

## MINUTES

**Durham Soil and Water Conservation District**  
**721 Foster St.**  
**Durham, NC 27701**  
(second floor conference room)

Meeting Number: 5 (District Meeting)

Date: May 4, 2015

Meeting Number: 10 (for State reporting purposes)

**Supervisors Present:**

Talmage Layton, Chairman  
Ray Eurquhart, Financial Officer/Supervisor  
Katie Locklier, Secretary/Treasurer  
Curtis Richardson, Supervisor  
David Harris, Associate Supervisor

**Others Present:**

Eddie Culberson, Director  
Lisa Marochak, Senior Administrative Officer (phone)  
Jennifer Brooks, Soil Conservationist/EE Coordinator  
Mike Dupree, Ag Development/Watershed Conservationist  
Matthew Kinane, NRCS- District Conservationist  
Willie Darby- Senior Assistant County Attorney

*The regular meeting of the Durham Soil & Water Conservation District Board was held on Monday, May 4, 2015, and called to order at 5:34 pm by the Chairman. 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. Katie Locklier seconded the motion. Motion passed without dissent.

**2. Old Business**

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

- **Budget Hearing-** FY15-16 department budget hearing was held on April 17 at 11am. Ray Eurquhart, David Harris, Mark Dewitt, Eddie Culberson, Lisa Marochak, Andy Miracle and the County Manager were present. We are asking for two new positions this year.
- **BOCC Meeting-** On April 13<sup>th</sup> the Soil and Water Department had an item on the consent agenda to purchase a new vehicle and purchase software. The BOCC approved the money for the vehicle and the software.
- **Contracted Services Employee-** Eddie introduced the new contracted services employee, Jessica Pope. She will be working until the end of June.
- **White Paper-** concept is liked, County Manager recommends meeting with the City Manager to discuss the proposal on Monday, May 11, then go to June 1 BOCC work session.
- **UNCWI-** approached staff about BMPs and possible staff funding.

**B. Upper Neuse River Basin Association Issues Update-** David Harris reported on the following:

- Passed out papers from the last UNRBA meeting to board and staff
  - Continuing to monitor. The process is continually being tweaked.

**C. Environmental Affairs Board Issues Update** – Eddie Culberson reported on the following:

- Gave report on EAB email.

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

- **Application for Assistance-** Has 1 application for assistance on contract #32-2015-008 for a manure composter using 319 horse grant funds. 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 32-2015-008 for a waste composter using 319 horse grant funds. The contract is in the amount of \$24,000. This contract had a ranking score of 60. A motion was made by Curtis Richardson to approve the contract as presented. Ray Eurquhart seconded the motion. Motion passed without dissent.

#### E. AgWRAP

- **Application** - A motion was made by Katie Locklier to approve the new pond application for contract # 32-2015-801. Ray Eurquhart seconded the motion. Motion passed without dissent.
- **Contract-** A motion was made by Curtis Richardson to approve the contract for a new pond for contract # 32-2015-801 in the amount of \$32,992. Ray Eurquhart seconded the motion. Motion passed without dissent.

**F. Sediment and Erosion Control Plans** Jennifer Brooks reported that since the last meeting they have had 8 plans. 6 were adequate as follows: Duke University Health and Wellness Center; Hendrick Southpoint Phase IIA & IIB; 108 & 112 W. Seminary Ave; Wendy's Roxboro Rd; Sherron Road Tract; University Marketplace; Sheetz @ Auto park. Two were inadequate due to no seeding plan as follows: Tryon Distributing & Triangle Service Center

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

- **Approval of Contract** - Has 1 contract 32-2015-529 for two rain gardens and a cistern. The contact amount is \$2427 with a ranking score of 165 using Durham SWCD 319 funds. 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 Supplement-** Has 1 contract supplement for 32-2015-521 in the amount of \$403. The contract Supplement is using City of Durham funds to add a rain garden to the contract.
- **CCAP Spot Check-** was conducted on April 30, 2015 from 10am to 3pm. A total of eight sites were visited. Dupree thanked Danielle Adams, Ray Eurquhart, David Harris and Eddie Culberson for going on the spot check.
- **CCAP Ranking Form subcommittee-** The CCAP Ranking Form Subcommittee consisting of Mike Dupree, Katie Locklier and Curtis Richardson will meet to discuss the ranking form. Staff will check with the Division of Soil and Water regarding monthly batching rule. Mike will send out possible meeting dates to the subcommittee.
- **Blue Waters Day-** Saturday, June 6- Southern High School, collaboration between Durham Soil and Water Conservation District and RBC Centura Bank and the Southern High School BETC program. Volunteers are going to Southern High School to do a stream cleanup and install a rain garden.

