

MINUTES

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

Meeting Number: 8 (District Meeting)

Date: September 12, 2016

Meeting Number: 2(for State reporting purposes)

Supervisors Present:

Talmage Layton, Chairman
Danielle Adams, Supervisor (*via phone*)
Katie Locklier, Treasurer/Secretary
Curtis Richardson, Supervisor
David Harris, Associate Supervisor
Mark Dewitt, Associate Supervisor
Melissa Rooney, Associate Supervisor
Becky Emmons- Associate Supervisor

Others Present:

Eddie Culberson, Director
Lisa Marochak, Senior Administrative officer
Jennifer Brooks, Natural Resources Coordinator
Mike Dupree, Agribusiness & Environmental Svc. Manager
Matthew Kinane, NRCS- Resource Conservationist
Maddie Sauer- Student
Meg Sauer- Citizen
Jessica Pope- Wake SWCD staff

The regular meeting of the Durham Soil & Water Conservation District Board was held on Monday, September 12, 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 Katie Locklier to approve the minutes from the August meeting and accept the financial report. Curtis Richardson seconded the motion. Motion passed without dissent.

Old Business

A. Upper Neuse River Basin Issues Update- no report

B. Environmental Affairs Board (EAB)- Mark Dewitt reported on the following:

- EAB Retreat- planned for next month.
- Mark Dewitt gave an update on the EAB

C. Sediment & Erosion Control Plans- Jennifer Brooks reported on the following: that since the last meeting they have had 13 plans and 10 were adequate as follows: Washington Duke Inn East Parking Addition; Croasdaile Farm North; Page Road office; TROSA Clinic-Comprehensive Care Center; NC 751 Commercial; Danbury parking Lot Expansion; RTI International Project Horizon; Triangle Business Center-lot 3; RTI Hobbs/Headquarters Building Chilled Water; and Yates Baptist Church.

There were 3 inadequate for no seeding plan as follows: Zaxby's Restaurant- Imperial Corners; Croasdaile Village Campus Improvements-Phase1; Grandin Trace Subdivision.

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

- **Big Sweep**- Will kick-off on October 1st. A motion was made by Curtis Richardson to allow staff to purchase Big Sweep t-shirts for participants. The total cost of the t-shirts will be \$201.60. Katie Locklier seconded the motion. Motion passed without dissent.

- **Educators Workshops** – We had a great turnout at the workshops we held the end of July. We had 9 Educators to attend the PLT workshop and 20 to attend the WOW workshop.
- **3rd grade Environmental Field Days**- will be held October 11th, 12th and 13th at the Dr. Robert’s Environmental Education Park.
- **Resolution**- A motion was made by Katie Locklier to submit a resolution at the Area IV Fall meeting to ‘Financially support the 2019 North American NCF Envirothon to be hosted by NC Association of Soil and Water Conservation Districts.’ Curtis Richardson seconded the motion. Motion passed without dissent.

E. Director’s Report – Eddie Culberson reported on the following:

- **Agricultural Building parking lot** – Parking passes have been ordered for staff that say Durham County/Agricultural Building Parking. Supervisors and visitors will have to sign in when they come in the front door.
- **Judicial Building**- Renovations are beginning; Contractors have been hired.
- **NJAA**- Received correspondence back from NJAA and the subcommittee met last week.
- **Hydrilla update in the Eno River**- SePRO has had good success with decreasing the hydrilla in the Eno River and is asking for additional money from the 6 entities.

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

- **Application for Assistance**- A motion was made by Katie Locklier to approve the AFA for 32-2017-001: Bright Star Stables for Live Stock Exclusion, roof top runoff management, fencing and alternate watering source. Ranking score 195. Curtis Richardson seconded the motion. Motion passed without dissent.
- **Contract and Conservation Plan**- 32-2017-001: Bright Star Stables for \$14,815 for fencing out creek, well & pipeline to well, and roof top runoff management, ranking score 55. A motion was made by Curtis Richardson to approve the contract as presented. Katie Locklier seconded the motion. Motion passed without dissent.

