

**AGENDA**  
**SUSSEX CONSERVATION DISTRICT BOARD OF SUPERVISORS**  
**January 17, 2023 @ 6:00 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 6)
- District Conservationist's Report – Thelton “Ziggy” Savage (P 7)
- Sediment & Stormwater Manager's Report – Jessica Watson (P 8)
- DNREC Conversation Program Report- Marcia Fox/Tyler Brown (P 9)
- Nutrient Management Program Administrator's Report- Chris Brosch
- DACD Executive Director's Report – Jen Nelson (P 11)
- Agricultural Program Report – Debbie Absher (P 12)
- District Coordinator's Report – David Baird (P 14)

VII Items Requiring Board Action

1. Cost Share Payments
  - a. Large Animal Mortality
2. DNREC Buffer Proposal
3. Tax Ditch Pilot Program
4. Manchester Manor-Bid Award

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 at the time of the meeting.*

Sussex Conservation District  
Cash Report  
December 2022

<b>Fulton Bank - Checking</b>	
Bank Balance Per Statement	\$891,392.41
Add: Deposits in Transit	\$0.00
Less: Outstanding Checks	(\$124,449.69)
Balance in G/L - End of Month	\$766,942.72
<b>Beginning G/L Balance</b>	
Add: Cash Receipts	\$276,236.29
Less: Cash Disbursements	(\$521,373.05)
Ending G/L Balance	\$766,942.72
<b>Fulton Bank - Payroll</b>	
Beginning G/L Balance	\$0.00
Add: Cash Receipts	\$193,232.06
Less: Cash Disbursements	(\$193,232.06)
Ending G/L Balance	\$0.00
<b>Citizens Bank - Checking</b>	
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
<b>Citizens Bank - Money Market</b>	
Beginning G/L Balance	\$3,553,492.38
Add: Cash Receipts	\$18,330.50
Less: Cash Disbursements	\$0.00
Ending G/L Balance	\$3,571,822.88
<b>Fulton Bank - Merchant</b>	
Beginning G/L Balance	\$21,976.16
Add: Cash Receipts	\$875.00
Less: Cash Disbursements	(\$49.98)
Ending G/L Balance	\$22,801.18
<b>Artisans Bank - Certificate of Deposit - 11/01/23</b>	<b>\$247,604.35</b>
<b>Bank of Delmarva - Certificate of Deposit - 1/28/23</b>	<b>\$249,679.56</b>
<b>County Bank - Certificate of Deposit - 01/28/24</b>	<b>\$246,863.99</b>
<b>Community Bank - Certificate of Deposit - 05/12/23</b>	<b>\$248,959.00</b>
<b>Del-One - Certificate of Deposit - 4/19/24</b>	<b>\$490,443.27</b>
<b>Hebron Savings Bank - Certificate of Deposit - 04/04/23</b>	<b>\$249,138.13</b>
<b>Fulton ICS MM Accounts</b>	<b>\$388.39</b>
<b>WTC Investments</b>	<b>\$3,330,200.73</b>
<b>Petty Cash</b>	<b>\$268.51</b>
<b>Total All Bank Accounts</b>	<b>\$11,356,338.97</b>

