

OCEAN COUNTY SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
714 LACEY ROAD, FORKED RIVER, NJ 08731
MINUTES- MARCH 16, 2023

I. CALL TO ORDER - The meeting was called to order by Dr. William Pollock at 8:02 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. The meeting was remotely held via WebEx:
<https://oceancountysoilconservationdistrict.my.webex.com/oceancountysoilconservationdistrict.my/j.php?MTID=m1122703c0e09c0ced56c0843de6161a8> Meeting Number: 132 307 9912. Password: 38fwJ3QceJ3 (38395372 from phones and video systems) Join by phone +1-415-655-0001 US Toll

Supervisors present via teleconference: William Pollock, Michael Gross, Gary Paxton, John Tiedemann, and Ray Bukowski. Others present via teleconference: Nicole Ciccaglione, Natural Resources Conservation Services (NRCS), Christine Raabe, District Director, Jean Baluski, Assistant District Director, and Mary Ellen Banfield, Office Manager, Ocean County Soil Conservation District (OCSCD).

II. FLAG SALUTE – Dr. Pollock led the flag salute.

III. APPROVAL OF THE AGENDA - Dr. Pollock called for a motion to approve the agenda with amendments. The motion was made by Dr. Gross, and Mr. Tiedemann seconded. Roll Call vote was unanimous.

IV. APPROVAL OF PREVIOUS MINUTES (January 19, 2023)

Dr. Pollock called for a motion to approve the minutes of the January 19, 2023, meeting. Motion was moved by Dr. Gross, and seconded by Mr. Paxton. Roll Call was a unanimous vote.

V. REPORTS TO BOARD –Nicole Ciccaglione, NRCS reported that there will be Acting State Conservationist, Katura Wright. Ms. Wright is currently the State Conservationist in Georgia.

VI. CORRESPONDENCE

A thank you letter was received from Charlene Costaris’ sister dated 1/20/2023 thanking the District for its support at the memorial service.

VII. MONTHLY STATEMENT OF TREASURER (January & February)

Dr. Pollock asked for a motion to approve the Treasurer’s Statement. The motion was moved by Dr. Gross, and Mr. Tiedemann seconded the motion. The Roll Call vote was unanimous.

VIII. BILLS AND CLAIMS - (December, January & February) Chapter 251 & General

Dr. Pollock asked for a motion to approve the Bills and Claims. The motion was made by Mr. Bukowski, and Mr. Paxton seconded the motion. The Roll Call vote was unanimous.

IX. REPORTS OF STANDING COMMITTEES - Education Committee update: See attached report.

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

XI. PUBLIC COMMENT - None.

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XII. CHAPTER 251 – Certified Plans, Re-Certifications, Amendments, Incomplete and Denied Plans (attachment B)

A. Dr. Pollock asked for a motion to approve the submitted recommendations B through J and L, leaving K for a separate discussion. The motion was made by Mr. Bukowski, and Dr. Gross seconded. The roll call vote was unanimous.

B. SCD#22598; Proposed Townhome Redevelopment - Multi Family; Block 314, Lots 22, 25 & 26; Lacey Township- Stop Construction Order (SCO) Rescinded on 2/2/23.

C. Re: Soil Disturbance; Tuxedo Ct.; Block 17201, Lots 36.02-36.06 & 36.07-36.12; Jackson Township issued SCO on 2/1/23.

D. Re: Soil Disturbance; 595 Marc Drive; Block 778.01, Lot 6; Lakewood Township issued SCO on 2/13/23.

E. Re: Soil Disturbance; 675 Cypress Avenue; Block 782.05, Lot 1; Lakewood Township issued SCO on 2/13/23.

F. Re: Soil Disturbance; 683 Cypress Avenue; Block 782.05, Lot 19; Lakewood Township issued SCO on 2/13/23.

G. Re: Soil Disturbance; 720 Vine Avenue Block 782.03, Lot 13; Lakewood Township issued SCO on 2/13/23.

H. Re: Soil Disturbance; 683 Cypress Avenue; Block 782.05, Lot 19; Lakewood Township SCO Rescinded on 3/1/23.

I. Re: Soil Disturbance; 696 Cypress Avenue; Block 782.06, Lot 1; Lakewood Township issued SCO on 3/1/23.

J. SCD# 23083-Blueberry Ct. Warehouse- Site Plan; Block 534, Lot 7.17; 1364 River Avenue; Lakewood Township issued SCO on 3/6/23.

K. Exempt Municipality Annual Review/Report- Long Beach Township

L. SCD# 24103; 721 Vine St, Block 782.03, Lot 13; Lakewood Township SCO rescinded 3/15/2023.

Regarding item K: Exempt Municipality Annual Review/Report- Long Beach Township (LBT).