G. AgWRAP- Jennifer Brooks reported on the following:

- **Proposing batching period**- A motion was made by Curtis Richardson to approve a batching period from now until December since we only have an AGWRAP allocation of a little over \$10,000. Katie Locklier seconded the motion. Motion passed without dissent.

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

- 1) Southern High Project/Phase I**- gave an update on the project and showed pictures of the project to the Board.
 - Since the last meeting Lisa Marochak reported that she has paid out a check for \$6,200 and one for \$2,720 to Civil & Engineering Consultants, Inc.
- 2) Ward Project**- started survey today. Construction should begin in the Spring.

I. CCAP– Heather Dutra reported on the following:

1) CCAP Rules under Revision- Allocation Guidelines and Procedures

- Passed out a copy of the proposed changes to the CCAP allocation.
 - A subcommittee (Katie Locklier, Mike Dupree, Heather Locklier, Eddie Culberson, and Melissa Rooney) will meet to create a Resolution concerning the changes.

- 2) **Request for SWCD Job Approval Authority: A motion was made by Curtis Richardson to approved job approval authority for Heather Dutra for Backyard Rain Gardens and for Mike Dupree for Grassed Swales. Katie Locklier seconded the motion. Motion passed without dissent.**
- 3) **Fulfilled Request for Payment- The following payments were signed by Supervisor, Ray Eurquhart prior to this meeting:**
- 32-2017-530: Myers reimbursement \$5,000 by NC Division of Soil and Water Conservation (CCAP Allocation) for stream restoration, New Hope Creek, Cape Fear, ranking score 200.
 - 32-2016-510: Fortman reimbursed \$768 for cistern, Northeast Creek, Cape Fear, ranking score 180.
 - Lisa Marochak reported that that since the last board meeting she paid Tammy Wells Angerer \$1,471 from the 319 grant funds and Janice Fortman \$768.00 (Duke Energy.)
- 4) **Applications for Assistance-A motion was made by Curtis Richardson to batch and approve the following 7 Application for Assistance. Katie Locklier seconded the motion. Motion passed without dissent.**
- 32-2017-537: Brophy Hilton for impervious conversion to grass, Third Fork Creek, Cape Fear, ranking score 195.
 - 32-2017- 538: Dimsdale for critical area planting and cistern, Southwest (Crooked Creek), Cape Fear, ranking score 145.
 - 32-2017-539: McPherson for grassed swale, New Hope Creek, Cape Fear, ranking score 180.
 - 32-2017-540: Pomeroy for a streambank stabilization, Ellerbe Creek, Cape Fear, ranking score 190.
 - 32-2017-541: Kellner for a cistern(s), Third Fork Creek, Cape Fear, ranking score 165.
 - 32-2017-542: Booker for a cistern, Ellerbe Creek, Neuse, ranking score 145.
 - 32-2017-543: Andrews for a cistern, Ellerbe Creek, Neuse, ranking score 140.
- 5) **Contracts- A motion was made by Curtis Richardson to batch and approve the following 3 Contracts as presented. Katie Locklier seconded the motion. Motion passed without dissent.**
- 32-2017-509: Summerson for \$4,331 for streambank stabilization, Third Fork Creek, Cape Fear, ranking score 200 (Duke Energy)
 - 32-2017-536: Downing Creek Community Association for \$5,000 for streambank stabilization, Little River Creek, Cape Fear, ranking score 190 (Duke Energy).
 - 32-2017-537: Brophy Hilton for \$351 for Impervious Conversion to grass, New Hope Creek, Cape Fear, ranking score 195 (Duke Energy).
- 6) **CCAP (Duke Energy Funds/Wake SWCD) - Jessica pope reported on the following:**
- **Revised Contract-** A motion was made to approve the revision of the Kirby Project The original approved amount was \$3,481 and has been revised to \$5,000.
 - **Application for Assistance (Duke Energy Funding) -** Jessica Pope presented two AFA from Wake SWCD.
 - 92-2017-503-02: Town OF Morrisville for 2 pet waste receptacles within Northeast Park
 - 92-2017-504-02: Town OF Morrisville for 2 pet waste receptacles within Church Street Park
 - **Contract-** Jessica presented two contracts from Wake SWCD. A motion was made by Katie Locklier to approve the two contracts as presented. Curtis Richardson seconded the motion. Motion passed without dissent.
 - 92-2017-504-02: Town OF Morrisville for 2 pet waste receptacles within Church Street Park in the amount of \$479.

