

OCEAN COUNTY SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
714 LACEY ROAD, FORKED RIVER, NJ 08731
September 17, 2020 – FY 21
MINUTES

I. CALL TO ORDER – The meeting was called to order by Dr. William Pollock at 8:04 am. 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. The meeting was held via WebEx. Meeting number (access code): 132 217 7697. Meeting password: Jb9vFqBJ29G (52983725 from phones and video systems). Join by phone +1-408-418-9388 United States Toll.

Supervisors present via teleconference: Dr. William Pollock, Chairman, Tony DiLodovico, Vice Chairman, Dr. Michael Gross, Secretary and Charlene Costaris, Treasurer.

Absent: Martha Maxwell-Doyle

Others present via teleconference: Nicole Ciccaglione, Natural Resources Conservation Service (NRCS), Christine Raabe, District Director, Jean Baluski, Assistant District Director 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 followed by a moment of silence for Larry Doyle.

III. AGENDA – Approval of the amended agenda with additional Correspondence, H. Other, New Business, D. Other and correction under Executive Session, personal to personnel. Roll call vote: unanimous.

IV. MINUTES- The July 16, 2020 minutes were approved on a motion by Dr. Michael Gross, seconded by Tony DiLodovico. Roll call vote: unanimous.

V. REPORTS TO BOARD – Natural Resources Conservation Service (NRCS)

Nicole Ciccaglione reported one (1) EQIP conservation plan in Jackson Township for approval. Dr. Pollock granted permission to use his signature stamp. Motion to accept the report. Roll call vote: unanimous. Nicole added that Kristin Adams field involvement with NRCS is working out well.

VI. CORRESPONDENCE –

- A. Updated COVID-19 memos from Frank Minch, Executive Secretary, State Soil Conservation Committee (SSCC) to Districts:
 - Voluntary Travel Advisory by Governor Murphy.
 - Permit Extension Act Procedures. Eligible applicants must register online with DEP, sign up deadline October 8, 2020. Notice is posted on the district website and in the district lobby. End date of the Extension is dependent on the continuation of the COVID-19 health emergency.
- B. Memo from Frank Minch regarding unsolicited seeds from China. Do not open or plant these seeds, contact USDA at SITCMail@aphis.usda.gov.
- C. Christine was invited to participate on SSCC Sub-Committee on Supervisor Performance Standards as representative of District Managers. The initial meeting was 9/10/20. The group is working on a new policy procedure for the November Conference.
- D. New Jersey Association of Conservation Districts (NJACD) Annual Conference –11/16/20 - going virtual. Becky is assisting with coordinating with Lily Mehl, NJACD Executive Director using OCSCD's WebEx account.
- E. Dave Reilly, Manager at Cape Atlantic Soil Conservation District (CASCD) retiring at end of September.
- F. Lakehurst Non-Applicability letter – fence project & Federal project clarification.
- G. Barnegat Bay Partnership updating the program's MOU with memberships and partners (OCSCD serves on AC, STAC & CEC). Releasing updated CCMP. BBP has 319 grants from DEP to develop watershed management plans for Cedar Creek & Toms River watersheds. Initial stakeholder meetings will be the last week in September.

Minutes of Sept. 17, 2020

PAGE 2

H. Other: State Ethics Training due by the end of September.

VII. TREASURY REPORT – The monthly report for July 2020 showed total holdings \$3,630,209.79. August 2020 showed total holdings of \$3,632,457.75. Roll call vote: unanimous.

VIII. BILLS AND CLAIMS – July monthly Chapter 251 disbursements were \$117,623.73. General account disbursements were \$140.00. August monthly Chapter 251 disbursements were \$90,175.83. General account disbursements were \$30.73. June through August 2020 Chapter 251 disbursements were \$293,989.24. General account disbursements were \$170.73. A motion to accept the report was made by Tony DiLodovico, 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. Christine commented that Becky has had great attendance and success with the webinar programs.

X. REPORTS OF SPECIAL (AD HOC) COMMITTEES – None

XI. PUBLIC COMMENT – None

XII. CHAPTER 251 – The Board moved to approve the Chapter 251 Certified Plans, Re-Certifications, Amendments, Incomplete and Denied Plans. Motion to approve made by Charlene Costaris, seconded by Dr. Michael Gross. Roll call vote: unanimous.

