

Southern Conservation District
October 12, 2023, Board Meeting Minutes

The Southern Conservation District met for their monthly regular board meeting at their conference room location, 463 Ragland Road, Beckley WV, 25801. The meeting began at 10:00 AM.

Randall Patton, Chairman opened the meeting and welcomed all in attendance.

Those in Attendance:

Members of the board; Ed Hendrick, Curtis Murphy, Bill Harris, Randall Patton, Randy Prince, John Farrell (teleconference call) Ron Testerman (teleconference call)

WVCA/SCD/NRCS Staff

Marty Walker-Owen, WVCA

Dave Parkulo, SCD

Braden Snyder, WVCA

Mike McMunigal, WVCA

Jeremy Salyer, WVCA

Shane Pettrey, WVCA

Devon Kokoska, WVCA

Heather Duncan, WVACD

Southern Conservation District Operations & Business

Approval of September Board Meeting Minutes

SCD/Marty Walker-Owen

Marty Walker-Owen Updated the board that she had one revision to a report on the minutes provided by Bill Harris and that modification has been made to the final minutes. She noted the September minutes have been emailed out to members of the board for review.

Randy Prince moved to approve the September Board minutes as presented, Ed Hendrick seconded, motion carried.

Review/Approval of District Financial Reports

District Operating Account

District Building Account

Supervisor Travel & Per Diem Account

CDO Account

District Reserve Account

Marty Walker-Owen provided the district financial reports to the board for review.

Randy Prince moved to approve the reports as presented, Ed Hendrick seconded, motion carried.

Review/Approval Aging Summary

Members of the board and staff reviewed the aging summary. Marty Walker-Owen noted that she, Dave Parkulo and Jacob Lavender are collaborating on the WVCA outstanding invoices to address bringing current of the amount listed at over 90 days due. She reported that verifications have come through as of yesterday and some payments have been made that are not reflected in the current report as well.

Bill Harris moved to approve, Curtis Murphy seconded, motion carried.

Marty Walker-Owen, District Administration Report

Marty Walker-Owen gave an update on current work at the office including working with the auditor on the agreed upon procedural audit to bring the district current as they are still behind schedule on completion of fiscal years. She will be working to complete and bring current with Mr. Rod Lowe. She noted she has finalized the annual awards banquet planning except for updating conference center on final numbers of attendance and reminded all to please RSVP.

Marty reported she has been working on the planning of the Women in Conservation and Agriculture at Pipestem State Park outreach event and requested that board members attend if they can. Marty stated she has been working on the two state leases with the realty division and those have been finalized and available for notary and signature today with Bill Harris, building Chair.

A discussion was held in review of the WVCA financial reports. Attention was paid to the O&M account breakdown. A finance committee meeting will be held to further look at details of the accounts and compare them to last month's reporting.

Randy Prince moved to approve WVCA financial reports, Bill Harris seconded, motion carried.

Dave Parkulo Conservation Technician Supervisor Report

Dave Parkulo reported on equipment rentals in the last month and provided an overview of work completed within the district. He reported that he has finished two ponds and has started on a new one in Danese. Within the last month, 334 tons of agricultural lime have been delivered and spread of both cost share and non-cost share customers. He reported he has three cost share ponds left to complete and multiple fence projects in addition to a brush cutting project in Summers County.

South Fork debris work is scheduled to be completed in addition to Brush Creek trash rack cleaning. Dams have been mowed for the second time, but invoicing has been held off due to funds being set up. Easement violations have been reviewed at Brush Creek Site 12. He has been in touch with John Wooten regarding the situation.

Photos were viewed on the videoconference screen of the site and the easement violation of traffic at the site.

WVCA, NRCS & SCD Updates/Approvals

NRCS District Conservationist, Katy McBride

Marty Walker-Owen provided a copy of the District Conservationist report to the board as Katy informed her earlier in the week she would not be able to attend due to schedule conflict with training.

