

MINUTES

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

Meeting Number: 5 (District Meeting)

Date: May 3, 2021

Meeting Number: 11 (for State reporting purposes)

Supervisors and Associate Supervisors Present: Talmage Layton- *Chairman*; Mark DeWitt, *Vice Chair*; David Harris, *Financial Officer*; Laura Marie Davis, *Secretary/Treasurer*; Anjali Boyd, *Supervisor*; Jan Cromartie, *Associate Supervisor*; Jillian Riley, *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*.

A regular meeting of the Durham Soil & Water Conservation District Board was held on Monday, April 5, 2021, and called to order at 5:30 pm by the Chair, Talmage Layton. 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 April meeting. Laura Marie seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

A motion was made by David Harris to approve the minutes from the April 22 “Special Board Meeting”. Mark DeWitt 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 Mark DeWitt to accept the financial report as presented. David Harris 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 with the addition of Strategic Plan under New Business. Mark DeWitt seconded the motion. The 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.

- Next meeting- May 5th at 6:00 pm.

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

- Provided an UNRBA update to the board.
- Spring Symposium- May 19th 10:00 am to 3:00 pm.

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

- **Budget update-** Eddie Culberson reported that Durham County Manager Wendell Davis will present the recommended budget for Fiscal Year 2021-2021 to the Board of County Commissioners on May 10th during the Regular Session.
- **Local Workgroup meeting (LWG)-** Eddie attended the meeting last Thursday.
- **MOU with NRCS, Durham SWCD, Durham County, and the NC Division of Soil & Water Conservation.** – Eddie is working with the County Attorney’s office and his General Manager. He hopes to have it signed soon.
- **Jessica Perrin-** her last day with Durham SWCD is May 20th. Jessica has accepted a position with Orange SWCD.

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

- **Annual Audit** – The annual audit will need to be done by the end of June. Talmage Layton and David Harris will audit the books this year.

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

- **Applications for Assistance:** A motion was made by David Harris to batch and approve the four AFA as listed below.
 - 1) 32-2021-531 (Fennimore) for a rain garden and structural stormwater conveyance, Headwaters New Hope Creek, Cape Fear, ranking score of 140.
 - 2) 32-2021-532 (Dunnegan) for streambank stabilization, Ellerbe Creek, ranking score of 180.
 - 3) 32-2021-533 (Martinez-Zuniga) for a rain garden, New Hope Creek, Cape Fear, ranking score of 150.
 - 4) 32-2021-534 (Bankson) for a rain garden and cistern, Ellerbe Creek, Neuse, ranking score of 150.
 - 5) 32-2021-534 (Woods) for a streambank stabilization, Ellerbe Creek, Neuse, ranking score of 180.Laura Marie Davis seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- **Contract:**

32-2021-526 (Cook) for \$2,223 for an 1100-gallon cistern system. Third Fork Creek, Cape Fear, with a ranking score of 155. FY19 City Interlocal Funds. A motion was made by David Harris to approve the contract as presented. Laura Marie Davis seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- **Contract Amendment:**

32-2021-519 (Judd) was approved in March 2021 for a rain garden, cistern, and grassed swale for a total of \$4,345. The rain garden drainage test failed. Now seeking approval to convert rain garden to two downspout disconnections, which is a District BMP. The rain garden 100% cost-share was \$535 of FY19 City Interlocal and FY19 319 funds. Request to change practice and update cost-share to \$1,750 maximum per downspout disconnect. A motion was made by David Harris to approve the contract as presented with recommendations from staff. Laura Marie Davis seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- **Request for Payment:**

32-2021-518 9 (McNeil) \$3,991 for a Rain Garden and Cistern, Ellerbe Creek, Neuse, with a ranking score of 160. FY21 ISIP Funds. This completes the work for this contract and \$200 will be returned to the district. A motion was made by David Harris to approve the contract as

presented. Mark DeWitt seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

- **Informational Only- Request for Payment**

32-2021-520 (Evans) for \$3,848 for a grassed swale in Ellerbe Creek, Ranking Score of 150. FY21 ISIP funds. This completes this contract and \$0 are to the District/County.

- **FY21 Spot Checks-** May 5th 8:30 am- noon.

- Will be spot checking 4 of the 5 sites that were pulled. One of the properties was sold so the contract is out of compliance. Jessica Perrin plans to mail a letter to the original landowner.

