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 3rd Wednesday at 3:00pm at the District Office

DISTRICT MEETING AGENDA
August 19, 2026

1). CALL TO ORDER

2). MINUTES OF PREVIOUS MEETING

3). FINANCIAL REPORT AND BILLS TO BE PAID

4). MEETING CORRESPONDENCE

5). STAFF REPORT

6). NJ STATE COST SHARE

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

8). DISTRICT MANAGER'S REPORT

9). CHAPTER 251 REVIEW, CERTIFICATIONS & CANCELLATIONS

10). OLD BUSINESS
- 1). FY 2026 Audit

11). NEW BUSINESS
- 1). 2026 NJACD Joint Annual Conference
- 2). 2027 NACD Annual Meeting

12). PUBLIC COMMENT

13). NEXT MEETING **September 16, 2026**

14). ADJOURNMENT

Minutes for: August 19, 2026 DRAFT

PRESENT: Gina Berg, Tom Budd, Audrey Winzinger, David Frank, Nicole Ciccaglione, Kelly Steimle, Tim Robinson, Robert Reitmeyer and Pam Knighton

ABSENT: Daniel Caldwell

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, T. Budd, A. Winzinger, D. Frank, N. Ciccaglione, K. Steimle, T. Robinson, 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 June, 2026 meeting were approved on a motion by A. Winzinger and seconded by T. Budd. Abstention: D. Frank.

FINANCIAL REPORT:

The Bills to be paid for July and August were reviewed and accepted on a motion by D. Frank and seconded by T. Budd. The American Heritage CD matured and was reinvested as a 12 month CD at 3.90%. Reitmeyer will review options for the Mid Penn Bank CD set to mature on August 13th.The Board has agreed to make the change of the CD to a 9 month.

CORRESPONDENCE: R. Reitmeyer

- Email notification to renew the SAM's Registration.
- Email from Brian Cop of Medford Township with an approved signed agreement to move forward with the basin inspections.
- Email from Kelly Doyle of the NJ Department of Agriculture requesting to schedule a field visit with NJDA staff and Burlington SCD staff.

STAFF REPORT: T. Robinson

Robinson accompanied NJDA staff John Matos Ramos, P.E., Kelly Doyle, P.E. and Nicholas Lund on a short tour of 251 projects in Burlington County, including Medford Nurseries. Robinson discussed a pre-application meeting for the Dragonland property in Pemberton Twp. and a dam removal project in Chesterfield Twp. Robinson also mentioned an inspection at Stewarts Avenue in Delran Twp. and that a number of new projects are starting in Mount Laurel Twp.

NJ STATE COST SHARE:

Kelly Steimle, NJDA presented a Farm Conservation Plan regarding municipal leaf waste to be stockpiled in both Camden County and Burlington County (Evesham). On a motion of approval by A. Winzinger and seconded by T. Budd. G. Berg recused.

NRCS REPORT: N. Ciccaglione

Ciccaglione reported that FY 2027 Farm Bill Financial Assistance Programs signup cutoff is September 18th. Also reported on were the 2026 AMA applications, CSP applications and EQIP applications. A NJ State Cost Share application for an Irrigation Main Line was presented for acceptance. On a motion of approval by T. Budd and seconded by A. Winzinger. Abstention by G. Berg.

DISTRICT MANAGER'S REPORT: R. Reitmeyer

Snapshot of Activity for June 2026:

For the month of **June 2026** the staff performed 284 inspections, issued ROC's for 157 Units and performed 31 plan reviews. 61 MS4 inspections were performed in June Two violations have been issued since the June meeting.

Snapshot of Activity for July 2026:

For the month of **July 2026** the staff performed 284 inspections, issued ROC's for 96 Units and performed 24 plan reviews. 75 MS4 inspections were performed in July.

