

OCEAN COUNTY SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
714 LACEY ROAD, FORKED RIVER, NJ 08731
July 19, 2018 – FY 18
MINUTES

I. CALL TO ORDER – The meeting was called to order by Dr. William Pollock at 8:00 a.m. 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 attendance:

Supervisors: Dr. William Pollock, Chairman, Tony DiLodovico, Vice Chairman, Dr. Michael Gross, Secretary, Charlene Costaris, Treasurer and Martha Maxwell-Doyle.

Others: Nicole Ciccaglione, Natural Resources Conservation Service (NRCS), Christine Raabe, District Director, Kerry Jennings, Assistant District Director, Jean Baluski, Office Manager and Donna Cramer, Assistant Office Manager from Ocean County Soil Conservation District (OCSCD).

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

III. AGENDA – Motion to approve the amended agenda for today’s meeting made by Charlene Costaris, seconded by Dr. Michael Gross. Roll call vote: unanimous.

IV. MINUTES – The May 17, 2018 minutes were approved on a motion by Martha Maxwell-Doyle, seconded by Charlene Costaris. Roll call vote: unanimous.

V. REPORTS TO BOARD –

- A. Nicole Ciccaglione, Natural Resources Conservation Service (NRCS) reported: There are 5 conservation plans for certification through the EQIP program and 1 pending plan through AMA. Motion to accept made by Martha Maxwell-Doyle, seconded by Tony DiLodovico. Roll call vote: unanimous. Nicole also added that a new Farm Bill is expected to be passed for 2019. We are still working off of the 2014 Farm Bill.

VI. CORRESPONDENCE –

- A. Charles Buscaglia, Freehold Soil Conservation District (FSCD) Chairman sent a letter to Douglas H. Fisher, Secretary regarding exempt municipality status, specifically the Borough of Sayreville. If Chapter 251 policies and procedures are not properly followed by towns, they may lose their exempt status. Districts have done everything properly, it is now in the hands of the State Committee to follow-up.
- B. Northeast National Association Conservation Districts had a meeting in Lancaster County and sent out an online survey to Managers and Supervisors asking for input on regional training opportunities.
- C. Memo from Frank Minch, State Committee Executive Secretary, advising District Supervisors that in the event of a State shutdown, Districts can still operate. However District Supervisors are not permitted to engage in activities which fall within their obligations as outlined in the law.

VII. TREASURY REPORT – Motion to discuss the Treasury Report was made by Dr. Michael Gross and seconded by Martha Maxwell-Doyle. Roll call vote: unanimous. The monthly report for May 2018 showed total holdings of \$3,846,694.28 and June 2018 showed total holdings of \$3,872,325.76. A motion to accept the report was made by Dr. Michael Gross and seconded by Martha Maxwell-Doyle. Roll call vote: unanimous.

VIII. BILLS AND CLAIMS – May 2018 Chapter 251 disbursements were \$94,788.93. General account disbursements were \$3,644.10. Chapter 251 June 2018 disbursements were \$89,326.68. General account disbursements were \$1,088.62. A motion to accept the report was made by Charlene Costaris and seconded by Dr. Michael Gross. Roll call vote: unanimous.

IX. REPORTS OF STANDING COMMITTEES –

- A. Education update – See attached report from Becky Laboy, Education Outreach Specialist and OCSCD. Martha Maxwell-Doyle suggested Becky’s material be used for a news article.

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

XI. PUBLIC COMMENTS – None

XII. CHAPTER 251 –

- A. The Board moved to approve the Chapter 251 certified plans. Motion to approve made by Charlene Costaris, and seconded by Martha Maxwell-Doyle. Roll call vote: unanimous, with the exception of Tony DiLodovico who wished to excuse himself from plan SCD#18711 Lakewood and SCD#19985 Gravel Road in Berkeley Township.
- B. Discussion regarding potential conflict on 251 applications from current/former employees and/or Supervisors. Going forward, any former or current staff member or Supervisor who submits a 251 application should be referred to a different District to avoid a conflict of interest or perceived conflict. Policy approval from the Board. Motion to approve by Dr. Michael Gross, seconded by Martha Maxwell-Doyle. Roll call vote: unanimous.
- C. SCD#11923; State Liquors Site Plan; block 192.05, lots 1, 61 & 78; Toms River Township, rescinded the stop work order on 7/3/18.
- D. SCD#15605; 1111 Industrial Parkway LLC Site Plan; block 1068, lot 23; Brick Township, rescinded the stop work order on 7/3/18.
- E. SCD#8562; Apollo Road Subdivision; block 104, lots 47, 53, 55, 56, & 61; Lakewood Township, rescinded the stop work order on 7/10/18.
- F. Approval of 2018 Amended Certifications. Motion to approve by Dr. Michael Gross, seconded by Charlene Costaris. Roll call vote: unanimous, with the exception of Tony DiLodovico who requested he be excused from any projects that he previously excluded himself from.
- G. Quarterly Reports distributed.
- H. Soil restoration implementation update from Kerry Jennings with projects exempt in the Stormwater rules. Suggested amended note on the certification letter as an fyi for a project exempt from the Standards. Motion to accept amended certifications Dr. Michael Gross, seconded by Charlene Costaris.
- I. Flags for wire testing have been ordered and our Inspectors will be handing them out to contractors. Must be 15.5 gauge steel.

