

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
December 15, 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 Audit Draft
- 11). NEW BUSINESS
 - 1). Building Re-Opening Updates
 - 2). 2022 Schedule of Meetings
 - 3). Ray Samulis Endowment
- 12). PUBLIC COMMENT
- 13). NEXT MEETING **January 19, 2022 (Proposed)**
- 14). ADJOURNMENT

Minutes for: December 15, 2021

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

ABSENT: D. O'Connell

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 3:05 p.m.

Roll Call: G. Berg, T. Budd, D. Caldwell, A. Winzinger, N. Ciccaglione, 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 THE PREVIOUS MEETING:

The minutes of the September meeting were approved with changes on a motion by D. Caldwell and seconded by T. Budd. All in favor.

FINANCIAL:

No action is needed for District CDs. The Bills to be paid for the December meeting were reviewed and accepted on a motion by T. Budd and seconded by D. Caldwell.

CORRESPONDENCE: R. Reitmeyer

- Notification from John Showler regarding Rain Garden Manual.
- Notification from Frank Minch regarding a job opportunity for an Agricultural Resource Specialist 2.
- Notification from Frank Minch regarding RFA Distribution.
- Notification from Department of Agriculture regarding the 2022 New Jersey Agricultural Convention & Trade Show.
- Email from Louise M. Davis regarding a proposed Soil Health Conference.

STAFF REPORT: P. Saunders

- Saunders thanked the Supervisors for coming in to sign all the Chapter 251 Plans and Transmittal Sheets.
- Follow Up on the Covid-19 Tax Credit. In order to take advantage of the tax credit the District would have had to be able to document a loss of income due to work elements

that could not be performed. The District could not document this and cannot take advantage of the tax break.

NRCS REPORT: N. Ciccaglione

- 52 applications have been received for Cost Share for 2022 and 40 of the applications were in Burlington County.

SSCC Report:

- No report.

DISTRICT MANAGER'S REPORT: R. Reitmeyer

Snapshot of Activity for November 2021: For the month of November 2021 the staff performed 221 inspections, issued ROC's for 74 Unites and performed 19 plan reviews. 62 MS4 Basin inspections were conducted in November. No violations have been issued since the November meeting:

- **Staff:** Construction activity continues to be steady and shows no sign of slowing.
- **Work from Home Items are still being utilized.**
- **Annual System for Awards Management:** This annual registration is necessary to continue to do business with the Federal Government for items such as grants and leases. Registration is free and was completed on 11/22/21.
- **New Vehicle:** The new Ford Escape has been delivered and is in use by T. Robinson.
- **MS4 Program:**
 - Inspections are proceeding in all participating Townships.
 - Inspections in all Townships are nearly completed.
 - All Inspections will be completed by 12/31/21.
- **Supervisor Signatures for Certified Soil Erosion and Sediment Control Plans:**
 - Supervisor signatures were provided on December 1, 2021.
- **Potential District Solar Panels:**
 - Reitmeyer forwarded a sketch of potential panel placement to Tattleaux Solar.
 - This sketch was based upon Board discussion from the October meeting.
 - Tattleaux will be reviewing the document to determine if they are able to proceed.
 - As of December 15th, no response has been received.
- **SJRC&D:**
 - December meeting has been cancelled.
- **Building Maintenance:**
 - Reitmeyer has received a proposal for cleanup and re-mulching from G&G Landscaping in the amount of \$3,742.12.
 - This includes cleanup for both rain gardens.
 - On a motion of approval by A. Winzinger and seconded by T. Budd authorized the contracted that has been presented.
- **2022 NACD Annual Meeting:**
 - Currently scheduled for February 12th-16th in Orlando Florida.
- **NJACD Partnership Meeting:**
 - This has been rescheduled to March 28 2022 as an in person meeting.
 - Meeting will be held at the Freehold SCD offices.

CHAPTER 251 & RFA: R. Reitmeyer

Certification Report was presented and discussed. Reitmeyer reports there are **14** 251 Plans and **3** RFA permits that have been approved for this month. 251 Certifications mentioned for discussion are as follows: Proposed +351,000 Office/Warehouse Building in Mansfield and The Cooper Health System of Moorestown.

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

OLD BUSINESS:

1) FY 2021 Audit Draft

- Reitmeyer has mailed hard copies of the FY 2021 Audit Draft to each Supervisor. Reitmeyer will forward an electronic copy of the document containing his notes to all Board members.
- It is requested that all Supervisors review the draft and provide any comments to Reitmeyer.
- Acceptance of the finalized Audit is anticipated for the January 2022 meeting provided a response from Nightlinger, Colavita, Volpa is received and available for review.

NEW BUSINESS:

1) Building Re-Opening and Updates:

- Discussion regarding any new information.
- USDA may be revising the schedule for “full return” due to an uptick in COVID cases.

2) 2022 Schedule of Meetings:

- The Board has agreed to continue to hold District meetings on the 3rd Wednesday of the month at 3:00 pm.
- The Board has agreed that no meeting will occur in July 2022.
- The Board has agreed to leave the November meeting date unchanged until further information is received regarding the annual League of Municipalities conference.
- On a motion of approval by D. Caldwell and seconded by T. Budd. All in favor

3) Ray Samulis Endowment:

- The New Jersey Farm Bureau is soliciting funds for a new endowment in the name of Ray Samulis.
- The District previously donated \$500.00 to Delaware Valley University.
- It was determined that no additional donation was needed.

PUBLIC COMMENT:

NEXT MEETING: January 19, 2022 (Proposed)

ADJOURNMENT: The meeting was adjourned at 4:09 pm. On a motion of approval by T. Budd and seconded by D. Caldwell. All motions unanimous unless otherwise noted.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'G. Berg', with a stylized, flowing script.

G. Berg