Sussex Conservation District  
Cash Report  
December 2022

2022	<b>UNRESTRICTED FUNDS</b>		
	Sussex Conservation District Funds	<u>\$3,093,298.89</u>	<u>\$3,093,298.89</u>
	<b>RESTRICTED FUNDS</b>		
	Stormwater Management Funds	restricted	\$3,751,099.17
	Stormwater Cash Bonds Held	Liability	\$1,928,726.26
	Cost Share Funding	deferred	\$1,624,410.45
	3921 Funding	deferred	\$519,762.04
	Sussex County Drainage Funding	deferred	\$42,240.66
	Stormwater Management Funds	deferred	\$58,111.50
	Prothonotary Items	deferred	\$7,270.00
	Various projects - 2	deferred	<u>\$331,420.00</u>
			<u>\$8,263,040.08</u>
	<b>TOTAL AVAILABLE FUNDS ALL ACCOUNTS @ MONTH END</b>		<b>\$11,356,338.97</b>
2021	<b>UNRESTRICTED FUNDS</b>		
	Sussex Conservation District Funds	<u>\$3,648,377.73</u>	<u>\$3,648,377.73</u>
	<b>RESTRICTED FUNDS</b>		
	Stormwater Management Funds	restricted	\$2,952,151.57
	Stormwater Cash Bonds Held	Liability	\$1,208,173.26
	Prothonotary Items	deferred	\$5,315.00
	Stormwater Management Funds	deferred	\$54,534.33
	3921 Funding	deferred	\$259,057.89
	Cost Share Funding	deferred	\$1,232,786.49
	Sussex County Drainage Funding	deferred	\$26,875.24
	Various projects	deferred-AR	<u>\$686,133.36</u>
			<u>\$6,425,027.14</u>
	<b>TOTAL AVAILABLE FUNDS ALL ACCOUNTS @ MONTH END</b>		<b>\$10,073,404.87</b>
2020	<b>TOTAL AVAILABLE FUNDS ALL ACCOUNTS @ MONTH END</b>		<b>\$ 8,616,982.24</b>
2019	<b>TOTAL AVAILABLE FUNDS ALL ACCOUNTS @ MONTH END</b>		<b>\$ 10,007,581.80</b>
2018	<b>TOTAL AVAILABLE FUNDS ALL ACCOUNTS @ MONTH END</b>		<b>\$ 9,582,643.43</b>
2017	<b>TOTAL AVAILABLE FUNDS ALL ACCOUNTS @ MONTH END</b>		<b>\$ 9,674,273.70</b>
2016	<b>TOTAL AVAILABLE FUNDS ALL ACCOUNTS @ MONTH END</b>		<b>\$ 10,203,062.95</b>



**SUSSEX CONSERVATION DISTRICT**  
**FINANCIAL HIGHLIGHTS FOR DECEMBER 2022**

December had a net profit (loss) of \$284,662 compared to a net profit (loss) of \$263,345 for the same period in 2021. Year to date, the District has a net profit (loss) of \$537,981 compared to a net profit (loss) of \$1,079,371 for 2021. The following is a net profit (loss) summary by department:

Department	December		Year To Date	
	2022	2021	2022	2021
Equipment	(\$14,584)	(\$8,475)	\$216,116	\$97,076
Agriculture	\$53,980	\$30,217	\$49,982	\$117,660
Stormwater	\$58,822	\$175,380	\$798,948	\$707,922
Administrative	(\$31,576)	(\$34,962)	\$25,897	(\$137,020)
Project Design	\$2,967	(\$2,998)	\$17,922	\$17,163
<b>Operating Profit (Loss)</b>	<b>\$69,609</b>	<b>\$159,162</b>	<b>\$1,108,865</b>	<b>\$802,801</b>
Investments	\$215,053	\$104,183	(\$570,884)	\$276,570
<b>Net Profit (Loss)</b>	<b>\$284,662</b>	<b>\$263,345</b>	<b>\$537,981*</b>	<b>\$1,079,371</b>

(\*) Year to Date Net Income:

Total Revenue	\$ 10,743,981
Cost of Sales	\$ 2,744,752
Gross Profit	\$ 7,999,229
Expenses	\$ 7,461,248
Net Income (Loss)	\$ 537,981*

**COST SHARE DOLLARS**

Department	Paid Out December		Paid Out Year to Date	
	2022	2021	2022	2021
General Cost Share	\$23,666	\$16,194	\$2,926,917	\$2,184,176
3921 Funds	\$20,272	\$8,205	\$255,190	\$251,579
County Drainage	\$10,766	\$8,775	\$97,137	\$103,554
<b>Total Cost Share Dollars</b>	<b>\$54,704</b>	<b>\$33,174</b>	<b>\$3,279,244</b>	<b>\$2,539,309</b>

Department	Cash Balance	
	2022	2021
General Cost Share	\$1,624,410	\$1,232,787
3921 Funds	\$519,762	\$259,058
County Drainage	\$42,241	\$26,875
<b>Total Cost Share Dollars</b>	<b>\$2,186,413</b>	<b>\$1,518,720</b>

Sussex Conservation District WTC Investments December 31, 2022	
	Amount
Current Value - 12/31/2022	\$ 3,330,200.73
Value - 12/31/2021	3,901,084.90
<b>2022 Gain (Loss)</b>	<b>(570,884.17)</b>
<b>2022 Return on Investments</b>	<b>-14.63%</b>

