

MINUTES

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

Meeting Number: 14 (District Meeting)

Date: December 8, 2022

Meeting Number: 7 (for State reporting purposes)

Supervisors and Associate Supervisors Present (In-person): Talmage Layton- *Chair*; Anjali Boyd- *Vice Chair*; David Harris- *Financial officer*, Ken Browning- *Secretary/Treasurer*; Mark Waller- *Supervisor*. **Others Present (In person):** Lisa Marochak- *Senior Administrative Officer*; Sherry Scully- *Ag Development Coordinator*; Saad Masood- *Agribusiness & Environmental Services Manager*; Dustin Brewer- *Natural Resources Coordinator* and Diana Irizarry- *NRCS*.

A regular meeting of the Durham Soil & Water Conservation District Board was held on Thursday, December 8, 2022, and called to order at 12:47 pm by the Chair, Talmage Layton. The meeting was in person, and they met at 1811 Hillandale Rd, Durham, NC.

- 1) **Conflict of Interest**– (Read by Anjali Boyd) No conflicts of interest.
- 2) **Minutes**– A motion was made by David Harris to approve the minutes from November 3, 2022, meeting (regular meeting). Mark Waller seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- 3) A motion was made by David Harris to approve the minutes from November 11, 2022, meeting (Closed Session). Mark Waller seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- 4) **Acceptance of the Financial Report**- A motion was made by David Harris to move to accept the financial report as presented. Ken Browning seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- 5) **Approval of Agenda**- David Harris motioned to approve the agenda as printed. Anjali Boyd seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- 6) **Old Business**
 - A. **Environmental Affairs Board (EAB)**- No report
 - B. **Upper Neuse River Basin Issues Update**- David Harris
 - Provided an UNRBA update to the board. A handout was shared.
 - C. **Directors Report**- Lisa Marochak on behalf of Eddie Culberson reported the following:
 - **FY2023-2024 Budget**- The kick-off meeting will be held on December 14th. Staff is planning to ask for a new position this year.
 - **Retention Bonus**- Durham County is giving employees a retention bonus on December 16th.
 - D. **Administrative Report**- Lisa Marochak reported on the following:
 - **The NCASWCD Annual Meeting**- will be held January 7th-10th in Cherokee, NC. The hotel room block is full, and the early registration ends on December 8th.
 - **Checks for Main checking account** - A motion was made by David Harris to approve for Lisa

Marochak to purchase 100 checks that are compatible with QuickBooks. Ken Browning seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

E. Community Conservation Assistance Program- Saad Masood reported on the following:
Request for Payment

Request to remove \$5,000 cap reimbursement per project:

- A motion was made by Anjali to raise the cap per project to \$7,500. Anything over that amount would need board approval. Mark Waller seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

Grant Update:

- \$12,000 was awarded by DWR for Reinvestment Partners (Streambank Stabilization Project)
- Preliminary discussion to renew the City Interlocal grant and increase the amount to \$90,000 (\$10,000 for contractor).

Informational Only:

- BETC – Rain Garden installed on December 3rd Northern High School students.
- Met with Dr. Pack and teachers from DPS regarding BETC program.
- SSCF Grant- Rain gutters being installed on three houses in December

F. Ag Cost Share and AgWRAP- Dustin Brewer reported on the following:

Information Only

- Waiting on the Division of Soil and Water Conservation Districts to approve some contracts.
- Farmer Appreciation Dinner update- The dinner was held on October 28th and we had 72 citizens in attendance.

G. Stream Restoration and Stormwater Projects – No new update

H. Ag Cost Share and AgWRAP- Dustin Brewer

ACSP (*informational only*)

- Contract 32-2023-001: Division approval awaiting
- Contract 32-2023-003: Waiting for Division Engineers design plans

AgWRAP (*informational only*)

- Waiting on Division Engineers for design plans

I. Ag Development/Farmland Protection Advisory Board- Sherry Scully reported the following:

Informational Items

- **Agriculture Economic Development (AED) Grant Program** – All but four contracts have been completely signed and applicants are beginning to start work. Two FY23 awardees and two FY22 awardees completed work this past month and are in the process of being paid. The AED Committee met in November to make updates to the program. Maintenance checks for this program will occur in January and the committee will meet again to update program forms.

Farmland Protection Advisory Board (FPAB)

- 1) Farmer Breakfast Series- December 15th, January 19th, and February 16th.

- 2) Farmland Board Meeting- In-person on December 15th at 10am.
- Farmland Preservation Trust Fund Grant for Farmland Plan Revision- A motion was made by David Harris to give a letter of support for the grant as presented. Ken Browning seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

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

- **Durham SWCD Tree Sale-** Please share the tree sale flyer and link to the online order form with your contacts. The sale on February 13th.

K. NRCS Update- Diana Irizarry with NRCS provided an update to the board.

- **Conservation Programs Update was provided**
EQIP- five applications were received. Eligibility letters were sent out and only two completed the forms. Ranking in February.
- **Other topics:**
Team 7- JaBioas Glenn is going to work in Sampson County. Team 7 is down to three county staff.

L. Regional Coordinator- No Report

M. Bahama Community Park update- David Harris reported the following:

- Triangle Land Conservancy will do the monitoring on the easement.
- MOU- waiting on the County Attorney to finalize the MOU.

N. Other Committees/Board Reports

- Update on the Durham Environmental Coalition was provided (Informational only)

7) New Business

A. Boards and Committee Assignments- The Board and staff went over the list of assignments to other Boards and Committees and made updates were needed for 2023.

B. Election of 2023 Durham Soil and Water Conservation District Board officers

Chairman- A motion was made by Ken Browning to nominate Talmage Layton for the 2023 Chairman by acclamation and there being no further nominations. Motion passed without dissent.

Vice Chairman- A motion was made by Mark Waller to nominate Anjali Boyd for the 2023 Vice Chairman and to close the nominations. David Harris seconded the motion. Motion passed without dissent.

Financial Officer- A motion was made by Mark Waller to nominate David Harris for the 2023 Financial Officer and to close the nominations. Ken Browning seconded the motion. Motion passed without dissent.

Secretary/Treasurer- A motion was made by David Harris to nominate Ken Browning for the 2023 Secretary/Treasurer. Nominations were closed by Mark Waller. Ken Browning seconded the motion. Motion passed without dissent.

C. Supervisor Disclosure Forms- Lisa Marochak went over the forms with the 5 supervisors. All 5 Supervisors completed and signed the 2023 Supervisor Disclosure Forms.

Adjourn: The Chair adjourned at 2:20 pm.

Next Meeting: Durham SWCD Board Meeting – Hybrid on February 6, 2022, 5:30pm. Please check our website for the meeting location.

Talmage Layton
Chairman

Lisa Marochak
Senior Administrative Officer

2-6-2023
Approval date