

## FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting  
May 12, 2021

4000 Kozloski Road  
Freehold, NJ

I. Call to Order

Chairman Charles Buscaglia called the meeting to order at 8:30 am.

II. Pledge of Allegiance

III. Roll Call

	<i>Present</i>	<i>Absent</i>
Charles Buscaglia	x	
Bob Dreyer		x
Don Patterson	x (via phone)	
Roger Gravatt	x (via phone)	
Wayne VanHise	x	
Staff Present:	Ines Zimmerman and Christina F. LaBianca	
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 April 14, 2021, regular meeting. Wayne VanHise 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 (read by W. VanHise)

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

VII. Bills for Payment

Resolution 2021-007 was presented for review to move funds within the budget. Wayne VanHise made a motion to approve the movement of funds that \$4,000.00 would be moved from the Insurance category to the Professional Services category. Roger Gravatt seconded the motion and the motion was passed by the following roll call vote: Mr. VanHise – yes, Mr. Gravatt – yes, Mr. Patterson – yes, and Mr. Buscaglia – yes. A copy of the resolution is attached.

The Board reviewed the bills for payment for May (in the amount of \$156,552.20, list attached). ). Wayne VanHise made a motion to pay the bills as presented. Donald Patterson seconded the motion. The motion passed by the following roll call vote: Mr. Gravatt – yes, Mr. Patterson, Mr. VanHise – yes and Mr. Buscaglia – yes.

VIII. Correspondence

March 30, 2021

Email regarding the 2021 Poster Contest

April 5, 2021

This Week in Farm Bureau

April 30, 2021

Quarterly report from SSCC for all districts for the Chapter 251 program for the first quarter of 2021. The Freehold district had the most new applications and the highest income over this period.

IX. Committee Report

A. Education Committee

No report this month

B. Nominating Committee

The supervisor term for Charlies Buscaglia is due to expire on 6/30/2021. Mr. Buscaglia has expressed that he would like to continue as a board member and has completed and signed the re-nomination form. Wayne VanHise made a motion to send the completed form for Mr. Buscaglia to the State Soil Conservation Committee (SSCC) for approval. Roger Gravatt seconded the motion and the motion was passed by the following roll call vote:

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

X. District Manager's Report

1. Computer Contract

- The software engineering company work continues
- The scope of work needed is being finalized
- So of the funds for the work will be paid in this fiscal year and the rest in year's fiscal year budget

2. Sale of Computer Equipment Surplus

- The equipment was advertised on Govdeals and a bid was received and accepted for \$345.00

### 3. Fiscal Year 2022 Proposed Budget Highlights

- In category 11, Equipment and Vehicle purchases the proposed purchases are:

Replace one 2015 Ford Escape with a 2022 Ford Ranger for an estimated \$21,000

Seven Surface Pro units with docking stations and installation, software upgrades and extras computer accessories for an estimated \$14,132

Remainder of the Database Upgrade for an estimated \$25,000

### 4. Supervisor Regional Meetings

- During the virtual meeting last night, the Assunpink Project agreement between NRCS, Hamilton Township, Mercer SCD, Monmouth County, Mercer County and Freehold SCD from July 1964, concerning eight dams and recreation areas was discussed.
- Some of the dams need to be reengineered, decommissioned, repaired or replaced.
- There are funds available at the federal level for assistance with these dams.
- There was a resigning of the agreement in December 2001 to close out a portion of the work as well as extend the agreement with all parties.
- Per the agreement, the only way for an agency to step out is to get permission from all parties involved.
- Right now, Hamilton Township is looking for support that the dams are a critical issue that needs to be addressed.
- There is a virtual meeting scheduled this morning to discuss the agreement in more detail and Ines will be able to report more at the June meeting.
- The Board asked that during the meeting Ines get the exact location of the dams involved, our responsibilities if any, and the scope of the project and find out if our District is liable in any way.

### 5. Fee Schedule

- Ines has been gathering information to send a request to the SSCC for an hourly rate increase from \$110/hour to \$125/hour. Wayne VanHise made a motion to send in the request with the supporting documentation for SSCC review. Donald Patterson seconded the motion and the motion was unanimously passed.

*XI: Reports from other Agencies*

- There are none this month

*XII: Old Business*

- The supervisor standard changes continue to be tabled at this point

*XIII: New Business*

1. Roger Gravatt 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.

*XIV: Adjournment*

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

The next meeting is scheduled for Wednesday, June 9<sup>th</sup>, 2021 at 8:30 am, since the building is still scheduled to be closed in the evenings at this point

Charles Buscaglia  
Chairman

Christina F. LaBianca  
Secretary