

FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting
November 13, 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, Chairman

x

Bob Dreyer, Vice-Chairman

x

Don Patterson, Treasurer

x

Roger Gravatt, Supervisor

x

Wayne VanHise, Supervisor

x

Staff Present: Timothy Thomas, District Manager, Paul Califano, Assistant District Manager and Andrea Farparan, Board Secretary

Others Present: Kasey Cummings, Acting District Conservationist, Natural Resources Conservation Services (NRCS)

IV. Compliance Statement

Andrea Farparan confirmed that the Open Public Meetings Act has been satisfied by notifying the Asbury Park Press, the Home News, Monmouth and Middlesex County Clerks and posting at the entrance to the District office.

V. Approval of Minutes

The Board members reviewed the minutes of the September 11, 2024, regular meeting. Supervisor Van Hise made a motion to approve the minutes of the regular meeting as presented. Supervisor Patterson seconded the motion. The motion passed unanimously.

VI. Treasurer's Report

The Board members reviewed the Treasurer's Report. Supervisor Van Hise made a motion to approve the Treasurer Report as presented. Supervisor Dreyer seconded the motion. The motion passed unanimously.

VII. Bills for Payment

The Board reviewed the bills for payment as approved by the Committee of Purchase for October in the amount of \$128,853.73, (list attached). Supervisor Gravatt made a motion to pay the bills as presented for October. Robert Dreyer seconded the motion. The motion passed by the following roll call vote: Supervisor Dreyer – yes, Supervisor Patterson – yes, Supervisor Gravatt – yes, Supervisor VanHise – yes, and Supervisor Buscaglia – yes.

The Board reviewed the bills for payment for November in the amount of \$183,376.17 (list attached). Supervisor Gravatt made a motion to pay the bills as presented for November. Supervisor Van Hise seconded the motion. The motion passed by the following roll call vote: Supervisor Dreyer – yes, Supervisor Patterson – yes, Supervisor Gravatt – yes, Supervisor VanHise – yes, and Supervisor Buscaglia – yes.

VIII. Correspondence

No correspondence to be discussed

IX. Committee Report

No reports this month

X. District Manager's Report

1. Shade Tree Conference

- Tim Thomas attended the New Jersey Shade Tree Federation Conference held on October 17th and 18th in Atlantic City. Attendees included municipal foresters and New Jersey Department of Environmental Protection personnel. Training on requirements for management plans was presented among other topics. Mr. Thomas was able to circulate the job opening description for the Forester position which did lead to an applicant.

2. National Conference

- Tim Thomas and Andrea Farparan will be attending the 79th National Association of Conservation Districts (NACD) Annual Meeting being held in Salt Lake City, Utah February 8 – 12, 2025. The Keynote Speaker is Marilyn Vetter, President and CEO of Pheasants Forever. The full agenda has several breakout sessions scheduled including employee training sessions. Freehold Soil will again participate in the NACD's Pack-A-Book Drive.

3. Project Status

- Tim Thomas reported that after arbitration a settlement of \$7,000.00 was offered for the eight (8) lot industrial subdivision project in Upper Freehold. Upon approval the file will be finalized and any new proposed activity will require submission of a new Application for Soil Erosion and Sediment Control Plan Certification. Supervisor Dreyer made a motion to approve the settlement of \$7,000.00. Supervisor Patterson seconded the motion. The motion passed by the following roll call vote: Supervisor Dreyer – yes, Supervisor Patterson – yes, Supervisor Gravatt – yes, Supervisor VanHise – yes, and Supervisor Buscaglia – yes.

- Revised Soil Erosion and Sediment Control plans were received for a mine in Millstone project. John Showler, P.E., State Erosion Control Engineer, New Jersey Department of Agriculture reviewed the revised plans and recommended the plans for certification. Under the advice of Doug Widman, Esquire (District Attorney), a letter was issued stating that the remittance of the \$850.00 revision fee does not waive the outstanding balance of fees due for the file.

4. Unclaimed Property

- The District provided the requested documentation to claim the funds due. The claim is currently under review.

5. Annual Meeting

- The 2024 New Jersey Association of Conservation Districts (NJACD) Annual Meeting is being held on Monday, November 25th at the Rutgers Eco Complex, Bordentown. Attendance is required.

XI: Reports from other Agencies

Kasey Cummings, NRCS

- The irrigation wells on the approved Cost Share plan in Howell were completed. Supervisor Dreyer made a motion for payment of the cost share. Supervisor Gravatt seconded the motion. The motion passed unanimously.

XII: Old Business

1. Staffing

- Interviews are scheduled over the next two weeks for the secretary and forester positions.

2. Vehicle Bids

- The bid opening for the 2025 Ford Maverick took place at 11:00 a.m. on October 22, 2024 as denoted in the Bid Packet. One bid was received from Hertrich Fleet Services. Supervisor Dreyer made a motion to accept the bid as presented with the trade-in of the 2012 Ford Escape for a net cost of \$25,388.00. Supervisor Gravatt seconded the motion. The motion passed by the following roll call vote: Supervisor Dreyer – yes, Supervisor Patterson – yes, Supervisor Gravatt – yes, Supervisor VanHise – yes, and Supervisor Buscaglia – yes.

3. Certificate of Deposit

- A \$500,000.00 certificate of deposit (CD) was opened at Columbia Bank (formally Freehold Bank) as per the motion passed at the September 11, 2024 Board Meeting. The term of the CD is six months with an interest rate of 5%.

XIII: New Business

1. Supervisor Dreyer made a motion to approve the attached list of certified Soil Erosion and Sediment Control plans. Supervisor Gravatt seconded the motion. 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.
4. *Establishment of a Forestry Program:* Certification of availability of funds in the appropriation known as “Professional Development and Public Information” of the fiscal year 2025 budget was confirmed for services to establish a Forestry Program from Shelterwood Forest Managers, LLC not to exceed \$5,000.00. Supervisor Dreyer made a motion to approve Resolution 2025-007 for the Establishment of a Forestry Program. Supervisor VanHise seconded the motion and the motion passed by the following roll call vote: Supervisor Dreyer – yes, Supervisor Patterson – yes, Supervisor Gravatt - yes, Supervisor VanHise – yes, and Supervisor Buscaglia – yes.
5. *New Vehicle Purchase:* Certification of availability of funds in the appropriation known as “Vehicle and Equipment Purchases” of the fiscal year 2025 budget was confirmed for purchase of a new vehicle. Supervisor Dreyer made a motion to approve Resolution 2025-008 for the purchase of a 2025 Ford Maverick. Supervisor Gravatt seconded the motion and the motion passed by the following roll call vote: Supervisor Dreyer – yes, Supervisor Patterson – yes, Supervisor Gravatt - yes, Supervisor VanHise, and Supervisor Buscaglia – yes.

XIV: Adjournment

Supervisor Dreyer made a motion to adjourn the meeting. Supervisor VanHise seconded the motion. The motion passed unanimously. The next scheduled meeting is Wednesday, December 11th at 1:30 pm.

Charles Buscaglia
Chairman

Andrea Farparan
Secretary