

OCEAN COUNTY SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
714 LACEY ROAD, FORKED RIVER, NJ 08731
November 21, 2019 – FY 20

MINUTES

I. CALL TO ORDER - The meeting was called to order by Dr. William Pollock at 7:55 am. 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, Chairman, Tony DiLodovico, Vice Chairman, Dr. Michael Gross, Secretary, Martha Maxwell-Doyle and Charlene Costaris, Treasurer
Others Present: Christine Raabe, District Director, Jean Baluski, Resource Conservationist and Donna Cramer, Assistant Office Manager from Ocean County Soil Conservation District (OCSCD)
Absent: Natural Resources Conservation Service (NRCS)

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

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

IV. MINUTES - The September 19th meeting minutes were approved on a motion by Dr. Michael Gross, seconded by Charlene Costaris. Roll call vote: unanimous, except for Martha Maxwell-Doyle who abstained from voting.

V. REPORTS TO BOARD - Natural Resources Conservation Service (NRCS) update – One (1) State Cost Share requesting Board signature for payment. Motion to approve made by Charlene Costaris, seconded by Martha Maxwell-Doyle. Roll call vote: unanimous.

VI. CORRESPONDENCE -

- A. Letter of acknowledgment and appreciation for OCSCD donation to the Lupus Foundation of America in memory of Mary Ellen DiLodovico. Tony thanked the Board and staff for the donation.
- B. Memo package sent to all Municipalities informing them effective January 1, 2020 the District will be implementing an updated Report of Compliance form, consistent with the approved State Soil Conservation Committee form and in compliance with the Soil Erosion and Sediment Control Act. Included in the packet were sample forms and a directory of OCSCD staff, listing territories for direct contact with questions or concerns.
- C. Christine partnered with Rutgers and developed a Soil Compaction Fact Sheet: Assessing and Addressing Soil Compaction In Your Yard. The Fact Sheet is in its final draft stages with Rutgers for approval.

VII. TREASURY REPORT - August report amended. Monthly report for September showed total holdings of \$3,742,178.47. October showed total holdings of \$3,767,496.75. A motion to approve made by Martha Maxwell-Doyle, seconded by Charlene Costaris. Roll call vote: unanimous.

VIII. BILLS AND CLAIMS - September monthly Chapter 251 disbursements were \$99,795.45. General account disbursements were \$70.00. October monthly Chapter 251 disbursements were \$101,727.00. General account disbursements were \$0.00. A motion to approve by Martha Maxwell-Doyle, seconded by Dr. Michael Gross. Roll call vote: unanimous.

IX. REPORTS OF STANDING COMMITTEES - Education update (see attached report from Becky Laboy, Education Outreach Specialist). Christine added that there was a great attendance at the Jersey-Friendly Yards Conference (3rd annual) held on October 19th at the Ocean County College.

X. REPORTS OF SPECIAL (AD HOC) COMMITTEES - Tony DiLodovico reported that the Stormwater Phase 1 Rules should be adopted soon.

XI. PUBLIC COMMENT - None

XII. CHAPTER 251 -

- A. The Board moved to approve the Chapter 251 certified, re-certified, amended and incomplete plans. Motion to move made by Dr. Michael Gross, seconded by Charlene Costaris. Roll call vote: unanimous. Tony DiLodovico recused himself from certified application SCD#20892. Motion to approve made by Dr. Michael Gross, seconded by Charlene Costaris. Roll call vote: unanimous, except for Tony DiLodovico who abstained from voting.
- B. Quarterly Report for information purposes only.
- C. Discussion about SCD#19056 Jackson Crossing II – Block 3001, Lot 2; in Jackson Township. Stop Work Order issued on November 18th for working on an uncertified plan and failure to address erosion issues. Motion to approve made by Dr. Michael Gross, seconded by Martha Maxwell-Doyle. Roll call vote: unanimous.

XIII. OLD BUSINESS -

- A. Employee Advisory Service through NJ Civil Service Commission presentation took place at the District office on November 7th introducing the program services offered to staff and their dependents at home.
- B. Christine Raabe and Ramon Mejia (OCSCD Inspector) attended the NJ Nursery and Landscape Association conference held on October 23rd at the EcoComplex in Bordentown and distributed Low Maintenance Landscaping guides.
- C. Shared Service Agreement with Cape Atlantic Soil Conservation District renewed January 1, 2020 until June 30, 2020 at the same rate. Motion to approve made by Charlene Costaris, seconded by Dr. Michael Gross. Roll call vote: unanimous.

XIV. NEW BUSINESS -

- A. OCSCD Board Meeting Schedule for 2020. Motion to approve made by Martha Maxwell-Doyle, seconded by Dr. Michael Gross. Roll call vote: unanimous.
- B. FY-19 Audit report. Motion to accept the audit report and move made by Dr. Michael Gross, seconded by Charlene Costaris. Roll call vote: unanimous.
- C. National Association of Conservation Districts (NACD) FY-20 membership dues in the gold category at the cost of \$775.00. Motion to approve made by Charlene Costaris, seconded by Dr. Michael Gross. Roll call vote: unanimous.
- D. Ocean County Mayor's Association annual dues of \$250.00. Motion to approve made by Martha Maxwell-Doyle, seconded by Dr. Michael Gross. Roll call vote: unanimous.
- E. New Jersey Association of Conservation Districts (NJACD) Conference to be held Monday, December 2nd at the EcoComplex in Bordentown. Fourteen (14) members from OCSCD are registered to attend.
- F. Request to close the office on Tuesday, December 24th with Board approval. Motion to approve made by Charlene Costaris, seconded by Dr. Michael Gross. Roll call vote: unanimous.
- G. Christine informed the Board that Becky is currently reviewing several grants for possible submittal early in the new year.
- H. Announcement of Rich Belcher's retirement and request to the Board for a gift donation on behalf of the District. Motion to approve \$200.00 made by Charlene Costaris, seconded by Tony DiLodovico. Roll call vote: unanimous.

XV. OTHER ANNOUNCEMENTS - None

XVI. EXECUTIVE SESSION – Approval of Minutes

XVII. ANNOUNCEMENT OF NEXT DISTRICT MEETING - January 16, 2020

XVIII. ADJOURNMENT

The meeting was adjourned at 8:40 am. Move for adjournment made by Dr. Michael Gross, seconded by Tony DiLodovico. Roll call vote: unanimous.

Respectfully submitted,

Christine R. Raabe
District Director

CRR: dc

Dr. Michael Gross, Secretary