

AGENDA
SUSSEX CONSERVATION DISTRICT BOARD OF SUPERVISORS
May 23, 2023 @ 7 p.m.
23818 Shortly Road, Georgetown, DE

I Call to Order

II Agenda Modifications

III Approval of Agenda

IV Approval of Minutes of Last Meeting

V Recognition of Visitors

VI Correspondence

VII Reports:

- District Accountant's Report – Dan Lee (P 2)
- Equipment Manager's Report – Stephen Gissy (P 5)
- District Conservationist's Report – Thelton “Ziggy” Savage (P 6)
- Sediment & Stormwater Manager's Report – Jessica Watson (P 7)
- DNREC Conversation Program Report- Tyler Brown (P 8)
- Nutrient Management Program Administrator's Report- Chris Brosch
- DACD Executive Director's Report – Jen Nelson (P 10)
- Agricultural Program Report – Debbie Absher (P 11)
- District Coordinator's Report – David Baird (P 12)

VII Items Requiring Board Action

1. Cost Share Payments
 - a. Large Animal Mortality
2. SCD Board of Supervisors Compensation
3. NRCS/DACD Contribution Agreement
4. Equipment Program
 - a. Declare Surplus of Equipment
 - b. Capital Purchase of Trailer

IX Adjournment

Pursuant to 29 Del. C. § 10004 (e) (2), the Agenda items as listed may not be considered in sequence. This Agenda is subject to change to include additional items, including Executive Sessions, which arise during the meeting.

Sussex Conservation District
Cash Report
April 2023

<i>Fulton Bank - Checking</i>	
Bank Balance Per Statement	\$3,291,603.38
Add: Deposits in Transit	\$0.00
Less: Outstanding Checks	(\$200,580.73)
Balance in G/L - End of Month	\$3,091,022.65
Beginning G/L Balance	\$682,691.35
Add: Cash Receipts	\$3,704,071.38
Less: Cash Disbursements	(\$1,295,740.08)
Ending G/L Balance	\$3,091,022.65
<i>Fulton Bank - Payroll</i>	
Beginning G/L Balance	\$0.00
Add: Cash Receipts	\$194,981.00
Less: Cash Disbursements	(\$194,981.00)
Ending G/L Balance	\$0.00
<i>Citizens Bank - Checking</i>	
Beginning G/L Balance	\$1,931,226.26
Add: Cash Receipts	\$0.00
Less: Cash Disbursements	\$0.00
Ending G/L Balance	\$1,931,226.26
<i>Citizens Bank - Money Market</i>	
Beginning G/L Balance	\$3,628,949.50
Add: Cash Receipts	\$22,385.88
Less: Cash Disbursements	\$0.00
Ending G/L Balance	\$3,651,335.38
<i>Fulton Bank - Merchant</i>	
Beginning G/L Balance	\$6,824.37
Add: Cash Receipts	\$9,392.48
Less: Cash Disbursements	(\$362.63)
Ending G/L Balance	\$15,854.22
<i>Artisans Bank - Certificate of Deposit - 11/01/23</i>	\$248,829.63
<i>Bank of Delmarva - Certificate of Deposit - 2/28/24</i>	\$249,679.56
<i>County Bank - Certificate of Deposit - 01/28/24</i>	\$247,686.87
<i>Community Bank - Certificate of Deposit - 05/12/23</i>	\$248,959.00
<i>Del-One - Certificate of Deposit - 4/19/24</i>	\$490,443.27
<i>Hebron Savings Bank - Certificate of Deposit - 04/04/23</i>	\$249,138.13
<i>Fulton ICS MM Accounts</i>	\$0.00
<i>WTC Investments</i>	\$3,500,215.35
<i>Petty Cash</i>	\$276.14
<i>Total All Bank Accounts</i>	\$13,924,666.46

