Eastern Panhandle Conservation District

BOARD MEETING

***May 21, 2025,* 7:00 pm.**

AGENDA

Call to Order
Pledge of Allegiance/Prayer
Welcome & Introductions
M: Agenda Approval
M: Approval of Minutes for April 16, 2025 Meeting
M: Approval of Minutes for April 28, 2025 Supplemental 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 Reimbursement Carla Kitchen $32.78 Classified Ad for Truck
D / M Reimbursement Danny Lutz $149.40 Truck maintenance – Kent Parsons Ford
D / M Reimbursement Danny Lutz $11.70 Postage – Soil Samples
D / M Invoice: Morgan Messenger $28.80 Classified Ad for Truck
D / M Invoice: Kay Castro & Chaney PLLC $150.00 – Ryan Newbraugh
D / M Reimbursement Tyler Butts: $410.50 - Mid-Atlantic Tires
D / M Reimbursement Tyler Butts: $171.78 – Arden Equipment Repair
D / M Invoice: Waypoint (Thomas Spaus) $33.00 Soil Samples
D / M Invoice: Encova Insurance $211.00 – Worker's Comp Policy

Correspondence:

D / M Bay Journal monetary donation request
D / M WV Conservation Camp donation request
D / M Self Storage Plus: Insurance required by rental agreement is missing
D / M Proposal letter from David Fisher for pollinator friendly agrivoltaics project
D / M Summit Point Insurance Company
D / M Conservation membership price difference
D / M 7th Annual Big Tree Contest / Press release

New Business:

D / M Jackie Crouse from Bethel Church requests donation of 2 rain barrels
D / M Accounts set up with vendors for ordering parts for rented equipment - Tyler
D / M Request fifteen minutes on the agenda of each county commission once per month to report what the Conservation District is doing.
D / M Consider offering Dunstan hybrid chestnut trees for sale to cooperators along with evergreens as a fundraiser, as well as considering other fundraisers
D / M Host another Quarterly Meeting in 2026.
D / M Hold a Meeting with Legislators before summer about recent WV Legislative session, considering losses pending from federal and state "fiscal slash and burn" budgeting
D / M Recall of unused Warm Springs # 7 program funds: WVCA - $3,000,000.00
D / M Recall of the following program funds. “The balance as of --- and any accrued interest”:

- NPS 1743 Litter Transfer WIPA2
- NPS 1687 Back Creek Restoration
- NPS 1779 Back Creek Phase IV
- NPS 1774 Roof Run Off Management
- NPS 1788 Back Creek Easements

Old Business:

D / M
D / M
D / M

Jefferson County Water Quality Improvement Program:

APPLICATIONS:

D / M Bruce Frizzell, Scott Longbauer, Brandy Chen, Franklin E Ring Jr., Ian Bartosevich, Megan & Wilhem Perez, Katelyn Walters, Potomac Valley Audubon Society

PAYMENTS:

D / M Harold Zappia, Michael Wisniewski, Thomas Newcomer, Jonathan Moss, Patrick Green

Agriculture Enhancement | Chesapeake Bay Programs:

New Cooperators:
D/M Trevis & Makayla Ludwig

APPLICATIONS :
D / M Fence: Trevis Ludwig

PAYMENTS:
D / M Lime: High Horizon Farm $516.75, Robert Bane $944.50
D / M Exclusion Fence: George Warren Mickey $4,522.00
D / M Honeybee Nucleus: Anastasia McDowell $150, Jason Campbell $300, Harmony Hill Farm $300, Bonnie Szantyr $300, Robert Aberegg $300, Jerry Dunham $300, Jennifer Willet $300, Alessandra Blackwell $300, Theresa Fitzpatrick
D / M Urban and Community Agriculture: Dennis and Joslyn Noland

Warm Springs Run Flood Control Structures:

D / M Accept D'Appolonia alternative # 1 design recommendation

NPS & State 319 Water Quality Programs:

Sleepy Creek Septic:

APPLICATIONS:
D / M

PAYMENTS:

D / M David Fink $150.00
D / M Theresa Micheals $150.00
D / M Nick Ullom $150.00
D/ M Toby Puffenberger $150.00

Elks Run:

D / M Sheryl Calhoun septic repair application

Back Creek:

Financial Reports:

D / M

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**

Adjourn

Upcoming Dates:

Next board meeting: June 18, 2025 @ 7:00pm
The office will be closed May 26, 2025 for Memorial Day