BURLINGTON COUNTY SOIL CONSERVATION DISTRICT
1971 Jacksonville - Jobstown Road, Columbus, NJ 08022
Tel: (609) 267-7410 Fax: (609) 267-3347

DRAFT

Please note: This District meeting will be the 3rd Wednesday at 3:00pm at the District Office

DISTRICT MEETING AGENDA
June 17, 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). Supervisor Reappointments
- 3). Fee Schedule Revision

11) EXECUTIVE SESSION

12). NEW BUSINESS
- 1). FY 2027 Budget Adoption

13). PUBLIC COMMENT

14). NEXT MEETING **August 19, 2026**

15). ADJOURNMENT

Minutes for: June 17, 2026 DRAFT

PRESENT: Gina Berg, Dan Caldwell, Tom Budd, Audrey Winzinger, Nicole Ciccaglione, Robert Reitmeyer and Pamela Knighton

ABSENT: David Frank

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: Gina Berg, Dan Caldwell, Tom Budd, Audrey Winzinger, Nicole Ciccaglione, Robert Reitmeyer and Pamela 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 May, 2026 meeting were approved on a motion by A. Winzinger and seconded by T. Budd.

FINANCIAL REPORT:

The District will have CDs maturing on 7/18/26 (American Heritage) and 8/13/26 (MidPenn Bank). The Board discussed various options. R. Reitmeyer will advise G. Berg of available rates prior to each respective maturity.

The Bills to be paid for June were reviewed and accepted on a motion by A. Winzinger and seconded by D. Caldwell.

CORRESPONDENCE: R. Reitmeyer

- Email from Joseph Mancini regarding concept plan for Dragonland project.
- Email regarding the upcoming expiration for the S.A.M. account requesting action to renew.
- Email response from Megan Matro regarding becoming a member of the Burlington County JIF. This is a benefit offered to Municipalities.
- Email from Davis Dealership regarding the Manufacturer's Warranty on the Honda Cr-v hybrid expiring on July 1, 2026 or when it hits 36,000 miles.
- Email from Amy Cosnoski regarding the MS4 Shared Service Agreement with Pemberton Township.
- Copy of a Notification of a Violation issued by NJDEP for a project in New Hanover Township on 260 Brindletown Road for observance of Freshwater Wetlands Protection Act and the regulation.
- Email notification from Southampton Township School District regarding an application for the Track and Turf project.

STAFF REPORT: P. Knighton

Knighton attended the NJCDEA Administrative and Technical Training that was held at the Freehold District Office and indicated it was very informative. Specific training elements included OPRA updates, posting legal notices and Open Public Meetings Act.

NJ Department of Agriculture staff also mentioned that Districts are only required to post three years of District audits.

NJ STATE COST SHARE: Roger Kumpel – Irrigation. On a motion of approval by T. Budd and seconded by A. Winzinger, G. Berg recused from the vote.

NRCS REPORT: N. Ciccaglione

N. Ciccaglione presented a report covering FY 2026 AMA applications, CSP applications, Equip applications respectively. Additionally, the NRCS 2nd CSP signup cutoff is June 30, 2026 and National CIG applications are being accepted through July 27, 2026.

DISTRICT MANAGER'S REPORT: R. Reitmeyer

Snapshot of Activity for May 2026:

For the month of **May 2026** the staff performed 241 inspections, issued ROC's for 79 Units and performed 27 plan reviews. Three violations have been issued since the May meeting.

- **Staff**:
  - Construction activity continues to be steady.
- **FY 2027 IT Services**:
  - Proposal received from current provider Barber Consulting Services in the amount of $3,200.00.
  - On a motion of approval by D. Caldwell and seconded by A. Winzinger.
- **FY 2026 Audit**:
  - Proposal received from current provider Nightlinger, Colavita and Volpa in the amount of $8,695.00.
  - On a motion of approval by A. Winzinger and seconded by D. Caldwell.
- **SJRC&D:**
  - May meeting to be held on 6/24/26
  - Roller Crimper in use.
- **Building Maintenance:**
  - Recently experiencing HVAC issues. These issues seem to be resolved, but a follow up inspection will be scheduled for July.
  - USDA has requested repainting of their office spaces. Two estimates have been received for Board review, one from The Painting and Wallcovering Co., and one from D.D.S. On a motion of approval to accept the proposal from D.D.S. by T. Budd and seconded by D. Caldwell.

- **2026 MS4 Compliance Services**
  - Pemberton Twp. has requested inspection services for 2026, waiting for formal notification from Medford Twp. and additional outfall inspections for Willingboro.
  - Inspections in Southampton Twp. and Burlington Twp have begun.
- **District Health Insurance provider**:
  - Municipalities and at least one District (Freehold) are looking to leave SHB.
  - Freehold SCD is planning to join a NJ Solutions Joint Health Insurance Fund and is expecting to realize a savings by doing so.
  - Reitmeyer has contacted NJ Solutions Joint Health to explore this option.
- **District Automobile Insurance**:
  - R. Reitmeyer contacted Burlington County JIF and was informed that only municipalities can participate.
- **NJ SSCC**:
  - 2:90 Rules in final review before Governor's Office.
  - All SCD audits received except for Morris.
  - Presentation by the NJ Motion Picture Commission
  - Issuance of Bulletin regarding Reports of Compliance
  - Acceptance of updated 251 Policies and Procedures Manual
- **NACD Northeast Regional Meeting**:
  - August 24th-27th at the Chase Center on the Riverfront, Wilmington DE.
  - $365 full Early Bird registration by 7/6/26.
  - Last day to register is 7/31/26

OLD BUSINESS:

1). Supervisor Re-Appointment:

Supervisor David Frank was Re-Appointed at the 6/15/26 SSCC Meeting.