Lifetime (8.25 years) WTC Investments Net Gain (Loss) As of December 31, 2022	
	Amount
Current Value - 12/31/2022	\$ 3,330,200.73
Principal Invested	3,000,000.00
<b>Lifetime Gain (Loss)</b>	<b>\$ 330,200.73</b>
<b>Average Annual Return (8.25 years)</b>	<b>1.33%</b>

	Lifetime Return	Lifetime Gain (Loss)
(WTC Monthly Fees)	<b>-7.30%</b>	(219,052.62)
Investment Gain (Loss)	<b>18.31%</b>	549,253.35
<b>Lifetime Gain (Loss)</b>	<b>11.01%</b>	<b>330,200.73</b>

## SUSSEX CONSERVATION DISTRICT

### EQUIPMENT PROGRAM REPORT

December 2022

Over the past month the equipment program has completed a variety of different projects. We are steadily working on mowing, dip outs, and pipe replacements on tax ditches. Work continues on the Poplar Grove drainage improvements project for DNREC RC&D in Sussex County, and Seeneytown Road Drainage improvement in Kent County. We recently completed installing our first Bioreactor for Tull farms in Seaford.

Total Estimates for 2022: 277

Total Estimates for December: 8

#### **Recently Completed Projects:**

- Tull Farms- Bio Reactor
- Bacon and Kenny Tax Ditch- Dip Out
- Nanticoke Tax Ditch- ROW Clearing/ Dip Out
- Cool Branch Tax Ditch- Pipe Replacement
- Vanderwende- Manure Lagoon
- City of Seaford- Pond mowing
- Green Branch Tax Ditch- Pipe Replacement
- Indian Drain Tax Ditch- ROW Clearing
- Jackson Branch Tax Ditch- ROW Clearing
- Mifflin Tax Ditch- Pipe Replacement
- Paynter's Mill- Drainage Improvements
- Mirey Branch Tax Ditch- Dip Out
- Sussex County- Pond Mowing
- White Oak Swamp- Mowing

#### **Recently started or Projects starting soon:**

- Fitzgerald- Black Duck Project/Private Drainage-WIP
- Double Fork Tax Ditch- Dip Out-WIP
- Marshyhope Tax Ditch- Dip Out
- Jesse Vanderwende- Woods Push Back
- Ward Cordrey- Pipe Replacements
- Poplar Grove- Drainage Improvements-WIP
- Town of Frankford- Drainage Improvements
- Tax Ditch Mowing
- Tax Ditch Dipouts
- Seeneytown Rd- Drainage Improvements-WIP
- Still Rd- Drainage Improvements

## SUSSEX CONSERVATION DISTRICT

### DISTRICT CONSERVATIONIST December 8, 2022 thru January 11, 2023

#### EQIP

- We have 135 1<sup>st</sup> batch applications on file for FY-23.
- We will continue to accept applications and they will be batched accordingly (2<sup>nd</sup> batch date is 3/17/23).
- Eligibility deadline Jan. 13, 2023, for first batch.

#### EQIP/CIC

- Like EQIP (limited practices) but contracts can be written for 5 years with a \$200,000 payment limitation. Payment limitations are separate from EQIP. We are accepting applications for the first batch until Feb. 10. 2023.

#### AMA

- Applications are being accepted for FY-23. There are currently 12 on file.
- Same deadlines as EQIP apply.

#### CSP

- We are accepting applications for FY-23 CSP Classic. March 24, 2023 is the deadline to apply for the first batch.
- We are making final payments on existing contracts for FY-22

#### WRE

- We are accepting applications for FY-23.

#### RCPP

- The Delaware Bay/ Inland Bay project for cover crops. There are 6 applications on file for FY-23.

### 1. Inspections and Site Visits

- **Conservation Practice Installation and Completion Inspections:** Project installation and inspections are being completed by the state office engineering staff and Kyle while Reed is on leave.

### 2. Surveys/Designs

- Completing surveys and designs for FY-23 projects.

### 3. Other Business

- Planners are reviewing prior year management practice records and reporting progress.
- Received a panel of applicants for the remaining Soil Conservation Technician. I will be making my selection by Dec. 12<sup>th</sup>.
- New laptops are being delivered to those that have ones with an expired license.
- Our 2<sup>nd</sup> Soil Conservationist is to report for duty January 17, 2023.
- Covid updates continue weekly. The F.O. is currently operating at 100% capacity with mask restrictions.
- Ashley Lenig the new Acting ASTC for Programs/ FO until both positions are filled.

