

SUSSEX COUNTY SOIL CONSERVATION DISTRICT

Board of Supervisors Meeting

December 7, 2011

2:00 PM SCSCD Office – Conference Room

186 Halsey Road, Suite 2, Newton, NJ

NEXT MEETING: February 8, 2012–2:00 PM – SCSCD Office (Conference Room)

SUPERVISORS PRESENT: Barbara Rosko, Fred Hough, Winifred Straub, James Kilduff and Walter Ricker.

SUPERVISORS ABSENT: None.

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

Chairman Rosko called the meeting to order at 2:42 p.m. declaring that adequate notice had been provided in accordance with the NJ Open Public Meetings Act. The members joined in a salute to the flag.

MINUTES:

On motion by Mr. Kilduff, seconded by Mrs. Straub and properly carried, the Board deferred action on the minutes of the regular meeting of October 26, 2011 until its next regular meeting.

CORRESPONDENCE:

On motion by Mr. Ricker, seconded by Mr. Kilduff 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:

Monthly Report: On motion of Mrs. Straub, seconded by Mr. Kilduff and properly carried, the Treasurer's Report was approved, subject to audit, by Roll Call vote as follows: Mr. Hough- yes, Mr. Ricker- yes, Mrs. Straub- yes, Mr. Kilduff- yes and Mrs. Rosko- yes. The Treasurer's Report included the following: Income Statement for the Six Month Period ending December 31, 2011, Cash Disbursements-Check Register from October 26, 2011 to December 7, 2011, Cash Receipts Journal from October 26, 2011 to December 7, 2011, Cash Account Balance Report as of December 7, 2011, Consulting Engineer-Cash Disbursements Journal from July 1, 2011 to December 7, 2011, General Ledger Trial Balance as of December 7, 2011 and Balance Sheet dated December 31, 2011.

Organizational Issues

- a) Meeting Schedule for 2012. On motion of Mr. Ricker, seconded by Mr. Hough and properly carried, the Board adopted the attached Resolution establishing the 2012 meeting schedule.
- b) Holiday Schedule for 2012. On motion of Mrs. Straub, seconded by Mr. Hough and properly carried, the Board adopted the attached Holiday List for 2012. This includes on a one-time basis, the granting of Monday, December 24, 2012 as a holiday. In exchange, for 2012 only, Election Day will be a regular workday.

At this point, Chairman Rosko indicated that she was deviating from the Agenda to take the NRCS report, due to another commitment on the part of the NRCS representative.

Agriculture-NRCS:

- a) NRCS report. Mr. Mull provided the attached report dated December 2011 to the Board. The Board approved the report on motion of Mr. Ricker, seconded by Mr. Hough and properly carried. Mr. Mull reported that NRCS is still accepting FY 2012 applications under the EQIP Forestry, EQIP CAP, WHIP and AMA programs. There are currently 24 EQIP applications, 8 AMA applications and 2 WHIP applications under review for Sussex County. Mr. Mull also announced the availability of EQIP funding under a national initiative for Organic Farming, Seasonal High Tunnels and Energy. Mr. Mull also indicated that his agency is reviewing three applications from Sussex County under the Emergency Conservation Program for damages relative to the August storms.
- b) Cooperators. On motion of Mr. Hough, seconded by Mrs. Straub and properly carried (with Mr. Ricker abstaining) the Board approved the following applications for Conservation Agreements:
 - i) The Land Conservancy seeking assistance for a Conservation Plan for a 125.8 acre parcel in Frankford Township and
 - ii) Joseph L. Kopec seeking assistance for a Conservation Plan for a 35 acre parcel in Wantage.

At this point the Board returned to the regular Agenda.

Chapter 251:

Monthly Report: On motion of Mrs. Straub, seconded by Mr. Kilduff and properly carried, the attached 251 Project Card Summary Sheet dated December 6, 2011, the Project Status Report dated December 7, 2011 and the Performance Bonds Report dated

December 7, 2011 was approved. Mr. Kilduff briefed the Board on a large commercial site plan recently approved in Franklin Borough.

Fee Schedule. On motion of Mrs. Straub seconded by Mr. Kilduff and approved by roll call vote, the District approved the attached amended Fee Schedule to become effective on January 1, 2012. The fee schedule had been approved by the State Soil Conservation Committee on November 14, 2011. The Roll Call vote was as follows: Mr. Hough- yes, Mr. Ricker- yes, Mrs. Straub- yes, Mr. Kilduff- yes and Mrs. Rosko- yes.

Permit Extension Act Fees for 2012.

On motion of Mrs. Straub seconded by Mr. Ricker and approved by roll call vote, the District established the Permit Extension Act fee for 2012 as 2/3 of the applicable inspection fee under the approved District Fee Schedule. The Roll Call vote was as follows: Mr. Hough- yes, Mr. Ricker- yes, Mrs. Straub- yes, Mr. Kilduff- yes and Mrs. Rosko- yes.

