

SUSSEX COUNTY SOIL CONSERVATION DISTRICT

Board of Supervisors Meeting
December 5, 2013- 2:00 PM
Irish Cottage Restaurant- Franklin, NJ

NEXT MEETING: January 22, 2014 – 4:30 p.m.

SUPERVISORS PRESENT: Barbara Rosko, James Kilduff, Fred Hough, Philip Deacon and Matthew Fox.

SUPERVISORS ABSENT: None.

OTHERS PRESENT: Clifford R. Lundin-District Manager, Walter Ricker, Supervisor Emeritus, Ann Ricker, Grace Messinger-Executive Director North Jersey RC&D.

Chairman Rosko called the meeting to order at 2:00 p.m. declaring that adequate notice had been provided in accordance with the NJ Open Public Meetings Act. The members joined in in a salute to the flag.

ROLL CALL: A call of the roll confirmed that a quorum was present.

MINUTES:

On motion of Mr. Deacon seconded by Mr. Hough and properly carried, the Board approved the minutes of the regular meeting of October 23, 2013. Mr. Fox abstained since he was not present at the meeting.

CORRESPONDENCE:

On motion of Mr. Deacon, seconded by Mr. Fox and properly carried, the attached correspondence list was reviewed and approved for the files. Special attention was given to the highlighted items.

TREASURER'S REPORT:

Monthly Report: On motion of Mr. Hough, seconded by Mr. Kilduff and properly carried, the Treasurer's Report was approved, subject to audit, by roll call vote as follows: Mr. Hough-yes, Mr. Kilduff- yes, Mr. Deacon- yes, Mr. Fox- yes and Mrs. Rosko- yes. The Treasurer's Report included the following: Income Statement for the Five Month Period ending November 30, 2013, Cash Disbursements-Check Register for the period of October 23, 2013 through December 5, 2013, Cash Receipts Journal for the period of October 23, 2013 through December 5, 2013, Cash Account Balance Report as of December 5, 2013, Consulting Engineer-Cash Disbursements Journal for the period from July 1, 2013 through December 5, 2013, General Ledger Trial Balance as of December 5, 2013 and Balance Sheet dated November 30, 2013.

Mr. Lundin reviewed the overall financial report. With few exceptions, all accounts are either within budget or under budget. However for the first 5 months of this fiscal year, income has fallen far below projections. As of this date, for FY2014 the District has a negative balance of approximately \$38,000.00. The Board will continue to carefully monitor the income over the next months.

Status on FY2013 Audit: Mr. Lundin reported that the auditors had recently been in the office for several days. Mr. Lundin had spoken to Mr. Ferry earlier in the day. A draft should be available within the next week. The final Audit Report will be presentation to the Board at the January 22, 2014 meeting.

OLD BUSINESS

Chapter 251:

Monthly Report: On motion of Mr. Deacon, seconded by Mr. Hough and properly carried, the attached 251 Project Card Summary Sheet dated December 2, 2013, the Project Status Report dated December 5, 2013 and the Performance Bonds Remaining Report as of November 30, 2013 were approved. The motion included authorization for the chairman to certify the plans listed under the report heading: "Projects Certified 10/23/2013 to 12/5/2013."

Permit Extension Act Fees for 2014. Under SSCC guidance, applicants that qualify for an extension under the NJ Permit Extension Act are not required to pay recertification fees or review and certification fees. The District is however permitted to charge reasonable inspection fees to pay for the continuing inspections. The current Permit Extension Act expires on 12/31/2014. Certifications that expire during 2014 will have to replenish their inspection fees only for the 2014 calendar year. The Board reviewed the fee structure and adopted the attached Resolution on motion of Mr. Kilduff seconded by Mr. Hough and adopted on the following roll call vote: Mr. Hough-yes, Mr. Kilduff- yes, Mr. Deacon- yes, Mr. Fox- yes and Mrs. Rosko- yes.

Statewide trends: Mr. Lundin provided the Board with copies of reports distributed at the November SSCC meeting that seem to indicate that on a statewide basis that the number of new SESC applications is increasing. This trend has not yet been observed in Sussex County.

Problem sites: Mr. Lundin briefed the Board on the following sites:

- 1) 284 Aggregates- WT-057M: The certification expired on December 5, 2012. As of December 2, the applicant has submitted the necessary application and fee to extend the certification through December 31, 2014. The site is now in compliance.
- 2) Whispering Woods- VR-748. The applicant has abandoned the site. The site is now owned by the lender. The roads and drainage have been deeded to the Homeowner's Association. Major work remains to be done. The Township's bond

is insufficient to complete all work. The Township is developing a proposal to address the most significant issues.

