

OCEAN COUNTY SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
714 LACEY ROAD, FORKED RIVER, NJ 08731
January 17, 2019 – FY 19

MINUTES

- I. CALL TO ORDER** – The meeting was called to order by Dr. William Pollock at 8:00 a.m. Dr. Pollock confirmed that announcements for the meeting were made pursuant to the Open Public Meetings Act and forwarded to the Asbury Park Press, The Press of Atlantic City and the Ocean County Clerk.
Present attendance:
Supervisors: Dr. William Pollock, Chairman, Dr. Michael Gross, Secretary, Charlene Costaris, Treasurer and Martha Maxwell-Doyle. Tony DiLodovico, Vice Chairman arrived at 8:02 a.m.
Others: Nicole Ciccaglione, Natural Resources Conservation Service (NRCS), Christine Raabe, District Director, Jean Baluski, Office Manager and Donna Cramer, Assistant Office Manager from Ocean County Soil Conservation District (OCSCD).
- II. FLAG SALUTE** – Dr. Pollock led the salute to the flag of the United States of America.
- III. AGENDA** – Motion to approve the agenda for today’s meeting made by Charlene Costaris, seconded by Martha Maxwell-Doyle. Roll call vote: unanimous.
- IV. MINUTES**- The November 15, 2018 minutes were approved on a motion by Dr. Michael Gross, seconded by Charlene Costaris. Roll call vote: unanimous.
- V. REPORTS TO BOARD** –
Nicole Ciccaglione, Natural Resources Conservation Service (NRCS) reported: Open Contracts are the following one (1) Agriculture Management Assistance (AMA) application from 2018 and one (1) for 2019. There are eight (8) Environmental Quality Incentives (EQIP) and two (2) EQIP/RCPP* for 2019. There are six (6) 2018 State Cost Share applications. Other open applications: two (2) 2015 EQIP, one (1) 2016 EQIP, one (1) 2016 EQIP/RCPP, three (3) 2017 EQIP and seven (7) 2018 EQIP. AMA Funds for 2018 are not available until further notice.
*RCPP stands for Regional Conservation Partnership Program.
- VI. CORRESPONDENCE** –
- A. Memo from Frank Minch, Executive Secretary, State Soil Conservation Committee (SSCC) regarding the election of District Supervisor Members to the State Soil Conservation Committee. At the November 19, 2018 annual business meeting of the New Jersey Association of Conservation Districts, Tony DiLodovico, OCSCD Supervisor was reappointed as Member of the State Committee until 2020.
 - B. “Thank You” note from Kerry Jennings dated December 17, 2018.
 - C. SSCC 2019 Meeting Schedule memo received from Frank Minch, Executive Secretary.
 - D. Email from Frank Minch dated January 8, 2019 including link to 50 page NRCS 2019 Cost Tables document. Motion to accept the NRCS Cost Tables for OCSCD use made by Martha Maxwell-Doyle, seconded by Charlene Costaris.
 - E. NJDEP Stormwater Management Rule email with 60 day comment period starting 12/3/19. Comments should be emailed to John Showler or Frank Minch by February 1, 2019.
 - F. Email from Frank Minch inviting regional managers and significant staff to attend DEP water compliance and enforcement “meet and greet” meeting in Trenton office on Wednesday, February 6th, 2019 from 9 a.m -11 a.m.
 - G. Follow-up to the Lawn Garden Event which was held on November 20, 2018, an email was received from Ocean First Bank in recognition of the community and environment work that was done by OCSCD.
- VII. TREASURY REPORT** –
The monthly report for October 2018 accrued expenses updated, total holdings \$3,868,271.21. The monthly report for November 2018 showed total holdings of \$3,809,303.41 and December 2018 showed total holdings of \$3,751,892.29. A motion to accept the report was made by Charlene Costaris and seconded by Dr. Michael Gross. Roll call vote: unanimous.

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VIII. BILLS AND CLAIMS –

November 2018 Chapter 251 disbursements were \$111,705.59. General account disbursements were \$120.00. Chapter 251 December 2018 disbursements were \$141,067.98. General account disbursements were \$0.00. A motion to accept the report was made by Martha Maxwell-Doyle and seconded by Dr. Michael Gross. Roll call vote: unanimous.

IX. REPORTS OF STANDING COMMITTEES –

Education update –See attached report from Becky Laboy, Education Outreach Specialist.