**SUSSEX CONSERVATION DISTRICT**  
**SEDIMENT AND STORMWATER PROGRAM**  
**January 2023**

**Detailed Plan Review/Approval:**

Staff continue to process plan submittals, pre-app/engineering meetings, and technical support. Staff reviewed 20 plans and approved 11 for the month. We also approved 5 plan revisions. Staff also had 4 pre-application meetings.

**Standard Plan Review/Approval:**

- 3 Non-Residential

**As-Built Plan Review:**

Staff reviewed 7 as-built surveys.

**Inspection: - 373 permitted projects**

Field staff continue to be busy in the field. New projects continue to contact us for pre-construction meetings. Pre-construction meetings – 4

**Maintenance Inspection – 79**

Closed out stormwater projects are inspected, and reports generated that provide information on routine/preventive maintenance. 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 reaching out to non-compliant builders.

**Drainage/Construction Complaints: - 11**

**Other News:**

- The District received 27 applications for the Conservation Stewardship Award. The banquet recognizing these individuals is scheduled for March 1<sup>st</sup> at Plantation Lakes in Millsboro.



# DNREC – CONSERVATION PROGRAMS REPORT

## January 2023

### Program Updates and News

#### Tax Ditch and Drainage Programs

- Tax Ditch Newsletter – All officers should have received a printed copy in the mail. It is also available online on the [DNREC Tax Ditch Program webpage](#).
- Tax Ditch Officers: If you need any assistance in preparing for your Annual Meetings reach out to Heather Hitchens (302) 855-1936.  
The Tax Ditch Program is recommending annual meetings be held in-person and/or hybrid by providing a virtual link in addition to the in-person meeting if desired.

#### Staffing Updates/Vacancies

- [Office Manager](#) – KCD Contractual Position. **Closing Date: 1/12/2023**
- [Permit and Data Specialist](#) – KCD Contractual Position. **Closing Date: 1/31/2023**
- [Engineering Program Manager](#) – To be reposted.

#### Sediment & Stormwater Program

- 2023 CCR Pre-registration of the Sediment and Stormwater Program's Spring 2023 Certified Construction Reviewer (CCR) Course is open. The CCR course will be presented virtually with one required in-person field trip. Classes will be held on consecutive Thursdays in March 2023 - March 2, 9, 16 (field trip), and 23. Additional information on the course and a link to the pre-registration form are located at [de.gov/ssptraining](http://de.gov/ssptraining). Successful completion of the Contractor Training Program is required prior to pre-registration. Class size is limited, and registration will be on a first-come, first-served basis with companies limited to three participants each. For companies wanting to certify more than three personnel, a waitlist will be available.
- The fee-in-lieu offset for full or partial compliance has been adjusted to \$24 per cubic foot of runoff volume. The increase is in accordance with 7 DE Admin. Code 1501, subsection 13.2 and is based on the Engineering News Record's building and construction cost indices for Philadelphia.
- On December 1, 2022, the Department public-noticed revisions to selected sections of the Delaware Erosion and Sediment Control Handbook. Requests for a public hearing on the proposed revisions were received and therefore the revised details are not effective. Announcement of a public hearing date will be provided on the Department webpage and through the listserve. The Delaware Erosion and Sediment Control Handbook dated February 2019 continues to be the effective version of the Handbook and those February 2019 details should be used in Sediment and Stormwater Management Plans.

## Nonpoint Source Program

- The NPS Program has opened the FY23 Request for Proposals (RFP) effective Monday, December 5, 2022, for both the Clean Water Act Section 319 grant and Chesapeake Bay Implementation Grant (CBIG). BMP project proposals are being accepted through March 1, 2023. Partner organizations were sent an email on Monday, December 5 with RFP details or visit the following webpages for additional information: <https://de.gov/319grants> and <https://de.gov/cbig>. The NPS Section 319 grant for FY23 is soliciting for approximately \$250,000 in water quality BMP projects and the CBIG III is soliciting for approximately \$425,000 in projects. The Local Government Implementation Funding (LGIF) which is a set-aside funding allocation in the overall CBIG III grant is soliciting for \$366,000 of applicable BMP projects.
- Grant partners are in the process of being contacted for semi-annual performance reports for both the NPS Section 319 and CBIG II grants. The CBIG II grant is officially in close-out mode as of 12/31/22. CBIG III reporting solicitations are on a federal fiscal year cycle (October – December) versus other grants operating on a calendar year reporting cycle.

