

SUSSEX COUNTY SOIL CONSERVATION DISTRICT

Board of Supervisors Meeting

December 9, 2015- 2:00 PM

Boathouse Restaurant- Stillwater, Sussex County, NJ

NEXT MEETING: January 27, 2016 – 4:30 p.m. District Office

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

SUPERVISORS ABSENT: None

OTHERS PRESENT: Clifford R. Lundin-District Manager, Dan Mull, District Conservationist- USDA-NRCS, Madeline (Mim) Dean- Program Assistant-USDA-NRCS, Joseph Sedivy- District Engineer, Walter Ricker- Supervisor Emeritus, Marcus Gray- Assistant Director North Jersey RC&D, Frank Minch-Executive Secretary SSCC.

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.

ROLL CALL: A call of the roll showed that Mrs. Rosko, Mr. Kilduff, Mr. Hough, Mr. Fox and Mr. Deacon were present. A quorum was established.

MINUTES:

On motion of Mr. Kilduff seconded by Mr. Deacon and properly carried on roll call vote, the Board approved the minutes of the regular meeting of October 28, 2015. The motion was approved on the following roll call vote: Mr. Kilduff-yes, Mr. Hough- yes, Mr. Deacon-yes, Mr. Fox-yes and Chairman Rosko-yes.

CORRESPONDENCE:

On motion of Mr. Kilduff, seconded by Mr. Hough and properly carried, the attached correspondence list was reviewed and approved for the files.

TREASURER’S REPORT:

Monthly Report: On motion of Mr. Deacon, seconded by Mr. Kilduff and properly carried, the Treasurer’s Report was approved, subject to audit, by roll call vote as follows: Mr. Kilduff- yes, Mr. Hough-yes, Mr. Deacon-yes, Mr. Fox-yes and Chairman Rosko-yes. The Treasurer’s Report included the following: Income Statement for the Six Month Period ending December 31, 2015; Cash Disbursements-Check Register for the period of October 28, 2015 to December 9, 2015; Cash Receipts Journal for the period of October 28, 2015 to December 9, 2015; Cash Account Balance Report as of December 9, 2015; Consulting Engineer-Cash Disbursements Journal for the period from July 1, 2015 through December 9, 2015; General Ledger Trail Balance as of December 9, 2015 and Balance Sheet dated December 31, 2015. The Board reviewed the financial condition of the District. For the first 5.5 months of FY2016, the District is showing a negative balance of approximately \$10,500.00. No accounts are significantly over-expended at

this point. Chapter 251 inspection revenues have not fully met expectations. By consensus, the Board determined to continue the “furlough day” program and current employee salary schedule.

FY2015 Audit: The District’s Auditor was initially scheduled to present the FY2015 audit report at this meeting. The State has apparently imposed a new requirement for all audits relative to the reporting of the “pension obligation.” The auditors are currently awaiting final guidance from Trenton. The audit presentation has therefore been rescheduled until the January 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 8, 2015, the Project Status Report dated December 9, 2015 and the Performance Bonds Remaining Report as of December 31, 2015 were approved. The motion included authorization for the chairwoman to certify the 10 plans listed under the report heading: “Projects Certified 10/28/2015 through 12/09/2015.” Since the October meeting, the District has received 11 new applications and 2 applications for recertification. The number of active projects has increased to 320. Since the October meeting 6 projects were completed and 0 projects were placed in dormant status.

Exempt Municipality Quarterly report: The Board reviewed the Quarterly Report for the period of July 1, 2015 through September 30, 2015 submitted on behalf of Andover Township. On motion of Mr. Kilduff, seconded by Mr. Fox and properly carried, the Board approved the Exempt Municipality Quarterly Report for Andover Township for the months of July 2015 through September 2015.

Board discussion /review of specific sites: Mr. Lundin briefed the Board on the following sites:

- 1) Uncertified Site- Maggio-Vernon- 17 Eric. An application has been received and is being processed.
- 2) Uncertified Site-Vernon- 3 Silver Spruce Drive. The Stop Work Order remains in effect. The site suffered a slope failure/landslide during a rain event on or about October 1, 2015. The District sent a certified letter to the property owner on October 8, 2015 directing the owner to secure the site and retain an engineer. No response has been received. The property appears to be in the foreclosure process.

Mr. Lundin has left messages for the legal counsel for the lender alerting them to the issues at the premises.