Sussex Conservation District
Cash Report
April 2023

2023	<i>UNRESTRICTED FUNDS</i>			
	Sussex Conservation District Funds		<u>\$3,363,597.83</u>	
				\$3,363,597.83
	<i>RESTRICTED FUNDS</i>			
	Stormwater Management Funds	restricted	\$3,940,048.30	
	Stormwater Cash Bonds Held	Liability	\$1,928,726.26	
	Cost Share Funding	deferred	\$3,915,259.07	
	3921 Funding	deferred	\$368,153.44	
	Sussex County Drainage Funding	deferred	\$62,691.56	
	Stormwater Management Funds	deferred	\$7,500.00	
	Prothonotary Items	deferred	\$7,270.00	
	Various projects - 2	deferred	<u>\$331,420.00</u>	
				\$10,561,068.63
	<i>TOTAL AVAILABLE FUNDS ALL ACCOUNTS @ MONTH END</i>			<u>\$13,924,666.46</u>
2022	<i>UNRESTRICTED FUNDS</i>			
	Sussex Conservation District Funds		<u>\$2,692,043.51</u>	
				\$2,692,043.51
	<i>RESTRICTED FUNDS</i>			
	Stormwater Management Funds	restricted	\$3,229,064.84	
	Stormwater Cash Bonds Held	Liability	\$1,928,726.26	
	Cost Share Funding	deferred	\$3,053,030.03	
	3921 Funding	deferred	\$143,752.77	
	Sussex County Drainage Funding	deferred	\$56,547.63	
	Stormwater Management Funds	deferred	\$7,500.00	
	Prothonotary Items	deferred	\$5,315.00	
	Various projects	deferred	<u>\$431,074.96</u>	
				\$8,855,011.49
	<i>TOTAL AVAILABLE FUNDS ALL ACCOUNTS @ MONTH END</i>			<u>\$11,547,055.00</u>
2021	<i>TOTAL AVAILABLE FUNDS ALL ACCOUNTS @ MONTH END</i>		\$	8,538,381.64
2020	<i>TOTAL AVAILABLE FUNDS ALL ACCOUNTS @ MONTH END</i>		\$	10,119,270.16
2019	<i>TOTAL AVAILABLE FUNDS ALL ACCOUNTS @ MONTH END</i>		\$	9,701,807.34
2018	<i>TOTAL AVAILABLE FUNDS ALL ACCOUNTS @ MONTH END</i>		\$	9,692,658.89
2017	<i>TOTAL AVAILABLE FUNDS ALL ACCOUNTS @ MONTH END</i>		\$	9,683,757.09

SUSSEX CONSERVATION DISTRICT
FINANCIAL HIGHLIGHTS FOR APRIL 2023

April had a net profit (loss) of (\$101,338) compared to a net profit (loss) of (\$65,330) for the same period in 2022. Year to date, the District has a net profit (loss) of \$647,356 compared to a net profit (loss) of \$317,369 for 2022. The following is a net profit (loss) summary by department:

Department	April		Year To Date	
	2023	2022	2023	2022
Equipment	\$34,474	(\$25,106)	\$112,505	(\$3,620)
Agriculture	(\$59,191)	(\$66,259)	(\$4,113)	\$108,321
Stormwater	(\$9,649)	\$57,669	\$188,950	\$277,896
Administrative	(\$67,432)	(\$32,971)	\$180,479	\$109,374
Project Design	\$460	\$1,337	(\$479)	\$2,207
Operating Profit (Loss)	(\$101,338)	(\$65,330)	\$477,342	\$494,178
Investments	\$0	\$0	\$170,014	(\$176,809)
Net Profit (Loss)	(\$101,338)	(\$65,330)	\$647,356*	\$317,369

(*) Year to Date Net Income:

Total Revenue	\$ 3,851,377
Cost of Sales	\$ 675,964
Gross Profit	\$ 3,175,413
Expenses	\$ 2,528,057
Net Income (Loss)	\$ 647,356*

