

Eastern Panhandle Conservation District

BOARD MEETING

April 16, 2026, 7:00pm

Minutes

The **Eastern Panhandle Conservation District Board of Supervisors** held a Regular Board Meeting on April 16, 2026, commencing at 7:00pm at Eastern Panhandle District Office and Via Teams. The meeting was called to order by Carla Kitchen presiding in Danny Lutz absence.

Quorum of: Nancy Lutz, Robert Boarman, Robert Cloud, and Carla Kitchen

**Supervisors Present:** Nancy Lutz, Robert Boarman, Robert Cloud, and Carla Kitchen

**WVCA:** Melinda Valentine – Scott, Skylar Brown, Talon LeFevre (virtual), and Erin Coda

**NRCS:** Brooke Clutter, Bella Videtti, and Tim Canfield

**Associate Supervisors:** Bill Ferris

**Others Present:** Rebecca Cloud and Angelina Grey (virtual)

Carla Kitchen called the meeting to order.

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**Reading / Approval of the Agenda/Minutes:**

April 16, 2026 Agenda: **Robert Cloud approved the agenda with the addition of approving the Supplemental meeting minutes from March 31, 2026; second by Robert Boarman, motion carried.**

March 18, 2026 Meeting Minutes: **Robert Boarman moved to approve the minutes as presented; second by Robert Cloud, motion carried.**

March 31, 2026 Meeting Minutes: **Robert Boarman moved to approve the minutes as presented; second by Robert Cloud, motion carried.**

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### **Reports Given by Cooperating Agencies:**

**WVCA/EPCD –Skylar Brown and Melinda Valentine-Scott.**

**NRCS – Tim Canfield**

**Equipment Committee – Robert Boarman moves to sell the truck to Heffle Motors; second by Robert Cloud, motion carried.**

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### **Invoices/Reimbursements:**

**M: Invoice: Waypoint - \$66.00 + \$22.00 = \$88.00 – Soil samples. Robert Boarman moved to approve; second by Robert Cloud, motion carried.**

**M: Reimbursement - Danny Lutz - \$120.92 – Envirothon Breakfast. Robert Boarman moved to approve; second by Robert Cloud, motion carried.**

**M: Reimbursement – State account 4738 - \$297.82 – Check printing. Robert Cloud moved to approve; second by Robert Boarman, motion carried.**

**M: Invoice – CoxHollidaYoung - \$840.00 – Accounting. Robert Boarman moved to approve; second by Robert Cloud, motion carried.**

**M: Invoice – Potesta - \$88,629.85 – Warm Springs Run Dam #7. Robert Boarman moved to approve sending an updated copy of the 2024 letter sent; second by Robert Cloud, motion carried.**

### **Correspondence:**

**M: WV State Conservation Camp 2026 Sponsorship Invitation – Tabled until May: Robert Boarman moved to approve; second by Robert Cloud, motion carried.**

### **New Business:**

**M: Angelina Grey - GS Troop Bat Presentation Robert Boarman moved to approve \$250.00; second by Robert Cloud, motion carried.**

**D: Nominate choices for Conservation Farmer of the Year. Discussion Only. Due Mid-June.**

**M: Consider having a legislative meeting next month, after the election at Kearneysville. Tabled until May: Nancy Lutz moved to approve; second by Robert Boarman, motion carried.**

**M: Send a formal request to bring Con Spec back to Martinsburg office. Tabled until Danny's return: Robert Boarman moved to approve; second by Robert Cloud, motion carried.**

**M: WV Land Judging Contests Coordination Nancy Lutz moved to approve sponsorship with coordination with Maddie; second by Robert Cloud, motion carried.**

**M: Local Work Group date: May 20, 2026, at 5:30pm. Nancy Lutz moved to approve; second by Robert Boarman, motion carried.**

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**Jefferson County Water Quality Improvement Program:**

APPLICATIONS:

**M:** - Holly Lambert

- Nancy Cox
- Sarah Santacroce
- Keith Ludlow
- Joe Spurgas
- Francis Green
- Charles Redmond
- Rebecca Drewry

**Robert Boarman moved to approve all; second by Robert Cloud, motion carried.**

PAYMENTS:

**M:** Dennis Rodkey : \$150.00

- Maxine Trimmer: \$150.00
- William David Plummer: \$150.00

**Nancy Lutz moved to approve all; second by Robert Cloud, motion carried.**

**Agriculture Enhancement | Chesapeake Bay Programs:**

New Cooperators:

**M: Pam Lebowitz Robert Boarman moved to approve; second by Robert Cloud, motion carried.**

APPLICATIONS:

**M: LIME:**

- Hy-Crest Farms LLC
- Hy-Crest Farms LLC

- Pam Lebowitz

**Robert Cloud moved to approve; second by Nancy Lutz, motion carried.**

**M: HAY & PASTURE RESEEDING**

- Tony LeMaster

**Robert Boarman moved to approve; second by Nancy Lutz, motion carried.**

**M: URBAN AG:**

- Pam Lebowitz

- Melinda Valentine Scott

- David Elliot

**Robert Boarman moved to approve; second by Robert Cloud, motion carried.**

**M: HONEY BEE**

- Brittany Thompson

**Nancy Lutz moved to approve; second by Robert Boarman, motion carried.**

PAYMENTS:

**M: Dave Silver : Hay and reseeding - \$949.90, Jon Daniels : Heavy Use - \$1,214.07**

**Nancy Lutz moved to approve all payments; second by Robert Cloud, motion carried.**

**Warm Springs Run Flood Control Structures:**

N/A this month

**NPS & State 319 Water Quality Programs:**

N/A

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**Financial Reports:**

**D: Statements** provided in packet

**Financial Reports:**

**D: Treasurer's Report**

**D: EPCD Co-Admin Funds Cash Balance Report**

**D: Operating Account Activity**

**All present in board packets**




**Supervisor Reports Not Discussed**

<b>D-discussion</b>	<b>M-possible</b>
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**Adjourn: Robert Boarman moves to adjourn 7:52pm, second by Robert Cloud, motion carried.**

Minutes recorded and prepared by Melinda Valentine – Scott – WVCA Administrative Specialist.

X  \_\_\_\_\_ *20 May 2026*  
Chairperson Date

**Upcoming Dates:**

Local Work Group Meeting: May 20, 2026, 5:30pm

Next board meeting: May 20, 2026, 7:00pm