- 92-2017-503-02: Town OF Morrisville for 2 pet waste receptacles within Northeast Park in the amount of \$479.

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

- a. **Resolutions**- All resolutions are due to the Area IV Chairman by first week in October
- b. **Gator Tickets**- Marochak passed out the NCASWCD raffle tickets to each of the Durham SWCD Board Supervisors.
- c. **State Fair**- October 21st Durham SWCD Board and staff will be working at the NC State Fair/Soil and Water booth. Please contact Lisa Marochak if you would like to work at the booth.
- d. **NCASWCD Annual Meeting**- Reminder to book your room reservation for the NCASWCD Annual Meeting by the end of November.
- e. **Division Contract/Matching Funds**-
- f. **FLP** – the NC FLP education committee has asked each District for a \$100 donation in support of Project Food, Land & People. A motion was made by Katie Locklier to approve the \$100 donation. Curtis Richardson seconded the motion. Motion passed without dissent.
- g. **Area IV Envirothon** – the Area IV Envirothon committee has asked each District for a \$150 (increase of \$50) donation in support of the 2017 Area IV Envirothon. A motion was made by Katie Locklier to approve the \$150 donation. Curtis Richardson seconded the motion. Motion passed without dissent.
- h. **Secondary Employment Form for Jennifer Brooks**- A motion was made by Katie Locklier to approve the secondary employment form for Jennifer Brooks from the NC Division of Soil and Water. Curtis Richardson seconded the motion. Motion passed without dissent.
- i. **NACD Grant**-
 - **Rate Agreement w/Piedmont Community Conservation** – A motion was made by Katie Locklier to approve the rate agreement between the Durham SWCD Board and PCC for the NACD grant. Danielle Adams seconded the motion. Motion passed without dissent.
 - **Equipment**- A motion was made by Curtis Richardson to allow staff to spend \$2,500 from the NACD grant to purchase a new laser level and handheld GPS unit. Katie Locklier seconded the motion. Motion passed without dissent. Additionally, staff may need to spend around \$850 of the districts money to help pay for part of the equipment cost. Staff is waiting for Practice Keeper to send their recommendations on what equipment will work with the software and will bring exact cost to the next meeting.

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

- a. **National Association of Conservation Districts Urban Agriculture Initiative** A motion was made by Katie Locklier to enter into the grant agreement with Smith Richardson Foundation for \$50,000 technical assistance grant. Curtis Richardson seconded the motion. Motion passed without dissent.
 - \$30,000 of the grant will be used to hire contracted services
 - \$15,000 of the grant is for pay teachers for the 2017 summer program
 - Copy of the press release was shared with the board

Copy of the 8 training/breakfast dates were passed out to the board. Two half day trainings with lunch and 6 breakfast with short presentations. The presentations will be hosted at the Bull City Cool, the DPS Hub Farm and 1 breakfast at Northern High School.

- L. **NRCS** – Matthew Kinane reported on the following:
 - a. **Received 3 Highly Erodible Land (HEL) Wetland Determinations from Durham County**
 - b. **Training-** USDA/NRCS is holding several training this month.

New Business:

- 1) **Resource Conservation Workshop** - One of the two students that the board sponsored to attend the 2016 RCW attended the meeting to give the District Board an update. Maddie Sauer thanked the board for sending her to the RCW camp.
- 2) **Associate Supervisor-** A nomination was made by Talmage Layton to make Becky Emmons an Associate Supervisor for the Durham Soil and Water Conservation District Board. A motion was made by Katie Locklier to approve the nomination. Curtis Richardson seconded the motion. Motion passed without dissent.

Adjourn: The Chairman adjourned at 7:30pm

Next Meeting: Monday, October 3, 2016 at 5:30pm - 721 Foster St Durham, NC 27701

Talmage Layton
Chairman

Lisa Marochak
Senior Administrative Officer

10/3/2016
Approval date