

**WEST FORK CONSERVATION DISTRICT
BOARD OF SUPERVISORS
July 2, 2013**

MINUTES

With a quorum being present, Chairman Foster called the July Board of Supervisors meeting to order on Tuesday, July 2, 2013 at 9:00 a.m. at the USDA Service Center, Mt. Clare, WV. The Pledge of Allegiance followed the call to order.

Supervisors Present:	Tim Butler	William Coffindaffer
	Jane Collins	James Foster
	Mary Lee Hines	Bernadette Law
	Bill McClain	Randy Plaughter

Others Present:

- Alexis Cayton, WFCD Scholarship Winner**
- Chuck Copeland, WV Division of Forestry**
- Kim Fisher, WV Conservation Agency**
- Jeff Griffith, Natural Resources Conservation Service**
- Dinah Hannah, WV Conservation Agency**
- Belva Junkins, West Fork Conservation District**
- Jared Lamb, WFCD Scholarship Winner**
- Parker Osborne, West Fork Conservation District**
- Andy Sentz, Natural Resources Conservation Service**
- Amy Sine, WV Conservation Agency**
- Robin Ward, West Fork Conservation District**

Introductions: Parker Osborne, the soil sampler for the summer, was introduced to the group.

Agenda Approval: Plaughter/Coffindaffer motion carried to approve the agenda for today's meeting, July 2, 2013.

Public Comments: No one was present to comment.

Minutes: Coffindaffer/Plaughter motion carried to approve the June 4, 2013 minutes as mailed.

Financial Report: The financial reports are in the Supervisors folders for their review for the District Bookkeeper General and CDO Funds report. Norma Barbier, WVCA, has sent both the May and June reports. The General and CDO funds report will be filed for audit. The accountant has also attached the Income Statement compared with the budget

for both the General and CDO accounts. The WVCA Year-to-Date Revenue and Expenditure Balance Report is also included in Supervisors packets for the WFCB through June FY2013. Supervisors also have a copy of the most recent investment listing in their books.

Approval of Invoices & Payments: There were none submitted.

Unfinished Business

Committee Reports: None were given at this time.

Ag Enhancement Program:

Several applications have been received for this coming fiscal year for stockpiling, fence and water since June 17. The signup is until July 31 for these practices. Signups are ongoing for fertilizer and lime. Site visits will be made before the end of the signup period for those who have applied and those will be presented at the August board meeting. There is one cancellation for Dawn Ross for fencing for \$4,000.00 and Coffindaffer moved to accept the cancellation. Amy made the AgEP report as of July 2, 2013. We have a total of 42 applications as of 7-2-13. One evaluation has been done for Rick Rice for fence as of yesterday. For fence, we have four applications (2 Harrison, 2 Gilmer), stockpiling, we have five applications (3 Gilmer, 1 Doddridge, 1 Harrison), water, we have 10 applications (6 Harrison, 2 Doddridge, 2 Gilmer), fertilizer, we have ten applications (1 Doddridge, 3 Gilmer, 6 Harrison) and lime, we have ten applications (6 Harrison, 3 Gilmer and 1 Doddridge). There are no signups from Lewis County yet.

Field Day Update & Report: The Field Day committee met at John Spiker's on June 7. Dinah has secured additional insurance for the event on Saturday, with a rider to the district policy. Farm Credit will be providing the water for Saturday. The committee will meet for the last time on July 10 at 11:30 here at the office. So far, there are 140+ signed up. Sponsors include Dominion at \$1,000, Farm Credit at \$500.00 and Nationwide Insurance at \$500.00. Southern States in Weston will be bringing a seeder.

Doddridge County Gold Envirothon Team Donation: Tina Moore has sent the District a letter of request for assistance on their trip to the North American Envirothon in Bozeman, Montana. **Coffindaffer made a motion to give the Doddridge County High School Envirothon team a donation of \$500.00 and it was seconded by Plaucher. Motion carried.**

Fall Banquet: The date for the fall banquet is October 17 at Jackson's Mill. We will discuss holding the reception for the Century farmers later.

New Business

WVACD Honorary Member & Member at Large: Joe Gumm, WVACD History Committee Chairman, is requesting Honorary Member nominations (1 per District) for any supervisor who deserves special recognition for his or her service to conservation.

They may be current or past supervisors, living or deceased. All nominations will be accepted. Nominations are due September 1. Member at Large nominations may be any living individual who has made an outstanding contribution to conservation. The WVACD History Committee will select the Member at Large from nominations received. Nominations are also due September 1 for this award. Also, the History Committee needs an 8 x 10 color photo of current district supervisors no later than September 1. Each District is also asked to bring an activities notebook to the conference for display. Mary Lee was nominated last year for honorary. Jim and Bernadette have also been nominated. **Law nominated Bill Coffindaffer for honorary member and it was seconded by Plaughter. Motion carried. Coffindaffer nominated Joe Minard for Member at Large and it was seconded by McClain. Motion carried.**

Grassland Farmers: It is that time of year for supervisors to look at potential grassland farmers in their county. Potential farmer names will be brought to the next meeting to set the tour.

Salem Fork O & M: Gene Saurborn, WVCA, reported that they had met with Brian, Russ and the engineering group. The initiative for the meeting came with the County Commission meeting that Brian had attended in Harrison County. We need to make a clean sweep of the need for O & M. The agency would like for there to be no more monitoring of the dams. Maintenance items will no longer be prolonged. This will be a statewide initiative for the districts. We have a good opportunity for this District to get ours done first. The City of Salem says they will have all of the dams mowed by July 20. The fertilizer will be spread after they mow the dams between July 20 and the next board meeting, Gene will come up with a list of action items for the next meeting. The Engineering Company will be doing an evaluation of the risers.

