

## MINUTES

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

Meeting Number: 9 (District Meeting)

Date: October 31, 2023

Meeting Number: 4 (for State reporting purposes)

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

**Others Present (In person):** Eddie Culberson- *Director*; Lisa Marochak- *Senior Administrative officer*; Sherry Scully- *Ag Development Coordinator*; Dustin Brewer- *Natural Resources Coordinator*. **(Virtual):** Angela Dobbins- *NRCS* and Ken Parks (*Regional Coordinator*).

*A regular meeting of the Durham Soil & Water Conservation District Board was held on Tuesday, October 31, 2023, and called to order at 1:07pm by the Financial Officer, David Harris. The meeting was in person and held at 1901 Hillandale Rd, Durham, NC and some attended on Zoom.*

- 1) **Conflict of Interest**– (*Read by Sherry Scully*) No conflicts of interest.
- 2) **Statement of Professionalism** – was read by Supervisors in attendance.
- 3) **Minutes** – Approved by common consent.
- 4) **Acceptance of the Financial Report**- A motion was made by Mark Waller 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**- Mark Waller 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) **Business**
  - A. **Environmental Affairs Board (EAB)**- No report.
  - B. **Upper Neuse River Basin Issues Update**- No new business.
  - C. **Directors Report**- Eddie Culberson reported the following:
    - **Staffing** – Offer has been made and accepted by the candidate for the vacant Agribusiness and Environmental Services Manager position. The person will start on November 27<sup>th</sup>.
  - D. **Administrative Report**- Lisa Marochak reported on the following:
    - **Secondary Employment forms**- A motion was made by Ken Browning to approve the secondary employment forms for Sherry Scully, Dustin Brewer, and Lisa Marochak. Talmage Layton seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
    - **Farmer Appreciation Dinner** – The 2023 Farmer Appreciation Dinner will be held November 14th. Durham Farm Bureau is going to sponsor the meal.
    - **Area IV Fall Meeting**- Will be held in Vance County on November 16<sup>th</sup>.
      - **Area IV Farm Family Plaque**- the board asked Lisa to purchase a certificate frame for the Area IV Farm Family winner. This will be presented at the fall meeting.
    - **NCASWCD Annual Meeting**- registration deadline is December 9<sup>th</sup>.

**E. Community Conservation Assistance Program-** Eddie Culberson reported that he and Dustin have been continuing to follow up with contracts.

- **Charles Town Project Funding** (with Reinvestment Partners): Regional Application with NC Division Soil & Water Conservation- \$50,000; EPA 319 \$75,000 and DWR \$120,000 grant \$230,000. They met with the engineering firm and potential contractor on site.
- The District Board had asked Regional Coordinator, Ken Parks, to research if a CCAP contract has been approved by a District Board are they obligated to allow project to move forward. After checking with Division staff, he was informed that District Board should try and work with the county's legal department on a case by case basis
- 12 site visits since last meeting

**F. Ag Cost Share and AgWRAP-** *Dustin Brewer*

**ACSP**

- **Application for Assistance (AFA)-** A motion was made by Mark Waller to approve the AFA as presented on Contract 32-2024-003 (Cover Crop, Residue & Tillage Management-No Till), ranking score of 85. Ken Browning seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- **Contracts-** A motion was made by Mark Waller to approve the AFA as presented on Contract 32-2024-003 (Cover Crop, Residue & Tillage Management-No Till), ranking score of 85. \$10,468. Ken Browning seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- **Payment-** A motion was made by Mark Waller to approve the RFP request on Contract 32-2024-002 for \$5,040. Ken Browning seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.
- **Payment (Informational only)**
  - RFP signed in between board meetings on Contract 32-2023-005 and 32-2024-001 (supplement) for a combined \$16,406.

**AgWRAP**

**Application for Assistance (AFA)-** A motion was made by Mark Waller to batch and approve the two AFA listed below. Ken Browning seconded the motion. A roll call was done, and all voted yes in favor of the motion. Motion carried.

- Requesting Approval for Application for Assistance on Contract 32-2024-801 (Pond Sediment Removal), ranking score of 95
- Requesting Approval for Application for Assistance on Contract 32-2024-802 (Water Well), ranking score of 85

**Other (Informational Only)**

- 2023 Farmer Appreciation Dinner- November 14<sup>th</sup> 6pm-8:30 pm at Coffey Grounds Ranch

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

- **Riverside HS Project-** waiting for final report
- **Eagle/Honeycutt Stream Restoration Project –** (Ellerbe Creek) Total project cost will be \$1.1 million. This funding will be requested by several donors: Land and Water Fund (\$400,000 – due February), Division of Water Resources (\$200,000 – Due December) and Central Pines Regional Council (\$500,000 – was due by October 15).

- **Grove Park-** PCC Full Council met at the site to see the project. Signage is the only things left for this project to be completed.

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

**Agriculture Economic Development (AED)**

- FY 23 - One contract has been completed this past month.
- FY 24 - All applicants have completed necessary documents and meetings to proceed with writing contracts. Lisa has written all the contracts.

**Farmland Protection Advisory Board (FPAB)**

- The board did not meet in the month of October.
- NC Agriculture Development and Preservation Trust Fund has approved Durham for funding a revision of the 2009 Farmland Protection Plan. The contract is in progress, and we will begin work on this update once the contract is complete.
- Sherry is working with Celeste and Durham City/County GIS department to compile a GIS layer for the Voluntary Ag Districts.

**Next Meeting** – The next FPAB meeting will be held on November 16th at 6:00 pm at Farm Bureau or online.

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

- **2023 Environmental Field Days** – We plan to hold field days for 3rd graders at two schools during the month of December.
- **Conservation Contests-** The 2023-2024 Durham SWCD Conservation Contests has opened. The deadline for entries is February 15, 2024 at 5pm.
- **2024 Tree Sale-** The tree sale will start after Thanksgiving.
- **Big Sweep-** We have 31 participants sign-up to help with the 2023 Durham County Employee cleanup event. This event is organized by Durham Soil & Water.

**K. NRCS Update-** Angela Dobbins reported on the following:

**L. Regional Coordinator-** Ken Parks Reported on the following:

- New Division website to rollout December 1<sup>st</sup>.
- New Payment Processing- Cost Share Contracts may be delayed due to the new system.
- November 14 & 15 is the next NCASWCD Commission Meeting dates.
- State Fair- good turnout this year. Bryan Evans is looking for suggestions for next year.

**M. Other Committees/Board Reports** – No reports

**7) New Business**

- A. 2023-2024 Matching Funds Form-** A motion was made by Mark Waller to approve the 2023-2024 Matching Funds Form. Ken Browning seconded the motion. A roll call was done, and all voted yes in favor of the motion.

**Adjourn:** The Chair adjourned the meeting at 2:10 pm.

**Next Meeting: Durham SWCD Board Meeting – December 4 at 1:00pm. (1811 Hillandale Rd, Durham, NC 27701).**

Talmage Layton  
Chair

Lisa Marochak  
Senior Administrative Officer

12/11/2023  
Approval date