

BURLINGTON COUNTY SOIL CONSERVATION DISTRICT

1971 Jacksonville - Jobstown Road, Columbus, NJ 08022

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

DISTRICT MEETING AGENDA

January 18, 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). FY 2022 Audit Draft
 - 2). 2022 Shared Services Agreements
- 11). NEW BUSINESS
 - 1). Election of Officers
 - 2). 2023 Nominating Committee
- 12). PUBLIC COMMENT
- 13). NEXT MEETING **February 15, 2023**
- 14). ADJOURNMENT

Minutes for: January 18, 2023

PRESENT: G. Berg, T. Budd, D. Caldwell, 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 2:06 p.m.

Roll Call: G. Berg, T. Budd, D. Caldwell, 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 FO THE PREVIOUS MEETING:

The minutes of the December 21, 2022 meeting were approved on a motion by A. Winzinger and seconded by T. Budd. All in favor.

FINANCIAL REPORT:

- Reitmeyer was not able to complete the early withdrawal of five CDs as approved in December due to illness.
- Both CDs at DelMarva (Liberty Bell) have been increased to 1.75% until their maturity in April.
- William Penn Bank has agreed to increase the current rate to 4.0% until maturity in April pending a visit to the bank to complete new signature cards.
- The Board that the remaining two Cs at Republic Bank will be closed and the funds relocated to a 9 month CD at TD Bank.

Financial Report was approved on a motion by T. Budd and seconded by A. Winzinger. All in favor.

CORRESPONDENCE: R. Reitmeyer

- Notification from the Cape –Atlantic SCD regarding the Local Working Group meetings they will be hosting.
- Notification that the SSCC scheduled meeting has been cancelled and that the NJACD meeting for January 9, 2023 will be held remotely.
- Email from Burlington County Parks Department, Jeremy Hreben requesting a meeting to discuss Shared Services Agreement.

STAFF REPORT: S. McGee

- McGee completed the GIS maps requested by Maple Shade Twp. as part of a MS4 Shared Services Agreement.
- Most construction sites are doing fairly well.
- The residential construction project on Springside Road is in jeopardy of receiving a violation.

NRCS REPORT: N. Ciccaglione

- 2023 program Applications are being assessed and worked on. Sixty applications remain active so far for Burlington County. Results of the ranking and funding will be reported in mid-February, 2023.
- Two Conservation Plans for farmland preservation require Board signature; M. Price for an irrigation well and pump and E. Adams on Woodlane Road.
- State cost share application for M. Price for an irrigation well and pump.
- Working with Reitmeyer to plan the Local Working Group meeting scheduled for February 23rd at the Columbus Service Center.

SSCC Report: No Report

DISTRICT MANAGER'S REPORT: R. Reitmeyer

Snapshot of Activity for December, 2022: For the month of December 2022 the staff performed 285 inspections, issued ROC's for 138 Units and performed 23 plan reviews. Sixty-six MS4 inspections were performed in December. One violation has been issued since the December District meeting.

- **Staff:**
 - Construction activity continues to be steady and shows no sign of slowing.
 - Z. Wobbe is on sick leave this week due to scheduled surgery and is expected to return next week.
- **Donated Sick leave Policy:**
 - Reitmeyer presented New Jersey Administrative Code 4A:6-1.22 for Board review.
 - It was requested that Reitmeyer provide a memo to the Board at the March District meeting.
- **District IT Provider**
 - Intellec IT has completed the setup for pam's new desk unit.
 - The new provider (BCS) has given the District memory sticks to improve the function of two computers and recommends the purchase of a third.
- **SJRC&D:**
 - Grant work is proceeding, including an upcoming grant at Smithville Lake.
 - The District is awaiting payment from the Council for repairs to the gator.
- **Building Maintenance:**
 - Heater repair was necessary for the unit servicing the large meeting room.

- **NJACD:**
 - It was mentioned at the January 9th meeting that annual dues will be raised to \$850.00 and that the Burlington District has offered to store Envirothon tents.
- **Senate Bill 2639:**
 - No additional legislative activity.
- **2023 NACD Meeting:**
 - February 11-15th in New Orleans LA
 - G. Berg will be attending and representing the District. A request for business cards to be provided.
- **POSTER CONTEST:**
 - Timothy Robinson has been actively advertising the contest.
- **LOCAL WORKING GROUP:**
 - Scheduled for February 23, 2023 between 1:00-4:00 pm at the district office.

CHAPTER 251 & RFA: R. Reitmeyer

- The Certification Report was presented and discussed. Reitmeyer reports there are **14** 251 Plans and **8** RFA permits that have been approved for this month.

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

Old Business:

1). FY 2022 Audit:

- A first draft of the audit has been forwarded to all Supervisors for review.
- Reitmeyer has requested corrections and revisions based upon comments from December.

2). 2022 Shared Services Agreements:

- All work items associated with the 2022 agreement have been completed and invoiced.
- The District is awaiting payment from Maple Shade Twp. and the City of Beverly.
- Reitmeyer has begun drafting 2023 Solicitation document and reviewing municipal contacts for mailing.

New Business:

1). Election of Officers:

- Annual election of Officers is required.
- Current Officers are Gina Berg-Chair, Daniel Caldwell—Vice Chair and Thomas Budd-Treasurer/Secretary.

On a motion of approval to keep the officers in the same positions by D. Caldwell and seconded by T. Budd. All in favor.

2). 2023 Nominating Committee:

- Annual approval of the Nominating Committee Membership is required.
- The current Nominating Committee currently consist of the following County residents:
 - Don Knezick, representing County agriculture
 - Joseph Brickley, PE representing the Burlington County Engineers Office
 - William H Nicholson, PE representing County Professional Engineers
 - Barbara Rich, representing County Environmental Advisory Committee
 - Susan Brandt, representing County Residents at Large.

On a motion of approval by A. Winzinger and seconded by D. O'Connell. All in favor.

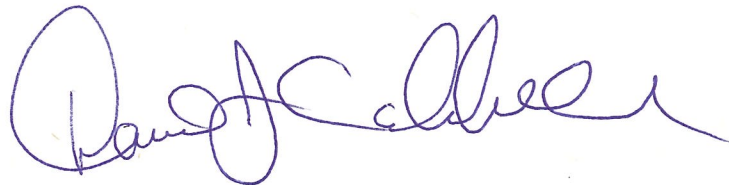
PUBLIC COMMENT: No public comment.

NEXT MEETING: February 15, 2023

ADJOURNMENT: The meeting was adjourned at 4:04 pm. On a motion of approval by D. Caldwell and seconded by D. O'Connell. All motions unanimous unless otherwise noted.

Respectfully submitted,

G. Berg

A handwritten signature in blue ink, appearing to read "David Caldwell". The signature is fluid and cursive, with a large initial "D" and "C".