

## FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting  
July 12, 2017

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: Clare Flanagan, 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 June 14, 2017, regular meeting. Bob Dreyer 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. Donald Patterson made a motion to approve the Treasurer Report as presented. Bob Dreyer seconded the motion. The motion was passed unanimously.

*VII. Bills for Payment*

The board reviewed the final bills for payment from June (end of fiscal year 2017) as approved by the Committee of Purchase (in the amount of \$69,827.63, list attached). Bob Dreyer made a motion to pay the bills as presented. Roger Gravatt seconded the motion. The motion passed by the following roll call vote: Mr. Gravatt – yes, Mr. Dreyer – yes, Mr. Patterson – yes, and Mr. Buscaglia – yes.

The board reviewed the bills for payment for July (in the amount of \$59,934.82, list attached). Donald Patterson made a motion to pay the bills as presented. Roger Gravatt seconded the motion. The motion passed by the following roll call vote: Mr. Gravatt – yes, Mr. Dreyer – yes, Mr. Patterson – yes, and Mr. Buscaglia – yes.

VIII. Reports from other agencies represented  
**Clare Flanagan, NRCS**

- There are nine (9) conservation plans ready for District signature.
  1. East Brunswick, tracts 291, 757 & 1219
  2. Upper Freehold tract 2986
  3. Allentown tract 2988
  4. Allentown tract 2617
  5. Upper Freehold tract 93
  6. Howell tract 2897
  7. Colts Neck tract 2941
  8. Freehold Township tract 839
  9. Freehold Township tract 2977

Bob Dreyer made a motion to sign the nine conservation plans. Donald Patterson seconded the motion and the motion was unanimously passed.

- There is one (1) conservation agreement ready for District signature. IT is for block 50, lot 9.01 in Upper Freehold. Bob Dreyer made a motion to sign the agreement. Roger Gravatt seconded the motion and the motion passed unanimously.

IX. Correspondence

Education Report

NACD Leadership Urges Congress to Reject President's Proposed Cuts to Conservation press release

NACD's Statement on USDA Reorganization press release

Copy of letter from Cape-Atlantic SCD to Office of Budget and Program Analysis regarding "Improving Customer Service"

Report of Exempt Municipality Rating 2016

Draft of New Jersey Department of Agriculture State Soil Conservation Committee *Supervisor Performance Standards* policy.

X. Committee Reports

**A. Education Committee**

1. Education Outreach:

- *Pollinators in the Classroom:* Most PPIC teachers have submitted their Kit Evaluation and Status Reports. The feedback is very positive.

- *County Fairs:* We are confirmed for both the Monmouth and Middlesex fairs. Fair schedule sign-up is circulating. We will provide literature, activity booklets and giveaways. The Monmouth County Fair is July 26-30 and the Middlesex County Fair is August 7-13.
- *Trout in the Classroom:* The trout from our tank will be released into the Manasquan River at Allaire State Park next month. This year over 800 young trout were released and we reached over 7,000 people with the TIC program (including twenty-two schools and the Manasquan Environmental Center).
- *Scholarships:* Applications are being reviewed by the committee.
- *Annual Report:* Has been printed and mailed out.
- *Photo Contest:* The contest brochure has been distributed to Middlesex and Monmouth County Park Systems, FREC, and will be posted on our website. A release went out to newspapers. The deadline is October 20<sup>th</sup>.
- *A Soil Summer Program:* Holly and new education intern Alana went to the New Brunswick Public Library and led soil activities for children ages 6-11 years old. It was very successful. More programs will be done at camps in Monmouth and Middlesex Counties this month. A brief slide show was shown to the board with examples of the program.

## 2. NJ Conservation

- The Envirothon wrap up meeting will be this month. Discussion of the 2018 event host, location and date will be on the agenda.

## XI. District Manager's Report

### 1. *Fiscal Year 2018 Reorganization:*

### **Authorization of Annual Cash Management Plan**

- ❖ Resolution 2018-001 was presented to the board authorizing an annual cash management plan. Bob Dreyer made a motion to approve the resolution and Donald Patterson seconded the motion. The resolution was passed by the following roll call vote: Mr. Dreyer – yes, Mr. Patterson – yes, Mr. Gravatt – yes, and Mr. Buscaglia – yes.

### **Authorization of Bank Accounts**

- ❖ Resolution 2018-002 was presented to the board designating banks to be used for opening an account during the fiscal year. Bob Dreyer made a motion to approve the resolution and Donald Patterson seconded the motion. The resolution was passed by the following roll call vote: Mr. Dreyer – yes, Mr. Patterson – yes, Mr. Gravatt – yes, and Mr. Buscaglia – yes.