COST SHARE DOLLARS

Department	Paid Out April		Paid Out Year to Date	
	2023	2022	2023	2022
General Cost Share	\$759,491	\$351,481	\$801,893	\$418,292
3921 Funds	\$25,670	\$12,081	\$151,444	\$117,309
County Drainage	\$6,228	\$2,450	\$40,427	\$26,578
Total Cost Share Dollars	\$791,389	\$366,012	\$993,764	\$562,179

Department	Cash Balance	
	2023	2022
General Cost Share	\$3,915,259	\$3,133,030
3921 Funds	\$368,153	\$143,753
County Drainage	\$62,692	\$56,548
Total Cost Share Dollars	\$4,346,104	\$3,333,331

SUSSEX CONSERVATION DISTRICT

EQUIPMENT PROGRAM REPORT

April 2023

Over the past month, the equipment program has completed various projects. We are working on private drainage work, RC&D projects in Sussex and Kent County, and a large wetland project in Kent County in Partnership with DNREC Drainage Division and US Fish and Wildlife.

Total Estimates for 2023: 68

Total Estimates for April: 22

Recently Completed Projects:

- Paynter's Mill- Pond Repairs
- Horse Pound- ROW Repair
- Bee Branch- Dip-Out
- Mt Zion- Dip Out
- Banning Road Maxwell- Drainage Improvements
- Smithfield Acres- Drainage Improvements
- Fitzgerald- Black Duck Project
- Mike Cain- Irrigation Dip-Out
- Mark Cain- Irrigation Dip-Out
- Bobby Wright- Irrigation Dip-Out
- Jimmy Vanderwende- Irrigation Dip-Out
- Bay Crossing- Drainage Improvements
- Cannon Farms- Private Drainage
- Bear Hole Tax Ditch- Dip-Out
- Long Branch Farms- Drainage Improvements
- Rolland Fleetwood- Private Drainage
- Murray Estates- Drainage Improvements
- West Shores- Drainage Improvements
- Various Tax Ditch- Tornado Damage Repairs

Recently started or Projects starting soon:

- Holly Ridge- Drainage Improvements- WIP
- JJ Carter- Wetland Creation- WIP
- Deer Run Acres Phase I- Drainage Improvements- WIP
- Ward Cordrey- Pipe Replacements
- Marvin Hill- Pipe Replacement
- Brian Warrington- Drainage Improvements
- Blackpool Rd- Drainage Improvements
- Seward Circle- Basin Installation
- Georgia Dr- Drainage Improvements
- Conaway- Drainage Improvements
- DE Coastal Airpark- Mowing
- City of Seaford- Mowing

SUSSEX CONSERVATION DISTRICT

DISTRICT CONSERVATIONIST

April 20 to May 17, 2023

EQIP

- Planners are completing contracts and obtaining signatures for the 1st batch of pre-approved applications for FY-23.
- Planners have been given a deadline of 6/9/2023 for contract completion to allow time for my review. The obligation deadline is 6/16/2023.
- We will continue accepting applications, which will be batched accordingly.
- We will be moving into 2nd batch applications due to the expenditure of current funds.

EQIP/CIC

- Contracts are being developed for participant signatures. These are five-year contracts with a \$200,000 payment limitation. Payment limitations are separate from EQIP.

EQIP/IRA (Inflation Reduction Act)

- Contracts are being developed for participant signatures. Funds are targeted towards Climate Smart Ag. Practices. The categories are Soil Health, Nitrogen Mgt., Livestock Partnership, Grazing & Pasture, Agroforestry, Forest and Upland Wildlife habitat, Energy, and Wetlands. The funding level for FY-23 was \$787,000.

AMA/RMA

- Contracts are being developed for participant signatures.

CSP/IRA

- Like EQIP/IRA, but it is for participants that sign up through CSP for the same targeted Climate Smart Ag. Practice categories.
- We received two applications for the first batch with an assessment and ranking deadline of 5/26/2023.
- Applications are currently being assessed and ranked.

CSP

- We are accepting applications for FY-23 CSP Classic. The deadline to apply for 1st batch was March 24, 2023.
- We received two applications.
- Applications are currently being assessed and ranked.

