

SUSSEX COUNTY SOIL CONSERVATION DISTRICT

Board of Supervisors Meeting

October 24, 2012

7:30 PM SCSCD Office – Conference Room

186 Halsey Road, Suite 2, Newton, NJ

NEXT MEETING: December 14, 2012 – 2:00 p.m.

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

SUPERVISORS ABSENT: None

OTHERS PRESENT: Clifford R. Lundin-District Manager, Dan Mull- USDA NRCS, Matthew Fox, P.E.

Chairman Rosko called the meeting to order at 7:30 p.m. declaring that adequate notice had been provided in accordance with the NJ Open Public Meetings Act. The members joined in in a salute to the flag. A roll call determined a quorum to be present.

MOMENT OF SILENCE:

The members joined in a moment of silence in memory of former District employee Helen Skidmore who passed away on October 18, 2012.

MINUTES:

On motion of Mr. Hough, seconded by Mr. Kilduff and properly carried, the Board approved the minutes of the regular meeting of September 26, 2012.

CORRESPONDENCE:

On motion of Mr. Ricker, seconded by Mr. Hough 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 Mr. Ricker, seconded by Mr. Kilduff and properly carried, the Treasurer’s Report was approved, subject to audit, by roll call vote as follows: Mr. Ricker- yes, Mr. Hough- yes, Mr. Kilduff-yes and Mrs. Rosko- yes. The Treasurer’s Report included the following: Income Statement for the Four Month Period ending October 31, 2012, Cash Disbursements-Check Register from September 26, 2012 through October 24, 2012, Cash Receipts Journal from September 26, 2012 through October 24, 2012, Cash Account Balance Report as of October 24, 2012, Consulting Engineer-Cash Disbursements Journal from July 1, 2012 through October 24, 2012, General Ledger Trial Balance as of October 24, 2012 and Balance Sheet dated October 31, 2012.

Audit Report: Mr. Lundin indicated that he had spoken to Mr. Ferry earlier in the day. Prior to the meeting, he and Chairman Rosko signed several certifications needed to

finalize the report. The draft report showed no instances of non-compliance and contained no recommendations. Mr. Ferry anticipates attending the Board's December meeting to formally present the findings.

OLD BUSINESS

Chapter 251:

Monthly Report: On motion of Mr. Ricker, seconded by Mr. Kilduff and properly carried, the attached 251 Project Card Summary Sheet dated October 24, 2012, the Project Status Report dated October 24, 2012 and the Performance Bonds Report dated October 31, 2012 were approved. The motion included authorization for the chairman to certify the 10 plans listed under the report heading: "Projects Certified 9/26/2012 through 10/24/2012."

Quarterly Report: On motion of Mr. Kilduff, seconded by Mr. Ricker and properly carried, the Board approved the attached Chapter 251 Quarterly Report for the period of July 1, 2012 through September 30, 2012.

Exempt Municipality Quarterly Report: On motion of Mr. Hough, seconded by Mr. Ricker and properly carried, the Board approved the attached Chapter 251 Quarterly reports for the period of July 1, 2012 through September 30, 2012 for Andover Township and Green Township.

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

- 1) Superior Structures- SP-683. The site was inspected on October 23, 2012. Significant improvements have been made, but the site is still not ready for a final Report of Compliance.
- 2) Grinnell- SP-666. The District is awaiting guidance from the State Soil Conservation Committee as to whether or not Chapter 251 applies to a continuing recycling operation of this type.
- 3) Bajda- Wantage. The District is awaiting guidance from the State Soil Conservation Committee relative to the application of Chapter 251 to sites where an existing single family home is in existence.
- 4) Fredon Lodestar Park- FD-100. This site has experienced significant problems after heavy rainfalls. The District continues to monitor the site for compliance.
- 5) Bahr WT-131. This is a rear yard re-grading. The District issued a Final Report of Compliance on October 10, 2012. An aggrieved neighbor, Mrs. Anderson has contacted the SSCC and the office of the Secretary of Agriculture indicating that

she wishes to challenge the District's decision. Mr. Minch of the SSCC office is reviewing the file.

- 6) Sussex County Route 620 Slope Remediation- SP-503. Mr. Lundin presented the Board with the attached memo summarizing the status of this site. The file will be placed in dormant status.

Agriculture-NRCS:

- 1) NRCS Report: Mr. Mull provided the Board with the attached report dated October 2012. There are currently 54 active Farm Bill contracts within Sussex County involving assistance valued at \$1,347,254. Mr. Mull requested Board approval of three WHIP Conservation Plans for various properties in Byram, Sparta and Frankford. Currently, within the County, there are 19 pending EQIP applications, 2 pending WHIP applications and 1 pending AMA application. The applications are on a hold pending Congressional action on the Farm Bill. The Board accepted the report on motion of Mr. Ricker, seconded by Mr. Kilduff and properly carried. The motion included authorization for the chairman to sign the plans.
- 2) Cooperators: Mr. Mull presented an application for Conservation Assistance that was submitted directly through NRCS. The application was submitted by Ellen S. Lessin seeking assistance for an 11.58 acre tract in Green Township. The Board approved the application on motion of Mr. Hough, seconded by Mr. Kilduff and properly carried.
- 3) Retirement of Janice Reed. Mr. Lundin announced that Janice Reed, the Assistant State Conservationist for USDA-NRCS for NJ has retired. A celebration has been scheduled to honor Ms. Reed on November 18, 2012.

