

FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting
July 11, 2018

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 Andrea Farparan

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 June 13, 2018, regular meeting. Bob Dreyer made a motion to approve the minutes of the regular meeting as presented. Wayne VanHise seconded the motion. The motion passed unanimously.

VI. Treasurer's Report

The Board members reviewed the Treasurer's Report. Wayne VanHise made a motion to approve the Treasurer Report as presented. Bob Dreyer seconded the motion. The motion passed unanimously.

VII. Bills for Payment

The Board reviewed the final bills for payment from June (end of fiscal year 2018) as approved by the Committee of Purchase (in the amount of \$66,164.33, list attached). Donald Patterson made a motion to pay the bills as presented. Robert Dreyer seconded the motion. The motion passed by the following roll call vote: Mr. Gravatt – yes, Mr. Dreyer – yes, Mr. Patterson – yes, Mr. VanHise – yes, and Mr. Buscaglia – yes.

The Board reviewed the bills for payment for July (in the amount of \$55,911.57, list attached). Donald Patterson made a motion to pay the bills as presented. Robert Dreyer seconded the motion. The motion passed by the following roll call vote: Mr. Gravatt – yes, Mr. Dreyer – yes, Mr. Patterson – yes, Mr. VanHise – yes, and Mr. Buscaglia – yes.

Minutes of July 11, 2018

VIII. Correspondence
Education Report

IX. Committee Reports

A. Education Committee

1. Education Outreach:

- *Plants for 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 25-29 and the Middlesex County Fair is August 6-12.
- *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 500 young trout were released and we reached over 7,000 people with the TIC program (including 23 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 26th.

2. NJ Conservation

- The Envirothon wrap up meeting will be this month. Discussion of the 2019 event host, location and date will be on the agenda.

X. District Manager's Report

1. *Fiscal Year 2018 Reorganization:*

Authorization of Annual Cash Management Plan

- ❖ Resolution 2019-001 was presented to the Board authorizing an annual cash management plan. Wayne VanHise made a motion to approve the resolution and Roger Gravatt seconded the motion. The resolution passed by the following roll call vote: Mr. Dreyer – yes, Mr. Patterson – yes, Mr. VanHise – yes, Mr. Gravatt – yes, and Mr. Buscaglia – yes.

Authorization of Bank Accounts

- ❖ Resolution 2019-002 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 Wayne VanHise seconded the motion. The resolution passed by the following roll call vote: Mr. Dreyer – yes, Mr. Patterson – yes, Mr. Gravatt – yes, Mr. VanHise – 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. Wayne VanHise seconded the motion and the motion passed by the following roll call vote: Mr. Dreyer – yes, Mr. Patterson – yes, Mr. VanHise – yes, Mr. Gravatt – yes, and Mr. Buscaglia – yes.

Section two, page one, Committees

- ❖ Roger Gravatt made a motion to have the existing committees remain. Robert Dreyer seconded the motion and the motion passed unanimously.

Section two, page two, Nominating Committee

- ❖ Wayne VanHise made a motion that this committee’s officers are as noted: Ross Clayton – Chairman, members as Ken Stattel, William Potter, and Richard Obal. Will look for a representative from Middlesex County as well. Donald Patterson seconded the motion and the motion passed unanimously.

Section three, page one, Meeting Dates

- ❖ After some discussion among the Board and District Manager regarding availability and holidays, Roger Gravatt made a motion to list the regularly scheduled meeting dates through July of 2019 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. There will be no meeting scheduled for August 2018. 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:* Robert Dreyer made a motion to approve resolution 2019-003 for legal services from Davison, Eastman, Munoz, Lederman, & Paone not to exceed \$7,700.00. The retainer payments will be made at the end of each quarter. Wayne VanHise seconded the motion and motion passed by the following roll call vote: Mr. Dreyer - yes, Mr. Patterson - yes, Mr. VanHise – yes, Mr. Gravatt - yes, and Mr. Buscaglia – yes
- ❖ *Annual Audit:* Wayne VanHise made a motion to approve resolution 2019-004 for the District audit from Suplee, Clooney & Company not to exceed \$6,300.00 (to also include the Manalapan Brook Grant and CIG Grant). Donald Patterson seconded the motion and the motion passed by the following roll call vote: Mr. Dreyer - yes, Mr. Patterson - yes, Mr. VanHise – yes, Mr. Gravatt - yes, and Mr. Buscaglia – yes.

- ❖ *Computer Maintenance:* Roger Gravatt made a motion to approve resolution 2019-005 for computer maintenance from Intellec Solutions of New Jersey not to exceed \$14,550.00. 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:* Wayne VanHise made a motion to approve resolution 2019-006 for computer database and interface services from Tricom Systems not to exceed \$6,000.00. Roger Gravatt 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

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 2019 Northeast Regional Meeting in Lancaster, PA was included. After some discussion, Bob Dreyer made a motion to register any supervisor, Ines, and Timothy Thomas to attend the meeting if they could. Roger Gravatt seconded the motion and the motion passed by the following roll call vote: Mr. Dreyer - yes, Mr. Gravatt - yes, Mr. VanHise - yes, Mr. Patterson - yes and Mr. Buscaglia - yes.

3. Building Lease

- ❖ The building lease is due to expire in April 2019. Ines has had to have some discussions with the County Administrator about the use of the building conference rooms.

4. Yost Farm

- ❖ The District is currently having issues with land disturbance in Marlboro on Harbor Road. A Stop Work Order is in place, but the owners continue to work. This issue has moved on to Superior Court. A consent order has been drafted and the case is being followed closely with Doug Widman's.

5. Dutch Land Road

- ❖ Concern has been brought to the attention of the District regarding a project in Colts Neck on Dutch Land Road. We have looked into the matter and are coordinating with the municipal engineer.

6. Bid for Station #80 Basin Retrofit for Manalapan Grant

- ❖ The minutes of the bid opening for Station #80 and the recommendation of Princeton Hydro was presented to the Board for review. Robert Dreyer made a motion to accept the bid and award the contract for work to The Dawson Corporation contingent on being able to certify the availability of funds in the

amount of \$151,373.75 from NJDEP. Wayne VanHise seconded the motion and the motion passed by the following roll call vote: Mr. Dreyer – yes, Mr. Gravatt – yes, Mr. Patterson – yes, Mr. VanHise – yes, and Mr. Buscaglia – yes.

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. There were no denied Soil Erosion and Sediment Control plans this month.
3. The Board has acknowledged the list of Authorizations to Discharge permits granted by the NJ DEP.

XIV: Adjournment

Wayne VanHise made a motion to adjourn the meeting. Roger Gravatt seconded the motion, and the motion unanimously carried.

Per the new Fiscal Year 2019 meeting dates approved at this meeting, the next meeting is scheduled for Wednesday, September 12, 2018, at 7:30 pm.

Charles Buscaglia
Chairman

Christina F. LaBianca
Secretary