WRE

- We are accepting applications for FY-23.

RCPP

- The Delaware Bay/ Inland Bay project for cover crops. District planners are completing assessments and rankings for contract preapproval. There are 11 applications on file for FY-23. Most, if not all, of the funding will be utilized.

1. Inspections and Site Visits

- **Conservation Practice Installation and Completion Inspections:**

Reed Carter is completing project installation and inspections. Reed is also training a newly hired Soil Conservation Technician in Kent and Sussex County and conducting inspections in Kent. Korey Hearn is our new technician in Sussex.

2. Surveys/Designs

- Completing surveys and designs for FY-23 projects continues.

3. Other Business

- Planners continue reviewing prior year management practice records for payment and reporting progress.
- Covid updates: The F.O. is currently operating at 100% capacity, with masks required as needed.
- There are a variety of jobs being advertised for Delaware positions.

SUSSEX CONSERVATION DISTRICT
SEDIMENT AND STORMWATER PROGRAM
May 2023

Detailed Plan Review/Approval:

Staff continues to process plan submittals, pre-app/engineering meetings, and technical support. Staff reviewed 21 plans and approved 12 for the month. We also Staff had eight pre-application meetings.

Standard Plan Review/Approval:

- 2 Non-Residential
- 1 Minor Linear

As-Built Plan Review:

Staff reviewed three as-built surveys.

Inspection: - 380 Inspections

Field staff continues to be busy in the field. New projects continue to contact us for pre-construction meetings. Pre-construction meetings – 13

Maintenance Inspection – 58

Closed-out stormwater projects are inspected, and reports are generated that provide routine/preventive maintenance information. The goal is to ensure the continued function of the stormwater facility.

Buddy Griffith provides compliance inspection on single-family lot construction. He works with builders on the requirements under the Residential Standard Plan (silt fence and stone construction entrances). He and Faith work together on home construction complaints and contacting non-compliant builders.

Drainage/Construction Complaints: - 30

SUSSEX CONSERVATION DISTRICT

DNREC- CONSERVATION PROGRAMS REPORT May 2023

Program Updates and News

Tax Ditch and Drainage Programs

- The Tax Ditch Officer Newsletter was distributed at the end of April to all Tax Ditch officers and partner agency staff who have subscribed to the content.
- Tax Ditch warrant changes approved by the District Boards were filed with the respective county Tax Offices.
- The Tax Ditch Program hosted an exhibit to spread Tax Ditch Awareness at the 2023 Water Family Fest and Native Plant Sale on May 6 at the James Farm Ecological Preserve. We interacted with more than 200 visitors.



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processed for those with terms expiring at the end of July.

 - Tax Ditch eNOIs for work completed in 2022-2023 must be reviewed and terminated. Be sure the Tax Ditch Program is aware of dipout project statuses by June 1 to ensure proper processing before annual billing.
 - Sussex Tax Ditch Reminder– If a tax ditch desires to have the Tax Ditch Program perform an audit for cost share eligibility, Heather Hitchens must receive records no later than June 30.

Staffing Updates

- [Permit and Data Specialist](#) – Karyssa Gortz was hired and started on April 24, 2023. She comes to us as a Salisbury University graduate with an Earth Science degree. In her role here, she will process and track all requests for technical assistance and identify environmental permit needs for tax ditch and public ditch projects.
- [Engineering Program Manager](#) – Amy Reed has accepted the Engineering Program Manager I position and began in this role on May 8, 2023. As an Engineer in the Drainage Program, Amy will continue in her role and responsibilities of reviewing and designing the RC&D and tax ditch projects process. Amy will manage the Drainage Program Engineering Team and Engineering Professional Services contract held by the Division.

Sediment & Stormwater Program

Staffing Updates/Vacancies

- Posted vacancy - [Stormwater Engineer I](#) - This position reviews sediment and stormwater plans for state and federal projects, providing guidance to the Delegated Agencies, consultants, the regulated community, and public and private agencies, organizations, or individuals.

