

MINUTES

Durham Soil and Water Conservation District 201 E Main St/floor 5, Durham, NC 27701

Meeting Number: 3 (District Meeting)

Date: June 1, 2020

Meeting Number: 8 (for State reporting purposes)

Supervisors Present: Talmage Layton- *Chairman*; Danielle Adams, *Vice Chairman*; David Harris, *Financial Officer*; Mark Dewitt, *Supervisor*; Anjali Boyd, *Associate Supervisor*

Others Present: Eddie Culberson, *Director*; Lisa Marochak, *Senior Administrative Officer*; Mike Dupree, *Agribusiness & Environmental Services Mngr.*; Jessica Perrin, *Watershed Conservationist*; Emily Bateman, *Natural Resources Conservationist*; Terence Priester, *guest*; Jillian Riley, *guest*; Allie Dinwiddie, *Central Regional Coordinator*; Diana Irizarry, *NRCS Supervisory Soil Conservationist*

A regular meeting of the Durham Soil & Water Conservation District Board was held on Monday, June 1, 2020, and called to order at 5:33 pm by the Vice Chairman, Danielle Adams. The meeting was held Virtually via Zoom.

Minutes– A motion was made by David Harris to approve the minutes from the May meeting. Danielle Adams seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

Financial Report- A motion was made by Danielle Adams to accept the financial report. Mark DeWitt seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

Approval of Agenda

A motion was made by Danielle Adams to approve the agenda as presented. David Harris seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

Old Business

A. Environmental Affairs Board Update:

- No new updates

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

- No new updates

C. Directors Report- *Eddie Culberson reported on the following:*

- **FY2021 County Budget-** The County Manager presented his FY2021 Budget recommendations to the BOCC at their May meeting. The recommended Soil and Water Department budget for FY20-21 shows a cut of 4.6% from the department's previous budget year.
- **COVID-19/reopening of the department-** A draft reopening policy has been circulated among the Department Heads. Most employees are still working remotely and only going into the office when needed.

D. Administrative Report- Lisa Marochak reported on the following:

- A. Audit date** – The audit of the district books has been set for June 16. Laura Marie Davis, David Harris, and Talmage Layton will conduct the audit. The audit needs to be completed by June 30.

E. Community Conservation Assistance Program- Jessica Perrin reported on the following:

- B. Applications for Assistance:** A motion was made by Danielle Adams to approve the application for assistance listed below. David Harris seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

1. 32-2020-519 (Bot) for a rain garden and structural stormwater conveyance, Third Fork Creek, Cape Fear, ranking score of 185.

- C. Contracts:** A motion was made by David Harris to approve the contract listed below (32-2020-518). Mark DeWitt seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

1. 32-2020-518 (Davis) for \$20,000 for streambank stabilization, Ellerbe Creek, Neuse River, ranking score of 200, FY20 ISIP Funds.

- D. Request for Payment:** A motion was made by David Harris to approve the RFP for contract 32-2019-524 (NCSSM) for \$7,871 for impervious surface conversion to trees and shrubs, Ellerbe Creek, Neuse, ranking score 160, FY19 319 funds. Mark DeWitt seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

- **Spot Checks:** The deadline for 2020 Annual Spot Checks was postponed until September 30th by the NC Soil and Water Conservation Commission. This item was tabled until the next board meeting.

- **Other Updates:**

1. Cistern Job Approval Authority was approved at the NC SWCC meeting on May 20th.
2. ISIP Extension- Due to COVID 19 delays and potential weather issues, a request for a contract amendment to extend the deadline for ISIP funds is pending.
3. 32-2018-516 (Dickerson)- Rain garden, structural stormwater conveyance, and impervious surface conversion practices were completed and \$8,126 reimbursed using CCAP Regional funds. Remaining 2018 Regional CCAP funds of \$6,041 (primarily for stream restoration engineering) will expire June 30, 2020 and be returned to the Division.

F. Agriculture Cost Share Program (ACSP)– Emily Bateman reported on the following:

Application for Assistance: A motion was made by David Harris to approve the application for assistance for 32-2020-008 (Nicole Owens) for Micro-irrigation-supplement, ranking score 80. Mark DeWitt seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

Contract: A motion was made by Danielle Adams to approve the contract for 32-2020-008, Nicole Owens, Micro-irrigation-supplement, \$3,840.00. Mark DeWitt seconded the motion. Motion carried.