## Spotlight

This holiday season Conservation Programs section collected donations for Toys for Tots and Code Purple Kent County. With CPS donating the most toys within the Division!



**SUSSEX CONSERVATION DISTRICT**  
**DACD EXECUTIVE DIRECTOR UPDATE**  
**January 2023**

- **DACD Annual Meeting- January 24 at Maple Dale Country Club in Dover**
  - 9:00 am -11:45 am- Welcome, Partner Updates, DACD Business Meeting
  - Lunch- invite your elected officials!
  - 1:00 – 4:00 pm- “Identifying Barriers and Opportunities to Increase Cover Crop Adoption”- This facilitated session will seek feedback about the benefits that motivate farmers to participate in cover crop programs and barriers to increasing the use of cover crops. We will also explore potential opportunities to increase adoption.
- **DACD Annual Report-** Working on collecting data from the districts to help prepare our 2022 DACD and will reach out to partners
- **DACD hosted “Delmarva and the Ground for Change” Film Screening and Panel Discussion at Delaware Ag Week on 1/10.**
- **Envirothon Ad Hoc Advisory Committee Meeting** was held on 12/16 to discuss budget and fundraising. One final meeting is planned for 1/25 to discuss leadership succession and volunteers. After the last meeting is completed, DACD will develop a summary report of the recommendations from the 3 meetings.
- **DACD received a \$5000 grant** to support a coordinator for the 2024 Delmarva Soil Summit from the Campbell Foundation. Need to identify additional funds and work with the DSS Planning Committee on next steps.
- **Association of Conservation Executive Directors-** Jen has been nominated to be the Northeast Region Representative to the new organization.

**Other News/Meetings Attended:**

- 12/15- Association of Conservation Executive Directors Webinar
- 12/15- NCCD Board Meeting
- 12/16- Envirothon Ad Hoc Advisory Committee Funding Discussion
- 12/19- KCD Luncheon
- 12/20- Caffeine & Cover Crops & SCD Building Luncheon
- 12/21- Kerin Hume’s Farewell Luncheon
- 12/22- Call with Rick to plan 3<sup>rd</sup> Envirothon Advisory Committee Meeting
- 1/3- DE Nutrient Management Commission Meeting

**Important Dates:**

- **NACD’s 77th Annual Meeting** in New Orleans, Louisiana Feb. 11-15, 2023
- **Soil Health Winter Events-** Sign up at [DelawareDigsHealthySoils.com](http://DelawareDigsHealthySoils.com) to receive notifications when new events are added to the calendar!
  - January 18- SCD Workshop with Jeremiah Durbin
  - January 25- Caffeine & Cover Crops
  - February 3- KCD/NCCD Soil Health Evening Workshop- “What’s the Beef on Soil Health?”
  - February 8- SCD Workshop- Soil Health & Conservation Drainage and Extension Updates
  - February 22- SCD Workshop with Liz Haney at Bridgeville Fire Hall

## SUSSEX CONSERVATION DISTRICT

### AGRICULTURAL CONSERVATION PROGRAM REPORT January 2023

#### Grants

- SCD billed or will bill the following grants \$242,642.33 this quarter:

Grant	Purpose	Agreement Award	Amount Invoiced
DNREC -NPS Conservation Planners	Planner Salaries	\$ 336,586.00	\$ 79,503.23
DNREC CBRAP II	Technical Assistance	\$ 493,540.00	\$ 37,500.00
NRCS - Contribution Agreement - DACD	Program Support	\$ 489,250.00	\$ 40,200.00
NRCS - Contribution Agreement - 2018 Competitive	Technical Assistance	\$ 285,850.00	\$ 1,368.00
NRCS - Contribution Agreement - 2019 Competitive	Technical Assistance	\$ 285,350.00	\$ 49,733.10
NRCS - Contribution Agreement - 2020 Competitive	Technical Assistance	\$ 152,355.00	\$ 1,190.00
NRCS - RCPP DE Bay & Inland Bays Cover Crops	Technical Assistance	\$ 199,520.00	\$ 203.00
NACD TA	Technical Assistance	\$ 131,780.00	\$ 32,945.00
		<b>\$ 2,374,231.00</b>	<b>\$ 242,642.33</b>

