

# Capitol Conservation District

418 Goff Mountain Rd. Suite 102  
Cross Lanes, WV 25313

## **June 18<sup>th</sup>, 2025, Board Meeting Minutes**

Terry Hudson-Chairman  
Diane Lumadue-Secretary  
Sally Shepherd-Supervisor (virtual)  
Jenna Budd-NRCS  
Jeremy Salyer-WVCA Area Director (virtual)  
Abigail Starks-Intern  
Heather Duncan-WVACD (virtual)  
Timothy Schumann-Intern

Clyde Bailey-Vice Chair  
Grace Fry-Conservation Specialist  
Rick Sams-Associate Supervisor  
Natalie Salmon-WVCA Admin  
Dawn Lemle-District Employee  
Brandon Duckworth-ASTC-FO  
Jacob Lavender-WVCA Watershed (virtual)

### **CALL THE BOARD MEETING TO ORDER at 9:04 a.m.**

#### **(M)-Approval of May 2025, Board Meeting Minutes**

- Clyde Bailey made a motion to accept the Board Meeting Minutes.
- Sally Shepherd 2nd motion.
- All in favor. Motion carried.

#### **(M)-Approval of June Special Board Meeting Minutes**

- Clyde Bailey made a motion to accept the Special Board Meeting Minutes.
- Diane Lumadue 2nd motion.
- All in favor. Motion carried.

#### **(M)-Approval of June 2025 Board Meeting Agenda**

- Clyde Bailey made a motion to accept the Board Meeting Agenda.
- Diane Lumadue 2nd motion.
- All in favor. Motion carried.

### **FINANCIAL REPORTS/INVOICES**

#### **1. (M) Co-Administered Funds Report, District Financial Report, Supervisor Per Diem & Travel. Bills to be paid as funds permit and coordinated by office staff and filed for audit.**

- Diane Lumadue made a motion to accept the financials, file for audit.
- Clyde Bailey 2nd motion.
- All in favor. Motion carried.

### **NEW BUSINESS**

#### **1. (D/M)-AgEP Payment Approvals**

- |                    |           |            |
|--------------------|-----------|------------|
| ○ Kristen Fry      | Urban Ag  | \$328.96   |
| ○ Amanda Mattix    | Urban Ag  | \$34.99    |
| ○ Michael Gwinn    | Heavy Use | \$2,000.00 |
| ○ Penny K. Butcher | Urban Ag  | \$464.94   |
| ○ Jessica Woods    | Urban Ag  | \$110.97   |
| ○ Rebecca Long     | Urban Ag  | \$272.58   |
| ○ Katrina Wright   | Nucs      | \$300.00   |

  
7-16-25

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- Katrina Wright                      Urban Ag                      \$500.00
- Angela Hill                            Urban Ag                      \$409.50
- Zachary Boyko                        Urban Ag                      \$23.94

**Total \$4,445.88**

- Clyde Bailey made a motion to approve AgEP payments.
- Diane Lumadue 2nd motion.
- All in favor. Motion carried.

### **2. (D/M)-AgEP Cancellations**

- Dwight Siemiaczko                      Nucs                      \$300.00

- Diane Lumadue made a motion to cancel AgEP applications.
- Clyde Bailey 2nd motion.
- All in favor. Motion carried.

### **3. (D/M)- James Akers payment for \$300.00 or cancelation (submitted receipts totaling \$600.00 for Nucs dated 5/8/25. His application was approved 6/2/25.)**

- Clyde Bailey made a motion to approve AgEP payment for \$300.00.
- Diane Lumadue 2nd motion.
- All in favor. Motion carried.

### **4. Recall of all GRASS funds including accrued interest**

- Clyde Bailey made a motion to send funds back.
- Diane Lumadue 2nd motion.
- All in favor. Motion carried.

### **5. (D/M)-WVACD Dues**

- Clyde Bailey made a motion to pay dues.
- No 2nd.
- Motion died for lack of 2<sup>nd</sup>.

### **6. (D)-July Board Meeting Date – Currently July 9<sup>th</sup>, 2025**

- July Meeting will now be held at original time – 07/16/25

### **7. (D/M)-Farm Tour Nominee**

- Clyde Bailey made a motion to accept Bill & Lisa Jordan as Capitol's nominee.
- Diane Lumadue 2nd motion.
- All in favor. Motion carried.

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### **8. (D)-CCD Plan of Work – Due June 25<sup>th</sup>, 2025**

- Update recent changes discussed in Plan of Work Meeting and submit.

### **9. (D/M)-Election of Officers:**

- **Chair**
- **Vice Chair**
- **Secretary**
- **Treasurer**
- Clyde Bailey made a motion to keep officers the same for FY26.
- Sally Shepherd 2nd motion.
- All in favor. Motion carried.

### **10. (D/M)-Election of Representatives for the Following Committees:**

- **Water Resources Committee**
- **Education Committee**
- **Natural Resources Committee**
- **District Operations Committee**
- **Legislative Committee**
- **AgEP Committee**
- Clyde Bailey made a motion to keep officers the same for FY26.
- Diane Lumadue 2nd motion.
- All in favor. Motion carried.

### **REPORTS**

- 1. AgEP Report-Grace Fry:** See Report
- 2. NRCS Report-Jenna Budd:** See Report
- 3. WVCA Report-Jeremy Salyer:** See Report
- 4. WVCA Watershed Report-Jacob Lavender:** Flood work from February is complete; Sent help to Wheeling area for recent flood; Work orders for mowing are complete and should be done in July
- 5. WVACD Report-Heather Duncan:** See Report
- 6. Solid Waste Authority-Terry Hudson:** Ribbon Cutting Ceremony will be June 27<sup>th</sup>, at 10:00 a.m.
- 7. GKRC Report-Terry Hudson:** Putting grants forward
- 8. District Employee shared/NRCS Report-Dawn Lemle:** New intern started; Workshops; Open House
- 9. Supervisor Reports:**
  - Clyde Bailey-** Appalachian Grazing Conference Meeting; Communications Call; Special Board Meeting; Open House
  - Valerie Thaxton-** Not Present
  - Sally Shepherd-** Biochar; Meeting with Met-A-Meal Garden tomorrow
  - Diane Lumadue-** CCD Board Meeting; CCD AgEP Special Board Meeting; NRCS Open House; Mailed Coal River Project letters

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**Terry Hudson-** Ag EP Special Meeting; CCD Open House; GKRCDC Meeting Huntington Middle School;  
KCSWA Administration /Checks/ REAP Grant Report {Ribbon Cutting 27th @ 10 am; CCD Board Meeting  
**Richard Sams-Associate-** Nothing to report

### **STANDING COMMITTEE REPORTS**

### **UNFINISHED BUSINESS**

### **Meeting adjourned at 10:54 a.m.**

Finance Committee Meeting held at 8:30 am

Next Board Meeting will be held Wednesday, July 16<sup>th</sup>, 2025, at 9:00 a.m.