Dr. Pollock called for a motion to approve LBT with a Conditionally Satisfactory status. The motion was made by Gary Paxton, and Mr. Bukowski seconded. Roll Call vote was unanimous.

XIII. OLD BUSINESS

A. New vehicle status update- Dr. Pollock called for a motion to purchase 1 Jeep Grand Cherokee 4x4 through State contract. Motion made by Mr. Tiedemann to purchase; Mr. Paxton seconded. Roll Call vote unanimous.

B. Hiring Part-time Admin Asst/Bookkeeper Update: Mary Elliot was hired in February.

XIV. NEW BUSINESS

A. FY23 Draft Budget approval

Dr. Pollock called for a motion to approve the FY23 Draft Budget. The motion was made by Mr. Tiedemann, and it was seconded by Mr. Bukowski.

B. 2023 Roundtable discussion. Price raised to \$35 pp citing rental fees, and food costs, etc.

C. Update planned for Employee Manual for Part-time Employees & Law Changes. Board approval to move forward and update.

D. New Jersey Association Conservation Districts (NJACD)- Dues \$850.00. Dr. Pollock called for a motion to pay the NJACD annual dues. The motion was made by Dr. Gross, and it was seconded by Mr. Tiedemann. Roll Call was unanimous.

E. Bank Accounts- Dr. Pollock called for a motion to move monies out of the General Investment, the 251 Investment, and the US Treasury Bill accounts to be put into 3 separate CDs. The motion was made by Mr. Bukowski, and Mr. Paxton seconded the motion. Roll Call was unanimous.

F. New Jersey Association Conservation District (NJACD) Envirothon Support Request- Dr. Pollock called for a motion to donate \$500 to the NJACD for Envirothon. The motion was made by Dr. Gross, and Mr. Tiedemann seconded. Roll Call was unanimous.

G. Regional Conservation Partnership Program (RCPP) – COASTAL Grant Agreement—Board Resolution to Accept The grant agreement is currently in NRCS National legal review and has not been received yet. Dr. Pollock called for a motion to have an email vote once it arrives for signature. The motion was made by Dr. Gross, and Mr. Bukowski seconded. The Roll Call was unanimous.

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H. Building Inspection Report- for Board review. Dr. Pollock called for a motion to install a fence along the southeast side of the District office. The motion was made by Mr. Tiedemann, and Mr. Bukowski seconded the motion. Roll Call was unanimous.

I. Natural Resource Conservation Service (NRCS) Memorandum of Agreement (MOA). This has been delayed again. Once received, a report will be forthcoming.

J. South Jersey Resource Conservation & Development Council (SJRC&D) annual dues

Dr. Pollock called for a motion to pay the annual dues of \$300 for the SJRC&D. The motion was made by Mr. Bukowski, and Dr. Gross seconded the motion. The Roll Call was unanimous.

K. Christina Mooney, Office Manager resigned as of 2-28-23.

L. Hired New Employees: One part-time & One Full-time.

Mary Elliot, Part-Time Clerk (with Bookkeeping Responsibilities), was hired February 14, 2023, at an hourly rate of \$24.00, 3 days per week. And Mary Ellen Banfield, Full-time Office Manager, was hired March 6, 2023, salary Range 21/ Step 1, \$58,031.09 per year / \$31.89 per hour.

M. Poster Contest - Entries were received and judged first by the staff at the District office, then the final judging by the Board of Supervisors, and a winner was chosen. The Grand Champion for the OCSCD is Mia Faulkner (1st place winner in the 4th through 6th grade category), who will receive a prize of \$50 to be given in check form. The 1st place winner in the 2nd through 3rd grade category is Landon DeRosa. Both winners will receive letters of commendation.

XV. EXECUTIVE SESSION –Legal and/or confidential matters.

At 9:23 a.m., Dr. Pollock called for a motion to leave the regular session and move into Executive Session. The motion was made by Mr. Paxton, and Mr. Bukowski seconded the motion. Roll Call was unanimous.

Dr. Pollock called for a motion to return to the General Session at 9:42 a.m. The motion was made by Dr. Gross, and seconded by Mr. Bukowski

XVI. ANNOUNCEMENT OF NEXT DISTRICT MEETING – May 18, 2023.

XVII. ITEMS FOR NEXT MEETING

XVIII. ADJOURNMENT

Dr. Pollock called for a motion to adjourn the meeting. Mr. Bukowski motioned to adjourn the meeting, and Dr. Gross seconded the motion. The meeting was adjourned at 9:44 am.

Respectfully submitted,

Mary Ellen Banfield, Office Manager
Ocean County Soil Conservation District

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