

**Monongahela Conservation District**  
**Board Meeting Minutes**  
**July 06, 2023**  
**Steve Lebnick Agricultural Center**  
**Morgantown, WV**  
**@ 9:30 a.m.**

Attendance:

**District Supervisors:** *Jean Conley (Associate), Mark Teets, Mark Myers, Ed Utterback, Andy Price (Associate), H.R. Scott, Chuck Cienawski, Robert White, and Jim McDonald (Associate).*

**USDA-NRCS:** *Katie Fitzsimmons*

**WVCA:** *Regan Swan, Bill Armstrong, Gene Saurborn, Don Whetzel, Sigrid Teets, Kaitlyn Jones, and Cindy Shreve (Virtual)*

**WVU-ES:** *Lisa Jones*

**WVDOF:** *Rudy Williams*

**WVACD:** *Heather Duncan (Virtual)*

Chairman Myers called the meeting to order at 9:35AM

The "Pledge of Allegiance" was led by Don Whetzel.

Prayer was given by Andy Price.

Welcome and Introductions – Lisa Jones with WVU-ES provided an update concerning the Climate Smart grant project which focuses on grazing management. It will model the Graze 300 Program from VA Tech.

Conservation Services Report - Cindy Shreve provided an update on WVCA Conservation Specialist positions both filled and vacant. She encouraged us to begin planning for any AgEP new projects and allocation formulas. The deadline for suggestions is coming up during August.

June 2023 Meeting Minutes - ***Utterback moved to approve the June Meeting Minutes (06/01/23). M. Teets seconded. Motion carried.***

Cooperating Agency Reports

- USDA-NRCS – Fitzsimmons provided a written report and gave an update on trainings and programs. She is working on scheduling the days of the week that she will be working in each of the offices she is covering. She encouraged the board to contact her if they would like her assistance with upcoming educational workshops/events.
- USDA-FSA – no report
- WV Division of Forestry – Williams reported that the Marion/Taylor position is posted and there some interest in the position. He also reported on other WFDOF activities in the area.
- WVU Extension – no report
- WVACD - Exec. Dir. – Duncan provided a written report. She reported that travel and per diem comments were submitted to SCC. She reminded everyone about the Outreach and TA grant Q&A that will be tomorrow at 10AM.

▪ Program and Project Reports

***M. Teets moved to approve the following conservation agreements.***

- *Fred Poling – Preston Co.*
- *John Feather – Preston Co.*

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- Scott Metheny – Preston Co.

**Scott seconded. Motion carried.**

**Scott moved to accept the following FY-23 AgEP payments reported.**

- Invasive Species
  - Tyler Brown                      30 acres                      \$1,133.92
- Woodland Ex. Fence
  - Shawn Sessa                      2500 ft                      \$5,000.00
- Heavy Use Area Protection
  - Kimble Hayes                      2500 sq ft                      \$3,375.00
- Watering System
  - Chris Brown                      Trough/Pipe                      \$1,500.00
- Nutrient Management
  - Charles Cline                      14.6 acres                      \$1,606.00

**M. Teets seconded. Motion carried.**

▪ Solid Waste Authority

- Marion- McDonald reported on Tony's health and that cardboard is moving now. They decided not to pursue the shredder truck.
- Monongalia - Scott reported updates on a grant proposal submitted and most recent 5-year plan.

▪ Invoices

- Cienawski moved to approve a payment of \$150 to DEP for Aarons Creek Permit Renewal. White seconded. Motion carried.
- Cienawski moved to approve a payment of \$2,954.00 to Alco Fence for completion of chain-link fence with privacy slats. Scott seconded. Motion carried.
- Scott moved to approve a payment of \$4,292.80 to S&L Electrical for electric work completed on HVAC system. Cienawski seconded. Motion carried.
- Cienawski moved to approve a payment of \$1,230.00 to Bright Law Firm for legal services provided. Scott seconded. Motion carried.
  - S. Teets shared an updated report of UDC #1 expenditures to date.

