

**Durham Soil and Water Conservation District  
721 Foster Street  
Durham, NC 27701**

Meeting Number: 8 (District Meeting)

Date: October 15, 2014

Meeting Number: 3 (for State reporting purposes)

**Supervisors Present:**

Talmage Layton, Chairman  
Robert Rosenthal, Vice Chairman  
Danielle Adams, Treasurer/Secretary  
Ray Eurquhart, Financial Officer/Supervisor  
Curtis Richardson, Supervisor  
Mark Dewitt, Associate Supervisor  
David Harris, Associate Supervisor

**Others Present:**

Eddie Culberson, Director  
Lisa Marochak, Senior Administrative Officer  
Jennifer Brooks, Soil Conservationist/EE Coordinator  
Mike Dupree, Ag Development/Watershed Conservationist  
Matthew Kinane, NRCS

*The regular monthly meeting of the Durham Soil & Water Conservation District Board was held on Wednesday, October 15, 2014, and called to order at 12:33 pm by the Treasurer/Secretary. The meeting was held at 721 Foster Street.*

**1. Minutes and Financial Report** – A motion was made by Ray Eurquhart to accept the financial statement and approve the minutes. Curtis Richardson seconded the motion. Motion passed without dissent.

**2. Old Business**

**A. Director's Report** – Eddie Culberson reported on the following:

- **Tour for County Manager** – A tour was held for the County Manager on September 11<sup>th</sup>. Culberson thanked Talmage Layton, Ray Eurquhart, David Harris, Matthew Kinane, Themis Stone and staff for attending the tour.
- **Contracted Services** – Interviewed a couple of applicants for the contractor positions. One applicant will work on Equine operations and the other will work with Producers.
- **Open Space Matching Grant**- Met with Fire Chief, Lyn Needham to discuss possibility of applying for an Open Space Grant. The grant would be used for trails on the District land for education purposes and trails at the fire station for training purposes. The grant deadline is November 14<sup>th</sup>. The Board would need to provide a match and also liability insurance. A motion was made by Ray Eurquhart to apply for the DOS Grant with a match of \$3,100. Curtis Richardson seconded the motion. Motion passed without dissent.
- **Board trainings**- The Association has developed some training modules for Supervisors. The training are only about 20 minutes each. The board agreed to watch the trainings at future board meetings.

**B. Upper Neuse River Basin Issues Update** –Tabled until next meeting

**C. Environmental Affairs Board Issues Update** –Mark Dewitt reported the following:

- Had a presentation by Durham Citizen, Melissa Rooney at the last EAB meeting on October 1<sup>st</sup>. The presentation was on a recommendation from her for a Joint City/County Planning Watershed Improvement Committee. The recommendation has been reviewed and a letter was sent from Paul Wiebke. The City would like to continue to pursue Rooney's idea and the EAB should have participation to provide their perspective on this recommendation.
- **State of Our Streams report**- was presented at the last EAB meeting and is available online.

- **Tree Report**-The EAB is heavily engaged in the tree report inquiry. The City of Durham is attempting to do an inventory of trees. Many will need to be replaced, pruned or other requirements.

