

OCEAN COUNTY SOIL CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
714 LACEY ROAD, FORKED RIVER, NJ 08731  
November 16, 2023, FY23

**Minutes**

- I. **CALL TO ORDER:** The meeting was called to order by Dr. William Pollock at 8:12am. 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. Meeting Agenda and WebEx information was published on the District's website. Meeting was held via WebEx.  
  
Supervisors present: Dr. William Pollock, Chairman, John Tiedemann, Vice Chairman, Dr. Michael Gross, Secretary, and Ray Bukowski, member. Others present: Jean Baluski, Assistant Director and Becky Laboy, Education Outreach Specialist, both from Ocean County Soil Conservation District (OCSCD). Also present was Nicole Ciccaglione from National Resource Conservation Service (NRCS).
- II. **FLAG SALUTE:** Dr. Pollock led the salute to the flag of the United States of America.
- III. **APPROVAL OF AGENDA:** Ms. Baluski indicated that there was an amendment to the Agenda. Item number VI, Approval of Minutes, should have been dated September 21, 2023, not September 22, 2022. Motion to approve the agenda for today's meeting made by Mr. Tiedemann, seconded by Mr. Bukowski. Roll call vote: unanimous.
- IV. **APPROVAL OF PREVIOUS MINUTES (09/21/23):** Motion to approve the Minutes from 09/21/23 made by Dr. Gross, seconded by Ray Bukowski. Roll call vote: Dr. Gross, Mr. Tiedemann and Mr. Bukowski approved. Dr. Pollock abstained, all others approved.
- V. **REPORTS TO BOARD:** Nicole Ciccaglione, the District Conservationist with the Natural Resources Conservation Service (NRCS), stated that she does not have anything for signature. She reported that there is a sign-up ongoing that closes on January 26, with several initiatives announced, including a tree mortality initiative to help landowners remove and replace dead trees, not necessarily forest related, it could be a dead tree that is impacting farm structures. NJ Department of Agriculture requested her to assist with this. High Tunnels, conservation activity plans, forest plans, energy audits, management plans and soil health are the initiatives that are all part of "Act Now," an accelerated approval of funding from the Inflation Reduction Act. Applications are currently being accepted for those initiatives. Ms. Ciccaglione stated she has 100 applications and is actively reviewing all of them, a higher amount than normal, she stated she usually has about 50 a year. She has been very busy with site visits and evaluating those. Ms. Ciccaglione stated she intended to discuss the local work group, but without Christine Raabe at the meeting she is going to hold off. The bulletin went out for local work group requests so that they have the meeting held before the end of February. Ms. Ciccaglione stated it is on the agenda for the Association meeting on Monday. No questions were offered to Ms. Ciccaglione.
- VI. **CORRESPONDENCE:** Dr. Pollock stated there was no correspondence to discuss.
- VII. **MONTHLY STATEMENT OF TREASURER (November & December):** Dr. Pollock requested a motion to approve the Monthly Statement of Treasurer, made by Mr. Bukowski, seconded by Dr. Gross. Roll call vote: unanimous.
- VIII. **BILLS AND CLAIMS - (August, September and October) Chapter 251 & General:** Dr. Pollock requested a motion to accept the BILLS AND CLAIMS - (August, September and October) Chapter 251 & General. Ms. Baluski said the only outstanding is the new car and the car insurance, that's why it was higher than normal. Motion was made by Mr. Tiedemann and seconded by Dr. Gross. Roll call vote: unanimous
- IX. **REPORTS OF STANDING COMMITTEES - Education update – B. Laboy Report:** Ms. Laboy announced that the 3-year Jersey-Friendly Yards grant the District was working on in partnership the Barnegat Bay Partnership has come to an end. Some of the outcomes included a pollinator garden at Brick Township High School and an interpretive trail at Pinelands Regional High School. In addition, we held our annual Jersey-Friendly Yards Conference this year. Dr. Gross attended the Conference. The Barnegat Bay Partnership's Education Coordinator & Jersey-Friendly Yards staff person, Karen Walzer, has announced her retirement, but we look forward to continuing to offer our resources and play a role in support of the Jersey-Friendly Yards initiative.

