

**ENVIRONMENTAL QUALITY BOARD**  
**601 57<sup>th</sup> Street, SE**  
**Charleston, West Virginia 25304**

**MINUTES**  
**November 10, 2011**

A public meeting of the Environmental Quality Board was held on Thursday, November 10, 2011, in Charleston, West Virginia. Board members present were: Edward Snyder, Ph.D., Chairman; Dr. Scott Simonton, Vice-Chairman; Edward C. Armbrecht, Jr.; William H. Gillespie; and Dr. James Van Gundy. Staff members present were Wendy E. Radcliff, Esquire, Counsel for the Board, and Jackie D. Shultz, Clerk of the Board.

It being determined a quorum was present, Dr. Snyder called the meeting to order and the Board proceeded with its agenda.

**Minutes of July 14, 2011, Administrative Meeting:**

The minutes of the July 14, 2011, administrative meeting were reviewed by the Board. Upon a motion duly made by Mr. Armbrecht and seconded by Dr. Simonton, the minutes were unanimously approved as presented.

**Budget Update and Purchase Card Reports**

Prior to the Board meeting, Kathy Coleman, Administrative Secretary, provided the Board with the following information: (1) Year-End Budget Summary for Fiscal Year 2011; (2) Budget Update for Fiscal Year 2012; (3) Purchase Card Report for July 1, 2011 - September 30, 2011; and (4) Draft Agreement - Groundwater Protection Fund.

Upon a motion duly made by Mr. Gillespie and seconded by Dr. Simonton, the Board voted unanimously to approve the Purchase Card Report for July 1, 2011 - September 30, 2011.

After review and discussion, the Board determined that the Draft Agreement - Groundwater Protection Fund document should be changed by deleting the last three lines of the first paragraph, ending the paragraph with "10<sup>th</sup> day of November, 2011." Upon a motion duly made by Mr. Gillespie and seconded by Dr. Simonton, the Board voted unanimously to approve the revised Groundwater Protection Fund Agreement. Dr. Snyder then signed the Agreement according to the Board's directive.

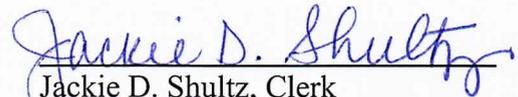
The Year-End Budget Summary for FY 2011 and the Budget Update for FY 2012 were provided for informational purposes only and did not require action by the Board.

**Adjournment**

There being no further business to bring before the Board, the meeting was adjourned.

\* \* \*

I hereby certify that the foregoing is a true and correct record of the proceedings of the Environmental Quality Board meeting held on November 14, 2011. The Environmental Quality Board approved these minutes on 11/15/2012.

  
Jackie D. Shultz, Clerk  
Environmental Quality Board