2). Fee Schedule Revision:

R. Reitmeyer reviewed the current drafts with Board. It was decided that the fee schedule subcommittee comprised of G. Berg and D. Frank would be held in the coming weeks. The next SSCC meeting will be held in September.

EXECUTIVE SESSION:
Entered into session to discuss Budget matters at 4:05 pm. On a motion to enter by A. Winzinger and second by T. Budd. Reconvened the regularly scheduled meeting at 4:15 pm on a motion by A. Winzinger and seconded by D. Caldwell.

NEW BUSINESS:

1). FY 2027 Budget Formation:

R. Reitmeyer presented the draft FY 2027 Budget for Board review. The FY 2027 Budget was adopted on a motion of approval by D. Caldwell and seconded by T. Budd.

PUBLIC COMMENT: N/A

NEXT MEETING: August 19, 2026

ADJOURNMENT: The meeting was adjourned at 4:22 pm. On a motion of approval by D. Caldwell and seconded by A. Winzinger. All motions unanimous unless otherwise noted.

Respectfully submitted,

G. Berg

NEXT MEETING: August 19, 2026

ADJOURNMENT: The meeting was adjourned at 4:22 pm. On a motion of approval by D. Caldwell and seconded by A. Winzinger. All motions unanimous unless otherwise noted.

Respectfully submitted,

G. Berg

BURLINGTON COUNTY SOIL CONSERVATION DISTRICT

SNAPSHOT OF ACTIVITY FOR JULY, 2026

	INSPECTIONS PERFORMED	COMPLIANCES ISSUED	PLANS REVIEWED	MEETINGS	CORRESPONDENCE SENT	VIOLATIONS ISSUED
251 PROGRAM	284	96	24	10	46	5

	251 APPLICATIONS RECEIVED	251 CERTIFICATIONS	RFA'S PROCESSED	RE-INSPECTIONS INVOICED	VIOLATIONS INVOICED	H & H FORMS
ADMINISTRATION	15	13	4	0	5	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 8/18/2026

BURLINGTON COUNTY SOIL CONSERVATION DISTRICT

MONTHLY CERTIFICATION REPORT

August, 2026

					Certification			
	App . No.	Project Description	Township	Acres	Fee	Type	Date	Location/Comments
1	25126-074	Bridge Repairs to Burlington County Bridge G8 66A	Washington	0.15	waived	u	07/20/26	Chatsworth Avenue (CR 679) Mi. 6-9
2	25122-067	Totten Property	North Hanover	49.5	$3,640.00	recert	08/13/26	Provinceline Road
3	25126-102	Proposed Single-Family Residential Dwelling	Moorestown	0.964	$475.00	u	07/22/26	343 Tom Brown Road
4	25126-103	720 Golf View Road	Moorestown	0.98	$475.00	u	07/22/26	720 Golf View Road
5	25126-104	Goldenrod Street Development	Pemberton Twp.	0.184	$475.00	u	07/24/26	Goldenrod Street
6	25126-032	Willows at Eastampton	Eastampton	5.08	$4,465.00	u	07/28/26	Woodlane Road
7	25126-088	Laurel Ridge Road Major Subdivision	Hainesport	2.17	$725.00	u	07/28/26	Laurel Ridge Road & Rt. 38
8	25126-099	Miller Ford Pole Barn	Lumberton	0.3	$775.00	u	07/28/26	1596 Route 38
9	25126-106	Parking Lot Expasnsion for Second Baptist Church	Mount Holly	0.133	$775.00	u	08/03/26	306 Washington Street
10	25125-206	Feeley Site Draining	Delran	0.53	$775.00	u	08/10/26	341 Buttonwood Lane
11	25125-119	Jasticon Building	Shamong	3	$2,125.00	u	08/10/26	420 Oakshade Road
12	25126-082	Construction of Grade Sep. U-Turns	Westampton	14	$4,725.00	u	08/10/26	NJTP Milepost 43.03
13	25126-114	Garousi Residence	Mount Laurel	0.957	$475.00	u	08/11/26	4510 Church Road
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Prepared by pknighton
8/19/2026

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

August, 2026

NAME OF PROJECT	SCD APPL. NUMBER	RFA NUMBER	TOWNSHIP	TOTAL ACRES	PLAN CERTIFIED	RFA ISSUED
Willows at Eastampton	25126-032	ONNN7AYH00	Eastampton	5.08	07/28/26	
Laurel Ridge Road Major Subdivison	25126-088	OWLV98G470	Hainesport	2.17	07/28/26	
Jasticon Building	25125-119	OZHNIC73C4Y	Shamong	3	08/10/26	
Construction of Grade Separated U-Turns	25126-082	OYMS74BE1S	Westampton	14	08/10/26	

Updated 8/14/2026
Pam Knighton

VIOLATION REPORT FOR AUGUST 2026

PROJECT NAME	NATURE OF VIOLATION	MAJOR/MINOR	OCCURRENCE	ISSUED BY:
Cinnaminson Public Works	Soil Disturbance prior to approval	Minor	Initial Notification	T. Robinson
122 S. Pemberton Rd. Pemberton Twp.	Soil Disturbance prior to approval	Minor	Initial Notification	R. Reitmeyer