

## FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting  
October 8, 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

x

Robert Dreyer

x

Roger Gravatt

x

Wayne Van Hise

x

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

Others Present:

*IV. Compliance Statement*

Secretary Farparan confirmed that pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq., adequate notice of this meeting was provided at least 48 hours in advance by publishing in the Asbury Park Press and the Home News Tribune, mailing the Monmouth and Middlesex County Clerks and posting at the entrance to the District office, a notice giving the time, date, location and, to the extent known, the agenda of this meeting, and stating whether formal action may or may not be taken.

*V. Reports from other Agencies*

- None to be reported due to federal government shutdown

*VI. Approval of Minutes*

The Board members reviewed the minutes of the September 10, 2025, regular meeting. Supervisor Gravatt made a motion to approve the minutes of the regular meeting as presented. Supervisor Dreyer seconded the motion. The motion passed unanimously.

*VII. Treasurer's Report*

The Board reviewed the Treasurer's Report. Supervisor Dreyer made a motion to approve the Treasurer's Report as presented. Supervisor Gravatt seconded the motion. The motion passed by the following roll call vote: Supervisor Gravatt - yes, Supervisor Dreyer - yes, and Supervisor Buscaglia - yes.

*VIII. Bills for Payment*

The Board reviewed the bills for payment for October (in the amount of \$219,741.30 list attached). Supervisor Dreyer made a motion to pay the bills as presented. Supervisor Gravatt seconded the motion. The motion passed by the following roll call vote: Supervisor Gravatt - yes, Supervisor Dreyer - yes, and Supervisor Buscaglia - yes.

IX. Correspondence

- The National Association of Conservation Districts (NACD) issued a memo providing *Guidance for Conservation Districts* during the federal government shutdown

X. Committee Report

None to be discussed

XI. District Manager's Report

1. New Jersey Association of Conservation District (NJACD) Annual Meeting
  - The 2025 NJACD Annual Conservation Partnership Meeting is being held on Monday, November 24, 2025 at Mercer Community College. Board supervisors are asked to notify Secretary Farparan of their attendance prior to the registration deadline of November 12, 2025.
2. Health Benefits
  - The Plan Year 2026 health insurance rates have been provided by the State of New Jersey Division of Pension and Benefits (NJDPB). The rates reflect an increase of +/- 33%. The NJDPB is permitting employers to offer an incentive to employees who waive coverage if other coverage available to them is through a non-State Health Benefits Plan. Alternate options for health insurance coverage are being explored.
3. FY26 Vehicle Bid
  - Supervisor Dreyer made a motion for a bid packet to be prepared for the purchase of a 2026 Ford Maverick or 2026 Ford Ranger or equal with and without the trade-in of the 2017 Ford Escape. Roger Gravatt seconded the motion. The motion passed unanimously.
4. Computer
  - Microsoft Office 2016 that the District currently utilizes is coming to end of life. Other Microsoft Office options are being explored.
5. Website
  - The District website is over 10 years old. A consultant to redesign the website is being sought.

XII: *Old Business*

1. State Agriculture Development Committee (SADC) Agreement
  - Discussions have progressed for a cost share agreement. The agreement is for the District to prepare conservation plans for preserved farms. Under this agreement, additional staff may be hired. A Memorandum of Understanding is being developed by the SADC and will be provided to the District for review when complete

*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 and the motion passed unanimously.
2. Supervisor Dreyer made a motion to approve the denial of one (1) Soil Erosion and Sediment Control Plan Application. Supervisor Gravatt seconded the motion. The motion passed unanimously.
3. The Board has acknowledged the list of Authorizations to Discharge permits granted by the NJ DEP.

*XIV: Adjournment*

Supervisor Dreyer made a motion to adjourn the meeting. Supervisor Gravatt seconded the motion. The motion passed unanimously. The next scheduled meeting is Wednesday, November 12<sup>th</sup> at 1:30 pm.

Charles Buscaglia  
Chairman

Andrea Farparan  
Secretary