

## FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting  
June 12, 2019

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 VanHise

x

Staff Present: Ines Zimmerman and Christina F. LaBianca

Others Present: Clare Flanagan, Natural Resource Conservation Services

### **IV. Compliance Statement**

Christina F. LaBianca confirmed that the Open Public Meeting 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 April 10, 2019, regular meeting. Wayne VanHise made a motion to approve the minutes of the regular meeting as presented. Roger Gravatt seconded the motion. The motion passed unanimously.

### **VI. Treasurer's Report**

Resolution 2019-010 was presented for review: to transfer \$6,000 from category 06 (Public Relations) to category 11 (Computer & Equipment Purchase). Robert Dreyer made a motion to accept Resolution 2019-010 as presented. 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, Mr. VanHise – yes, and Mr. Buscaglia – yes.

Resolution 2019-011 was presented for review: to transfer \$7,300 from category 03 (Materials & Supplies) to category 05 (Building & Utilities). Wayne VanHise made a motion to accept Resolution 2019-011 as presented. 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, Mr. VanHise – yes, and Mr. Buscaglia – yes.

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

**VII. Bills for Payment**

The Board reviewed the bills as approved by the Committee of Purchase for May (in the amount of \$177,059.65, list attached). Roger Gravatt made a motion to accept the listing as presented. Robert Dreyer seconded the motion. The motion passed by the following roll call vote:

Mr. Gravatt – yes, Mr. VanHise – yes, Mr. Patterson Mr. Dreyer – yes, and Mr. Buscaglia – yes.

The Board reviewed the bills for payment for June (in the amount of \$219,512.64, list attached). Wayne VanHise made a motion to accept the listing as presented. Robert Dreyer seconded the motion. The motion passed by the following roll call vote: Mr. Gravatt – yes, Mr. VanHise – yes, Mr. Patterson Mr. Dreyer – yes, and Mr. Buscaglia – yes.

**VIII. Correspondence**

Education Report

2018 Annual Reports from Cooperating Agencies

Staff from the District, FSA and NRCS volunteered to assist in the planting of over 1,500 perianal plugs in a stormwater basin to keep a Manalapan Brook Grant project on time and on budget. Thank you letters have been written for the Board Chairman, Charles Buscaglia, to sign. These volunteers were a tremendous help for this project.

**IX. Committee Reports**

A. Education Committee

1. Outreach:

- *Plants for Pollinators*: We gave each of the two new schools fifteen potted plants (azalea, buddleia, coreopsis, verbena, butterfly milkweed and parsley) to jumpstart their pollinator gardens.
- *Trout in the Classroom*: The trout will be released by the end of the month. We had a very successful year in raising the trout. We are going to select new schools for the TIC 2019-2020 program.
- *Scholarships*: The 2019 scholarship applications will be reviewed by the committee this month.
- *Annual Report*: The report will be posted on the website this month.
- *Enviroscape*: Monmouth County Master Gardeners and the Junior Master Gardeners program borrowed the unit. We also provided watershed themed activity booklets.
- *Photo Contest*: The brochure is being created and promotion of the contest begins this month. The deadline is October 25<sup>th</sup>.

- *County Fairs:* We have reserved spaces for this year's Monmouth and Middlesex Fairs. The Monmouth Fair is July 24-28 and the Middlesex Fair is August 5-11.

2. NJ Conservation

- *Envirothon:* The event went very well with the Marine Academy of Technology and Environmental Science (MATES) from Ocean County winning the event. 26 teams participated and 12 schools of students and advisors camped out on Friday night.
- *NJ Conservation Poster Contest:* Each of our 1<sup>st</sup> place winning posters were sent to Trenton for the State level contest and placed in the 10-12, 7-9, 4-6, and 2-3 grade divisions. The NJ Conservation Awards Program was held mid-month and our winners attended.

X. **District Manager's Report**

1. State Agricultural Development Committee (SADC) Proposal

- This Committee inquired if the Freehold Soil Conservation District would be interested in performing inspections on preserved farms for compensation.
- The Warren SCD already begun to do the inspections. Since this has been working out, the Freehold SCD and the Cape-Atlantic SCD have been asked as well.
- These inspections could generate up to \$10,000 per fiscal year for the District. About 75 inspections would have to be done per year.
- Roger Gravatt made a motion to perform the Preserved Farm inspections for the SADC. Wayne VanHise seconded the motion and the motion was passed unanimously.

