

III. Previous Meeting Minutes

OCEAN COUNTY SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
714 LACEY ROAD, FORKED RIVER, NJ 08731
JANUARY 16, 2025

Minutes

CALL TO ORDER - The meeting was called to order by Dr. Pollock at 8:01 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 Agenda and WebEx information was published on the District's website. The meeting was held via WebEx and at the District Office.

Supervisors present: Dr. William Pollock, Chairman; Dr. Michael Gross, Secretary; and Gary Paxton, Treasurer; and Raymond Bukowski. Others present: Christine Raabe, District Director; Mary Ellen Banfield, Office Manager- Ocean County Soil Conservation District (OCSCD). Also present was Nicole Ciccaglione, Natural Resource Conservation Service (NRCS).

- I. FLAG SALUTE - Dr. Pollock led the salute to the flag of the United States of America.
- II. APPROVAL OF AGENDA – A motion to accept was made by Dr. Gross and seconded by Mr. Bukowski. Roll call vote: unanimous.
- III. APPROVAL OF PREVIOUS MINUTES (November 21, 2024) – A motion to accept was made by Mr. Bukowski and seconded by Dr. Gross. Roll call: unanimous.
- IV. REPORTS TO BOARD – Natural Resources Conservation Service (NRCS) & State Soil Conservation Committee (SSCC) – Ms. Ciccaglione reported that there were 108 applications of which 25 were for Ocean County: 2 for Forestry; 18 for Aquaculture.; 3 for Agricultural Management Assistance; and 2 for the Conservation Stewardship Program.
- V. CORRESPONDENCE
 - A. Reappointment to OCADB – (Jessica Pinto currently represents District & will continue)
 - B. Request for Meeting/Consultation with Matt Ward/HEP SCD regarding Education /Outreach Program – (postponed)
 - C.
- VI. MONTHLY STATEMENT OF TREASURER (November - December) – A motion to accept was made by Dr. Gross and seconded by Mr. Paxton. Roll call vote: unanimous.
- VII. BILLS AND CLAIMS - (October, November, December) Chapter 251 & General – A motion to accept was made by Dr. Gross and seconded by Mr. Bukowski. Roll call vote: unanimous.
- VIII. REPORTS OF STANDING COMMITTEES – Education Report – Becky provided a thorough and descriptive report (as usual).
- IX. REPORTS OF SPECIAL (AD HOC) COMMITTEES – none
- X. PUBLIC COMMENT – none
- XII. CHAPTER 251 – Certified Plans, Re-Certifications, Amendments, Incomplete and Denied Plans
 - A. Applications
Certified Applications as of 1/9/2025.
Recertified Application as of 1/9/2025 – A motion to combine the acceptance of Certified and Recertified applications was made by Mr. Bukowski and seconded by Dr. Gross. Roll call vote:

unanimous.

Uncertified Plans as of 1/9/2025— no vote

- B. SCD# 25321; Driveway Site Plan; Block 11.05, Lot 8; Lakewood Township; SCO rescinded 12/11/2024
- C. SCD# 21518; Jackson Properties Inc – Site Plan; Block 2101, Lot 5.01; Jackson Township; SCO rescinded 12/18/2024
- D. Quarterly Report- FY25-2nd Quarter- Provided as an FYI - no vote.

XIII. OLD BUSINESS

- A. Local Work Group – Held 1/30/25 – Update & Report
- B. NJACD Annual Meeting 11/25/24 at Eco-Complex
- C. OCSCD Annual Report Completed/Published
- D. Audit Status/Update – Received from Brian Logan of Suplee, Clooney & Company –1/13/2025
A motion to accept the Audit was made by Mr. Bukowski and seconded by Mr. Paxton. Roll call vote: unanimous. Will submit to SSCC via Frank Minch.
- E. New vehicle- Received & Registered – 2025 Jeep Compass Sport (Hydro Blue) - \$28,233.80

XIV. NEW BUSINESS

A. Annual Resolutions

- Election of Officers: Resolution 2025-1
 - Chairman—Dr. William Pollock
 - Vice Chairman—John Tiedemann
 - Treasurer—Gary Paxton
 - Secretary—Dr. Michael Gross
 - Member—Ray Bukowski
- Professional Service Appointments: Resolution 2025-2
 - Legal Counsel: Francis Rodman Rupp & Salka Law LLC
 - Auditor: Suplee, Clooney & Company
 - Insurance Agents: Central Jersey Insurance Associates, John Hill Agency, New Jersey Manufacturers
 - Financial Institution: Ocean First Bank
 - Computer Consultant: NTS Consultants
- District's Designation of Newspapers: Resolution 2025-3
 - Public notices: Asbury Park Press and The Press of Atlantic City
 - Job postings: The Press of Atlantic City and The Coast Star/The Ocean Star
- Standing Committees: Resolution 2025-4
 - Legislation
 - General Operations & Programs
 - Fiscal Administration
 - Environmental Education & Public Information
 - Building

A motion to combine the acceptance for the above Resolutions was made by Dr. Gros and seconded by Mr. Bukowski. Roll call vote: unanimous.

- B. Emergency Sewer Repair – Tree Roots and back-up. Ongoing, preventative maintenance will be performed.
- C. NJACD dues
A motion to renew membership (\$850.00 annual) was made by Dr. Gross and seconded by Mr. Bukowski. Roll call vote: unanimous.
- D. 2025 NJ Envirothon funding request
A motion to donate \$500 was made by Mr. Paxton and seconded by Mr. Bukowski. Roll call vote: unanimous.

E. OceanFirst Bank CD maturity notice 1/30/2025

A motion to cash in the CD to pay for the annual appropriations (due in April) was made by Dr. Gross and seconded by Mr. Paxton. Roll call vote: unanimous.

F. Ms. Raabe suggested that Liam McBride be offered a full -time position as an Inspector I. Mr. McBride was an intern at the District, and he has currently been working part-time as an Inspector I. A motion was made to approve Liam McBride for a full-time at Range 16, Step 1 at a salary of \$49,738.97 was made by Mr. Bukowski and seconded by Mr. Paxton. Roll call vote was unanimous.

Ms. Raabe suggested that Mary Elliott, Part-time Clerk be given an increase to her hourly wage, currently at \$24 per hour. A motion was made to increase Ms. Elliott's hourly wage to \$25 per hour was made by Mr. Paxton and seconded by Mr. Bukowski. Roll call vote: unanimous.

XV. EXECUTIVE SESSION – none

XVI. ANNOUNCEMENT OF NEXT DISTRICT MEETING – March 20, 2025

XVII. ITEMS FOR NEXT MEETING

XVIII. ADJOURNMENT – A motion to adjourn the meeting was made by Dr. Gross and seconded by Mr. Bukowski at 8:33 a.m.