

**Eastern Panhandle Conservation District**  
**BOARD MEETING**  
**June 18<sup>th</sup>, 2024, 7:00 pm.**  
**Minutes**

The **Eastern Panhandle Conservation District Board of Supervisors** held a Regular Board Meeting on June 18<sup>th</sup>, 2024, commencing at 7:00 pm at Eastern Panhandle District Office and Via Teams. The meeting was called to order by Chairman Nancy Lutz.

**Supervisors Present:** Pual Fred Johnson, Nancy Lutz, Robert Boarman, James Michael, Daniel Lutz, Robert Cloud, Floyd Kursey, David Tabb, Kory Harmison  
**WVCA:** Talon LeFevre, Devon Kokoska, Erin Krieger, Amy Henry, Kristen Bisom, Don Whetzel, Jack Case  
**NRCS:** Brooke Clutter  
**Morgan Co:** Mike Kercheval  
**Teams:** Jody Sims  
**Dep. Ag:** Eryck Stamper  
**BC Solid Waste Authority:** Clint Hogbin, Lou Scavnicky  
**WVCAD:** Heather Duncan, Vanta Coda

Nancy Lutz led the group in the Pledge of Allegiance.  
Floyd Kursey led the group prayer.

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**Reading/Approval of the Agenda/Minutes:**

*June 18<sup>th</sup>, 2024, Agenda:* **Jim Michael moved to approve the agenda as presented; second by Kory Harmison, motion approved.**  
*April 17<sup>th</sup>, 2024, Minutes approval on pending corrections:* **Kory Harmison moved to approve the minutes per corrections; seconded by Fred Johnson.**  
*May 15<sup>th</sup>, 2024, Minutes approval on pending corrections:* **Kory Harmison moved to approve the minutes per corrections; seconded by Robert Cloud.**

**Visitor Comment:**

M Berkeley County Solid Waste Authority Introduction: Berkeley County resident Lou Scavnicky for consideration as a potential replacement for EPCD representative John Christensen. **Robert Boarman motioned to approve; second by Robert Cloud; motion carried.**

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**New Business:**

D/M USPS Permit renew \$320.00 **Kory Harmison motioned to approve; second by Robert Cloud; motion carried.**

D/M Renewal of \$60 Nursery/Nursery Dealer Licenses, price break down on application. **Robert Cloud motioned to approve; second by Kory Harmison; motion carried.**

D/M Annual Plan of Work due to the State June 30th, 2024, Danny Lutz and David Tabb to be the committee to work on Plan of Work. **Danny Lutz motioned to approve; second by Fred Johnson; motion carried.**

D/M New Officer Nominations/Elections/associate supervisors:

WVACD BOARD OF DIRECTORS	Danny Lutz
SECRETARY	Robbie Cloud
TREASURER	Robbie Boarman
VICE CHAIR	Mike Kercheval
CHAIR	Danny Lutz

Voted on Chairperson only. 4 votes for Danny, 3 votes for Nancy.

ASSOCIATE SUPERVISORS:

Floyd Kursey, David Tabb, Jim Michael, Betsy & Kevin Plumer

**Fred Johnson motioned to approve; second by Kory Harmison; motion carried.**

D Discuss office is closed (Errands like Banking); close the office **no motion.**

D/M Threshold of money for approval; how much can be spent before needing approval \$500.00. **Fred Johnson motioned to approve; second by Robert Cloud; motion carried.**

D/M Sponsor Women in Ag Conference hosted by WVU Extension Service; Tabled until next meeting: **Danny Lutz motioned to approve; second by Fred Johnson; motion carried.**

D Checking account house keeping **No motion.**

D/M Farm tour – Harmony Hill Traditional, Wind Dance Non-Traditional for district area only, did not move to next step per no quorum. **Fred Johnson motioned to approve; second by Kory Harmison; motion carried.**

D/M Devil's Due Distillery Invoice - \$1,797.90 **No motion made**

D Address the practice of record keeping on a district level **No motion made.**

D/M Reimburse Mike Kerchival for travel for farm tour as of 6.24.2024 A.S. has not received an amount to reimburse Mike. **Jim Michael motioned to approve; second by Danny Lutz; motion carried.**

