

TYGARTS VALLEY CONSERVATION DISTRICT

Work Crew, Equipment, Safety Committee Meeting Minutes

September 14, 2026, 5:00 PM, TVCD Office in Philippi, WV & via Teams

ATTENDANCE & CALL TO ORDER

Committee Members Present: James Nester (Committee Chair), Delbert Vandevander (Treasurer), James Dean, Marsha Waybright

Other Board Members Present: Tom Short, Sarah Cunningham; **Additional Board Member Arriving at 5:35 PM:** Joseph Shaffer

WVCA Partners Present: Amber Higgins; **MS Teams:** James Helmondollar

- **Committee Chair Nester called the meeting to order at 5:02 PM.**
 - Short led the Pledge of Allegiance
 - September 14, 2026, Work Crew, Equipment, Safety Committee Meeting Agenda presented for approval
 - **Motion to approve agenda as presented was made by Dean, seconded by Short. Motion carried.**
-

DISTRICT WORK CREW COST REVIEW

- Vandevander presented fiscal year expense and income estimates
 - BRIM insurance requirements were reviewed; work crew coverage cannot be changed until July 2027
 - Regular district costs, including equipment insurance and building mortgage, were examined
 - Work crew revenue was determined to be unsustainable under current staffing and equipment limitations
 - Historical work crew operations and past financial losses were discussed
 - Committee agreed the district cannot hire new crew staff at this time
-

WORK CREW FUTURE PLANNING

- Committee reviewed long-term sustainability and financial limitations
 - BRIM renewal requirements and July deadlines were noted as key factors
 - Recommendation to reduce work crew activity and accept only already committed jobs was discussed
 - Committee agreed to continue limited work crew operations until May or June
 - A reassessment will occur at that time based on insurance needs, equipment status, and operator availability
-

RECOMMENDATION TO BOARD

- The committee advises keeping the work crew operating as-is with no new hires
 - Jobs should be accepted only when they fall directly to TVCD, with subcontracting used when needed
 - A full reassessment will be made in May ahead of BRIM insurance renewal in July
-

ADJOURNMENT

Motion to adjourn at 5:45 PM was made by Dean, seconded by Waybright. Motion carried.

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