

FREEHOLD SOIL CONSERVATION DISTRICT

Regular Meeting
January 14, 2026

4000 Kozloski Road
Freehold, NJ

I. Call to Order

Chairman Charles Buscaglia called the meeting to order at 1:35 pm.

II. Pledge of Allegiance

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

III. Roll Call

Charles Buscaglia
Robert Dreyer
Roger Gravatt
Wayne Van Hise
Thomas Taylor

Present

x

x (via phone)

x

Absent

x

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

VI. Approval of Minutes

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

VII. Treasurer's Report - read by District Manager Thomas

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

VIII. Bills for Payment

The Board reviewed the bills for payment for January (in the amount of \$ 231,563.17 list attached). Supervisor Taylor made a motion to approve the action of the committee of purchase for payment of the bills as presented. Supervisor Gravatt seconded the motion. The motion passed by the following roll call vote: Supervisor Gravatt - yes, Supervisor Taylor - yes, and Supervisor Buscaglia - yes.

IX. Correspondence

The District received a letter from the New Jersey Conservation Districts Employee Association expressing thanks for the donation of \$200.00.

X. Committee Report

None to be discussed

XI. District Manager's Report

1. FY2025 Audit

- The District has received the Fiscal Year 2025 Report of Audit submitted by Suplee, Clooney and Company. Supervisor Taylor made a motion to approve the Fiscal Year 2025 Report of Audit. Supervisor Gravatt seconded the motion. The motion passed by the following roll call vote: Supervisor Gravatt - yes, Supervisor Taylor – yes, and Supervisor Buscaglia – yes.

2. Shared Services Agreement

- The Shared Services Agreement for the State Agriculture Development Committee (SADC) Contract Number 20251201-1 is in the draft stage.

3. Staff Update

- Interviews are ongoing for the vacant Site Inspector position. The anticipated start date for the new hire is mid-February 2026.

4. FY2026 Vehicle Bid / Purchase

- The sealed bid opening for the purchase of one 2026 Ford Maverick or equal took place on January 12, 2026. Certification of availability of funds in the appropriation known as “Vehicle and Equipment Purchases” of the fiscal year 2026 budget was confirmed for the purchase of one 2026 Ford Maverick from Hertrich Fleet Services. Supervisor Taylor made a motion to approve Resolution 2026-007 (attached) for vehicle purchase. Supervisor Gravatt seconded the motion. The motion passed by the following roll call vote: Supervisor Gravatt - yes, Supervisor Taylor – yes, and Supervisor Buscaglia – yes.

XII: *Old Business*

1. State Agriculture Development Committee (SADC) Agreement

- The State Agriculture Development Committee (SADC) Agreement has been signed by all parties.

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



FREEHOLD SOIL CONSERVATION DISTRICT

(Serving Middlesex and Monmouth Counties)

4000 Kozloski Road, P.O. Box 5033
Freehold, New Jersey 07728-5033
Tel: (732) 683-8500
Fax: (732) 683-9140
E-mail: info@freeholdscd.org
Website: www.freeholdsoil.org

Resolution 2026-007

**RESOLUTION OF THE FREEHOLD SOIL CONSERVATION DISTRICT,
COUNTY OF MONMOUTH, STATE OF NEW JERSEY,
TO PURCHASE ONE 2026 FORD MAVERICK PICK-UP**

WHEREAS, The Freehold Soil Conservation District has advertised and received one (1) bid for the purchase of one (1) 2026 Ford Maverick Pick-Up; and

WHEREAS, A dealership bid was received from Hertrich Fleet Services, Milford, DE 19963; to the Freehold Soil Conservation District for the purchase one (1) 2026 Ford Maverick Pick-Up for \$ 28,996.00, after the trade-in of a 2019 Ford Escape for \$ 3,900.00. It is in the opinion of the District Board of Supervisors that it is in the best interest of the District to accept the bid submitted by Hertrich Fleet Services in the total amount of \$28,996.00; and

WHEREAS, the Board of Supervisors has received a statement certifying that sufficient funds are available in a line item appropriation known as "Vehicle and Equipment Purchase" of the District's official fiscal year 2026 budget to cover the cost of said purchase;

THEREFORE BE IT RESOLVED, by the Freehold Soil Conservation District Board of Supervisors that the bid submitted by Hertrich Fleet Services be accepted and the District's contracting agent, in consultation with the Board of Supervisors, be authorized to enter into contract with for the purchase of one (1) 2026 Ford Maverick Pick-Up for the amount of \$28,996.00;

This resolution was approved by the Freehold Soil Conservation District Board of Supervisors at the January 14, 2026 meeting by the following roll call vote:

<u>absent</u>	<u>Yes</u>	<u>Yes</u>	<u>absent</u>	<u>Yes</u>
Dreyer	Taylor	Gravatt	VanHise	Buscaglia

Andrea Farparan

Andrea Farparan
Secretary