

## FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting  
March 10, 2021

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

Roger Gravatt

x

Wayne VanHise

x

Staff Present: Ines Zimmerman, Christina F. LaBianca and Tim Thomas

Others Present: none

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 March 10, 2021, regular meeting. Roger Gravatt made a motion to approve the minutes of the regular meeting as presented. Donald Patterson seconded the motion. The motion passed unanimously.

VI. Treasurer's Report

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

VII. Bills for Payment

The Board reviewed the bills for payment from February as approved by the Committee of Purchase (in the amount of \$ 171,262.24, 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. Patterson, and Mr. Buscaglia – yes.

The Board reviewed the bills for payment for March (in the amount of \$164,096.58, 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. Patterson, and Mr. Buscaglia – yes.

VIII. Correspondence

February 24, 2021	This Week in Farm Bureau
February 28, 2021	FSCD Application summary/comparison
March 1, 2021	Thank you email for another season of monitoring
March 2, 2021	The NACD eResources news brief
March 3, 2021	This Month in Farm Bureau

IX. Committee Report

Education Report:

Work continues on organizing the 2021 Envirothon as a virtual event

X. District Manager's Report

1. Office Operations

- The staff will return to full office hours and full employees in office on July 1<sup>st</sup>
- All employees have been completely vaccinated with the except of one for health reasons
- There has been an increase of new plans received from February 2020 to February 2021
- The average monthly income over the first eight months of this fiscal year has averaged close to \$5,000 more than anticipated

2. Computer Database Update

- To create a more secure connection when out of the office, the District will need to obtain a VPN (Virtual Private Network) dedicated to strictly our use
- More “behind the scenes” work needs to be completed to make our current database interface better with other platforms
- Requested “generic” proposals to get an idea of pricing. There was a large variety in the amounts
- Now trying to narrow down what can be done in house and what needs to be sourced out to get a better idea of cost

- Looking to use some of the FY21 surplus to begin the work and budget rest of cost in the FY22 budget.

3. State Soil Conservation Committee Meeting

- The SSCC meeting was held virtually on March 8<sup>th</sup>.
- The Cape-Atlantic district had their hour rate change of \$95/hour to \$105/hour approved by the committee.

*XI: Reports from other Agencies*

- There is one (1) State Cost Share application ready for District signature for an underground drainage system in Upper Freehold on block 13, lot 1. Donald Patterson made a motion to sign the cost share application, Charles Buscaglia seconded the motion, Roger Gravatt abstained from the vote. The motion was passed.

*XII: Old Business*

- The supervisor standard changes have been tabled for now

*XIII: New Business*

1. Don Patterson made a motion to approve the attached list for November 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*

Roger Gravatt made a motion to adjourn the meeting. Don Patterson seconded the motion, and the motion unanimously carried.

The next meeting is scheduled for Wednesday, April 14<sup>th</sup>, 2021 at 7:30 pm. Please see District website for more information.

Charles Buscaglia  
Chairman

Christina F. LaBianca  
Secretary