

TYGARTS VALLEY CONSERVATION DISTRICT

Regular Board Meeting Minutes

May 11, 2026, 9:00 AM, TVCD Office in Philippi, WV & via TEAMS

ATTENDANCE

Supervisors Present: Donnie Tenney (Chair), James Dean (Vice-Chair), Delbert Vandevander (Treasurer), James Nester, Joseph Shaffer, Donald Adams, Tom Short

Partners Present:

WVCA: Jim Roy, James Helmondollar, Don Whetzel, Amber Higgins, (TEAMS) Erin Coda, Ben Heavner

WVACD: (TEAMS) Heather Duncan, Vanta Coda

NRCS: Tyler Putzulu

WVDOF: Rudy Williams

Visitor(s) Present: Marsha Waybright, (TEAMS) Michael

CALL TO ORDER

Board Chair Tenney called the meeting to order at 9:00 AM.

Nester led the Pledge of Allegiance.

Approval of Agenda & Minutes:

- April 8, 2026 Grassland/AgEP Committee Meeting Minutes
 - April 13, 2026 Regular Meeting Minutes
 - May 11, 2026 Regular Meeting Agenda
 - **Motion by Shaffer, seconded by Short, to approve Agenda and Minutes as presented; Motion carried.**
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INTRODUCTION OF VISITORS

- Marsha Waybright of Laurel Fork Farm attended in person as a guest
 - Board and agency staff introduced themselves for her benefit
 - Emme Bradley with WVDOF was anticipated as guest but did not arrive during this portion
 - An individual identified as "Michael" attended via Teams but did not introduce himself
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CORRESPONDENCE

- Public notice received from DEP regarding an Incidental Boundary Revision for Leer South Deep Mine in Barbour County
 - Thank you letter received from the WVU soil team
 - All correspondence previously forwarded to supervisors
 - Remaining correspondence to be addressed later in the agenda
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TVCD REPORTS

Treasurer's Report: Vandevander

- Apr 1, 2026, main checking balance: \$27,641.13; Apr 30: \$31,889.48
- Accounts receivable: \$30,421
- Secondary checking: \$1,930.27; Savings: \$19,326.70
- Income: Spreader rentals \$2,399.73; Office space rentals \$1,255.60 (Monthly rental income \$2,766.27); Sales \$1,017.25; CDO Supervisor Support quarterly allotment \$16,691
- Expenses: Utilities \$1,583.62; Building repair \$241.14; Cleaning/supplies \$450; Event supplies \$238.94; Accountant \$125; Office supplies/copier \$217; Internet \$358; Postage \$468 (primarily for newsletters); Supervisor per diem \$3,920; Travel \$1,559; Mortgage \$1,133; Resale item purchases \$2,621.40; Payroll taxes \$1,512.56
- **Motion to accept Treasurer's Report as presented was made by Nester, seconded by Adams. Motion carried.**

District Conservation & Crew Report: Vandevander

- Payroll: \$6,318.50; Fuel: \$1,047.54; Equipment repair: \$1,106.07; Job materials \$1,118.82; Shop supplies: \$310.35
- Brush job in Tucker County: \$3,125; Trough installation: \$5,320; Dozer job: \$2,500; Brush job for Forest Service: \$4,738; Small brush job: \$500; Pecks Run: \$12,350; Pond repair: \$1,300; Hydro seeding: \$525
- Upcoming jobs:
 - Coberly Sods, Spruce Knob, Polk Creek, Gandy Road repair
 - Forest Service agreement signed last year for \$149,414; completed \$22,669 so far; \$126,744 remaining in agreement
 - NEPA and Heritage Preservation jobs pending approval

Watershed O&M Report: Roy

- Drone scheduled to fly Pecks Run on Monday, May 18 to view & recognize the work completed by TVCD crew; Supervisors who'd like to attend may meet at the nearby church in Hodgesville at 10:30 am; Footage to be made available
- Polk Creek dams to be mowed prior to June 11