2. Supervisor Letter

- District Chairman, Charles Buscaglia, sent a letter to the SSCC and all districts regarding the Supervisor Performance Standard changes made in 2017 that are affecting the possible re-nomination of supervisor with terms ending on 6/30/19.
- This letter as well as letters from other district was discussed at the SSCC meeting on June 10.
- This letter was important since it addressed possible waivers to be granted at the SSCC meeting to allow some supervisor terms to renewed.
- Both members for the Freehold SCD, (Donald Patterson and Roger Gravatt) were granted waivers and had their terms renewed to 6/30/22.

3. Notice of Claim - Accident

- This notice was given to Doug Widman to review and respond. It was noted that the notice was very deficient and the District does not have responsibility for safety on construction site

4. Proposed Fiscal Year 2020 Budget

- The proposed FY2020 budget was presented to the Board for review
- The Administrative Committee met prior to the this meeting to formalize the salary portion of the budget
- The total increase over the previous year's budget was 2.82%
- Donald Patterson made a motion to approved the proposed FY 2020 budget in the amount of \$2,284,125. Robert Dreyer seconded the motion and the motion was passed by the following roll call vote: Mr. Dreyer – yes, Mr. Patterson – yes, Mr. Gravatt – yes, Mr. VanHise – yes, and Mr. Buscaglia – yes.

5. Exempt Municipality Reports

- Sayreville Township received an Un-satisfactory rating for 2018.
- Ines asked the SSCC that the program be revoked from the Township
- At the June 10<sup>th</sup> SSCC meeting, the Committee agreed to revoke the exempt status from the Borough of Sayreville. The Committee will notify the Borough and they will have an opportunity to appeal the decision.

6. Shrewsbury Borough Project

- A senior apartment building in Shrewsbury Borough requested a partial release for their model units only.
- There were soil erosion and sediment control items that needed to be addressed in order to comply
- The District gave them a checklist of what absolutely needed to be completed before a partial release could be given
- The checklist was completed to the District's satisfaction, so a partial for the models was given

7. Mentor/Training

- Senior staff from the Freehold SCD have been mentoring and assisting in the training of new staff from the Ocean SCD.
- Staff from both offices have been meeting at each other's office to discuss site issues and enforcement issues
- The has been beneficial to all participating

***XI. Old Business***

- The Northeast Regional Conference will be held from August 25-28 in Connecticut.
- Ines M. Zimmerman and Timothy P. Thomas will be attending from our office as part of the Northeast Board
- Roger Gravatt and Wayne VanHise plan to attend at this time. Charles Buscaglia, Robert Dreyer, and Donald Patterson will let Christina know of their availability

**XII. New Business**

1. Robert Dreyer made a motion to approve the attached list of certified Soil Erosion and Sediment Control plans. Wayne VanHise 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.

**XIII. Reports from other Agencies**

Clare Flanagan, NRCS

- An Open Space Conservation plan for tracts 706, 852 & 749 is ready for District signature. Wayne VanHise made a motion to sign the conservation plan. Roger Gravatt seconded the motion and the motion was passed unanimously.
- A Cost Share payment request of \$42,981 for irrigation in Cranbury is ready for District signature. Robert Dreyer made a motion to sign the payment request. Wayne VanHise seconded the motion and the motion was passed by the following roll call vote: Mr. Dreyer – yes, Mr. Patterson – abstained, Mr. Gravatt – yes, Mr. VanHise – yes, and Mr. Buscaglia – yes.
- A Conservation plan for tracts 202 and 63 in Allentown is ready for District signature. Robert Dreyer made a motion to sign the plan. Donald Patterson seconded the motion and the motion was passed by the following roll call vote: Mr. Dreyer – yes, Mr. Patterson – yes, Mr. Gravatt – abstained, Mr. VanHise – yes, and Mr. Buscaglia – yes.
- The following nine Conservation Plans are ready for District signature:
  - Tract 3018 in Howell, tract 1492 in Howell, tract 2941 in Colts Neck, tract 1148 in Monroe Twp., tract 3019 in Ocean Twp., tract 3021 in Manalapan, tract 1384 in Howell, tract 2976 in Colts Neck and tract 2017 in Farmingdale. Robert Dreyer made a motion to sign the nine conservation plans. Roger Gravatt seconded the motion and the motion was unanimously passed.
- Two Conservation Agreements are ready for District signature:
  - Callanan in Monroe Twp. and Buchman in Marlboro. Robert Dreyer made a motion to sign the agreements. Wayne VanHise seconded the motion and the motion was passed unanimously.

The deadline for Cost Share applications for next year is 8/31/2019.

**XIV. Adjournment**

Wayne VanHise made a motion to adjourn the meeting at 9:30 pm. Roger Gravatt seconded the motion, and the motion was unanimously passed.

The next meeting is scheduled for Wednesday, July 10<sup>th</sup>, 2019, at 7:30 pm.

Charles Buscaglia  
Chairman

Christina F. LaBianca  
Secretary