

OCEAN COUNTY SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
714 LACEY ROAD, FORKED RIVER, NJ 08731
November 20, 2014
MINUTES

I. CALL TO ORDER – The meeting was called to order by Dr. Pollock at 8:13am. Dr. Pollock confirmed that announcements for the meeting were made pursuant to the Open Public Meetings Act and forwarded to the Asbury Park Press, The Press of Atlantic City, and the Ocean County Clerk. Present were:

Supervisors: Dr. William Pollock, Dr. Michael Gross, and Charlene Costaris.

Absent: Martha Maxwell-Doyle, Tony DiLodovico & no one was in attendance from the Public

Others: Christine Raabe, District Director, Kerry Jennings, Assistant District Director, & Jean Baluski, Office Manager from Ocean County Soil Conservation District (OCSCD).

II. FLAG SALUTE – Dr. William Pollock led the salute to the flag of the United States of America.

III. AGENDA – Motion to approve the Agenda for today's meeting with amendment to new business adding item I. Agriculture Convention display and an Executive Session to discuss staffing needs. Motion made by Dr. William Pollock, seconded by Charlene Costaris. Roll call vote: unanimous.

IV. MINUTES – The September 18, 2014 Minutes were approved on a motion by Charlene Costaris and seconded by Dr. Michael Gross. Roll call vote: unanimous

V. REPORTS TO BOARD –

- A. Natural Resources Conservation Service (NRCS) - None
- B. State Soil Conservation Committee (SSCC) –None

VI. CORRESPONDENCE –

- A. South Jersey Resource Conservation & Development Council (SJRCDC) thanks OCSCD for the generous contribution for the Tour De Farms event.
- B. Frank Minch, Executive Secretary SSCC, letter to Carl Quazza, Chairman of the Board at Hudson. Essex, Passaic (HEP) Soil Conservation District, about the approval proposed revisions to the 251 fee schedule which indicated a new office and additional staff. The HEP district had 6 months to obtain both and have not done so at this time. The SSCC decided to give the HEP district an extension of 3 months to comply or the fee schedule approval will be reassessed. Dated 10/22/14.
- C. SHIP Workshop sent thank you letters to Assembly 9th District; Freeholder John Bartlett; NCRS for help making the Workshop a successful event.
- D. State Agriculture Development Committee (SADC) approved the request for an extension of soil & water cost share application #2 which was approved at the last board meeting. – 10/31/14.
- E. Frank Minch, Executive Secretary SSCC, memo dated 9/18/14. The SSCC on August 2014 has approved the revised Fee Schedule Development Manual for New Jersey Soil Conservation Districts. Also discussed were districts not currently tracking costs electronically have two years to comply.
- F. To Frank Minch, Executive Secretary SSCC, dated 11/12/14 from Carl J. Quazza, Chairman of the Board HEP District, reviewed the 9/18/14 memo and suggests the SSCC develop a statewide database for all the districts. The cost to develop the database should come from the subsidized funds sent to NJDA, along with possible matching grants and SCD seed monies.
- G. Email acknowledging Cyndie Hopkinson, OCSCD District Clerk, who helped make the application process pleasant for a Super Storm Sandy victim.

VII. TREASURY REPORT – The monthly report for September 2014 showed total holdings of \$3,027,667.39 and October 2014 showed total holdings of \$3,060,045.79. A motion to accept the report was made by Charlene Costaris, and seconded by Dr. Michael Gross, Roll call vote: unanimous.

VIII. BILLS AND CLAIMS – Chapter 251 September 2014 disbursements were \$84,264.89. General account disbursements were \$20.72. October 2014 disbursements were \$59,609.87; General account disbursements were \$12,265.63. A motion to accept the report was made by Dr. Michael Gross, and seconded by Charlene Costaris. Roll call vote: unanimous.

IX. STANDING COMMITTEES –None

X. REPORTS OF SPECIAL (AD HOC) COMMITTEES – None.

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XI. PUBLIC COMMENTS – None.

XII. CHAPTER 251 – The Board moved to approve the Chapter 251 certified plans. Motion to approve made by Dr. Michael Gross, and seconded by Charlene Costaris. Roll call vote: unanimous

XIII. OLD BUSINESS –

- A. Becky Laboy, OCSCD Education Outreach Specialist, presented a summary of the SHIP workshop evaluation assessments and also created a brochure for the 10/31/14 workshop. Cara Musco, OCSCD subcontractor is working on the QR codes, so that they can be scanned & link to SHIP webpage. The SHIP Grant has ended as of 10/31/14. OCSCD will continue to work with Jakes Branch County Park and other SHIP partners. In addition, Becky is participating in a program called Landscape for Life, sponsored by Lady Bird Johnson Arboretum in Texas, the program trains the trainers on how to create a low maintenance landscape. OCSCD will be a provider of the Landscapes for Life program in N.J.
- B. Low Maintenance Landscape Guides – Reprint as part of the SHIP grant. Updated to include the SHIP summaries and partners.
- C. H x H Database OCSCD has transferred materials to Warren and processed MOU; 50% (\$13,944.50) payment was sent. Warren SCD has input a considerable amount data in the database. The have ask Kerry Jennings OCSCD to locate some basin that they were unable to.
- D. Soil and Water Conservation Society (SWCS) Event 10/10/14 held at Lighthouse Center in Waretown thanked OCSCD for co-hosting with Barnegat Bay Partner Ship. About 45 people have attended.

XIV. NEW BUSINESS –

- A. OCSCD Board Meeting Schedule for 2015. Motion to approve made by Charlene Costaris, and seconded by Dr. Michael Gross. Roll call vote: unanimous.
- B. Motion to approve the National Association of Conservation Districts (NACD) 2015 membership Dues gold membership of \$775 was made by Charlene Costaris, and seconded by Dr. Michael Gross. Roll call vote: unanimous.
- C. FY14 Audit was handed out for review.
- D. Chapter 251 preliminary progress report/workload review. The workload is up 10% and Sandy-related applications are down 15%.
- E. Education & Outreach Specialist – part time Employee is Becky Laboy
- F. Envirothon – OCSCD Coordinating Central Training Session (3/31/15) at FREC; Assistance at 2015 event – Wildlife Station & Current Issues (Becky & Jean) May 2, 2015 at Cape May County 4-H Fairgrounds; Rich Belcher is seeking a host district for 2016 & 2017.
- G. OCSCD Staffing Needs – Discussion move to Executive Session.
- H. NACD – Urban Conservation Webinar Series – Christine is co-presenting with Eileen Miller, NRCS on January 15, 2015, noon EST, “Restoring Soil Health on Developing Lands”
- I. Agriculture Convention held every year in Atlantic City, New Jersey February 3-5 2015 at the Tropicana Casio. OCSCD looking into have a display at the convention.

XV. OTHER ANNOUNCEMENTS – None

XVI. EXECUTIVE SESSION – Motion to go into executive session was made by Charlene Costaris, and seconded by Dr. Michael Gross. Roll call vote: unanimous.

XVII. ANNOUNCEMENT OF NEXT DISTRICT MEETING – January 15, 2015 board meeting.

XVIII. ADJOURNMENT - Meeting was adjourned at 9:31 am
Move for adjournment made by Dr. Michael Gross and seconded by Dr. William Pollock.

Respectfully submitted,

Christine R. Raabe,
District Director

CRR:jb

Michael Gross, Secretary