AGENCY REPORTS**WVCA: Whetzel**

- Written report provided in board packets
- Conservation farm tour submissions due by mid-June; tours for Northern districts will be week of July 27th
- Annual work plan due end of June
- HB 5364 Transition:
 - Working with AG to secure outside legal counsel to transfer easements and real property for dams, channels, dikes, and levees
 - Watershed Coordinator has been hired to support the transition
 - Sponsor Letters sent this week; WVCA staff to meet with sponsors to address questions
 - Sending letters to districts requesting transfer of OM&R funds to WVCA
 - Working with engineering firms to transfer current district agreements and contracts to WVCA

WVACD: Duncan

- July 22-23 quarterly meeting to be held at Bridgeport Conference Center
- Oct 27-28 quarterly meeting at Cedar Lakes along with WVCAC luncheon
- Since primaries weren't yet closed at time of meeting, TVCD will need to vote on WVACD directors during June 8 meeting

WVU Extension: Leggett/Carpenter

- Extension staff unavailable to attend; no report

NRCS: Putzulu

- Ranking assessment deadline met for round 1 of 2026 applications; currently determining pre-approvals
- Planning Visits: 15 Grazing/Grassland, 5 Forestry/Wildlife, 3 High Tunnel/Other
- 12 Field Visits for implementation and certification on existing contracts
- Making farm visits and accessing 210 farm bill program applications
- Provided technical assistance on practice installation: high tunnel, water systems, fencing, forestry practices, grazing management practices, livestock pipelines and winter-feeding systems
- Ongoing contract management

WesMonTy RC&D: Tenney

- Bird and pollinator houses are available
- Bat houses potentially available in the future
- Cost share program remains popular for honeybees and cover crops

WVDOF: Williams

- Normal fire season; One engine sent to GA and returned
- Participated in Envirothon

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

- Office spaces available & ready for rent
- Modifications/improvements to be made based on tenant needs

Legislative: Tenney

- Discussion regarding HB5364 is ongoing regarding the expected guidance from the state on district responsibilities
- Committee has been formed to improve general district knowledge and outreach

Grassland/AgEP: Dean

- AgEP Payments presented for approval:

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|-----------------------|----------------------------|----------|
| Cunningham, Tim | Watering System | 2,317.00 |
| Dean, Portia | Watering System | 2,359.00 |
| Lach, Luke | Watering System | 2,566.53 |
| Richman, John | Watering System | 3,000.00 |
| Poling, Edward | Watering System | 3,000.00 |
| Poling, Mary | Watering System | 3,000.00 |
| Mayle, Kenneth | Watering System | 2,236.30 |
| Swecker, Brenda | Small Scale Soil Amendment | 600.00 |
| Shomo, Bill | Lime | 1,168.40 |
| Circle W Farm | Lime | 529.60 |
| Wolfe, Barbara | Lime | 800.00 |
| Poling, Mary | Lime | 428.60 |
| Lucas, James | Heavy Use Area Protection | 1,500.00 |
| Dean, James | Heavy Use Area Protection | 1,500.00 |
| Dean, Portia | Heavy Use Area Protection | 1,500.00 |
| Stottlemeyer, Michael | Honeybee Nucleus Colony | 135.00 |

- **Motion to approve AgEP payments made by Shaffer, seconded by Short. Dean abstained. Motion carried.**
- AgEP cancellation requests presented:

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|----------------------|-------------------------|---|
| Rutherford, Clarence | Pollination | Approved for both honeybee nucs and pollination at April meeting but only needs assistance with nucs; requested to cancel |
| Reed, Rex | Honeybee Nucleus Colony | Could not source nucs; requested to cancel |

- **Motion to approve cancellations made by Shaffer, seconded by Nester. Motion carried.**
- Conservation agreements presented:

| | | |
|---------------------------|------------------------|--------------------|
| Holsberry, Philip | Sickler, Jeff and Lisa | Payne, Todd |
| Swartz, James and Barbara | Sharp, Fredrick | Jackson Farm |
| Carr, Walter Glenn | Elbon, Gary | Gillespie, Thomas |
| Cross, Edward | Lucas, James M | Vanscoy, Eric |
| Hovatter, Gene | Boice, Richard W | Winslow, Stephen C |
| Gould, Clete | Payne, Cameron | O'Brien, Chester D |

