

TYGARTS VALLEY CONSERVATION DISTRICT

Regular Board Meeting Minutes

June 8, 2026, 9:00 AM, TVCD Office in Philippi, WV & via TEAMS

ATTENDANCE

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

Partners Present:

TVCD Work Crew: Tim Cunningham

WVCA: Jim Roy, James Helmondollar, Don Whetzel, Darian Carson, Haley Cunningham, Amber Higgins, (TEAMS) Ben Heavner

WVACD: (TEAMS) Heather Duncan

NRCS: Jon Bourdon, Jared Nestor, Tyler Putzulu, Robert Shomo, Greg Tucker, Jessica Ball

WVU Extension: Jody Carpenter

Visitors Present: Marsha Waybright, Sarah Cunningham, (TEAMS) Randy Elza, Michael Miller

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:

- May 11, 2026 Regular Meeting Minutes
 - June 8, 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

- Haley Cunningham was recognized as a new WVCA intern assigned to TVCD for the summer
 - Marsha Waybright, Sarah Cunningham, and Randy Elza attended as candidates for Tucker and Randolph supervisor vacancies
 - Tenney noted that NRCS State Conservationist Jon Bourden was expected but had not yet arrived
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CORRESPONDENCE

- DEP forwarded a permit modification request from JF Allen
- Public notice received regarding Kumbrow State Forest Mill Creek aquatic barrier removal project
- DEP announced a funding opportunity for culvert removal, replacement, and restoration, focused on migratory fish passage
- WVCA sent a letter about the OM&R fund balance and accrued interest
 - Board voted on 5/11/26 to transfer these funds to WVCA once the request letter was received
 - Higgins noted she had already emailed WVCA about pending invoices and forwarded that email to the board
 - She added that the totals in the WVCA letter will change after the invoices are paid, and the final transfer amount will be lower than shown
- Remaining correspondence to be addressed later in the agenda

TVCD REPORTS

Treasurer's Report: Vandevander

- May 1 checking balance: \$31,889; May 31: \$18,046
- Accounts receivable on May 31: \$44,188
- Secondary checking: \$1,354; Savings: \$54,852
- Income: lime spreader rentals \$1,900; office rentals \$4,291; A sales \$352
- Expenses: utilities \$1,131; building repair \$43; cleaning labor and supplies \$450; event supplies \$437; office supplies/copier \$217; supervisor per diem \$5,101; supervisor travel \$2,431
- Mortgage payment \$1,133 but will change starting in July:
 - Vandevander received notice that interest rate increased from 3.75% to 6.75%
 - After his discussion with Freedom Bank's Senior VP of Lending, rate was reduced to 4.9%
 - Per TVCD Policies and Procedures item 5.12, the chair, vice chair, and treasurer/secretary may sign district loans or leases with prior board approval, and two signatures are required; Vandevander and Tenney planned to sign the new loan documents after the meeting
- **Motion to accept Treasurer's Report as presented, file for audit, including authorization for Vandevander and Tenney to sign new loan documents was made by Shaffer, seconded by Poling. Motion carried.**
- Higgins presented a Co-Admin account summary added to the packet to provide clearer detail on sub-account balances
 - The report will be included each month to support transparency and help the board track each sub-account
 - Whetzel added that only OM&R account 1007-00 and OM&R State Supplemental account 1026-00 will be recalled by WVCA; all other Co-Admin accounts will remain the same
 - Board members were advised to keep the report available for later drought-related discussion

District Conservation & Crew Report: Vandevander

- Work crew expenses for May: fuel \$3,007; equipment mobilization \$1,469; equipment repairs \$640; payroll \$5,145; job materials \$1,770; shop supplies \$130
- Income for May: \$6,038; Accounts receivable: \$44,188
- Recent work included trough repair, dozer work, brush work for the Forest Service at Coberly Sods, Pecks Run work, and mowing dams at Polk Creek; additional work planned at Spruce Knob
- Work began at Seneca Rocks but paused due to equipment issues; work expected to resume in fall

Watershed O&M Report: Roy

- Drone video of recent work at Pecks Run was shared; final edit is in progress
- Video showed improved site conditions and results of recent maintenance
- Nester noted that brush hog attachment on the excavator has increased efficiency compared to past hand-work
- Whetzel added that District will continue O&M work on Elkwater, Pecks Run, and Shooks sites

