BURLINGTON COUNTY SOIL CONSERVATION DISTRICT
1971 Jacksonville - Jobstown Road, Columbus, NJ 08022
Tel: (609) 267-7410 Fax: (609) 267-3347

Please note: This District meeting will be the 2nd Tuesday at 4:00pm at the District Office

DISTRICT MEETING AGENDA
April 14, 2026

1). CALL TO ORDER

2). MINUTES OF PREVIOUS MEETING

3). FINANCIAL

4). MEETING CORRESPONDENCE

5). STAFF REPORT

6). NRCS REPORT
- 1). Cost Share Applications
- 2). New Cooperators

7). DISTRICT MANAGER'S REPORT

8). CHAPTER 251 REVIEW, CERTIFICATIONS & CANCELLATIONS

9). OLD BUSINESS
- 1). FY 2025 Audit
- 2). 2026 NACD National Meeting

10). NEW BUSINESS
- 1). Regional Supervisor Meetings
- 2). FY 2027 Budget Formation
- 3). Supervisor Reappointments
- 4). NJACD Request

11). PUBLIC COMMENT

12). NEXT MEETING **May 20, 2026**

13). ADJOURNMENT

Minutes for: April 14, 2026 DRAFT

PRESENT: G. Berg, D. Caldwell, T. Budd, A. Winzinger, D. Frank, N. Ciccaglione, R. Reitmeyer and P. Knighton

This meeting is held in accordance with the New Jersey Open Public Meetings Act, in that Annual Notice of this meeting has been provided to the offices of Burlington County and to the Burlington County Times. A copy of the Notice was also posted on the Bulletin Board in the District Office maintained for public announcements. G. Berg called the meeting to order at 4:01 p.m.

Roll Call: G. Berg, D. Caldwell, T. Budd, A. Winzinger, D. Frank, N. Ciccaglione, R. Reitmeyer and P. Knighton. G. Berg noted that adequate notice of the meeting had been given under the Open Public Meetings Act.

MINUTES OF THE PREVIOUS MEETING:

The minutes of the February 18, 2026 meeting were approved on a motion by A. Winzinger and seconded by D. Frank.

FINANCIAL REPORT:

- The CD at TD bank maturing on 3/2/26 was closed and those funds were deposited into the District checking account.
- The TD Bank CD that matured on 3/11/26 was closed. The majority of those funds were used to open a new CD at Ocean First Bank.
- No CD's will mature prior to the May District meeting.

The Bills to be paid for March and April were reviewed and accepted on a motion by. D. Frank and seconded by A. Winzinger.

CORRESPONDENCE: R. Reitmeyer

- Regional Supervisor Meeting for Central Region is being held on April 14, 2026 at Villa Mannino, Bordentown, NJ.
- Save the Date June 2, 2026 for a session of the State Technical Committee which will include a field tour at Tuckerton Seaport and Barnegat Oyster Collective with business meeting to follow.
- Correspondence from USEPA Success Story regarding "Smithville Lake: Lake and Watershed Management Plan."
- Email notification from Joint Base announcing the cancelation of the Annual Earth Day Event.
- Start of Construction form received for Four Seasons at Rancocas Creek (N. Pemberton Road & Arneystown Road).
- Notification from New Jersey Conservation District Employees Association thanking the district for their commitment to support the association.

STAFF REPORT: P. Knighton

Knighton reporting working on closeout/purge files to make room in the filing cabinets and updating the Audit Program with Inspection entries. Other work items included creating files for new applications, processing all Certifications and RFAs, process annual pension appropriation fee and pension payments, payroll and state health benefit (SHB) payments.

NRCS REPORT: NRCS

1. Eleven Application have been funded with nine located in Burlington County. Two AMA Burlington applications have been funded for High Tunnels,
   All are obligated. The next deadline for rankings is on 4/17/26, we will know more after which applications are selected for funding in the next group.

2. NJ State Cost Share Approved:
   - Smithville Farms – Richard Vaccaro in Eastampton Twp.for sprinkler and irrigation system.
   - Allen Sod Farm in Southampton Twp. for irrigation.

DISTRICT MANAGER'S REPORT: R. Reitmeyer

Snapshot of Activity for February and March, 2026:

For the month of February 2026 the staff performed 162 Inspection, issued ROC's for 57 Units and performed 37 Plan Reviews.

For the month of March 2026 the staff performed 287 Inspections, issued ROC's for 77 Units and performed 20 Plan Reviews.

Four Violations have been issued since the February meeting.

- **Staff**:
  - Construction activity slowed in February due to cold / snow.
  - Activity has increased as expected with warming temperatures as projects try to catch up.
- **SJRC&D:**
  - A March meeting was held. Most of the discussion centered on the completion of existing grants and the future of the Council.
  - Craig McGee, the driving force for the grants, indicated he will be retiring effective June 2026.
  - One option mentioned was merging with North Jersey RC&D
- **Building Maintenance:**
  - No major items to mention
- **2025 MS4 Compliance Services**
  - All 2025 Invoices have been paid.