Nonpoint Source and Chesapeake Implementation Programs

- The Nonpoint Source Program hosted its biennial Partnership Meeting on Wednesday, May 3, 2023, at DNREC's Lewes facility. Approximately 55 people attended the event. Partners, including local, state, federal, university, and non-profit organizations, gave presentations on BMP projects funded by water quality grants, including the NPS Section 319 and Chesapeake Bay Implementation Grant. This event also brought together various stakeholders for networking as the NPS Program utilizes water quality grant funds as efficiently as possible to address impairments.

Spotlight

At the Nonpoint Source Program Biennial Partnership Meeting, several members of the CPS staff presented new programs and project updates. These included program updates from the Delaware Conservation Assistance Program (DeCAP), the Forest Buffer Incentive Program, and the Conservation Reserve Enhancement Program (CREP). The Drainage and Nonpoint Source Programs also provided project updates.



SUSSEX CONSERVATION DISTRICT
DACD EXECUTIVE DIRECTOR UPDATE
May 2023

Updates:

- **DACD’s Contribution Agreement with NRCS-** DACD is working with NRCS and the Districts to develop work plans for a new Contribution Agreement. Details are still in the works, with a May 26 deadline for the agreement to be completed.
- **2023 Governor’s Conservation Awards-** DACD celebrated the 2022 award recipients at our annual event on May 2 at the Delaware Ag Museum as part of Soil and Water Stewardship Week. ([Press release & photos here.](#)) This year’s recipients include:

- Carousel Farm Park & Equestrian Center (New Castle, Ag)
- The Terraces in Rockland Mills (New Castle, Urban)
- Jacob Urian (Kent, Ag)
- Kent Del Properties LLC- Sarvil Patel & Jigar Patel (Kent, Urban)
- Guy Phillips (Sussex, Ag)
- Rich Rishel (Sussex, Urban)
- Representative Ron Gray, Legislator of the Year



- **Delaware Envirothon-** Charter School of Wilmington Team A claimed the 21st straight victory for the school. Sixteen teams competed in the 2023 Competition held at the DNREC Aquatic Resources Education Center in Smyrna, representing nine high schools and one 4-H club statewide – Calvary Christian Academy, Charter School of Wilmington, Middletown High School FFA, Newark Charter School, Odessa High School FFA, Polytech High School, Smyrna High School FFA, Sussex Central High School FFA, Sussex Tech High School FFA and Peach Blossom 4-H Club/Lake Forest FFA. ([Press release here.](#)) Here’s a complete list of the winners:

- First place – The Charter School of Wilmington Team A
- Second place – Newark Charter High School Thneed for Speed
- Third place – Odessa High School FFA
- Fourth place – Peach Blossom 4-H/Lake Forest FFA
- Fifth place – Polytech High School Dirt Diggers
- Sixth place – Odessa High School The Under Ducks
- Seventh place – Calvary Christian Academy Climate Heroes



- **Gene Vanderwende celebrated 40 years of service at the Kent Conservation District on May 5!**

Important Dates:

<i>DATE</i>	<i>EVENT</i>
<i>July 15 - 19</i>	NACD Summer Meeting in Bismarck, ND
<i>July TBD</i>	DACD Board Meeting (Delaware State Fair conflicts with NCF Envirothon)
<i>Feb 10 – 14, 2024</i>	NACD Annual Meeting in San Diego, CA

SUSSEX CONSERVATION DISTRICT

AGRICULTURAL CONSERVATION PROGRAM REPORT

May 2023

Grants

- There are discussions regarding the NRCS – DACD Contribution Agreement that begins October 1, 2023. NRCS would like to have this finalized by May 23.
- As part of another contribution agreement with NRCS, the filming of a TV commercial promoting the NRCS Black Duck Program was today. Chad Mitchell was the spokesperson, along with Chase Colmorgen from Ducks Unlimited. The commercial will begin airing in late July and should run through September. Stay tuned.
- As part of that agreement, there is funding to develop a film and a new commercial promoting NRCS climate-smart practices. We are still finalizing the spokesperson for that commercial but should have that figured out soon. It will run along the same timeline as the Black Duck commercial ending around the EQIP first batch deadline in October.