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

- **319 funds-** A motion was made by Curtis Richardson to use the general checking account for the 319 funds. Ray Eurquhart seconded the motion. Motion passed without dissent.
- **NCASWCD** (*proposing to raise dues by \$100 to fund part time Administrative position*)- A motion was made by Ray Eurquhart to not support the \$100 increase in District dues to support the part time administrative position. Katie Locklier seconded the motion. Motion passed without dissent.
- **Awards Celebration-** The awards celebration will be held on May 20<sup>th</sup> at 7pm. The event will be held at the Agricultural Building in the 1<sup>st</sup> floor conference room. We will have light refreshments this year instead of a dinner since the 50<sup>th</sup> Anniversary Celebration is in October.

**I. Environmental Education-** Jennifer Brooks reported on the following:

- **NC Envirothon** – Brooks thanked everyone that volunteered at the State Envirothon. Our middle school team place 7<sup>th</sup> overall.
- **NC Envirothon donation-** The NC Envirothon is celebrating their 25<sup>th</sup> Anniversary this year and is asking for a \$100 donation. A motion was made by Ray Eurquhart to donate \$100 to the NC Envirothon. Katie Locklier seconded the motion. Motion passed without dissent.

- **Resource Conservation Workshop-** We have one application for the RCW this year. A motion was made by Ray Eurquhart to pay the registration fee of \$375 and \$100 to Makayla Butler for food/travel. Katie Locklier seconded the motion. Motion passed without dissent.

**J. Durham Farmland Protection-** Mike Dupree reported on the following:

- **Northern High-** The News & Observer had a write up on the Courtyard in yesterday's paper.
- **Durham County Producer only Market-** A subcommittee is looking into the possibility of forming a Durham County Producer only Market. The Planning Department has approved the use of the parking lot at the Agricultural Building.

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

- **Southern High School Stormwater Project-**
  - Drafted conservation easement that has already been approved by Willie Darby
  - Meeting with DPS School Board Committee on May 18th

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

- **EQIP -**Two applications approved and funded.
- **Farm and Ranch Lands Protection Program-** FRPP easement reviews with Durham County Open Space in April, May and June. Assisting Open Space with 2 FRPP Easement Applications.
- **Civil Rights and Equal Opportunities Responsibilities-**
  - Receipt of Request for Benefit or Service Offered by USDA (aka Receipt for Service): NRCS personnel will be providing Receipt for Service (using a web-based tool) to customers who call, email, or visit the field office.

**New Business**

- A. Senior Assistant County Attorney-** Eddie Culberson introduced Mr. Darby to the Board and Mr. Darby told a little background on himself. Mr. Darby discussed the district land with the Board.
- B. Strategy Plan-** A motion was made by Katie Locklier to approve the FY 2015-2016 Strategy Plans as presented pending changes. Ray Eurquhart seconded the motion. Motion passed without dissent.
- C. BMP Funds Certification-** Mike Dupree presented the BMP Funds Certification form for the past three program closeout years. A motion was made by Ray Eurquhart to approve the BMP Funds Certification form as presented. Katie Locklier seconded the motion. Motion passed without dissent.
- D. Area IV Secretary/Treasurer-** Lisa Marochak Reported that next year Durham SWCD will be the host County for Area IV and will need a Supervisor to volunteer to be the Secretary/Treasurer. Ray Eurquhart volunteered to be the Secretary/Treasurer for Area IV.

**Adjourn:** The Chairman adjourned at 7:58pm.

**Next Meeting: Monday, June 1, 2015 at 5:30pm-** 721 Foster St Durham, NC 27701

Talmage Layton  
Chairman

Katie Locklier  
Secretary/Treasurer

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Approval date