

# **EASTERN PANHANDLE CONSERVATION DISTRICT BOARD OF SUPERVISORS DRAFT MEETING MINUTES**

**January 17<sup>th</sup>, 2023**

The Eastern Panhandle Conservation District's meeting of the Board of Supervisors was called to order at 5:00pm by Paul Fred Johnson, Chairperson.

The following were in attendance or absent at the meeting:

**District Supervisors:** Robert Boarman, Robert Cloud, Nancy Lutz, Daniel Lutz, Kory Harmison, James Michael, Paul Fred Johnson

**Associate Supervisors:** David Tabb (arrived at 5:13pm)

**WVCA:** Don Whetzel (In-person), Amy Henry (Virtual), Cindy Shreve (In-person), Kristen Bisom (Virtual), Devon Kokoska (In-person), Jeremy Salyer (Virtual), Levi Cyphers (Virtual), Stephen Starcher (Virtual)

**EPCD:** Jody Sims (In-person)

**NRCS:** Tim Canfield (In-Person)

**WVACD:** Heather Duncan (Virtual)

## **Public:**

Pledge of Allegiance. Prayer.

Robert Boarman moved to approve agenda. Seconded by Kory Harmison. Motion carried.

Kory Harmison moved to approve minutes from the 12/20/2023 Board Meeting. Seconded by Robert Boarman. Motion carried.

Introductions were made around the room for all present.

## **Agency Reports:**

Devon Kokoska discussed his written report.

Cindy offered a verbal report.

Don Whetzel provided a verbal report.

Tim Canfield offered a report for NRCS, written copies are available.

Jody Sims offered a report for EPCD.

Heather Duncan offered a verbal report for WVACD.

### **Committee Meeting Reports**

James Michaels and Daniel Lutz discussed the Legislative Committee.

Tree Sale Discussion, positive response already. Applications are being given out in all areas.

### **New Business**

Change GSA status for Charles Town

Discuss the upcoming July WVACD Quarterly Meeting at  
CLARION in HARPER'S FERRY. – Wants us to host, waiting on  
cost, main meeting room and break out rooms. July 14<sup>th</sup>, 15<sup>th</sup> and 16<sup>th</sup>

Permission to set a time to appear before the Jefferson County Commission to request funding from the Jefferson County Commission for the 2025 fiscal year. Robert Boarman moved to approve meeting with all 3 county commissions. Seconded by Kory Harmison. Motion carried. Fred will go to Berkeley, Jim & Kory to Morgan.

Sponsoring 2024 NGLI Leadership Cohort. Robert Boarman moved to approve. Seconded by Nancy Lutz. Motion carried. Mid-September tour and bag lunch.

Discuss how Bill Bennet got appointed to represent EPCD for Farmland protection. He was never approved through the board. Robert Boarman makes a motion for Fred to speak to Billy Bennet and Dan Duahl. Dan Duahl appointment Billy Bennet without our knowledge. Robert Cloud moved to approve. Seconded by Robert Boarman. Motion carried.

### **Jody Sims Report & New Business**

**Approve** Travel to the quarterly meeting, and ag day at the capital and rent a hotel. Robert Cloud moved to approve for \$500. Seconded by Robert Boarman. Motion carried.

**Approve** Purchase tadpole kits for 21 classrooms for frog life cycle activity \$550.00.

Robert Boarman moved to approve. Seconded by Kory Harmison. Motion carried. Ask for thank you letters from teachers.

Nancy Lutz moved to Approve Potesta invoice for Sam Michaels Park rain garden oversight \$700 (Elks Run 319). Seconded by Robert Cloud. Motion carried.

Nancy Lutz moved to approve payment of Invoice for F-G Farm conservation easement purchase - \$87,737.44 (Back Creek 319). Seconded by Kory Harmison. Motion carried.

Nancy Lutz moved to approve payment for Invoice for Downstream Project invoice for Back Creek website maintenance (Back Creek 319). Seconded by Robert Cloud. Motion carried.

Nancy Lutz moved to approve Septic Pumping Application for: Richard Lemen and Terry Dunn. Seconded by Robert Cloud. Motion carried.

Nancy Lutz moved to approve Sleepy Creek Septic Pumping Application for David and Katherine Frick. Seconded by Robert Boarman. Motion carried.

Nancy Lutz moved to approve Constant Contact SMS Privacy Policy. Seconded by Robert Boarman. Motion carried.

### **Financial Reports**

Treasurer's Report January 2024

EPCD Co-Administered Funds Cash Balance Report

Operating Account Activity provided by Accountant

WVACD December 2023 Account QuickReport

### **Supervisor Reports**

### **Correspondence**

Per Diem Email and Letter, sent and forwarded by Heather Duncan

**Warm Springs 7 Update – Don Whetzel and Levi Cyphers**

Lively discussion regarding Warm springs 7


Robert Boarman moved to approve that WVCA to send a letter regarding the progress of the repair. Seconded by Nancy Lutz. Motion carried.


**Executive Session**

**Robert Boarman moved to adjourn at 6:29pm. Seconded by Kory Harmison.  
Motion carried.**

**Meeting adjourned.**

Robert Boarman moved to adjourn. Seconded by Robert Cloud. Meeting adjourned.

  
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Paul Fred Johnson Acting Chairperson

  
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Kory Harmison Secretary

