

Minutes for: July 20, 2016

**PRESENT: G. Berg, D. Knezick, T. Budd, D. Caldwell, C. Costa, N. Ciccaglione
R. Reitmeyer, P. Evans and P. Saunders**

ABSENT: R. Belcher

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 2:58 p.m.

Roll Call: G. Berg, D. Knezick, D. Caldwell, T. Budd, C. Costa, P. Evans, 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. The minutes of the June 22, 2016 meeting were approved on a motion by D. Knezick and seconded by T. Budd. C. Costa and G. Berg abstained. All in favor. The Bills to be paid and the Financial Report for July were reviewed and accepted on a motion by D. Knezick and seconded by D. Caldwell. G. Berg asked that all Supervisors read Chapter #9 of the Supervisor Manual and be prepared for discussion at the next district meeting. G. Berg also mentioned for R. Reitmeyer to review, and plan for, appropriate training opportunities for district staff once existing workload items have been completed.

CORRESPONDENCE: R. Reitmeyer

1. Letter from Audrey Winzinger of Winzinger Inc. requesting the return of all unused fees attached to the application for Simonik Moving and Storage Company in Delanco, application #25104-232. The letter indicated that the project will not move forward to construction and that no activity has occurred. On a motion of approval by C. Costa and seconded by T. Budd. D. Caldwell abstained. Motion approved.
2. Email correspondence from John Showler regarding corrections to the HxH basin summary form database. The entered latitudes and longitudes for certain basins throughout the State will require verification or correction.

STAFF REPORT: P. Evans

P. Evans indicated he is finalizing the Contractor Training presentation he will give at the Northeast NACD conference in August. Desiree Dunn of the NJACD would like to have the presentation within the next week. The CPESC Exam has been scheduled for October 13, 2016 at the District office. The Cape Atlantic District has taken the lead on scheduling training sessions for District personnel intending to take the test. Evans also mentioned that there is a significant amount of demolition and rebuild activity in Burlington County and that the demolition contractors are not always aware of the District's authority. P. Evans is seeking a way to notify demolition contractor en masse.

NRCS REPORT: N. Ciccaglione

N. Ciccaglione presented the July 2016 NRCS Activities Update for Burlington County for review and discussion. A motion to approve all four requested Conservation Plans made by C. Costa and seconded by D. Caldwell. All in favor, motion approved. D. Knezick mentioned a concern about the observed clearing of hedge rows which will further reduce pollinator habitat. N. Ciccaglione will pass this concern on to the State Technical Committee.

SJRC & D: R. Reitmeyer

R. Reitmeyer attended the meeting and reported that the budget has been approved. Planning for the Tour des farms continues to move ahead.

SSCC REPORT: R. Reitmeyer

R. Reitmeyer mentioned that additional folders made from previous poster contest winning entries will be made available to the districts. R. Reitmeyer mentioned recent legislation that extended the requirements of the Permit Extension Act for the 9 counties deemed to have been most affected by hurricane Sandy.

DISTRICT MANAGER'S REPORT: R. Reitmeyer

- 1. Snapshot of Activity:** For the month June 2016 the staff performed 335 inspections, issued ROC's for 104 Units and performed 30 plan reviews.
- 2. Staff Workload:** Staff continues to be busy with field inspection activity, plan reviews and administrative functions including District meeting and Audit preparation, project entries and re-certifications.
- 3. Re-Certification:** There are still a few project files that we are in the process of attempting to recertify.
- 2. Building Maintenance:** R. Reitmeyer recommended that the district contact R. Lounsberry to mow the warm season grasses meadow below the building. The district has used him in the past for a rate of approximately \$400.00. On a motion of approval by D. Knezick and seconded by D. Caldwell. All in favor.
- 3. District Website:** Chris Edwards is transitioning the website and R. Reitmeyer does not anticipate any issues. G. Berg asked when we will we see it. R. Reitmeyer responded that a link will be provided.
- 4. Partnerships:** R. Reitmeyer met with Dr. Stephanie Murphy of Rutgers to discuss Acid Soils in Burlington and also visited the Eco Complex to review acid producing subsoils at the adjacent County landfill. This meeting was arranged to assist her with a presentation that she is preparing to provide at a conference in Maryland.
- 6. District Barbeque:** Another successful event was held.

CHAPTER 251 & RFA: R. Reitmeyer

Certification Report was presented and discussed. R. Reitmeyer reports there are **53** 251 projects and **7** RFA that have been approved for this month. This list of certifications includes both new applications being certified and the re-certifications of existing files under the Permit Extension Act. 251 Certifications mentioned for discussion are as follows: The Sanctuary Sections 6,7, and 8 in Evesham, Anderson Lots in Tabernacle, Bordentown Central Crossing Bldg. 3 in Bordentown, Pemberton Solar Farm in Pemberton, Bordentown Waterfront Stockpile in Bordentown, Renaissance at Mansfield in Mansfield, Siena Condominiums in Cinnaminson. On a motion of approval by C. Costa and seconded by T. Budd. All in favor.

OLD BUSINESS

- 1. NFWF Grant:** Reitmeyer is scheduled to participate in training on NRCS Conservation Planning that will occur on August 2nd and 3rd at the Eco Complex in Burlington County and a farm in the Hunterdon District respectively. Reitmeyer will be present at the Burlington County Farm Fair to seek greater exposure for the grant.
- 2. 2016 NACD NE Conference:** Planning for the event is fairly complete. Hotel reservations have been made and conference registrations will need to be made shortly. Reitmeyer will be present to assist in the Sunday tour and the Tuesday Pinelands tour and on hand Monday to assist as needed. P. Evans will be a presenter for the Monday agenda and P. Saunders will be present Monday to assist with attendee registrations. T. Robinson has volunteered to maintain presence in the District office.
- 3. Floating Island:** District staff constructed and floated the first island yesterday with considerable assistance by Mike Haberland of Rutgers and Steve Knezick of Pinelands Nursery. Plant material was donated by Pinelands Nursery. It was requested that Reitmeyer seek to complete a second island for placement at the Mansfield Township offices while additional locations are being sought. R. Reitmeyer was asked to draft a thank you to Steve Knezick and Mike Haberland for all their efforts. On a motion of approval by C.Costa and seconded by D. Caldwell, motion passed.

NEW BUSINESS

- 1. FY 2016 Audit:** Audit is scheduled for 8/4 and 8/5. P. Saunders will be providing all required information to the audit company ahead of time to assist the auditor in preparations. Reitmeyer and Saunders will both be available to answer any questions. A balance from the File Audit Program will be available.

PUBLIC COMMENT: No Comment.