

MINUTES

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

Meeting Number: 2 (District Meeting)

Date: March 7, 2016

Meeting Number: 8(for State reporting purposes)

Supervisors Present:

Talmage Layton, Chairman
Ray Eurquhart, Financial Officer/Supervisor
Katie Locklier, Treasurer/Secretary
Curtis Richardson, Supervisor
David Harris, Associate Supervisor
Melissa Rooney, Associate Supervisor
Mark Dewitt, 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, March 7, 2016, and called to order at 5:30pm by the Chairman. The meeting was held at 721 Foster St, Durham, NC 27701.

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

Old Business

A. District Issues

Watershed Commission/GS139 –

- The subcommittee will meet to discuss what the next action of the Board will be.
- The next Joint City/County meeting will be held on May 10th

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

- Thanked Curtis Richardson for doing a presentation on the Watershed Commission/ GS139 at the EAB meeting.
- EAB is looking into animal waste issues in the City.

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

- Area IV Envirothon** – will be held in Nash County on March 18th.
- Area IV Contest Judging**- will be held on March 22nd at 6:30pm at the Agricultural Building/1st floor conference room here in Durham.
- NC Source Water Protection**- We will be receiving an award for the BETC Program on March 17th 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.

- D. Administrative Report** – Lisa Marochak reported on the following;
- a. **Area IV Fall meeting**- Durham Soil and Water will be hosting the Area IV meeting again in November. Lisa Marochak will send out a subcommittee planning meeting date and time. Supervisors and Staff applauded Danielle for putting together a good Area IV Spring meeting.
 - b. **Awards ceremony or banquet**- A motion was made by Katie Locklier to have an Awards Celebration similar to what we did last year on May 19 or 26. Raymond Eurquhart seconded the motion. Motion passed without dissent.
 - c. **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.
- E. Sediment and Erosion Control Plans** - Jennifer Brooks reported that since the last meeting they have had eleven plans. Eleven were adequate as follows: 4105 Hopson Rd; 54 Station Apartments at NC 54; 2219 S Miami Blvd-Family Fare; Emory Wood Orchards751 South Phase I; US 70 Self-Storage Center; DUMC Emergency Generator Air Intake Modification; Murphy USA-Durham, NC; American Cremation; Valley Springs Subdivision; The Courtyards at Andrews Chapel;
- F. Director’s Report** – Eddie Culberson reported on the following:
- a. **District Land** – Eddie Culberson met with Durham County Attorney, Willie Darby and NJAA Attorney, Jamie Clark on January 29th to discuss the District land, construction, liability & maintenance agreement that will need to be drawn up. Culberson sent out the agenda for the March 7 NJAA meeting with the Durham Soil and Water Conservation District Board but he did not hear back from NJAA, so the meeting was canceled. The meeting will be rescheduled for another date.
 - b. **FY16-17 Budget** - Eddie Culberson and Lisa Marochak submitted the FY16-17 Budget to the County last week. We are asking for a full time Ag Economic Development Coordinator (Farmland Board request) and \$25,000 to provide small grants to farmers (Farmland Board request). We also asked for money to fund a contracted services position to help enter data in our new software (Practice Keepers) and money to pay for two seats for the Practice Keepers software. The budget hearing will be held on April 5th at 4:15pm.
 - c. **Deputy County Manager**- Staff did a presentation for the new Deputy County Manager, Jodi Miller on February 18th.
- G. Agricultural Cost Share Program**- Jennifer Brooks reported the following:
- a. **No-till Drill**- A motion was made by Raymond Eurquhart to allow staff to purchase the no-till drill and to use some of the District funds if needed. If funds are used they will be paid back when the District receives the grant funds. Curtis Richardson seconded the motion. Motion passed without dissent.
- H. Stream Restoration and Stormwater Projects** – Eddie Culberson reported on the following:
- a. **Ward Project**-
Phase I & II - Received CWMTF grant for \$400,000 for a stream restoration (design) on the Ward farm.
Phase II- need \$360,000 for construction. A match is required by CWMTF in order to enter into an agreement. Eddie Culberson has approached Upper Neuse Clean Water Initiative to see if they are interested in funding phase II construction.

b. Southern High School Stormwater Project-

- Meeting with facility is scheduled for March 21st at 2:45pm.
- Lisa Marochak reported that a check for \$5,650 was paid to CEC on 2/23/16 and a check for \$1,300 was paid to CEC on 3/3/2016