Extraordinary Fee for Reinspections for Reports of Compliance.

On motion of Mrs. Straub seconded by Mr. Kilduff and approved by roll call vote, the District reaffirmed an "Extraordinary fee" in the amount of \$160.00 to be imposed for a reinspection when an applicant had previously requested an ROC inspection and the site was determined to be not acceptable. The Roll Call vote was as follows: Mr. Hough- yes, Mr. Ricker- yes, Mrs. Straub- yes, Mr. Kilduff- yes and Mrs. Rosko- yes.

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

- 1) Eagles Nest. SP-125, SP-125B, SP-125C. Mr. Lundin indicated that the Stop Work Order remains in effect. He met in October at the site with Allen Campbell, engineer for the applicant and Kevin Viersma and identified approximately 12 areas of the site to be remediated. Once that work is satisfactorily performed, the District will vacate its Stop Work Order. As of an inspection last week, the work has not been performed.
- 2) Eagles Nest- Maurizi- SP-125D. The Stop Work Order remains in effect. The applicant has changed engineers and has now retained Keller and Kirkpatrick to prepare a SESC plan to stabilize the site.
- 3) Jobeless site- Hopatcong. The District is still awaiting action by the NJDA-SSCC.
- 4) Whispering Woods- VR-748, VR-748A, VR-748B. Mr. Lundin reported no progress relative to the outstanding issues with the site. He has spoken

with the Vernon Township engineer who has indicated that the Township is commencing an action against the projects performance bonds.

- 5) Ogdensburg Stream Cleaning. Mr. Lundin reported that he is in receipt of a draft Administrative Order relative to the site.
- 6) Tennessee Gas Pipeline/Mountain Creek. The Board reviewed the response received from Tennessee Gas Pipeline. Mr. Lundin indicated that the District has established a deadline of December 15, 2011 for the submission by Mountain Creek of an application for the restoration work relative to the storm damages of August 2011.

Green Township Ordinance: Mr. Lundin reported that he had prepared comments on the proposed amendment to the Green Township SESC ordinance and provided the same to the SSCC.

SSCC Report: Mr. Minch was not in attendance. In his absence Mr. Lundin provided a summary of a recent SSCC review of the audit reports of all districts for the past three fiscal years. The Sussex District was praised in the report for “conservative management of resources, expenses and salaries.”

Meetings:

- a) NACD Annual Meeting January 29- February 1, 2012- Las Vegas, Nevada. Mr. Lundin briefed the Board on this upcoming meeting. The approximate total cost per attendee including airfare, conference hotel, sustenance and registration is approximately \$2,100.00. After extensive discussion, Mr. Hough moved, seconded by Mr. Kilduff that: a) the Board authorize the District Manager to attend; b) the Board reimburse the District Manager up to a maximum of \$1,600.00 in expenses and c) that the Board would pay the registration expenses only for any supervisor wishing to attend. Roll Call vote as follows: Mr. Hough- yes, Mr. Ricker- yes, Mrs. Straub- yes, Mr. Kilduff- yes and Mrs. Rosko- no.

Clean Waters Initiative: Mr. Lundin briefed the Board on the meeting of the Common Waters group which was held in Sussex County on November 17, 2011. The District has received reimbursement for all District costs to date.

RC&D Funding: No report.

Other Old Business: None

NEW BUSINESS:

- a) Manager's Anticipated Extended Sick Leave: Mr. Lundin reported that he is scheduled for hip replacement surgery on December 13, 2011 and that he expects to be absent for approximately 3-4 weeks. Arrangements will be made for signature of documents. Mrs. Straub and Mrs. Rosko will be available to sign checks.
- b) On motion of Mrs. Straub seconded by Mr. Kilduff, and properly carried, the Board agreed to waive the vacation time carryover policy for Mrs. Williams for 2011 due to the manager's extended sick leave.
- c) On motion of Mrs. Straub seconded by Mr. Kilduff and approved by roll call vote, the Board approved year-end performance bonuses as follows: Mr. Lundin- \$500.00, Mrs. Williams-\$500.00, Mr. Eckert- \$350.00 and Mr. Hansen- \$150.00. Roll Call vote as follows: Mr. Hough- yes, Mr. Ricker- yes, Mrs. Straub- yes, Mr. Kilduff- yes and Mrs. Rosko- yes.

PUBLIC SESSION:

Chairman Rosko opened the meeting to the public at 4:15 p.m. Having no one come forward, the meeting was closed to the public at 4:15 p.m.

ADJOURN:

The Meeting was adjourned at 4:16 p.m. on motion of Mrs. Straub, seconded by Mr. Hough and properly carried.

Respectfully submitted for Walter C. Ricker, Secretary

By Clifford R. Lundin