Cost-Share

- Cover Crop destruction forms have been coming in, and the correlating inspections are ongoing. Farmers have until June 1st to submit their destruction certification forms to receive payment. A 30-day extension may be granted for soil health purposes, i.e., if a farmer wants to plant green after June 1, a request can be filed to receive approval to destroy the cover crop after the June 1st deadline. Reminder postcards are being mailed on May 18th to those producers that have not already certified their cover crop destruction.
- As of May 12th, SCD has made 109 payments totaling about \$1.7 Million for 31,693 acres of cover crops destroyed and 2,029.2 acres harvested. I will provide up-to-date numbers at the board meeting.
- Bobbi is preparing applications for the cost-share sign-up from June 12-July 28. Staff is meeting internally on Friday, May 19th to discuss updates to the Cost-Share policy and guidelines for FY 2024.

3921 Funds

- Letters were mailed at the end of March, reminding tax ditch officers to submit their mowing and bonding bills by July 1 for payment.
- Letters were also mailed on May 12th to all tax ditch officers to explain the application process along with the fact sheet. As last year, officers should call the office and tell us what they want to apply for. Chana will create the applications and mail them, email them, fax them, or have them ready when the officers stop by the office to sign.

Miscellaneous

- The Delaware Envirothon was held at the Aquatic Resource Center in Smyrna on April 27, 2023. Wilmington Charter Team A won the event. Sussex County had a new team participate this year, Sussex Central. Seaford High School had signed up to participate but had to back out at the last minute. Sussex Tech has participated for many years and had a team enter.

SUSSEX CONSERVATION DISTRICT

DISTRICT COORDINATOR'S REPORT

May 23, 2023

Expedited Plan Review Bill

No additional activity has been associated with HB 101 since the last update. We have prepared a letter to the Sussex Legislators and sponsor of the bill outlining our concerns that we expect to be delivered early next week.

Agriculture's Role in Water Quality Improvements

The [attached](#) article appeared in the May 1 Bay Journal. I found it to be worth the read. While the article still places much of the clean-up burden on agriculture, it does an excellent job of addressing the challenges faced by ag producers, especially the smaller ones. Throughout the article, you will see examples of many of the issues the District is regularly working on, and it looks like the debate over results and the associated costs will continue for years to come.

Governor's Conservation Awards

DACD recognized its award recipients at a ceremony on Tuesday, May 2, with Rich Rishel (Carl M. Freeman Companies) being recognized as the Urban Award winner from Sussex, Guy Phillips (Georgetown) recognized as the Agricultural Award winner from Sussex, and Rep. Ron Gray was recognized as the DACD Legislator of the Year.

NRCS Contribution Agreement

DACD and the three Districts have started our conversations with NRCS on a new contribution agreement to fund services the Districts provide for NRCS beginning October 1, 2024. Earlier this week, we received the first proposal from NRCS that resulted in a \$46,650 reduction (-9.6%) in funding for SCD. This proposal was a tough pill to swallow, given that NRCS is receiving an additional \$1.0 million in Technical Assistance funding in FY24. Additionally, there are numerous changes to the proposed deliverables in the contract, including NRCS' desire for each district to hire a conservation technician to add to our staff. Unfortunately, this cannot be supported with the funding proposed by NRCS. I have included a comparison of the proposed agreement with the highlighted changes. NRCS is looking to have the proposal finalized by May 26.

Access Blocked to Tax Ditch Right of Way

We see more instances of access to Tax Ditch Right-of-Ways being blocked on DelDOT roads due to installing new guardrails or extending existing ones. New transportation regulations and traffic safety guidelines are driving DelDOT's changes. The unintended consequence is the lack of access and all of the issues that go along with that. We will continue gathering and sharing data with you as we learn more.

