

MINUTES

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

Meeting Number: 5 (District Meeting)

Date: May 2, 2016

Meeting Number: 11(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:

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
Louise Hart, Division of Soil and Water- Regional Coordinator

The regular meeting of the Durham Soil & Water Conservation District Board was held on Monday, May 2, 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 Ray Eurquhart to approve the minutes from the April meeting and accept the financial report. Curtis Richardson 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 at 9am. Lisa Marochak will send out a reminder to the board.

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

- Request for qualifications have been sent- May 16th at 6:30 Butner Town Hall.
- UNRBA has enough monitoring data now to make some recommendations.
 - They are starting to partner with other agencies because there was a lot of duplication of efforts.

C. Environmental Affairs Board Update- Mark Dewitt gave an update on EAB

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

- NC Envirothon**- was held April 29-30 at Cedar Rock Park in Burlington. Brooks thanked Ray Eurquhart, David Harris, Eddie Culberson, Lisa Marochak and Mike Dupree for volunteering at the event. Killer Kudzu from the school of Science and Mathematics in Durham place 1st in Wildlife.
- 3rd Grade Field Days**- Was held April 13-14 at the Dr. Roberts Environmental Education Park.

- c. **Resource Conservation Workshop**- We received two applications this year for the RCW. The cost is \$375 per student plus \$100 food allowance. A motion was made by Danielle Adams to approve sending both students that applied. Ray Eurquhart seconded the motion. Motion passed without dissent.
- E. Director's Report** – Lisa Marochak reported on the following:
- a. **District Land** –Waiting to hear back from NJAA.
 - b. **FY16-17 Budget** - The budget hearing has been changed to April 18th 10:00am to 10:30am.
 - c. **Kingsmill** - Culberson met with one of the Kingsmill owners, County Engineering and the State at on April 21st. Kingsmill is planning to put in a sediment & erosion control plan.
 - d. **No-till Drill** – Jennifer Brooks reported that the no-till drill was delivered today. A draft copy of the rental agreement was given to the board. A motion was made to approve the agreement as presented but change \$75 per day to \$100 per day. Motion was seconded by Curtis Richardson. Danielle Adams made a friendly amendment to the motion to add a line for customers to initial the important sections. Curtis Richardson seconded the motion. Motion passed without dissent. The board would like the staff to send the draft agreement and Farm Bureau Insurance quote to the County Attorney. They are hoping he can look over the draft agreement to make sure it is adequate and that the Board and staff are protected from liability.
 - **Insurance**- we received a quote from Farm Bureau. Lisa Marochak will call Farm Bureau to ask what the policy covers. We will also, try to get some additional quotes.
- F. Agricultural Cost Share Program**- Jennifer Brooks reported the following:
- a. **Spot Checks**- Ag Cost Share Spot Checks will be conducted tomorrow (May 3). Matthew Kinane, Ray Eurquhart and Sarah Ludwig-Monty are going on the spot checks.
 - **Application for Assistance**- A motion was made by Danielle Adams to batch and approve the following 2 application for assistance. Curtis Richardson seconded the motion. Motion passed without dissent.
 - a. 32-2016-008: for roof runoff management, grassed waterway and field boarder.
 - b. 32-2016-009: for roof runoff management
 - **Contracts** – contract #32-2016-008 for \$947 for runoff management, grassed waterway and field boarder, ranking score 40. A motion was made by Danielle Adams to approve the contract as presented. Curtis Richardson seconded the motion. Motion passed without dissent.
 - **Contracts**- contract # 32-2016-009 for \$2,205 for runoff management, grassed waterway and field boarder, ranking score 35. A motion was made by Danielle Adams to approve the contract as presented. Curtis Richardson seconded the motion. Motion passed without dissent.
 - **Funds Remaining**- \$3,356
- G. Stream Restoration and Stormwater Projects** – Lisa Marochak reported on the following:
- a. **Ward Project**-
 - CWMTF Agreement- A motion was made by Danielle Adams to enter into the agreement with CWMTF for the Ward Farm. Curtis Richardson seconded the motion. Motion passed without dissent. Chairman, Talmage Layton signed the agreement.
 - CEC Agreement- A motion was made by Danielle to enter into the agreement with CEC for the Ward Farm. Curtis Richardson seconded the motion. Motion passed without dissent.
 - Southern High School Project- is being held up because DPS has not signed off on the easement.

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.

