

**SUSSEX COUNTY SOIL CONSERVATION DISTRICT**

Board of Supervisors' Meeting  
January 25, 2017- 4:30 PM

District Office- 186 Halsey Road, Hampton Twp, Sussex County, NJ (Newton 07860)

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**NEXT MEETING:** March 22, 2017 – 4:30 p.m.

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

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**SUPERVISORS ABSENT:** Natalie Burger

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

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Chairman Rosko called the meeting to order at 4:30 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 and Mr. Fox were present. A quorum was established. Mr. Vohden arrived at 4:38 p.m.

**MINUTES:**

On motion of Mr. Deacon, seconded by Mr. Fox and properly carried on roll call vote, the Board approved the minutes of the regular meeting of December 7, 2016. The motion was approved on the following roll call vote: Mr. Deacon-yes, Chairman Rosko-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. Deacon, seconded by Mr. Fox and properly carried, the Treasurer's Report was approved, subject to audit, by roll call vote as follows: Mr. Deacon-yes, Mr. Fox-yes, and Chairman Rosko-yes. The Treasurer's Report included the following items: Income Statement for the Seven Month period ending January 31, 2017); Cash Disbursements-Check Register for the period of December 7, 2016 through January 25, 2017; Cash Receipts Journal for the period of December 7, 2016 to January 25, 2017; Cash Account Balance Report as of January 25, 2017; Consulting Engineer-Cash Disbursements Journal for the period from July 1, 2016 through January 25, 2017; General Ledger Trial Balance as of January 25, 2017; and Balance Sheet dated January 31, 2017. The Board reviewed the financial condition of the District. For the first 7 months of FY2017, the District is showing a positive income of \$8,100. No accounts are significantly over-expended at this point.

**OLD BUSINESS**

Mr. Vohden arrived at this time.

**Chapter 251:**

Monthly Report: On motion of Mr. Deacon, seconded by Mr. Fox and properly carried, the attached 251 Project Card Summary Sheet dated January 25, 2017, the Project Status Report dated January 25, 2017 and the Performance Bonds Remaining Report as of January 31, 2017 were approved. The motion included authorization for the chairwoman to certify the 5 plans listed under the report heading: "Projects Certified 12/07/2016 to 1/25/2017." Since the December meeting, the District has received 7 new applications and 5 applications for recertification. The total number of active projects is 290. Since the December meeting, 5 projects have been completed and 4 projects were placed in dormant status. Of the dormant files, three were for single family homes and one multi-family project was replaced by a new commercial development on the same property.

District Quarterly Report: On motion of Mr. Fox, seconded by Mr. Deacon and properly carried, the Board approved the District Quarterly 251 Report for the period of October through December 2016.

Exempt Municipality Quarterly Reports: On motion of Mr. Fox seconded by Mr. Deacon and properly carried the Board approved the Quarterly 251 Reports for Andover Township and for Green Township for the period of October through December 2016.

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.
- 2) Gorovoy VR-902, 1 Silver Springs, Vernon. The revised plan was received and reviewed. The stop work order was vacated.
- 3) 522 Kemah Lake Road. This agricultural site remains in non-compliance.
- 4) Augusta Solar Farm. HP-322. A final inspection was conducted and it was agreed that a bond would be needed for two acres. The applicant has not submitted the bond deposit or signed the bonding agreement. .
- 5) North Village of Sparta- SP-670, SP-682 and SP-761. The project will be certified upon receipt of the outstanding fee.

- 6) Lewis-98 Beemer Church Road, Wantage- This is a preserved farm/agricultural site with NJDEP violations. The District is coordinating with NJDEP, Sussex County, NJDA-SSCC, NJDA-SADB and NRCS.
- 7) 44 Morgan Drive-Wantage- This is an uncertified site. The property owner has not responded to District directives. A Stop Work Order may be necessary.
- 8) Brown Road Sites-Wantage. The Wantage Code official has requested District assistance relative to two agricultural properties that appear to be in use as commercial sites.

**Agriculture-NRCS:**

Monthly Report: Mr. Mull presented the attached NRCS report for January 2017. There are currently 52 active Farm Bill contracts within Sussex County representing financial assistance in the amount of \$1,085,118.23 on 2,517.2 acres. These consist of 2 AMA contracts, 34 EQIP Contracts, 10 WHIP contracts and 6 RCCP contracts. There are 7 pending AMA applications, 6 pending RCCP applications and 31 pending EQIP applications currently under review for FY2017. Mr. Mull also presented a Farm Conservation Plan for a property in Wantage 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 2 new applications for conservation assistance received by the District since the December 7, 2016 meeting. These are the applications of Sapp for a 25.9 acre property in Frankford and the application of Ruch for a 26 acre parcel in Green. The Board approved the applications on motion of Mr. Deacon seconded by Mr. Fox and properly carried.