**Section one, page one, Board Members**

- ❖ Roger Gravatt made a motion to have the current offices of: Chairman-Charles Buscaglia, Vice-chairman-Bob Dreyer, Treasurer-Don Patterson, and members of Roger Gravatt and Wayne Van Hise remain. Donald Patterson seconded the motion and motion was passed by the following roll call vote: Mr. Dreyer – yes, Mr. Patterson – yes, Mr. Gravatt – yes, and Mr. Buscaglia – yes.

**Section two, page one, Committees**

- ❖ Bob Dreyer made a motion to have the existing committees remain. Donald Patterson seconded the motion and the motion was unanimously passed.

**Section two, page two, Nominating Committee**

- ❖ Bob Dreyer made a motion that this committee's officers are as noted: Ross Clayton – Chairman, members as Ken Stattel, William Potter, and Richard Obal. Donald Patterson seconded the motion and the motion unanimously passed.

**Section three, page one, Meeting Dates**

- ❖ After some discussion among the Board and District Manager regarding availability and holidays, Donald Patterson made a motion to list the regularly scheduled meeting dates through July of 2018 as the second Wednesday of each month. April through November meetings will be held at 7:30 pm and December through March meetings will be held at 1:30 pm. Bob Dreyer seconded the motion and the motion passed unanimously. A copy of these dates will be published in the local newspaper as well as posted on the District bulletin board and website.

**Section seven, Vendors and Service Contracts**

- ❖ *Legal Services:* Bob Dreyer made a motion to approve resolution 2018-003 for legal services from Widman, Cooney, Wilson, McGann & Fritterer not to exceed \$7,700.00. The retainer payments will be made at the end of each quarter. Donald Patterson seconded the motion and motion was passed by the following roll call vote: Mr. Dreyer - yes, Mr. Patterson - yes, Mr. Gravatt - yes, and Mr. Buscaglia – yes
- ❖ *Annual Audit:* Bob Dreyer made a motion to approve resolution 2018-004 for the District audit from Suplee, Clooney & Company not to exceed \$6,250.00 (to also include the Manalapan Brook Grant and CIG Grant). Roger Gravatt seconded the motion and the motion was passed by the following roll call vote: Mr. Dreyer - yes, Mr. Patterson - yes, Mr. Gravatt - yes, and Mr. Buscaglia – yes.

- ❖ *Computer Maintenance:* Roger Gravatt made a motion to approve resolution 2018-005 for computer maintenance from Intellec Solutions of New Jersey not to exceed \$14,515.00. Contract payments will be made at the end of each quarter. Donald Patterson seconded the motion and the motion passed by the following roll call vote: Mr. Dreyer - yes, Mr. Patterson - yes, Mr. Gravatt - yes, Mr. VanHise - yes, and Mr. Buscaglia - yes
- ❖ *Computer Database and Interface Services:* Bob Dreyer made a motion to approve resolution 2018-006 for computer database and interface services from Tricom Systems not to exceed \$6,000.00. Donald Patterson seconded the motion and the motion was passed by the following roll call vote: Mr. Dreyer - yes, Mr. Patterson - yes, Mr. Gravatt - yes, and Mr. Buscaglia - yes

\*\*Notice of the contracts awarded will be published in the local newspaper as well as posted on the District website\*\*

### *2. Northeast Regional Meeting*

- ❖ In the correspondence for this meeting a copy of the proposed agenda for the 2018 Northeast Regional Meeting in Burlington, VT was included. After some discussion Bob Dreyer made a motion to register any supervisor and Ines to attend the meeting if they could attend. Roger Gravatt seconded the motion and the motion was passed by the following roll call vote: Mr. Dreyer - yes, Mr. Gravatt - yes, Mr. Patterson - yes and Mr. Buscaglia - yes.

### *3. District Manager's Report Summary*

- ❖ A copy of Ines' monthly report was distributed for review, summary and comment. Bob Dreyer made a motion to accept and file the report as presented. Donald Patterson seconded the motion and the motion was unanimously passed.

## *XII: Old Business*

- There was no old business to discuss this month.

## *XIII: New Business*

1. Bob Dreyer made a motion to approve the attached list for July of certified Soil Erosion and Sediment Control plans. Roger Gravatt seconded the motion and the motion passed unanimously.
2. Bob Dreyer made a motion to approve the attached list for July of denied Soil Erosion and Sediment Control plans. Roger Gravatt seconded the motion and the motion passed unanimously.
3. The Board has acknowledged the list of Authorizations to Discharge permits granted by the NJ DEP.

*XIV: Adjournment*

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

Per the new Fiscal Year 2018 meeting dates approved at this meeting, the next meeting is scheduled for Wednesday, August 9, 2017, at 7:30 pm.

Charles Buscaglia  
Chairman

Christina F. LaBianca  
Secretary