

## FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting  
January 13, 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

	<i>Present</i>	<i>Absent</i>
Charles Buscaglia	x	
Bob Dreyer		x
Don Patterson	x	
Roger Gravatt	x	
Wayne VanHise		x (medical)
Staff Present:	Ines Zimmerman and Christina F. LaBianca	
Others Present:	Louise Davis, NJACD President Lily Mehl, NJACD Executive Director	

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 10, 2020, 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 December as approved by the Committee of Purchase (in the amount of \$ 132,697.94, 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 January (in the amount of \$226,065.99, 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

December 20, 2020      Copy of letter from Burlington SCD regarding Supervisor Nomination draft of changes

IX. Committee Report

Education Report:

Work continues on organizing the 2021 Envirothon as a virtual event

X. District Manager's Report

1. Audit Review and Acceptance

- The Fiscal Year 2020 audit has been completed and given to the Board for review.
- The auditors did not have any recommendations at this time.
- Donald Patterson made a motion to accept the FY2020 audit as presented and send a copy to the State Soil Conservation Committee. Roger Gravatt seconded the motion and the motion was passed by the following roll call vote: Mr. Gravatt – yes, Mr. Patterson – yes, and Mr. Buscaglia – yes.

2. Review of Supervisor Nomination and Reappointment

- A copy of the draft changes was given to the Board for review
- Louise Davis, NJACD President will discuss more

3. Staff Update / COVID-19 Update

- The staff continues to remain on a staggered office schedule until all employees have had an opportunity to be vaccinated.

XI: *Reports from other Agencies*

**Louise Davis, NJACD President**

- The draft Supervisor performance standards is currently being discussed.
- Supervisors will be required to attend a minimum of 75% of the regular district meetings, attend at least on annual NJACD meeting and at least two NJACD business meetings, as well as two of the three regional supervisor meeting during each three-year term.

- Waivers are limited.
- Training will be incorporated for attendance into the accepted slate of points.
- Communication is the key to a successful NJACD / Board of Supervisors relationship.

**Lily Mehl, NJACD Executive Director**

- A new NJACD website has been created. The address is: [www.njacd.org](http://www.njacd.org)
- The site is updated regularly.
- Working on possibly having a quarterly newsletter.
- The NJACD wants to thank the Freehold Soil Conservation District for allowing Holly Reynolds to manage the NJ Envirothon through the transition to virtual participants.
- The NJACD looks forward to working with FSCD for the 2021 Annual State Conference as well, hopefully in person in November.

*XII: Old Business*

- There was no old business to discuss this month.

*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, March 10<sup>th</sup>, 2021 at 1:30 pm. Please see District website for more information.

Charles Buscaglia  
Chairman

Christina F. LaBianca  
Secretary