▪ Letters of Request

**Cienawski moved to approve the following LOR's:**

- LOR 14020 – FY24 O&M Upper Buffalo                      \$38,150.00
- LOR 14021 – FY24 O&M Upper Buffalo Channel                      \$5,450.00
- LOR 14022 – FY24 O&M Upper Deckers Creek                      \$27,250.00
- LOR 14023 – FY24 O&M Upper Deckers Creek Channel                      \$5,450.00

**M. Teets seconded. Motion carried.**

▪ Unfinished Business

- Fall Banquet and Awards – Plaques for awards were purchased and picked up. There was discussion about purchasing additional plaques for county conservation farm of the year

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winners to present during the fall banquet. **Scott moved to approve the purchase of County Conservation Farm Winner plaques for both Marion and Preston Counties. Cienawski seconded the motion. Motion carried.**

- Committee Appointments – S. Teets shared updated list discussed during the June meeting. She requested information to add to the list for a few appointments. Solid Waste Authorities: Mon- Hayward Helmick, Marion- Jim McDonald, and Preston- Ed Utterback. Andy Price, Ed Utterback and Jim McDonald remain appointed to the WesMonTy RC&D Council. **Myers appointed Scott with Cienawski as the alternate to the State AgEP Committee.**
- HVAC Maintenance Contract – Cienawski reported the three quotes received for annual maintenance. Rexroad has the lowest bid, Hendershot declined to bid, and Southern Air had the highest bid. **Cienawski moved to use Rexroad for an annual maintenance contract beginning on November 1<sup>st</sup> and to cancel Southern Air's contract prior to automatic renewal. Scott seconded the motion. Motion carried.**
- Biochar Project WVU Farm – The request made from WVU to trade the use of the 2-ton lime spreader for the biochar treatment area used on WVUs organic farm was revisited. The biochar has been accepted by WVU farm and the spreader rented and billed. However, payment has not yet been received. **Cienawski moved not charge WVU for the use of the lime spreader. Motion was not seconded and therefore was not approved.**
- New Business
  - Compost Barrel – Scott reported that there is a compost barrel in the back yard not being used. Discussion about possible options followed. **Scott moved to donate the compost barrel to Ridgeway Farms for demonstration purposes. Cienawski seconded the motion. Motion carried.**
  - The following board members were appointed by Myers to a nominating committee to discuss FY24 MCD officers: Mouser (chair), White, and Myers.
  - Monongalia County Additional Supervisor – according to the most recent Census Report Monongalia Co. has surpassed the 100,000 residents threshold to allow the MCD board to add an additional board member from that county. Scott recommended that the Admin. Specialist reach out to SCC to inquire about the procedure for doing this.
  - NACD Outreach and Technical Assistance Grant – S. Teets presented the opportunity which has been mentioned during other meetings. **M. Teets moved to give White the authority to pursue the grant at his discretion. Scott seconded. Motion carried.**
- Correspondence & Newsletters
  - Storage Building Lease Renewal – S. Teets reported that the storage building currently rented by NRCS has been renewed for another year and necessary paperwork has been completed.
  - S. Teets reported a few BRIM notice of policy changes received regarding limits to coverage related to claim abuse.
  - A Thank You Card was received from Preston Co Farmland Protection.
  - S. Teets shared WVU-ES Betsy Thomas's resignation and farewell email message.

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- In a letter, Ms. Lyons responded to MCD's request for Admin. Spec. attendance during the quarterly meetings. The letter supported Admin Spec participation in MCD activities but did not approve the request for quarterly meeting attendance.
- May 2023 NASS Report was received.
- Eastern Panhandle CD Newsletter was received.
- Funding Request  
Myers shared local projects that could benefit from funding to address stream blockages in MCD.
- WVCA Reports
  - Administrative Specialist – S. Teets provided a written report.
  - Conservation Specialist – Jones introduced herself as the new Conservation Specialist in MCD/WFCD. She provided a written report which highlighted FY23 AgEP wrap up and FY24 AgEP applications received. The board reflected on the report briefly.
  - District Operations Manager – no report.

