

FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting
May 10, 2023

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 (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 January 11, 2023, 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 Christina LaBianca)

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

VII. Bills for Payment

The Board reviewed the bills for payment from February 2023 as approved by the Committee of Purchase (in the amount of \$180,506.82, list attached). Wayne VanHise made a motion to pay the bills as presented. Robert Dreyer seconded the motion. The motion passed by the following roll call vote: Mr. Gravatt – yes, Mr. Patterson - yes, Mr. Dreyer – yes, Mr. VanHise – yes and Mr. Buscaglia – yes.

The Board reviewed the bills for payment for March 2023 as approved by the Committee of Purchase (in the amount of \$147,459.34, list attached). Robert Dreyer made a motion to pay the bills as presented. Wayne VanHise seconded the motion. The motion passed by the following roll call vote: Mr. Gravatt – yes, Mr. Patterson - yes, Mr. Dryer – yes, Mr. VanHise – yes and Mr. Buscaglia – yes.

The Board reviewed the bills for payment for April 2023 as approved by the Committee of Purchase (in the amount of \$450,077.64, 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. Patterson - yes, Mr. Dryer – yes, Mr. VanHise – yes and Mr. Buscaglia – yes.

The Board reviewed the bills for payment for May 2023 (in the amount of \$125,624.24, 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. Patterson - yes, Mr. Dryer – yes, Mr. VanHise – yes and Mr. Buscaglia – yes.

VIII. Correspondence

February 1, 2023	NJACD request for donation for the 2023 New Jersey Envirothon
February 28, 2023	Letter and invoice to renew South Jersey RC&D dues
March 9, 2023	NJACD Board of Directors Agenda for meeting on March 13, 2023 along with copies of reports from the meeting
April 3, 2023	Memo from SSCC regarding Soil & Water Conservation Project Cost Share Rates
April 4, 2023	The NACD eResources Thank you note from Andrea Farparan for allowing her to attend the NACD National Conference in New Orleans
March 13, 2023	At the SSCC meeting documents were discussed regarding transparency on all district website. FSCD is in compliance.

March 13, 2023

At the SSCC meeting documents were discussed regarding “Daniel’s Law”. This law addresses having personal information on elected officials on websites. It was named for a judge’s son who was murdered in her home by a person she had in her court. FSCD does not have any personal information on our website.

IX. Committee Report

A. Education Committee

No report this month

X. District Manager’s Report

1. Secretary, Douglas Fisher

- At the State Soil Conservation Committee meeting on March 13, 2023 Secretary Fisher announced he will be retiring as Secretary as of July 1st, 2023. No replacement has been named yet.

2. Audit Status

- The FY2022 audit was presented to the Board for review. After finding no findings/recommendations, Robert Dreyer made a motion to accept the FY2022 audit as presented. Wayne VanHise seconded the motion and the motion was passed unanimously.
- When quote requests for the FY2024 year were sent out, the quote received from our current auditor, Suplee, Clooney & Company for the FY2023 audit was \$10,000 (a 56% increase). Christina reached out to the other soil districts and found that the average amount paid was around \$7,000. Christina then spoke with Jump, Perry & Company (used by the Ocean SCD). There quote was \$18,825. Charles Buscaglia spoke with Suplee, Clooney & Company and the District received a revised quote of \$8,225.

3. Supervisor Re-Appointment

- The terms of Robert Dreyer and Wayne VanHise are due to expire on June 30, 2023. Both have voiced their continued interest. The SSCC has not allowed for outside employment and experience to possibly be used. The forms were signed and sent to the SSCC in April.

4. Fiscal Year 2024 Budget Highlights

- Computer purchase should remain about the same and with Freehold Township working with us, they do not charge for installation, so monies are able to be utilized for equipment.
- The price of vehicles as increased and therefore so has this line item.

5. Fee Schedule Update

- The new fee schedule was approved by the SSCC at the March meeting. Notice of the new schedule and engineer contact information was mailed out to over 1,500 engineers.
- The new schedule will go into effect on May 15, 2023. The new District hourly rate is \$125.00

XI: Reports from other Agencies

None

XIII: New Business

1. Robert Dreyer made a motion to approve the attached list for May of certified Soil Erosion and Sediment Control plans. Donald Patterson seconded the motion and the motion passed unanimously.
2. Robert Dreyer made a motion to approve the attached list for May of denied Soil Erosion and Sediment Control plans. Donald Patterson seconded the motion and the motion was unanimously passed.
3. The Board has acknowledged the list of Authorizations to Discharge permits granted by the NJ DEP.

XIV: Adjournment

Donald Patterson made a motion to adjourn the meeting Wayne VanHise seconded the motion, and the motion unanimously carried. The next scheduled meeting is Wednesday, June 14th, at 1:30 pm.

Charles Buscaglia
Chairman

Christina F. LaBianca
Secretary