

BURLINGTON COUNTY SOIL CONSERVATION DISTRICT

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*Please note: The District meeting will be the 3rd
Wednesday at 3:00pm and held remotely*

DISTRICT MEETING AGENDA

August 18, 2021

- 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). FY 2021 District Audit
- 11). NEW BUSINESS
 - 1). District Office Re-opening and Staffing
- 12). PUBLIC COMMENT
- 13). NEXT MEETING **September 15, 2021**
- 14). ADJOURNMENT

Minutes for: August 18, 2021

**PRESENT: G. Berg, D. Caldwell, T. Budd, D. O'Connell, A. Winzinger, N. Ciccaglione
T. Robinson, R. Reitmeyer and P. Saunders**

ABSENT:

CALL TO ORDER:

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 3:00 p.m.

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

MINUTES OF PREVIOUS MEETING:

The minutes of the June and July meeting were approved on a motion by A. Winzinger and seconded by T. Budd. All in favor.

FINANCIAL:

- The Bills to be paid for August were reviewed and accepted on a motion by A. Winzinger and seconded by D. Caldwell.
- A District CD held at Ocean First Bank will mature on 9/10/21. Available rates have lowered. Liberty Bell Bank is offering rates at .30% - .35% and Republic Bank is offering .25% - .35% Reitmeyer will continue to review available rates at multiple institutions.

CORRESPONDENCE: R. Reitmeyer

- Email notification from the NJ SADC seeking new applicants for farmland preservation.
- Email notification from Frank Minch that the NJDEP is seeking comments from Districts regarding 5G3 permitting. The Board asked to obtain a copy of any changes.
- Email notification from NRCS regarding grant payment approval.
- Email notification from Craig McGee, Manager of Camden SCD. The District is relating and looking for another District to store the Envirothon Training Trunk. As a result of the request it would consist of storage, maintenance and transportation. The Board has agreed to confirm that Burlington SCD will store the trunk.
- Email notification from Frank Minch regarding the return to offices for state agencies.
- Proposal from Tattleaux New Jersey Solar. NJ Environmental Protection in N. Hanover were notified and State Cost Share has already approved the plan.

STAFF REPORT: Timothy Robison

- Many large warehouses are under construction in Burlington County. These projects require lengthy plan reviews and must be inspected frequently as they can be very moving.
- Plan reviews have been very busy with a variety of different types of projects.
- Robison is seeking training opportunities specifically related to the new NJDEP stormwater requirements.
- Robison is recommending fall seeding on his sites to minimize erosion during the winter months. is here and also.
- Robison will begin the annual Mining Re-certification process shortly.

NRCS Report: N. Ciccaglione

- Total funding to the Columbus Service Center was \$2,259,000. There was just a few that were unfunded. In total there were 6 EQIP with Contracts; 1 AMA; 2 CSP (Organic/Conventional); 4 Irrigation Wells; 1 CSP that just got approved.
- Outreach-Electronic News Letter which is usually 50 a year will be done prior to the new signup date of October 22, 2022.
- Austin who worked in the Columbus office for a period of time assisting with the Quail Initiative has moved on to the New Jersey Fish and Wildlife.

SSCC Report

- The next SSCC meeting is scheduled for 9/13/21.
- The 2021 Annual Meeting will be held in Freehold on 11/10/21. There is discussion of having a virtual or in person meeting.
- The NRCS/SSCC/SCD MOU will need to be Amended to incorporate OPRA Requirements.

DISTRICT MANAGER'S REPORT: R. Reitmeyer

Snapshot of Activity for June 2021: For the month of June 2021 the staff performed 267 inspections, issued ROC's for 46 Units and performed 27 plan reviews. 53 MS4 Basin inspections were conducted in June.

Snapshot of Activity for July 2021: For the month of July 2021 the staff performed 288 inspections, issued ROC's for 27 Unites and performed 25 plan reviews. 59 MS4 Basin inspections were conducted in May. One violation has been issued since the May meeting.

- **Staff:** Construction activity continues to be steady and shows no sign of slowing. New staff apparel has been ordered.
- **Work from Home Items are still being utilized.**
- **COVID-19 Preventative Measures Continue as previously implemented and as required by Governor Murphy's Executive Order No. 192:**
 - All staff are completing a COVID-19 health screening prior to entering the office.
 - All staff are wearing face masks in all building common areas.
- **Potential District Solar Panels:**

- Reitmeyer has been in conversation with representatives from Tattleaux New Jersey Solar regarding the potential placement of solar panels at the District office.
- Reitmeyer met with a representative on 8/5/21 to review site potential and limitations.
- Reitmeyer presented two concept plans to the Board for review and consideration.
- Reitmeyer will research the front yard setbacks depicted on the original District building plans and look to arrange an onsite meeting with Supervisors and company representatives.
- **SJRC&D:**
 - Tour des Farms planning is scheduled for September 11 2021.
 - Reitmeyer requested, and received, Board approval to offer Comp Time to staff.
 - The Council is seeking a trailer for the No-Till Drill Seeder purchased through a grant. The District owns a trailer that was used to transport the gator prior to the District's move to our present location.
- **Building Maintenance:**
 - Landscape maintenance around the District office will be needed in the Fall.

CHAPTER 251 & RFA: R. Reitmeyer

Certification Report was presented and discussed. Reitmeyer reports there are **13** 251 Plans and **4** RFA permits that have been approved for this month. 251 Certifications mentioned for discussion are as follows: Moose Run Estates from the August Certification List and T & N Properties of Mansfield; Jiffy Lube of Cinnaminson and Rehabilitation of Former Confined Disposal Facility of Cinnaminson from the July Certification List.

On a motion of approval by T. Budd and seconded by D. Caldwell with the abstention of those projects mentioned. All in favor, motion approved.

Old Business:

1). FY 2021 District Audit

- The onsite portion of the audit took place on 7/19/21 and 7/27/21.
- Tom Dark of Nightlinger, Colavita and Volpa reviewed all requested items.
- No issues have been identified.
- The first draft of the audit has not been completed for initial review.

New Business:

1). District Office Re-opening and Staffing

- Reitmeyer identified and discussed the current status.
- The Board discussed the recent guidance document received from the State of New Jersey which set a revised date for full re-opening to October 18th.
- Reitmeyer mentioned the potential to continue with limited work from home items past October 18th and will draft a potential Policy Manual revision for Board consideration.

PUBLIC COMMENT: None

NEXT MEETING: September 15, 2021

ADJOURNMENT: The meeting was adjourned at 4:48 pm. On a motion of approval by D. Caldwell and seconded by A. Winzinger. All motions unanimous unless otherwise noted.

Respectfully submitted,

G. Berg