

## FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting  
September 17, 2014

4000 Kozloski Road  
Freehold, NJ

I. Call to Order

Chairman Charles Buscaglia called the meeting to order at 9:00 am.

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: Nicole Ciccaglione, Natural Resources Conservation Service

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 July 9, 2014, regular meeting. Roger Gravatt 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

The Board members reviewed the Treasurer's Report as read by Mr. Gravatt. Bob Dreyer 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 Committee of Purchase reviewed and signed all the checks (in the amount of \$167,346.48, list attached) for payment in August, since there was no board meeting. Roger Gravatt made a motion to sign the list of bills for payment from August. Bob Dreyer seconded the motion and the motion was passed by the following roll call vote: Mr. Gravatt – yes, Mr. Dreyer – yes, and Mr. Buscaglia – yes.

The board reviewed the bills for payment for September (in the amount of \$190,341.60, list attached). Roger Gravatt made a motion to pay the bills as presented. Bob Dreyer seconded the motion. The motion passed by the following roll call vote: Mr. Dreyer – yes, Mr. Gravatt – yes, and Mr. Buscaglia – yes.

As per direction from the District auditor, it is in the best interest of the District to amend the fiscal year 2015 budget to add the \$18,493 that was received in August 2013 and reported as an unrestricted fund balance in fiscal year 2013 for Hydrology Database entry. The transfer will be made between The Provident Bank account ending in 6099 to 6110. Bob Dreyer made the motion to adopt a resolution 2015-007 (attached) to move the funds from fiscal year 2013 to fiscal year 2015 for the Hydrology Database entry project. Roger Gravatt seconded the motion and the motion was passed by the following roll call vote: Mr. Gravatt – yes, Mr. Dreyer – yes, and Mr. Buscaglia – yes.

VIII. Correspondence

Education Report

There is a Supervisor training session on the Supervisor manual after the regular State Soil Conservation Committee meeting on October 20<sup>th</sup> in Trenton and all Supervisors are invited to attend

IX. Committee Reports

**A. Education Committee – AUGUST REPORT**

1. Outreach:

- *County Fairs:* Our “Education” display included abelia, buddleia, coreopsis, enchacea, lobelia, black-eyed-susan, verbena and butterfly milkweed with “Dig Deeper: Mysteries in the Soil” literature and giveaways, such as coloring changing cups and seeds. The Monmouth County Fair went well and drew in ~75,000 people. The Middlesex County Fair is August 4<sup>th</sup>-10<sup>th</sup>.
- *Trout in the Classroom:* The two new schools have submitted their Letters of Agreement. The equipment for the 2014-2015 program is already in house and will be set-up by mid-September. We had three schools drop the program and return their equipment. Two more schools will be selected for the upcoming year.
- *Scholarships:* The three scholarship winners are: Samantha Dreher from New Brunswick who attends Rutgers University, Schauer; Alyssa Petersen from Manalapan who attends Drew University, Clark; and Melissa Clelland from New Brunswick who attends Rutgers University, Munch.
- *Photo Contest:* The contest is being promoted at the county fairs and newspapers. Entries have already started to come in. The Deadline is October 11<sup>th</sup>.

2. NJ Conservation

- *Poster Contest:* The theme for the 2015 Poster Contest is “Local Heroes – Your Hardworking Pollinators”

**B. Education Committee – SEPTEMBER REPORT**

1. Outreach:

- *County Fairs:* The Middlesex County Fair was well attended and ran for a full week. Our display included a small pollinator garden. We gave out literature, activity books, color changing cups, seed packets, photo contest and Tour de Farms information.
- *Garden Field Day:* We had the Soil Tunnel at this event at the Middlesex E.A.R.T.H Center. We also provided our new display board and literature at this event.
- *Birds, Bugs and Beyond:* We had the Soil Tunnel at Birds, Bugs and Beyond Day hosted by 4-H and the Master Gardeners at our building. Over 300 visitors went through the tunnel as they entered the event.
- *Trout in the Classroom:* The equipment and supplies will be delivered this month. We have four new teachers joining the program this year.
- *Photo Contest:* The release has been sent to newspapers and is on our website. Monmouth & Middlesex Parks have received copies of the brochure, along with the Forest Resource Education Center. The deadline is October 11<sup>th</sup>.

2. NJ Conservation

- *Poster Contest:* Holly is creating the NJ brochure for the 2015 Poster Contest, themed: “Local Heroes – Your Hardworking Pollinators”

X. District Manager’s Report

1. *File Destruction:* Over 500 files (from 1976 to 2006, see attached list) have been pulled with completion dates of seven years or more and are ready for destruction. Bob Dreyer made a motion to begin the paperwork process to allow for the destruction of these files. Roger Gravatt seconded the motion and the motion passed unanimously.
2. *H & H Database:* The staff has been working on entering the necessary hydrology data for the H & H project. Since the staff has been so busy during the day, Ines recommends having a few employee work overtime twice a week to get the data entered so that the District can receive the other half of the funds from DEP. The monies transferred through the resolution at the beginning of this meeting will be used to pay for the overtime.
3. *Audit:* The auditor has all the necessary information to complete the fiscal year 2014 audit. They expect to have it completed and to us for review at the October meeting.

*XII: Old Business*

- There was no old business to be discussed at this time.

*XIII: New Business*

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

*XI. Reports from other agencies represented*

**Nicole Ciccaglione , NRCS**

- The deadline for next year's funding is October 17<sup>th</sup>.

There are eight conservation plans ready for District signature:

1. Plainsboro Preserve in Plainsboro has a forestry plan
2. Hill Road in Allentown has a waste storage facility plan
3. Route 526 in Millstone has a Ag chemical handling and seasonal high tunnel plan
4. Surrey Lane in East Brunswick has a forestry plan
5. Imlaystown/Highstown Road in Old Bridge has a forestry/wildlife plan
6. In Wall, a forestry plan
7. Fresh Ponds Road in East Brunswick has an organic cover crop plan
8. Route 1 in New Brunswick has a forestry plan

Bob Dreyer made a motion to sign the eight plans presented for District signature. Roger Gravatt seconded the motion and the motion was unanimously passed.

*XIV: Adjournment*

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

The next meeting is Wednesday, October 8<sup>th</sup>, 2014, at 7:30 pm.