

SUSSEX COUNTY SOIL CONSERVATION DISTRICT

Board of Supervisors Meeting

May 28, 2014 - 4:30 PM

District Office-186 Halsey Road, Newton, NJ

NEXT MEETING: June 25, 2014 – 4:30 p.m.

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

SUPERVISORS ABSENT: None

OTHERS PRESENT: Clifford R. Lundin-District Manager, Dan Mull, District Conservationist, USDA-Natural Resources Conservation Service.

Chairman Rosko called the meeting to order at 4:41 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. Kilduff and properly carried on roll call vote, the Board approved the minutes of the regular meeting of April 23, 2014. Roll call vote as follows: Mr. Deacon-yes, Mr. Fox-yes, Mr. Kilduff-yes and Chairman Rosko-yes. Mr. Hough abstained because he was not in attendance 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. Kilduff, seconded by Mr. Hough and properly carried, the Treasurer’s Report was approved, subject to audit, by roll call vote as follows: Mr. Kilduff- yes, Mr. Deacon-yes, Mr. Fox- yes, Mr. Hough-yes and Chairman Rosko- yes. The Treasurer’s Report included the following: Income Statement for the Eleven Month Period ending May 31, 2014, Cash Disbursements-Check Register for the period of April 23, 2014 to May 28, 2014, Cash Receipts Journal for the period of April 23, 2014 to May 28, 2014, Cash Account Balance Report as of May 28, 2014, Consulting Engineer-Cash Disbursements Journal for the period from July 1, 2013 through May 28, 2014, General Ledger Trial Balance as of May 28, 2014 and Balance Sheet dated May 31, 2014.

Mr. Lundin reviewed the overall financial report. With few exceptions, all expenditure accounts are either within budget or under budget. However for the first 11 months of this fiscal year, income has fallen approximately \$115,000 under projections. Despite

spending cuts, as of this date, for FY2014, the District has a negative balance of approximately \$93,000.00. Approximately \$22,000 of this would be offset by administrative fees earned but not credited from the performance bond account. As of the close of FY2013, the District chapter 251 reserves had a balance of \$285,000 which is designed to be used to address any deficits.

OLD BUSINESS

Chapter 251:

Monthly Report: On motion of Mr. Deacon, seconded by Mr. Kilduff and properly carried, the attached 251 Project Card Summary Sheet dated May 28, 2014, the Project Status Report dated May 28, 2014 and the Performance Bonds Remaining Report as of May 31, 2014 were approved. The motion included authorization for the chairman to certify the plans listed under the report heading: "Projects Certified 4/23/2014 to 5/28/2014" Mr. Lundin reported that the number of new applications and recertifications/extensions appeared to be increasing. The Board also reviewed the statewide summary of chapter 251 applications for the period of January through March 2014. Applications appear to be increasing in the eastern area of the state, whereas the western districts (Sussex, Warren, Mercer, Cumberland-Salem, Gloucester) appear to be relatively stagnant.

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

- 1) St Jude the Apostle Church Expansion- HY259: As a result of a District NOV, the applicant has commenced corrective action.
- 2) Maggio Property- Wantage. The District is awaiting the receipt of a revised application in response to District and SSCC comments.
- 3) Wantage Excavating-Wantage. The SESC plan is in preparation and is expected to be submitted to the District within the coming month.
- 4) Grinnel facility- SP-666. A joint inspection with NJDEP officials is scheduled for June 4, 2014
- 5) Sandyston sites- OPRA requests. The District responded to the OPRA request. Mr. Lundin has reached out to Sandyston officials to discuss improved coordination. Mr. Lundin and Mr. Minch toured the various sites within

Sandyston on May 14. Mr. Southway continues to make complaints to various state officials.

Agriculture-NRCS: Dan Mull, the District Conservationist from the USDA-NRCS Hackettstown office was in attendance.

