

## FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting  
November 13, 2013

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

	<i>Present</i>	<i>Absent</i>
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 October 9, 2013, regular meeting. Roger Gravatt made a motion to approve the minutes of the regular meeting as presented. Roger Don Patterson seconded the motion. The motion was unanimously passed.

### VI. Treasurer's Report

The Board members reviewed the Treasurer's Report. Don Patterson made a motion to approve the Treasurer Report as presented. Roger Gravatt seconded the motion. The motion was passed unanimously.

### VII. Bills for Payment

The list of bills for payment was reviewed by the Committee of Purchase. Roger Gravatt made a motion to pay the bills as presented. Don Patterson seconded the motion and the passed by the following roll call vote: Mr. Gravatt – yes, Mr. Patterson – yes and Mr. Buscaglia – yes.

VIII. Correspondence

Education Report

Announcement of new attorney has joined the firm, now known as Widman, Cooney, Wilson, McGann & Fitterer

August 21, 2013 Copy of letter to Secretary Fisher regarding the celebrating of 30 years of preserving farmland and protecting the right to farm

October 25, 2013 Letter to NJACD President regarding the continued participation in the New Jersey Flower and Garden Show

IX. Committee Reports

**Education Committee**

1. Education Outreach:

- *Marlboro Green Fair:* Holly and Brian attended the Green Fair in Monroe Township, where over 2,000 visitors went through the soil tunnel. We received a thank you from Lucille DiPasquale, Steward of Open Space Shade Tree Commission.
- *Trout in the Classroom:* Eggs were delivered to all the schools. Eggs have begun hatching across the state.
- *Photo Contest:* 83 entries were received this year. The winners will be selected and notified by the end of the month.
- *Plants for Pollinators:* Reports are coming in from teachers on their fall garden activities and observations.

2. NJ Conservation Partnership

- *Poster Contest:* Holly has created the brochure for the poster contest this year. The theme for the 2014 Poster Contest is - "Dig Deeper: Mysteries in the Soil."
- *Envirothon:* The first meeting has taken place. The 2014 event will be held at Monclair University's School of Conservation in Sussex County. Holly is editing the Envirothon annual newsletter.
- *Flower Show:* Our first planning meeting is the beginning of this month for the 2014 Flower Show, which will be February 13-16. The theme is "America Blooms."

X. District Manager's Report

1. Request for File Destruction

- It is time for another destruction to make room for files. All files that have had a final disposition date of seven years or longer have been pulled to be destroyed as well as financial files over seven years old. Roger Gravatt made a motion to send the request for destruction to the state for approval. Don Patterson seconded the motion and the the motion was unanimously passed.

2. Certificate of Deposit Maturing

- The CD at Connect One bank for \$500,000 is due to mature on 11/16/13. At this time it is recommended that the CD not be renewed, but be cashed out for use by the district. Don Patterson made a motion to cash out the CD. Roger Gravatt seconded the motion and the motion was passed unanimously.

3. TIC Equipment

- A letter was sent to Mt. Carmel School asked for either the return of the unused TIC equipment or payment for the equipment. A check was received.

4. Manalapan Brook Grant Update

- Getting to start the work on the first project
- Letters of support and resolutions are being signed and the first voucher for the first draw down of funds has been processed.

*XI: Old Business*

- A Nutrient Management Plan for a farm in Howell needs to be signed by the board before being sent to the SSCC. Don Patterson made a motion to sign the Nutrient Management plan. Roger Gravatt seconded the motion and the motion was unanimously passed.

*XII: New Business*

1. Roger Gravatt made a motion to approve the attached list of certified plans. Don Patterson seconded the motion and the motion passed.
2. Roger Gravatt made a motion to approve the attached list of denied plans. Don Patterson seconded the motion and the motion passed.
3. Roger Gravatt made a motion to approve the attached list of authorized stormwater permits. Don Patterson seconded the motion and the motion passed unanimously.

*XIII: Reports from other agencies represented*

- none

*XIV: Adjournment*

Availability for the December meeting date was discussed. It was determined that the December meeting would be moved up one week to December 4<sup>th</sup> and proper notifications would be posted.

Don Patterson made a motion to adjourn the meeting. Roger Gravatt seconded the motion, and the motion was unanimously carried.

The next meeting is Wednesday, December 4, 2013, at 1:30 pm

Charles Buscaglia  
Chairman

Christina F. LaBianca  
Secretary