

**BURLINGTON COUNTY SOIL CONSERVATION DISTRICT**

1971 Jacksonville - Jobstown Road, Columbus, NJ 08022

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Please note: The District meeting will be the 3<sup>rd</sup>  
Wednesday at 3:00pm at the District Office

**DISTRICT MEETING AGENDA**

**March 15, 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). 2023 NACD National Meeting
  - 3). NRCS/BCSCD/SSCC MOU
- 11). NEW BUSINESS
  - 1). FY 2024 Budget Formation
  - 2). Donated Leave Policy
- 12). PUBLIC COMMENT
- 13). NEXT MEETING **April 19, 2023**
- 14). ADJOURNMENT

**Minutes for: March 15, 2023**

**PRESENT: D. Caldwell, T. Budd, D. O'Connell, A. Winzinger, N. Ciccaglione, Z. Wobbe, R. Reitmeyer and P. Knighton**

**ABSENT: G. Berg**

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. D. Caldwell called the meeting to order at 3:05 p.m.

Roll Call: D. Caldwell, T. Budd, D. O'Connell, A. Winzinger, N. Ciccaglione, Z. Wobbe, R. Reitmeyer and P. Knighton. D. Caldwell noted that adequate notice of the meeting had been given under the Open Public Meetings Act.

**MINUTES FROM THE PREVIOUS MEETING:**

The minutes of the February 15, 2023 meeting were approved on a motion by T. Budd and seconded by D. O'Connell. All in favor.

**FINANCIAL REPORT:**

- Two CDs at Liberty Bell Bank will mature in April (4/20 & 4/25).
- Liberty Bell Bank has a current special of 13 months @ 4.01%.
- The Bills to be Paid includes the annual pension appropriation.
- The financial report was approved on a motion by T. Budd and seconded by A. Winzinger. All in favor.

**CORRESPONDENCE: R. Reitmeyer**

- Notification from South Jersey RC & D regarding membership dues in the amount of \$300.00.
- Notification from the Xerces Society announcing that Habitat Kits are back for 2023. The kits include a planting guide.
- Email from Burlington County asking if the District would be participating in the Earth Fair on June 25, 2023 at Smithville Park.
- Email from NRCS regarding the MOA (Memorandum of Agreement).
- Email notification from State of New Jersey Department of Agriculture announcing the retirement of Secretary Douglas H. Fisher effective July 1, 2023.

**STAFF REPORT: Z. Wobbe**

- Wobbe reported that he assisted T. Robinson in promoting the Poster Contest by placing tear tape flyers in various places.

- Wobbe reported he is inspecting a number of active construction projects. The Vanco warehouse in Mansfield and the Laurel Run residential subdivision in Westampton have required significant attention.
- Township assignments have recently been revised.

### **NRCS REPORT: N. Ciccaglione and Gabby Arcadi**

- Introduction of the new employee for NRCS: Gabby Arcadi who is a recent college graduate.
- Update for 2023: conservation plans for new applications that are contracted; 2 Irrigation; 1 Forestry Plan.
- There were 14 selected for funding in Burlington County.
- There are 30 applications that are waiting to hear if they were selected for funding.
- There are 4 State Cost Share applications: Russo Fruit & Vegetables for irrigation on mainline, Abrams for irrigation of pipeline, Probasco Farm for well, pump and irrigation of pipeline; Joe Savastano requested a 1 year extension for his drip irrigation system.
- Local Work Group had 35 Attendees 12 were Farmers representing the 6 counties.

### **SSCC Report: No Report**

### **DISTRICT MANAGER'S REPORT: R. Reitmeyer**

**Snapshot of Activity for February 2023:** For the month of February 2023 the staff performed 348 inspections, issued ROC's for 30 Units and performed 34 plan reviews. No violations have been issued since the February District meeting.

