

MINUTES

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

Meeting Number: 3 (District Meeting)

Date: April 4, 2016

Meeting Number: 9(for State reporting purposes)

Supervisors Present:

Talmage Layton, Chairman
Danielle Adams, Vice Chair
Ray Eurquhart, Financial Officer/Supervisor
Katie Locklier, Treasurer/Secretary
Curtis Richardson, Supervisor
David Harris, Associate Supervisor
Mark Dewitt, Associate Supervisor
Kathryn Spann, Associate Supervisor

Others Present:

Eddie Culberson, Director
Lisa Marochak, Senior Administrative officer
Jennifer Brooks, Natural Resources Coordinator
Mike Dupree, Agribusiness & Environmental Svc. Manager
Heather Dutra, Watershed Conservationist
Matthew Kinane, NRCS- District Conservationist

The regular meeting of the Durham Soil & Water Conservation District Board was held on Monday, April 4, 2016, and called to order at 5:33pm by the Chairman. The meeting was held at 721 Foster St, Durham, NC 27701.

Minutes/Financial Report– A motion was made by Danielle Adams to approve the minutes from the March meeting and accept the financial report. Katie Locklier seconded the motion. Motion passed without dissent.

Old Business

A. District Issues

Watershed Commission/GS139 –

- The next Joint City/County meeting will be held on May 10th

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

- The UNRBA Budget was approved for the next FY
 - Link was provided to the meeting presentation
- Working on coming up with credits for Municipalities and Counties.
- **Water Conservation Challenge-** For the month of April Durham is participating in the Wyland National Mayor's Challenge for Water Conservation. This month, residents can save water, save money, earn prizes and help Durham win the National Mayor's Challenge for Water Conservation. Durham residents are encouraged to pledge by April 30th.

C. Environmental Affairs Board Update- Mark Dewitt reported on the following:

- EAB supported the ordinance on animal waste in the City but would like to see it delayed for further education. DSWCD staff participated in the Canine Pet Waste Removal Ordinance Public Education Committee kickoff meeting that was held on 4/1. Enforcement of the new ordinance begins September 2016. Information regarding CCAP and pet waste receptacle cost-share was

provided. No decision was made at this point; will be a future discussion with additional stakeholders present.

- **Environment North Carolina and Green Peace**- did a presentation at the last EAB meeting on Increasing renewable energy and small business air permits

D. Environmental Education – Jennifer Brooks report on the following:

- Area IV Envirothon** – was held in Nash County on March 18th. Brooks thanked David Harris, Ray Eurquhart and staff for helping
- NC Envirothon**- will be held April 29-30 at Cedar Rock Park in Burlington. We are still in need of volunteers.
- NACD Article**- Durham Soil and Water was featured in the NACD 2015 Annual Report
- NC Source Water Protection**- on March 17th Durham Soil and Water received an award for the BETC Program from the NC Source Water Protection.
- Bookmark Contest**- Lisa Marochak passed out a flyer on the bookmark contest and asked Board member and staff to share it with any Durham K-2 students they know. All contest entries are due by May 9th.
- 3rd Grade Field Days**- will be held April 12-14 at the Dr. Roberts Environmental Education Park.

E. Administrative Report – Lisa Marochak reported on the following;

- Awards ceremony** – Will be held on April 26th at the Agricultural Building in the 1st floor conference room.
- Pond Clinic** – This year Durham & Orange Soil and Water Conservation District's will be partnering to hold a pond clinic on Saturday, May 7, 2016. The Pond Clinic will be held at Blackwood Farm Park in Hillsborough.
- SENACD Meeting**- Will be held July 31-August 7 at Harrah's Cherokee Resort.
- 2017 NCASWCD Annual Meeting**- Will be held at the Hilton Charlotte University Hotel January 8-10, 2017.

F. Sediment and Erosion Control Plans - Jennifer Brooks reported that since the last meeting they have had six plans. Six were adequate as follows: Meadows North; Durham County Sanitary Sewer Improvements; Triangle Business Center Lot 1; United Therapeutics Xeno-Lung Biotechnology Facility; GSK Sanders Center Surface Parking Addition; Ellis Road- Phase 2

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

- District Land** –Waiting to hear back from NJAA.
- FY16-17 Budget** - The budget hearing has been changed to April 18th 10:00am to 10:30am.
- County landfills**- Culberson is meeting with the County Attorney and County Engineer to discuss landfills. Culberson will be attending the Legislative breakfast with the BOCC on Friday, April 15th to discuss landfills.

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

- Spot Checks**- will need to be conducted by the end of May. Brooks will send out a Doodle Poll to the board to see what date works best.

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

- Ward Project**-
Upper Neuse Clean Water Initiative will be considering funding the Ward Project tomorrow. This will be UNCWI 1st stream restoration if they decide to fund it.

b. Southern High School Stormwater Project-

- Met with Kenneth Barnes with DPS Maintenance on March 21st to go over preliminary thoughts. That afternoon Soil and Water staff met with the Southern High School facility to discuss how they can use the project for education.

