



MINUTES

Western Conservation District Board Meeting

October 19, 2023

In Attendance at the 9:00 a.m. Meeting

Supervisors Attending in person: Charles Lipscomb, Chairman; Don Stephens, Treasurer; Mike Wolpert

Others Attending: Kim Fisher, Area Director; Anthony Winters, CS; Hallie Roach, AS; Jackie Byars, DC; Dennis Brumfield, CPA; Heather Dunca, WVACD Executive Director

Others Attending by phone: Mary King, Supervisor; Andrew Riffe, Jason Crowder, Melissa Blount

Call to Order:

Chairman Lipscomb called the meeting to order at 9:03 a.m. at the district office in Point Pleasant WV.

Adopt Agenda / Approve Minutes

Stephens moved to adopt the agenda as presented, second by Wolpert. Motion Passed.

On a Wolpert/Stephens motion the September minutes were approved as presented. Motion Passed.

Financial Reports

General Fund and CDO Funds for September 2023 were reviewed by supervisors as presented. Dennis Brumfield reviewed the report with supervisors reading balances, income, and expenses for both General and Grant funds. The report will be filed for audit.

Financial Transactions Report: On a Stephens/Wolpert motion the Financial Reports were accepted and will be filed for audit with the September transactions approved. Motion Passed.

Co-Administered Fund Report: Supervisors were provided with a copy of the funds cash balance report from WVCA District Fiscal Operations. Fund balances were reviewed. The board accepted the report to be filed for audit. **Stephens/Wolpert moved to accept the Co-Administered Fund Report and file for audit. Motion Passed.**

Treasurer's Report: Don Stephens provided a report for supervisors to review. **On a Wolpert/Stephens motion payroll was approved for \$1,315.30 as presented. Motion Passed.**

Andrew Riffe reviewed the CD Accounting and Auditing Standards with the Board.



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Partnership Reports

WVCA Written Report - Kim Fisher, Area Director

Kim Fisher reviewed her written report with the board members.

Heather Duncan, WVACD, Executive Director

Heather Duncan provided a written report to the board members.

Jackie Byars, DC, NRCS

Jackie Byars reviewed updates with NRCS and provided a written report.

Programs

Operation, Maintenance & Repair

Jacob Lavender provided a written report.

Stephens/Wolpert moved to approve the following Southern Conservation District Invoices. Motion Passed.

Invoice#5626 – Mowing Mill Creek #4 - \$4,284.00

Invoice#5627 – Mowing Mill Creek #5 - \$3,664.00

Invoice#5646 - Mowing Mill Creek #10 - \$5,100.00

Invoice#5647 - Mowing Mill Creek #13 - \$5,400.00

Annual Dam Inspections were done on October 11, 2023, with Joe Casto and Charles Lipscomb attending no major problems were observed.

CORRESPONDENCE

Greenbrier Valley CD 2023 Legislative & Awards Banquet, Northern Panhandle CD Newsletter

CO-ADMINISTERED COST SHARE PROGRAMS

A. Agriculture Enhancement Program (AgEP)

Anthony Winters reviewed with the board a Cancellation in Heavy Use. He also stated that an application had gotten misplaced and asked the board if they would approve.

Stephens/Wolpert moved to approve a cancellation for Heavy Use for Loretta Winterstein \$1,000.00 and to approve Terry Miller for Lime \$280.00. Motion Passed.

Wolpert/Stephens moved to approve the following AgEP payments.

LIME

Gregory Taylor - \$1,579.20

Larry Welling - \$1,922.20

Donnie Luikart - \$616.00



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Water System

Jeremiah Hoffman - \$2,089.50

Old Business

District Awards Banquet

Stephens/Wolpert moved to give County Conservation Farm Bernard Foster \$250.00 and District Conservation Farm Winner James & Jessica Finley \$500.00. Motion Passed.

Stephens/Wolpert moved to order the Conservation Farm Signs and Plaques. Motion Passed.

Stephens/Wolpert moved to use Broken Bread Catering for the District Awards Banquet. Motion Passed.

Heather Duncan is going to follow-up on the Scholarship Winner for 2023 and let Hallie know.

New Business

Wolpert/Stephens moved to approve \$1100.00 with help from IT to purchase a Projector for the Board. Motion Passed.

Supervisor Reports

Stephens talked about the Envirothon Contest for 2025 will be at Cedar Lakes, Ripley, WV.

Stephens also reviewed with the board the Education Committee and Rookie of the Year Award.

Lipscomb reviewed the Quarterly Meeting with the board and AgEP Committee Meeting.

The meeting was adjourned at 11:25 P.M.

Minutes recorded by:
Hallie Roach

Approved by:

Mary King, Secretary