- Draft agreements for 2026 were distributed to current municipal partners and noting the increase to $100.00 per inspection and 2026 solicitations were mailed to all other municipalities.
- Approved agreements have been received from Burlington Twp., Florence Twp., City of Beverly, Willingboro and Southampton.
- Pemberton Twp is not requesting inspections and Medford Twp. has not yet responded.
- Inspections in Southampton Township have begun.

- **District Postage:**
  - Reitmeyer and P. Knighton have been reviewing options to reduce postage needed for mailing certified plans.
  - This includes a potential reduction in total mailed plan copies. Letters of approval will still be mailed.
  - Board discussion included forwarding digitized copies.
- **District Fee Schedule Revision**:
  - A response, with supporting documents, has been forwarded to the NJDA.
  - Additional supporting documents were provided to the NJDA on 4/2/26, but District was not on the agenda for the 4/12/26 SSCC meeting.
  - Reitmeyer continues to work with NJDA staff towards the goal of a revised District fee schedule.
- **District Health Insurance provider**:
  - Municipalities and at least one District (Freehold) are looking to leave SHB.
  - Freehold SCD is planning to join a NJ Solutions Joint Health Insurance Fund and is expecting to realize a savings by doing so.
  - The savings could be $10 K per employee depending on variables.
  - Reitmeyer is seeking authorization to receive estimate.

CHAPTER 251 & RFA: R. Reitmeyer

The Certification Report for March was presented and discussed. Reitmeyer reports there are 20 251 Plans and 3 RFA permits that have been approved for this month. G. Berg recused from items 3, 6, 7, 16 and 19. On a motion of approval by D. Caldwell and seconded by D. Frank. All in favor, motion approved.

The Certification Report for April was presented and discussed. Reitmeyer reports there are **13** 251 Plans and 2 RFA permits that have been approved for this month. G. Berg recused from items 6 and 7. On a motion of approval by D. Caldwell and seconded by D. Frank. All in favor, motion approved.

OLD BUSINESS:

1) FY 2025 Audit:

Reitmeyer reported that he has been communicating with the Auditor regarding the initial draft and that some revisions have been made. A second draft is expected for the May meeting.

2) 2026 NACD NATIONAL MEETING:

G. Berg reported on the conference and mentioned that San Antonio was a very nice venue. The conference sessions included a significant focus on funding and program development for Soil Conservation Districts and Farm Bill discussion.

NEW BUSINESS:

1) 2026 Regional Supervisor Meetings:

The Central Region meeting is scheduled for April 14th at 6:00 pm at Villa Mannino in Bordentown. Discussion topics will be led by NJDA, NRCS and the NJACD.

2) FY 2027 Budget Formation:

Approval of the annual budget is required by the June District meeting, currently schedule for 6/17/26. Board member input on budget priorities will be gathered so that a draft budget can be prepared. A Budget subcommittee meeting will be convened prior to the May District meeting

3) Supervisor Reappointments:

The initial term of D. Frank is set to expire on June 30, 2026, due to it being the unexpired term of previous Supervisor Daniel O'Connell. R. Reitmeyer and P. Knighton will complete the necessary Re-nomination document for submittal by May 29, 2026.

4) NJACD Request:

Reitmeyer distributed NJACD correspondence for Board discussion. On a motion of approval to authorize and additional donation of $2,000 to NJACD by D. Frank and seconded by D. Caldwell. All in favor.

PUBLIC COMMENT: No public comment.

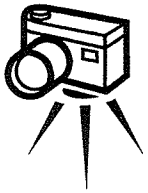
NEXT MEETING: May 20, 2026

ADJOURNMENT: The meeting was adjourned at 5:35 pm. On a motion of approval by T. Budd and seconded by A. Winzinger. All motions unanimous unless otherwise noted.

Respectfully submitted,

G. Berg
Chair

BURLINGTON COUNTY SOIL CONSERVATION DISTRICT



SNAPSHOT OF ACTIVITY FOR April, 2026

	INSPECTIONS PERFORMED	COMPLIANCES ISSUED	PLANS REVIEWED	MEETINGS	CORRESPONDENCE SENT	VIOLATIONS ISSUED
251 PROGRAM	235	111	22	12	45	1

	251 APPLICATIONS RECEIVED	251 CERTIFICATIONS	RFA'S PROCESSED	RE-INSPECTIONS INVOICED	VIOLATIONS INVOICED	H & H FORMS
ADMINISTRATION	15	13	5	0	1	0