AGENCY REPORTS

WVCA: Whetzel

- Written report was provided in the packet
- Districts selecting a farm for state competition must submit by June 16; South area tours will be July 13 and North area tours the week of July 27
- State will select North and South winners to compete for the overall award in August
- Training for newly elected supervisors will be held at Cedar Lakes on July 7 at 10 a.m.; chairs or designees are encouraged to attend with new supervisors
- WVCA has begun work on HB 5364 transitions, including contacting law firms for easement and deed transfers
- A watershed coordinator has been hired to assist with transfer work
- Letters have been sent to local sponsors, and WVCA will attend sponsor meetings to discuss changes and confirm support
- State Fair volunteer sign-up information was included in the district's agenda packet
- Outstanding OM&R invoices will be handled before the district's fund transfer to WVCA
 - If needed, WVCA will leave enough funds in the account to pay remaining invoices
 - WVCA will manage OM&R account balances after the fund recall
 - Amounts will no longer appear on the district's Co-Admin report
 - State will continue to track watershed balances, and Jim Roy will be able to access needed figures for project planning

WVACD: Duncan

- Quarterly meeting will be July 22–23 at the Bridgeport Conference Center; no room block, members may choose any hotel
 - Contest entries for photo, poster, and district of the year must be submitted to Fitzsimmons on the morning of July 22
 - Century Farm signs will be available at the quarterly meeting for districts to pick up
- NACD Northeast Regional Meeting will be August 24–27 in Wilmington, DE; WV will host in 2028 at Oglebay
- State Fair booth sign-ups are open; a room block is secured at the Fairfield Inn
- NACD grant extension to September 30 is expected but not yet confirmed

WVU Extension: Carpenter

- 4H camp season in Upshur, Randolph, Barbour and others; Leggett sent regrets due to teaching 4H classes in Randolph & Upshur
- Horse camp held at fairgrounds for first time since COVID
- Land judging team placed 3rd in land and 5th in home site at national contest;
- New horticulture judging team in training for June 22 contest; Livestock judging group continues statewide travel
- New WVU forest specialist Payne conducting county visits; staff coordinating with producers for on-farm visits after camp season
- Staff began research project on southern blight at a local farm using anaerobic soil disinfestation method
- City of Elkins requested producer interest for biosolids land application evaluations
- Producers should coordinate with agency staff for nutrient plans, soil sampling and heavy metal monitoring related to biosolid use
- Carpenter distributed screw worm identification and preparedness handouts
- Staff reported screw worm detections limited to southern Texas and advised producers to maintain vet contact and follow prevention guidance

NRCS: Nestor/Bourdon

- Staff continued working with producers on farm visits, conservation planning and project payments
- Wet weather slowed project completion
- Processed more than 200 program applications; over 50 contracts were awarded in district counties
- Lanternfly updates to be provided next month
- Some interest reported in regenerative agriculture program
 - Participants must meet added record-keeping requirements
 - Uses existing EQIP and CSP practices with a set-aside funding requirement but no new dollars
- CSP forestry enrollment declined due to soil test requirements; staff opened another signup to avoid returning funds
- NRCS agreements are on hold due to federal review; current agreements are being preserved but no new agreements or added funds may be approved this year
 - Staffing freeze remains in place; several offices are understaffed, employees covering higher-grade duties at same pay
 - Hiring limits reduced statewide staffing from 145 to 117
 - Authority to advertise priority positions may resume
 - NRCS leadership is developing a restructuring plan to maintain DCs and staff in all offices
- WVACD agreement funding ends this summer with no extension expected
- Agency exploring new field technology tools and Starlink connectivity to reduce time spent in CART system
- HB 5364 affects agreements; NRCS and state partners are working to maintain federal funding for watershed rehab project

WesMonTy RC&D: Poling

- RC&D funding request was approved and is awaiting SCC Finance Committee review
- Programs will continue and expand, with added focus on pollinators, honeybees and cover crops
- Bluebird and pollinator houses are available locally

WVDOF: Williams

- WVDOF staff unavailable to attend; no report

COMMITTEE REPORTS

Building/Budget/Finance: Vandevander

- One party expressed interest in renting office space
- Board will discuss the matter in executive session

Education/Publicity/Exhibit: Poling

- Staff preparing for next school year's activities with county partners
- Board encouraged to share ideas for education planning
- Recent Hay class at TVCD was well attended

Legislative: Tenney

- Committee requested guidance from the state procurement office on districts working outside district boundaries
- Procurement office referred the committee to state code without a direct answer
- Duncan reported that WVACD contacted the Conservation Agency for clarification and is awaiting a response

