

## FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting  
April 9, 2025

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 Van Hise, Supervisor

x (via phone)

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

Others Present: Tairi Melchiorre, Acting District Conservationist, Natural Resources Conservation Service (NRCS), Douglas Widman, Esquire

*IV. Compliance Statement*

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

*V. Reports from other Agencies*

Tairi Melchiorre, Acting District Conservationist, Natural Resources Conservation Service (NRCS) provided an update on the status of funding for programs due to recent executive actions.

*VI. Approval of Minutes*

The Board reviewed the minutes of the March 12, 2025, regular meeting. Supervisor Dreyer made a motion to approve the minutes of the regular meeting as presented. Supervisor Van Hise seconded the motion. The motion passed unanimously.

*VII. Treasurer's Report (read by District Manager Thomas)*

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

*VIII. Bills for Payment*

The Board reviewed the bills for payment for April in the amount of \$466,681.63 (list attached). Supervisor Dreyer made a motion to pay the bills as presented for April. Supervisor Van Hise seconded the motion. The motion passed by the following roll call vote: Supervisor Dreyer – yes, Supervisor Van Hise – yes, and Supervisor Buscaglia – yes.

IX. Correspondence

1. National Association of Conservation Districts' (NACD) Board Member, Ray Cywinski provided an update from Jeremy Peters, NACD CEO. Mr. Peters reported that "NACD is continuing our efforts to advocate on behalf the nation's 3,000 conservation districts..." and will continue to track and report on all developments.

X. Committee Report

No reports this month

XI. District Manager's Report

1. Custodian of Records

- A motion from the Board is required to appoint Andrea Farparan Custodian of Records and Timothy P. Thomas, as alternate. Supervisor Van Hise made a motion to nominate Andrea Farparan as Custodian of Records and Timothy Thomas as alternate. Supervisor Dreyer seconded the motion. The motion passed unanimously.

2. Certificates of Deposit

- Columbia Bank provided notice that a Certificate of Deposit (CD) is maturing on April 19, 2025. Supervisor Dreyer made a motion that as CDs reach maturity, terms/rates must be compared among various financial institutions. CDs are to be renewed at the best available term/rate option. Supervisor Van Hise seconded the motion. The motion passed by the following roll call vote: Supervisor Dreyer – yes, Supervisor Van Hise – yes, and Supervisor Buscaglia – yes.

3. Audit

- The District has received the Fiscal Year 2024 Audit. The Board would like clarification on a couple of items. Approval of the audit has been held until clarification is made.

4. Exempt Municipalities

- The annual review of exempt municipalities, Piscataway and Sayreville, has been completed. The District has recommended a satisfactory rating for both municipalities.

5. Comparison Charts

- The Board was provided with a comparison chart of the number of certified plans, listed by county and month, for fiscal year 2025. This was in response to Supervisor Gravatt's inquiry regarding if the number of plans certified fluctuates greatly month to month. An Applications Received Comparison Chart was also provided. The Board requested that the comparison charts be provided quarterly.

*XII: Old Business*

1. Master Gardeners Project

- At the March 12, 2025 board meeting, District Manager Thomas presented the opportunity for a cooperative project with the Rutgers Master Gardeners. District Manager Thomas asked for a motion to approve payment of \$ 1,393.83 for a 3-bin composter. The composter will be located here at the Agricultural Building and will have signage stating the project is sponsored by the Freehold Soil Conservation District. Supervisor Dreyer made a motion to approve payment for the composter. Supervisor Van Hise seconded the motion. The motion passed by the following roll call vote: Supervisor Dreyer – yes, Supervisor Van Hise – yes, and Supervisor Buscaglia – yes.

2. Unclaimed Funds

- District Manager Thomas has continued to check on the status of the claim. He is awaiting a return call from a supervisor to complete the settlement of the claim.

3. New Vehicle Update

- The new vehicle, a 2025 Ford Maverick, was delivered on Thursday, March 27, 2025. The truck has been registered, lettered and added to the insurance.

*XIII: New Business*

1. Supervisor Van Hise made a motion to approve the attached list of certified Soil Erosion and Sediment Control plans. Supervisor Dreyer seconded the motion. The motion passed unanimously.
2. Supervisor Dreyer made a motion to approve the denial of one (1) Soil Erosion and Sediment Control plan. Supervisor Van Hise seconded the motion. The motion passed unanimously.
3. The Board has acknowledged the list of Authorization to Discharge Permits granted by the New Jersey Department of Environmental Protection (NJDEP).

*XIV: Adjournment*

Supervisor Dreyer made a motion to adjourn the meeting. Supervisor Van Hise seconded the motion. The motion passed unanimously. The next scheduled meeting is Wednesday, May 14, 2025 at 1:30 pm.