

OCEAN COUNTY SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
714 LACEY ROAD, FORKED RIVER, NJ 08731
September 20, 2018 – FY 19

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, Dr. Michael Gross, Secretary, Charlene Costaris, Treasurer and Martha Maxwell-Doyle. Tony DiLodovico, Vice Chairman in at 8:10 a.m.

Others: Doug Kauffman, Soil Conservationist for 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 with additional correspondence, under letter F.Other, for today's meeting made by Dr. Michael Gross, seconded by Martha Maxwell-Doyle.
Roll call vote: unanimous.

IV. MINUTES- The July 19, 2018 minutes were approved on a motion by Charlene Costaris, seconded by Tony DiLodovico. Roll call vote: unanimous.

V. REPORTS TO BOARD –

Doug Kauffman, Natural Resources Conservation Service (NRCS) reported: There is one(1) Agriculture Management Assistance (AMA) Cropland application ready for certification and one(1) Local Work Group (LWG) Cover Crop application ready for certification through the Environmental Quality Incentives (EQIP) program. Motion to accept made by Charlene Costaris, seconded by Dr. Michael Gross. Roll call vote: unanimous.

VI. CORRESPONDENCE –

- A. National Association Conservation District (NACD) thank you letter for dues which was approved at the last meeting.
- B. Notice of expiring terms for District Supervisors from Frank Minch, Executive Secretary, State Soil Conservation Committee (SSCC) dated 8/20/18.
- C. Rich Belcher, New Jersey Envirothon Coordinator, NJACD thanked the district for being a 2018 event sponsor. The 2019 Envirothon is scheduled to take place in Camden County.
- D. The OCSCD staff took part in a survey which was created by Jessica Pinto. The purpose of the survey was to form a better understanding of the skills, experience, knowledge and interest of the staff. This information will be beneficial when delegating to assist in Grant programs based on skill level & abilities.
- E. A Coastal meeting was held at OCSCD on 8/27/18 to discuss coastal projects and where the Districts regulatory Chapter 251/Soil Erosion Sediment Control fits in. Projects include: dunes, thin layer deposition on marshes with dredge material & living shorelines. Frank Minch (SSCC) was in attendance, along with coastal region Soil Conservation Districts. Martha Maxwell-Doyle participated in the meeting. Dave Reilly from Cape Atlantic District asked Frank to create a policy so each District could consistently handle these projects.
- F. Other:
 1. Save The Date notice for the New Jersey Conservation Partnership 2018 Annual Conference to be held on November 19, 2018 at the Eco Complex in Bordentown. The invitation was extended to District Supervisors, District Managers and Staff as well as Conservation Partners. Anyone interested in arriving the night before, arrangements have been made at the Holiday Inn Express in Bordentown for \$99.00 per night.
 2. Cape Atlantic Conservation District will be hosting a Plant Materials Field Day Training on Thursday, September 27, 2018. OCSCD technical staff will be attending the all-day event.
 3. Administrative Policies Bulletin 2018-1.0 received from Frank Minch (SSCC) regarding Chapter 251 and Agriculture Lands.

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VI. CORRESPONDENCE – Con't

4. Engineering Policies Technical Bulletin 2018-4 (replaces 2004-2 Delmarva) received from John Showler, State Erosion Control Engineer regarding Usage of the Delmarva Unit Hydrograph.

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 July 2018 showed total holdings of \$3,881,672.85 and August 2018 showed total holdings of \$3,839,358.04. 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 – July 2018 Chapter 251 disbursements were \$97,687.66. General account disbursements were \$2140.00. Chapter 251 August 2018 disbursements were \$161,764.77. General account disbursements were \$0. 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.

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 accept made by Dr. Michael Gross, and seconded by Tony DiLodovico. Roll call vote: unanimous.
- B. Approval of 2018 Amended Certifications. Motion to accept Charlene Costaris, seconded by Martha Maxwell-Doyle. Roll call vote: unanimous.
- C. SCD#12607; Eizekovits-One Lot; block 46, lot 11; Lakewood Township, stop work order issued on 7/30/18.
- D. SCD#10473; Forest Haven section 6-Commercial Center; block 11.13, lot 64; Lakewood Township, stop work order issued on 7/30/18. Working without a valid permit.
- E. SCD#13826; Lakewood Courtyard Hotel; block 74, lots 5 & 8, 52 & 68 Madison Avenue; Lakewood Township, rescinded the stop work order on 9/5/18.
- F. Meeting with Senator Robert Singer, NJ District 30, scheduled for the afternoon of 9/20/18 regarding the Lakewood complaint from Mr. Auerbach, Regency Development.
- G. Kerry Jennings implemented a new route sheet where each reviewer is teamed with an inspector for all areas of the county. Kerry continues to assist with technical reviews and inspections as needed.