- **Staff**:
  - Construction activity continues to be steady.
- **SJRC&D:**
  - Little current activity. Final grant items being completed
- **Building Maintenance:**
  - USDA office space repainting scheduled for September 12th and 13th. USDA staff have been asked to relocate personal belongings in preparation.
  - Still reviewing HVAC concerns.
  - Front door closer replaced.
  - Desk computer for Zac Wobbe required replacement.
  - PSE&G: in communication regarding energy rebate program.
- **2026 MS4 Compliance Services**
  - Inspections under way in Southampton, Pemberton and Burlington Twps.
  - Inspections of Medford Twp. school properties anticipated to be completed before the new school year.
- **District Fee Schedule Revision**:
  - Updated draft provided to the NJDA.
- **District Health Insurance provider**:
  - The process of reviewing available options is under way.

- Reitmeyer has received and forwarded the necessary documents to the firm B Brown and is awaiting their assessment

- **Burlington County Joint Insurance Fund:**
  - Reitmeyer met with representatives of Burl. Co. JIF on June 25th.
  - Membership requires active participation.
  - Moving forward requires a $1,500.00 application fee which includes a safety review and actuarial review. On a motion of approval to begin process by A. Winzinger and seconded by T. Budd.
- **Annual Barbeque:**
  - Held prior to the September District meeting.

CHAPTER 251 & RFA: R. Reitmeyer

Certification Report was presented and discussed for the months of July and August. Reitmeyer reports there are **25** 251 Plans and **4** RFA permits approved for the month of July and **13** Plans and **4** RFA permits that have been approved for this month of August. 251 Certifications mentioned for discussion in July were as follows: 144 Flyatt Road of Tabernacle; Ward Sand & Materials Co of Woodland and Electrify American EV Charging Station of Burlington. August were as follows: Totten Property of North Hanover; Feeley Site Draining of Delran and Jasticon Building of Shamong.

On a motion of approval by D. Frank and seconded by A. Winzinger. D. Frank recused from 144 Flyatt Road and Electrify American EV Charging Station and G. Berg recused from Ward Sand & Materials Co and Jasticon Building of Shamong. All in favor, motion approved.

OLD BUSINESS:

1). FY 2026 Audit:

- T. Dark visited the office and has the Audit underway.

NEW BUSINESS:

1). 2026 NJACD Joint Annual Conference:
- Set for Monday, November 30th.
- To be held at the Mercer County Community College in the Conference Center.

2). 2027 NACD Annual Meeting:
- To be held February 6th to the 10th in Las Vegas.

PUBLIC COMMENT: No Public Comment

NEXT MEETING: September 16, 2026 at 2:00 pm

ADJOURNMENT: The meeting was adjourned at 4:25 pm. On a motion of approval by D. Frank and seconded by A. Winzinger. All motions unanimous unless otherwise noted.

Respectfully submitted,

G. Berg

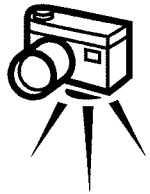
Bills to be paid September 16, 2026

		Amount	Check #
1	BCSCD Payroll	$30,000.00	11786
2	CapitalOne		11788
3	Comcast	$165.97	11789
4	Evans, Paul (Med Part B Reimb)	$202.90	11790
5	Smarra, Frank (Med Part B Reimb)	$202.90	11791
6	Yarus, Donald (Med Part B Reimb)	$202.90	11792
7	Yarus, Linda (Med Part B Reimb)	$202.90	11793
8	Exxon	$264.23	11794
9	Farmers of Salem (Commercial Auto)	$1,402.00	11795
10	G & G Landscaping Construction, Inc. (mowings)	$570.00	11796
11	Interstate Waste Services of New Jersey	$238.83	11797
12	Leco Laboratory	$125.00	11798
13	PSE& G		11799
14	SFM Cleaning	$953.00	11800
15	Staples	$328.06	11801
16	TPx Communications	$255.86	11802
17	Verizon Wireless		11803
18	Xerox Corporation	$110.94	11804
19	Selective Ins. (package)	$1,622.00	11805
	TOTAL	**$36,847.49**	

