

**WEST FORK CONSERVATION DISTRICT
BOARD OF SUPERVISORS
February 2, 2016**

MINUTES

With a quorum being present, Chairman Coffindaffer called the February Board of Supervisors meeting to order on Tuesday February 2, 2016 at 9:02 a.m. at the USDA Service Center, Mount Clare, WV. The Pledge of Allegiance followed the call to order.

Supervisors Present: William Coffindaffer Jane Collins
James Foster
Phil Osborne Bill McClain
Randy Plaughter Larry Sponaugle

Others Present: Susan Funka-Petery, NRCS
Corey Lambert, TVCD
Jim Nestor, Supervisor TVCD
Cheryl Carlin, WFCD
Robin Ward, WV Conservation Agency
Jeremy Salyer, WV Conservation Agency
Jim Roy, WV Conservation Agency
Caleb Smith, WV Conservation Agency
Chuck Copeland, WV Forestry
Jesse King, WV Forestry
Jeff Griffith, NRCS
Joel Barnosky, FSA
Belva Junkins, WFCD
Bruce Loyd, WVU Extension

Introductions: Corey Lambert, and Jim Nestor from TVCD were here today to introduce themselves and thank the Board for their support. Corey is a conservation tech for TVCD and he schedules the crew at TVCD. Corey expressed that he appreciated the opportunity to help the WFCD and has enjoyed doing our SPRP and O&M jobs. Jim Nestor reported that the prices have changed for the operation of the slope mower. It will now be \$65.00/hr instead of \$55.00/hr. Jeremy talked about an agreement that has been made between Southern CD and Greenbrier Valley CD for the same situation as TVCD and WFCD. Jeremy would work to get a copy of that agreement to the Board to review and make their own agreement for TVCD.

Susan Funka-Petery is here from the NRCS today. She will report later.

Agenda Approval: Supervisors reviewed the agenda for today's meeting, two correspondences need to be added; Minutes from the Field Day Committee meeting on

January 7th, 2016, and Minutes from the Envirothon Meeting on January 6th, 2016.
Foster/ McClain moved to approve agenda. Motion carried.

Minutes: Belva pointed out that Bobby Samples name needed to be adjusted. Robin had put his last name as Wolfe, and it needs to be Samples. Chuck Copeland also commented that Jesse covers Doddridge and Gilmer Counties, not Harrison County. **With these corrections to the minutes. Plaughter/ McClain move to approve the January 12th, 2016 minutes.**

Financial Report: The financial reports for January are in Supervisor's books for review. The WVCA Year-to-Date Revenue and Expenditure Balance Report for December is here today and Supervisors have a copy of it in their files. The report will be filed for audit. In addition to today's report is an extra balance sheet and income statement provided by John Law CPA for supervisors review on the General and CDO accounts. **Financial reports will be filed for audit.**

Approval of Invoices and Payments: None at this time.

Supervisor Per Diem and Travel: Treasurer, Randy Plaughter, moved the following Supervisors Per Diem and Travel expenses for the month of December:

Richard Steve Hannah	\$159.78
James Foster	\$733.48
William Coffindaffer	\$344.13
Rebecca Jane Collins	\$570.78
Philip Osborne	OND \$46.32 for each month (\$138.96)
William McClain	\$179.16
Larry Sponaule	\$201.30
Randy Plaughter	\$310.22 <i>totaling \$2,637.81</i>

Total gross amount spent to date: \$21,916.18
Plaughter/Sponaule. Motion carried.

Unfinished Business

Ag Enhancement Program: No new business with AgEP. Caleb reported on the confusion with the money in the database at the last meeting. He passed out a paper that reflected the changes with the report and discussed the confusion with the supervisors.

OM&R Salem Fork & Polk Creek: Jim Roy reported on the appointment made with the Lewis County Commission on March 7th at 10 a.m., and the appointment made with the City of Weston on March 7th at 6 p.m. Supervisors have been given a copy of the presentation to be conducted at those meetings for their review. Jeremy reported that the Agency is not going to ask for additional funds, but ask for their continued support. He encouraged all Supervisors to attend. Jeremy also reported that the O&M Dam

inspections will take place on April 11th, 12th, and 13th, 2016 for Polk Creek, and April 6th, and 7th, 2016 for Salem Fork. Meeting times and places are as follows:

April 6th and 7th – Meet at Go Mart in Salem at 8 a.m.

April 11th and 12th – Meet at Pricetown VFD at 8 a.m.

April 13th – Meet at Weston City Building at 8 a.m.