I. CCAP – Heather Dutra reported on the following:

- **319 Grant application** – Asking for \$100,000 (with \$133,000 match) for CCAP and \$45,000 (with \$40,000 match) for two vernal pools and a restored stream channel (unnamed tributary to Little Lick Creek).
- **CCAP Funds/Voluntary Recall-** The Division of Soil and Water sent out a request to District's to voluntarily return unused CCAP funds. Durham SWCD requested an additional \$3,200 from the returned funds since we anticipate spending more than our existing CCAP allocation.
- **Contract Amendment-** Last meeting the board approved Rebecca Slaughter's contract amendment. However, no new contract number was assigned. The new contract # is 32-2016-548.
- **Application for Assistance** - A motion was made by Raymond Eurquhart to batch and approve the following 8 Applications for Assistance. Curtis Richardson seconded the motion. Motion passed without dissent.
 - 32-2016-540 for John Killeen for a cistern, impervious conversion, and or a rain garden, Ellerbe Creek, Neuse, ranking score 175.
 - 32-2016-541 for Eric Schoch for a buffer and or/cistern, Northeast Creek/Jordan. Ranking score 175.
 - 32-2016-542 for Fred Zodda for a cistern, Northeast Creek /Jordan. Ranking score 170.
 - 32-2016-544 for Cory Quammen for streambank stabilization, Northeast Creek /Jordan. Ranking score 190.
 - 32-2016-545 for Taylor Hube for streambank stabilization and a rain garden, Eno River, Neuse, ranking score 165
 - 32-2016-546 for Alan Classen for cistern and/or swale, Northeast Creek/Jordan. Ranking score 175.
 - 32-2016-547 for Janet Hitti for impervious conversion to permeable pavement, Northeast Creek/Jordan. Ranking score 165.
 - 32-2016-549 for Jeff Austin for cistern and/or rain garden, Eno River/Neuse. Ranking score 165.
- **Contracts** - A motion was made by Katie Locklier to batch and approve the following 5 contracts. Curtis Richardson seconded the motion. Motion passed without dissent.
 - 32-2016-524, EK Powe Elementary School PTA for \$3,131 for bioretention, Ellerbe Creek, Neuse, ranking score 185 (319 grant)
 - 32-2016-528, Ann Carr Adkins for \$4781 for riparian buffer and swale, Northeast Creek, Jordan, ranking score 205 (Duke Energy)
 - 32-2016-531, Ralph & Emily McCoy for \$1505 for a cistern, Eno River, Neuse, ranking score 170 (CCAP funds)
 - 32-2016-532, Sandra Sam for \$8,075 streambank stabilization and rain garden, Third Fork Creek, Jordan, ranking score 210. (ISIP \$3,075 and Duke Energy \$5,000). Pending final signature.
 - 32-2016-507, Vicky Stover for \$2,991 for cistern and swale, New Hope Creek, Jordan, ranking score 185 (Duke Energy)

- **Duke Energy Grant- Wake SWCD-** Jessica Pope called into the Board meeting and presented a stream stabilization project application in the amount of \$5,000. The project was approved by the Wake SWCD Board.

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

- **Farmland Report-** Presented Farmland Board Report to the Board of County Commissioners on March 7th at the work session. The report will highlighted the progress on the implementation of the farmland goals
- **Ag Development- Grants Update:**
 1. Open Space matching grant for Lowe’s Grove Middle School was approved. A couple of months ago the District Board approved a \$1,000 match if the grant was awarded. A motion was made by Curtis Richardson to pay the \$1,000 match to Lowe’s Grove Middle School PTA. Raymond Eurquhart seconded the motion. Motion passed without dissent.
 2. Underwriters Laboratories award application- Application was sent for recognition for the BETC program. 10 projects will be selected in the US and Canada and awards between 25K and 100K will be given. Finalist will be notified by April 4, 2016.
 3. Smith Richardson Foundation Grant 50k request for teacher travel, 15K for teacher’s summer employment and 30K for halftime/half salary for data collecting regarding effectiveness of the BETC curricula in the schools. Dupree met with trustees yesterday. They need a summary of the current year grants that the District is managing and a support letter from the Durham SWCD Board. A motion was made by Katie Locklier for the Durham SWCD Board to submit a letter of support to Smith Richardson Foundation. Raymond Eurquhart seconded the motion. Motion passed without dissent.
- **Ag Development**
 1. Southern High School- Green Peace has been working with Southern High and YES Solar Solutions to move the solar panels from the awning to the new gazebo and add a panel. Green Peace has the permission from DPS and they would like to know if the Board supports the concept. They have hired a consultant that will be doing a teacher training on March 16th at 1pm. The moving of the equipment will occur between March 22 and March 24th. A motion was made by Katie Locklier to grant the group permission to move the solar panels as presented. Raymond Eurquhart seconded the motion. Motion passed without dissent.
- **Watershed**
 1. LAC meeting to be held on March 30th at 7am
 1. Division is holding a meeting March 30th at 1pm to discuss watershed reporting.
 2. Practice Keepers- we have a contracted services employee, Sarah Ludwig-Monty, entering BMP’s in the software.

K. 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. The 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.

- Producers email address in SCIMS MUST match the email in Client Gateway. Please make sure producers up-date their email addresses with FSA.
- 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).

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. At this time I want to provide some comments from the 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.

4. Financial Assistance Program:

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.

- 5. Job Approval:** A motion was made to approve job approval for grassed waterways for Jennifer Brooks and Mike Dupree

New Business:

- A. Curtis Richardson reported that he has been asked to sit on a subcommittee for the State to put together a simple assessment on how to put stream restorations together to get credits.

Adjourn: The Chairman adjourned at 7:45pm

Next Meeting: Monday, April 4, 2016 at 5:30pm - 721 Foster St Durham, NC 27701

Talmage Layton
Chairman

Lisa Marochak
Senior Administrative Officer

4/4/2016
Approval date