X. REPORTS OF SPECIAL (AD HOC) COMMITTEES –

Tony DiLodovico reported that the Stormwater DEP draft of changed rules will be coming soon.

XI. PUBLIC COMMENTS – None

XII. CHAPTER 251 –

- A. The Board moved to approve the Chapter 251 recertified and certified plans. Recusal from Tony DiLodovico for SCD# 20309, Ocean County Mall in Toms River. Motion to accept made by Dr. Michael Gross, and seconded by Martha Maxwell-Doyle. Roll call vote: unanimous.
- B. SCD#10473; Forest Haven Section 6-Commercial Center; Block 11.13, Lot 64; Lakewood Township, rescinded Stop Work Order on December 10, 2018.
- C. Susie Q Farms/Russo site complaints. Frank Minch and DEP to handle. All concerns to be forwarded to Frank directly.
- D. Quarterly Report for reference.

XIII. OLD BUSINESS –

- A. Employee Evaluations are in process.
- B. Completed and submitted Final Reports for 2 Grants, now closed.
- C. Cape-Atlantic Soil Conservation District Shared Services began December 1, 2018 and is going well so far.
- D. Other- None

XIV. NEW BUSINESS –

- A. Resolutions: 2019-1, Election of Officers/Chairman: Dr. William Pollock, Vice Chairman: Tony DiLodovico, Secretary: Dr. Michael Gross, Treasurer: Charlene Costaris. Roll call vote: unanimous; 2019-2, Professional Services. Motion to approve by Tony DiLodovico, seconded by Martha Maxwell-Doyle. Roll call vote: unanimous; 2019-3, District's official publications. Motion to approve made by Dr. Michael Gross, seconded by Martha Maxwell-Doyle. Roll call vote: unanimous; 2019-4, Standing Committees/ Legislation: Tony DiLodovico, General Operations & Programs: Tony DiLodovico, Dr. William Pollock, Martha Maxwell-Doyle. Fiscal Administration: Charlene Costaris and Dr. Michael Gross. Environmental Education & Public Information: Dr. William Pollock, Building: Dr. Michael Gross. Motion to approve by Martha Maxwell-Doyle, seconded by Dr. Michael Gross. Roll call vote: unanimous.
- B. Approval of the New Jersey Association of Conservation Districts (NJACD) \$500 donation to sponsor the 2019 New Jersey Envirothon. Motion to approve moved by Charlene Costaris, seconded by Dr. Michael Gross. Roll call vote: unanimous.
- C. State Soil Conservation Committee review of District audits with attached informational report.
- D. Becky Laboy to represent the District at the NACD Conference held in San Antonio, Texas from February 2-6. \$1000 stipend received from NACD to go towards the trip.
- E. Check signatory removing Kerry Jennings and add Donna Cramer. Motion to approve by Dr. Michael Gross and seconded by Martha Maxwell-Doyle. Roll call vote: unanimous.

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- F. Plan to hire a new Inspector, temporarily on hold.
- G. Two (2) Stockton Interns have joined the District staff to assist with H&H Data Base input, go out with Inspectors for field experience, help with record destruction, etc.
- H. Other- Charlene Costaris and Martha Maxwell-Doyle agreed to continue to extend their commitment as supervisors.

XV. OTHER ANNOUNCEMENTS- None

XVI. EXECUTIVE SESSION – Motion to go into Executive Session at 8:47 a.m. made by Martha Maxwell-Doyle, seconded by Tony DiLodovico. Roll call vote: unanimous. Motion to close the Executive Session at 10:11 a.m. made by Dr. Michael Gross, seconded by Martha Maxwell-Doyle. Roll call vote: unanimous.

- A. Recommended Staff Salary Increase: Effective Immediately
Jean Baluski – Resource Conservationist = 26/7 - \$82,900.29
Motion made by Martha Maxwell-Doyle, seconded by Charlene Costaris. Roll call vote: unanimous.
- B. Employee Manual. Motion to approve by Martha Maxwell- Doyle and seconded by Tony DiLodovico.

XVII. ANNOUNCEMENT OF NEXT DISTRICT MEETING – March 21, 2019.

XVIII. ADJOURNMENT –

The meeting was adjourned at 10:14 a.m. Move for adjournment made by Tony DiLodovico, seconded by Charlene Costaris. Roll call vote: unanimous.

Respectfully submitted,

Christine R. Raabe,
District Director

CRR: dc

Dr. Michael Gross, Secretary