administered Fund reports as prepared by the WVCA. Bill Harris noted the amounts had not changed within the creek channel accounts and inquired when the amounts will be changed in the sub-accounts. Marty noted to Bill Harris that those changes would not be reflective until the March reports.

Randy Prince moved to approve the WVCA financial reports, Curtis Murphy seconded, motion carried.

- SCD Personnel Plan

Marty Walker-Owen presented the completed Personnel Plan that she has sent via email to the board. She explained the nature of the document and requested approval and signatory. She noted this is an anticipated cost and plan of the district personnel that has not changed in the past calendar year. She noted it was revised two calendar years and updated but reminded this is a fluid document that is submitted annually.

Bill Harris moved to approve the SCD Personnel Plan, Ed Hendrick seconded, motion carried.

- CDO Budget

Marty Walker-Owen presented the prepared budget for the CDO account and explained that is to be submitted to be part of the SCC books.

She noted this is a projected expense report that can be followed up later in the year with the bookkeeper to cross reference actual expenditures based on forecast if the board wishes to do so. Bill Harris inquired about the WV Envirothon and asked where the budgeted funds for that would be located on the report. Marty noted she would add that under Outreach Education.

Bill Harris moved to approve the CDO budget as presented, John Farrell seconded, motion carried.

Randall Patton inquired about the Plan of Work. Jeremy Salyer noted it was traditionally due in July and he also stated that this is changing to a five-year plan moving away from the annual plan.

- WVU Extension dinner meeting funds request

Marty provided an update to the board on a funding request received by WVU Extension from Fayette/Nicholas, Mercer and Summers/Raleigh counties. A letter was submitted to her via email to support dinner meeting funds.

Ed Hendrick moved to approve support to WVU extension for the dinner meetings in the amount of \$500.00 per county office, Ron Testerman seconded, motion carried.

SCD Conservation Technician Supervisor Report
District Work Project Updates

Dave Parkulo, SCD

Dave Parkulo provided a report of the ongoing work of the conservation district crew. He reported on work of the downstairs remodel and indicated the final tile went down this week in the foyer. He is working on estimates with Jacob Lavender for OMR and putting together permits for local work in Raleigh County. He is working on an estimate and permit for a slip in Princeton along the East River area.

He noted that more conservation work has been completed at Five Springs Farm in Fayette County working on brush and invasive species removal and other work.

He reported on the mowing schedule in PVCD and other areas within the district.

He noted the work of three remaining cost-share projects including fence, water trough and spring development under a pond cleanout plan. Dave noted on herbicide and cutting for the Cranberry channel to begin this spring.

- Post-driver purchase ; Dave Parkulo provided an estimate sheet and description of the proposed post driver wished to be purchased as recommended by the equipment committee. A discussion was held between members of the board and Dave regarding the specifics of the post driver.

Randy Prince moved to approve the purchase of the post driver, Ed Hendrick seconded, motion carried.

\$2,000 contribution to PCWA

From SCD Building Acct
Watershed Manager South

Finance Committee Recommendation
Jacob Lavender, WVCA

- EWP Sub Agreement-Wyoming County
- BC #5 WO

Area Operations Manager Report

Jeremy Salyer, WVCA

Jeremy Salyer provided an overview of his written report that was provided to the board.

Conservation Specialist Report

Kenny Maiolo, WVCA

- AgEP Updates – Kenny Maiolo provided a written report of the AgEP program to the board reviewing the completed contracts and those left to be finished.

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- 319 Program Updates

Kenny Maiolo provided an update on current and upcoming review of the 319 program

- Pipestem Creek funds extension date

Kenny requested and extension for the Pipestem Creek Funds for next August, 2024

Kenny Maiolo reported he has two contracts out for the Pipestem Creek Septic project.

After completing his report to the board, Kenny Maiolo announced his resignation of the conservation specialist position.

Supervisor Reports/Approvals

Woodrow Wilson High Tunnel

Ed Hendrick

A discussion was held regarding the WWHS High Tunnel request.

*Respectfully submitted:
Marty R Walker-Owen, Admin.*

Fred Halsey, Secretary

Randall Patton, Chairman

Closing Remarks & Meeting Reminders:

March 27th 9:30 AM State AgEP Meeting (call information provided)

Next Regular Board Meeting April 13th 10:00 AM