

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
June 24, 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
 - 2). NRCS/BCSCD/SSCC- MOA
- 11). NEW BUSINESS
 - 1). FY 2021 Budget Adoption
- 12). PUBLIC COMMENT
- 13). NEXT MEETING **TBD**
- 14). ADJOURNMENT

Minutes for: June 24, 2020

PRESENT: G. Berg, D. Caldwell via phone, T. Budd, A. Winzinger, R. Robson, N. Ciccaglione, 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, R. Robson, 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 May 27, 2020 meeting were approved on a motion by T. Budd and seconded by R. Robson. All in favor.

FINANCIAL:

- Reitmeyer identified that the Bills to be Paid item for Zimmerman Lime & Fertilizer Inc. was regarding the 2019 NFWF Grant.
- Reitmeyer identified that the Bills to be Paid item for Holocene Finance, LLC was regarding a 251 plan withdrawal approved at the May District meeting.
- The next CDs mature on 8/8/20 and 8/30/20. Reitmeyer will monitor available CD rates and bank policies for Ocean First Bank.

CORRESPONDENCE: R. Reitmeyer

- Email identifying requested security upgrades for the FSA/RD counter and doorways for FSA/RD and NRCS and asking the District to solicit estimates for the work.
- Email from Nick Saumweber (NRCS) regarding the MOA.
- Email notification from Kaitlin Farbotnik (NRCS) indicating the time and date for the first Soil Health Strategic Plan meeting on July 1st.
- Email notification from Teresa Wisniewski (FSA) regarding re-opening plans for FSA.
- Original copy of Burlington County Agreement-Resolution 2020-00163 for Board signature. A fully executed copy has been received from the County.
- Original copy of Hainesport Twp. Resolution 2020-116-6.

STAFF REPORT: P. Saunders

- Working from home on Wednesdays and Thursdays.
- Entering Inspection numbers from the Site Inspectors into the District File Audit System (F.A.S.)

- Updating electronic District files to identify newly purged files and what box they are located in. The Master book can then be updated upon returning to the office.
- Responding to emails using remote access.

NRCS REPORT: N. Ciccaglione

- Dennis Rhoor submitted state cost share application for an irrigation well. Certified application and conservation plan by BSCD.
- Paul Hlubik submitted state cost share application for repair drainage. Certified application and conservation plan by BSCD
- Staff is currently working on 2020 EQIP applications. 34 out of 35 applications have been approved in Burlington County.

DISTRICT MANAGER'S REPORT: R. Reitmeyer

Snapshot of Activity: For the month of May 2020 the staff performed 213 inspections, issued ROC's for 82 Units, performed 18 plan reviews and entered 24 Basin database summary forms into the Rutgers database. One Notice of Violation has been issued to a residence in Hainesport Township for soil disturbance prior to approval.

- **Staff:** Inspection numbers were at a good level for May. Construction activity has been steady.
- **Work from Home items and COVID-19 Preventative Measures:** These continue as per previous meetings.
- **MS4 Compliance Services:** Reitmeyer has begun inspecting basins in Burlington Township. A shared services agreement has been received from Hainesport Twp. to map basin outfalls and other stormwater discharge points.
- **Burlington County Open Space SSA:** The Board comments from the May meeting were forwarded to the County Solicitor. A revised document was received back from the County, was subsequently signed electronically by G. Berg and mailed back to the County
- **NFWF 2018:** Reitmeyer continues to contact producers within the grant area and is planning the demonstration plots for the multi-species cover crop.
- **Withdrawal of Application 25119-184:** A refund of \$2,080.00 is appropriate and previously approved
- **FY 2020 Audit:** Pam and I have been in contact with Anthony Cassetta to begin scheduling and to provide preliminary documents. The onsite portion of the audit is scheduled to begin Tuesday June 30th.
- **SJRC&D:** The large tractor has been sold. The 2020 Tour des Farms has been cancelled due to COVID-19. Two grants are still moving forward – although slowly. One of the grants includes the purchase of a No-Till drill.
- **Building Maintenance:** USDA has requested modifications to the FSA/RD hallway counter and door. Reitmeyer will contact perspective contractors for the work.

CHAPTER 251 & RFA: R. Reitmeyer

Certification Report was presented and discussed. Reitmeyer reports there are 20 251 Plans and 3 RFA permits that have been approved for this month. 251 Certification mentioned for discussion are as follows: Lakeview Memorial Park of Cinnaminson, Celestial Church of Christ of Mansfield and APWC Worship House of Mansfield. D. Caldwell has been recused for the mentioned plans.

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

Old Business

1). Supervisor Reappointment

- Nomination form for Freeholder O'Connell was received on June 3rd
- Nominating Committee was held via ZOOM on the morning of Friday June 6th. The result was a unanimous approval. This result was conveyed immediately to Frank Minch.
- During the SSCC meeting on June 8th the committee was unable to take action due to the lateness of the submitted documents. Secretary Fisher indicated he knew Freeholder O'Connell, and thought he would make an excellent Supervisor.
- Reitmeyer anticipates that a special vote by the SSCC could take place so that the seat will not remain vacant until September.

2). NRCS/BCSCD/SSCC MOA

- A new MOA is proposed to replace the prior MOU of 1994.
- Comments and suggested revisions were provided to Nick Saumweber as a result of the May District meeting.
- A response has been received from N. Saumweber.
- All parties agree to adhere to Technical Standards. On a motion of authorize signature for correction by A. Winzinger and seconded b R. Robson.

New Business:

FY 2021 Budget Adoption

- Identified line items have been reviewed for accuracy.
- Identified changes have been made.
- Proposed FY 2021 is recommended for Board approval.

On a motion of approval by R. Robson and seconded by A. Winzinger. All in favor.

PUBLIC COMMENT: None

NEXT MEETING: August 19, 2020. July meeting has been cancelled however, Bills to be Paid will take place in July. On a motion of approval to have checks signed for July Bills to be Paid by A. Winzinger and T. Budd All in favor.

ADJOURNMENT: The meeting was adjourned at 3:55 pm. On a motion of approval by R. Robson and seconded by T. Budd. All motions unanimous unless otherwise noted.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'G. Berg', written in a cursive style.

G. Berg