- X. **REPORTS OF SPECIAL (AD HOC) COMMITTEES:** There are no Reports of Special Committees.
- XI. **PUBLIC COMMENT:** No public present.
- XII. **CHAPTER 251 – Certified Plans, Re-Certifications, Amendments, Incomplete and Denied Plans (attachment B)**
- A. Applications – Mr. Bukowski has recused from all applications related to New Jersey Resources, New Jersey Natural Gas and The Arc of Ocean County.
    - Certified Applications as of 11/8/2023
    - Recertified & amended as of 11/8/2023 – Dr. Pollock requested a motion to approve the Certified, Recertified and amended applications as of 11/8/23. Mr. Bukowski made the motion, Dr. Gross seconded the motion. Roll call vote: unanimous.
    - Uncertified Plans as of 11/8/2023– no vote
  - B. SCD# 21352; 40 Neimann Rd., Lakewood Twp., SCO issued 9/21/2023.
  - C. SCD# 20807; B 190.04, L 8.01; B 201, L 1; B 200, L 7 & 5; B 199, L 1 & 3; Ridge Ave., Lakewood Township;SCO rescinded 9/20/2023. Dr. Pollock requested a motion to approve Items B and C together. Mr. Tiedemann made the motion and Dr. Gross seconded the motion. Roll call vote: unanimous.
  - D. Quarterly Report- FY24-1<sup>st</sup> Quarter- no vote. Ms. Baluski stated it shows all the plans that came in, which plans were certified. Ms. Baluski stated the Quarterly Report for FY24 – 1<sup>st</sup> Quarter is about the same in the number of plans that came in, certifications and inspection hours are slightly increased.
- XIII. **OLD BUSINESS**
- A. **New vehicle status update:** The District received the Jeep Grand Cherokee on October 17, 2023.
  - B. **Inspector I** – job posting for one full time Inspector and one part-time Inspector. The posting is in the Asbury Park Press and the Atlantic City Press. Ms. Baluski stated they received 1 application for the full-time Inspector position and 1 application for the part-time Inspector position, so far.
  - C. **NRCS/OCSCD Supplemental Agreement (NR24B24XXXXC003)** Ms. Baluski stated that this Item needs to be tabled.
  - D. **Staff Grant Management Training & SOP Development – ABM Bookkeeping LLC, Anthony Cassetta** Ms. Baluski said the contracts have been signed but a meeting has not been set-up at this time.
- XIV. **NEW BUSINESS**
- A. **Approval of the OCSCD Board Meeting Schedule for 2024** –The Board approved keeping meetings on the same schedule of the 3<sup>rd</sup> Thursday of every other month, starting in January. Motion to approve was made by Mr. Bukowski, Mr. Tiedemann seconded the motion. Roll call vote unanimous.
  - B. **Approval of the NACD (FY24) membership dues, gold category, at the cost of \$775.00** – Dr. Pollock asked for a motion to approve the NSCD (FY24) membership dues, gold category, at the cost of \$775.00. Dr. Gross made a motion to approve. Mr. Bukowski seconded the motion. Roll call vote – unanimous.
  - C. **Approval of OCSCD Hierarchy Staff Chart 2023** – Dr. Pollock asked to see a copy of the chart. Ms. Laboy screen-shared the chart for everyone to see. Dr. Pollock asked for a motion to approve the OCSCD Hierarchy Staff Chart 2023. Mr. Tiedemann made a motion to approve. Mr. Bukowski seconded the motion. Roll call vote – unanimous.
  - D. **Approval of Draft FY24 Annual Plan of Operations** – Dr. Pollock asked for a motion to approve. Mr. Bukowski made the motion and Dr. Gross seconded. Roll call vote unanimous.
  - E. **Status of FY23 audit** – Ms. Baluski said she will be reaching out to the auditor to find out the status of the audit, hoping we have the audit before the January meeting.
  - F. **Replacement of HVAC system** – Ms. Baluski said there is an option to convert from oil to gas; also, the freon leaks from the AC system. Ms. Baluski stated that we can table this conversation until we get more information on the pricing and efficiency for a new HVAC system. Mr. Bukowski said he will abstain from any decisions, but added that it is important to have an efficient system. Dr. Pollock suggested geothermal as an option. Dr. Gross stated that he is not sure about solar either, and said we should table the decision until we have more information, and suggested that the District also look into non-fossil fuels, as well as fossil fuels. Dr. Pollock decided to table this Item.

XV. **EXECUTIVE SESSION** Dr. Pollock asked for a motion to go into Executive Session. Dr. Gross moved the motion, Mr. Bukowski seconded. Dr. Gross read the Resolution Authorizing Executive Session. Dr. Pollock asked for a motion to approve the Minutes of the last two Executive Sessions. Mr. Tiedemann made a motion to approve and Mr. Bukowski seconded. Dr. Pollock asked for a motion to close the Executive Session and to go back into public session. Dr. Gross made the motion and Mr. Bukowski seconded. Roll call – unanimous.

XVI. **ANNOUNCEMENT OF NEXT DISTRICT MEETING** Dr. Pollock announced the next Board Meeting on January 18, 2024; every succeeding meeting will be the 3<sup>rd</sup> Thursday of every other month.

XVII. **ITEMS FOR NEXT MEETING**

XVIII. **ADJOURNMENT** Dr. Pollock asked for a Motion for Adjournment. Motion moved by Mr. Bukowski and seconded by Mr. Tiedemann. All in favor. Meeting adjourned at 8:45 AM.

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Dr. Michael Gross, Secretary

Minutes Prepared by Becky Laboy.