F. Agricultural Spot Check Program (ACSP)- Emily Bateman

Conservation Plan

1) **Larry Ricks, 2 GWW and 1 Shaped Field Boarder** - A motion was made by David Harris to approve the Conservation Plan as presented. Mark DeWitt seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

Application Request

A motion was made by David Harris to batch and approve the two applications for assistance as presented. Laura Marie seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

1) Hope Reins, 4 Rooftop Runoff, Supplement

2) Larry Ricks, 2 GWW and 1 Shaped Field Boarder, 70pts

Contract Request

A motion was made by David Harris to batch and approve the two contracts as presented. Laura Marie seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

1) 32-2021-001, Hope Reins 4 Rooftop Runoff, Supplement, \$443

2) 32-2021-003, Larry Ricks 2 GWW, 1 Shaped Field Boarder, \$1,686

Request for Payment

A motion was made by David Harris to batch and approve the two Request for Payment as presented. Mark DeWitt seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

1) 32-2021-001, Hope Reins, 4 Rooftop Runoff, (pending application and contract approval), \$443

2) 32-2019-001, Hope Reins, 4 Rooftop Runoff, \$1,334

Information Only

- **Spot Checks:** David Heeks found out of compliance, out of compliance letter sent. Everyone else is in compliance.

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

- **EWP Project**

- Construction to begin mid-May

– Lisa Marochak reported that Durham SWCD received a payment of \$7,295.18 for the EWP Project and paid it to PCC.

- **Grove Park Stream Restoration Project** – Gave update on project. Project should go to construction late winter.

H. Ag Development/Farmland Protection Advisory Board- Mike Dupree report the following:
(*Provided handout and gave update*)

Agriculture Economic Development

- **EPA Environmental Justice Grant** – A motion was made by David for DSWCD to write a letter of support for Ellerbe Creek Watershed Association to collaborate on an EPA Environmental Justice Grant. Laura Marie Davis seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried. The proposed program would extend the current SSCF grant by one year. In the proposal the District would receive funding to train 100 youth with the BETC curriculum and install up to 20 BMPs with ECWA staff.
- **AED Grant Program**
 - AED Grant Committee will meet this month to finalize the application for the 2022 fiscal year. The County Manager will share his budget recommendation on May 10th. The committee had requested an additional \$25,000 in funding for the program, if increased this would raise the funding level from \$50,000 to \$75,000. Lisa Marochak will send out a survey to determine the committee meeting date.
- **Farmland Protection Advisory Board**
 - The last meeting was held on April 15th via Zoom
 - Next meeting scheduled for May 20th at 6:30 pm (Zoom)

I. Environmental Education Report- Lisa Marochak reported on the following:

- **NC Envirothon-** One of our teams from Durham advanced to the state competition that was held April 16th. The Marvelous Maples from the NC School of Science & Math place 3rd out of 49 teams.
- **Conservation Contests-** The yard signs have been delivered to the home of the students that place 1st or 2nd in each of our contests (except bookmark). Thank you to David Harris, Mark DeWitt, and Jessica Perrin for helping me deliver the signs. The checks and certificates were mailed to the students.

Area (regional) winners from Durham- 3rd grade poster- Marie B. from Durham placed 2nd; **4th grade poster-** Lucas G. from Durham placed 2nd; **6th grade poster-** Bernadine Dela P. from Durham placed 2nd; **6th grade essay-** Margaret P. from Durham placed 1st; **6th grade Slideshow-** Zoe R. from Durham placed 1st.

State Contest Winner- Zoe R. from Durham placed 2nd in the State Slideshow Contest.

- **Bookmark Contest-** The bookmark judging will be completed by Wednesday. If you would like to help deliver the bookmark signs later this week or next week let me know.
- **Field Day flyer-** was sent to third grade teachers today. The last day for teachers to sign-up to receive the video links is May 14th.

J. Central Regional Coordinator- Allie Dinwiddie with the NC Division of Soil & Water Conservation update to the board and guests.

- Next Commission Meeting- May 19th

- **District Confidentiality-** The Division has organized an upcoming training session on district protocol for presenting cost share items to boards. The training will be held May 11th at 1:30 pm as part of their Spring training series.
- **Conservation Farm Family-** are due to Area 4 leadership by June 1.
- **Hall of Fame nominations-** due by August 1st.
- **Strategic Plans-** due by June 1.

K. NRCS Update- Supervisory Soil Conservationist, Diana Irizarry gave an NRCS update.

EQIP

- Should know who gets funded by the end of the month.

Local Work Group Meeting (LWG)

- The LWG was held on April 22. Chatham SWCD hosted this year meeting and next year, Durham SWCD will be the host. Diana thanked Eddie, Emily, and Mike for participating and their input.

L. Bahama Community Park update- David Harris reported that there was no new update.

- No new information to report.
 - Haven't met since the last meeting.

NEW BUSINESS:

A. Long Range Planning- *Tabled until next month.*

B. Board Retreat- *Tabled until next meeting*

C. Strategic Plan- A motion was made by David Harris to approve the 2021-2022 Strategic Plan as presented. Mark DeWitt seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

Adjourn: The Chairman adjourned at 7:36 pm.

Next Meeting: Durham SWCD Board Meeting – June 7, 2021 at 5:30 pm

(Please check our website for login information)

Talmage Layton

Chairman

Lisa Marochak

Senior Administrative Officer

6-7-2021

Approval date