- Submitted progress and financial reports for all the NRCS agreements listed above.
- Submitted semi-annual progress reports for the time period July 1 – December 31, 2022, for the following agreements:
  - NPS – Section 319 Program Agreements for the conservation planners and agricultural BMPs
  - Chesapeake Bay Watershed Implementation Grant Program (CBIG II)
  - Chesapeake Bay Watershed Regulatory and Accountability Grant Program (CBRAP)
- DNREC’s Division of Watershed Stewardship – Nonpoint Source Program sent out a request for proposals for the Nonpoint Source Program and Chesapeake Bay Watershed Implementation Grants. Proposals will be accepted from December 5, 2022 – March 1, 2023. We have already started to have internal conversations about potential projects.
- In response to our request for additional funding for cover crops, the DNREC-NPS Program is able to provide an additional \$100,000 for SCD. We are currently developing a work plan for the additional dollars. We are very appreciative of the NPS Program for the additional support of our cover crop program.

#### Soil Health

- Plans are underway for the Winter Soil Health Series in January and February at the Bridgeville Fire Hall. Speakers will include Jeremiah Durbin of Sustainable Legacy Consulting, Tim Rosen of Shore Rivers on ag drainage and soil health, and Liz Haney of Soil Regen – a regenerative ag and soil health education and consulting firm. See the dates below:
  - January 18, 2023 - Jeremiah Durbin of Sustainable Legacy Consulting
  - February 8, 2023 - Tim Rosen of Shore Rivers
  - February 22, 2023 - Liz Haney of Soil Regen
 To register for these events visit [www.sussexconservation.org/events](http://www.sussexconservation.org/events).
- There will be a networking/information sharing dinner meeting with Jeremiah Durbin, (speaker from the soil health workshop earlier that day) Wednesday, January 18, 2023 at 6:00 p.m. at the Shortly Road office. Dinner will be provided by Mission BBQ. If you would like to attend, please let me know.
- The next Caffeine & Cover Crops will be Wednesday, January 25, 2023, at 8:00 a.m. at the SCD’s Shortly Road office. Please let me know if you would like to attend.

### **Miscellaneous**

- Janet Griffith retired from the District on December 31, 2022, after 23 years of service. Janet has trained Chana Milligan on the administration of the 3921-fund program. Chana has learned quickly, and we anticipate that it will be a smooth transition for all involved in the program.
- We are excited to have three new employees starting in the next couple of weeks.
  - Benny King, Ag Planning Manager – January 17, 2023. Benny will be managing our planning operations, balancing workloads, and ensuring contract deliverables are completed in a timely manner.
  - Amanda Fabi – Resource Specialist – January 23, 2023. Amanda’s position has a broad scope including nutrient management planning, assisting with our outreach and our soil health initiative, and assisting with management of the grants and agreements.
  - Megan Davidson – Conservation Planner – January 23, 2023. Megan will be more of a traditional planner with a focus on nutrient management planning.
- With community transmission levels of COVID-19 up in Sussex County, we are now required to wear masks in the office. We get weekly updates as to the transmission levels and mask requirements.



## **SUSSEX CONSERVATION DISTRICT**

### **DISTRICT COORDINATOR'S REPORT**

**January 17, 2023**

#### **Aquaculture Cost Share**

Discussions regarding the possibility of creating a cost share program for aquaculture have started again and now include representatives from the Nutrient Management Commission and the Delaware Aquaculture Association. We expect these conversations to continue over the next few months.

#### **Legislative Session is Underway**

The 152<sup>nd</sup> General Assembly started on January 10, 2023 and welcomed a number of fresh faces from Sussex County. Senator Russ Huxtable is now representing the 6<sup>th</sup> Senate District (Milton/Lewes), Representative Stell Parker Selby is representing the 20<sup>th</sup> Representative District (Milton/Lewes), and Representative Jeff Hilovsky is representing the 4<sup>th</sup> Representative District (Long Neck).

#### **Funding Applications**

Staff are in the process of considering putting together applications for project planning and implementation through various funding programs through DNREC. Applications are currently being accepted for Surface Water Planning Grants, Chesapeake Bay Implementation Grant (CBIG) and the Non-Point Source (NPS) Grant. We expect to make submittals to most, if not all, of the programs and the deadlines for applying run from mid-February to mid-March.