**D. Agricultural Cost Share Program**- Jennifer Brooks reported the following:

- **Application for Assistance** - Has an application for assistance for contract #32-2015-001 for Cropland conversion to grass/wildlife, plants with a ranking score of 40. A motion was made by Ray Eurquhart to approve the application as presented. Curtis Richardson seconded the motion. Motion passed without dissent.
- **Approval of Contract**- Has 1 contract 32-2015-001 for Cropland conversion to grass/wildlife, plants. The contact amount is \$740 with a ranking score of 40. A motion was made by Ray Eurquhart to approve the contract as presented pending landowner signature. Curtis Richardson seconded the motion. Motion passed without dissent.
- **Application for Assistance for contract repair** - Has an application for assistance for contract repair #32-2015-002 for grass waterway for repair from last year. A motion was made by Ray Eurquhart to approve the application as presented. Curtis Richardson seconded the motion. Motion passed without dissent.
- **Approval of Contract Repair**- Has 1 contract 32-2015-002 for grass waterway. The contact amount is \$4,321 (actual cost) with a ranking score of 60. A motion was made by Ray Eurquhart to approve the contract repair as presented. Curtis Richardson seconded the motion. Motion passed without dissent.
- **Application for Assistance** - Has an application for assistance for contract #32-2015-003 for livestock exclusion and Cropland Conversion to Grass. A motion was made by Ray Eurquhart to approve the application as presented. Curtis Richardson seconded the motion. Motion passed without dissent.
- **Approval of Contract** - Has 1 contract 32-2015-003 for livestock exclusion, Cropland Conversion to Grass. The contact amount is \$21,980 with a ranking score of 55. The cost share was a new beginning farmer for 90%. A motion was made by Ray Eurquhart to approve the contract as presented. Curtis Richardson seconded the motion. Motion passed without dissent.
- **Application for Assistance** - Has an application for assistance for contract #32-2015-004 for Grass Waterways. A motion was made by Ray Eurquhart to approve the application as presented. Curtis Richardson seconded the motion. Motion passed without dissent.
- **Approval of Contract** - Has 1 contract 32-2015-004 for Grass Waterways. The contact amount is \$8,814 with a ranking score of 40. A motion was made by Ray Eurquhart to approve the contract as presented. Curtis Richardson seconded the motion. Motion passed without dissent.
- **Funds Remaining**- \$14, 145

**E. CCAP** – Mike Dupree reported on the following:

- **Application for Assistance** - Has 4 applications for assistance on the following contracts #32-2015-526 for streambank stabilization, 32-2015-527 for streambank stabilization, 32-2015-528 for streambank stabilization and 32-2015-529 for a rain garden & impervious removal. A motion was made by Ray Eurquhart to approve the 4 applications as presented. Curtis Richardson seconded the motion. Motion passed without dissent.
- **Contracts**
  - **Approval of Contract**- Has 1 contract 32-2015-524 for streambank stabilization. The contact amount is \$3,252 with a ranking score of 185. A motion was made by Ray Eurquhart to approve the contract as presented. Curtis Richardson seconded the motion. Motion passed without dissent.
  - **Approval of Contract**- Has 1 contract 32-2015-514 for cistern. The contact amount is \$1,453 with a ranking score of 175. A motion was made by Ray Eurquhart to approve the contract as presented. Curtis Richardson seconded the motion. Motion passed without dissent.
- **Contract cancellation**
  - **Cancellation**- Has 1 contract cancellation 32-2015-209 \$2,193 for Nancy Cummings. A motion was made by Ray Eurquhart to accept the contract cancellation as presented. Curtis Richardson seconded the motion. Motion passed without dissent.
- **Request for Payment**
  - **RFP** - For contract #32-2014-513 for \$4,475. Ray Eurquhart made a motion to approve the RFP as presented. Curtis Richardson seconded the motion. Motion passed without dissent.
  - **RFP** - For contract #32-2014-520 for \$437. Ray Eurquhart made a motion to approve the RFP as presented. Curtis Richardson seconded the motion. Motion passed without dissent.

- **RFP** - For contract #32-2014-511 for \$1981. Ray Eurquhart made a motion to approve the RFP as presented. Curtis Richardson seconded the motion. Motion passed without dissent.

**F. Administrative Officer**– Lisa Marochak reported on the following:

- **State Fair Soil & Water Booth**- October 21<sup>st</sup> will be the “Durham/Orange District Day” at the Soil & Water State Fair booth. If anyone is interested in volunteering please contact Lisa Marochak at 919-560-0558 or lmarochak@dconc.gov.
- **Taxes/501c3**- Board decided to table this discussion until after the North Carolina Association of Soil & Water Conservation Districts Annual Meeting in January.
- **Archived Minutes**- Lisa Marochak reported that the State Archives has old minutes from Durham SWCD. Marochak passed out a copy of the General Statute that states Durham SWCD is the custodian of the minutes and must retain original copies. A motion was made by Ray Eurquhart to allow funds for staff to copy the old minutes that are in archives. Curtis Richardson seconded the motion. Motion passed without dissent.
- **Environmental Educator of the Year**- On September 19<sup>th</sup> Jennifer Brooks received the “2014 Environmental Educator of the Year” award at the Southeastern Environmental Education Alliance Conference.
- **Area IV Fall Meeting**- Area IV fall meeting will be held on November 20<sup>th</sup> in Warren County. Please let Lisa know if you are planning to attend by October 31<sup>st</sup>. The cost is \$25 per person.
- **NCASWCD Annual Meeting**- The registration is now available online. The deadline for early register is December 1<sup>st</sup>. Marochak informed the board that Associate Supervisor David Harris is planning to attend the Annual Meeting.

