

**SUSSEX COUNTY SOIL CONSERVATION DISTRICT**

Board of Supervisors Meeting  
September 29, 2010

7:30 PM SCSCD Office – Conference Room  
186 Halsey Road, Suite 2, Newton, NJ

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**NEXT MEETING:** October 27, 2010–7:30 PM – SCSCD Office (Conference Room)

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**SUPERVISORS PRESENT:** Barbara Rosko, Fred Hough, and Walter Ricker.

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**SUPERVISORS ABSENT:** Winifred Straub and James Kilduff

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

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Chairman Rosko called the meeting to order at 7:30 p.m. declaring that adequate notice has been provided in accordance with the NJ Open Public Meetings Act.

The members joined in a salute to the flag.

Manager Lundin presented Mr. Hough with a Certificate of Recognition from the State Soil Conservation Committee and the NJ Association of Conservation Districts upon his completion of 40 years of service on the SCSCD Board.

Manager Lundin noted that Mr. Ricker has been also cited by the SSCC and NJACD for completing 30 years of service.

**REORGANIZATION**

The Board acted on the following reorganization items that were not acted upon at the July 21, 2010 meeting:

**a) Auditor:** Mr. Hough moved, seconded by Mr. Ricker to adopt the attached Professional Services Resolution to appoint Mr. Thomas Ferry of the firm of Ferraioli, Wielkotz, Cerullo and Cuva as Auditors for the period of July 2010 through June 30, 2011. The amount of the Contract is not to exceed \$5,000.00. The motion was unanimously approved on a roll call vote as follows: Mr. Hough-yes, Mr. Ricker- yes, and Mrs. Rosko-yes. .

**b) North Jersey RC&D representatives:** Mr. Ricker moved, seconded by Mr. Hough to appoint Barbara Rosko as the SCSCD representative to the North Jersey RC&D Board of Directors, with Mr. Lundin to serve as the alternate member. The motion was unanimously approved.

**c) Establish Photocopy fees per OPRA:** Mr. Lundin explained that a new NJ State law requires the Board to annually set the rate for photocopies under OPRA. The law sets a maximum charge of \$0.05 per page (letter size) and \$0.07 per page (legal size.). Mr. Hough moved, seconded by Mr. Ricker to set the fees at \$0.05 and \$0.07

respectively. The motion was unanimously approved on the following roll call vote: Mr. Hough-yes, Mr. Ricker- yes, and Mrs. Rosko-yes.

### **MINUTES**

On motion by Mr. Hough, seconded by Mr. Ricker and properly carried, the minutes of the regular meeting of July 21, 2010 were approved.

### **CORRESPONDENCE**

On motion by Mr. Hough, seconded by Mr. Ricker 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**

On motion of Mr. Ricker, seconded by Mr. Hough and properly carried, the Treasurer's Reports were approved, subject to audit, by Roll Call vote as follows: Mr. Ricker – yes, Mr. Hough– yes, and Mrs. Rosko- yes. Mr. Ricker and Mrs. Rosko abstained from voting on their respective reimbursement vouchers. The Treasurer's Report included the following: Cash Disbursements-Check Register from July 21, 2010 to Sept. 29, 2010, Cash Receipts Journal from July 21, 2010 to September 29, 2010, Income Statement for the one month period ending September 30, 2010; Cash Account Balance Report as of September 29, 2010; Consulting Engineering- Cash Disbursements Journal from July 1, 2010 to September 30, 2010, General Ledger Trial Balance as of September 29, 2010 and Balance Sheet dated September 30, 2010.

The Board reviewed the financial status of the District. The District operated at a net loss of \$14,000.00 for the 1<sup>st</sup> quarter of FY2011. This was primarily due to a decrease in revenue. All expenditures are at or close to anticipated levels. Funds are available in the 251 reserve account to cover any losses in the event that revenues do not increase.

Manager Lundin also reported to the Board that the District had received notice from the State of New Jersey that the employee health insurance premiums were increasing by 12.5 to 17% effective January 1, 2011. This will impact the District budget, which was adopted based upon a projected 10% increase.

