

**SUSSEX COUNTY SOIL CONSERVATION DISTRICT**

Board of Supervisors Meeting  
October 22, 2014 - 4:30 PM  
District Office-186 Halsey Road, Newton, NJ

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**NEXT MEETING:** December 10, 2014 – 2:00 p.m.

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

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**SUPERVISORS ABSENT:** Matthew Fox

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**OTHERS PRESENT:** Clifford R. Lundin-District Manager; Dan Mull-District Conservationist-NRCS.

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Chairman Rosko called the meeting to order at 4:31 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 showed that Mrs. Rosko, Mr. Kilduff, Mr. Hough and Mr. Deacon were present. Mr. Fox was absent. A quorum was established.

**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 September 10, 2014. Roll call vote as follows: Mr. Kilduff-yes; Mr. Deacon-yes; Mr. Hough-Abstain and Chairman Rosko-yes.

**CORRESPONDENCE:**

On motion of Mr. Deacon, seconded by Mr. Kilduff 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. Hough-yes and Chairman Rosko- yes. The Treasurer's Report included the following: Income Statement for the Four Month Period ending October 31, 2014, Cash Disbursements-Check Register for the period of September 10, 2014 to October 22, 2014, Cash Receipts Journal for the period of September 10, 2014 to October 22, 2014, Cash Account Balance Report as of October 22, 2014, Consulting Engineer-Cash Disbursements Journal for the period from July 1, 2014 through October 22, 2014, General Ledger Trial Balance as of October 22, 2014 and Balance Sheet dated October 31, 2014. The Board reviewed the financial condition of the District. For the first 4 months of FY2015, the District is showing a positive balance in excess of \$35,000. No expenditure accounts are over budget at this point. However the Supervisors noted that the upcoming months of November and December are typically slow.

FY2014 Audit: Mr. Lundin reported that the auditors have been delayed on work for other clients. The auditors are expected to be at the District offices in the near future.

Health Insurance Premiums: Mr. Lundin noted that the State has recently established the rates for calendar year 2015 under the State Health Benefits Program. The increase to the District is 9.5%. Mr. Lundin indicated that the adopted FY2015 budget estimated a 10% increase.

## **OLD BUSINESS**

### **Chapter 251:**

Monthly Report: On motion of Mr. Kilduff, seconded by Mr. Deacon and properly carried, the attached 251 Project Card Summary Sheet dated October 22, 2014, the Project Status Report dated October 22, 2014 and the Performance Bonds Remaining Report as of October 31, 2014 were approved. The motion included authorization for the chairman to certify the 5 plans listed under the report heading: "Projects Certified 9/10/2014 to 10/22/2014" Mr. Lundin reported that the number of new applications and recertifications/extensions appeared to be slightly increasing. In the past month, the District has received 6 new applications, 12 recertification applications and 1 Permit Extension Act extension request. The number of active projects is 311. The number of applications appears to be increasing.

District Quarterly Report: The Board reviewed the Chapter 251 quarterly report for the period of July 1, 2014 through September 30, 2014. The report was approved on motion of Mr. Deacon, seconded by Mr. Kilduff and properly carried.

Exempt Municipality Quarterly Reports: The Board reviewed the Chapter 251 quarterly reports submitted by Andover Township and Green Township for the 1st Quarter of FY2015 and covering the period of July 1, 2014 through September 30, 2014. Mr. Kilduff moved seconded by Mr. Deacon and properly carried to approve the reports.

Requirement for final paving course prior to FROC: Supervisor Deacon requested that this item be added to the agenda for discussion. Mr. Deacon objected to the current requirements included in state guidance that the final paving course is required prior to the issuance of a Final Report of Compliance. He believed that this was beyond the jurisdiction and purpose of soil erosion control. A discussion followed. No action was taken.

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

- 1) Whispering Woods-Vernon- VR-748. The municipal corrective action is completed. The site is generally stable. There is no construction underway.

- 2) Wantage Solar- WT-145. The site has been issued a FROC.
- 3) Marina Energy- FF-271. An NOV has been issued. Mr. Lundin has requested to meet with the applicant to review interim stabilization measures pending the onset of winter.
- 4) Uncertified site- Vernon- 1 and 3 Silver Spruce Drive. Two Stop Work Orders have been issued to adjoining owners. The sites remain unstable.
- 5) Uncertified site- Wantage- Maione properties: The District had initially found 4 uncertified disturbances. Two sites have been stabilized and an application has been received for a third. Mr. Maione has agreed to temporarily stabilize the 4<sup>th</sup> site prior to the onset of winter while he is developing his specific site plan. A formal application will be submitted in Spring 2015.
- 6) Grinnel facility- SP-666. The District is awaiting the receipt of the revised plans. The project engineer (Dykstra) indicates that the plans are almost ready for submission.
- 7) Stonehedge Development- BY 122. This is a major subdivision in Byram. The certification for the roads and drainage has expired. The developer has refused to recertify. There are three single family houses under construction by people who purchased lots from the project owner. At the time of certification all were warned that the District could not issue a ROC for the home until either the roads and drainage were completed and approved or until we had an active certification for the roads and drainage. Neither has occurred and the first of the three homes are now nearing construction. The Board directed Mr. Lundin to continue to pursue the certification on the roads and drainage and suggested he convene a meeting of all involved parties.
- 8) Caggiano- SH044. Mr. Lundin indicated that Mr. Caggiano continues to submit OPRA requests.

