

TYGARTS VALLEY CONSERVATION DISTRICT
Board of Supervisors Regular Meeting Minutes
 January 12, 2026, 9:00 AM
 TVCD Office in Philippi, WV & via TEAMS

ATTENDANCE

Supervisors Present: Donnie Tenney (Chair), Delbert Vandevander (Treasurer), Mateal Poling, Joseph Shaffer, Logan Hosaflook, Donald Adams, Jim Nester, Tom Short

Partners Present:

WVCA: Jim Roy, Amanda Grady, Ben Heavner, Amber Higgins; (TEAMS) Don Whetzel, Erin Coda, Jocelyn Gaujot
 WVACD: (TEAMS) Vanta Coda
 WVU Extension: Brittany Leggett
 WVDOF: Rudy Williams
 NRCS: Jared Nestor, Tyler Putzulu, Robbie Shomo
 WVDEP: (TEAMS) Mike Egnor, Gene Coccari

CALL TO ORDER

Chair Tenney called the meeting to order at 9:02 AM.

Nester led the Pledge of Allegiance.

Approval of Agenda & Minutes:

- January 12, 2026, Agenda
 - December 8, 2025, Regular Meeting Minutes
 - December 18, 2025, AgEP Committee Meeting Minutes
 - **Motion by Shaffer, seconded by Hosaflook, to approve Agendas and Minutes as presented; Motion carried.**
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GUEST PRESENTATION

WV DEP:

- Egnor presented on PurpleAir sensors for non-regulatory air quality monitoring (PM2.5).
- WV DEP received an EPA grant to distribute 130 sensors statewide (goal: 2 per county).
- Sensors are free; require Wi-Fi, power, and outdoor mounting above 10 ft.
- Data uploads to PurpleAir and EPA Fire & Smoke Map; minimal power/data use; replacements \$40 after ~2 years.
- EPA curriculum and lesson plans are available for schools.
- WV DEP will provide electronic application forms and assist with installation.

Board Action:

- Tenney tasked members to identify 2 municipal or county-owned locations in each county, spaced apart for better coverage.
 - Clarified that representatives at those locations will apply to WV DEP and contact Egnor with installation questions.
 - A sensor will be placed at the TVCD office in Philippi.
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CORRESPONDENCE

- DEP Dam Safety newsletter received.
- Email from Chesapeake Bay Trust regarding *Green Streets, Green Jobs, Green Towns* grant program; application deadline March 13.

TVCD REPORTS

Treasurer's Report: Vandevander

- Checking: \$30,770.91; savings: \$19,319.61; secondary checking: \$1,157.00; A/R: \$15,827.50
- Office rent last month: \$6,847.51; utilities/repairs: \$1,540 (2025 total \$27,427).
- Insurance current; mortgage balance \$163,464.
- Key 2025 expenses: legal \$28,367; supervisor per diem/travel \$33,797; copier/checks/supplies \$1,400.
- \$7,182 paid toward community grant; NRCS reimbursement pending.
- Year-end financial summary emailed and in packets.
- **Motion to accept the Treasurer's Report made by Shaffer, seconded by Short; motion carried.**

District Conservation & Crew Report: Vandevander

- Dec. expenses: fuel \$301; equipment repair \$1,221.87; payroll \$3,598.50; shop supplies \$119.
- Income: \$11,851; A/R \$15,827 (includes pending brush jobs, Pecks & Shooks).

Watershed O&M Report: Roy

- Planning meeting with Upshur County Commission to review Pecks Run and discuss completed and upcoming work.
 - Will meet with Vandevander to assess additional work needs.
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AGENCY REPORTS

WVCA: Whetzel

- Audit of ~10% of AgEP files to be completed by end of month.
- Legislative session starts this week; Ag Day at Capitol is Feb. 18 (shuttle service provided, no dinner/reception).
- District personnel plans and CDO budgets due to SCC by Mar. 1; add to next month's agenda.
- Filing period for supervisors open now through end of month for those seeking reelection or appointed members who must run.

WVACD: Vanta Coda

- Annual WVACD report in progress; expected by February meeting.
- Positive engagement noted on recent social media outreach (e.g., Century Farms).
- District plans to promote NRCS's regenerative agriculture program this month; NRCS batching deadline for sign-ups is Jan. 15.

WVU Extension: Leggett

- Landowner Rights dinner Jan. 14 in Upshur County; 72 registered.
- Feb. 11 meeting: *Farming Outside the Box* in Taylor County; Extension Agent John Murray will coordinate.
- Master Gardener classes underway through May; registration is open.
- Gardening Lunch & Learn series starting, recordings will be available for registrants.
- RC&D educational grant awarded (\$2,000 split among districts); funds for educational purposes.
- Southern States planning livestock health meeting Feb. 11 in Randolph County.
- Small Farms Conference Feb. 26–28 in Charleston; Winter Blues Market vendor spots still open.
- IPM guidebooks are expected soon.

NRCS: Nestor

- Over \$1M spent on applied conservation practices in district counties since December.
- Staff are conducting farm visits for potential practices and those that have been completed.
- Meetings this week on program changes for 2026; expect more funding than last year.
- New *Regenerative Agriculture* program: up to 5-year contracts, focus on soil health, nutrient management; more details pending.
- Application deadline for all NRCS programs is Jan. 15; encourage producers to apply even if unsure.
- Producers should ensure FSA eligibility forms and records are current.
- Drop box available at NRCS office for applications if staff are unavailable.

