

## MINUTES

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

Meeting Number: 1 (District Meeting)

Date: January 4, 2021

Meeting Number: 7 (for State reporting purposes)

**Supervisors Present:** Talmage Layton- *Chairman*; Mark DeWitt, *Vice Chairman*; David Harris, *Financial Officer*; Laura Marie Davis (not sworn into officer yet); Anjali Boyd, Supervisor, Jillian Riley, Associate Supervisor, *Danielle Adams*, Associate Supervisor; Becky Emmons, Associate Supervisor.

**Others Present:** Eddie Culberson, *Director*; Lisa Marochak, *Senior Administrative Officer*; Jessica Perrin, *Watershed Conservationist*; Mike Dupree, *Agribusiness & Environmental Services Mngr.*; Emily Bateman, *Natural Resources Conservationist*; 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, January 4, 2021, and called to order at 5:32 pm by the Vice Chair, Mark DeWitt. The meeting was held Virtually via Zoom.*

**Conflict of Interest Statement**– read by Laura Marie Davis

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

**Acceptance of the Financial Report**- A motion was made by David Harris to accept the financial report as presented. Anjali Boyd seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

**Approval of Agenda**- David Harris made a motion to approve the agenda as presented after adding a new item under new business. Anjali Boyd seconded the motion. The Vice Chair did a roll call, and all voted yes in favor of the motion. Motion carried.

#### **Old Business**

**A. Environmental Affairs Board (EAB):** *Laura Marie Davis* gave an EAB update to the board.

- The next EAB meeting is scheduled for January 13, 2021 at 6pm.
- The EAB Annual Report will be ready next week
- The EAB has an opening on the board.

**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:

- **Piedmont Conservation Council (PCC)**- Full Council meeting is scheduled for Thursday, January 7, 2021.
- **County Budget for FY22**- The department has been asked to do a budget exercise showing a 3%, 5%, and 7% reduction in our overall budget line item. This exercise is due by January 8<sup>th</sup>.

- **Years of Service Award**- December 2020 Mike Dupree received his 10 Years of Service Award with Durham County.
- D. **Administrative Report**- Lisa Marochak reported on the following:
- **NACD Annual Meeting** – The 75th Annual Meeting, scheduled Feb. 1-10, 2021, will celebrate NACD's 75th Anniversary with the theme, "**NACD's 75th Anniversary: A Diamond Out of the Dust.**". The registration cost is \$50
- E. **Community Conservation Assistance Program**- Jessica Perrin reported on the following:
- Gave an update on the remaining balances to be allocated.
  - Went over some highlights from the CCAP Committee Meeting that was held during the NCASWCD Annual Meeting.
- F. **Agricultural Water Resources Program (AgWRAP)**– Emily Bateman reported on the following: **Informational Only** – *below is two RFPs that were signed outside of the Board Meeting.*
- **NCACSP**- Tahz Walker, Micro-irrigation, 32-2020-004, \$10,922
  - **NCACSP**-Matthew Eagle, Manure Spreader, 32-2020-007, \$12,600
- G. **Stream Restoration and Stormwater Projects** – Eddie Culberson reported on the following:
- **Grove Park Stream Restoration Project**- We have received all the funding for the project. Piedmont Conservation Council (PCC) will be executing the contract shortly with NC Land and Water Fund (formally Clean Water Management Trust Fund).
    - **TJCOG MOU** for Grove Park Project funds. A motion was made by David Harris for the board to sign the MOU with TJCOG for the Grove Park Project. Talmage Layton seconded the motion. Motion carried. The Vice Chair did a roll call, and all voted yes in favor of the motion. Motion carried.
    - **Water & Land Solutions Engineering Firm**- David Harris motioned for the board to approve the executed contract with Water & Land Solutions for the Grove Park Project as presented. Anjali Boyd seconded the motion. Motion carried. The Vice-Chair did a roll call, and all voted yes in favor of the motion. The motion carried.
  - **Riverside Stream Restoration Project**- The \$200,000 DWR grant contract has been terminated.
  - **Administrative Fees on grants**- There is a possibility that the district might receive some administrative fees for the Grove Park Project.
- H. **Ag Development/Farmland Protection Advisory Board**- Mike Dupree report the following: *(Provided handout and gave update)*
- 1) **Agriculture Economic Development (AED) Grant Update**
    - **Program year FY22:** The AED grant committee will meet in January a time TBD to review the application for the next fiscal year.
  - 2) **Farmland Protection Advisory Board**
    - Met virtually on December 17<sup>th</sup>.
    - Next meeting scheduled for January 21<sup>st</sup> at 8am (virtually)

