

Monongahela Conservation District
Board Meeting Minutes
August 03, 2023
Marion County Visitor Center
Fairmont, WV
@ 9:30 a.m.

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

Others Present: Sigrid Teets (WVCA), Kaitlyn Jones (WVCA), Katie Fitzsimmons (NRCS), Don Whetzel (WVCA), Bill Armstrong (WVCA), Levi Cyphers (WVCA), Matt Offet (Co. Commission), Robert Duvell (Co. Commission), Martin Christ (DEP), Rudy Williams (WVDOF), Lisa Capsey-Baker (Cooperator), and Jen Kile (WVCA-Virtual).

Chairman Myers called the meeting to order at 9:35am.

Price led the "Pledge of Allegiance".

Conley led a prayer.

Visitor's Comments

Marion Co. cooperator Capsey-Baker shared several questions she had about how the Ag Enhancement Program standards are decided as well as program policy and timeline. She also shared concerns about wind speed ratings of the small greenhouse standard being overestimated. She reported that the standard is 65mph for most kits she has researched. She shared data which she collected on local wind speeds and inquired if any lower wind rated options would be available currently or in the future.

DEP Northern Basin Coordinator, Martin Christ, provided information about the upcoming West Virginia Watersheds Symposium. Organizers are seeking financial support for conference expenses. ***Utterback moved to contribute \$500 for the WV Watersheds Symposium. Cienawski seconded. Motion carried.***

July Meeting Minutes - ***M. Teets moved to approve the July 06, 2023 meeting minutes. Utterback seconded. Motion carried.***

▪ Cooperating Agency Reports

- USDA-NRCS - Fitzsimmons provided a written report which included program progress and state conservation farm tour activities.
- USDA-FSA – A written report was received from the Kingwood office.
- WV Division of Forestry- Williams reported about the Ag Hall of Fame Ceremony, Boy Scout Jamboree, and the Marion/Taylor position.
- WVU Extension – no report
- WVACD - Exec. Dir. – A written report was provided.

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▪ Program and Project Reports

▪ Watershed Projects Report

- Cyphers shared a brief power point presentation about Upper Buffalo flood control structures (overview, purpose, current O&M activities, and future projects)
- Upper Buffalo O&M – Whetzel reported that the mowing is complete and ready for inspection.
- Upper Deckers O&M – Whetzel reported that Andersons has completed the mowing project and Armstrong has inspected the project.
Utterback moved to approve payment to Andersons for completed project pending documentation is received and satisfactory inspection completed. Cienawski seconded. Motion carried. S. Teets is awaiting notification that FY24 O&M funds have been deposited. This must be completed before a check can be printed due to lack of funds. Once funds are deposited into the account, she will work with District to pay the invoice.
- Whetzel provided an update on the Upper Deckers 2 project. A discussion of job showing and bid opening dates resulted in the following schedule:
 - Job Showing - August 23rd
 - Bid Opening - August 31st at 9:30am
- S. Teets reported on an O&M payment made to Vincent's during September 2022 out of General Funds and did not see where the district was reimbursed. Currently there is enough funding to reimburse the district for that payment.
Cienawski moved to reimburse MCD general funds in the amount of \$10,000 to Vincent's for completed FY23 mowing project in Upper Deckers Watershed. M. Teets seconded. Motion carried.
- Conservation Agreements - ***Cienawski moved to approve a Conservation Agreement for Daniel and Brandi Sisler – Preston Co. M. Teets seconded. Motion carried.***
- FY24 Agricultural Enhancement Program
Jones reported making progress on FY24 application ranking and anticipates the need for a special board meeting or committee meeting soon to make application approvals. Kile provided a report as she is providing training and support to Jones. A Special Board Meeting is scheduled for August 24th @9:30am at the MCD office.