- 3) Wantage Solar Farm WT-145. The revised certification has been issued and is being implemented. The site was significantly improved during the most recent inspection.
- 4) Maggio Property- Wantage. Mr. Lundin met at the site with Mr. Maggio. The District is awaiting an application that was due to be submitted by December 1, 2013. Formal enforcement action may be necessary if the application is not submitted within the near future.
- 5) Maurizi SF Property- Sparta- SP-125D. This property was the site of a small landslide in 2011. A revised remediation plan has been approved.

Agriculture-NRCS:

- 1) NRCS Report: Mr. Mull was not present.
- 2) Cooperators: Since its last meeting, the District is in receipt of three application for Conservation Assistance from the following:
 - a. Nancy and Frank Pritchard for a 30 acre parcel located in Lafayette Township;
 - b. Judith Edgerly for a 75 acre parcel located in Sandyston Township; and
 - c. John Kurkjian for a 103.8 acre parcel located in Sandyston Township.

The Board approved the applications on motion of Mr. Hough, seconded by Mr. Deacon and properly carried.

- 3) Farm Conservation Plan: Mr. Lundin presented a Farm Conservation Plan for a property in Wantage Township. The plan was developed by the NRCS Frenchtown office because Mr. Mull had a potential conflict of interest. The Board approved the plan on motion of Mr. Kilduff seconded by Mr. Deacon and properly carried.

State Soil Conservation Committee (SSCC) Report: Mr. Minch was unable to attend on behalf of the SSCC.

H&H Grant: Mr. Lundin reported that the data entry remains on hold pending the reprogramming of the data system. He further indicated that the SSCC/NJDEP have

suspended the second payment to the Districts under the grant. The District has however, responded to the information request of NJDEP relative to infiltration basins.

Education:

- 1) 2014 Envirothon: Mr. Lundin reminded the Board that the District will be the sponsor of the 2014 Envirothon to be held at the NJ School of Conservation on May 2 and 3, 2014. Mr. Fox and Ms. Messenger volunteered to work as judges.

Meetings:

- 1) 2013 NJACD Meeting. The annual conference was held on October 27-28, 2013 in Avalon. Mr. Deacon, Mr. Hough, Mr. Kilduff, Mrs. Rosko and Mr. Lundin attended. Mr. Lundin made the following two presentations: a) A briefing on the requirements of the NJ Open Public Meeting Acts (to all participants) and b) A briefing on pending legal issues to all District employees. Copies of the presentations are attached to the minutes.
- 2) 2014 NACD Annual Meeting: Mr. Lundin reported that the 2014 Annual NACD Meeting is scheduled for February 2-5, 2014 in Anaheim, California. In light of the District's financial position, the Board determined not to send a delegate.

Common Waters Initiative: Mr. Lundin reported that the grant program has ended.

North Jersey RC&D: Chairman Rosko, Ms. Messenger and Mr. Lundin reported that on the pending discussions relative to the continuation of the NJRC&D program. Final discussions are underway that will result in the NJRC&D becoming a subsidiary of the Musconetcong Watershed Association. This will allow the NJRC&D to complete all of its current contracts. Ms. Messenger thanked the District for its continuing support.

Status of District vehicle: Mr. Lundin reported the 2012 District vehicle continued to experience transmission issues. The vehicle has been out of service for much of the past month. The dealer experienced great difficulty in identifying the cause of the intermittent problem. As of December 3, 2013, the vehicle was fully operational. All repair costs were fully covered by the new vehicle warranty.

NEW BUSINESS:

2014 Holiday Schedule: On motion of Mr. Hough, seconded by Mr. Deacon and properly carried, the Board adopted the attached list of holidays for 2014.

2014 Meeting Schedule: On motion of Mr. Hough seconded by Mr. Deacon and properly carried the Board adopted the attached meeting schedule for 2014.

Inclement Weather Policy: Mr. Lundin provided the Board with the attached policy re closures for inclement weather.

Personnel Matters:

- a) Mr. Lundin reported that by mutual agreement the work week of part time employee Thomas Hansen was reduced to 2 days per week for the period of December 2013 through March 2014.
- b) At its December meeting the Board typically considers merit awards to employees. By consensus, the Board determined to suspend the program for 2013 due to the current financial condition of the District.

PUBLIC SESSION:

Chairman Rosko opened the meeting to the public at 2:40 p.m. There being no one desiring to speak, the meeting was closed to the public at 2:41 p.m.

ADJOURN:

The Meeting was adjourned at 2:42 p.m. on motion of Mr. Kilduff seconded by Mr. Deacon and properly carried.

Respectfully submitted for Fred Hough, Secretary/Treasurer

By Clifford R. Lundin, District Manager