



Potomac Valley Conservation District

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MEETING MINUTES

August 5, 2025

The monthly meeting of the Potomac Valley Conservation District was held on Tuesday, August 5, 2025, at the Farm Credit Building in Moorefield. The meeting was opened with prayer and the pledge of allegiance. The meeting was called to order at 7:09p.m. by Chairperson, Charlotte Hoover.

SUPERVISORS: Charlotte Hoover, Ronald Miller, J.W. See, David Parker, George Leatherman III, Brian Dayton, Lois Carr; **Associate Supervisor:** Paul Clayton

OTHERS: **WVCA** - Kristen Logsdon, Justin Cook, Leah Bittinger, Erin Coda, Ben Heavner, Don Whetzel, Cindy Shreve, Stephen Starcher; **NRCS** –Lee Haggerty, Adam Boner, Shawna Weatherholtz, Lily Byars, Sarah Taylor-Goldizen, Jon Bourdon; **PVCD** – Roger Sites; **Youth Supervisors** – Emily See – Hardy County FFA, Layla Shreve – Mineral Co. FFA; **Public Guest** – The Stricklers

MINUTES: The minutes of July 8, 2025, Board Meeting were presented for review and approval. Following the discussion, **a motion was made by JW See and seconded by Lois Carr to dispense with the reading of the minutes of July 8, 2025, meeting and approve them as written and distributed. Motion carried.**

FINANCIAL REPORTS: Treasurer, J.W. See reviewed the reports for Co-Administered accounts as prepared by WVCA Fiscal Department and the General Fund, CDO Grant, and Project Account reports as prepared by accountant Adam Carlin for the month of June. **A motion was made by J.W. See and seconded by Lois Carr to approve the Co-Administered funds report and the General, CDO Grand and Project Account reports for July. Motion carried.**

INVOICE: Bookkeeping – Adam Carlin, \$525.00. **A motion was made by J.W. See and seconded by Lois Carr to approve payment to Adam Carlin in the amount of \$525.00 for bookkeeping services in July. Motion carried.**

OUTSTANDING CHECKS: **A motion was made by JW See and seconded by Lois Carr to stop payment on outstanding check numbers 3352, 3433, 3627, 3699, 3714, 3714, 3732, 3843, 3942, and 3950, with no stop payment fee. Motion carried.**

OTHER BUSINESS:

APPROVAL OF INVOICES & PAYMENTS:

LOR – FY26 O&M Allocation - \$423,015.00; **A motion was made by JW See and seconded by George Leatherman to approve the signing of the LOR by the chairperson, Charlotte Hoover. Motion carried.**

LOR – FY26 AgEP - \$131,300.00; **A motion was made by JW See and seconded by George Leatherman to approve the signing of the LOR by the chairperson, Charlotte Hoover. Motion carried.**

Broadway Metal Works - \$3,632.20; **A motion was made by JW See and seconded by Lois Carr to approve the payment to Broadway Metal Works. Motion carried.**

NEW BUSINESS:

FY26 General Budget – decision to hold a special meeting via teleconference on Aug. 20th

UNFINISHED BUSINESS:

Stricklers – Moorefield – There was discussion about the meeting with Town of Moorefield. Stephen Starcher spoke on state requirements and how the WVCA could be involved with the process. **A motion was made by Ron Miller and seconded by Lois Carr to reach out to WVCA and ask them to create an estimate for the entirety of the property to as built conditions. Motion carried.**

CORRESPONDENCE:

Homesteading-ish Conference Sponsorship – **A motion was made by JW See and seconded by Lois Carr to not sponsor the conference. Motion carried.**

WATERSHEDS:

Emergency Action Plans – None reported

Statement of Reviews – None reported

Blockage at Welton Park/Gap Bridge – Lois spoke on behalf of Gerald, as he could not attend, Gerald showed the area to Governor Morrissey, and the Governor said they will appropriate the funds.

REHABILITATION PROJECTS:

New Creek Site #1 – waiting on proposal from Gannet Flemming.

New Creek Site #17 – two plots have been appraised, and the invoices have been received, there are several other plots that need appraised.

N/S Mill Creek Sites #3 & #4 – amendments came in for both dam sites, **A motion was made by JW See and seconded by Lois Carr to approve the signing of both amendments. Motion carried.**

COMMITTEE REPORTS

Lois shared that the new bylaws are going into action.

ADMINISTRATIVE SPECIALIST REPORT:

Check signings – discussion, no motion was made.