- **Motion to approve conservation agreements made by Dean, seconded by Tenney. Motion carried.**

Water Resource: Short

- Governor Morrisey recently awarded an additional \$3M in grant funds for Philippi reservoir project

WVACD Directors: Nester

- Attended Natural Resources Committee meeting
- Upcoming WVU Extension listening sessions; one at Jacksons Mill that evening
- Tenney added that late Spring freezes are likely to have a significant negative impact on peach & apple harvests

Personnel, Work Crew, Equipment & Safety: Vandevander

- Vandevander agreed to research cost/benefit to continue renting skid steer versus replacing it with a new one
- **Motion made by Short to accept \$35,000 insurance settlement for fire damaged skid steer, Nester seconded. Motion carried.**

OLD BUSINESS

WV DEP Air Sensor Partnership

- One location is still needed in Taylor County, spaced away from Tygart Lake State Park
- Higgins agreed to re-send email with DEP application to Supervisors Shaffer & Tenney to be forwarded to sites

District Conservation Farm selections due to Area Director by June 16

- No farms selected at this time
- Requested to keep on agenda for June 8th board meeting

Northern Panhandle CD/Wheeling Watershed Assn Case

- Dean reported no new communication received

District support for May 12 Tri-District Land Judging Contest, Taylor County

- Vandevander, Nester and Tenney agreed to be present to represent TVCD
- Helmondollar reported 55-60 people expected to attend
- **Motion to approve \$250 budget for refreshments made by Nester, seconded by Short. Motion carried.**

NEW BUSINESS**Nominations for Interim Randolph County Supervisor**

- No nominations made; TVCD will advertise

Grassland/AgEP Committee Assignment

- Former Randolph County supervisor Cunningham's spot is now vacant
- Tenney asked if anyone on board was interested in filling the vacancy; Vandevander volunteered
- **Chair Tenney appointed Vandevander to TVCD Grassland/AgEP Committee. No vote required.**

State Fair Signups

- Signup date list printed in packets
- Supervisors will notify Higgins by email if they wish to volunteer for specific time slots

Sponsorship Request: Blue & Gray Battle for the Banner

- **Motion to sponsor \$100 made by Vandevander, seconded by Nester. Motion carried.**

Transfer of Operation Maintenance & Repair (OM&R) funds

- **Motion to transfer OM&R fund balance plus accrued interest to WVCA once request letter received made by Shaffer, seconded by Nester. Motion carried.**

GLCI Field Day Reimbursement

- Higgins presented the invoice, adding that the time since the 2025 field days was to allow for the door prize vouchers to be presented for redemption. The total to be invoiced didn't reach the \$3,000 maximum because the vouchers weren't all redeemed
- **Motion to submit \$2,287.68 GLCI Field Day Reimbursement invoice made by Nester, seconded by Adams. Motion carried.**

The following FY27 Quarterly District Support Allotment LOR were presented for approval:

- Q1, 07/01/26: LOR 16531, \$42,469.00
- Q2, 10/01/26: LOR 16532, \$23,398.00
- Q3, 01/01/27: LOR 16533, \$23,397.00
- Q4, 04/01/27: LOR 16534, \$16,691.00
- **Motion to submit above listed Quarterly District Support Allotment LOR made by Shaffer, seconded by Nester. Motion carried.**

Tech Application Class: Hay testing, Techniques & Discussion

- Will be held at TVCD 6pm Tue, May 26; about 30 expected to attend
- **Motion to approve \$125 budget for refreshments made by Nester, seconded by Short. Motion carried.**

SUPERVISOR REPORTS

- Attendance at monthly board meetings, RC&D meetings, follow-up with partner agencies, and Save the Tygart activities
- Routine district duties such as signing checks, assisting committees, and supporting the work crew

ADJOURNMENT

Motion to adjourn made by Short, seconded by Shaffer. Motion carried. Meeting adjourned at 10:55 AM

(Minutes compiled and prepared by Amber Higgins, WVCA Administrative Specialist)