

FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting
May 18, 2016

4000 Kozloski Road
Freehold, NJ

I. Call to Order

Chairman Charles Buscaglia called the meeting to order at 7:30 pm.

II. Pledge of Allegiance

III. Roll Call

Present

Absent

Charles Buscaglia

x

Bob Dreyer

x

Don Patterson

x

Roger Gravatt

x

Wayne Van Hise

x

Staff Present: Ines Zimmerman, Christina F. LaBianca and Mike Hill

Others Present: Nicole Ciccaglione and Bob Babezki

IV. Compliance Statement

Christina F. LaBianca confirmed that the Open Public Meetings Act had been satisfied by notifying the Asbury Park Press, the Home News, and Monmouth and Middlesex County Clerks.

V. Approval of Minutes

The Board members reviewed the minutes of the March 9, 2016, regular meeting. Wayne VanHise made a motion to approve the minutes of the regular meeting as presented. Bob Dreyer seconded the motion. The motion was unanimously passed.

VI. Treasurer's Report (read by Wayne VanHise)

An adjustment to the FY2016 budget needs to be made to cover the cost of the new vehicle. Per Resolution 2016-009, \$1,500 will be transferred from category 6 (Professional Development and Public Relations) to category 11 (Vehicle and Equipment Purchases). Bob Dreyer made a motion to move the funds from category 6 to category 11. Roger Gravatt seconded the motion and the motion was passed by the following roll call vote: Mr. VanHise – yes, Mr. Gravatt – yes, Mr. Dreyer – yes, and Mr. Buscaglia – yes.

The Board members reviewed the Treasurer's Report that covered both April and May as read by Wayne VanHise. Roger Gravatt made a motion to approve the Treasurer's Report as presented. Wayne VanHise seconded the motion. The motion was passed by the following roll call vote: Mr. Dreyer – yes, Mr. VanHise – yes, Mr. Gravatt – yes, and Mr. Buscaglia – yes.

VII. Bills for Payment

The board reviewed the bills for payment that were approved per the Committee of Purchase from April (in the amount of \$269,314.43, list attached). Roger Gravatt made a motion to approve the list. Wayne VanHise seconded the motion. The motion passed by the following roll call vote: Mr. VanHise – yes, Mr. Dreyer – yes, Mr. Gravatt – yes, and Mr. Buscaglia – yes.

The board reviewed the bills for payment for May (in the amount of \$200,535.36, list attached). Roger Gravatt made a motion to approve the bills for payment. Wayne VanHise seconded the motion and the motion was passed by the following roll call vote: Mr. Gravatt – yes, Mr. VanHise – yes, Mr. Dreyer – yes, and Mr. Buscaglia – yes.

VIII. Reports from other Agencies

FSA

- There is a new loan program with low rates available for portable farm storage. There is more money available than ever before.

NRCS - Nicole Ciccaglione

- There will be an evening to celebrate and education on land stewardship at a Wine and Equine event on May 19th.
- There are two (2) conservation plans ready for District signature:
 1. EQIP, Forest Management Plan in Old Bridge
 2. AMA contract in Upper Freehold

Roger Gravatt made a motion to sign the two conservation plans. Wayne VanHise seconded the motion and the motion was unanimously passed.

IX. Correspondence

Education Report

Draft itinerary of the 2016 Northeast Regional Meeting in Cape May County. The meeting will take place in early August.

X. Committee Reports

A. Education Committee

1. Education Outreach:

- *Trout in the Classroom:* Trout Release Day is May 18th. It will be held at the Jackson Forest Resource Education Center (FREC) again this year. A press release has gone out to local media. We will have the soil tunnel at this event, weather permitting.

- *Scholarship*: We received six scholarship applications.
- *Annual Report*: Is being reviewed and will be sent to the printers this month.
- *Enviroscape*: The Holmdel Environmental Commission borrowed the unit for their Earth Day event. The Land O'Pines School also borrowed it for their Earth Day activities.
- *Pollinators in the Classroom*: Equipment for the PIC program has been delivered to each of the four new schools. Potted plants will go out to the new schools this month to jump start their pollinator gardens.
- *County Fairs*: Applications have been submitted for spaces at Monmouth and Middlesex County Fairs. The Monmouth County Fair will be July 27th-31st. The Middlesex County Fair will be August 1st-7th.

