

## MINUTES

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

Meeting Number: 5 (District Meeting)

Date: June 5, 2023

Meeting Number: 12 (for State reporting purposes)

**Supervisors and Associate Supervisors Present (In-person):** Talmage Layton- *Chair*; David Harris- *Financial officer*; Ken Browning- *Secretary/Treasurer*; Mark Waller- *Supervisor*. **(Virtual):** Anjali Boyd – *Vice Chair*

**Others Present (In person):** Eddie Culberson- *Director*; Lisa Marochak- *Senior Administrative Officer*; Sherry Scully- *Ag Development Coordinator*; Dustin Brewer- *Natural Resources Coordinator*.

*A regular meeting of the Durham Soil & Water Conservation District Board was held on Monday, June 5, 2023, and called to order at 5:30 pm by the Chair, Talmage Layton. The meeting was in person, and they met at 1901 Hillandale Rd, Durham, NC.*

- 1) **Conflict of Interest**– (*Read by Sherry Scully*) No conflicts of interest.
- 2) **Statement of Professionalism** – was read by Supervisors in attendance.
- 3) **Minutes**– A motion was made by David Harris to approve the minutes from May 1, 2023, meeting (regular meeting). 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 accept the financial report as presented. Mark Waller 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. Ken Browning 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)**- Anjali Boyd reported on the following:
    - Next meeting June 7<sup>th</sup>
    - Duke Study Reveals Lead Contamination in 3 Durham Parks. Anjali will share the report with the board and staff.
  - B. **Upper Neuse River Basin Issues Update**- David Harris reported on the following:
    - Provided update on UNRBA.
  - C. **Directors Report**- Eddie Culberson reported the following:
    - County Budget- The BOCC will hold public hearings on the proposed FY2023-2024 County Budget. Now is the time to talk to the BOCC about any changes you want to see in next year's budget.
    - Vernon Cox the Director of the NC Division of Soil & Water Conservation Districts is retiring on June 30.
    - Piedmont Conservation Council (PCC)- Grace Messenger a former employee of PCC has been hired to be the Executive Director. Her first day with PCC is June 26.
    - NRCS is planning to hire a full-time Soil Conservationist to work out of the Durham SWCD office. NRCS hired Olivia Plant to be the new Team 10 Supervisory Soil Conservationist.

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

- **FY2023 Annual Audit** will be held on June 21 and 22. Talmage Layton, David Harris, and Ken Browning will be doing the audit of the Durham SWCD Board books.
- **Bank** - A motion was made by Ken Browning to appoint David Harris as the backup person on all of the banking account matters for the Durham SWCD Board. Mark Waller seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- **QuickBooks-** Lisa reported that she and Eddie Culberson met with some of the Durham County IS&T staff about IT needs for the department. The IS&T staff mentioned that they could help us pay for QuickBooks. Lisa will reach out to them to see what the next steps are.
- **NC Association of Soil and Water Conservation-** Updates
  - Leadership – 2nd Vice President - The Piedmont (Areas 3, 4 and 7) is due to nominate a supervisor for the 2<sup>nd</sup> Vice President position. Nominees should at least be in their second term of office or hold an office/leadership position in the District, Area, Association, or hold Chairmanship of a Committee on the Area, State, or National level. Each district may nominate one supervisor for 2nd Vice President. Written nominations should be submitted to the respective Area Chairs at least 10 days prior to the Area 3, 4, and 7 Fall Meetings.

**E. Community Conservation Assistance Program-** Lisa Marochak reported the following on behalf of Saad Masood:

**Applications for Assistance (AFA):**

- A motion was made by David Harris to batch and approve the four AFA as presented. Mark Waller seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
  - 32-2023-506, ranking score 150. Stormwater Conveyance and Downspout Disconnect. Eno, Neuse, 319 funding.
  - 32-2023-507, ranking score 150. Swale, Cape Fear, Jordan, 319 funding.
  - 32-2023-508, ranking score 145. Swale, Cape Fear, Jordan, 319 funding.
  - 32-2023-509, ranking score 145. Rain Garden, Ellerbe, Neuse, 319 funding.

