

FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting
December 10, 2025

4000 Kozloski Road
Freehold, NJ

I. Call to Order

Chairman Charles Buscaglia called the meeting to order at 1:37 pm.

II. Pledge of Allegiance

Chairman Buscaglia led the salute to the flag of the United States of America.

III. Roll Call

	<i>Present</i>	<i>Absent</i>
Charles Buscaglia	x	
Robert Dreyer	x	
Roger Gravatt	x	(arrived 1:45pm)
Wayne Van Hise	x	
Thomas Taylor	x	

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

Others Present: Morgan Devine, United States Department of Agriculture (USDA)-Natural Resources Conservation Service (NRCS) District Conservationist

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

Morgan Devine, USDA-NRCS District Conservationist reported on the following:

- Application deadline for all financial assistance programs has been extended to January 15th, 2026
- Engine Combustion Replacement has been included in the Air Quality Initiative for 2026
- Local Working Groups deadline is March 31st, 2026
- Memorandum of Understanding (MOU) is currently being negotiated between NRCS and NJDA. This impacts the District's ability to work with NRCS until an MOU is approved.

VI. Approval of Minutes

The Board members reviewed the minutes of the November 12, 2025, regular meeting. Supervisor Van Hise made a motion to approve the minutes of the regular meeting as presented. Supervisor Taylor 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 Van Hise seconded the motion. The motion passed by the following roll call vote: Supervisor Dreyer – yes, Supervisor Gravatt - yes, Supervisor Van Hise – yes, Supervisor Taylor – yes, and Supervisor Buscaglia – yes.

VIII. Bills for Payment

The Board reviewed the bills for payment for December (in the amount of \$198,555.67 list attached). Supervisor Gravatt made a motion to pay the bills as presented. Supervisor Van Hise seconded the motion. The motion passed by the following roll call vote: Supervisor Dreyer – yes, Supervisor Gravatt - yes, Supervisor Van Hise – yes, Supervisor Taylor – yes, and Supervisor Buscaglia – yes.

IX. Correspondence

A Letter requesting a donation was received from The New Jersey Conservation Districts Employees Association (NJCDEA). Supervisor Dreyer made a motion to donate \$200.00 to the NJCDEA. Supervisor Gravatt seconded the motion. The motion passed by the following roll call vote: Supervisor Dreyer – yes, Supervisor Gravatt - yes, Supervisor Van Hise – yes, Supervisor Taylor – yes, and Supervisor Buscaglia – yes.

X. Committee Report

None to be discussed

XI. District Manager's Report

1. Computer / Office 365

- Microsoft Office 2016, which is currently utilized by the District, has reached end-of-life status. The District will attempt to continue using Office 2016 through the end of the fiscal year. A new budget line item for Fiscal Year 2027 will be proposed to the Board for a subscription to Microsoft 365.

2. Certificate of Deposit

- Columbia Bank provided notice that a Certificate of Deposit (CD) is maturing on December 13, 2025. Supervisor Gravatt made a motion to transfer funds from the Money Market to the CD, terms/rates be compared among various financial institutions and to renew the CD at the increased amount under the best available term/rate option. Supervisor Dreyer seconded the motion. The motion passed by the following roll call vote: Supervisor Dreyer – yes, Supervisor Van Hise – yes, Supervisor Gravatt – yes, supervisor Taylor – yes and Supervisor Buscaglia – yes

3. Health Benefits

- Due to the increase cost of the State Health Benefits Program (SHBP), Supervisor Dreyer made a motion to submit a resolution terminating participation in the SHBP and a resolution authorizing participation in the New Jersey Solutions Joint Health Insurance Fund. Supervisor Gravatt seconded the motion. The motion passed by the following roll call vote: Supervisor Dreyer – yes, Supervisor Van Hise – yes, Supervisor Gravatt – yes, supervisor Taylor – yes and Supervisor Buscaglia – yes.

XII: Old Business

1. National Association of Conservation Districts Annual Conference
 - The 80th NACD Annual Meeting is being held in San Antonio, Texas February 15 – 19, 2026. The meeting's theme is "*Deep Roots, Bold Horizons*". Supervisor Taylor, District Manager Thomas and Secretary Farparan will be attending
2. State Agriculture Development Committee (SADC) Agreement
 - Supervisor Dreyer made a motion to sign the Agreement for Soil and Water Conservation Planning and Engineering Services pending attorney review. Supervisor Van Hise seconded the motion. The motion passed by the following roll call vote: Supervisor Dreyer – yes, Supervisor Van Hise – yes, Supervisor Gravatt – yes, supervisor Taylor – yes and Supervisor Buscaglia – yes.
3. NJACD Annual Partnership Meeting
 - The 2025 NJACD Annual Conservation Partnership Meeting was held on Monday, November 24, 2025 at Mercer Community College. Years of Service recognition was given to Supervisor Gravatt (15 years) and Secretary Farparan (20 years). Congratulations to Secretary Farparan on receiving the 2025 Award for Outstanding Service as an Administrative Professional.

XIII: New Business

1. Supervisor Gravatt made a motion to approve the attached list of certified Soil Erosion and Sediment Control plans. Supervisor Taylor seconded the motion and the motion passed unanimously.
2. There were no denied plans.
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 Van Hise seconded the motion. The motion passed unanimously. The next scheduled meeting is Wednesday, January 14th at 1:30 pm.