SC Board of Agriculture: The January meeting was cancelled.

SC Ag Development Board: Ms. Burger was not present to provide a report.

Forest Habitat Workshop: Mr. Mull distributed information relative to a Forest Habitat Workshop to be held on February 15 at the SC Library.

Soil and Water Conservation Project Cost Share Rates: The SSCC has distributed the attached cost share rate table for various conservation projects. The statute requires each District to annually consider and adopt the cost share schedule. Mr. Mull explained the purposes and uses of the schedule. On motion of Mr. Fox, seconded by Mr. Deacon and properly carried, the Board adopted the proposed cost schedule for 2017.

**State Soil Conservation Committee (SSCC) Report:** Mr. Minch was not in attendance. Mr. Lundin had attended the District Liaison Meeting on January 19 and reported on the following items.

- a) Soil Health/Compaction regulations. 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.
- d) SSCC Meetings: The SSCC has determined to reduce the frequency of their meetings to quarterly.
- e) H&H Inspections: Mr. Showler is working on a proposal with DEP to provide compensation to Districts to conduct inspections of stormwater basins. Mr. Lundin distributed a draft flow chart and inspection reporting form. The Board discussed the accuracy of the H&H data base and the practicality of undertaking these inspections.
- f) Exempt Municipality review: The District will be expected to undertake these reviews in February. However, the state is developing a data system to eliminate the need for paper reporting.
- g) NJDA-Secretary Fisher: Mr. Lundin reported that NJDA Secretary of Agriculture, Douglas Fisher had been injured in an auto accident. Monique Purcell is now the acting Secretary of Agriculture. The Board expressed their best wishes to the Secretary for a rapid recovery.

**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 has been mailed to all Sussex County schools. 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."

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 December 15 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 teleconferences were held on December 16, January 12 and January 20. The committee is finalizing an RFP for grants to urban districts.

Common Waters: The January teleconference was cancelled. The next meeting will be held in early April.

North Jersey RC&D: Mrs. Rosko reported on the Technical Advisory meeting held on January 10. The reorganization of the management structure has been fully implemented.

**Possible Grant Opportunity- Pollinators:** The NJACD has significantly reduced Ms. Dunn's working hours. If the Board wishes to continue to pursue this grant opportunity it would have to help fund Ms. Dunn's efforts. Mr. Lundin will attempt to obtain an estimate for the next meeting. Mr. Fox and Mr. Lundin had toured the site and it appears that the only feasible means of obtaining parking and access would be through a land exchange with an adjacent property owner. The Board asked Mr. Lundin to contact the owner to discuss the potential for a land exchange.

**Other Old Business:**

NJ Tree Recovery Program: The NJDEP-Bureau of Forestry has again proposed that the District coordinate tree distribution within Sussex County. The trees will arrive at the District on May 4 with distribution on May 5. On motion of Mr. Deacon seconded by Mr. Fox and properly carried, the Board authorized the Districts participation.

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(continued)

Emerald Ash Borer: Mr. Lundin briefed the Board on the discussion relative to this invasive species at the January 19 Liaison Meeting. Over the next 10 years approximately 2.6 million NJ trees will be infected with this pest. There is no effective control (other than on an individual tree by tree basis.)

Mr. Fox departed the meeting at this time. (5:11 p.m.)

**NEW BUSINESS:**

February 2017 meeting: Mr. Vohden moved, seconded by Mr. Deacon and properly carried, to cancel the regularly scheduled February 2017 meeting.

Other: Mr. Vohden indicated that he had received a call from a Joseph Retz complaining about the Districts actions in reporting him to the NJDEP relative to the need for a Construction Site Stormwater Runoff Discharge permit. Mr. Deacon had previously spoken to Mr. Retz and Mr. Lundin had previously met with Mr. Retz. Under the memorandum of Agreement with NJDEP, the District is obligated to report projects to NJDEP who need but who have not obtained the required NJPDES permit. Rather than making a formal referral, Mr. Lundin had informally suggested to a NJDEP inspector who called the office on other business that she might make a friendly visit to the Retz site and advise him of the need for the NJDEP permit.

**PUBLIC SESSION:**

Chairman Rosko opened the meeting to the public at 5:19 p.m. There being no one desiring to speak, the meeting was closed to the public at 5:19 p.m.

**EXECUTIVE SESSION:** None at this time.

**DONNA DREWES RETIREMENT:** Mrs. Rosko reported on the upcoming retirement of Donna Drewes from NJ Futures. Mrs. Drewes had previously served as the RC&D coordinator. The Board directed Mr. Lundin to submit a letter of thanks to Mrs. Drewes.

**ADJOURN:**

The Meeting was adjourned at 5:25 p.m. on motion of Mr. Vohden seconded by Mr. Deacon and properly carried.

Respectfully submitted for Philip Deacon, Secretary/Treasurer

By Clifford R. Lundin, District Manager