- Letters of Request - ***Cienawski moved to approve LOR 14069 – FY24 AgEP Allocation - \$70,000.00. M. Teets seconded. Motion carried.***

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▪ Unfinished Business

- Upper Deckers Creek #1 Closeout – Myers provided a brief report that NRCS and WVCA are working on providing the financial assistance needed to close out the project. An important meeting is scheduled for August 15th at the MCD office.
- HVAC Maintenance Contract – Cienawski reported a leaked caused by damage from recent maintenance to a vent pipe. Scott reported that a repair has been made by Southern Air while providing scheduled spring maintenance. Cienawski suggested releasing Southern Air from their contract since anticipated repairs were completed to fix electrical issue affecting air conditioning in the NRCS offices. ***Cienawski moved to send a 30-day notice to Southern Air to terminate our maintenance contract with them and send a letter to Rexroad to request a maintenance contract with MCD. Scott seconded. Motion carried.*** Scott requested a meeting be scheduled with Rexroad to determine contract terms before a contract is signed.
- Urban Ag- Greenhouse Specifications – New practice submission ideas that MCD would like to submit prior to the August 18th deadline include:
 - Poultry Litter
 - Storage Facility for Ag. LimeKile volunteered to help MCD submit the necessary practice submission forms.
- State Conservation Farm Tour Planning – Scott, Jones, S. Teets, and Fitzsimmons provided an update of recent activities and planning progress. S. Teets requested MCD decide if they plan to provide a lunch to the judges. ***Scott moved to provide a lunch for the State Conservation Farm Tour. Utterback seconded. Motion carried.*** Fitzsimmons shared a booklet used in the past for state farm nominees. She is planning to work on a schedule of activities with Mountain Harvest Farm prior to the tour date and provide requested information to tour organizers.
- NACD Outreach and Technical Assistance Grant Proposal – MCD does not plan to submit a proposal currently. Myers mentioned WVACD is planning to submit a proposal.

▪ New Business

- Policy and Procedure Manual
 - Travel and Per Diem Policy and Approval Authority – no changes made. MCD is waiting on a final approved policy to make any decisions about MCD policy.
- WVACD Award Nominations- The following nominations were determined.
 - Carol Green – Lois Carr
 - Rookie Supervisor of the Year – Mark Teets
 - Supervisor at Large – H.R. Scott
 - Excellence in Communication – Art Mouser

▪ Correspondence & Newsletters

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S. Teets reviewed the following letters and emails received since the July board meeting.

- WVCA letter to NRCS – UDC1 closeout
- NPCD newsletter
- USDA NASS June 2023 Report
- US Army Corp Public Notice
- DEP Permit Renewal Notices
- WVACD summer newsletter

▪ Funding Request

- WV Watershed Symposium-\$200.00 minimum (this item was addressed during visitor's comments)
- 2023 Women in Agriculture Conference - no action taken.

▪ WVCA Reports

- Administrative Specialist – S. Teets provided a written report.

▪ Committee Reports

- Finance

A discussion was had about how to proceed with reports and review. Reports will be reviewed during special board and finance committee meetings provided one is scheduled. Otherwise, any review will occur during the regular board meeting.

- June Financial Reports – S. Teets continues to work with Bookwise to sort out the CDO/Supervisor Support Account. Some discussion about the past bank account changes may provide some necessary information to help Bookwise. ***M. Teets moved to accept the reports and file them for audit. Scott seconded. Motion carried.***
- S. Teets provided the FY23 end of year CDO Expenditures Report that she worked with Bookwise to create. ***Cienawski moved to approve the report. Utterback seconded. Motion carried.***
- FY23 Profit and Loss – Bookwise's end of year profit and loss report was reviewed. There were questions about rental equipment expenses anticipated to be on the report paid to Wilson Works for no-till seeder repairs and NRCS rent appeared incorrect. S. Teets will inquire with Bookwise about their concerns.
- Nomination Committee reported the following officer nominations:
 - Chairman – Mark Myers
 - Vice-Chairman – Mark Teets
 - Secretary – H.R. Scott
 - Treasurer – Chuck Cienawski***Utterback moved to accept the nominations and elect by acclamation. Seconded by White. Motion carried.***

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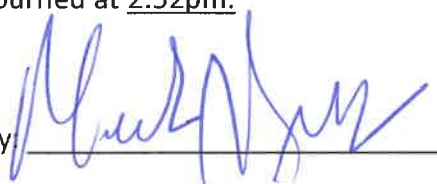
- Legislation- Myers reported that February 13, 2024 will be the Legislative Day at the State Capital
- Grasslands – The next Grassland meeting will be held at the Elk CD.

DATES TO REMEMBER

- 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
- November 02, 2023 – MCD Board Meeting – 9:30AM

- The meeting adjourned at 2:52pm.

Minutes approved by



Mark Myers, Chairman

8-24-23

Date