D Discuss year to date financial report, Total Net Income Negative \$129,449.43. **No motion.**

D/M WVACD 2025 Fiscal Year Dues \$5,000.00. **Danny Lutz motioned to approve; second by Robert Cloud; motion carried.**

D Education Outreach Specialist Contract Review. **No motion.**

D/M Refund Nancy \$3 for key being made for Jack (intern) since Supervisors credit card was Declined. **Fred Johnson motioned to approve; second by Jim Michael motion carried.**

D/M Annual Largest Tree Contest, to be part of it, **Danny Lutz motioned to approve; second by Kory Harmison; motion carried.**

D/M Catherine Johnson tree sale refund to be repaid, not paid, or with rain barrels. Paid her back with 3 rain barrels and 3 kits. **Danny Lutz motioned to approve; second by Robert Boarman; motion carried.**

**Jefferson County Water Quality Improvement Program:**

D/M Approve septic pumping application – Kara Flora, George Eriksen, Donald Evans, James Dougherty, James Dzuris, Kim Lowery, Robert Smith, Jessica Loggia, Steve Hardsock, Patrick Laughler, Tara Buffett, Ronald Wunder, Christopher Sheffler, David Wilson, Terry Schau, William Poe, Thomas Ellison, Paul Bobik, Ruth Campbell, Mark Archuleta. **Danny Lutz motioned to approve; second by Fred Johnson; motion carried.**

D/M Approve septic pumping reimbursement \$150.00 – Cynthia Brennan, Joan Overly, Charles Woodward, Albert Vestino. **Kory Harmison motioned to approve; second by Fred Johnson; motion carried.**

**LOR:**

Quarterly Allotments - Approved LOR and minutes should be sent by email only to amay@wvca.us prior to June 30.

LOR Purpose:	LOR Amount:	LOR Date	LOR ID	Submission Deadline
FY25 Q1 District Support Allotment	\$35,428.00	7/1/2024	15133	June 30, 2024
FY25 Q2 District Support Allotment	\$18,369.00	10/1/2024	15134	June 30, 2024
FY25 Q3 District Support Allotment	\$18,368.00	1/1/2025	15135	June 30, 2024
FY25 Q4 District Support Allotment	\$13,674.00	4/1/2025	15136	June 30, 2024

**Jim Michael motioned to approve LOR requests; second by Kory Harmison; motion carried.**

**Agriculture Enhancement Program**

D/M To Approve the following Lime Payments. **Fred Johnson motioned to approve; second by Robert Cloud; motion carried.**

AEP Lime Payment approvals

County	First name	Last Name	Farm	Tract	Field	Acres	Tons completed	Final Cost Share
Berkeley	Jeremy	Glassford		276 2017	2,3,4,7	50.00	75	\$ 1,801.65
Berkeley	Jeremy	Perkins		1555 5492	1	20.00	34.28	\$ 857.00
Morgan	Judie T.	Hill		268 179	12,13	34.00	39.19	\$ 666.23
Morgan	Scott K.	Swain		461 3366	1	15.07	15.07	\$ 376.75
Jefferson		Oakwood Farm		851 299	1b	50.00	110	\$ 1,952.50
Jefferson	T. Todd	Hough		275 308	1	25.00	32.5	\$ 576.88
Jefferson	Clarence E	Hough		916 887	1	25.00	17.5	\$ 310.63
Berkeley	Ryan Joseph	West		1056 4981	1,2,3,4,5	47.05	70.58	\$ 1,199.86
Berkeley	Elizabeth	Andrews	GRAPES		A,B	11.00	20.73	\$ 518.25
Berkeley	Sarah L	Beard		1050 4972	b,c	22.00	41	\$ 1,100.00
Berkeley	Charles T	Burkhart II		719 5548	2, 4	50.00	71.3	\$ 1,782.50
Berkeley	Courtney	Burkhart	719 605	5548 50	8,9,2	28.70	27.4	\$ 685.00
							<b>557.55</b>	<b>\$ 11,827.25</b>

D/M To Approve the following Pollinator Payments. **Fred Johnson motioned to approve; second by Robert Cloud; motion carried.**

