

# TYGARTS VALLEY CONSERVATION DISTRICT Agricultural Enhancement (AgEP) Committee Meeting Minutes

February 6, 2026, 9:00 AM  
TVCD Office in Philippi, WV & via TEAMS

## ATTENDANCE

**Supervisors Present:** James Dean (Committee Chair), Tim Cunningham, James Nester, Delbert Vandevander (Treasurer); TEAMS: Donnie Tenney (Board Chair)

**WVCA Partners Present:** Ben Heavner, James Helmondollar, Amber Higgins; TEAMS: Don Whetzel, Erin Coda

## CALL TO ORDER

**Committee Chair Dean called the meeting to order at 9:00 AM.**

Nester led the Pledge of Allegiance.

**Motion by Nester, seconded by Cunningham, to approve 2/6/26 AgEP Committee Agenda as presented. Motion carried.**

### Introduction of New WVCA Conservation Specialist

James Helmondollar was introduced as the WVCA Conservation Specialist assigned to TVCD. He's a senior at WVU, set to graduate with a degree in animal science and a minor in agriculture. He'll work part-time (Mon/Wed/Fri) until May 18, then transition to full-time.

## FY26 COMPLETION & FUNDING STATUS

Heavner presented the status of FY26 projects and funding:

- Eleven contracts were canceled for not meeting the Jan. 9 deadline.
- Two additional applicants canceled (one heavy use area, one water system).
- Committee moved down the list and approved twelve replacements.

**Motion by Cunningham, seconded by Nester, to approve offering an additional water system and a heavy use area to next applicants. Motion carried. Updated allocation to increase by 10%.**

## APPROVALS

Committee reviewed and approved the following:

- Garry Walton, Exigency Revegetation – \$240.00
- Robert Matthew Kittle, Exigency Watering System – \$224.99
- Conservation Agreement from Leon W. Brown, Randolph County

**Motion by Nester, seconded by Cunningham to approve as presented. Motion carried.**

Committee approved an exception to allow Alan Suder to use lime receipts dated after his application but while he was waitlisted. Suder has since been approved because other applicants didn't meet the completion deadline, and he needed to spread lime during that period.

**Motion by Cunningham, seconded by Nester to approve the exception as presented. Motion carried.**

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## FY27 AgEP PRACTICES

Committee approved the following for FY27:

- Practices to remain the same as FY26:
  - Lime
  - Pollination
  - Pollinators
  - Small Scale Soil Amendment
  - Watering System
  - Heavy Use Area Protection
  - Urban Agriculture
- Pond Cleanout removed; two new practices added:
  - Invasive Species Management (Chemical only; 75% cost share, \$500 max)
  - Frost Seeding (60% cost share on seed, \$720 max)

**Motion by Cunningham, seconded by Nester, to recommend these practices to the board for final approval. Motion carried.**

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## FY27 AgEP TIMELINES

Committee approved the following timelines to present to the board for final approval at the Feb. 9, 2026, TVCD board meeting:

- FY27 AgEP Signup Period:
  - Mon, May 4, 2026 – Fri, May 29, 2026
  - Applications accepted Mon/Wed/Fri, as the Conservation Specialist will only be available on those days
- Completion Deadlines:
  - December 18, 2026, 4:00 PM Friday
    - Watering System
    - Heavy Use Area Protection
    - Lime
  - May 28, 2027, 4:00 PM Friday
    - Frost Seeding
    - Pollination
    - Pollinators
    - Small Scale Soil Amendment
    - Urban Agriculture
    - Invasive Species Management
- Contracts void if not returned signed within 45 days.
- Cancellation notice required at least 60 days before completion deadline to protect future eligibility.

**Motion by Nester, seconded by Cunningham, to recommend these timelines to the board for final approval. Motion carried.**

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## ADJOURNMENT

**Motion to adjourn made by Nester, seconded by Cunningham. Meeting adjourned at 10:40AM.**

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*Minutes compiled and prepared by Amber Higgins, WVCA Administrative Specialist.*