Watershed Projects Report

- Upper Buffalo and Upper Deckers M&M FY24 Projects- Whetzel reported that Vincent's Excavating has begun mowing Upper Buffalo sites. Upper Deckers mowing start date is planned for July 17<sup>th</sup>.
- Upper Buffalo #4 – Blue and Gold has completed the remainder of the seep repair work. Saurborn recommended providing an update to Marion Co Commission to show an example of work we have completed in the area. ***M. Teets moved to share a report about Upper Buffalo #4 with the County Commission. Scott seconded. Motion carried.*** S. Teets will work with WVCA Watersheds to draft a report/letter.
- FY24 O&M MOU – ***Scott moved to authorize MCD Chairman to sign the O&M MOU. M. Teets seconded. Motion carried.***
- Upper Deckers #2 – Spillway Regrade Project – Whetzel reported that watersheds is working on preparing a showing to rebid the project. ***Utterback moved to proceed with the work on the project. M. Teets seconded. Motion carried.*** The suggestion was made to invite County Commissioners to the upcoming board meetings that are planned in Marion and Preston Counties as well as invite commissioners to the awards banquet.
- Mannington Channel OM&R – Cienawski reported that he contacted the City of Mannington to inquire about select brush cut along the channel. Some concerns about herbicide treatments were shared including public notification and proper licensure by whoever completes the project.
- Property Ownership/Right of Way Request – As the result of a recent request received to reroute a right of way by an adjoining private landowner on MCD owned property at Upper Buffalo #33, MCD discussed hiring Bright Law to approach SCC to transfer ownership of all properties still owned associated with past watershed projects. Flooding is a major concern on the site where the right of way reroute was being considered. The last action taken by the board was to transfer the ownership of the property to SCC and not take any action on the request to move the right of way. S. Teets will draft a letter to explain the current

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situation to the private land owner (Livengood). ***M. Teets moved to work with Bright Law to compile a list of all properties owned and all easements owned/controlled by MCD associated with watershed projects. Utterback seconded. Motion carried.***

- Dam Monitoring Training – MCD is planning for one training in Marion Co (Mannington) and one in Preston Co (Reedsville) with a dinner. Venues and dates are to be determined at this time. Reedsville Firehall is an option that has been used in the past.
- ***M. Teets moved to cancel the Aarons Creek DEP permit. Utterback seconded. Motion carried.***
- NRCS Office Space Lease – S. Teets reported that MCD was invited to submit a full lease proposal. A discussion of to date progress and options would be discussed during an executive session. Saurborn expressed concern with relocation of any WVCA staff without an acceptable detailed plan.

▪ Committee Reports

- Finance
  - May Financial Report – M. Teets reviewed the reports and bank statements on June 27<sup>th</sup>, during which he did not identify any issues. ***Utterback moved to accept this report. White seconded.*** Cienawski questioned fee for past bounced check. He recommended meeting mid-month. ***Motion carried without amendment.***
- Legislation
- Safety/Building/Grounds/Equipment
- Upper Deckers Creek Watershed
- Upper Buffalo Creek Watershed
- Education/Marketing/Soil
- Grasslands
- Ag Enhancement

**DATES TO REMEMBER**

- July 8-9 (this weekend) - Preston Farm Crawl
- July 17-18, 2023 – WVACD Quarterly Meeting. (Canaan Valley Resort)
- July 22, 2023 – Star City Yard Sale – Morgantown, WV -Price reported that the event would be from 8AM-12PM and he encouraged participation. MCD's location to set up will be the Meals on Wheels in Star City.
- Conley reported a couple of local Ag Hall of Fame members to be inducted this month. Art and Anna Mouser and The Crawfords (Forestry). The event will be held in the evening at Jacksons Mill on July 22<sup>nd</sup>.
- August 03, 2023 – MCD Board Meeting – Welcome Center Fairmont (1000 Cole Street Pleasants Valley, WV 26554)– 9:30AM
- September 07, 2023 – MCD Board Meeting - Maple Spring Family Life Center (Eglen, WV) – 9:30AM
- October 05, 2023 – MCD Board Meeting – 9:30AM
- October 19, 2023 – MCD Annual Banquet - Core, WV – 6:00PM

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Myers called for a recess at 12:36PM

Myers reconvened the meeting at 1:55PM

***M. Teets moved to enter executive session at 1:56PM to discuss NRCS lease proposal. Scott seconded. Motion carried.***

Regular board meeting reconvened at 2:50PM

***Cienawski moved to stop proceeding with the lease proposal associated with solicitation #57-54061-21-NR. Utterback seconded. Motion carried.***

***Utterback moved to authorize Scott to approve the Mills Group agreement for architectural services. White seconded. Motion carried.***

S. Teets will work with Myers to draft a letter to send to CBRE, Mills Group, and NRCS Lease Officer to notify them of the board's decision.

Meeting adjourned at 3:00PM.

Minutes approved by: \_\_\_\_\_

  
Mark Myers, Chairman

8-3-23  
Date