

## FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting  
December 12, 2018

4000 Kozloski Road  
Freehold, NJ

*I. Call to Order*

Chairman Charles Buscaglia called the meeting to order at 1:30 pm.

*II. Pledge of Allegiance*

*III. Roll Call*

*Present*

*Absent*

Charles Buscaglia

x

Bob Dreyer

x

Don Patterson

x (medical)

Roger Gravatt

x

Wayne Van Hise

x

Staff Present: Ines Zimmerman and Christina F. LaBianca

Others Present: Clare Flanagan, Natural Resources Conservation Services

*IV. Compliance Statement*

Christina F. LaBianca confirmed that the Open Public Meetings Act has 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 November 14, 2018, regular meeting. Roger Gravatt 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 - (read by Wayne VanHise)*

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

After some discussion, Robert Dreyer made a motion to open a new Certificate of Deposit of \$500,000 out of the Chapter 251 money market account at the best possible rate. Roger Gravatt seconded the motion and the motion unanimously passed.

*VII. Bills for Payment*

Prior to the December bills are paid, resolution 2019-009 was presents to the Board for review. The resolution proposed the movement of funds between categories six to seven to cover expenses. Robert Dreyer made a motion to accept the resolution. Wayne VanHise seconded the motion and the motion passed by the following roll call vote: Mr. Dreyer – yes, Mr. VanHise – yes, Mr. Gravatt – yes, and Mr. Buscaglia – yes. (resolution attached).

The Board reviewed the bills for payment for December (in the amount of \$175,010.00, list attached). Wayne VanHise 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. VanHise – yes, and Mr. Buscaglia – yes.

VIII. Correspondence

Education Report

November 14, 2018 NACD 2019 Government Affairs Priorities – Draft

November 15, 2018 Letter to NJACD President, Anthony DiLodovico, regarding the State Cost Share Program reimbursement modification resolution

November 16, 2018 Letter for the District’s attorney regarding a project in Upper Freehold Township, block 15, lot 37

2017-2018 Application Comparison

IX. Committee Reports

**A. Education Committee**

1. Education Outreach:

- *Trout in the Classroom:* We have 23 school in the program this year. The rainbow trout have hatched and are doing well.
- *Photo Contest:* The winners have been selected:
  - 1st place-Alice Brennan, Neptune, “Mommy and Me” \$200 prize
  - 2nd place-Edward Kist, North Brunswick, “A Glimpse of History” \$100 prize
  - 3rd place-Thomas Maugham, East Brunswick, “So Many Flowers, So Little Time” \$75 prize
- *Plants for Pollinations:* The PPIC teach applications will be posted online and a press release will be sent out for available kits. The application deadline is January 31, 2019.
- *Annual Report:* Requests for agency reports will go out this month.

2. NJ Conservation

- *Poster Contest:* The contest brochures will be printed for the contest. The theme for the 2019 Poster Contest is: *Life in the Soil: Dig Deeper*. The brochures will be mailed out to school and is already posted on our website.
- *Envirothon:* The 2019 event will be held at Great Times Day Camp in Camden County. Holly is editing the annual Envirothon newsletter.
- *Flower Show:* We are planning for the 2019 Flower Show. The dates have been changed for this show to late April; therefore, the District will sit out this year since it is so close to the Envirothon and see what the dates will be in 2020.

X. District Manager's Report

1. GUDPA Response

- The GUDPA coverage was discussed at the Annual NJACD Meeting
- The question of coverage for the districts was raised in 2009
- In 2017 a special declarative statement was made by the Treasury stating the Soil Districts are indeed covered under GUDPA

2. District Review Subcommittee Survey

- The committee has determined that districts should be subject to a periodic review
- The review should start with an intense self-assessment and then followed up with a more streamlined self-assessment each year or so
- There are certain criteria that should be met by each district
- This checklist of criteria have been made into an online survey they will be rolled out shortly to all districts

3. State Committee Audit Review

- Completed district audits are being sent to the SSCC

4. Concerned Citizen

- A concerned citizen has been in contact with the East Brunswick engineering department regarding the Hidden Woods project
- He has reached out to Ines and requested a site meeting with the inspector
- He has been directed back to the municipality to discuss his concerns

5. Superfund Site in South Plainfield

- Since the District is not equipped to inspect a Super Fund site, the applicants do not need to complete a Chapter 251 application per SSCC
- The engineers have reached out to the District for some guidance as to what could be expected to be on a plan for the site

6. Legal Cases

- Doug Widman is currently working on two projects involving stop work orders

7. Fee Schedule Modification

- The proposed fee schedule modification proposed to the State Committee was approved at the meeting on 12/10/18
- New copies of the schedule will be sent out in all application packets and will be posted on the District's website

XII: *Old Business*

1. Ethics training

- The NJ Department of Agriculture Uniform Ethics Code, Plain Language Guide, Supplemental Code of Ethics was handed out to each member of the Board in attendance and an acknowledgement page was signed and returned. The same guide will be handed out to each District staff member and signed acknowledgement pages will be collected.

- Outside employment forms have also been completed by all District staff
2. Cost Share Addendum
    - As cost share applications for wells are received they will be subject to an addendum for the local rates for well work reimbursement
  3. NACD Annual Conference
    - None of the board members will be attending the conference in San Antonio, TX in 2019
    - Ines will be attending as she is presenting at the conference. Courtney Davidson will also be attending from the office

*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: Reports from Other Agencies*

**Clare Flanagan, NRCS**

There are three conservation plans ready for District signature  
Energy Audit

Allentown, tract 63

Robert Dreyer made a motion to sign the one energy audit plan as presented. Wayne VanHise seconded the motion. Roger Gravatt abstained from this vote. The motion passed.

Forestry Plans

Cranbury, tract 1191

Allentown, tract 3007

Freehold, tract 3014

Robert Dreyer made a motion to sign the three forestry plans as presented. Wayne VanHise seconded the motion and the motion passed unanimously.

*XV: Adjournment*

Robert Dreyer made a motion to adjourn the meeting at 3:00 pm. Wayne VanHise seconded the motion, and the motion was unanimously passed.

The next meeting is scheduled for Wednesday, January 9, 2019, at 1:30 pm.

Charles Buscaglia  
Chairman

Christina F. LaBianca  
Secretary