- **Staff:**
  - Construction activity continues to be steady and shows no sign of slowing.
- **SJRC&D:**
  - Grant work is proceeding.
  - Looking to expand revenue from Team Habitat
- **Building Maintenance:**
  - Heater repair was again necessary for the unit servicing the large meeting room.
  - Timers for exterior lighting were replaced due to malfunction.
  - P. Knighton and Reitmeyer are working to make space in the file room through file closeouts and purging.
  - P. Knighton will be shredding unneeded paper documents.
  - Reitmeyer will be removing old computers/e-waste through donation or scrapping as appropriate. Hard drives have been removed and will be kept.
- **2022 MS4 Compliance Services:**
  - Current contracts exist with Burlington Twp., Southampton Twp., and Willingboro Twp. And Beverly City – inspections in Burlington Twp. have begun.
  - Maple Shade and Pemberton Twp. have indicated approvals are forthcoming.
  - Medford Twp. and Eastampton Twp. are not decided, but seem positive.

- Other Municipalities that have expressed interest are Florence Twp., Chesterfield Twp. and North Hanover Twp.
- **Solid Waste and Recycling Services:**
  - Seaside has provided a three year contract for approval with a monthly cost of \$174.02. On a motion of approval to accept the quote from Seaside Waste Services, Inc. by T. Budd and seconded by D. O'Connell.
  - A second quote for services has been received from Liberty Waste for \$255.00 per month.
- **SSCC:**
  - Revised fee schedules were approved for Freehold SCD and H.E.P. SCD.
  - Districts are requested to verify that needed information is present on respective websites.
  - The Soil Protection Standards have not yet been approved.
  - Secretary Fisher will be retiring from the position effective July 1, 2023.
- **Poster Contest:**
  - Timothy Robinson has been actively advertising the contest.
  - A good number of entries have been received.
  - Judging should be completed on March 15<sup>th</sup>.
- **Burlington County Open Space:**
  - Reitmeyer met with Jeremy Hreben, the new County Superintendent of Parks to review the current agreement.

#### **CHAPTER 251 & RFA: R. Reitmeyer**

- The Certification Report was presented and discussed. Reitmeyer reports there are **25** 251 Plans and **6** RFA permits that have been approved for this month. 251 Certifications mentioned for discussion are as follows: New House Bed Bug Hill Rd.

On a motion of approval by A. Winzinger and seconded by T. Budd. D. Caldwell recused the vote of approval for 1001 Taylors Lane LLC of Cinnaminson. All in favor, motion approved.

#### **Old Business:**

##### **1). FY 2022 Audit Draft:**

- Reitmeyer and P. Knighton met with Tom Dark of Nightlinger Colavita & Volpa to review all potential corrections.
- The corrected FY 2022 audit has been provided to the Board for review and is recommended for acceptance.

On a motion of approval to accept the corrected FY 2022 Audit by A. Winzinger and seconded by T. Budd.

**2). 2023 NACD National Meeting:**

- Tabled until next meeting,

**3) USDA (NRCS/BCSCD/NJSSCC MOU:**

- Tabled until next meeting as requested by USDA/NRCS

**New Business:**

**1). FY 2024 Budget Formation:**

- Discussion of upcoming budget process.
- Schedule of Budget subcommittee meetings.

**2). Donated Leave Policy:**

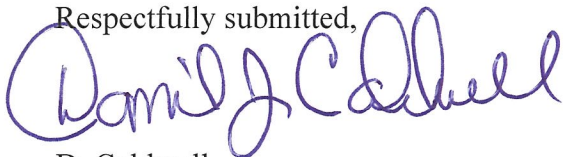
- Tabled until the April District meeting.

**PUBLIC COMMENT:** No public comment.

**NEXT MEETING:** April 19, 2023

**ADJOURNMENT:** The meeting was adjourned at 4:24 pm. On a motion of approval by D. O'Connell and seconded by T. Budd. All motions unanimous unless otherwise noted.

Respectfully submitted,



D. Caldwell