

SUSSEX COUNTY SOIL CONSERVATION DISTRICT

Board of Supervisors Meeting

December 8, 2009

2:00 PM SCSCD Office – Conference Room

186 Halsey Road, Suite 2, Newton, NJ

NEXT MEETING: January 27, 2010–2:00 PM – SCSCD Office (Conference Room)

SUPERVISORS PRESENT: Barbara Rosko, Phillip Deacon, Fred Hough, Walter Ricker, and Winifred Straub

SUPERVISORS ABSENT: None

OTHERS PRESENT: Clifford R. Lundin-District Manager, Maria Collazo-NRCS, Thomas Ferry, Auditor

Chairman Rosko called the meeting to order at 2:00 p.m. declaring that adequate notice has been provided in accordance with the Open Public Meetings Act.

The members joined in a salute to the flag.

MINUTES

On motion by Mrs. Straub, seconded by Mr. Hough and properly carried the minutes of the regular meeting and Executive Session of October 28, 2009 were approved. Mr. Deacon abstained.

CORRESPONDENCE

On motion by Mr. Ricker, seconded by Mrs. Straub and properly carried the correspondence was reviewed and approved for the files. Special attention was given to the highlighted items.

TREASURER’S REPORT

On motion by Mr. Deacon seconded by Mr. Hough and properly carried, the Treasurer’s Report was approved, subject to audit by Roll Call as follows: Mr. Deacon- yes, Mr. Hough – yes, Mr. Ricker – yes, Mrs. Straub- yes, Ms. Rosko – yes. The Treasurer’s Report included the following: Cash Disbursements Check Register from October 28, 2009 to December 8, 2009, Cash Receipts Journal from October 28, 2009 to December 8, 2009, Income Statement for the six month period ending December 8, 2009; Cash Account Balance Report as of December 8, 2009; Consulting Engineering Expenses Cash Disbursements Journal from July 1, 2009 to December 8, 2009; General Ledger Trial Balance as of December 8, 2009 and Balance Sheet dated December 31, 2009. Mr. Lundin reviewed for the Board, the financial condition of the District.

AUDIT

Mr. Ferry of the firm of Ferraioli, Wielkotz, Cerullo and Cuva, PA presented the findings of the Audit report for FY 2009 (Year ending June 30, 2009. The District ended the year with a profit of \$13643.00. No deficiencies were noted. The Board accepted the report on motion of Mr. Deacon, seconded by Mrs. Straub and properly carried.

OLD BUSINESS

Chapter 251 – On motion by Mr. Deacon, seconded by Mrs. Straub and properly carried the Project Card Summary Sheet dated 12/7/2009, the Project Status Report dated December 8, 2009, the Performance Bonds Report of December 8, 2009 were approved.

The Board also discussed the following 251 matters:

- a) Problem sites. Mr. Lundin briefed the Board on the Berardi subdivision site in Byram and two individual home sites in Sparta. The sites are now in compliance. Mr. Lundin also reported on the Haubrich site in Branchville off Kemah Lake Road. Corrective actions have been taken, but the District continues to closely monitor this difficult site. Mr. Lundin also briefed the Board on a dissatisfied permittee in Green Township relative to the Administrative fees deducted from his performance bond.
- b) RFA-E-Permitting. Mr. Lundin reported that it appears that only 1 RFA has been issued through the e-process. The approved permit was not forwarded to the District due to a problem with the state system.
- c) EPA Construction Site General Permit. Mr. Lundin reported that the USEPA has issued a revised Construction Site permit. For the first time numerical limits on turbidity from construction sites will be imposed. The NJ program will have to be modified to comply with the requirements. At some point it may be necessary to acquire a turbidity meter.
- d) EPA Inspections: Mr. Lundin reported that EPA is doing unannounced site inspections throughout NJ.
- e) RFA Database. Mr. Lundin reported that the District has reviewed the States RFA Database for Sussex County has input a large amount of changes. The District is awaiting input from the exempt municipalities to complete the data update.
- f) Tennessee Valley Gas Pipeline. Mr. Lundin reported that he will be participating in a pre-application conference on December 11, 2009 relative to the proposed gas pipeline in Wantage and Vernon Townships.
- g) Change of Ownership fee. Mr. Hough moved and Mr. Deacon seconded to reduce the fee for the processing of a change of ownership to \$50.00. A call of the roll resulted in the following vote: Deacon- yes, Hough- yes, Ricker- abstain, Rosko- No and Straub- No. Vote was 2-2-1. Mr. Deacon challenged Mrs. Rosko's ability to vote on the issue as chairperson. Mr. Lundin was directed to research Roberts Rules to determine whether or not Mrs. Rosko could vote to create a tie.
- h) SSCC Fee Schedule Surcharge. Mr. Lundin reported that the proposed SSCC surcharge had been deferred