- A. Continued coordination and assistance from John Showler with technical staff. Field inspection training day scheduled for 9/23/20.
- B. DR Horton & Walters – Ongoing issues with non-growing season Conditional Reports of Compliance (CRC). Understanding between John Showler, Jean Baluski and both parties. Signed contracts for ancillary structures (pools, decks, etc.) from parties will allow issuance of ROC to build during non-growing season. Both parties were reminded that new ownership of individual lots require a new RFA.
- C. Professional Development Opportunity: All technical staff registered for the International Erosion Control Association (IECA) virtual conference 9/16/20 & 9/17/20. All sessions being recorded and will be available for 1-2 years to view as time is available.
- D. Other - None

XIII. OLD BUSINESS –

- A. Ocean County Soil Conservation District awarded grant from NACD Technical Assistance – Sustainable Practices for Aquaculture Resources Conservation (SPARC) through August 2021. NRCS has initiated an aquaculture initiative as well. Kristin Adams has been VERY active in this first 6 weeks of the grant. Kristin is simultaneously pursuing NRCS Conservation Planner Certification Training with Nicole Ciccaglione. Weekly training days in Columbus office covering various agricultural practices.
- B. Ruggiero Landscaping completed the district landscaping and cleanup.
- C. New conference room chairs have been purchased.
- D. New district vehicle (Toyota, Prius) was delivered.
- E. The district did not pursue the Restore Americas Estuaries grant.
- F. Watershed Institute Grant – Partnership between NREFNJ, Inc (the LHC), OCSCD & BBP to highlight Jersey Friendly Yards (JFY) sites throughout county with various partners (OCPR, SBB, JCNERRS, etc.).
- G. The Lakewood Township Stormwater Basin Restoration Project was funded by a Water Quality Restoration (Federal 319 (h) grant awarded by the NJ Department of Environmental Protection to the South Jersey Resource Conservation & Development Council (SJRC&D). Grant total \$300,00.00. OCSCD subcontract is for \$24,600.00 for technical, education and outreach assistance. Dr. Pollock granted permission to execute a subcontract between SJRC&D and OCSCD. District staff Brittany Moore will be assisting in coordinating this grant project; Ramon Mejia and Sean Yeats will also be assisting.

- H. The Shared Services agreement with CASCD for plan review assistance continues to be working out well.
- I. Other - None

XIV. NEW BUSINESS –

- A. Inspector I job posting deadline date 9/18/2020. The District plans to hire before the end of the calendar year.
- B. Discussions with NRCS (Nick Saumweber) regarding Regional Conservation Program Partnership (RCPP) – Investigating expansion of regional aquaculture initiative with diverse partners (applications due November 4) 3-5 year project.
- C. NREF has received a \$300K 319h grant to implement Phase 1 of the Living Shoreline project at the LHC.
- D. Other: \$300.00 donation to the National Park Foundation in memory of Larry Doyle. Roll call vote: unanimous.

XV. EXECUTIVE SESSION – Motion to go into Executive Session at 9:03 am was made by Charlene Costaris, seconded by Dr. Michael Gross. Roll call vote: unanimous.

Motion to close Executive Session at 9:12 am made by Charlene Costaris, seconded by Tony DiLodovico. Roll call vote: unanimous.

- A. Personnel: Motion to approve the 2018 NJ State Salary Chart A, P, R, S found in the 2019 Compensation Compendium published by the NJ Civil Service Commission and increase staff current salary to this level. Motion to approve made by Charlene Costaris, seconded by Dr. Michael Gross. Roll call vote: unanimous.
- B. Salary Range Level: Motion to approve the OCSCD Salary Range Levels that correspond with the 2018 Salary Chart. Motion to approve made by Dr. Michael Gross, seconded by Charlene Costaris. Roll call vote: unanimous.
- C. Minutes from the July 16, 2020 Executive Session
Motion to approve made by Dr. Michael Gross, seconded by Tony DiLodovico. Roll call vote: unanimous.

XVI. OTHER ANNOUNCEMENTS – Investigate and begin the process for submitting a fee schedule increase.

XVII. ANNOUNCEMENT OF NEXT DISTRICT MEETING – November 19, 2020

XVIII. ADJOURNMENT – The meeting was adjourned at 9:16 am. Move for adjournment made by Tony DiLodovico, seconded by Dr. Michael Gross. Roll call vote: unanimous.

Respectfully submitted,

Christine R. Raabe
District Director

CRR: dc