



Please note: The District meeting will be the 3rd
Wednesday at 3:00pm at the District Office

**DISTRICT MEETING AGENDA
APRIL 19, 2023**

- 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). SSCC Report
- 8). DISTRICT MANAGER'S REPORT
- 9). CHAPTER 251 REVIEW, CERTIFICATIONS & CANCELLATIONS
- 10). OLD BUSINESS
 - 1). 2023 NACD National Meeting
 - 2). NRCS/BCSCD/SSCC MOA
- 11). NEW BUSINESS
 - 1). FY 2024 Budget Formation
 - 2). Donated Leave Policy
- 12). PUBLIC COMMENT
- 13). NEXT MEETING **May 17, 2023**
- 14). ADJOURNMENT

Minutes for: April 19, 2023

PRESENT: G. Berg, D. Caldwell, T. Budd, D. O'Connell, A. Winzinger, N. Ciccaglione, S. McGee, 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 3:05 p.m.

Roll Call: G. Berg, D. Caldwell, T. Budd, D. O'Connell, A. Winzinger, N. Ciccaglione, S. McGee, R. Reitmeyer and P. Knighton. G. Berg noted that adequate notice of the meeting had been given under the Open Public Meetings Act.

MINUTES FROM THE PREVIOUS MEETING:

The minutes of the March 15, 2023 meeting were approved on a motion by A. Winzinger and seconded by D. O'Connell. All in favor.

FINANCIAL REPORT:

- Two CDs at Liberty Bell Bank will mature on 4/20 and 4/25 respectively.
- Liberty Bell Bank has a current special of 13 months @ 3.95% (4.01% APY).
- Reitmeyer was requested to identify any available CD's at 4.4% or higher as options for the funds currently at Liberty Bell Bank
- The Bills to be Paid includes the Poster Contest awards.
- District retiree Paul Evans will now be receiving Medical Part B reimbursement on a monthly basis.

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

CORRESPONDENCE: R. Reitmeyer

- Congressional Report was distributed to the parties involved on the Memorandum of Agreement.
- Notification of the Soil and Water Stewardship Week from April 30 thru May 7, 2023.
- Notification from State of New Jersey Department of Agriculture for the reappointment of Supervisor Daniel O'Connell.
- Email from Arelys Ortiz regarding the MOA (Memorandum of Agreement) for NRCS Grants & Agreements.
- Quote for the FY 2023 Audit received from Nightlinger, Colavita & Volpa. On a motion of approval to accept the quote by A. Winzinger and seconded by T. Budd. All in favor.

STAFF REPORT: S. McGee

- A transfer of Township inspection responsibilities has resulted in more active sites.
- Larger projects are starting to slow down and smaller projects are being closed out.
- McGee performed approximately 170 inspections for the month of March
- Pending township approval, McGee will be involved in providing MS4 mapping services for Eastampton Twp.

NRCS REPORT: N. Ciccaglione

- Contracted 10 Applications for Forestry Management Plans / Organic Systems Plans, 8 of which are in Burlington County.
- There are a total of 20 Pre-approved applications for EQIP / AMA.
- Columbus Service Center has 34 Applications not approved for funding. Out of the 34, 25 of them are from Burlington.
- Signup deadline for IRA Funds (Inflation Reduction Act) is May 1, 2023.
- IRA is focused on Climate Smart Practices. Columbus so far has 2 applications for IRA.
- For BSCD certification:
 - State Cost Share new application for Probasco Farms for Irrigation system.
 - Two Conservation Plans for conservation technical assistance for R. Lounsberry and W. Westerby.
 - Six approved contracts with conservation plans for EQIP for High Tunnel and Forestry Planning.

SSCC Report: No Report

DISTRICT MANAGER'S REPORT: R. Reitmeyer

Snapshot of Activity for March 2023: For the month of March 2023 the staff performed 427 inspections, issued ROC's for 50 Units and performed 27 plan reviews. One violation has been issued since the March District meeting and 80 MS4 Inspections were performed.

