

SUSSEX COUNTY SOIL CONSERVATION DISTRICT

Board of Supervisors' Meeting

December 7, 2016- 2:00 PM

The Boathouse Restaurant, Swartswood Lake, Stillwater Township, Sussex County, NJ

NEXT MEETING: January 25, 2016 – 4:30 p.m.

SUPERVISORS PRESENT: Barbara Rosko, Philip Deacon, Natalie Burger, Matthew Fox and Richard Vohden

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, Fred Hough, Supervisor Emeritus, Laura Tessieri-Assistant Director North Jersey RC&D, Frank Minch-Executive Secretary SSCC, Desiree Dunn- Exec./ Director- New Jersey Association of Conservation District, Ryan Cleary- District Auditor.

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.

FLAG SALUTE: The members joined in a salute to the flag.

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

MINUTES:

On motion of Mr. Vohden, seconded by Mr. Fox and properly carried on roll call vote, the Board approved the minutes of the regular meeting of October 26, 2016. The motion was approved on the following roll call vote: Mr. Deacon-yes, Chairman Rosko-yes, Mrs. Burger-yes, Mr. Vohden-yes and Mr. Fox-yes.

CORRESPONDENCE:

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

TREASURER'S REPORT:

Monthly Report: On motion of Mr. Fox, seconded by Mr. Deacon and properly carried, the Treasurer's Report was approved, subject to audit, by roll call vote as follows: Mr. Deacon-yes, Mrs. Burger-yes, Mr. Fox-yes, Mr. Vohden-yes and Chairman Rosko-yes. The Treasurer's Report included the following items: Income Statement for the Five Month period ending November 30, 2016; Income Statement for the Six Month period ending December 31, 2016 (partial month); Cash Disbursements-Check Register for the period of October 26, 2016 through December 7, 2016; Cash Receipts Journal for the period of October 26, 2016 to December 7, 2016; Cash Account Balance Report as of December 7, 2016; Consulting Engineer-Cash Disbursements Journal for the period from July 1, 2016 through December 7, 2016; General Ledger Trial Balance as of December 7,

2016 Balance Sheet dated November 30, 2016; and Balance Sheet dated December 31, 2016 (partial month). The Board reviewed the financial condition of the District. For the first 5 months of FY2017, the District is showing a positive income of \$44,750.00. No accounts are significantly over-expended at this point.

Audit: The final FY2016 Audit Report had been distributed to the members prior to the meeting. Mr. Ryan Cleary of Ferraioli, Wielkotz, Cerullo and Cuva, PA presented the findings to the Board. There are no adverse comments or recommendations. The audit uncovered no issues in the day to day operation of the District. He characterized the District's finances as "healthy" despite the deficiencies in revenues in the recent past. A brief discussion followed relative to the upcoming change to the 251 reserve requirements. On motion of Mr. Deacon, seconded by Ms. Burger and properly carried on roll call vote, the Board determined to accept the findings of the audit. Roll call vote as follows: Mr. Deacon-yes, Mrs. Burger-yes, Mr. Fox-yes, Mr. Vohden-yes and Chairman Rosko-yes.

Auditor's Invoice: On motion of Mr. Vohden seconded by Mr. Fox and properly carried on roll call vote, the Board determined to approve the invoice of Ferraioli, Wielkotz, Cerullo and Cuva, PA in the amount of \$5,600.00. Roll call vote as follows: Mr. Deacon-yes, Mrs. Burger-yes, Mr. Fox-yes, Mr. Vohden-yes and Chairman Rosko-yes.

OLD BUSINESS

Chapter 251:

Monthly Report: On motion of Mr. Deacon, seconded by Mr. Vohden and properly carried, the attached 251 Project Card Summary Sheet dated December 6, 2016, the Project Status Report dated December 7, 2016 and the Performance Bonds Remaining Report as of November 30, 2016 were approved. The motion included authorization for the chairwoman to certify the 5 plans listed under the report heading: "Projects Certified 10/26/2016 to 12/07/2016." Since the October meeting, the District has received 7 new applications and 1 applications for recertification. The total number of active projects is 294. Since the October meeting, 3 projects have been completed and 2 projects were placed in dormant status.

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

- 1) Wallace- Uncertified Site-Vernon- 3 Silver Spruce Drive. No change. The Stop Work Order remains in effect.

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- 2) Gorovoy VR-902, 1 Silver Springs, Vernon. No change. The District is awaiting the applicant's engineering report. In the interim, the importation of additional fill to the site has been suspended. Mr. Gorovoy is currently hospitalized.
- 3) 522 Kemah Lake Road. A site meeting will be scheduled in the near future.
- 4) Augusta Solar Farm. HP-322. The District is awaiting a request for the issuance of a final report of compliance.
- 5) North Village of Sparta- SP-670, SP-682 and SP-761. Mr. Lundin reported that all review issues have been resolved. The District anticipates certifying the plan in the near future. Mr. Lundin expressed his gratitude to SSCC engineer, John Showler for his assistance in the review.