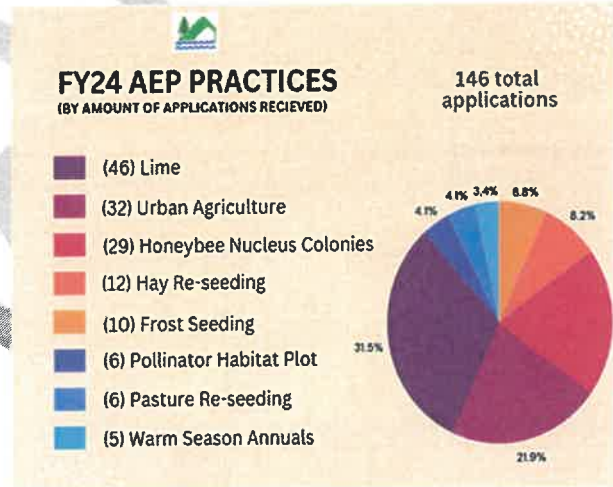
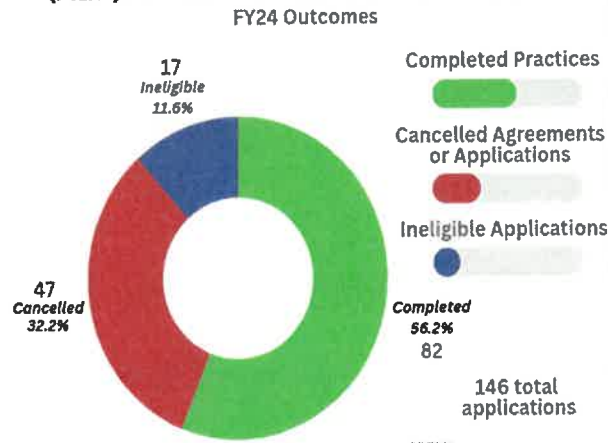
County	First name	Last Name	Farm Name	Maximum	Final
Berkeley	Kathryn	Rowley	Sweet Willow Apiary, LLC	\$ 200.00	\$ 200.00
Berkeley	Robert	Snook	N/A	\$ 200.00	\$ 200.00
Berkeley	Kathleen	Miller	Heritage Homestead	\$ 200.00	\$ 200.00
Berkeley	Susan	Coleman	The Coleman Homestead	\$ 200.00	\$ 150.00
Berkeley	Bonnie	Szantyr	Zee's Bees	\$ 200.00	\$ 200.00
Jefferson	Dennis	Rodkey	N/A	\$ 200.00	\$ 150.00
Jefferson	Thomas	Clark	Rock Spring Retreat	\$ 200.00	\$ 150.00
Berkeley	Margaret	Dunagin	N/A	\$ 200.00	\$ 200.00
Jefferson	Peggy	Thornton	Spring Grove Apiary	\$ 200.00	\$ 200.00
Jefferson	Chris	Levy	N/A	\$ 200.00	\$ 150.00
Berkeley	Andrea	Aberegg	N/A	\$ 200.00	\$ 200.00
Berkeley	James	Rhodes	Rhodes Bees, LLC	\$ 200.00	\$ 200.00
Jefferson	Sandy	Kovach	N/A	\$ 200.00	\$ 200.00
Jefferson		Harmony Hill Farms	Harmony Hill Farm	\$ 200.00	\$ 200.00
Berkeley	Thelma	Keener	N/A	\$ 200.00	\$ 200.00
Berkeley	Stacey	Roseman Wittenberg	SR Lavendar Ridge Farms	\$ 200.00	\$ 200.00
Morgan	Jennifer	O'Connell	N/A	\$ 200.00	\$ 200.00
Berkeley	Mary Rebecca	Walker	N/A	\$ 200.00	\$ 150.00
Berkeley	Jim	Dollinger	Dollinger Farm	\$ 200.00	\$ 200.00
					<b>\$3,550.00</b>

D/M To Approve the following Urban Ag Payments. **Kory Harmison motioned to approve; second by Fred Johnson; motion carried.**