- 3) Grauerholz Site- Sparta. The site has now been certified as SP-743.
- 4) Berardi Site- 20 Catalina Drive- Byram. The site is now stable. The Stop Work Order will be vacated once the owner submits the necessary fee.
- 5) 284 Aggregates- WT-057M. The recertification will be released upon the receipt of the final payment under the payment schedule.
- 6) Wantage Solar: WT-145. The District is still awaiting the rescheduling of the on-site meeting requested by the Township.
- 7) Frankford Solar- FF-271: Mr. Lundin inspected the site with an owner representative on 11/17/2015. With the exception of two small areas, the site is essentially ready for the issuance of an ROC. Work was underway to connect the site into the grid.
- 8) Beaver Run Solar- LA187: The contract dispute has apparently been resolved and work recently resumed
- 9) 522 Kemah Lake Road. This site accepted excess material from the Branchville Sewers project. The District will seek to enter into a consent agreement with the property owner to arrange for the site to be stabilized.
- 10) Rubin Hill Properties- WT-173. The site owner apparently contacted the 24th District Legislative office objecting to the concept of the need for soil erosion controls on construction sites. The legislative office requested that Mr. Deacon speak to the gentlemen.
- 11) National Winter Activity Center- VR-901 and VR-904. This site is the reactivation of the former Hidden Valley ski area. There is a large area of disturbance. Work is running behind schedule and it appears that only a small portion of the site will be open during the upcoming winter. A Notice of Violation has been issued and Mr. Lundin and Mr. Eckert are scheduled to meet at the site on December 11, 2015.

Agriculture-NRCS:

Monthly Report: Mr. Mull presented the attached NRCS report for December 2015. There are currently 43 active Farm Bill contracts within Sussex County representing financial assistance in the amount of \$920,192.77 on 2,032.9 acres. These consist of 4 AMA contracts, 27 EQIP Contracts and 12 WHIP contracts. There are 3 remaining pending AMA applications, 9 RCCP applications and 26 EQIP applications currently under review for FY2016. Mr. Mull requested District approval of 2 farm conservation plans. Mr. Deacon moved, seconded by Mr. Kilduff and properly carried, to approve the report and to authorize the chairman to sign the plans on behalf of the District.

Cooperators: Mr. Lundin indicated that since the October meeting, no new applications have been received for conservation assistance.

Sussex County Board of Agriculture: Mr. Lundin reported that he had attended the Sussex County Board of Agriculture meeting on November 23, 2015 and that he had briefed the Board on the District's activities. He also solicited suggestions for possible members of the agricultural community to possibly serve on the District Board.

State Soil Conservation Committee (SSCC) Report: Mr. Minch briefed the Board on the following matters:

- a) Permit Extension Act: It does not appear that the Permit Extension Act will be renewed. The SSCC intends to distribute guidance to the District relative to the staggered expiration of the certifications.
- b) Soil Health/Compaction Standard: At its meeting on December 14, 2015, the SSCC will be considering preliminary adoption of amendments to two of the existing standards. If approved, the proposal will be published in the NJ Register in January or February with a 60 day comment period. The earliest time frame for final adoption would be July, followed by a "phase-in" period in which training would be provided to Districts and to the regulated community. The proposal would involve a new soil health component as part of each plan. The soil health component would involve testing and restoration. The cost of restoration is estimated at \$2,000.00 per acre. Mr. Deacon expressed his objection to the proposal and suggested that the District review and comment on the proposal during the public comment period.
- c) H&H project: Mr. Minch indicated that the Districts had been provided reimbursement for some of the costs of the data re-entry following the crash of the Rutgers data system.
- d) Northeast NACD Conference: Mr. Minch indicated that NJACD will be hosting this conference in August 2016 in Galloway Township. A planning committee is currently being formed.
- e) Disaster Planning: Mr. Minch indicated that the NJDA is currently in the midst of disaster planning in the event of an avian influenza epidemic in the state.

- f) Animal Waste Management Rules: Mr. Minch indicated that the NJ animal waste management rules are being examined for reauthorization.
- g) Holiday Gifts: Mr. Minch distributed copies of the attached letter from the NJDA reminding all District staff of the ethical provisions relative to Holiday gifts. Mr. Lundin reported that the memo had been distributed to all supervisors and staff.
- h) District Inspection Quota: Mr. Lundin advised Mr. Minch that due to the reduction in employee workhours that the District is experiencing difficulties meeting the monthly quota for inspections. Mr. Minch indicated that he fully understood the District's financial position and that it was not a significant issue.

Education:

Environmental Law Training: Mr. Lundin indicated that he will be participating in an Environmental Law Update training session on December 10, 2015.

NACD Urban Webinar-Outreach and Awareness: Mr. Lundin reported that the next Webinar is scheduled for December 17, 2015. Mr. Lundin urged Supervisors to participate. Supervisors can earn ½ point for their continuing educational requirements for each webinar.

