



Potomac Valley Conservation District

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MEETING MINUTES October 14, 2025

The monthly meeting of the Potomac Valley Conservation District was held on Tuesday, October 14, 2025 at Farm Credit in Moorefield. The meeting was opened with prayer and the pledge of allegiance. The meeting was called to order at 7:03pm by Chairperson, Charlotte Hoover.

SUPERVISORS: Charlotte Hoover, Ronald Miller, JW See, George Leatherman, David Parker, Kent Spencer, Brian Dayton, Gerald Sites, Lois Carr; Associate Supervisor: Paul Clayton

OTHERS: WVCA - Justin Cook, Cindy Shreve, Davin White; NRCS – Christi Hicks; PVCD – Roger Sites; Youth Supervisors - Layla Shreve, Mineral County FFA, Kade Suddath, Hampshire County FFA; Public Guest - Kriston Strickler, Ashley Suddath

MINUTES: The minutes of the September 9, 2025 Board Meeting were presented for review and approval. **A motion was made by Gerald Sites and seconded by Lois Carr to dispense with the reading of the minutes of the September 9, 2025 meeting and approve them as written and distributed. Motion carried.**

The minutes of the September 19, 2025 Special Board Meeting were presented for review and approval. **A motion was made by Gerald Sites to offer all drought related Exigent practices. JW See seconded the motion. Motion carried. A motion was made by JW See and seconded by Lois Carr to dispense with the reading of the minutes of the September 19, 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 September. **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 September. Motion carried.**

INVOICE: Bookkeeping – Adam Carlin, \$525.00. **A motion was made by Kent Spencer and seconded by Brian Dayton to approve payment to Adam Carlin in the amount of \$525.00 for bookkeeping services in September. Motion carried.**

APPROVAL OF INVOICES & PAYMENTS:

Potomac Valley Industrial Supply - \$1,700; **A motion was made by Lois Carr and seconded by JW See to approve the payment to Potomac Valley Industrial Supply. Motion carried.**

Southern Conservation District - \$118,256.40; **A motion was made by Lois Carr and seconded by Kent Spencer to approve the payment to Southern Conservation District. Motion carried.**

NEW BUSINESS:

PVCD's 2025 highlights for the WVCA Annual Report – Davin White was present and requested items to highlight in the upcoming Annual Report. Some items mentioned included the field days at the Page and Lough Farms, Conservation Farms, Century Farms, dam rehabs, youth supervisors, Envirothon accomplishments, Women In Agriculture inductees, and the grants received (Rediscovering Poultry in your Backyard and Powder Keg's accomplishments).

Lost River Property – awaiting more information about how to appropriately proceed.

Drought Memorandum (MOU) – **A motion was made by JW See and seconded by Ronald Miller to approve Chairperson, Charlotte Hoover signing the presented MOU. Motion carried.**

State of WV Board of Risk – A memorandum, endorsement #26 was reviewed.

UNFINISHED BUSINESS:

Stricklers – Moorefield – Christi Hicks reported that NRCS is still waiting on information from the Town of Moorefield. She also reported that the easement is located in the Moorefield NRCS office.

CORRESPONDENCE:

No action taken.

WATERSHEDS:

Emergency Action Plans – **A motion was made by Kent Spencer and seconded by Lois Carr to approve signature by Chairperson, Charlotte Hoover. Motion carried.**

Blockage at Welton Park/Gap Bridge – Gerald Sites reported that Sarah Taylor Goldizen provided a copy of the survey. He suggested speaking with the County Commission presidents on this topic.

REHABILITATION PROJECTS:

New Creek Site #1 – Gannet Flemming's workplan arrived and will be distributed to the District. Roger Sites suggests that the 9-page summary is carefully reviewed.

New Creek Site #17 – nothing to report

N/S Mill Creek Sites #3 & #4 – Roger Sites is waiting on information. He is hopeful that it will be received in time to be included on a special meeting agenda.

A special meeting of the Potomac Valley Conservation District will be held Tuesday, October 28 at 7pm at Farm Credit in Moorefield.

COMMITTEE REPORTS:

Nothing to report.

ADMINISTRATIVE SPECIALIST REPORT:

Nothing to report.

BOARD MEMBER REPORTS:

Lois Carr shared that the banquet had great attendance.

JW See shared that the banquet went well.

Youth Supervisors – **Layla Shreve**: members attended the first Northeastern Region FFA meeting. Ike Jones was elected as the Mineral/Hampshire Vice President and Layla was elected as Vice President At Large. 3 teams competed at the Fall Career Development Events: Livestock Judging (4th place), Nursery Landscape (5th place), and Forestry (8th place). There was an October chapter meeting. Ham bacon slaughters and processing have begun. Fruit, nut, and cheesecake sales have begun. Members plan to attend the regional meeting this Thursday at Jefferson. Seven seniors will be attending the National FFA Convention. 4-H members attending National 4-H Conference or Congress attended a Delegate Day in Morgantown. The Hampshire/Mineral Horticulture Team (Kade Suddath, Kenley Iser, Layla Shreve) attended the National Junior Horticulture Association Conference the past weekend to compete. In the 4-H division, Layla placed 9th, Kade placed 11th, and Kenley placed 15th. The team placed 5th. The State Display and Presentation won first place, and WV also won the NJHA Spirit Stick. Layla is also part of a "Flat Farmer" project with a school in Iowa to help students learn about agriculture across the Nation. She would appreciate a group picture to share following the meeting.

Kade Suddath: members participated in Fall Career Development Events: Poultry and Meats. Hampshire County hosted the first Northeastern Regional meeting where 2 members were elected to regional office: Grandin Lewis as President and Kade Suddath as Treasurer. The first chapter meeting was held and butchering of ham bacon hogs has started. 24 members attended the fall Leadership Conference. Members participated in the Hampshire High School Homecoming Parade. Members plan to attend the next regional meeting, host the Halloween country style celebration, and send 15 members to National FFA Convention & Expo. Currently, Hampshire County has 10 4-H clubs and expects to have 400 members. 2 teams will compete at the national level this year: Horticulture and Hippology. The Horticulture competition was this past weekend and the Hippology team will compete November 7-9. Finally, the shooting sports team will begin this month and the awards banquet and officer training school will begin soon.

PVCD DISTRICT REPORT:

Rental Equipment/Repairs – equipment has been busy, especially the seeders/drills. One of the Haybusters has been rebuilt but is beginning to have significant hours. The vertical spreader is also getting pretty beat up

Billing of Rental Equipment – no billing issues have been reported. However, an outstanding invoice was collected for the rental of a crusher.

AG ENHANCEMENT/CHESAPEAKE BAY PROGRAMS:

Applications

Exigency – *Justin Frye – Temporary Fence - \$500 CS*. A motion was made by JW See and seconded by Lois Carr to approve the above application. Motion carried.

Payments

Exigency – *Justin Frye – Temporary Fence - \$500 CS*. A motion was made by JW See and seconded by Kent Spencer to approve the above payment. Motion carried.

UPCOMING DATES:

Special Board Meeting – Tuesday, October 28 at 7pm at Farm Credit

Board Meeting – Monday, November 10 at 7pm at Farm Credit

There being no further business, the meeting was adjourned at 8:15pm by **motion of Kent Spencer and seconded by JW See. Motion carried.**

Charlotte R. Hoover

Chairperson

Kent Spencer

Secretary

Nov 10, 2025

Date