

FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting
June 8, 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 and Christina F. LaBianca

Others Present: None

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 May 18, 2016, regular meeting. Wayne VanHise made a motion to approve the minutes of the regular meeting as presented. Donald Patterson seconded the motion. The motion was unanimously passed.

VI. Treasurer's Report

The Board members reviewed the Treasurer's Report. Wayne VanHise made a motion to approve the Treasurer's Report as presented. Donald Patterson seconded the motion. The motion was passed by the following roll call vote: Mr. Patterson – yes, Mr. VanHise – yes, and Mr. Buscaglia – yes.

VII. Bills for Payment

The board reviewed the bills for payment for June (in the amount of \$110,712.82, list attached). Donald Patterson 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. Patterson – yes, Mr. VanHise – yes, and Mr. Buscaglia – yes.

VIII. Correspondence

Education Report

IX. Committee Reports

A. Education Committee

1. Education Outreach:

- *Plants for Pollinators:* We gave each of the five new schools 15 potted plants (azalea, buddleia, coreopsis, verbena, butterfly milkweed, and parsley) to jumpstart their pollinator gardens.
- *Trout in the Classroom:* Trout Release Day was held at the Forest Resource Education Center. 130 students released hundreds of trout into the Toms River and then participated in soil, watershed, wildlife and forestry activities. We are going to select two new schools for the TIC 2016-2017 program.
- *Scholarships:* The 6 scholarship applications will be reviewed by the committee this month.
- *Annual Report:* Has been sent to the printer and will be mailed this month.
- *Enviroscape:* The Monmouth County Junior Gardeners program borrowed the unit. We also provided pollinator-themed activity booklets.
- *Photo Contest:* The brochure is being created and promotion of the contest begins this month. The deadline is October 14th.
- *County Fairs:* We have reserved 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:* The event went very well with the West Windsor Plainsboro North team from Middlesex County winning the event. 35 teams participated and 156 students and advisors camped on Friday night.
- *NJ Conservation Poster Contest:* Each of our 1st place winning posters were sent to Trenton for the State level contest and placed first in all grade divisions. The NJ Conservation Awards Program was held mid-month and all 4 of our winners attended. We also had 2 first place National winners from 2015 attend.

X. District Manager's Report

1. *Fiscal Year 2017 Budget:*

- The Administrative Committee met on 6/3/16. Only a few minor changes were made to the proposed budget.
- Category 1: up 4% - salary adjustments were based on current salaries, title changes and compensation for comparable service within salary range.
- Category 3: up 24% - increase due to increased postage and rise in office supply costs (such as: copy paper, letterhead, envelopes).
- Category 4: down 12% - decrease due to the fall in gas prices.

- Category 5: up 2% - increased due to annual computer hardware maintenance costs. Ines is still discussing the overall maintenance agreement, but the anti-virus software renewals increased marginally as well.
- Category 6: no change - since the Northeast Regional Conference is in New Jersey and will not require out of state travel.
- Category 7: up 17% - increased with the addition of coverage for the grant project obligations.
- The total proposed budget is \$ 2,070,786.00, which is an increase of 4.72% over last year. Donald Patterson made a motion to approve the Fiscal Year 2017 Budget as presented and to send a copy to the State Soil Conservation Committee. Wayne VanHise seconded the motion and the motion was passed by the following roll call vote: Mr. Patterson – yes, Mr. VanHise – yes, and Mr. Buscaglia – yes.

2. *Shared Services - County:*

- Ines met with John Tobia, the Director of the Department of Public Works & Engineering for Monmouth County, to discuss the possibility of the County assisting with some of the basins for the Manalapan Brook Grant.
- Mr. Tobia feels his staff is capable of the work that needs to be done, will just need to make sure an in-kind service agreement could be extended to the District.

3. *Inspection Agreement with Townships:*

- The Department of Environmental Protection (DEP) is asking municipalities to collect data on basin within their towns.
- The District has much of the information regarding the locations, but not of the current conditions.
- An agreement will be created to have the District assist in collecting this information for the municipalities/DEP if requested. A fee for the service would be determined.

4. *Northeast Sponsorship Request*

- The New Jersey Association of Conservation Districts (NJACD) is working with the Northeast Association to make the 2016 Conference as informative as possible. They are also looking to keep the cost low to bring new partners and the broadest possible attendance to the conference.

5. *Manager's Narrative:* see attached

XI: Old Business

- There was no old business at this time.

XII: New Business

1. Donald Patterson made a motion to approve the attached list of certified Soil Erosion and Sediment Control plans for June. Wayne VanHise seconded the motion and the motion passed unanimously.
2. There were no denied plans for June.
3. The Board has acknowledged the list of Authorizations to Discharge permits granted by the NJ DEP.

XIII: Reports from other Agencies

None present

XIV: Adjournment

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

The next meeting is scheduled for Wednesday, July 13, 2016, at 7:30 pm.

Charles Buscaglia
Chairman

Christina F. LaBianca
Secretary