

BURLINGTON COUNTY SOIL CONSERVATION DISTRICT

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*Please note: The District meeting will be the 4th
Wednesday at 3:00pm at the District Office*

**DISTRICT MEETING AGENDA
August 19, 2020**

- 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). Supervisor Appointment
- 11). NEW BUSINESS
 - 1). FY 2020 Audit
- 12). PUBLIC COMMENT
- 13). NEXT MEETING **September 16, 2020**
- 14). ADJOURNMENT

Minutes for: August 19, 2020

PRESENT: G. Berg, D. Caldwell, T. Budd, A. Winzinger, Sean McGee, R. Reitmeyer and P. Saunders

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, A. Winzinger, N. Ciccaglione, R. Reitmeyer, S. McGee and P. Saunders. G. Berg noted that adequate notice of the meeting had been given under the Open Public Meetings Act.

The minutes of the July 22, 2020 meeting were approved on a motion by A. Winzinger and seconded by T. Budd. All in favor.

FINANCIAL:

- The Ocean First CD that matured on August 8, 2020 was reinvested as a 13 month CD at .50%.
- The CD at Columbia Bank matures on August 30, 2020 and will need to be acted upon prior to the September meeting.
- The second CD at Ocean First matures on September 11, 2020 and will need to be acted upon prior to the September meeting.
- The CD at Republic Bank matures on September 15, 2020.

Correspondence:

- Email from Seneca Properties LLC requesting the return of fees for an approved project that will not move forward. This project has been replaced by a similar project that has been approved. Reitmeyer will prepare the necessary documents for the September District meeting.
- Electronic copy of a NJDEP Notice of Violation to be a residential subdivision in Evesham regarding unapproved modifications to the stormwater management basin.
- Email from Frank Minch regarding unsolicited seed packages originating in China.
- Email notification that NRCS is moving into Phase 1 of their reopening plans.
- Email notification from the SSCC regarding necessary modifications in response to NJDA staff furloughs.
- Email notification from Hunterdon SCD on the passing of Supervisor John Van Nuys.
- Estimate from Generations Builders for FSA/RD counter renovation.
- Estimate from Intellec Solutions for new server.
- Email notification from Frank Minch regarding the "Notice of Permit Extension Eligibility."

STAFF REPORT: Sean McGee

- 251 Sites in Medford, Eastampton and Delanco are very active and are being inspected on a regular basis
- First year has been challenging with so much to learn and not seeing coworkers on a regular basis due to COVID restrictions.
- Will be assisting in the MS4 mapping for Hainesport in the database report for the basin inspections.

NRCS REPORT: N. Ciccaglione

- NRCS went to phase 1 on 7/27 in Columbus. (FSA went to phase 1 about a month before) There is no discussion of phase two yet. Phase 1 allows each agency to have up to 10 employees in the office at one time. We are still encouraged to telework as much as possible. NRCS has averaged 2-3 employees in the office at one time.
- Our new NJ State Conservationist is Julie Hawkins, she was most recently the ASTC-Program, in Virginia. Her start date was 7/19/2020.
- We have hired our new Soil Conservationist in Columbus. Her name is Tairi Colon. She is new to NRCS. She will be starting 9/27, since she is relocating from Florida she will be teleworking and quarantining for the required 2 weeks before coming to the office.
- There are 16 conservation plans for District certification, all are EQIP contracted items.
- NRCS is wrapping up the 2020 contracting season. 30 EQIP & 1 CSP applications in Burlington County will be obligated contracts by mid-September. So far 14 are obligated, with 8 more contracts signed and will be obligated this week. The remainder will be signed and obligated shortly. Five of the applicants have opted to decline contracts and only one application was not offered funding.

DISTRICT MANAGER'S REPORT: R. Reitmeyer

Snapshot of Activity for June, 2020: For the month of June 2020 the staff performed 277 inspections, issued ROC's for 39 Units, performed 13 Plan Reviews, entered 13 Basin database summary forms into the Rutgers database and performed 47 stormwater basin inspections.

Snapshot of Activity for July, 2020: For the month of July 2020 the staff performed 280 inspections issued ROC's for 33 Units, performed 21 Plan Reviews, entered 13 Basin database summary forms into the Rutgers database and performed 17 stormwater basin inspections. One Notice of Violation was issued by Timothy Robinson to a property in Mount Holly Township for soil disturbance prior to approval. Also Paul issued a Notice of Violation to a project in Burlington Township for being outside of Land of Disturbance.

- **Staff:** Inspections numbers were at a good level for June and July. Construction activity has been steady and new construction projects continue to start up. Purging of closed files is nearing completion. Approximately 70 boxes of newly purged files have been placed in the barn.
- **Work from Home Items Include:** P. Saunders continues to purge files from home and enter inspection numbers for the Site Inspectors. Saunders addresses emails and follow-up on email and phone calls from home.
- **COVID-19 Preventative Measures Continue as previously implemented:**

- Effective March 17th the Service Center was closed to all visitors and this remains in effect until further notice.
 - All State & Federal guidelines are being adhered to, including inspection protocols.
 - A plexiglas “sneeze guard” has been purchased for the front counter in anticipation of reopening the building to the public.
 - A no-touch infrared thermometer has been purchased to take the temperatures of staff and visitors as deemed appropriate.
- **MS4 Compliance Services:** Reitmeyer has begun inspecting basins in Burlington Township. Sean McGee is completing the base map for the Hainesport Township agreement and is expected to begin collecting data points in September.
 - **NFWF 2018:** Reitmeyer continues to contact producers within the grant area and is planning the demonstration plots for the multi-species cover crop. Seed mixtures have been donated by King’s Agriseed of Lancaster, PA. G&G Landscaping s expected to prepare the demonstration plot locations this week at no cost to the District.
 - **SJRC&D:** The two grants are still moving forward-although slowly.
 - **Building Maintenance:** Reitmeyer met with a potential contractor for the requested items and has requested quotes for various potential work items. Teresa from Farm Services Agency has been the contact point for USDA.
 - **Server Upgrades:** Proposals received for the purchase and installation of a new server. This cost element was built into the FY 2021 Budget.
 - **Paul Evans Retirement:** Effective November 1, 2020. Paul will be using leave time throughout August, September and October.

CHAPTER 251 & RFA: R. Reitmeyer

Certification Report was presented and discussed. Reitmeyer reports there are 14 251 Plans and 3 RFA permits for the month of July and 14 251 Plans and 2 RFA permits for the month of August that have been approved for these months. 251 Certifications mentioned for discussion are as follows: Delanco Township Landfill-Solar Project of Delanco; recused from A. Winzinger and Proposed Warehouse of Burlington.

On a motion of approval by D. Caldwell and seconded by T. Budd. All in favor, motion approved.

OLD BUSINESS:

1) Supervisor Appointment

- The SSCC has not held a special meeting to act upon the appointment of Burlington County Freeholder O’Connell.
- It is anticipated that this appointment will be acted upon at the September 14th SSCC meeting.

- The first potential meeting could be September 16th if the September District meeting is moved to the third Wednesday. P. Saunders will send notice of the change in meeting date.

NEW BUSINESS:

1. FY 2020 Audit

- The onsite portion of the Audit began on Tuesday, June 30th and has been completed.
- P. Saunders and R. Reitmeyer are supplying the auditor with the remaining end of year items.

PUBLIC COMMENT:

NEXT MEETING: September 16, 2020

ADJOURNMENT: The meeting was adjourned at 4:11 pm. On a motion of approval by D. Caldwell and seconded by T. Budd. All motions unanimous unless otherwise noted.

Respectfully submitted,



G. Berg