SSCC Report: Mr. Minch was not in attendance. In his absence Mr. Lundin discussed the following statewide issues with the Board:

- 1) Program reevaluation. At a special SSCC meeting held on October 15, 2012, the committee adopted the "Road Map for Effective Change" as proposed by a New Jersey Association of Conservation Districts workgroup. The following four subcommittees were formed: Policies and Procedures; Training; District Review; and Fee Schedule and Fiscal Policy. Chairman Rosko and Mr. Lundin have been named to the Policy and Procedures Subgroup.

- 2) Renewal of SESC Standards. The SSCC had proposed to renew and to modify some of SESC rules and standards. The comment period closed on October 5, 2012. Thirteen persons or groups submitted comments. Most of the comments were directed to the new soil health provisions of the standards. The SSCC hopes to adopt all or a portion of the standards at its upcoming meeting on November 5, 2012.

H&H Grant: Mr. Lundin reported that he and Mr. Hansen of our office had received training in the use of the new H&H data base. The training session was held at Rutgers New Brunswick on October 3, 2012. The system is not yet in final form, although Mr. Hansen has started to enter the data from the H&H forms available to the District.

Education:

- 1) Sussex County Harvest and Honey Festival- October 13, 2012. Mr. Lundin reported that the District had a small display in the festival held at the Sussex County Fairgrounds on October 13, 2012.
- 2) 2013 Conservation Poster Contest: Mr. Lundin reported that the theme for the 2013 Poster contest is "Where Does Your Water Shed." The deadline for submission to the state is March 1, 2013. On motion of Mr. Ricker, seconded by Mr. Hough and properly carried, the District was authorized to participate. The deadline for submission of entries to the District will be February 15, 2013.

Meetings:

- 1) Hydrology Training- September 28, 2012: Mr. Lundin reported that he and the District Manager from Warren County had received overview training in hydrology from the SSCC Engineer.
- 2) Common Waters 5th Anniversary Meeting- October 11, 2012: Mr. Lundin reported that he had participated in a meeting held in Easton PA on October 11, 2012 to celebrate the first five years of the Common Waters program. One of the purposes of the session was to brief downstream water users (and potential donors) as to the environmental benefits of the program.
- 3) NJ Annual Conservation Partnership Meeting: Mr. Lundin reported that the annual NJ meeting had been scheduled for November 19, 2012 in Hightstown, NJ. Mr. Lundin will attend on behalf of the District. None of the Supervisors were available on that date to attend.
- 4) 2013 NACD Annual Meeting: Mr. Lundin reported that the 2013 NACD Annual Meeting is scheduled for early February 2013 in San Antonio, Texas. He

presented the Board with a memo projecting the costs of sending a delegate. After discussion, Mr. Kilduff moved, seconded by Mr. Hough to authorize Mr. Lundin to attend with full reimbursement from the District pursuant to the District's normal travel policy. Further the District will pay the registration fee (only) for any Supervisor that wishes to attend. A roll call vote was as follows: Mr. Kilduff-yes; Mr. Hough- yes; Mr. Ricker-abstain and Mrs. Rosko-abstain.

- 5) 2013 NACD Northeast Regional Meeting- Bethany Beach, DE, Sept. 2013. No further information is available.

Common Waters Initiative: Mr. Lundin reported that all of the grant funds for forest stewardship plan and forestry best management practices have been obligated. There is approximately a \$1,200 balance remaining on the Contract for Services for the District. He indicated that that should be sufficient to reimburse the District for the time he will spend in the future verifying the practices.

North Jersey RC&D:

Chairman Rosko reported on the RC&D meeting held on October 3, 2012. The agency is considering Bylaw amendments to transform the entity into a true non-profit entity. Chairman Rosko and Mr. Lundin also participated in a joint meeting held October 18, 2012 between the Directors and Chairmen of both the North Jersey and South Jersey RC&D operations

Transparency Law-Website Modifications: Mr. Lundin indicated that the District e-mail had been successfully transferred from our former provider to a Google based system. This will allow the District to have unlimited storage space and to add additional e-mail addresses at any time. Mr. Lundin also indicated that he had spoken to Mr. Repasy earlier in the day and the projected date for the testing of the modified website is now November 9, 2012.

Nominating Committee: Mr. Lundin reported that we are now in receipt of two applications for the vacant two-year term on the District Board created by the passing of Supervisor Straub. The applicants are Matthew Fox and Phillip Deacon. He will convene the Nominating Committee sometime within the next month. The following individuals have agreed to serve on the nominating committee: Donna Traylor, Glen Vetrano, Margaret McGarrity, Nathaniel Sajdak and Freeholder Richard Vohden.

Other Old Business: None

NEW BUSINESS:

November/December Meeting: The next meeting is currently scheduled for the afternoon of December 5, 2012. This is in conflict with the North Jersey RC&D meeting. On motion of Mr. Hough, seconded by Mr. Kilduff and properly carried, the meeting will be rescheduled until December 12, 2012.

Donation in Memory of Helen Skidmore: On motion of Mr. Ricker, seconded by Mr. Hough and properly carried on roll call vote, the District will make a \$50.00 donation to the Compassionate Care Hospice in memory of Helen Skidmore. Roll call vote as follows: Mr. Ricker-yes; Mr. Hough- yes; Mr. Kilduff- yes and Mrs. Rosko- yes.

PUBLIC SESSION:

Chairman Rosko opened the meeting to the public at 8:56 p.m. Having no one come forward, the meeting was closed to the public at 8:57 p.m.

EXECUTIVE SESSION:

There was no need for an Executive session.

ADJOURN:

The Meeting was adjourned at 9:00 p.m. on motion of Mr. Kilduff, seconded by Mr. Ricker and properly carried.

Respectfully submitted for Walter C. Ricker, Secretary

By Clifford R. Lundin, District Manager