

OCEAN COUNTY SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
714 LACEY ROAD, FORKED RIVER, NJ 08731
September 21, 2023 – FY24

MINUTES

I. CALL TO ORDER – The meeting was called to order by John Tiedemann at 8:06 a.m. Mr. Tiedemann 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): 132 307 9912. Meeting password: 38fwJ3QceJ3 (38395372 from phones and video systems). Join by phone +1-415-655-0001 United States Toll.

Supervisors present via WebEx: Dr. Michael Gross, Secretary; John Tiedemann, Vice Chairman; Gary Paxton, Treasurer; and Ray Bukowski.

Others present via WebEx: Christine Raabe, District Director, Jean Baluski, Assistant District Director, and Mary Ellen Banfield, Office Manager from Ocean County Soil Conservation District (OCSCD); Nicole Ciccaglione from the Natural Resources Conservation Service (NRCS).

Dr. William Pollock, Chairman, was absent.

II. FLAG SALUTE – Mr. Tiedemann led the salute to the flag of the United States of America.

III. AGENDA – A motion to approve the agenda for today’s meeting was made by Dr. Gross and seconded by Ray Bukowski. Roll call vote: unanimous.

IV. MINUTES – A motion to approve the minutes of the July 20, 2023, Board of Supervisors meeting was made by Dr. Gross and seconded by Mr. Bukowski. Roll call vote: unanimous.

V. REPORTS TO BOARD – Natural Resources Conservation Service (NRCS)
Ms. Ciccaglione discussed the Inflation Reduction Act (IRA) funding of cover crops for 3 years and a certification plan for a tree program.

VI. CORRESPONDENCE

- A. Anthony DiLodovico, Emeritus District Supervisor, passed away 8-11-23 – A memorial is posted on the District website.
- B. Memo dated 09-01-2023, from Frank Minch/John Showler requested comments/edits on both the 2:90 Rules & SESC Standards to be submitted by soil district staff by 10-15-23. Due to sunset in 12-2024.
- C. NJACD Annual meeting scheduled for Monday, 11-20-23 – Location TBD

VII. TREASURY REPORT – A motion to approve the Treasurer’s Reports for July 2023 and August 2023 was made by M. Bukowski and seconded by Dr. Gross. Roll call vote: unanimous.

VIII. BILLS AND CLAIMS – A motion to approve the Bills & Claims for June, July and August of 2023 was made by Dr. Gross and seconded by Mr. Tiedemann. Roll call vote: unanimous.

IX. REPORTS OF STANDING COMMITTEES – Education Committee
Jersey Friendly Yards 5th Annual Conference at Ocean County College (OCC) on Saturday, 9/30/2023. Staff invited to attend and assist with the exhibit.
An Education Committee update was provided by Becky Laboy in a report.

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

XI. PUBLIC COMMENTS – None

XII. CHAPTER 251

A. Applications

- Certified Applications as of 2023 – A motion to approve the Certified Applications was made by Dr. Gross and seconded by Mr. Paxton. Roll call vote: unanimous.
- Recertified & amended as of 2023 – A motion to approve the Recertified and amended Applications was made by Mr. Bukowski and seconded by Mr. Paxton. Roll call vote: unanimous.
- Following Plans to be denied if no response from applicant:
Re: SCD# 19320; Block 1077.05; Lot 27; Lakewood Township
Re: SCD# 20845; Site Plan; Block 65.01, Lot 42.06, 42.07, 43; 11 History Lane; Jackson Township
Re: SCD# 20894; Site Plan; Block: 301, Lot: 8.02; 621 Wright DeBow Road; Jackson Township
Re: SCD# 21001; Blocks N/A, Lots N/A; Borough of Point Pleasant Beach
Re: SCD# 21007; Block 19403, Lot 8; Jackson Township
Re: SCD# 21156; Site Plan; Block 11, Lots 117 & 120; Lakewood Township
Re: SCD# 21157; Site Plan; Block 1609, Lots 28.02 & 28.03; Lakewood Township
Re: SCD# 21242; 1 Lot; Block 7001, Lot 23; Jackson Township
Re: SCD# 21322; Site Plan; Block 190, Lot 57; Lakewood Township
A motion to approve the denial of the above plans (if there is no response from the applicant) was made by Mr. Paxton and seconded by Dr. Gross. Roll call vote: unanimous.
- Un-Certified Applications – No action is required.