H. CCAP – Heather Dutra reported on the following:

- **Application for Assistance-** 32-2016-558: for cistern and rain garden for Jeff Porter, Ellerbe Creek, Neuse, ranking score 170. A motion was made by Danielle Adams to batch and approve the application for assistance as presented. Curtis Richardson seconded the motion. Motion passed without dissent.
- **Contracts** A motion was made by Katie Locklier to batch and approve the following 2 contracts. Danielle Adams seconded the motion. Motion passed without dissent.
 - a. contract #32-2016-555 for \$3512 for a streambank stabilization, New Hope Creek, Jordan, ranking score 205.
 - b. contract #32-2016-510 for \$2645 for a cistern and critical area planting, Northeast Creek, Jordan, ranking score 180 (Duke Energy)
- **Signed RFP**
 - a. 32-2016-521: Ray Alvarez submitted a request for payment for \$5,000 for streambank stabilization. The RFP was signed by Board Supervisor Ray Eurquhart on 4/26/16.
 - b. 32-2016-514: Rhoda Silver submitted a request for payment for \$424 for a rain garden. The RFP was signed by Board Supervisor Ray Eurquhart on 4/26/16.
- **RFP**

A motion was made by Danielle Adams to batch and approve the following 3 request for payments. Curtis Richardson seconded the motion. Motion passed without dissent.

 - a. 32-2015-539: Sarah Mattingly has submitted a RFP for impervious conversion to shrubs for \$945. She is no longer planning to install a cistern; \$1,642 is being returned to the DSWCD 319 funds.
 - b. 32-2016-501: Sylvia Burton has submitted a RFP for streambank stabilization for \$16,925. Ms Burton is a recipient of Impaired Stream Improvement Program (ISIP) funds and 100% of project costs will be paid to the contractor by DSWCD.
 - c. 32-2016-509: Revere’s Run Townhouse Association has submitted a RFP for \$5,000 for critical area planting.
- **Duke Energy RFP-** Lisa Marochak reported on the following:
 - a. 92-2016-502-02 for David Livingston. Wake SWCD submitted a request for payment for \$5,000 for a stream restoration. The RFP was signed by Wake SWCD Board Supervisor on 4/25/16. A motion was made by Danielle Adams to authorize the \$5,000 payment to David Livingston on contract 92-2016-502-02. Ray Eurquhart seconded the motion. Motion passed without dissent.

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

- a. **Awards ceremony** – Thanked Danielle Adams and Ray Eurquhart for helping with the Awards Celebration that was held on April 26th at the Agricultural Building in the 1st floor conference room.
- b. **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.

- c. **Quickbooks (update)** - The version we have of Quickbooks is 2004 and needs to be updated. The cost is update is \$379.95. A motion was made by Katie Locklier to approve the update for Quickbooks. Danielle Adams seconded the motion. Motion passed without dissent.
- d. **Sales and use tax form**- The board members provided the information needed to submit the form to IRS and the Chairman signed the form.

J. **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- grants update:**
 1. Open Space matching grant for Lowe's Grove Middle School was approved. \$1,000 matching from Durham County. The Farmland Board approved \$300 for Supplies for the courtyard garden project.
 2. UL award application- Application was sent for recognition for the BETC Program. Twelve applications were selected out of 100 and this was one of the twelve. A video and ppt. have been created. There will be an interview on Wednesday, May 25th. The awards will be announced shortly after the interviews.
 3. Smith Richardson Foundation- 50k request for the BETC program is expected next week, possibly this week.
 4. Piedmont Community Conservation would like a letter of support from the Durham SWCD Board for the new Durham Roots Market. PCC is applying for the Local Food Promotion Program for financial assistance to pay a market manager. Currently a graduate student from NCCU is volunteering and managing the website. A motion was made by Katie Locklier to support the board writing a letter of support for the new Durham Roots Farmers Market. Danielle Adams seconded the motion. Motion passed without dissent.
- **Ag Development**
 1. The Durham Farm & Food Network- The Natural Resources & Farming meeting is scheduled for May 9th at Bull City Cool from 6pm to 8pm. The Triangle Food Network Gathering is next Tuesday the 10th from 5:30pm to 9pm at the UNC School of Government.
 2. Reality Ministry's wants to open a retail nursery adjacent to Bull City Cool. The nursery would employ 5 individuals and provide jobs and training for underserved/handicapped individuals. Durham Soil and Water staff is meeting with Reality Ministry's on Thursday, May 12th at 7:30am to review the business plan.
- **BETC**
 1. **Alliance for Innovation**- The team consisting of Mike Dupree, Danielle Adams, Len Curington and Amy Jenkins will be presenting on BETC at the TLG Conference in MN on June 15th.
- **Watershed Contract Services**
 1. **Sarah Ludwig-Monty**, has been entering data into the Practice Keeper. She has entered 94 conservation plans and 138 BMPs to date.
 2. **Elizabeth Zander**, has contacted 65 operations, conducted 28 interviews and visited 5 community meetings.