Field Day 2016: Plaugher reported that the Field Day will take place on July 9th, 2016. The committee had three prospective farmers attend the committee meeting yesterday; Richard Law, Bill Suan, and Creed Ward. At Mr. Law's farm they are going to focus on grazing demos, and review an electric water system. At Mr. Suan's farm they are going to do a weed wiper demonstration, and have a lime spreader on site for possible demonstration and calibration explanation. Then the plan is to break for lunch at the Johnstown Community Building, and lunch would be catered/ provided by WFCD. Also at lunch there would be a discussion as to what type of lime qualifies for the AgEP programs. The committee would like to get a representative from Alcon to discuss the difference in lime quality. At Mr. Ward's farm they would focus on a hay wrapping demonstration, moisture testing demo, and then focus on a solar pump water system. Jeff has been in contact with a presenter to bring the solar pump, and demonstrate it. Buses would be used to shuttle farmers from farm to farm, and the pick-up/drop-off place would be at the Horizons Church in Lost Creek. Approximate starting time would be a 9 a.m. departure from Horizons Church, and a return to Horizons Church around 5 p.m. Cheryl had researched different prices for buses however, Bruce had mentioned he may be able to get a competitive price from the Lewis County School System and he would be in contact with Cheryl about this. Jane mentioned a possible use of the senior citizen buses. Foster commented that at the next field day committee meeting, the committee would have to generate a budget for the event. The next field day committee meeting will be held after the Board meeting on March 1st. There is not a specific time, but the meeting will start immediately after the Board meeting that day. Cheryl reported on being open to ideas for lunch catering that day and asked for help. The Chairman placed Cheryl and Belva in charge of coming up with prices for different catering options, and have them report at the next committee meeting in March.

New Business

District Personnel Plan: The District Personnel Plan involves 32 dam monitors, the summer soil sampler/conservation tech at \$5,000.00, the office assistant position at \$12,000.00. **Foster/ Plaugher moved to approve the personnel plan as presented. Motion carried.**

Gilmer County 6th Grade Field Day: Sponaugle reported that he has asked for this to be on the agenda this month to get funds approved for their event. This year Larry and Jane plan to have speakers and instructors, and they need funds to cover materials needed. Foster commented that this event is in the Budget and they do not need to request funds. Jane and Larry figure they will need compasses, magnifying glasses, t-shirts, and fees for

the location and lunch. They projected the cost to be around \$1,000.00. Also, there will be around 70 students in participation. The field day will be on April 26th, 2016. Jane and Larry would need to submit invoices of their expenses.

Forestry Contest: Chuck reported on possibly combining the contest with the Upper Ohio CD. The decision would be up to the Board, but he felt this would invite the opportunity to have more involvement and made it a bigger contest. **Plaucher moved to combine Upper Ohio CD along with Little Kanawha CD, and West Fork CD to have a tri- district contest. Motion seconded by McClain. Motion carried. Date is TBA.**

Conservation Farmer: Robin reported to the Board that they need to be thinking about Conservation Farmers to run for the upcoming year. District tours are to be completed by May 31st, 2016, and State tours will be conducted in August 2016. Last year we ran into the issue that farmers did not have enough advance notice to get their farms ready, and did not want to participate. Supervisors were asked to think ahead and get farmers that could be ran this year, so we can give them enough notice.

Correspondence:

NACD-WFCD Facebook Page
Letter from Louis Aspey
Minutes Field Day Committee Meeting 1-7-16
Minutes Envirothon Committee Meeting 1-6-16

Funding Requests: A request from the WVU Soils team is here today. The Agency is sending \$2,000.00 to the team. The team is needing a total of \$4,000.00 for their National competition trip. **Sponaule moved to send \$200.00 to West Virginia University for the team. Motion seconded by Plaucher. Motion carried.**

Letters of Request: One LOR is here today. A request for \$4,000.00 for State Match dollars from the City of Weston. **Foster/ McClain motion to approve and submit the LOR. Motion carried.**

SPRP/EWP Project: Jim Roy reported that he went out and looked at a few jobs that did not qualify. One was in Gilmer County on Leafgggggyding Creek, and the other was on Polk Creek.

Board Member & Associate Supervisor Reports: Plaucher reported that the Envirothon Training day will be on April 4th, 2016 at the Doddridge County Park, and all training stations are covered. The District will provide lunch. Also there is a Grassland contest meeting in February, and the District will provide the pizza for lunch that day as well.

Belva reported on the Dam meeting in Salem being really nice and thought that it was well planned and informational.

Coffindaffer reported on the Farm Preservation Program taking place in Harrison County. All appointees have been made and it is a work in progress. Also, Bill reported that there is an up to date Board committee's list in their books today for review.

Report of Cooperating Agencies:

NRCS: Jeff reported his staffing has not changed. EQIP rankings are due on Feb. 11th and his staff is working to complete those. 84 applications have been received for 2016 funding. Approximately 45 applications will be ranked. The estimated cost of the applications is around 1.2 million. 4 RCPP applications have been received. There are two local work group meetings set. One for planning purposes on Feb. 10th and the actual local work group meeting on Feb. 17th. **Foster made a motion to provide \$100.00 for refreshments for the Feb. 17th meeting. Motion seconded by McClain. Motion carried.** Jeff reported on the fact sheet needed for the Community Garden Grant, and said that staff at the NRCS state office are working to get that completed. Jeff made a rough draft and sent it to them to proof and revamp. He said we should have that fact sheet by the end of the meeting. He pushed back the deadline for schools to have their proposals in by February 29th, 2016.