### **OLD BUSINESS**

#### **Chapter 251** –

Monthly Report: On motion by Mr. Ricker, seconded by Mr. Hough and properly carried the 251 Project Card Summary Sheet dated September 29, 2010, the Project Status Report dated September 29, 2010 and the Performance Bonds Report dated September 29, 2010 were approved.

Quarterly Report: The Board reviewed the Quarterly 251 Report for Andover Township. Mr. Ricker raised a question relative to one of the statistics. On motion of Mr. Ricker, seconded by Mr. Hough, and properly carried, consideration was deferred until the October meeting.

Wantage Township: Mr. Lundin reported that the District had finally received a status report from the Township on the status of the SESC projects that remained under the Township jurisdiction from the time of the transfer of the SESC program from the municipality to the District. Although requested in December 2009, the report was not provided until August 31, 2010. Fifteen active projects remain under Township jurisdiction. Several certifications and ROCs were apparently not provided to the District. Inspection reports and other records could also not be found. At the request of the District, the SSCC at its meeting of September 13, 2010 authorized the SSCC staff to assist the District in negotiating the complete transfer of the remaining Township projects to the District. The major issue will be collection of inspection fees for the projects.

Problem sites: The Board also discussed the following SESC problem sites:

- 1) Eagles Nest. SP-125, SP-125B, SP-125C. Mr. Lundin reported that he and Mr. Baysa had inspected the site earlier in the day. Several problems remain to be addressed. A meeting is scheduled for September 30 between the District, the applicant, Sparta Township and the engineers for all parties.
- 2) Sparta Meadows SP-555 and SP-555A. The District has previously authorized the use of the bond, if necessary, in conjunction with a Sparta Township action. Mr. Lundin will be meeting on September 30, 2010 with the Sparta Engineer to review the status.
- 3) Farley FL-125. The District reposted the Stop Work Order on this site.
- 4) Jobeless site- Hopatcong. The SSCC has apparently still not taken action relative to this site.
- 5) Whispering Woods- VFR-748. Mr. Lundin reported that two of the certifications for the site have expired. Further the developer has not complied with previous District requests to remedy three areas of the site. On motion of Mr. Hough, seconded by Mr. Ricker and properly carried, the Manager was authorized, in his discretion, to issue a Stop Work Order for the site.

- 6) Falcon Ridge- HB-039. The District continues to monitor the site. The site is still not in compliance with the certified plan.
- 7) O’Krepky S/F- MO-212. The certification has expired and the site is not complete. The applicant has indicated that he will not recertify and will defer construction for 3-5 years. On motion of Mr. Ricker, seconded by Mr. Hough and properly carried, the Manager was authorized, in his discretion, to issue a Stop Work Order for the site.

**Agriculture-NRCS**

- a) NRCS report– Mr. Mull provided the attached report to the Board. The Board approved the report on motion of Mr. Hough, seconded by Mr. Ricker and properly carried. The motion included authorization to Mrs. Rosko to sign four conservation plans.
- b) Cooperators- The following three requests for assistance were received:
  - i) Request from Mr. Willard Klemm for a property in Fredon;
  - ii) Request from Ms. Lisa Hills for a property in Wantage;
  - iii) Request from Mr. Tico Lin for a property in Frankford.The Conservation Agreements were approved on motion of Mr. Hough and Mrs. Rosko. Mr. Ricker recused himself from action due to a relationship with one of the applicants.
- c) Confidentiality Agreement- The final agreement was not yet available. Mr. Mull will check on the status for the October meeting.
- d) Animal Waste Manage Rules. Mr. Mull reviewed the NJ Animal Waste Management Rules and the assistance that may be available. Mr. Lundin outlined the possible District roles. Mr. Lundin reported that the District had received its first Notice of a Self Certified Animal Waste Management Plan.
- e) Healthy Forest Stewardship Program. Mr. Mull reported on a new NJ NRCS assistance program. The program is tied toward forestry management and is aimed at the NJ Highlands area. Mr. Lundin discussed a similar private initiative being coordinated by the Pinchot Institute for Conservation in the Upper Delaware River Basin.