Grassland/AgEP: Dean

- Final major payments for FY26 AgEP were presented (a few remain pending receipt of documentation):

James Williams	HUAP	\$1,500.00
Barbara L. Gordon	Urban Ag	\$ 600.00
Clarence Rutherford	Honeybee Nucs	\$ 250.00
Appalachian Acres	Urban Ag	\$ 600.00
Charles Foley	Honeybee Nucs	\$ 250.00
Caroll Hornbeck	Honeybee Nucs	\$ 250.00
*Virginia Seibert (Richard Seibert)	Lime	\$1,340.00
Terri Jo Bennet	Urban Ag	\$ 600.00
Terri Jo Bennet	Honeybee Nucs	\$ 250.00
Licking Creek Farm LLC	Urban Ag	\$ 457.86
Robert Lee True Jr	HUAP	\$1,393.50
Courtney Walton	Pollination	\$ 37.44
Darrel L. Gooden	Honeybee Nucs	\$ 250.00
Kimberly Farry	Lime	\$ 240.00
Kenneth Mayle	Lime	\$1,338.00
Roaring Creek Acres LLC	HUAP	\$1,500.00

*Virginia Seibert's contract was completed by her son Richard following her passing, and payment must be issued in his name

- Conservation Agreements presented for approval:

Barbara L Wolfe	Barbour	April Rogers	Taylor
Circle W Farms Inc	Barbour	Todd Bolyard	Taylor
Jermey Hile	Tucker	William M Kennedy	Barbour
Frank J Turnansky	Randolph	Robert N Hull	Upshur
William Lambert Jr	Taylor	Cross Properties LLC	Barbour
Kenneth Mayle	Taylor	Cynathia Ann Calain	Randolph
Donna L Pitrolo	Taylor	The Charm Farm LLC	Randolph
Kevin Hissiam	Upshur	David L Kennedy	Barbour
James M Williams	Randolph	Jessica Harvey	Upshur
Charles Foley	Taylor	Barbara L Gordon	Upshur
Jermey K Vance	Randolph	Alicia Duckworth	Barbour
Susan Bealko	Barbour	Kody Tucker	Barbour
Marvin Warner	Randolph	Brent Tucker	Barbour
Delbert Faron Hall	Upshur	Marsha Waybright	Tucker
Michelle Strader	Upshur	Frank E Williams IV	Barbour
David Summerfield	Barbour	Terry Bender	Upshur
Norman Dale Fowler	Taylor	Patrica McCauley	Barbour
Amby Warner	Randolph	Martin Carpenter	Barbour
Zachary Leggett	Barbour	Hauman Schubert	Barbour
Darrel Gooden	Upshur	Hannah and Derek Fincham	Randolph
Wayne Harper	Tucker	James A. Yokum	Randolph
Alan M Suder	Upshur	Awe and Wonder Homestead	Upshur
Bryan Mitchell	Barbour	Shasta Carpenter	Upshur
Christopher P Hamner	Upshur	April Cogar	Upshur
Richard Seibert	Barbour	Richard "Drew" Rohr III	Upshur

- Motion to approve AgEP payments and Conservation Agreements was made by Shaffer, seconded by Short. Motion carried.**
- Motion to approve issuing Seibert payment in her son's name was made by Shaffer, seconded by Nester. Motion carried.**

Water Resource: Short

- No new activity to report

WVACD Directors: Nester

- To be discussed later in agenda

Personnel, Work Crew, Equipment & Safety: Vandevander

- To be discussed in executive session

OLD BUSINESS

WV DEP Air Sensor Partnership

- One location is still needed in Taylor County, spaced away from Tygart Lake State Park
- Taylor County contacts have not responded; outreach attempts will continue; board suggested additional locations to check
- Upshur County selected two sites, Curry Park and the Hall flood station, but they are not yet shown as pending on the project map
- Installations are pending and follow-up will continue
- Map of pending sensor locations was shared by email

District Conservation Farm selections due to Area Director by June 16: Tenney

- To be discussed in executive session

State Fair Signups: Tenney

- Handout provided with available time slots for review

Northern Panhandle CD/Wheeling Watershed Assn Case: Dean

- Dean reported no new communication received

Randolph/Tucker Supervisor Vacancies

- To be discussed in executive session

NEW BUSINESS

Letter of Support Request, Upshur Youth Ag Complex: Carson

- Letter of support request received for the new Upshur Youth Ag Complex as part of a DEP reclamation grant application
- Current fairgrounds are becoming unusable due to county redevelopment, increasing the need for the new site
- Only general support is needed; no equipment or resource commitments at this stage
- Carson volunteered to excuse herself to draft the letter during the rest of the meeting and have the chairperson sign before leaving
- **Motion by Nester, seconded by Shaffer, to provide a letter of support. Motion carried.**