BOARD MEMBER REPORTS:

Annual Banquet – Grant County to host this year, looking into last weekend in September and first two weekends in October.

Conservation Farmers – Wilding Wooly Farm in Hardy County won first place in the non-traditional category at area level; state level judging for this farm will be August 28th in the morning, time TBD. Alexander Farm in Grant County won second place in the traditional category at the area level.

Youth Supervisors – **Layla Shreve**: 12 members attend state convention; one member competed in tractor driving competition. Aiden Riggelman is now serving as the Eastern Region vice president at large for the state. Layla was the state star and placement for her SAEs, which were working on her farm and being a youth supervisor. Six members received their state degrees, 10 were recognized for their American degrees. Officers went on their officers' retreat. Have planned their year ahead and went on multiple farm tours and visited the Broadway FFA chapter. Alumni hosted a pool party. Members will be showing livestock at the State Fair as well as showing products that they have grown. Layla will be honorary Commissioner of Agriculture on Sunday. They are starting up practices for fall career development events. 4H in their region has also been very active, a combined team of Hampshire and Mineral competed in the horticulture competition in June and are now practicing for a national competition to be held in Baltimore in October. Hampshire County also has a hippology team going to nationals. Layla added later that Randy Jo Wolford and Grace Ott are both state officers now and from the eastern region.

Emily See: Klover Krusaders Club is going horseback riding in September at Seneca Rocks. William Waddy is now the West Virginia State President; he is from the eastern region and belongs to the Petersburg FFA chapter. Emily is moving on to college on the 22nd and will be majoring in agricultural engineering and minoring in agricultural sciences.

PVCD REPORT:

Rental Equipment/Repairs – equipment has been very busy; people are spreading things with the spreaders that are causing significant damage (i.e. rocks in the manure). Mowing crew is moving along well, two of the boys weed eating will be returning to college.

AG ENHANCEMENT / CHESAPEAKE BAY PROGRAMS:

Special Meeting to approve applications – August 20, 2025, at 9am

PAYMENTS

MEB – *Michael Jones Sr. \$4,836.00CS; Dale P. Johnson \$6,555.25CS. A motion was made by JW See and seconded by Lois Carr to approve the above payments. Motion carried.*

MUDLICK RUN PROJECT:

CONSERVATION AGREEMENTS

FARM PLANS / CONSERVATION PLANS:

AGENCY REPORTS:

WVCA – *Stephen Starcher*: Mineral County has eligible sites for EWP from the flooding in May, currently in the process of pursuing the state contract to do the work.

- *Cindy Shreve*: CBay funds for FY25 have not been received yet and they have not been told when they will be received.
- *Leah Bittinger*: Cacapon Watershed Collaborative is hosting an event on September 11, if interested in attending RSVPs are due September 5th.
- *Don Whetzel*: CDO Budget closeout was completed and submitted on July 31st
- *Erin Coda*: discussed the annual inspection schedule

NRCS – *Adam Boner*: has been working on the next field day which is looking to be held on September 15th in the evening.

- *Lee Haggerty*: Hampshire/Mineral pasture walk/field day had about 40 attendees, lasting from 5-8pm and seemed to go very well.
- *Sarah Taylor-Goldizen*: spoke on the Tri-County Fair Parade, Shawna and Lily designed the float for the parade, they handed out pollinator seed packets and seemed to be a huge hit.
- *Jon Bourdon*: NRCS will follow up with Army Corps of Engineers regarding the issues at Strickler's property and will continue to support the district. They have fully obligated all their funds for this year, which has been a significant drop from last year, but is giving them an opportunity to get construction on the ground and move forward. It does appear that NRCS and FSA programs are looking very strong dollar wise moving forward. Staffing – they have not lost any employees but also have not gained any, but it appears that any reorganization that happens within USDA (NRCS, FSA) is not going to impact West Virginia from the state down.

UPCOMING DATES:

State Fair Aug. 7-16, 2025

Special Board Meeting – Wednesday, August 20, 2025, at 9am via teleconference

Board Meeting – Tuesday, September 9, 2025, beginning at 7pm at the Farm Credit Building in Moorefield

Eastern Area Meeting – September 29, 2025, in Eastern Pan

There being no further business, the meeting was adjourned at 8:45pm **by motion of JW See and seconded by Lois Carr. Motion carried.**

Charlotte R. Hoover

Chairperson

Secretary

Sept. 9, 2025

Date