- **Staff:**
 - Construction activity continues to be steady and shows no sign of slowing.
- **SJRC&D:**
 - April meeting canceled.
- **Building Maintenance:**
 - Timers for exterior lighting have been corrected.
 - P. Knighton and Reitmeyer continue to recycle/dispose of unneeded paper and assorted items.
 - P. Knighton has been shredding unneeded paper documents.
 - Reitmeyer has been removing old computers/e-waste through donation or scrapping as appropriate. Hard drives have been removed and will be kept.

- **2022 MS4 Compliance Services:**
 - Current contracts exist with Burlington Twp., Southampton Twp., Willingboro Twp. And Beverly City.
 - Inspections have been completed for Willingboro, about half way complete in Burlington Twp. and underway in Southampton.
 - Maple Shade and Pemberton Twp. have indicated approvals are forthcoming.
 - Medford Twp. and Eastampton Twp. are not decided, but seem positive.
 - Other Municipalities that have expressed interest are Florence Twp., Chesterfield Twp. and North Hanover Twp.
- **SSCC: From March 2023 SSCC meeting**
 - Revised fee schedules were approved for Freehold SCD and H.E.P. SCD. It has been requested by the board to look at a copy of the fee schedule at the next meeting.
 - Districts are requested to verify that needed information is present on respective websites. (Minutes, Agendas and Budgets by 7/1/23).
 - The Soil Protection Standards have not yet been approved.
 - Secretary Fisher will be retiring from the position effective July 1, 2023.
- **District Outreach Events:**
 - The District will be participating in events for JB-MDL and the County.
 - Timothy Robinson has arranged for the District to have the Soil Tunnel available for both events.
 - Water Bottles and rain gauges are available as handouts. Should something else be provided? On a motion of approval the board has agreed to purchase promotional items for an amount not to exceed \$2,000.00 by A. Winzinger and seconded by D. Caldwell. All in favor.
 - Timothy Robinson and Sean McGee will be available to staff the JBMDL event on Saturday May 13th
- **Burlington County Open Space:**
 - Reitmeyer met with Jeremy Hreben, the new County Superintendent of Parks to discuss County Open Space Maintenance.

CHAPTER 251 & RFA: R. Reitmeyer

- The Certification Report was presented and discussed. Reitmeyer reports there are **14** 251 Plans and **9** RFA permits that have been approved for this month. 251 Certifications mentioned for discussion are as follows: McLean Packaging of Moorestown and Hartford Rd-SFD in Mount Laurel.

On a motion of approval by A. Winzinger and seconded by T. Budd. D. Caldwell recused the vote of approval for McLean Packaging of Moorestown. All in favor, motion approved.

Old Business:

1). 2023 NACD National Meeting:

- G. Berg reported on the various topics included in the conference.
- A discussion of the National Wetland Rules was held during the conference.
- The 2024 National Meeting will be held in San Diego.

2) USDA (NRCS/BCSCD/NJSSCC MOA:

- The most recent draft of the MOA was received.
- The Board was asked to review the MOA and to forward any comments to Reitmeyer.

New Business:

1). FY 2024 Budget Formation:

- The Budget Subcommittee met and reviewed a preliminary draft of the FY 2024 Budget
- Numerous modifications were requested.
- The Board has requested to have the revised Budget to review for the next subcommittee meeting.
- The next subcommittee meeting is proposed to take place in May.

2). Donated Leave Policy:

- Reitmeyer reviewed NJ Administrative Code 4A:6-1.22.
- The existing administrative code contains the necessary language for use by local government entities such as the District.
- It was requested that R Reitmeyer provide additional information at the May meeting.

PUBLIC COMMENT: No public comment.

NEXT MEETING: May 17, 2023

ADJOURNMENT: The meeting was adjourned at 4:27 pm. On a motion of approval by D. Caldwell and seconded by T. Budd. All motions unanimous unless otherwise noted.

Respectfully submitted,



Gina Berg,
Chair