**Urban & Community Agriculture AEP Payment Approvals**

County	First name	Last Name	Farm Name	Maximum	Final
Berkeley	Kathryn	Rowley	Willow Bourn Farms	\$ 500.00	\$ 314.77
Berkeley	Sarah	Beard	N/A	\$ 500.00	\$ 164.48
Morgan	Mary	Elko	Sassy Bee Farm	\$ 500.00	\$ 500.00
Berkeley	Robert	Snook	N/A	\$ 500.00	\$ 465.88
Berkeley	Shayne	Weister	Glory Ridge Farm and Apiary	\$ 500.00	\$ 500.00
Jefferson	Eric	Johnson	Southwood Farm Forge	\$ 500.00	\$ 500.00
Berkeley	Kathleen	Miller	Heritage Homestead	\$ 500.00	\$ 258.28
Berkeley	Bonnie	Szantyr	Zee's Bees	\$ 500.00	\$ 160.93
Jefferson	Dennis	Rodkey	N/A	\$ 500.00	\$ 314.01
Jefferson	Terry	Thornton	Spring Grove Farm	\$ 500.00	\$ 500.00
Jefferson	Christopher M.	Levy	N/A	\$ 500.00	\$ 500.00
Berkeley	Vickie	Iriearry	N/A	\$ 500.00	\$ 500.00
Jefferson	Tracy & Marketa	Dove	N/A	\$ 500.00	\$ 161.56
Jefferson		Harmony Hill Farms	Harmony Hill Farm	\$ 500.00	\$ 94.99
Morgan	Jennifer	O'Connell	N/A	\$ 500.00	\$ 473.75
Jefferson	Joseph	Stevens	Ponder Rosa Double S	\$ 500.00	\$ 431.18
					<b>\$5,839.83</b>

**(AEP) AGRICULTURE ENHANCEMENT**



**Warm Springs**

D Don Whetzel talked about his discussion with the Dept. of Highways.

**Watershed Grants (319 and Chesapeake Bay)**

D/M Approve Friends of the Shenandoah River invoice for Back Creek monitoring - \$2,044.00.

**Kory Harmison motioned to approve; second by Fred Johnson; motion carried.**

D/M Approve Printing Impressions invoice for Elks Run septic postcard printing - \$863.10. **Jim Michael motioned to approve; second by Robert Cloud; motion carried.**

D/M Approve reimbursing EPCD for postage for Elks Run septic postcard mailing - \$211.48. **Kory Harmison motioned to approve; second by Jim Michael; motion carried.**

D/M Approve Morgan Messenger invoice for Sleepy Creek septic postcard printing (upon receipt of invoice) - \$585.00. **Jim Michael motioned to approve; second by Robert Cloud; motion carried.**

D/M Approve reimbursing EPCD credit card for Clear Ridge Nursery trees for Sleepy Creek tree planting - \$2,126.85. **Danny Lutz motioned to approve; second by Kory Harmison; motion carried.**

D/M Approve Tree Pro invoice for tubes & stakes for Sleepy Creek tree planting - \$332.00. **Robert Cloud motioned to approve; second by Jim Michael; motion carried.**

### **Sleepy Creek NPS**

D/M Approve Septic Pumping Applications for William & Deborah Stackhouse, Michael Kercheval, Brittany Mayo, and Jesus Padilla. **Robert Cloud motioned to approve; second by Kory Harmison; motion carried.**

D/M Approve Septic Pumping Application for Tammy Lowe (contingent on receipt of application). **Robert Cloud motioned to approve; second by Jim Michael; motion carried.**

D/M Approve Septic Pumping Payments for Arlie & Kathy Yost, John Michael, and Thomas & Elizabeth Hines. (\$150 each). **Robert Cloud motioned to approve; second by Jim Michael; motion carried.**

D/M Approve Septic Repair Application for Robert Boyle (lowest contractor estimate is \$18,500), up to \$7,000 which is the max amount to pay. **Kory Harmison motioned to approve; second by Robert Cloud; motion carried.**

### **Supervisor Reports:**


Kory Harmison announced his intention to resign as Morgan County Conservation Supervisor.

There being no further business to attend to, Fred Johnson motioned to adjourn the meeting.

Minutes recorded and prepared by Talon LeFevre – WVCA Administrative Specialist

X

Chairperson

 17 July 2024