

FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting
May 8, 2024

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 (medical)

Wayne VanHise

x

Staff Present: Timothy Thomas, Paul Califano, Christina LaBianca, and
Andrea Farparan

Others Present: Brian Logan, Suplee, Clooney & Company

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 11, 2024, regular meeting. Wayne VanHise made a motion to approve the minutes of the regular meeting as presented. Robert Dreyer seconded the motion. The motion passed unanimously.

VI. Treasurer's Report

The Board members reviewed the Treasurer's Report. Wayne VanHise 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 for May in the amount of \$193,115.49, (list attached). Robert Dreyer made a motion to pay the bills as presented for May. Wayne VanHise seconded the motion. The motion passed by the following roll call vote: Mr. VanHise – yes, Mr. Dreyer – yes, Mr. Patterson – yes, and Mr. Buscaglia – yes.

VIII. Correspondence

Proclamation observing Soil & Water Stewardship week 4/28 to 5/5/2024 from Governor Murphy

IX. Committee Report

No reports this month

X. District Manager's Report

1. Audit

- Brian Logan, the auditor from Suplee, Clooney & Company, was here to further explain the comments and recommendations made in the FY2023 completed audit
- Many questions were asked by the board members regarding the comments and were answered by Mr. Logan
- Wayne VanHise made a motion to accept the Fiscal Year 2023 audit as presented and to send a copy along with the District's comments to their recommendations to the State Soil Conservation Committee. Donald Patterson seconded the motion and the motion was passed by the following roll call vote: Mr. VanHise – yes, Mr. Patterson – yes, and Mr. Buscaglia – yes (Mr. Dreyer left before this vote was taken)

2. Administrative Committee

- The administrative committee met before this meeting to discuss salaries and other budgetary items for the upcoming Fiscal Year 2025 budget
- The full FY2025 budget will be presented at the June meeting for approval

3. Changing of Banks

- Charlie, Tim and Christina met to discuss the issues with Provident Bank in regards to changing the authorized signers on the accounts
- After much discussion, it was determined it was in the best interest of the District to close the accounts at Provident Bank and move the three accounts (Chapter 251, District and Payroll) to Freehold Bank
- The transition went very smoothly and all accounts are now moved and active

4. Database Install

- The final tests have been done, and the updated database is ready to be installed on our servers for District use
- Coordination of Control Point Associates, us and Freehold Township IT need to be made for the in-house conversion to be completed (should be done by mid-June)

5. Selling Database

- A few other districts have voiced an interest in purchasing the update version of our database
- When the District first moved to the access based program five other districts purchased the database for their use
- Once we have it up and running, we will be able to determine a fair selling price of the program only. Any district that wishes to purchase the program will be responsible for their own IT upkeep

6. Northeast Regional Meeting

- The Northeast Regional Conference will be held in Boston, MA from August 10-13, 2024
- On the website, the current “early bird” registration deadline is June 30th. Tim spoke to them stating that this date is an issue with fiscal year expense cutoffs. Waiting to see if the date will be pushed back a few days
- Please let Tim know of you intent to attend this conference or not at the June meeting

XI: Reports from other Agencies

None

XII: Old Business

There was no old business to discuss at this time.

XIII: New Business

1. Wayne VanHise made a motion to approve the attached list of certified Soil Erosion and Sediment Control plans. Donald Patterson seconded the motion and the motion passed unanimously.
2. There were no denied plans this month.
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 12th, at 1:30 pm.

Charles Buscaglia
Chairman

Christina F. LaBianca
Secretary