Board Compensation Committee

I have attached the proposal presented to the Board in April. As a follow-up from the April Board meeting, a compensation committee composed of R.C. Willin, Willin Farms (Seaford), Jay Baxter, Baxter Farms (Georgetown), and Ring Lardner, Davis, Bowen & Friedel Engineers (Milford) met on May 12 and after discussion supported Option 1 of the attached proposal. Additionally, they recommended that SCD consider a policy that would adjust compensation with an annual cost of living adjustment reviewed by the compensation committee every 2-3 years to confirm the appropriate figures.

SCD Employee Appreciation Breakfast

SCD staff gathered on Wednesday, May 10, where the employees were formally thanked for all of their contributions that led to the success of SCD. Specific recognition was given to Dan Holston (Ag Program) and Craig Mills (Stormwater Program) for 15 years of service and Dan Lee (Accountant) for ten years of service. Owen Lenkner (Ag Program) was also recognized for his upcoming retirement on May 26.

Community Reinvestment Fund Application

SCD submitted a request for funding for \$117,130 for complete paving on the Manchester Manor RC&D Project. Senator Richardson and Representative Dukes had already provided CTF funding for the drainage and paving. Still, this additional amount will allow for complete milling and overlay of the streets in the community upon completion of the drainage project.

Tax Ditch Pilot Program Continuation

With the success of the first two years of this program, we are in discussions with members of the General Assembly regarding funding the program for an additional three years. This will most likely need to be added as epilogue language in the FY24 Bond Bill.

Upcoming Events:

- The next board meeting will be held on Tuesday, June 27, at 7:00 p.m., at 23818 Shortly Road, Georgetown, DE.

SUSSEX CONSERVATION DISTRICT
ITEMS REQUIRING BOARD ACTION

ITEM: Cost-Share Payments—Large Animal Mortality

ITEM NO: 1a

DATE: May 23, 2023

PRESENTER: David Baird

DESCRIPTION: Cost-Share payment for Large Animal Mortality to John Kohout.

April
Total Cost- \$3,740 Cows: 4
SCD Cost- \$3,740 Horses: 5
SCD Admin- \$1,200

RECOMMENDATION: Approve cost-share for payments for Animal Mortality.

MOTION: Moved by _____ and seconded by _____, to approve cost-share payments to John Kohout. Motion _____.

SUSSEX CONSERVATION DISTRICT
ITEMS REQUIRING BOARD ACTION

ITEM: SCD Board of Supervisors Compensation

ITEM NO: 2

DATE: May 23, 2023

PRESENTER: David Baird

BACKGROUND: As a follow-up from the April Board meeting, a compensation committee composed of R.C. Willin, Willin Farms (Seaford), Jay Baxter, Baxter Farms (Georgetown), and Ring Lardner, Davis, Bowen & Friedel Engineers (Milford) met on May 12 and after discussion supported Option 1 of the attached proposal. It was estimated that the last adjustment for the SCD Board of Supervisors was in 2008 (or possibly earlier). SCD policies on this issue call for the following...."To ensure the appropriateness of supervisor compensation, a committee composed of persons not compensated by the District and with no financial interest should determine the compensation practice/policy."
Additionally, they recommended that SCD consider a policy that would adjust compensation with an annual cost of living adjustment reviewed by the compensation committee every 2-3 years to confirm the appropriate figures.

RECOMMENDATION: Approve Option 1 (attached) of the proposed board compensation adjustment effective January 1, 2023, and for the compensation committee to review the figures every three years.

MOTION: Moved by _____ and seconded by _____ to approve the SCD Board of Supervisors compensation based on Option 1 as presented with an effective date of January 1, 2023, and the compensation committee to review the figures every three years. Motion _____.

