

OCEAN COUNTY SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
714 LACEY ROAD, FORKED RIVER, NJ 08731
March 19, 2020 – FY 20

MINUTES

CALL TO ORDER - The meeting was called to order by Dr. William Pollock at 8:08 a.m. Dr. Pollock confirmed that announcements for this meeting were made pursuant to the Open Public Meeting Act and forwarded to the Asbury Park Press, The Press of Atlantic City and the Ocean County Clerk.

Supervisors and Others present by telephone were: Dr. William Pollock, Chairman, Tony DiLodovico, Vice Chairman, Dr. Michael Gross, Secretary, Martha Maxwell-Doyle, Charlene Costaris, Treasurer and Christine Raabe, District Director of Ocean County Soil Conservation District (OCSCD)

Staff present at location were: Jean Baluski, Resource Conservationist and Donna Cramer, Assistant Office Manager of OCSCD

Absent: Natural Resources Conservation Service (NRCS)

FLAG SALUTE - Dr. William Pollock led the salute to the flag of the United States of America.

AGENDA - Motion to accept the agenda for today's meeting made by Martha Maxwell-Doyle, seconded by Dr. Michael Gross. Roll call vote: unanimous.

MINUTES - The January 16, 2020 meeting minutes were approved on a motion by Charlene Costaris, seconded by Dr. Michael Gross. Roll call vote: unanimous.

REPORTS TO BOARD - Natural Resources Conservation Service (NRCS) update – Christine Raabe was informed by NRCS District Conservationist, Nicole Ciccaglione that Carrie Lindig is now the Director for the Easement Program Division (EDP) in Washington, DC. The NJ NRCS Acting State Conservationist is Diane Gray.

CORRESPONDENCE -

- A. Thank you note from National Association of Conservation Districts (NACD) for 2020 annual membership.
 - B. Meeting with State Soil Conservation Committee (SSCC), Frank Minch and district staff scheduled for March 23, 2020 has been postponed. A new date has not yet been announced.
 - C. Memo and updated Stormwater Construction General Permit (5G3) letter received from SSCC, Frank Minch. Additionally, as per the MOU with New Jersey Department of Environmental Protection (NJDEP), the district developed a Construction Stormwater Inspection Report which has been implemented.
 - D. NJDEP amendments to the Stormwater Management rules were adopted on March 2, 2020. Additionally, two new chapters of the BMP Manual were released for public comment for 60 days. These chapters are Stormwater Management Quantity & Quality Standards and Computations & Soil Testing Criteria. The chapter for Groundwater Table Hydraulic Impact Assessments for Infiltration BMPs has been finalized.
 - E. Memo from Governor Murphy on March 5, 2020 providing guidance information related to COVID-19 crisis.
- Other – Correspondence from the Department of Agriculture implementing a work from home plan with the exception of essential employees.

TREASURY REPORT - Monthly report for January showed total holdings of \$3,690,980.63. February showed total holdings of \$3,722,557.59. A motion to accept made by Martha Maxwell-Doyle, seconded by Charlene Costaris. Roll call vote: unanimous.

BILLS AND CLAIMS – The Profit and Loss discrepancy for November and December was due to the report being printed before the credit card was debited, causing the discrepancy between the two reports. January monthly Chapter 251 disbursements were \$122,234.94. General account disbursements were \$70.00. February monthly Chapter 251 disbursements were \$95,253.51. General account disbursements were \$76.44. FY20 July through February Chapter 251 disbursements were \$842,034.61. General account disbursements were \$616.44. A motion to accept made by Dr. Michael Gross, seconded by Martha Maxwell-Doyle. Roll call vote: unanimous.

Minutes

Board of Supervisors Meeting

March 19, 2020

Page 2

REPORTS OF STANDING COMMITTEES - Education update (see attached report from Becky Laboy, Education Outreach Specialist).

Other –Christine informed the Board that the Barnegat Bay Roundtable to be held on April 22, 2020 has been cancelled. Becky is working with other Roundtable presenters on a virtual Roundtable event. Becky has also cancelled all Outreach educational events until the end of April.

REPORTS OF SPECIAL (AD HOC) COMMITTEES - Tony DiLodovico reported that the Stormwater Phase 1 Rules have come out. Tony is working finalizing on a summary of the rules. Once completed, he will pass this on to the Board and Staff.