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

- a. **ENVIRONMENTAL QUALITY INCENTIVES PROGRAM (EQIP):**

- i. It is time for district to host the Local Work Group Meeting. Since the Durham SWD has hosted several farmers (stakeholders) meetings during the winter and other various small group meetings during the past year, my recommendation is for the Durham SWCD to hold the Local Work group meeting during either your June or July board meeting. The SWCD has already adopted a strategy plan for FY-2017 and EQIP is a component of the strategy plan.

b. AGRICULTURAL CONSERVATION EASEMENT PROGRAM (ACEP):

1. Assisted the staff Durham Open Space and Real Estate in the Annual Review of easements that utilized USDA funds to purchase the Permanent easement. Conducted easement reviews on the following easements during the month of April 2016: Van Ellis, Carrington Family, Roger Tilley (2 easements), Bill Lee, McFarland and Neil Frank
 - The following FRPP easements will have on-site monitoring scheduled in October or November of 2016. David Krabbe and Barry Blalock
 - This will complete the easement monitoring cycle for calendar year 2016. Easements are to be monitored 1 month prior to the closing date anniversary.
 - ii. There are two previously submitted FRPP applications that were granted “Pre-approval” for funding. It is my understanding that the closing for the George Tilley FRPP application closed on March 30, 2016. The second application is scheduled to close late in calendar year 2016.
 - iii. It appears that Durham County may receive funding for all four of the FRPP applications submitted during the FY-2016 sign-up. There has been NO official announcement at this time.

➤ **CONSERVATION COMPLIANCE REVIEWS:**

- a. The Field Office is preparing for the FY-2016 Food Security Act (FSA) Conservation Compliance Reviews. There is one Tract in Durham County on the Random Tract list, Tract 604. All persons associated with the tract will be notified of the upcoming review. The field review will be scheduled sometime either in May or June 2016.

➤ **TRAINING OPPORTUNITIES:**

1. Conservation Planning:

- a. **May 04, 2016 – Carthage Service Center** – a one day CPA 52/conservation planning training will be held at the Carthage Service Center. Matt Flint and Don Riley, NRCS employees from the East National Technical Center will be the instructors for this training. This training is mandatory for all NRCS employees, district technical employees who are involved with the planning process are welcome and encouraged to attend. An agenda is under development.
- b. **June 22-23, 2016 – Durham SWCD Office** – a two-day Cultural Resources Training will be held in Durham County. This training involves both classroom and field exercises. Jim Errante, NRCS Columbia SC State Office employee, will be the instructor for this training. All employees who are involved with the conservation planning process are encouraged to attend. This training is for employees who have not completed the Cultural Resources Training.

➤ **USDA NEWS:**

1. USDA Celebrates 50 Years of School Breakfast

2. Conservation innovation Grants: Agriculture Secretary Tom Vilsack announced on March 07, 2016 the availability of up to \$20 million in competitive grants through the Conservation Innovation Grants (CIG) program. The program aims to spark the development and adoption of cutting-edge conservation technologies and approaches for farmers, ranchers and other landowners. The application period is open through May 10, 2016. For additional information and for an application please go to the Conservation Innovation website located at:
<http://www.nrcs.usda.gov/wps/portal/nrcs/detail/national/programs/farmbill/?cid=stelprdb1242734>

L. Regional Coordinator- Louise Hart reported on the following:

- Thanked Durham for the Farm Family of the Year entry
- **Mobile Soils Classroom**
 1. 3 classrooms available across the State
 2. 6 trainings across the state to train on the lessons in the soils classrooms

New Business:

A. Strategy Plan – a motion was made by Danielle Adams to accept the Strategy Plan as presented. Curtis Richardson seconded the motion. Motion passed without dissent.

B. BMP Certification- A motion was made by Danielle Adams to acknowledge receipt of the districts activities. Curtis Richardson seconded the motion. Motion passed without dissent.

Adjourn: The Chairman adjourned at 7:39pm

Next Meeting: Monday, June 6, 2016 at 5:30pm - 721 Foster St Durham, NC 27701

Talmage Layton
Chairman

Lisa Marochak
Senior Administrative Officer

Approval date