2016 Conservation Poster Contest: Mr. Lundin reported that the contest information has been posted on the District website. Materials will also be mailed on January 4, 2015. The entry deadline will be March 18, 2016.

Northern Jersey Envirothon Field Day: Mr. Lundin reported that the District will be again hosting the Envirothon Field Day in April 2016. He is awaiting confirmation of the date from Swartswood State Park.

New Jersey Envirothon: The 2016 NJ Envirothon is May 13-14, 2016 in Somerset County. The theme is "Invasive Species: A challenge to the Environment, the Economy and to Society." Mr. Lundin and Mrs. Rosko have agreed to serve as judges. Mr. Fox also volunteered to act as a judge.

Meetings:

Lake Hopatcong Symposium: Mr. Lundin reported on his participation at the Lake Hopatcong Symposium on November 13, 2015.

NACD Urban and Community Conservation Committee: Mr. Lundin reported on his continuing participation on the NACD national policy advisory committee. The next teleconference is scheduled for December 18, 2015.

Common Waters: Mr. Lundin reported that the next Common Waters conference call is scheduled for January 7, 2016.

NACD 2016 Annual Meeting: This meeting is scheduled for February 1-4, 2016 in Reno Nevada. In light of the continuing shortfall in revenues, the District determined not to provide compensation for attendance.

North Jersey RC&D: Mrs. Rosko introduced Marcus Gray who is the new Assistant Director for the North Jersey RC&D Council. Mr. Gray provided the Board with the attached status report. Mr. Gray and Mrs. Rosko discussed the ongoing reorganization effort. It is anticipated that the RC&D Council will adopt an Affiliation Agreement with the Musconetcong Watershed Association at its next meeting on December 21, 2015. Bylaw amendments will follow. On motion of Mr. Hough seconded by Mr. Kilduff and properly carried on roll call vote, the Board authorized the payment of it 2016 dues in the amount of \$450.00. Roll call vote as follows: Mr. Kilduff- yes, Mr. Hough-yes, Mr. Deacon-yes, Mr. Fox-yes and Chairman Rosko-yes.

Other:

Meeting with NJ State Legislators: Mr. Lundin reported that he had met with the NJ District 24 legislators, Senator Oroho and Assemblyman Space on November 12, 2015 and had fully briefed them on the District activities.

Hough Seat: The Board briefly discussed additional options to identify a possible replacement for Mr. Hough.

Personnel Policy Manual: Mr. Lundin reported that he had distributed the District's current manual via e-mail to all supervisors. He requested that they provide him any comments and suggestion by no later than the January meeting.

NEW BUSINESS:

Issue re Farmland Assessment and Soil Classifications: Mr. Lundin briefed the Board on an ongoing issue relative to the use of the NRCS soil maps in the assessment of agricultural properties. This primarily involves Wantage Township at this point. There is apparently a discrepancy between the sources of data used by the District and the assessor. Mr. Lundin is investigating. Mr. Minch indicated that the issue was raised at a rent conference of the NJ Farm Bureau. He also indicated that there are ongoing discussions at the state level relative to possible changes in the program.

2016 Holiday Schedule: Mr. Lundin distributed a proposed 2016 Holiday Schedule. There are no significant changes. All District employees have agreed to waive the

Page 7
December 9, 2015
New Business (continued)

Lincoln's Birthday holiday in exchange for the day after Thanksgiving. Mr. Kilduff moved, seconded by Mr. Fox and properly carried, to adopt the attached list.

2016 Meeting Schedule: Mr. Kilduff moved, seconded by Mr. Fox and properly carried, to adopt the 2016 schedule of meetings. The Board will continue to generally meet on the 4th Wednesday at 4:30 p.m. Adjustments were made for the March and May meetings due to conflicts in members schedule. Mr. Deacon suggested that the Board consider an abbreviated schedule and meet on a semi-monthly basis. By consensus the Board agreed to retain the monthly schedule but authorize the chairman to cancel meetings based upon the amount of business necessitating board action.

PUBLIC SESSION:

Chairman Rosko opened the meeting to the public at 2:56 p.m. There being no one desiring to speak, the meeting was closed to the public at 2:56 p.m.

EXECUTIVE SESSION:

There was no need for an executive session.

ADJOURN:

The Meeting was adjourned at 3:00 p.m. on motion of Mr. Fox seconded by Mr. Kilduff and properly carried.

Respectfully submitted for Matthew Fox, Secretary/Treasurer

By Clifford R. Lundin, District Manager