J. CCAP – Heather Dutra reported on the following:

- **319 Grant Application-** DSWCD staff have finalized two grant proposals for the FY16 319 Grant program and ask for the board’s written support in the form of letters signed by Talmage Layton, Chair of the DSWCD Board:
 - The first proposal (*Durham County Community Conservation Assistance Program (CCAP)*) requests \$100,000 in grant funds and provides \$133,000 in match. Deliverables: 6 community meetings and 40-45 BMPs installed in the Ellerbe Creek, Northeast Creek, and Third Fork Creek watersheds. Letters of support received from Northeast Creek Streamwatch and Woodlake HOA.
 - In the second proposal (*Unnamed Tributary to Little Creek Stream Restoration Project*), DSWCD partners with Downing Creek HOA and local engineers at John R. McAdams, Inc. to request \$45,000 (with \$40,000 match) for two vernal pools (“stormwater wetlands”) and a restored stream channel (an unnamed tributary to Little Lick Creek). This proposal includes letter of support from McAdams Inc. and Downing Creek HOA.

A motion was made by Curtis Richardson for the board to provide a letter of support for the two grant proposals. Danielle Adams seconded the motion. Motion passed without dissent.

- **CCAP Fund Allocation-** Durham SWCD will receive an additional \$3,200 from the Division’s returned CCAP funds.
- **Applications for Assistance -** A motion was made by Danielle Adams to batch and approve the following 8 application for assistance. Curtis Richardson seconded the motion. Motion passed without dissent.
 - a. 32-2016-537: Lowes Grove Middle School for 2 rain gardens and a critical area planting, Northeast Creek, Jordan, ranking score 200.
 - b. 32-2016-550: Miriam Gattis for streambank stabilization, Ellerbe Creek, Neuse, ranking score 190.
 - c. 32-2016-551: Downing Creek HOA for stormwater wetland(s), Little Creek, Jordan, ranking score 190.
 - d. 32-2016-552: Barbara Harvey for a cistern, Northeast Creek, Jordan, ranking score 155.
 - e. 32-2016-553: Jane Weinberger for a streambank stabilization, New Hope Creek, Jordan, ranking score 175.
 - f. 32-2016-554: Pakis Bessias for a riparian buffer/critical area planting, Third Fork Creek, Jordan, ranking score 175.
- **Contracts**
 - a. Has a contract for Lowes Grove Middle School for maximum of \$5,000 for 2 rain gardens and a critical area planting (pending design), Northeast Creek, Jordan, ranking score 200 (Duke Energy). School has \$1,250 in match. A motion was made by Danielle Adams to approve the contract as presented. Curtis Richardson seconded the motion. Motion passed without dissent.
 - b. Contract Supplement for 32-2016- 557- repair is needed for Sherrill Hunter’s ISIP-funded rain garden/streambank stabilization. Supplement amount requested is \$513 (Duke Energy).
 - c. Contract Amendment for 32-2016-507- Stover contract was approved with a cost-share calculation error. Correct cost-share request should have been \$3,222 instead of \$2,991- a difference of \$231 (Duke Energy). A motion was made by Danielle Adams to approve the

contract supplement as presented. Curtis Richardson seconded the motion. Motion passed without dissent. A motion was made by Danielle Adams to approve the contract as presented. Curtis Richardson seconded the motion. Motion passed without dissent.

- **Requests For Payment (2)**

- a. 32-2015-529 (original)/32-2016-548 (supplement): Rebecca Slaughter has submitted a request for payment for \$1,200 for a structural stormwater conveyance and two rain gardens using 319 Durham Funds. A motion was made by Danielle Adams to approve the payment as presented. Ray Eurquhart seconded the motion. Motion passed without dissent.
- b. 32-2016-507: Vicky Stover has submitted a request for payment for \$1,382 for a grassed swale using Duke Energy Funds. A motion was made by Danielle Adams to approve the payment as presented. Curtis Richardson seconded the motion. Motion passed without dissent.