Jacob Lavender, Watershed Manager South Report

Marty Walker-Owen noted that Jacob Lavender had submitted a report to her and the board and shared that Shane Pettrey would be on the call available for questions he was not able to attend the meeting today due to a schedule conflict. Marty reviewed the report.

Shane Pettrey reported on the dam monitoring needed in Mercer County. a call that came into the Governor's office regarding a flooding issue in Bluefield that he has followed up on.

Jeremy Salyer, Area Operations Manager Report

Jeremy Salyer provided an overview of his written report. He reminded the board of the review of district policy manual and conservation district employee manual. He reviewed the new updated area operations map and introduced the newly hired area manager Devon Kokoska that would be working in the northern part of the state while he will remain in the southern.

He noted the SCC met yesterday and the funding transfers (CDs) were approved that SCD had proposed so we now have the authority to transition the funds. He reported that the Brush Creek 14 & 15 rehab contracts were approved as well.

Jeremy reported on the supervisor travel and per diem discussion that was held during the SCC meeting. He stated that as of now, there is an informal decision from the Attorney General's Office; the SCC will set the rate district wide for per diem starting in July. He noted that the WV Code states the acceptable pay range is from \$30.00 to \$150.00.

He stated that mileage and meals (GSA rates) will not be affected and will remain the same at this time. An at length discussion was held pertaining to addressing the supervisor travel per diem. At this time supervisor travel and per diem will be reviewed at WVACD next week.

The board agreed the SCD travel policy will be reviewed and amended at the next committee meeting.

Braden Snyder Conservation Specialist Report

Braden Snyder provided an overview of his written report where he captured the cancelations that have taken place since last month as well as contracts that have been completed. He noted field work he has completed including soil sampling and verification of projects completed. Braden reviewed differences in amounts of contracts paid versus the original amount approved.

He reported he is working with Aimee Figgatt on a new postcard for mailing to Pipestem area.

(written report attached to the minutes for AgEP & 319)

Funding allocation for January sign-up was discussed by the board for Nutrient Management and Frost Seeding.

Mike McMunigal inquired about when the decision would be made if there would be a sign up at SCD. Marty Walker-Owen stated the dates have already been advertised for the second sign up. She noted that the cancelation funds and differences are used for the 2nd sign up in order to spend the funds. Braden Snyder shared he has received several calls showing interest for the January program. Bill Harris commented that with the SCD pledged contributions and cancelations, it can be understood and agreed upon that there would be a sign upheld.

Supervisor Reports/Approvals

Randall Patton, Letter to Commissioner: District Supervisor Funds

Randall Patton reported that he has shared a letter with the members of the board received from Terry Hudson for their review via email to potentially sign and submit to SCC. Jeremy Salyer reported that the letter was submitted and received from the Capitol District yesterday.

A group discussion was held in reference to the supervisor per diem funds.

Heather Duncan, WVACD Updates

Heather reported an update for the upcoming quarterly meeting schedule for next week. She noted she held off on sending the agenda until more commitments had been made. Those have now been sent to all. Heather Duncan gave an overview of the schedule for next week and has delivered that to everyone's email.

Randall Patton requested to move the committee meeting to Monday October 30th if all were in favor rather than the 31st. It was discussed to make the committee meeting day a Special Board Meeting this month.

Bill Harris reported on the Envirothon upcoming dates and teams participating and reminded him he could attend by policy or as approved by the board.

Ed Hendrick commented on WVU extension meeting(s) support. Marty Walker-Owen noted extension was supported from CDO for their dinner meetings.

Dam inspection dates were reviewed to be October 23rd, 24th and 25th beginning at 9:00 AM each morning, beginning on the 23rd in Beckley. The 24th & 25th will be in Mercer County.

Randy Prince moved to adjourn the meeting, Bill Harris seconded, motion carried.

Meeting adjourned at 11:53 AM

Respectfully submitted:

Marty R. Walker-Owen, WVCA Admin.



Fred Halsey, SCD Secretary

X Fred Halsey

Randall Patton, SCD Chairman

X Randall Patton