Susan reported that she felt the preparation meeting on the 10th was a good idea to iron out ideas and get things finalized in how you want to run the big meeting. Susan did get a chance to go to a few local work group meetings and feels that the local work group has been around for a long time and seems that they need to be revitalized. NRCS is embarking on a new type of funding coming in 2017 for their programs. The local work group is vital and a good chance for the community to come together and decide where their resource concerns are. Susan commended Jeff and his staff for all of their work.

FSA: Joel reported on a news release pertaining to winter storm Jonas, and the active LIP program. He reminded that there is a 30 day reporting period of any livestock lost. Also, there is surplus property for sale in Lewis County that will be sold on the Court House steps. Olie Bastin, the landlord for the office building has passed away, and succession plans have been made and the building is in no danger of loss.

Forestry: NA

WVU Extension: Bruce reported on the Bee Keeping workshop starting in Weston this evening. The work shop will go on for the next 4 weeks. There will be a high tunnel workshop in Gilmer County, and there is a dinner meeting taking place next week. The Small Farms Conference is at the end of this month in Charleston. On March 14th there will be a bull breed soundness exam. The cost will be \$25.00/ bill. On March 22 there will be a representative from Summit Helicopters in Weston to talk about their program and book appointments. The meeting will be at the Lewis County EMS building at 7 p.m.

WVCA Report: Caleb reported that most of his work is at TVCD. He has 30 farms to review in the next 2-3 weeks. Brochures are completed for Supervisors to review.

Jeremy reported and provided a paper report for the Supervisors. He highlighted on the Senate Bill 158, and DM's getting election running results. Jeremy polled the Supervisors about their experience this year on Ag Day, and what differences could be made. WVACD scholarships are due to the association by the first of April. Conservation Farm tour County winner and District winners will not be invited to the WVCA annual banquet this year, and Districts are asked to represent them at their local awards banquet. All comments received for the SCC regarding AgEP will be reviewed shortly at the State AgEP meeting in Mid-Late February. After the meeting Supervisors will get a copy of all comments made to the committee. Jeremy handed out a PowerPoint of the new plan for O&M for 2016. The big change is going to be using work order forms for the District crews to submit and it mirrors the inspection report. This change allows districts like TVCD to invoice on a per dam basis, give Brian tabs on how much money is being spent, and have documentation to back it up. This incorporates a 5 year plan that entails major repairs beyond rehab work. Jim Roy will work with Ed Martin, and everyone at Morgantown to keep apprised of everything. Jeremy encouraged Supervisors to share input with Jim Roy as he is the go to man for opportunity to make changes, and keep the Agency in line. Each dam will have a work order.

Supervisors felt with the Field Day Committee meeting after March's Board meeting, that they would like to meet with JB on an alternative date. The Board set a date of March 11th, 2016 at 10 a.m. to meet with JB if he was available. Jeremy would send an email to him asking of his availability and report back.

Robin reported that the signature card for Harrison County Bank is almost complete, and that she needs signatures from Jane and Bill McClain to finish it up. Also, yesterday, she and Bill Coffindaffer worked to close the accounts at Huntington Bank and move them to Harrison County Bank. As of today all accounts at Huntington Bank are closed, and all of the District funds are at Harrison County Bank. She also reported that on February 17th, 2016, at 7p.m. she has been asked to volunteer her time to present to the WVU Collegiate Horseman's Association about her position with the Agency, the steps she took to earn the position, what aspects government agencies are looking for in hiring college graduates, and what internship opportunities are available.

WFCD Report: Cheryl reported on the Envirothon Training day and said that schools have until March 28th to RSVP to the training, and she has gotten no response yet. She asked about the Teacher of the year award offered by the Association, and if the Board wanted to nominate a teacher that is not active with the Districts programs? She suggested possibly picking a teacher from the Gilmer County 6th Grade Field Day. She would get with Jane and Larry to think about some possible teachers. The Board thought about nominating an extension agent as they are teachers too just in a different form. Jim would ask the association about changing their award to "Educator" of the year vs. Teacher of the year. Cheryl has a card for the Bastin's for everyone to sign.

Conservation Agreements: There are two agreements here today for approval:

Darren S. Nestor, Harrison County, 169 acres

Steven Davis, Lewis County, 60 acres

Foster/ Plaucher. Motion carried to approve Conservation Agreements.

Set Date of Next Meeting: The next meeting will be held on March 1st, 2016 at the
USDA Service Center Mount Clare, WV.

Respectfully submitted,

Jane Collins, Secretary

William Coffindaffer, Chairman

**Minutes Recorded by Robin Ward; District Manager, West Fork CD
Meeting Adjourned at 11:15 a.m.**