Agriculture-NRCS:

Monthly Report: Mr. Mull presented the attached NRCS report for December 2016. There are currently 55 active Farm Bill contracts within Sussex County representing financial assistance in the amount of \$1,120,497.91 on 2,636.4 acres. These consist of 2 AMA contracts, 37 EQIP Contracts, 10 WHIP contracts and 6 RCPP contracts. There are 5 pending AMA applications, 5 pending RCPP applications and 23 pending EQIP applications currently under review for FY2017. Mr. Mull also presented a Farm Conservation Plan for a property in Frankford Township for Board approval. Mr. Deacon moved, seconded by Mr. Fox and properly carried, to approve the report and to authorize the chairwoman to sign the farm conservation plans.

Cooperators: There were no new applications for conservation assistance received by the District since the October 26, 2016.

NRCS-FRPP Contract: The District has received full payment under the FRPP grant. All work has been completed.

SC Board of Agriculture: Mr. Lundin was unable to attend the November meeting. Mrs. Burger reported that the Board had reviewed and discussed the District's comments on the proposed state soil health regulations. The Board was generally in support of the District's comments.

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

- a) Soil Health/Compaction regulations. The comment period closed on November 19, 2016. A copy of the District's comments is attached. Mr. Minch indicated

- that only 4 comments had been received. The SSCC staff is currently in the process of responding to the same.
- b) Time Tracking System. Mr. Lundin indicated that he is awaiting a proposal from the District's website manager to establish a time tracking system using an Excel spread sheet.
 - c) Overall SSCC regulations: Mr. Minch indicated that the overall NJDA soil conservation regulations are scheduled to sunset in 2017. He indicated that he is working on a proposal to extend the same for an additional 7 years.

Education:

2017 Poster Contest: Mr. Lundin reported that the theme for the 2017 Conservation Poster Contest is "Healthy Soils are Full of Life!" The information is currently on the District website and information will be mailed to all Sussex County schools in January 2017. The entry deadline will be March 20, 2017.

2017 NJ Envirothon: The 2017 NJ Envirothon is scheduled for May 12-13, 2017 at Schooley's Mountain Park in Morris County. The theme will be "Soil and Water Conservation Stewardship." Mr. Lundin reported that he had attended an Envirothon planning meeting on November 14, 2016 at the site. The national and state committees are considering a rule change to allow schools to utilize power point presentations in lieu of the flip charts.

2017 National Envirothon: Mr. Lundin reported that the North American Envirothon has been scheduled for July 23-27, 2017 at Mount St. Mary's College in Emmetsburg, Maryland.

NACD Urban Committee Webinar: Mr. Lundin reported that he had participated in the November webinar sponsored by the NACD Urban and Community Conservation Committee.

Meetings:

NACD Urban and Community Conservation Committee: Mr. Lundin briefed the Board on his activities with the National Association of Conservation Districts (NACD) Urban and Community Conservation (UCC) Resource Policy Group (RPG.) The most recent teleconference was held on November 18, 2016. The next meeting is scheduled for December 16, 2016.

Common Waters: Mr. Lundin was unable to attend the November 3, 2016 meeting of the Common Waters Group.

North Jersey RC&D: Ms. Laura Tessieri, the new Assistant Executive Director for the North Jersey RC&D, was present and briefed the Board on the organization's activities. She highlighted efforts underway within Sussex County.

Possible Grant Opportunity- Pollinators: Ms. Desiree Dunn, Executive Director of the New Jersey Association of Conservation Districts was present and briefed the Board on her efforts to seek funding for the development of a Pollinator Preserve on the Board's property located in Frankford Township, NJ. Ms. Dunn, Mr. Marcus Grey of the North American Butterfly Alliance and Mr. Lundin recently toured the site. Mr. Fox has agreed to review the site from an engineering prospective. Much of the site is freshwater wetlands. A copy of Ms. Dunn's handouts is attached.

Other Old Business: None

NEW BUSINESS:

Meeting times and dates for 2017: Mr. Fox moved, seconded by Mr. Vohden and properly carried, to adopt the attached resolution establishing the meeting schedule for 2017.

Holiday Schedule for 2017: The Board discussed the list of holidays for 2017. Mr. Lundin suggested that the Board consider closing the District on Monday July 3, 2017 to allow for a four day Independence Day weekend. In exchange, the District employees will agree to work on Election Day-November 7, 2017 which is a state holiday. Mr. Lundin indicated that all full time employees are in agreement. Mr. Fox moved, seconded by Mr. Deacon and properly carried to adopt the modified holiday schedule as attached.

Other: None

PUBLIC SESSION:

Chairman Rosko opened the meeting to the public at 3:01 p.m. There being no one desiring to speak, the meeting was closed to the public at 3:01 p.m.

EXECUTIVE SESSION:

Mr. Lundin indicated that he would like to schedule an executive session in the near future. He will circulate proposed dates to the Board.

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ADJOURN:

The Meeting was adjourned at 3:03 p.m. on motion of Mr. Deacon seconded by Mr. Fox and properly carried.

Respectfully submitted for Philip Deacon, Secretary/Treasurer

By Clifford R. Lundin, District Manager