**SSCC Report:** Mr. Minch was not present.

### **Education**

- a) SC Farm and Horse Show/NJ State Fair- August 7-15. Mr. Lundin reported that District display was well received.
- b) Annual Poster Contest. The theme of this year's competition is "Conservation Habits = Healthy Habitats. Mr. Lundin reported that on Sept. 1, 2010, the District mailed informational materials to all Sussex County School Districts. Entries are due by October 22, 2010 for judging at the next District meeting.
- c) Sussex County Harvest Festival. On motion of Mr. Ricker, seconded by Mr. Hough and properly carried, the District was authorized to participate in the SC Harvest Festival at the SC Fairgrounds on October 23. The District has arranged for the use of the NJACD Soil Tunnel.

### **Meetings**

- a) NACD Urban Committee Meeting- Columbus, Ohio. Mr. Lundin reported on the NACD Urban Committee meeting in Columbus Ohio. The committee is working on developing a Federal Community Conservation Act. Due to budget considerations, Mr. Lundin attended at his own cost.
- b) NACD Regional Meeting. Mr. Ricker, Mrs. Rosko and Mr. Lundin reported on the 2010 Northeast Regional NACD Meeting held from August 8- August 11, 2010 in Portland, Maine. Each participated in a different tour of conservation efforts in the area.
- c) NJACD- The annual state association/conservation partnership meeting was held on September 20-21, 2010 in Ocean City, NJ. Mrs. Rosko, Mr. Ricker and Mr. Lundin reported on the discussions at the meeting.
- d) Soil Health Conference- November 9, 2010. Mr. Lundin distributed information relative to an upcoming North Jersey Soils Health Conference to be held on November 9, 2010 in Mendham.
- e) NACD Annual Meeting- January 29, 2011- February 3, 2011. Mr. Lundin provided estimates for the cost of attending the meeting. The Board deferred any decision on attendance until the October meeting.

### **NEW BUSINESS**

- a) Elimination of Per Diem payments. The District is in receipt of a letter from the SSCC indicating that due to budgetary considerations, that the state is unable to continue making per diem or mileage reimbursements to supervisors. Mr. Lundin reported that several Districts are considering replacing the state payments with District funding. Mr. Lundin estimated the maximum annual cost to the District at \$3,400.00 for per diem and \$500 (state rate) to \$800 (IRS rate) for mileage. The Board deferred any action on this

issue until the October meeting. Mr. Lundin was directed to continue to submit the vouchers to the SSCC and to continue to track supervisor potential compensation.

- b) Healthy Waters Initiative: Mr. Lundin reported on his discussions with the Pinchot Institute for Conservation as to possible District involvement. Grant funds are available for the forestry stewardship program in the Upper Delaware Watershed. Possible District involvement includes: public outreach, inspections, etc.
- c) Locally Led Grant. Mr. Lundin reported that the NJACD is soliciting proposals from Districts for a \$4,000.00 grant to conduct a locally led process. The Board authorized Mr. Lundin to develop a grant proposal for consideration at the October meeting.
- d) RC&D SOS program. Mrs. Rosko discussed this assistance program for land stewardship available through RC&D.
- e) NACD Dues. Mr. Lundin reported that the District had received an invoice for its 2011 dues to NACD. NACD operates on a fiscal year of October 1 through September 30. The Board determined to defer action on the invoice until the January 2011 meeting.

#### **PUBLIC SESSION**

Chairman Rosko opened the meeting to the public at 9:00 p.m. Having no one come forward, the meeting was closed to the public.

#### **EXECUTIVE SESSION**

Mr. Lundin indicated that there was no business requiring an Executive Session.

#### **ADJOURN:**

The Meeting was adjourned at 9:05 p.m. on motion of Mr. Hough seconded by Mr. Ricker and properly carried.

Respectfully submitted for Walter C. Ricker, Secretary

By Clifford R. Lundin