Sponsorship Request: WVDEP Junior Conservation Camp

- **Motion by Adams, seconded by Nester, to donate \$225 as done last year. Motion carried.**

Potential topics for WVU Extension Dinner Meetings: Carpenter

- Carpenter reviewed provided list of rotating topic options and requested additional ideas
- Heirs-property session is scheduled for the district; soil-health education was suggested

Drought Exigency Program until D1 status drops: Heavner

- Heavner reviewed most recent drought monitor provided in packets, pointing out that small portions of Tucker and Randolph counties remain in D1 drought status, making the district eligible to reopen the program if desired
- Program would offer 50 percent cost-share up to \$500 now, increasing to \$750 after July 1 if drought conditions persist
- Board reviewed available funding and discussed whether state funds would be replenished; clarification will be requested
- Board agreed to wait until the July13 meeting to reassess conditions and decide whether to open the program

FY27 WVACD Dues: Vandevander

- Board reviewed payment options: \$5,000 due by July 1 or submitting a letter of intent by July 1 to pay by September 1
- Discussion noted current funds are insufficient to pay by July 1 but may be available after the next state allocation
- **Motion by Nester, seconded by Poling, to continue WVACD membership and submit a letter of intent to pay dues by September 1; motion carried.**

FY27 WVACD Directors: Tenney

- Tenney and Nester both stated they were willing to continue serving as WVACD directors
- **Motion by Adams, seconded by Short, to continue Tenney and Nester as WVACD directors for the next two years; motion carried.**

FY27 TVCD Annual Work Plan due by June 30: Tenney

- Board reviewed the FY27 work plan and noted that only name and date updates were needed; no content changes recommended
- **Motion by Shaffer, seconded by Nester, to approve the existing plan with required name and date changes; motion carried.**

Special Meeting for FY26 Closeout Payments: Helmondollar

- Board discussed the need for a special meeting to approve remaining FY26 closeout payments before the end of June
- Some documentation is still pending; approvals cannot be granted until implementation is verified
- Once documentation is ready, Helmondollar will email the Ag Enhancement Committee to schedule a conference-call meeting for payment approval

Monthly Board Meeting Day/Time: Potential Changes – Tenney

- Board discussed whether shifting some meetings to evenings could improve supervisor and public participation, especially for non-retired members
- Considerations included seasonal workloads, partner agency availability, travel safety in winter, and the option of alternating daytime winter meetings with evening summer meetings
- No decision made; board will revisit the topic at the next meeting after gathering input from absent supervisors

SUPERVISOR REPORTS

- Supervisors reported attending various district-related meetings and activities, including WesMonTy meetings, Save the Tygart events, RC&D meetings, hay class, Envirothon, drone demonstrations, and committee work on outreach
- Discussion included observations from recent hay workshops and general outreach needs
- Don Adams noted this was his final meeting; the board expressed appreciation for his service and invited him to stay for executive session and lunch

EXECUTIVE SESSION

At 10:55 AM, Short moved to take a break immediately followed by executive session under WV State Code 6-9A-4(a) to discuss:

1. **Prospective party interested in renting office space**
2. **New chairperson for the Personnel, Work Crew, Equipment & Safety Committee**
3. **District Conservation Farm selections**
4. **Applicants for Randolph and Tucker supervisor vacancies**

Motion seconded by Shaffer and approved.

OPEN SESSION

At 12:25 PM, Nester moved to return to open session, seconded by Poling; motion carried.

1. Prospective party interested in renting office space: Item had not been discussed
2. New chairperson for the Personnel, Work Crew, Equipment & Safety Committee: **Nester moved, and Short seconded, to appoint James Dean as chair of the Work Crew, Equipment & Safety Committee, with Personnel designated as a stand-alone committee composed of officers only and chaired by Dean; motion carried.**
3. District Conservation Farm selections: Board agreed the June 16 deadline was now too close for a cooperator to be ready in time; no selection was made
4. Applicants for Randolph and Tucker supervisor vacancies: **Nester moved, and Poling seconded, to send all three received Statements of Qualifications to the state committee, with recommendations to nominate Marsha Waybright for Tucker County and Sarah Cunningham for Randolph County; motion carried.**

ADJOURNMENT

Chair Tenney adjourned the meeting at 12:40 PM

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