NORTHERN PANHANDLE CONSERVATION DISTRICT BOARD OF SUPERVISORS' MEETING May 30, 2025 9:00 a.m.

Supervisors Present

Jim Anderson, Hancock County – Vice-Chairman Chuck Glenn, Hancock County – Treasurer Steve Paull, Brooke County Robert Luchetti, Jr., Ohio County Amy Wade, Ohio County – Secretary David McCardle, Marshall County Mark Fitzsimmons, Marshall County – Chairman

Supervisor Absent

Eric Freeland, Brooke County

Others Present

Veronica Gibson, Administrative Specialist, WVCA Judith Lyons, Executive Director, WVCA Victoria White, District Administrator, NPCD Katie Fitzsimmons, District Conservationist, NRCS Julie Stutler, Outreach Specialist, NRCS

Chairman Mark Fitzsimmons called the meeting to order on Friday, May 30, 2025, at 9:00 a.m. via teleconference/TEAMS.

- NRCS Partnership
 - Julie Stutler, NRCS, presented the possibility of a partnership employee between the district and NRCS. The partnership would be for 2 years and a total not to exceed \$100,000.00. The daily supervision of the employee would be through NRCS, but the administrative responsibilities would be by the district. The employee would do data collection and certify technical practices for NRCS and will do outreach and education duties for the district. Robert Luchetti, Jr. made a motion to proceed with the process with NRCS for the partnership of an employee. Seconded by Steve Paull. Motion passed unanimously.
- Service Center Property Survey
 - The Marshall County School Board has surveyed the property they purchased next to the USDA Service Center. They have been mowing property that belongs to the district. Mark Fitzsimmons will contact the Marshall County Schools superintendent to request a copy of their property survey to compare it to the district property survey.
- WVCA Office Space Lease
 - There was a discussion regarding office space leased by the WVCA and where the new field operations employee will occupy. Robert Luchetti, Jr., recommended

meeting with the WVCA to renegotiate the lease. Jim Anderosn said there is room for the new employee in the office that the WV Forester is in. They can share space.

 Judith Lyons joined the meeting. Judith requested the office that the previous conservation specialist had. The new employee will start next week. Judith stated it would be acceptable for the employee to temporarily be in the shared space with the forester. The lease will be negotiated moving forward to include a private office space. Judith requested that this topic be placed on the upcoming NPCD June board meeting.

There being no further business, the meeting was adjourned at 10:35 a.m.

Mark Fitzsimmons, Chairman

Amy Wade, Secretary

Minutes submitted by Veronica Gibson