2. NJ Conservation

- *Envirothon*: 36 teams registered. Holly coordinated the Central Envirothon Team Training held at the FREC for thirty-four students and advisors. The event is on May 14th at North Branch Park in Somerset County. Holly and Christina will work the event.
- *Rutgers Day*: Thousands of people went through the Soil Tunnel at Rutgers Day. We distributed Pollinator Materials and *We All Need Trees* booklets. Courtney and Brian worked the event.
- *NJ Conservation Poster Contest*: District winners were selected and 1st place entries were sent to Trenton for the State level competition. All four of our first place winners placed first at the State level as well. An award ceremony will take place this month in Trenton.

B. Nominating Committee

The committee met on April 12th. The terms of Donald Patterson and Roger Gravatt are due to expire on June 30, 2016. Both nominations were accepted by the Committee and submitted to the SSCC for approval.

XI. District Manager's Report

1. *Exempt Municipalities*:

- Both Piscataway and Sayreville were given Conditionally Satisfactory ratings this year. The reports specify the deficiencies. Bob Dreyer made a motion to sign the Exempt Municipality reports as presented and forward them to the SSCC for approval. Wayne VanHise seconded the motion and the motion was unanimously passed.

2. *Budget Highlights:*

- In preparation of the fiscal year 2017 budget, these are the large purchases that are proposed:
 - a) The 2008 Ford Ranger is due to be traded in and Ines would like to purchase a new pick-up to replace it so that there is at least one pick-up in the fleet. Ford is no longer making the Ranger; therefore, the next size up is the F150. After some discussion, it was determined that Ines would price out the basic F150 model as well as the GMC and Chevy version of a small pick-up.
 - b) Computers: replacement of three units that are out of warranty and one server. The estimated cost of the units and server with installation is \$11,000.
 - c) Internet Service: the current service through the County has become overly restricted and has hampered some of the District's day to day workings. Mike Hill and Bob Babezski have met with the local internet company (Optimum). With permission from the County, would like to install a dedicated line into the building for our use only. The cost of the line installation is \$9,500 and then a monthly maintenance fee of \$120 would be required.

3. *Boot Camp:*

- NRCS will be offering Boot Camp training to District employees. There is an upcoming training session in Lincoln, Nebraska that Ines would like to send Courtney Davidson to. NRCS will reimburse for transportation and lodging as well as pay for the training. The District would pay up front and Courtney would turn in her receipts to the District for reimbursement. Roger Gravatt made a motion to send Courtney to the NRCS training in Lincoln and reimburse her for food, a car if necessary and incidentals upon her return and given receipts. Wayne VanHise seconded the motion and the motion was passed by the following roll call vote: Mr. Gravatt – yes, Mr. VanHise – yes, Mr. Dreyer – yes and Mr. Buscaglia – yes.

XI: Old Business

- There was no old business at this time.

XIII: New Business

1. Bob Dreyer made a motion to approve the attached list of certified Soil Erosion and Sediment Control plans for April and May. Roger Gravatt seconded the motion and the motion passed unanimously.

2. Wayne VanHise made a motion to approve the attached list of denied Soil Erosion and Sediment Control plans for April. Bob Dreyer seconded the motion and the motion was unanimously passed. There were no denied Soil Erosion and Sediment Control plans for May.
3. The Board has acknowledged the list presented of the Authorizations to Discharge permits granted by the NJ DEP.
4. After some discussion, it was determined that Ines would have a written form of her monthly report as a summary.
5. After some discussion, it was determined that an income line would be added to the Treasurer's Report comparing month to month income as well as year to date income to the previous fiscal year.

XIV: Adjournment

- Wayne VanHise made a motion to adjourn the meeting. Bob Dreyer seconded the motion, and the motion was unanimously carried.

The next meeting is scheduled for Wednesday, June 8, 2016, at 7:30 pm.

Charles Buscaglia
Chairman

Christina F. LaBianca
Secretary