- I. **Environmental Education Report- Lisa Marochak reported on the following:**
- **Tree Seedling Sale-** Staff is working on finding a vendor to purchase the trees from.
  - **Area IV Envirothon –** Will probably be a virtual event. Kyleene Rooks and Jessica Perrin are assisting Lisa Marochak with the test writing.
- J. **Central Regional Coordinator-** Allie Dinwiddie provided a NC Division of Soil and Water update to the board and guests.
- **Next Soil and Water Commission Meeting-** January 20, 2021
    - Agenda items due by today
  - **Division of Soil and Water Winter Training Sessions (virtual)-** trainings for Supervisors and Staff will be offered this winter January-March.
  - **NC Envirothon-** likely moving to a virtual event
  - **Area IV Spring Meeting-** will be held virtually on February 25<sup>th</sup>. The Executive Committee Meeting is Wednesday at 10am.
  - **UNC School of Gov-** Registration closes Jan 29<sup>th</sup>.
- K. **NRCS Update-** NRCS Supervisory Soil Conservationist, Diana Irizarry presented a report to the board.
- **EQIP-** Deadline is this Friday. Received 6 applications from Durham
  - **NRCS job opening-** NRCS has a Soil Conservation Technician job opening in Johnston County. This is a direct hire.
- L. **Bahama Community Park update-** David Harris provided an update.
- **MOU-** the committee is in the process of reviewing.

#### **NEW BUSINESS:**

- A. **Employee Appreciation Program-** A motion was made by David Harris to recommend putting the Administrative Funds from the Grove Park Project in the Employee Appreciation line item (formally Employee Awards). Anjali Boyd seconded the motion. A roll call was done, and all voted yes in favor of the motion, except Talmage Layton sustained from voting. Motion carried.
- A motion was made by David Harris to approve for each of the five Soil and Water staff to receive \$600 this year as a token of appreciation. Anjali Boyd seconded the motion. After discussion David Harris amended his motion to approve for each of the five Soil and Water staff to receive \$599 this year as a token of appreciation. Anjali Boyd seconded the motion. A roll call was done, and all voted yes in favor of the motion, except Talmage Layton sustained from voting. Motion carried.
- **Employee Appreciation Program Committee-** a motion was made by Anjali Boyd for a committee to be created for the Employee Appreciation Program budgetary line item. This committee would make a recommendation to the board on how the funds are allocated. David Harris seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- B. **Associate Supervisor Application-** A motion was made by David Harris to approve the application from Danielle Adams to become an Associate Supervisor with Durham SWCD. Anjali Boyd seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

**C. Supervisor Training-** David Harris discussed Supervisor and Associate Supervisor training needs. The board decided to schedule a Board Retreat to be held virtually in February. Lisa Marochak will send out a survey to decide on the date and time. Talmage Layton, David Harris, Eddie Culberson, and Lisa Marochak will work on the agenda.

**Adjourn:** The Chairman adjourned at 7:02 pm.

**Next Meeting: Durham SWCD Board Meeting – February 1, 2021 at 5:30 pm (ZOOM)**  
(Please check our website for login information)

Talmage Layton  
Chairman

Lisa Marochak  
Senior Administrative Officer

2-1-2021  
**Approval date**