#### **Upper Nanticoke Watershed Project**

Analysis of the survey data continues to move forward, and the economic analysis component of this effort is expected to begin in early 2023.

#### **District 401K Plan Updates**

Following the Board's action at the last meeting, we were informed that no additional requirements were needed to start the program. With that said, we are working with Lokken Investments to launch the program and set up informational meetings with the employees. Our first meeting with the employees is scheduled for later this month with a projected live date of early March.

#### **NRCS/FSA/SCD Berlin Rd. Lease**

USDA has once again solicited for the office space needs for the offices currently located at Berlin Rd. Responses were due on January 10, 2023 and we will be updated once USDA has further information. SCD should continue to move forward with adding additional space to house the Ag Program at Shortly Rd.

#### **Upcoming Events:**

- The DACD Annual Meeting will be held on Tuesday, January 24, 2023 at the Maple Dale Country Club in Dover, DE.
- The next board meeting will be held Tuesday, February 28, 6 p.m., at 23818 Shortly Road, Georgetown, DE.
- The NACD Annual Meeting will be held February 11-15, 2023 in New Orleans, LA.
- The Stormwater Conservation Awards will be held on Thursday, March 1, 2023 at 11:30 a.m. at Plantation Lakes (The Landing).

**SUSSEX CONSERVATION DISTRICT**  
**ITEMS REQUIRING BOARD ACTION**

ITEM: Cost-Share Payments—Large Animal Mortality

ITEM NO: 1a

DATE: January 17, 2023

PRESENTER: David Baird

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

December  
Total Cost- \$6,870                      Cows: 7  
SCD Cost- \$6,870                      Horses: 9  
SCD Admin- \$1,260

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: DNREC Buffer Proposal

ITEM NO: 2

DATE: January 17, 2023

PRESENTER: Marica Fox

DESCRIPTION: This presentation will be an overview of the new DNREC Buffer initiative in the Chesapeake Bay watershed. The programs' goal is to increase the amount of riparian buffers along waterways (including ditches) as part of a larger water quality initiative.

MOTION: TBD

**SUSSEX CONSERVATION DISTRICT**  
**ITEMS REQUIRING BOARD ACTION**

ITEM: Tax Ditch Pilot Program

ITEM NO: 3

DATE: January 17, 2023

PRESENTER: Wes Allen

BACKGROUND: Staff will be providing an update on the results of the first year of the Tax Ditch Pilot Program as well as making recommendations for an additional five systems to be added to the program. As previously discussed, this effort will focus on providing management services to select Tax Ditch Organizations that will include an assessment of the ditch, proposed recommendations for short term maintenance and short/long term capital improvements, review of warrant assessment and rates as well as working to identify new funding sources and opportunities for tax ditch projects.

RECOMMENDATION: Approve the additional systems to be added to the program:

- Koeppel Robinson TD
- Little Bay TD
- Phipps TD
- Meadow Branch TD
- Bear Hole

MOTION: Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve adding named additional systems to the tax ditch pilot program. Motion \_\_\_\_\_.

**SUSSEX CONSERVATION DISTRICT**  
**ITEMS REQUIRING BOARD ACTION**

ITEM: Manchester Manor Bid Award

ITEM NO: 4

DATE: January 17, 2023

PRESENTER: David Baird

BACKGROUND: This is a DNREC RC&D Project where SCD is serving as the contract administrator. Manchester Manor is a residential subdivision located east of Laurel off Chipman’s Pond Rd. and the project involves reconstruction of much of the roadside swales, storm drain installation and improvements to the existing stormwater pond. The bids were received on Friday, January 13, 2023. SCD is asking for a conditional bid award. DNREC and District staff need to review in order to make sure everything is covered in their bid.

RECOMMENDATION: Award conditional bid to Common Sense Solutions for Manchester Manor Drainage Project.

Contractor	Bid Amount
Kinsley Construction	\$882,900
R&C Contractors	\$664,298.50
<b>Common Sense Solutions</b>	<b>\$652,132.70</b>
Chesapeake Turf	\$829,800

MOTION: Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ to award bid to Common Sense Solutions in the amount of \$652,132.70 for the Manchester Manor Drainage Improvement Project. Motion \_\_\_\_\_.