WesMonTy RC&D: Poling

- Continuing work with grant recipients; planning is progressing well.
- Birdhouses and pollinator houses are available; additional units are being made.
- Encouraged applications for pollinator gardens, cover crops, and bee projects; cooperator status not required.

WVDOF: Williams

- Reported staffing changes within county coverage; some positions reassigned.
- Two counties remain open but expected to be filled after May graduation.
- Operations are running smoothly; no issues reported.
- Fire season was mild with few incidents; one notable fire in Pendleton County was contained locally.

OLD BUSINESS**Eat & Reap Dinners**

- 72 registered for Jan. 14 dinner; TVCD will bear no financial responsibility since it was approved for grant funding.
- Feb. 11 dinner fully planned; venue confirmed.
- **Motion by Short, seconded by Hosaflook, to increase Feb. 11 dinner budget from \$800 to \$1,000 to cover room charge and drinks. Motion carried.**

Northern Panhandle CD / Wheeling Watershed Association Case: No updates or correspondence on case; board agreed to take no action at this time.

NEW BUSINESS**Debit Card for Work Crew Account**

- Discussion on reinstating a debit card for the work crew account; bank requires board approval in minutes to issue a new card.
- **Motion by Hosaflook, seconded by Poling, to authorize issuance of a debit card for the work crew account. Motion carried.**

Appalachian Grazing Conference Scholarship

- Conference scheduled for Apr. 30–May 2 at multiple locations.
- Scholarship details are not yet available; board agreed to revisit next month when more info is provided.

Century Farm Applications

- Application deadline is Feb. 1.
- Outreach completed; board will wait to see if any applications are submitted.

District Personnel Plan, CD Employee Manual, Equipment Rental Costs

- State Committee review scheduled for March; board to review prior to Feb. 9 meeting.
- Board agreed to schedule a special meeting to review personnel plan, employee manual, equipment rental charges, and related policies on Thursday, Jan. 22 at 9:00 am; all committees and board members are invited to attend.

Financial Disclosure Statements

- Financial disclosure filing period is Jan. 1–Feb. 2.
- Members confirmed receipt of filing instructions and will complete as required.
- To file online, go to ethics.wv.gov

Candidate's Certificate of Announcement

- Filing period for candidates is open; members discussed which board seats are up for election.
- Filing fee confirmed as \$10; members were reminded to complete filing as required prior to Jan. 31.
- Form available at: [WV Secretary of State – Certificate of Announcement](#)

COMMITTEE REPORTS**Building/Finance/Budget Committee: Vandevander**

- Office space is mostly cleaned out; there are still items out back and basement still contains WVU Extension property.
- Discussion included the building located out back; board will follow up to confirm WVU Extension's plans for removal.
 - **Motion by Shaffer, seconded by Short, to bill \$200 to WVU Extension as a storage fee for items and outbuilding left after moving out. Motion carried.**

- Recently vacated space needs work to be prepared for a new tenant; includes repainting, minor repairs, and lighting updates.
 - **Motion by Nester, seconded by Hosaflook, to allow \$2,500 for painting and related work. Motion carried.**
- Vandevander reported that BRIM will send a representative to inspect the property for insurance review; current coverage includes liability and equipment.

Education/Publicity/Exhibit Committee: Poling

- Working with grant recipients; delivered additional materials and provided education to ensure smooth implementation.
- Preparing items for Ag and Conservation Day at the Capitol in February.

Legislative Committee: Tenney

- Area meeting update: proposal revised to request \$40M annually for septic system projects and \$1M for tree planting.
- Board supports tree planting initiative; Tenney checking for NACD grant options.
- Efforts continue to secure \$1M line item for AgEP (up from \$550K last year).
- Tenney will share info on HUD septic assistance program for publicity.

Grassland/AgEP Committee:

- The following payments were presented for approval:
 - \$280.14 in AgEP: Walton, Courtney (Urban Ag)
 - \$169.99 in Exigency: DeLaney, Robert (Temporary Fencing)
 - \$176.22 in Exigency: DeLaney, Robert (Revegetation)
- **Motion by Shaffer, seconded by Hosaflook, to approve payments as presented. Motion carried.**

Water Resource Committee: Short

- Tygart Valley River level is back up
- Short stated he will follow up with Philippi city manager in spring regarding:
 - Reservoir project
 - Other potential partnership opportunities

WACD Directors Report: Tenney

- Quarterly meeting scheduled for Feb. 17 in Flatwoods.
- Ag and Conservation Day at the Capitol is set for Feb. 18.
- Farm Bureau Day is expected around the same time (date to be confirmed).

Personnel, Work Crew, Equipment & Safety Committee: Vandevander

- Board discussed contracting janitorial services to reduce costs and payroll-related expenses considering reduced occupancy.
- Vandevander was authorized to notify current provider and negotiate terms.
- **Motion by Hosaflook, seconded by Poling, to approve contracting janitorial services. Motion carried.**

SUPERVISOR REPORTS

- Supervisors reported attending area and RC&D meetings, organizational events, and work on grants.
- Discussed Prime 6 visit and biochar applications for agriculture and carbon sequestration.
- Shared updates on upcoming programs and lodging options for camp.
- Noted farmland availability in the region and interest from Amish families relocating to the area.

ADJOURNMENT

Motion to adjourn made by Shaffer, seconded by Hosaflook. Motion carried. Meeting adjourned at 10:45 a.m.