

OCEAN COUNTY SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
714 LACEY ROAD, FORKED RIVER, NJ 08731
November 19, 2020 – FY 21
MINUTES

I. CALL TO ORDER – The meeting was called to order by Dr. William Pollock at 8:00 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. The meeting was held via WebEx. Meeting number (access code): 132 358 8609. Meeting password: mMcUqpJP837 (66287757 from phones and video systems). Join by phone +1-408-418-9388 United States Toll.

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

Others present via teleconference: Christine Raabe, District Director, Jean Baluski, Assistant Director and Donna Cramer, Assistant Office Manager from Ocean County Soil Conservation District (OCSCD or District).

II. FLAG SALUTE – Dr. Pollock led the salute to the flag of the United States of America followed by a moment of silence for those that have passed with COVID-19 and for the good health and benefit of those working on the front line.

III. AGENDA – Approval of the agenda moved by Charlene Costaris. Roll call vote: unanimous.

IV. MINUTES- Approval of the 09/17/20 minutes. Roll call vote: unanimous. Martha Maxwell-Doyle abstained.

V. REPORTS TO BOARD – Natural Resources Conservation Service (NRCS)

Motion to accept the report was made by Charlene Costaris, seconded by Tony DiLodovico. Roll call vote: unanimous.

VI. CORRESPONDENCE –

- A. Thank you message from National Park Foundation for donation in remembrance of Larry Doyle.
- B. The NJACD Annual Meeting was held virtually on 11/16/20 with the OCSCD assisting on numerous levels. Christine Raabe added that she felt that the meeting was a success and helpful to hear different perspectives from other Districts. PowerPoint presentations will be posted on the NJACD website.
- C. The Permit Extension Act deadline to register on NJDEP web portal was extended from 10/8/2020 to 12/2/2020 for SESC permits.
- D. Pertaining to Executive Order 192 on 10/28/20 by Governor Murphy, Frank Minch issued an implementation guidance bulletin. Memo and self-monitoring COVID-19 symptoms screening form from Christine Raabe to District staff enforcing health and safety protocols.
- E. National Association of Conservation Districts (NACD) Resource Policy Group virtual meeting with Christine Raabe, Ines Zimmerman, Freehold District (FSCD) and Mike Kent, Cape-Atlantic District (CASCD) on Coastal priority issues focusing on how programs can help coastal regions.
- F. The Supervisor subcommittee of the SSCC have been reviewing the Performance Standards and nominating committee policies. Christine will send the documents to the Board for review. Changes and comments need to be submitted to the State by 1/11/21. They will then be incorporated and presented at the February State Committee meeting. Christine proposed formally establishing a nominating committee for OCSCD.
- G. All District staff have completed both the NJ Ethics and Outside Activities annual requirements.
- H. Other – Martha Maxwell-Doyle expressed appreciation to the Board and District Staff for their support.

VII. TREASURY REPORT – The monthly report for September 2020 showed total holdings \$3,637,070.76. October 2020 showed total holdings of \$3,665,000.07. A motion to accept the report was made by Dr. Michael Gross, seconded by Tony DiLodovico. Roll call vote: unanimous.

VIII. BILLS AND CLAIMS – September monthly Chapter 251 disbursements were \$87,310.97. General account disbursements were \$225.25. October monthly Chapter 251 disbursements were \$89,419.12. General account disbursements were \$225.00. August through October 2020 Chapter 251 disbursements were \$271,826.61. General account disbursements were \$550.98. A motion to approve made by Dr. Michael Gross, seconded by Charlene Costaris. Roll call vote: passed by majority, Martha Maxwell-Doyle was muted.

IX. REPORTS OF STANDING COMMITTEES – Education update –See attached report from Becky Laboy, Education Outreach Specialist.

X. REPORTS OF SPECIAL (AD HOC) COMMITTEES – Tony DiLodovico confirmed that the Fact Sheet on the Stormwater Rule Changes that he authored is still valid.

XI. PUBLIC COMMENT – None

XII. CHAPTER 251 – The Board moved to approve the Chapter 251 Certified Plans, Re-Certifications, Amendments, Incomplete and Denied Plans. Motion to approve made by Martha Maxwell-Doyle, seconded by Tony DiLodovico. Roll call vote: unanimous.

- A. Quarterly Report discussion. Christine Raabe and Jean Baluski added that the District has stayed busy.
- B. John Showler continues to offer review assistance and advisement & technical staff training

XIII. OLD BUSINESS –

- A. Six (6) applicants were interviewed via WebEx for the Inspector I position. Considering workload, staffing and excellent applicants, Christine Raabe requested approval to hire two (2) Inspectors. Motion to approve made by Dr. Michael Gross, seconded by Martha Maxwell-Doyle.
- B. District staff Kristin Adams has been heavily involved in NACD/ TAG - SPARC program with training & activities.
- C. Christine Raabe and Jean Baluski are re-evaluating the need for the continuation of a Shared Services Agreement with CASCD. Christine requested approval to modify the Agreement if need be. Motion to approve made by Martha Maxwell-Doyle, seconded by Tony DiLodovico. Roll call vote: unanimous.
- D. Other - None

XIV. NEW BUSINESS –

- A. Approval of the OCSCD Board Meeting Schedule for 2021 – Motion to approve made by Dr. Michael Gross, seconded by Charlene Costaris. Roll call vote: unanimous.
- B. National Association of Conservation Districts (NACD) FY21 dues, Gold Category, \$775.00 – Motion to approve made by Charlene Costaris, seconded by Martha Maxwell-Doyle. Roll call vote: unanimous.
- C. FY20 Audit draft pending the final approval of the Yellow Book guidance – Motion to accept the audit draft made by Martha Maxwell-Doyle, seconded by Tony DiLodovico. Roll call vote: unanimous.
- D. Christine Raabe and Kristin Adams prepared a proposal with NRCS/RCPP titled *COASTAL (Conservation Opportunities Advancing Sustainable Technologies for Aquaculture Leases)*, submittal due is 11/30/2020. There are multiple partners for aquaculture advancement from within the region and significant match commitment has been obtained. If the District is awarded the RCPP grant, 70% of the funds go directly to the producers for implementation of NRCS conservation practices. Motion to approve submittal of proposal moved by Dr. Michael Gross, seconded by Charlene Costaris. Roll call vote: unanimous.
- E. Other – Request to close the office on Thursday, 12/24/20 in recognition of the holiday. Motion to approve made by Tony DiLodovico, seconded by Charlene Costaris. Roll call vote: unanimous.

XV. OTHER ANNOUNCEMENTS – None

XVI. EXECUTIVE SESSION – Motion to go into Executive Session at 8:51 am made by Martha Maxwell-Doyle, seconded by Tony DiLodovico. Roll call vote: unanimous. Motion to approve Executive Session Minutes from 09/16/20 made by Charlene Costaris, seconded by Dr. Michael Gross. Roll call vote: unanimous. Martha Maxwell-Doyle abstained. Motion to close Executive Session at 8:53 am made by Charlene Costaris, seconded by Martha Maxwell-Doyle. Roll call vote: unanimous.

XVII. ANNOUNCEMENT OF NEXT DISTRICT MEETING – 01/21/21

XVIII. ADJOURNMENT – The meeting was adjourned at 8:54 am. Move for adjournment made by Martha Maxwell-Doyle, seconded by Tony DiLodovico. Roll call vote: unanimous.

Respectfully submitted,

Christine R. Raabe
District Director

CRR: dc