SCD BOARD COMPENSATION						
POSITION			Option #1		Option #2	
	CURRENT COMPENSATION per meeting	CURRENT COMPENSATION per year (avg.)	PROPOSED COMPENSATION per meeting	PROPOSED COMPENSATION per year	PROPOSED COMPENSATION per meeting	PROPOSED COMPENSATION per year
CHAIR	\$ 150	\$ 2,400	\$ 375	\$ 4,500	\$ 300	\$ 3,600
VICE CHAIR	100	1,700	250	3,000	250	3,000
TREASURER	100	1,800	292	3,500	275	3,300
SUPERVISORS	100	1,300	250	3,000	200	2,400
COUNTY COUNCIL MEMBER	-	-	-	-	-	-
EXTENSION OFFICE	-	-	250	3,000	200	2,400
Check signing	25	700	35	980	35	980
Special Meetings Full Day	100	1,200	200	2,400	200	2,400
Special Meetings Half Day	50	-	100	-	100	-
TOTAL COST TO DISTRICT		\$ 9,100		\$ 20,380		\$ 18,080

Notes:

1. Current compensation was established in 2008.
2. Check signing is approximately 26 times per year.
3. Special meetings averages approximately 3 Supervisors 4 Times per year.
4. Annual Compensation is based on 12 meetings per year.
5. County Council Representative does not accept compensation as the County considers this a part of their Council role.

SUSSEX CONSERVATION DISTRICT
ITEMS REQUIRING BOARD ACTION

ITEM: NRCS/DACD Contribution Agreement

ITEM NO: 3

DATE: May 23, 2023

PRESENTER: David Baird

BACKGROUND: Update on conversations with NRCS on the FY24 Contribution Agreement

RECOMMENDATION: TBD

MOTION: TBD

SUSSEX CONSERVATION DISTRICT
ITEMS REQUIRING BOARD ACTION

ITEM: Surplus Equipment

ITEM NO: 4a

DATE: May 23, 2023

PRESENTER: David Baird

BACKGROUND: SCD's Equipment Program proposes declaring the following assets as surplus equipment and selling them. We are proposing the items being offered for open sale to employees, board members, and the public with a minimum price and best price due by June 8th @ 3:00 PM. All items are available to view. Should an item not sell, we will explore advertising or taking it to a local auction.

*2010 Volvo BL70 Back with Attachments- Minimum: \$20,000

*2006 Hudson 20 Ton Tag a Long Trailer- Minimum \$10,000

*1974 Ford Model 7000 tractor with Weed Wiper Attachment- Minimum \$5,000

*2001 Kruger 20 Ton Tag a Long Trailer- Minimum \$10,000 (Hold selling this trailer till our new trailer arrives)

RECOMMENDATION: Declare the equipment as presented as surplus and sell for the minimum price recommended.

MOTION: Moved by _____ and seconded by _____ to declare the 2010 Volvo BL70, the 2006 Hudson trailer, the 1974 Ford 7000 tractor, and the 2001 Kruger trailer as surplus and sell for the minimum price recommended. Motion _____.

SUSSEX CONSERVATION DISTRICT
ITEMS REQUIRING BOARD ACTION

ITEM: Equipment Program: Capital Purchase of trailer

ITEM NO: 4b

DATE: May 23, 2023

PRESENTER: David Baird

BACKGROUND: SCD's Equipment Program is proposing the purchase of a new Tag A Long Trailer. Our (2) 20-ton Existing trailers are maxed out on weight capacity with machines and showing signs of wear with their suspension, bearings, etc. We have reached out and received (3) quotes for a 30-Ton tri axle tag along trailer from different manufacturers. The manufacturer with their pricing is shown below.

Kruger Trailers: \$52,900.00

Hale Trailers: \$47,050.00

Kaufman Trailers: \$32,130.38

RECOMMENDATION: The Equipment program recommends purchasing a new 30-ton Tri-Axle Tag A Long trailer from Kaufman Trailers for \$32,130.38.

MOTION: Moved by _____ and seconded by _____ to purchase a new 30-ton tri-axle trailer from Kaufman Trailers in the amount of \$32,130.38. Motion _____.