- ☑ Maintain Daily Cash Receipts & Disbursement Books
- ☑ Prepare End of Month Bills & Payments
- ☑ District Meeting; Minutes and Agenda's
- ☑ 251 Plans Maintenance
- ☑ Preparation 251 Reserve Data Maintenance Balances
- ☑ Update to the 5G3 Notifications
- ☑ Facilities Maintenance
- ☑ Close Out/Purge File Maintenance
- ☑ Admin. Audits for Ch. 251 Project
- ☑ MS4 Inspection Program
- ☑ ArcGIS

Last update: pknighton 5/8/2026

BURLINGTON COUNTY SOIL CONSERVATION DISTRICT

MONTHLY CERTIFICATION REPORT

May, 2026

					Certification			
	App . No.	Project Description	Township	Acres	Fee	Type	Date	Location/Comments
1	25126-015	Pactex Warehouse	Hainesport	0.47	$775.00	u	04/15/26	2 Mary Way
2	25126-024	839 Railroad Avenue Stormwater Improvements	Florence	9.8	$4,105.00	u	04/15/26	839 Railroad Avenue
3	25126-019	Trotters Crossing Park Athletic Field	Mount Laurel	4	$2,625.00	u	04/15/26	540 Walton Avenue
4	25126-049	Red Feather Trail Development	Pemberton	0.204	$475.00	u	04/21/26	Red Feather Trail
5	25126-030	Buttonwood Park Drainage Improvements	Maple Shade	0.15	$775.00	u	04/27/26	Buttonwood Avenue
6	25125-072	Intersection Improvements Stokes Rd.	Shamong	4.62	waived	u	04/27/26	Willow Grove Rd & Stokes Road
7	25126-056	East Greenbush Rd	Bass River	1.32	$475.00	u	04/27/26	East Greenbush Road
8	25126-043	Synthetic Turf Athletic Field	Riverside	4	$2,625.00	u	04/27/26	Maryland Ave & Hooker St
9	25126-061	1705 Ark Road	Hainesport	0.5	$475.00	u	04/27/26	1705 Ark Rd
10	25126-062	2015 Wall Ave.	Burlington	0.16	$475.00	u	04/30/26	2015 Wall Ave.
11	25126-040	Evesham Municipal Utilities Authority	Evesham	0.53	$775.00	u	05/01/26	Roadways along King Grant Dr.
12	25125-031	PSE&G Medford 65/13kV Substation Expansion Project	Medford			p/o	05/01/26	320 NJSH Route 70
13	25125-017	Proposed Retail/Service Building	Burlington	8	$3,505.00	u	05/12/26	Bordentown Road US Rte. 130
14	25125-143	Transco-NJ Turnpike MP 24	Springfield	13.3		p/o	05/12/26	NA-Linear Pipeline:
15	25126-054	Indian Spring Balcony Structural Repairs	Evesham	0.35	$775.00	u	05/12/26	115 South Elmwood Road
16	25126-057	2026 Site Improvements	Mount Holly	2.09	$2,125.00	u	05/12/26	100 Wollner Drive
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18								
19								
20								
21								
22								
23								
24								
25								
26								

Prepared by pknighton
5/20/2026

Authorization to Discharge Stormwater Permits Issued
Request for Authorization (RFA) Program

May, 2026

NAME OF PROJECT	SCD APPL. NUMBER	RFA NUMBER	TOWNSHIP	TOTAL ACRES	PLAN CERTIFIED	RFA ISSUED
839 Railroad Avenue Stormwater Improvements	25126-024	NGGNJSBIGA	Florence	9.8	04/15/26	
Trotter's Crossing Park Athletic Field Improvements	25126-019	NGR8VT7FQT	Mount Laurel	4	04/15/26	
Intersection Improvements Stokes Rd	25125-072	NIXKY43OC4	Shamong	4.62	04/27/26	
Synthetic Turf Athletic Field	25126-043	NQKMZZNSK6	Riverside	4	04/27/26	
East Greenbush Rd New Home	25126-056	NRVSK4CRMU	Bass River	1.32	04/27/26	
Proposed Retail/Service Building	25125-017	NSZVPPI4G4	Burlington	8	05/12/26	
2026 Site Improvements	25126-057	NTQQKEP944	Mount Holly	2.09	05/12/26	

Updated 5/15/2026
Pam Knighton

VIOLATION REPORT FOR MAY 2026

PROJECT NAME	NATURE OF VIOLATION	MAJOR/MINOR	OCCURRENCE	ISSUED BY:
Prop. Self Storage Bordentown Twp	Construction Sequence not followed	Minor	Initial Notification	Z. Wobbe
Chesterfield Subdivision	Construction Access not provided, offsite sedimentation	Minor	Initial Notification	Z. Wobbe
1614 Route 206 Tabernacle Twp.	Soil Disturbance prior to approval	Minor	Initial Notification	Z. Wobbe