**Contracts:**

- 32-2023-506, ranking score 150. Stormwater Conveyance and Downspout Disconnect. Eno, Neuse, 319 funding, \$5142. A motion was made by David Harris to approve contract 32-2023-506 as presented. Mark Waller seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- 32-2023-507, ranking score 150. Swale, Cape Fear, Jordan, 319 funding, \$4,500. A motion was made by David Harris to approve contract 32-2023-507 as presented. Mark Waller seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- 32-2023-508, ranking score 145. Swale, Cape Fear, Jordan, 319 funding, \$7,500. A motion was made by David Harris to approve contract 32-2023-508 as presented. Mark Waller seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- 32-2023-509, ranking score 145. Rain Garden, Ellerbe, Neuse, 319 funding, \$825. A motion was made by David Harris to approve contract 32-2023-506 as presented. Mark Waller seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

### **Job Approval Authority (JAA):**

- A motion was made by David Harris to approve Saad Masood to submit the request for CCAP JAA to the Division of Soil and Water for Cisterns and Rain Gardens. Mark Waller seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

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

- **Grove Park Stream Restoration Project-** 6000 ft of Stream Restoration (1.4-million-dollar project- 4 grants)
  - Phase 2 – on May 16<sup>th</sup> some students from Southern High School came out and planted some of the trees that they grew for the project.
  - Phase 1- in the construction phase.
  - Sewer Leaking- There is an issue with one of the sewers leaking. It was reported to the city Public Works Department.
- **Riverside High Project-** Land Mechanics will start mobilizing next Monday, June 12<sup>th</sup>.

### **H. Ag Cost Share and AgWRAP- Dustin Brewer**

#### **ACSP**

- **Contract Cancellation** (informational only)
  - Contract 32-2021-003, Grassed Waterways was cancelled by Cooperator (\$1,686).
- **Request for Payment**
  - **Request for Payment (RFP)**- A motion was made by David Harris to RFP as presented for 32-2021-006, Micro-Irrigation (\$11,360). Mark Waller seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
  - **Request for Payment (RFP)**- A motion was made by David Harris to RFP as presented for 32-2022-001, Residue & Tillage Management (\$9,444). Ken Browning seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

#### **AgWRAP**

- **Request for Payment (RFP)**- A motion was made by David Harris to RFP as presented for 32-2020-804, Water Well (\$7,133). Mark Waller seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- **Contracts-** (Informational Only)
  - Contract Cancellation- 32-2021-801, Pond Sediment Removal was cancelled by cooperator (\$6,000)
  - Contract Termination- 32-2021-802, Micro-Irrigation was terminated because of no work completed (\$16,545)

### **I. Ag Development/Farmland Protection Advisory Board- Sherry Scully reported the following: (Informational Items)**

- **Agriculture Economic Development (AED)**
  - FY 22 Contracts – Deadline is June 22<sup>nd</sup>; 5 remain but are very close to completion.
  - FY 23 Contract Status – 24 Farmer Grants and 3 Schools; 10 are Complete, 2 have received partial payment.
  - Dates for FY 24 AED Grant Program Trainings: Tuesday July 11, 8-9 am; Thursday, July 13, 6-7 pm; and Thursday, July 18 or 25, 6-7pm

- **Farmland Protection Advisory Board (FPAB)**
  - No meeting this past month. Next meeting
  - **Next Meeting** –will be held on June 15th at 6:00 pm at Farm Bureau or online.

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

- **2023 Resource Conservation Workshop-** The district is sponsoring 1 student from Jordan High School to attend the RCW June 25-30 at NCSU. The student plans to attend the Soil & Water Board meeting in August or September.
- **Conservation Contest Awards Celebration-** Lisa thanked the Board members and staff that attended and help make the awards celebration on May 2<sup>nd</sup> a huge success.

**K. NRCS Update-** a written report was provided prior to meeting.

**L. Regional Coordinator-** reported emailed to attendees

**M. Other Committees/Board Reports**

- Durham Coalition- *provided update*

**7) New Business**

**Adjourn:** The Chair adjourned at 6:39 pm.

**Next Meeting: Durham SWCD Board Meeting – Hybrid** on August 14, 2023, 5:30pm. Please check our website for the meeting location. \* No meeting in July

Talmage Layton  
Chairman

Lisa Marochak  
Senior Administrative Officer

8/14/2023  
Approval date