AGRICULTURE – NRCS – Ms. Collazo presented the attached NRCS Activities Update for Sussex County dated December 2009. Ms. Collazo announced that NRCS is sponsoring an outreach meeting on December 10, 2009 at Pequest Hatchery from 7-9 p.m. to discuss the Conservation Stewardship Program. The NRCS report was unanimously accepted on motion of Mr. Ricker and seconded by Mr. Deacon.

There was no report available on the status of the Soil Survey.

The Board congratulated Ms. Collazo on her selection to the position of Assistant State Conservationist for Operations. This is her final meeting as our District Conservationist. Mr. Collazo briefed the Board on the replacement process.

SSCC REPORT: In the absence of Mr. Minch, Mr. Lundin provided a brief report on the following matters:

- a) State Budget. The Department is facing an additional round of mid-year budget reductions.
- b) Fertilizer Bills. Mr. Lundin reported that two competing bills have been introduced to regulate non-agricultural fertilizer use. One proposal includes a requirement for the SSCC to develop fertilizer standards, soil health standards and soil compaction standards. The new standards would be implemented via the 251 plans. The Board directed Mr. Lundin to continue to monitor the situation.

EDUCATION

- a) Envirothon Training: Mr. Lundin indicated that the North Jersey Training Session for the 2010 Envirothon will be held on April 21, 2010 at Swartswood State Park. Mrs. Straub has agreed to coordinate the training session.
- b) Envirothon: Mr. Lundin reported that the 2010 NJ Envirothon is scheduled for May 7-8 in Gloucester County. Mr. Lundin and Ms. Rosko have been asked to serve as judges at the presentation station.

MEETINGS

- A) The 2010 NACD Annual Meeting will be held January 30-February 3, 2010 in Orlando, Florida. After extensive discussion, Mr. Deacon made a motion that was seconded by Mr. Hough that the District will pay the Registration Fee (to a maximum of \$495.00) for the Manager and for any supervisor attending. No other reimbursement will be made due to the economic situation. The Motion was approved by the following vote: Deacon- yes, Hough- yes, Ricker- yes, Straub- yes, Rosko- abstain. Mr. Lundin will be considered to be working on District time while attending the conference.

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Meetings continued

- B) The 2010 Northeast Regional NACD Meeting has been scheduled for August 8-August 11, 2010 in Portland Maine.
- C) A Soil Health Conference sponsored by NRCS, the SSCC and the NJACD has been scheduled for March 9, 2010 in Burlington County.

LAKE OWASSA PROPERTY: Mr. Lundin reviewed the status of the license agreement with the Lake Owassa Association. He will meet with representatives of the Association on December 14, 2009 at 9:30 a.m. He asked for participation from Board members. Mrs. Rosko will attend. Ms. Collazo agreed to provide the Board with information relative to the use of WRP funds for the site.

NEW BUSINESS

Cooperators – There are no new cooperator applications for this month.

2010 Meeting Schedule: On Motion of Mr. Ricker, seconded by Mrs. Straub and properly carried the Board adopted the attached Schedule of Meetings for 2010 pursuant to the Open Public Meetings Act.

Office Recycling: Mr. Lundin announced that he intends to implement a recycling program within the office for paper and commingled aluminum and plastic.

Vacation Carryover: Mr. Lundin indicated that Ms. Williams has requested that the Board allow her to carry-over 6 vacation days in excess of the amount allowed by the Personnel Policy Manual into 2010. She was unable to take all of her vacation days in 2009 due to the changeover in District Managers. After discussion, Mr. Deacon moved, seconded by Mrs. Straub and properly carried, that the Board reimburse Mrs. Williams for the six days (rather than carry-over the time.)

ANJEC: Mr. Lundin reported that he was elected as a Trustee for the Northwest NJ area to the Board of the Association of New Jersey Environmental Commissions. Four ANJEC Trustees are currently associated with Soil Conservation Districts.

Public Session - Ms. Rosko opened the meeting to the public at 3:15 PM. Having no one come forward the meeting was closed to the public.

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Adjourn:

The Meeting was adjourned at 3:15 p.m. on Motion of Mr. Deacon seconded by Mr. Ricker and properly carried.

Respectfully submitted for Walter C. Ricker, Secretary

By Clifford R. Lundin