



MINUTES

Western Conservation District Board Meeting

February 18, 2025

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

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

Others Attending: Hallie Roach, AS; Dennis Brumfield, CPA; Brock McClung, NRCS; Kim Fisher, Area Director

Others Attending by phone: Heather Duncan, Julie Simmons, Jason Redar, Brandon Duckworth, Mary King

Call to Order:

Chairman Lipscomb called the meeting to order at 9:00 a.m. at the USDA office in Point Pleasant, WV.

Adopt Agenda / Approve Minutes

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

On a Wolpert/Casto motion the Meeting minutes from January 16, 2024, were approved. Motion Passed

Financial Reports

General Fund and CDO Funds for January 2024 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 an audit.

Financial Transactions Report: On a Casto/Stephens motion the Financial Reports were accepted and will be filed for audit with the January 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. **Casto/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 Casto/Wolpert motion payroll was approved for \$1,832.45. Motion Passed.**

Partnership Reports



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Kim Fisher, WVCD, Area Director

Kim Fisher provided a written report to the board members and let them know that she will be retiring on February 28, 2025.

Heather Duncan, WVACD, Executive Director

Heather Duncan provided a written report to the board members.

Brock McClung, NRCS

Brock McClung updated with the board on NRCS.

Julie Simmons, WVACD Communications

Julie Simmons reported to the board about the Grazing Lands Conservation Initiative and the Virtual Pasture Walk Grant.

Programs

CORRESPONDENCE

Envirothon Minutes, Legislative Contacts, Putnam County Fair Letter, 2024 Annual Report, Legislative Contacts

CO-ADMINISTERED COST SHARE PROGRAMS

A. Agriculture Enhancement Program (AgEP)

1. 2026 AgEP Program

Casto/Wolpert moved to have a Special Board Meeting on March 11 to go over 2026 AgEP Programs and the next Regular Board Meeting will be March 19. Motion Passed

2. AgEP Exigency Program

Wolpert/Casto moved to approve the following AgEP Exigency Payments. Motion Passed.

Temporary Water
John S. Baldwin Jr. - \$287.99

Temporary Fence
John S Baldwin Jr. - \$362.42

Grant total for all Exigency - \$66,634.49

Old Business

January/February WV Extension Meetings

The dinner meetings were discussed.



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Workshop- March 22, 2025

The workshop was discussed, and everything seems to be in order.

Travel& Per Diem Manual Updated

Stephens/Casto moved to approve the updated Travel & Per Diem Manual. Motion Passed.

CDO Budget

Casto/Stephens moved to approve CDO Budget for 2026. Motion Passed.

Bill Bailey Renewal Questionnaire

Lipscomb asked that this be put on the March Agenda.

Ag Day at the Capitol

It was discussed and the supervisors planning on attending will be Don Stephens, Joe Casto, Mike Wolpert, and Jeremy Grant.

New Business

Stephens/Casto moved to accept the 2024 Draft Audit. Motion Passed.

Casto/Wolpert moved to approve the District Personnel Plan for 2026. Motion Passed.

Stephens/Casto moved to transfer the balance of \$23,931.76 as of February 18, 2025, and any accrued interest from account number 20006-W – NPS 1739 Cherry Fork. Motion Passed.

Grazing Outreach Field Day will be put on the March agenda.

Hats will be on the Special Meeting Agenda in March.

The Ripley Elementary School Event on April 17, 2025, the Envirothon is going on at the same time and the board won't be able to participate this year.

Casto/Wolpert moved to give \$100.00 for any team in our District competing in the Envirothon. Motion Passed.

Casto/Wolpert moved to approve \$500.00 toward lunch and food for the Quarterly Meeting at Cedar Lakes. Motion Passed.

Stephens/Casto moved to purchase 15 Bob Float Valves and parts for them. Motion Passed.

The fund request for Rivers to Ridges Heritage Trail is invited to attend the March meeting to explain the reasoning for the request.



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Supervisor Reports

Lipscomb stated that he was going to send out emails to the Legislatures on February 19 for the Ag Day at the Capitol. He also reported on the RC&D meeting, Grasslands Committee, and Grazeland Contest on April 11, 2025.

Stephens reviewed the Envirothon Exhibitors for Cedar Lakes and the NACD Annual Meeting in Salt Lake City, UT.

Minutes recorded by:
Hallie Roach

Approved by:

Mary King, Secretary