XIII. OLD BUSINESS –

- A. Certified Public Manager Program through NJ Civil Service Commission & Rutgers–Christine to attend at the Police Academy Sheriff's office in Freehold beginning on 10/17/18 and held each Wednesday for 20 weeks. Responsible for providing a Keystone project.
- B. New hires: Amanda Foster/Clerk, Donna Cramer/Assistant Office Manager and four new Inspectors Jennifer Gardner, Roman Mejia, Jenna Gatto & Georgie Grieb.
- C. Approved extra time worked: Since April 1st 136 hours.

XIV. NEW BUSINESS –

- A. Approval to sponsor the 2018 South Jersey RC&D Tour Des Farms with a donation of \$200. Motion to approve made by Tony DiLodovico, seconded by Charlene Costaris. Roll call vote: unanimous.
- B. Approval of the FY19 Budget. Motion to approve made by Tony DiLodovico, seconded by Dr. Michael Gross. Roll call vote: unanimous.
- C. Approved to purchase cell phones for the District. Jean to look in to state contract. Motion made by Martha Maxwell-Doyle, seconded by Tony DiLodovico. Roll call vote: unanimous.

- D. NJDEP 319 h Grants: 1.) There is 10 million dollars available for Barnegat Bay Partnership. 2.) To implement the Metedeconk River Watershed Management, Rob Karl is looking to do some retrofits and the District will help with the Education and Outreach. 3.) Christine attended the SJRC&D meeting in Burlington and basin retrofit program that is team habitat which replants basins with warm season grasses and wildflowers. Eileen Miller is the contractor and Craig McGee from Camden District oversees the project. Christine offered to help along with local partnerships.
- E. NRCS is planning an Aquaculture tour to take place in the fall, which OCSCD has offered to host and assist. The goal is to inform and help Aquaculture Producers within the NJ Coastal bay areas and provide resources and programs. This is a result of NRCS local work group meeting. The District is waiting for NRCS to provide available dates.
- F. Christine, Eileen Miller and Stephanie Murphy to do a presentation "Don't Treat Your Soil Like Dirt" for the Association of New Jersey Environmental Commissions annual event at the Mercer County Community College Conference Center on 10/12/18.
- G. Request for extra time for staff under the same conditions as last meeting and to extend through September. Motion to extend made by Charlene Costaris, seconded by Dr. Michael Gross. Roll call vote: unanimous.
- H. Request for permission to have a small in-house luncheon and purchase a gift for Al Galvin's retirement after 33 years of service. Motion to allow the retirement lunch and gift made by Dr. Michael Gross, seconded by Martha Maxwell-Doyle. Roll call vote: unanimous.
- I. District IT Consultant is looking in to a corporate Google calendar which will merge information for staff. This will include a 251 calendar, an administrative calendar for time off dates, etc. and an event calendar linked to our website with events that the district is involved in. The cost for use comes out to \$5.00 a month per person. Motion to move forward made by Charlene Costaris, seconded by Dr. Michael Gross. Roll call vote: unanimous.
- J. Becky put together a proposal to do a Jersey Friendly landscaping project here at the District with the help of OCSCD staff Jessica Pinto. New hire(s) to assist in the project along with a landscaper to remove invasive species and lift heavy plant material. The Board approved a cost effective plan with a cap of \$5000. Motion to approve made by Martha Maxwell-Doyle, seconded by Tony DiLodovico. Roll call vote: unanimous.

XV. OTHER ANNOUNCEMENTS- None

XVI. EXECUTIVE SESSION – Motion to go into Executive Session at 9:10 a.m. made by Charlene Costaris seconded by Martha Maxwell-Doyle. Roll call vote: unanimous. Motion to close the Executive Session at 9:14 a.m. made by Martha Maxwell-Doyle, seconded by Tony DiLodovico. Roll call vote: unanimous.

XVII. ANNOUNCEMENT OF NEXT DISTRICT MEETING – September 20, 2018.

XVIII. ADJOURNMENT - The meeting was adjourned at 9:15 a.m. Move for adjournment made by Martha Maxwell-Doyle, seconded by Charlene Costaris. Roll call vote: unanimous.

Respectfully submitted,

Christine R. Raabe,
District Director

CRR: jb

Dr. Michael Gross, Secretary

