

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

**MINUTES**  
**April 11, 2019**

A public meeting of the Environmental Quality Board was held April 11, 2019, beginning at 8:30 a.m. Board members present were: Edward Snyder, Chairman; Charles C. Somerville, Vice-Chairman; William H. Gillespie; Marybeth Winters and Stephen Capelli.

Staff members present were Jackie D. Shultz and Katherine C. Coleman.

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

**Introduction of New Board Member:**

Chairman Snyder welcomed Stephen G. Capelli, Sr. to the Board. Mr. Capelli was appointed to the Environmental Quality Board on February 15, 2019. Chairman Snyder commented he is pleased to have the full compliment of the Board.

**Minutes of July 12, 2018:**

Upon a motion duly made by Mr. Gillespie and seconded by Dr. Somerville, the Board voted unanimously to adopt the July 12, 2018 minutes as presented.

**Purchase Card Report and Budget Update:**

After a thorough review and upon a motion duly made by Mr. Gillespie and seconded by Dr. Somerville, the Board voted unanimously to approve the Purchase Card Reports for September 18, 2018 - December 18, 2018 and December 19, 2018 - March 15, 2019.

Ms. Coleman informed the Board that as of March 31, 2019, the Board has spent 64 percent of its general revenue and 43 percent of its special revenue funding.

The Board's budget for Fiscal Year 2020 increased by \$5,624 for a total of \$113,483. The increase was appropriated to Personal Services and Employee Benefits for a salary increase of \$2,370 per employee. This funding was included in the Governor's recommended budget.

The Board's vacant Attorney 2 part-time position has been deactivated effective February 15, 2019.

Effective January 1, 2019, the state's mileage reimbursement rate was increased from 54.5 cents per mile to 58 cents per mile.

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I hereby certify the foregoing is a true and correct record of the proceedings of the Environmental Quality Board meeting held on April 11, 2019. The Environmental Quality Board approved these minutes on August 8, 2019.

  
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Jackie D. Shultz, Clerk  
Environmental Quality Board