- B. SCD# 23490 253 Newport Ave., Lakewood Township; Block 498, Lot 1, 10; SCO rescinded 8-9-2023
- C. SCD# 23665; Soil Disturbance; Franklin Blvd., Lakewood Township; Block 500, Lot 1; SCO issued 8-17-2023
- D. SCD# 22629; Soil Disturbance; 190 Hickory Rd., Jackson Township; Block 8501, Lot 29; SCO issued 8-24-2023
- E. SCD# 23158; 610 E. Bay Ave, Stafford Township; Block 225, 226, 227, 228, Lots 2-4. 1, 1, 1; SCO rescinded 8-31-2023
- F. SCD# 20915; Soil Disturbance; Adventure Crossing II Site Plan, Block 3001, Lots 2, 3, & 4, Jackson Township; issued 9-13-23
A motion to approve the Stop Construction Orders (either issued or rescinded) was made by Mr. Bukowski and seconded by Dr. Gross. Roll call vote: unanimous.

XIII. OLD BUSINESS –

- A. New Vehicle – Update: awaiting delivery
- B. All Treasury Bonds closed. Funds were transferred to CDs at OceanFirst Bank with staggered maturity dates.
- C. Partnership/MOA with Natural Resource Education Foundation of NJ and the Lighthouse Center pending committee meeting and drafting for Board review and comment—work in progress.
- D. District Annual Report for 2022 & 2023 – being compiled for release in January 2024.

XIV. NEW BUSINESS –

- A. Inspector I - job posting
- B. New copier lease proposal (for upstairs)
- C. NRCS/OCSCD Supplemental Agreement – (NR242B29XXXXC003 provides \$374,569.35 over 5 years. Covers 50% of Kristin Adams time for conservation planning work with NJNRCS)
- D. Becky Laboy nominated Co-Chair of Communication Education Committee (CEC) of the Barnegat Bay Partnership (BBP)
- E. Staff Grant Management Training & SOP Development - ABM Bookkeeping LLC, Anthony Cassetta

- XV. EXECUTIVE SESSION –** Motion to go into Executive Session was made by Dr. Gross and seconded by Mr. Bukowski. Roll call vote: unanimous at 8:50 a.m.

Personnel matters were discussed with the following outcome.

An updated District Position and Salary Range Levels was proposed, along with a few minor changes in position titles and requirements.

A motion to approve the updated District Position and Salary Range Levels chart was made by Dr. Gross and seconded by Mr. Bukowski. Roll call vote: unanimous.

Salary Increases and title changes were discussed for the following staff:

Christine Raabe	Range 31, Step 9	\$126,655.90	No title change
Jean Baluski	Range 28, Step 9	\$110,016.02	No title change
Jessica Pinto	Range 21, Step 4	\$ 66,073.25	Senior Erosion Control Specialist
Kristin Adams	Range 20, Step 4	\$ 63,136.03	No title change
Brittany Moore	Range 21, Step 3	\$ 63,392.53	Senior Erosion Control Specialist
Ramon Mejia	Range 21, Step 2	\$ 60,711.81	Senior Erosion Control Specialist
Georgie Grieb	Range 18, Step 3	\$ 55,363.11	No title change
Sean Yeats	Range 18, Step 2	\$ 53,050.20	Inspector II
Alex Augustino	Range 16, Step 3	\$ 50,630.28	No title change
Ben Hayden	Range 16, Step 2	\$ 48,531.07	No title change
Rebecca Laboy	Range 21, Step 8	\$ 76,796.13	Education Outreach Coordinator
Amanda Sullivan	Range 14, Step 3	\$ 46,337.90	No title change
Rachel Hammack	Range 16, Step 2	\$ 48,531.07	No title change

A motion was made to approve the Salary Range Levels chart increases and position Title changes for the above-mentioned staff members by Dr. Gross and seconded by Mr. Bukowski. Roll call vote: unanimous.

A one-time Merit pay was proposed for Ramon Mejia for earning specialized certifications. Mr. Mejia earned the Certified Erosion, Sediment and Storm Water Inspector (CESSWI) and Certified Professional in Erosion and Sediment Control (CPESC) certifications. The merit pay is \$500 for each certification (\$1,000 total).

A motion to approve the Merit pay of \$1,000 for Ramon Mejia was made by Dr. Gross and seconded by Mr. Bukowski. Roll call vote: unanimous.

A motion to close the Executive Session was made by Mr. Bukowski and seconded by Mr. Paxton. Roll call vote: unanimous at 9:04 a.m.

XVI. ANNOUNCEMENT OF NEXT DISTRICT MEETING – November 16, 2023, via WebEx.

XVII. ITEMS FOR NEXT MEETING – Flexible meeting schedule and locations.

XVIII.ADJOURNMENT – A motion to adjourn the meeting was made by Dr. Gross and seconded by Mr. Bukowski. Roll call vote: unanimous at 9:17 a.m.

Dr. Michael Gross, Secretary

MFG: meb