Bills paid after 8/19/26

Net Payroll 08/26/26	$9,318.14	
Net Payroll 09/09/26	$9,229.22	
Payroll Taxes 08/26/26	$4,070.93	
Payroll Taxes 09/09/26	$4,070.93	
PERS	$2,147.78	
SHB	$17,273.12	
DDS (Bldg. Painting)	$13,900.00	11806
TOTAL	**$60,010.12**	

BURLINGTON COUNTY SOIL CONSERVATION DISTRICT



SNAPSHOT OF ACTIVITY FOR AUGUST, 2026

	INSPECTIONS PERFORMED	COMPLIANCES ISSUED	PLANS REVIEWED	MEETINGS	CORRESPONDENCE SENT	VIOLATIONS ISSUED
251 PROGRAM	265	63	30	9	40	0

	251 APPLICATIONS RECEIVED	251 CERTIFICATIONS	RFA'S PROCESSED	RE-INSPECTIONS INVOICED	VIOLATIONS INVOICED	H & H FORMS
ADMINISTRATION	10	13	4	0	0	0

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

Last update: pknighton 9/16/2026

BURLINGTON COUNTY SOIL CONSERVATION DISTRICT

MONTHLY CERTIFICATION REPORT

September, 2026

					Certification			
	App . No.	Project Description	Township	Acres	Fee	Type	Date	Location/Comments
1	25126-116	Evola House Build	Tabernacle	0.87	$475.00	u	08/24/26	44 Hill Road
2	25126-021	Spotless Car Wash	Evesham	0.938	$1,125.00	u	08/24/26	235 N. Maple Ave.
3	25125-109	Burlington Rail Logistics Center	Burlington Twp.	28	$7,585.00	u	08/24/26	1400 Beverly Rd.
4	25126-060	The Apartments at Willingboro Place	Willingboro	5.54	$4,500.00	u	09/01/26	4284 US-130
5	25126-076	Contract No. T100.724 Constr. Of Grade Sep. U-Turn	Springfield	14	$4,725.00	u	09/01/26	NJTP Milepost 46.07
6	25126-119	Brady Site Plan	Riverton	0.25	$775.00	u	09/01/26	14 Broad Street
7	25126-111	Paul's Tank Farm	Hainesport	0.5	$775.00	u	09/01/26	1225 Industrial Boulevard
8	25125-194	Colliers Pond Dam Removal	Chesterfield	4	$2,605.00	u	09/02/26	222 Old York Road
9	25126-015	Pactex Warehouse	Hainesport	0.47		p/o	09/08/26	2 Mary Way
10	25122-183	Milex Holdings LLC	Cinnaminson	0.9	$725.00	recert	09/11/26	1705 Industrial Hwy.
11	25122-160	The Gateway	Burlington Twp.	33	$150.00	recert	09/14/26	600 Irick Road
12	25126-110	Mount Holly Downtown Parking Lot Green Space	Mount Holly	0.85	$775.00	u	09/15/26	Commerce Place & Park Drive
13	25126-126	1708 Union Landing Stockpile	Cinnaminson	0.99	$775.00	u	09/15/26	1708 Union Landing Rd
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Prepared by pknighton
9/16/2026

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

SEPTEMBER, 2026

NAME OF PROJECT	SCD APPL. NUMBER	RFA NUMBER	TOWNSHIP	TOTAL ACRES	PLAN CERTIFIED	RFA ISSUED
Burlington Rail Logistics Center	25125-109	OZYS54I9ZK	Burlington Twp.	28	8/24/2026	
The Apartments at Willingboro Place	25126-060	P3B608FB8D	Willingboro	5.54	09/01/26	
Contract No. T100 724 Constr. Grade	25126-076	P7AL1Z819V	Springfield	14	09/01/26	
Colliers Pond Dam Removal	25125-194	PM9E5SPLPS	Chesterfield	4	09/02/26	

Updated 9/16/2026
Pam Knighton