Spot Check date: tabled until the next board meeting

- G. Agricultural Water Resources Program (AgWRAP)**– Emily Bateman reported on the following:
- A. Request for Payment:** A motion was made by Danielle Adams to approve the \$18,000 RFP for Nicole Owens for Water Reuse, ranking score 95. David Harris seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
 - B. Spot Check date:** tabled until the next board meeting
- H. Stream Restoration and Stormwater Projects** – Eddie Culberson reported on the following:
- A. Riverside HS-** Durham SWCD submitted an \$382,000 application to EEG. NCSU will perform pre and post water monitoring to compare traditional sediment to wetland pond for the Riverside HS project.
 - B. B. Grove Park Project-** Piedmont Conservation Council submitted an \$475,000 application in conjunction with the Durham District to EEG for this project.
- I. Ag Development/Farmland Protection Advisory Board-** Mike Dupree reported on the following:
(*Provided handout and gave update*)
- **Grants Program-** The U.S. Department of Agriculture (USDA), Natural Resources Conservation Service (NRCS) requests application for the Urban Agriculture and Innovation Production (UAIP) Competitive Grants Program for FY 2020. Application deadline is June 6, 2020. Applicants can apply for \$100,000 in any single year, or \$300,000 over three years. The funding would be added to the Durham County Agriculture Economic Development grant funds and administered by the AED grant committee.
 - A motion was made by David Harris for the Durham SWCD Board to write a letter of support to submit a \$300,000 application for funding through the grant program. Danielle Adams seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
 - **Agriculture Economic Development (AED)Grant** -The AED grant committee completed a report highlighting the grant program and some of the success stories shared by the grant recipients. Statistical data and outcomes are listed in the report. The final report will be posted to the Durham Soil and Water website along with the application for next FY.
 - **Southeastern Sustainability Directors Network Grant** (informational only)- The grantor has provided a one-year extension for the summers of 2021 and 2022. The BETC team will not be working this summer.
 - **Farmland Protection Advisory Board (FPAB)**- last meeting was May 21, 2020 (Mike provided an update). The next meeting is scheduled for June 18, 2020 at 8:00 am via Zoom.
- J. Environmental Education Report-** Lisa Marochak reported on the following:
- **Durham SWCD Environmental Education Conservation Contest yard signs-** the yard signs had an error, but it was quickly corrected and have been distributed to students.
 - A. Outdoor Education Learning Grant (OELC) with the Soil and Water Foundation-** A motion was made by David Harris to allow staff to apply for an OELC grant through the Foundation. This grant will be for Carrington MS for raised beds. Mark DeWitt seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
 - **Training video's-** Staff has been asked by DPS to do some training videos for their students.

- K. Bahama Community Park Committee Update-** David Harris and Danielle Adams provided updates:
 - Went over what the committee has been working on.
 - Name one of the district’s environmental education fields after the late “Bro” Ray Eurquhart. David Harris seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
 - Eddie Culberson mentioned that he would like the Durham SWCD staff and board to look at a stormwater project to address runoff from the parking lots.

- L. Central Regional Coordinator-** Allie Dinwiddie provided an NC Division of Soil and Water update to the board and guest. All reappointments need to be submitted to the Division by October 30th.

- M. NRCS Update-** NRCS Supervisory Soil Conservationist, Diana Irizarry presented a report to the board.
 - Problem with assessment tool- due July 3
 - Working with Celeste Burns on three new easements
 - Wake office is open, but no visitors are allowed. Accepting appointments only. Still doing site visits.

NEW BUSINESS:

- A. Associate Supervisor-** A motion was made by David Harris to accept Anjali Boyd’s application for Associate Supervisor. Danielle Adams seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- B. 2020-2021 Durham SWCD Budget-** A motion was made by David Harris to approve the 2020/2021 Durham SWCD Budget as presented. Mark DeWitt seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- C. FY2021 Stategic Plan-** Lisa Marochak, Emily Bateman, and Jessica Perrin presented the FY2021 Stategic Plan. The Board made a few updates to the FY21 CCAP ranking form. A motion was made by David Harris to approve the FY 21 Strategic Plan with changes. Also, the Board would like Jessica and Mike to explore with the City and NC Division of Soil and Water to have a 75/90% cost share to support minority landowners. Mark DeWitt seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- D. BMP Certification Form (audit)-** A motion was made by David Harris to approve the BMP Certification Form as presented. Mark DeWitt seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried
- E. MOU-** Diana Irizarry
 - Tabled until August. A subcommittee (Diana Irizarry, Eddie Culberson, Danielle Adams, Mark DeWitt, and Anjali Boyd) was formed to work on the revision to the MOU

Adjourn: The Chairman adjourned at 8:06 pm.

Next Meeting: Durham SWCD Board Meeting – July 13, 2020 at 5:30 pm
(Please check our website for location)

Talmage Layton
Chairman

Lisa Marochak
Senior Administrative Officer

07-13-2020
Approval date