- 1) NRCS Report: Mr. Mull provided the Board with the attached NRCS report dated May 2014. There are 42 active NRCS contracts within Sussex County receiving assistance in the amount of \$985,547.50 on 1,458.1 acres. NRCS is currently evaluating 3 AMA applications and 37 EQIP applications. One AMA and 19 EQIP applications have been pre-approved. The Board approved the report on a motion by Mr. Kilduff seconded by Mr. Hough and properly carried.
- 2) Cooperators: There were no new cooperator applications submitted within the past month.
- 3) Other: Mr. Mull indicated that Maria Collazzo, Asst. NRCS State Conservationist for Operations has been detailed to Colorado for a 4 month period where she will serve as acting State Conservationist. During her absence, Mr. Mull has been appointed Acting Asst. State Conservationist for Operations and has been detailed to the NRCS-Somerset office. During his absence, his duties will fall to David Schaaf who has been appointed as Acting Regional Conservationist.

State Soil Conservation Committee (SSCC) Report: Mr. Minch was unable to attend on behalf of the SSCC. Mr. Lundin distributed the attached e-mail from Mr. Minch briefing the Board on various issues. Mr. Lundin also reported on the following items from the SSCC meeting on May 12:

- 1) Supervisor Training Manual. The SSCC adopted a revised Supervisor Training Manual;
- 2) Fee Schedule Procedures: The SSCC has distributed a draft revision to the Fee Schedule Procedures. Action is expected at the June SSCC meeting.

Education:

- 1) 2014 Poster Contest: Mr. Lundin indicated that he will be making several presentations at the Sussex Wantage School Board meeting later this evening. All prize winners have received their certificates and their checks.

- 2) 2014 NJ Envirothon: The 2014 NJ Envirothon was held at the NJ School of Conservation on May 2 and 3, 2014. Mrs. Rosko and Mr. Fox reported on their experiences as judges of the oral presentations.
- 3) Soil Tunnel: Mr. Lundin reported that the District will be doing an all-day presentation utilizing the NJACD Soil Tunnel at the Vernon Schools on June 19, 2014.

Meetings:

- 1) NACD 2014 Northeast Regional Meeting: Mr. Lundin distributed information relative to the NACD NE Regional Meeting scheduled for Newport Rhode Island from August 24-27, 2014.
- 2) Annual NJ Conservation Partnership meeting. The meeting is currently tentatively scheduled for November 23-24 in a northern NJ location. The NJACD is still exploring options.
- 3) 2015 National Meeting: The 2015 NACD National Conference has been scheduled for February 1-4 in New Orleans.

Common Waters Initiative: No new items to report.

North Jersey RC&D: Chairman Rosko and Mr. Lundin will participate in an May 30 meeting with the Musconetcong Watershed Association relative to the merger discussions.

Other:

2014 Supervisor Appointment: Mr. Lundin reported on the results of the meeting of the Nominating Committee held on May 27, 2014. The committee has unanimously recommended the reappointment of Supervisor Deacon for an additional three year term.

Caggiano Communications: Mr. Lundin distributed copies of several recent communications from Mr. Caggiano.

Personnel: By consensus, the Board agreed to continue the layoff/furlough program due to the financial condition of the District.

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New Business

NEW BUSINESS:

Sussex County Farm and Horse Show/NJ State Fair: On motion of Mr. Hough, seconded by Mr. Kilduff and properly carried, the District staff was authorized to participate in the Sussex County Farm and Horse Show/NJ State Fair by preparing a display for inclusion in the Sussex County pavilion.

PUBLIC SESSION:

Chairman Rosko opened the meeting to the public at 5:35 p.m. There being no one desiring to speak, the meeting was closed to the public at 5:36 p.m.

EXECUTIVE SESSION: None

ADJOURN:

The Meeting was adjourned at 5:36 p.m. on motion of Mr. Kilduff seconded by Mr. Hough properly carried.

Respectfully submitted for Fred Hough, Secretary/Treasurer

By Clifford R. Lundin, District Manager