**G. Environmental Education**- Jennifer Brooks reported the following:

- **Teacher Workshops**- Lisa Marochak reported that we made a total of \$189.45 on the teachers workshops
- **Environmental Field Days**-
  - Brooks thanked Ray Eurquhart, Lisa Marochak, Eddie Culberson and Mike Dupree for helping during the 2014 Environmental Field Days. The Field Days took place October 7-9. Over 600 students attended Field Days.

**H. Durham Farmland Protection**- Lisa Marochak reported on the following:

- **Farmland Board Tour**
  - Tour was held on October 3 and was well attended
- **Farmland Board meeting** – next meeting is scheduled for October 16th at 8am

**I. Stream Restoration and Stormwater Projects** – Eddie Culberson reported on the following:

- **CWMTF-Sandy Creek Phase V**-Did final walk through with Curtis Richardson and Will Summers with CWMTF, but found some discrepancies that need to be addressed.
- **Duke Diet Center**- Curtis Richardson reported that he met with the Duke University Vice President. Duke University is not interested in the offer made by the City of Durham to purchase the Duke Diet Center.
- **Southern High School Stormwater Project**
  - A motion was made by Curtis Richardson to approve the agreement between the District Board and EEG for the Southern High School Stormwater Project. The contract amount is \$325,000. Ray Eurquhart seconded the motion. Motion passed without dissent
  - Received notice that our department was awarded \$176,000 for the Southern High School Project from CWMTF.
  - Culberson thanked Ray Eurquhart for assisting with the Southern High project by attending meetings and connecting the community to it.

**J. NRCS** – Matthew Kinane reported on the following:

- **Conservation Compliance Fact sheet**- Kinane passed out a copy of the “Conservation Fact Sheet” to the board. Staff is currently assisting several farmers with the installation of conservation practices to meet conservation compliance. Conservation compliance for tract 2676 needs SWCD approval

- **Local Workgroup meeting-** Durham SWCD held a local workgroup meeting on Thursday, September 18, 2014 at the Agricultural Building.
- **NRCS Area 2-** Will have staff training for all field staff members for the roll-out of FY 2015 Environmental Quality Incentives Program (EQIP). The EQIP Rollout Training will be held November 13-14 at the Pittsboro Field Office.
- **Goals for FY2015-** Field Office goals for FY2015 will soon be set.

**New Business**

- A. **Robert Rosenthal-** Supervisor, Robert Rosenthal's last official meeting will be on November 3<sup>rd</sup>. A motion was made by Ray Eurquhart to have the next meeting catered and to purchase a card and acrylic plaque. Curtis Richardson seconded the motion. Motion passed without dissent.
- B. **Supervisor reappointment-** A motion was made by Ray Eurquhart to recommend Talmage Layton for reappointment to the Durham Soil & Water Board. Curtis Richardson seconded the motion. Motion passed without dissent.
- C. **Contract with Division-** A motion was made by Ray Eurquhart to approve the agreement between the Division of Soil and Water and the Durham Soil and Water Conservation District Board.
  - a. **Secondary Employment Policy-** A motion was made by Ray Eurquhart to adopt the secondary employment policy required by the Division of Soil and Water. Curtis Richardson seconded the motion. Motion passed without dissent.

**Adjourn:** The Chairman adjourned at 2:07pm.

**Next Meeting: Monday, November 3, 2014 at 5:30pm** – 721 Foster St, Durham, NC 27701

**Talmage Layton**  
Chairman

**Danielle Adam**  
Secretary/Treasurer

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**Approval date**