K. Durham Farmland Protection- Mike Dupree and Kathryn Spann reported on the following:

- **Farmland Report-** Was presented to the Board of County Commissioners on March 7th at the work session. The report highlighted the progress on the implementation of the farmland goals
- **Ag Development:**
 1. The next farmer training is scheduled for April 4 at the BCC site. This will be a 6 hour workshop (9am to 3pm) on how to grade produce and a review of the FDA recommendations for post-harvest handling and storage.
 2. The Durham Roots Farmers Market opens Saturday, April 16th at Northgate Mall, 1058 w. Club Blvd. The hours of operation are 8am to noon. The Market manager is a student from NCCU that is volunteering her time for the operations and maintenance of the website.
- **BETC:**
 1. Underwriters Laboratories award application- The District should be receiving feedback on the UL award and Smith Reynolds Foundation grant applications this week.
 2. Lowe's Grove Middle School has purchased trees and plants for their orchard and display gardens with the \$1,000 that the district donate. They hope to have the project completed by the end of the school year.
 3. Southern High School will be growing some of the plants for the bioretention/wetland that will be installed this summer. The plants for the area will be installed during the school day and Riverworks has agreed to purchase the plants for \$4 each and amenable to purchasing up to \$5,000 in plants from Southern High School if the students produce them.
 4. Alliance for Innovation TLG Conference, a webinar was conducted last Friday afternoon, April 1st. Jodi Miller, Durham County Deputy County Manager was one of the presenters. The conference will be held June 14 to 17th in St. Paul, MN. The draft presentation is due April 15th and the final presentation is due May 15th. A motion was made by Danielle Adams to pay the registration fee of \$450 for her to attend the Alliance for Innovation Conference with staff. Ray Eurquhart seconded the motion. Motion passed without dissent.
- **Durham Farm & Food Policy Council**
 - The Durham Farm & Food Network has been created. Over 300 members with 19 members serving on the Coordinating Committee. There are four areas of focus. Food Justice, Farming & Natural Resources, Health & Economy.
 - The Farming and Natural Resources action circle will meet the second Monday of the month at the Bull City Cool Food Hub on Geer St. The meeting will be from 6pm to 7:30pm. There are 91 actions items that the action circle will be narrowing down to the top priorities. There are about 40 members in that action circle.

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

1. CUSTOMER CLIENT GATEWAY: (See hand-out for additional information)

NRCS provided information on the on-line Conservation Client Gateway at the Area 4 Spring SWCD meeting. As I previously mentioned this program went live back in August, 2015 and the agency is encouraging producers to utilize the online system as much as possible. As part of the Conservation Stream Line Initiative, the Client Gateway will give producers 24/7 access to all of their conservation plans as well as being able to better manage their contracts more efficiently, with on-line signatures for all contract documents, applying for conservation programs and self-certification of conservation practices and signing the 1245 (Request for Payment). In addition producers will also be able to submit requests for routine technical assistance as well.

- Although most producers would be registered in SCIMS, they may not have a current email address set up. This will be important because the email address in SCIMS must match the email in Client Gateway. Please make sure producers up-date their email addresses with FSA.
- FYI. Here in NC with the beginning of 2016-EQIP program year, field office staff is required to up-load documents through the Document Management System (DMS). In prior years, only payments were uploaded to DMS. It is doubtful that many toolkit plans have been uploaded to DMS as well. With that said, if a producer signs up in Client Gateway, unless he/she has an Active current year contract, there may not be much to view and have access to in the system.

2. RALEIGH FIELD OFFICE PROGRAM APPRAISAL

- a. The Durham Delivery Point Office received a Program Appraisal on Thursday December 03, 2015. The Durham Delivery Point Office has received a copy of the draft report.
 - i. The Durham Delivery Point Office received 2 commendable acknowledgements
 - ii. 3 Agreed to Items

3. ANNUAL REVIEW OF THE MEMORANDUM OF UNDERSTANDING (MOU):

Agreement Number A-4532-14-013 was adopted by all signatories on March 10, 2014. Each year we take time to review this agreement and discuss any updates that will be needed to the agreement. This agreement is in effect for a period of 5-years after the final signature date. The process to update this agreement will need to begin by December 31, 2018.

Items to consider for discussion are but not limited to:

- Technical standards and Job Approval Authority
- Personnel and Fiscal Management
- Civil Rights
- Tort Liability
- Accountability
- Scope of Agreement

4. FINANCIAL ASSISTANCE PROGRAMS:

a. ENVIRONMENTAL QUALITY INCENTIVES PROGRAM (EQIP):

- i. The Durham Delivery Point Office has 6 applications in four funding pools (Seasonal High Tunnel System, Forestry, Micro-Irrigation Efficiency, and Organic Transition). The estimated funding request exceeds \$47,000 for these applications.

- ii. As of Friday March 04, 2016, only the Micro-Irrigation and the Forestry Funding pools have issued any Pre-Approvals. Durham’s Application in the Micro-Irrigation pool has been given “Pre-Approval” to move forward with contract development.
 - iii. All Active contracts will be receiving a status review during the month of March 2016. 3 EQIP active contracts for the Durham Delivery Point Office, will be reviewed.
- b. AGRICULTURAL CONSERVATION EASEMENT PROGRAM (ACEP):**
- i. Assisted the staff Durham Open Space and Real Estate in the Annual Review of easements that utilized USDA funds to purchase the Permanent easement. Completed the first of 10 easements to be monitored during calendar year 2016.
 - 1. Barry Blalock easement was found to be satisfactory.
 - ii. The Durham Open Space and Real Estate submitted 4 application for easement funding in FY-2016.
 - iii. There are two previously submitted FRPP applications that were granted “Pre-approval” for funding. One of the applications is set to go to closing at the end of March 2016.

Adjourn: The Chairman adjourned at 7:24pm

Next Meeting: Monday, May 2, 2016 at 5:30pm - 721 Foster St Durham, NC 27701

Talmage Layton
Chairman

Lisa Marochak
Senior Administrative Officer

Approval date