PUBLIC COMMENT - None

CHAPTER 251 -

- A. The Board moved to approve the Chapter 251 certified, re-certified, amended and incomplete plans. Motion to approve made by Dr. Michael Gross, seconded by Martha Maxwell-Doyle. Roll call vote: unanimous. Motion to approve Chapter 251 certified application #21073 made by Dr. Michael Gross, seconded by Martha Maxwell-Doyle. Roll call vote: unanimous except for the recusal from Tony DiLodovico and Dr. Pollock on certified application #21073.
- B. Approval of the LBI Enforcement of SESC Ordinances by Exempt Municipalities Report for calendar year 2019. Motion to approve made by Dr. Michael Gross, seconded by Martha Maxwell-Doyle. Roll call vote: unanimous.

Other - None

OLD BUSINESS -

- A. Environmental Educators Roundtable for April 22, 2020-cancelled.
- B. 2020 (Central) Regional Supervisor March 18, 2020 meeting-cancelled.
- C. Assistance from Cape Atlantic Soil Conservation District (CASCD) as part of the shared services agreement is on hold due to the current restrictions. Jean will be in contact with CASCD as services are needed. Contract between CASCD and OCSCD will be up for renewal in June.
- D. Discussion to extend the bid for the sale of the District truck. Motion to approve by Martha Maxwell-Doyle, seconded by Charlene Costaris. Roll call vote: unanimous.
- E. The Board unanimously supported the decision to hire an Inspector I if/when needed.
- F. The 319H grant is pending with South Jersey RC&D. Subcontract paperwork is being prepared.

Other - None

NEW BUSINESS -

- A. Approval of SJRC&D 2020 dues of \$300.00. Motion to approve made by Charlene Costaris, seconded by Dr. Michael Gross. Roll call vote: unanimous.
- B. Approval of NJ Association of Conservation Districts (NJACD) 2020 dues of \$850.00. Motion to approve made by Dr. Michael Gross, seconded by Charlene Costaris. Roll call vote: unanimous.
- C. Approval of the FY21 Draft Budget. Motion to approve made by Charlene Costaris, seconded by Dr. Michael Gross. Roll call vote: unanimous.
- D. Review/approval of the FY21 Annual Plan of Operations. Motion to approve made by Charlene Costaris, seconded by Dr. Michael Gross. Roll call vote: unanimous.
- E. Discussion on hold for SSCC Policy on Supervisor Performance Standards pending information from SSCC.
- F. Dr. Michael Gross expressed his interest in continuing to serve as Supervisor. The Board accepted and approved unanimously.
- G. Request for approval to purchase an AWD Toyota Prius for District use. Motion to approve made by Charlene Costaris, seconded by Tony DiLodovico. Roll call vote: unanimous.
- H. Barnegat Bay Partnership contract continuation will amend agreement at the end of June, 2020.

Minutes
Board of Supervisors Meeting
March 19, 2020
Page 3

- I. Approval of the purchase of eight (8) Verizon Wireless mobile devices at \$52.00 per line, per month with unlimited service. An additional phone may be purchased at a later date with the hire of an Inspector I. Motion to approve made by Charlene Costaris, seconded by Dr. Michael Gross. Roll call vote: unanimous.
- J. Request for approval to allow the opportunity for district staff member Kristin Adams to attend Conservation Planning training one or two days a month at the NRCS Columbus office. Motion to approve made by Dr. Michael Gross, seconded by Charlene Costaris. Roll call vote: unanimous.

Other –

- Urban Agriculture Coalition letter received requesting signature and approval supporting the FY21 Agriculture Appropriation Bill, due date March 20, 2020. Motion to accept and sign the letter of support moved by Michael Gross, seconded by Charlene Costaris. Roll call vote: unanimous.
- Four Stockton interns are scheduled to work at the District this summer.

OTHER ANNOUNCEMENTS - None

EXECUTIVE SESSION - None

ANNOUNCEMENT OF NEXT DISTRICT MEETING - May 21, 2020

ADJOURNMENT - The meeting was adjourned at 9:08 a.m. Move for adjournment made by Martha Maxwell-Doyle, seconded by Charlene Costaris. Roll call vote: unanimous.

Respectfully submitted,

Christine R. Raabe
District Director

CRR: dc

Dr. Michael Gross, Secretary