

Eastern Panhandle Conservation District

BOARD MEETING

April 16, 2025, 7:00 pm.

AGENDA

Call to Order

Pledge of Allegiance/Prayer

Welcome & Introductions

M: Agenda Approval

M: Approval of Minutes for March 19th, 2025, Regular Board Meeting

M: Approval of Minutes for March 25th, 2025, Supplemental Board Meeting

Attendance:

Report of Cooperating Agencies

WVCA/EPCD

WVDEP

WVDA

WVDOF

NRCS

FSA

WVACD

LEPC

JCSWA

Committee Meeting Reports:

Education/Awards

Robert Boarman – Chair

Legislative

James Michael – Chair

Budget & Finance

Robert Boarman – Chair

Forestry/Tree Sale

Robert Boarman – Chair

Ag – Enhancement

Nancy Lutz – Chair

Watershed

James Michael – Chair

Equipment

Robert Cloud – Chair

Invoices/Reimbursements:

D / M Reimburse Danny Lutz for postage (\$19.15, \$9.60 and \$38.51) for a total of \$67.26

D / M Reimburse Danny Lutz for duplicate title \$15.00

D / M Reimburse Carla Kitchen for Registration renewal \$51.50

D / M Reimburse Robert Boarman for postage \$8.95

D / M Invoice #022525 from D'Appolonia \$104,958.75 for Warm Springs #7

D / M Invoice #34578 from CoxHollidaYoung \$800.00 for accounting services for March 2025

Correspondence:

D / M

D / M

D / M

New Business:

D / M Address adding accountant to bank accounts for access to order checks

D / M Discuss supervisor per diem / travel reimbursement to be included in monthly agendas - Don

D / M Set a date for the annual Local Work Group Meeting – NRCS

D / M District farms for farm tours

D / M Approval of trees and supplies from American Native for May Sam Michael's Park Planting (total order: 2,238.25, \$535 or ~\$250 delivery = maximum \$2,773.25)

Old Business:

D / M US Dept of Commerce – 2024 Annual Survey of Local Government Finances: Update from Danny

D / M Dept of Treasury – IRS – Change of address in their system: Update from Danny

Jefferson County Water Quality Improvement Program:

APPLICATIONS:

D / M Patrick Green

PAYMENTS:

D / M Steven Reid \$92.75

Agriculture Enhancement | Chesapeake Bay Programs:

D/M Revise AgEP admin agreement

New Cooperator Conservation Agreement:

D / M Andrew LeFevre, Cindy Gruber

Exigency Program:

D / M Re-open Programs Level D1 - D2 Drought

APPLICATIONS :

D / M Interior Fence: George Warren Mickey 1,413ft of American wire fence with one barb on top at \$4,804.20, Cindy Gruber 1,779.39ft of temp fence without charger at \$373.67

PAYMENTS:

D / M Lime: Joseph Todd Butler \$874.38, George Folk \$1,000.00, Tim Folk \$1,248.50, Debra Morgan \$1,146.25

Warm Springs Run Flood Control Structures:

NPS & State 319 Water Quality Programs:

Sleepy Creek Septic:

APPLICATIONS:

D / M David Fink

PAYMENTS:

D / M Lisa St. Clair \$150.00

Elks Run:

Back Creek:

Financial Reports:

D / M Treasurer's Report –

D / M EPCD Co-Admin Funds Cash Balance Report

D / M Operating Account Activity

Supervisor Reports

D-discussion	M-possible motion
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Adjourn**Upcoming Dates:**

- **Office will be closed** - April 23, 2025 Due to WVCA all staff meeting
- **Next board meeting** – May 21st, 2025 @ 7:00pm EST