Correspondence:

Area III Partnership Mtg. Minutes – June 11, 2013.

CC Edward Martin, WVCA – Ancil Schmidt complaint response.

Harrison County Commission - A check has been received for \$10,000.00 for the Salem Fork Watershed Dams O & M work.

CC Corps of Engineers to CONE Gathering – Normantown Compressor Station Pad.

Funding Requests: There were none at this time.

Letters of Request: The following are letters of request to be sent to WVCA:

- Bookkeeper - \$2,400.00 – This is from January 2013 – June 2013.
- Internet - \$638.28 – This is from January 2013 – June 2013.
- Harrison County Commission – Salem Fork O & M cost-share - \$10,000.00.
- AgEP Program – First FY14 AgEP allotment - \$41,500.00

Butler/Coffindaffer motion carried for the LOR for bookkeeper of \$2,400.00.

Coffindaffer/Hines motion carried for the LOR for internet of \$638.28.

Coffindaffer/Hines motion carried for the Salem Fork O & M cost-share of \$10,000.00.

Plaughter/Butler motion carried for the AgEP FY14 allotment of \$41,500.00.

SPRP Project: There is a site to be considered at Camden in Lewis County where there is a tree top blocking 90% of the stream flow in the stream. There is a mobile home and a propane tank at risk. The total estimate is \$210.00 for a laborer for 2 hours and a dump truck for 2 hours. The landowner is Larry Wilson on Antler Ridge Road.

Coffindaffer/Hines motion carried for approval of this SPRP site in Lewis County upon the supervisors visit.

Board Member Reports: Tim reported that the WV Envirothon committee met in June and elected the same group of officers. The evaluations showed that the kids did not like the accommodations. Committees will be looking at updating the Policy and Procedure manual. The next meeting is September 20 at Gassaway. Bernadette reported that Winans had called regarding the spraying of the Polk Creek dams. They have not sprayed yet and are waiting for the dams to be mowed. Bill reported that the Quarterly meeting will start Sunday at Blackwater Falls and the meeting will be on Monday. Jim reported that an agreement has been reached on the price of the building that was a part of the Catholic Church for the Extension Service office. There is a new extension agent in the county and his name is Dave Snively. Tim reported that all four schools in Gilmer County competed in the Samara contest. Bernadette reported that the RLB Middle School also competed in the Samara program.

Report of Cooperating Agencies: Jeff Griffith, NRCS, reported that Kevin Wickey is back as State Conservationist and Greg Kist is back helping them in Area II. They have worked on conservation stewardship rankings and will start field visits. Two additional WHIP applicants were signed up and they are working on conservation plans. They have had several people walking in to sign up and are helping people with AgEP also. The Local work group is meeting today at 1:00 and the field day meeting is next week. Andy Sentz, NRCS, submitted the Lewis/Gilmer report. WHIP signup ended on June 14 and all applications have been ranked. Status reviews have been completed on all active contracts in Glenville and Weston. Practice installation has slowed down considerably in the last month due to hay (when weather permits) and rain every day. They currently have two winter feeding areas/waste storage facilities under construction. The tour for Area II judging at the Garrett's will be at 1:00 on July 23. **Coffindaffer moved we provide \$100.00 towards refreshments at the tour and it was seconded by Butler. Motion carried.** Chuck Copeland, distributed the Annual Forest Management Accomplishment Report. Ravenswood HS won the Forestry Contest and Calhoun County. Seven schools were at the contest and six competed at the state level.

WFCD: Robin is working on the field day program. Parker noted that he is happy being a part of this District and he is enjoying going to the farms and meeting the farmers.

WVCA: Dinah reports the Policy Manual amendment has been updated and is in supervisor's books. Supervisors also have Conflict of Interest Statements in their books to be filled out. The online banking has been set up with Norma Barbier, WVCA. She attended the last Strategic Planning meeting in Morgantown. She will be out of the office from July 11 to July 17 with annual leave.

Kim Fisher, WVCA, reported on the agency for July. There are several State Fair signups to be filled. First allotments for AgEP are going out to the Districts and we could potentially have more for the second allotment. It is time to be thinking of audits. All judges have been notified for the farm tours. A fast track will now be done for the O & M program and money in those accounts. The monthly expenditure report for the West Fork CD through May is also being given to Supervisors.

Conservation Agreements: The following Conservation Agreements have been received for new cooperators;

- Steve Stout, 1100 acres – Harrison County
- Shannon Moore, 125 acres – Harrison County
- Diana Goff Cather Trusts – 215 acres – Harrison County
- Thomas Cayton – 60 acres – Gilmer County
- Cason Jones – 202 acres – Gilmer County
- Mary Webb – 110 acres – Gilmer County
- Brad Stutler, 300 acres – Harrison County

Coffindaffer/McClain motion carried to approve the Conservation Agreements for Stout, Moore, Diana Goff Cather Trusts, Cayton, Jones, Webb & Stutler.

The meeting adjourned at 11:15 a.m.

Set Date of Next Meeting: The next meeting is to be held on August 6, 2013 at the Doddridge County Park, near West Union, WV to begin at 9:00 a.m.

Respectfully submitted,

Bernadette Law, Secretary

Minutes Recorded by Dinah Hannah, Administrative Officer