XIII. OLD BUSINESS –

- A. Certified Public Manager Program through NJ Civil Service Commission & Rutgers–Christine to attend at the Monmouth County Fire Academy in Freehold beginning on 10/17/18 and held every Wednesday for 36 weeks. She is working on a project implementing OCSCD “vision” for 2020.
- B. OCSCD is partnering with three Grant applications through the NJDEP 319h program.
 1. Jersey-Friendly Yards Certification Program for Residents and Municipalities: Barnegat Bay Partnership is lead, District significant partner - Total Requested Funding: \$98,531.29/ \$53,500.00 for District/\$12,450 in-kind.
 2. Lakewood Township Basin Restoration and Open Space Enhancement Project: South Jersey RC&D applicant, Team habitat program/basin enhancement; Craig McGee of Camden SCD is administrative lead, Ocean SCD is assisting in connecting local partners and the Education and Outreach components. Planting basins with warm season grasses and wildflower mixes. Lakewood Dept. of Public Works a partner as well. Goal: 15 municipal – owned basins &/or open space properties - Total Requested Funding: \$268,939.60/\$24,442.00 for District.

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XIII. OLD BUSINESS – Con't.

- B. 3. Living Shoreline Project at the Lighthouse Center for Natural Resource Education in Waretown. Doug Janiec, Natural Resources Program Manager (Sovereign Consulting, Inc.), Barnegat Bay Partnership, Drexel Academy of Natural Sciences, MATES, NREF Board, District – engineering and installation of hybrid living shoreline. Plantings, etc. Strong educational/demonstration components. District assisting in planting as a “staff” day – in-kind services & Education and Outreach assistance through District (workshops, demonstrations, etc.) - Total Requested Funding: \$1,486,348.86/ \$20,325.00 for District.

XIV. NEW BUSINESS –

- A. 2018 Water Quality Restoration Grants (319h):
On behalf of the District, Christine provided a letter of support to the Township of Lacey for Living Shorelines as well as a supporting letter for South Toms River application Crabbe Point Pier Shoreline Erosion project. In addition, a letter of resource commitment for Lacey Township was provided for in kind services. Christine offered them a half day of technical assistance at our office with the H and H database.
- B. Request for approval to transfer membership fees for International Erosion Control Association (IECA) to clothing on the budget (Jean and Christine will continue to be IECA members). Motion to move by Charlene Costaris, seconded by Martha Maxwell-Doyle. Roll call vote: unanimous.
- C. Virginia Beach Living Shoreline Training was cancelled due to hurricane Florence and will be rescheduled.
- D. Request to continue to offer extra time to staff, up to 4 hours a week as needed, to be reassessed at the following Board Meeting on November 15, 2018. Motion to extend made by Tony DiLodovico, seconded by Dr. Michael Gross. Roll call vote: unanimous.

XV. OTHER ANNOUCEMENTS- None

XVI. EXECUTIVE SESSION – Motion to go into Executive Session at 8:53 a.m. made by Charlene Costaris seconded by Martha Maxwell-Doyle. Roll call vote: unanimous. Motion to close the Executive Session at 9:03a.m. made by Martha Maxwell-Doyle, seconded by Charlene Costaris. Roll call vote: unanimous.

- A. Recommended Staff Salary Increase: Effective Immediately
Jessica Pinto – Inspector II = 18/03 - \$49,160.89 (+2148)
Motion made by Martha Maxwell-Doyle, seconded by Dr. Michael Gross Roll call vote: unanimous.
- B. Shared Service Agreement with Cape Atlantic Soil District for the review and guidance with certifying Soil Erosion and Sediment Control plans. For one day each week for 7 hours at \$90.00 per hour beginning December 1, 2018 thru May 31, 2019. Subject to negotiation and change as needed.
Motion to approve made by Charlene Costaris, seconded by Martha Maxwell-Doyle.
Roll call vote: unanimous.

XVII. ANNOUNCEMENT OF NEXT DISTRICT MEETING – November 15, 2018.

XVIII. ADJOURNMENT - The meeting was adjourned at 9:05a.m. Move for adjournment made by Charlene Costaris, seconded by Martha Maxwell-Doyle. Roll call vote: unanimous.

Respectfully submitted,

Christine R. Raabe,
District Director

CRR: jb

Dr. Michael Gross, Secretary