SESC Application Checklist: Mr. Lundin reported that the SSCC is requesting that the districts input the various engineering designs for stormwater basins into the H&H data system. Mr. Lundin indicated that the most efficient mechanism to obtain data for new applications would be to request that the applicant provide a pdf file with their application. After discussion, Mr. Deacon moved, seconded by Mr. Kilduff and properly carried to amend the District application checklist effective January 1, 2015 to provide that the applicants must submit a pdf file of all stormwater basin designs.

Single Family Home Guidance: Mr. Lundin reported that the SSCC at its meeting of October 20, 2014 adopted a guidance document addressing the single family exemption to the SESC Act. A copy was provided to all members and is attached. Mr. Lundin will forward a copy to all of the municipal construction officials upon the receipt of the adopted document.

**Agriculture-NRCS:**

Monthly NRCS Report: Mr. Mull presented the attached NRCS report for the month of October 2014. There are currently 57 active Contracts within the county with assistance totaling \$1,022,800.96 and impacting 3,109.5 acres. There are 3 pending AMA applications and 23 pending EQIP applications. Mr. Mull requested Board approval for 6 Farm Conservation Plans for 1 site located in Green Township, 2 sites located in Frankford Township, 2 sites located in Wantage Township and 1 site located in Montague Township. Mr. Hough moved, seconded by Mr. Kilduff and properly carried to accept the NRCS report.

Cooperators: Mr. Lundin reported that there were no applications for new cooperator agreements received during the past month.

Mosefarm Sites: Mr. Lundin reported that the SSCC Office had received multiple complaints regarding the Mosefarm properties located on Mattison Reservoir Road. A horse farm operation is located in Frankford Township and a pig farm operation is located in Wantage Township. Mr. Lundin was asked to conduct preliminary inspections and to report his findings to the SSCC. Mr. Lundin reported on his site visits and discussions with the adjacent property owners who are the source of the complaint. The complaints focus on animal waste management.

**State Soil Conservation Committee (SSCC) Report:** Mr. Minch was not present to provide a report. In his absence, Mr. Lundin discussed the following items:

Fee Schedule Manual: At its August meeting, the SSCC adopted a revised Fee Schedule Manual. This will require all the Districts to implement a tracking system for time spent on individual projects by no later than September 2016. This may require additional District expenditures to purchase or develop a data system.

H&H Grant: Mr. Lundin reported that Mr. Hansen has reentered approximately 50% of the data lost in the crash of the state system.

Permit Extension Act: A bill has been introduced in the NJ Legislature to extend the Permit Extension Act through December 31, 2016. There is no parallel Senate Bill. The Supervisors discussed the financial impact on the district of such a proposal. Mr. Lundin reported that approximately 1/6 (or 50) of the District's active files expire on December 31, 2014 and are possibly subject to extension. The difference between the "recertification" fees and the "extension" fees is substantial. He suggested a letter to our legislators opposing the extension. The Supervisors discussed the proposal but took no formal action.

**Education:**

- 1) Supervisor Manual: Mr. Fox and Chairman Rosko attended a training session in Trenton on October 20, 2014 to review the revised Supervisor's Manual/Reference Document. Mr. Lundin provided copies of the materials to Mr. Deacon, Mr. Kilduff and Mr. Hough.
- 2) Envirothon: Mr. Lundin reported that the 2015 NJ Envirothon will be held on May 1-2, 2015 at the Cape May 4H Center. The theme will be "Urban and Community Conservation."
- 3) Northern NJ Envirothon Training Session. Mr. Lundin reported that the District has been asked to once again host the Northern NJ Envirothon Training Day on April 15, 2014 at Swartswood State Park. Mr. Kilduff moved, seconded by Mr. Deacon and properly carried to authorize the District staff to coordinate the event.

**Meetings:**

- 1) Annual NJ Conservation Partnership meeting. The annual partnership meeting has been scheduled for November 24, 2014 at the Eco-Complex in Bordentown, Burlington County. Mrs. Rosko's seat on the SSCC is subject to reelection. It is therefore important for the District to have a good attendance. Mr. Hough and Mr. Kilduff indicated that they would attend. Mr. Lundin will arrange for a carpool from the District offices.
- 2) 2015 National Meeting: The 2015 NACD National Conference has been scheduled for February 1-4 in New Orleans.

**North Jersey RC&D:** Chairman Rosko and Mr. Lundin participated in the October 7, 2014 regular meeting of the RC&D Council and in an October 14, 2014 meeting with the Musconetcong Watershed Association relative to a formal partnership.

**Other:**

- 1) Records Destruction: Mr. Hough moved, seconded by Mr. Kilduff to seek authorization from the state records office to destroy all closed SCSCD files that were issued an ROC prior to December 31, 2007.
  
- 2) NACD Dues: The District is in receipt of an invoice from NACD for its dues for 2015. Mr. Kilduff moved, seconded by Mr. Deacon to authorize the payment in the amount of \$775.00. Roll call vote as follows: Mr. Kilduff- yes, Mr. Deacon- yes, Mr. Hough-yes and Chairman Rosko- yes.

**NEW BUSINESS:**

December Meeting: The December meeting typically follows a luncheon. By consensus the Board determined to meet at the Irish Cottage restaurant in Franklin. Mr. Lundin will arrange for the necessary OPMA notices.

**PUBLIC SESSION:**

Chairman Rosko opened the meeting to the public at 6:00 p.m. There being no one desiring to speak, the meeting was closed to the public at 6:01 p.m.

**EXECUTIVE SESSION:** None

**ADJOURN:**

The Meeting was adjourned at 6:01 p.m. on motion of Mr. Deacon seconded by Mr. Kilduff and properly carried.

Respectfully submitted for Fred Hough, Secretary/Treasurer

By Clifford R. Lundin, District Manager