

**WEST FORK CONSERVATION DISTRICT**  
**BOARD OF SUPERVISORS**  
September 7, 2023

**MINUTES**

With a quorum being present, Chairman Coffindaffer called the July Board of Supervisors meeting to order on Thursday, September 7 th, 2023, at 9:02 a.m. at the Mount Clare office.

**Supervisors Present:** **William Coffindaffer**                      **Jane Cain**  
                                 **Steve Cronin**    **William McClain**  
                                 **Larry Sponaugle**    **Jim Foster**  
                                 **Robert Suan**    **Randy Plaughner**

**Others Present:**        **Dee Altman, WVCA**  
                                 **Heather Duncan, WVACD Exec. Dir.\***  
                                 **Jennifer Metheny, WFCD**  
                                 **Don Whetzel, WVCA**  
                                 **Richard Law, NRCS**  
                                 **Belva Junkins, WFCD**  
                                 **Barb Foster, WFCD**  
                                 **Kevin Britton, WFCD**  
                                 **Brandon Duckworth, NRCS**  
                                 **Jim Roy WVCA**  
                                 **Kaitlyn Jones, WVCA**  
                                 **Belva Junkins, WFCD**  
                                 **Robin Ward, FSA**  
                                 **Jenn Kile WVCA\***  
                                 **Bruce Lloyd WVU Ext.**  
                                 **Dinah Hannah WFCD**

**Pledge of Allegiance** – Led by Jim Foster  
**Welcome and Introductions:** No one new.

**Agenda Approval:** With one addition to the agenda. **Foster/ Plaughner Motion carried. Approve today’s agenda as presented.**

**Minutes:** With no additions/ Corrections made, the June 14,2023 minutes will stand approved as mailed. **Foster/ McClain. Motion carried. Approve minutes.**

**Cooperating Agencies Report:**

**NRCS:** Duckworth presented his report (See Attached)

**FSA:** Ward reported on funding for recent flooding.

**Forestry:** No one present to report.

**WVU Extension:** Llyod reported on the openings with the extension office. Also, the use of Drones.

**WVACD Executive Director:** Duncan asks the group if there were any questions about budgets. Sponaugle ask if the district could see state budget.

**Financial Report:** The WVCA financial reports for August 2023 are present today.  
**Foster/Suan. Motion carried. Approve and file financials for audit.**

**Supervisor Per Diem and Travel:** Treasurer Plaughner reported on the following.  
Supervisor's Per Diem and Travel expenses for the month of July:

Randy Plaughner	\$1,224.07	
Jane Cain	\$1,750.67	
William Coffindaffer	\$655.67	
William McClain	\$0.00	
Larry Sponaugle	\$734.87	
James Foster	\$1,541.38	
Robert Suan	\$1,097.87	<i>Totaling \$7,004.53</i>
	<b><i>Total gross spent to date:</i></b>	<b><i>\$7,004.53</i></b>

**Plaughner moved to approve Supervisor's July's Per Diem and Travel as presented and pending review from district accountant. Motion seconded by Foster. Motion carried.**

**Approval of Invoices and Payments:** Cumberland Valley Analytical \$42.75

LKCD Polk Creek Mowing\$16,900.00

Oxford Grange \$450.00

Sponaugle made motion to pay invoices as presented. Seconded by McClain. Motion Carried

**Ag Enhancement Program:**

Jones presented a list for approval of the FY 24 AgEP Programs. Foster made a motion to approve list as presented, Plaughner seconded. Motion Carried (See Attached list)

**Conservation Agreements:**

Adam Moyer- Gilmer County 480 Acres

Dana Christian Gilmer County, 295 Acres

Matt Hacker Gilmer County, 300 Acres

Erin Schroeder Harrison County ,26.5 Acres

Plaughner / Foster motion to accept. Motion Carried.

**OM&R Polk Creek & Salem Fork:** Roy reported the Eastern Arrow finish work on Polk Creek, and they had done a very good job. Roy stated he would highly recommend them for any work. Roy stated that Polk Creek #9 needs cleaned, he asked Eastern Arrow for a cost to complete, they stated \$ 2,000.00. Roy asks the board for this to be approved. Foster made a motion to have Eastern Arrow clean Polk Creek #9, seconded by Cronin. Motion Carried. Roy also stated that he will be asking Little Kanawha for a price of cleaning the channel in Salem. He will report back to the board on this.

**Dam Inspection Reports:** No new report.

**New Business:**

**Correspondence** Thank You Card from Art Mouser Family, Thank you Card from Judith Lyons

**Funding Request-** Liberty FFA, raising money for trips. - No Motion.

**Letters of Request-** None Currently

**SPRP/EWP Project:** no new report.

**Board Member & Associate Supervisor Reports:**

Junkins reported the state fair booth was very busy this year. Cain reported items were stolen from the booth.

WVCA:

Jones reported that the next person on the AgEP list to be approved for Lime would be Justin Brown. Plaughter found a mistake in the amounts) So this would allow Justin to be added to approval list.

Plaughter /Suan made motion to add Justin Brown. Motion Carried.

Salyer- (See Attached Repot)

Altman-reported she will be out of the office on September 12,13,2023, for training in Flatwoods. Then again on October 24,2023, training in Guthrie. Everything is in place for the banquet.

**WFCD Report:** no report

**Set Date of Next Meeting:** The next meeting will be held on October 11,2023 @ Johnstown Community Building @ 9:00AM

**Meeting adjourned at 10:04 AM**  
**Respectfully submitted,**

**Jane Cain, Secretary**

**William Coffindaffer, Chairman**

**Minutes Recorded by Dee Altman,  
Administrative Specialist West Virginia Conservation Agency/  
West Fork Conservation District.**