



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

DISTRICT MEETING AGENDA
May 19, 2021

- 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 Budget Formation
- 11). NEW BUSINESS
 - 1). Board Resolutions for Professional Services
 - 2). DVRPC Water Table Initiative
 - 3). Supervisor Reappointments
- 12). PUBLIC COMMENT
- 13). NEXT MEETING **June 16, 2021**
- 14). ADJOURNMENT

Minutes for: May 19, 2021

PRESENT: G. Berg, D. Caldwell, T. Budd, D. O'Connell, A. Winzinger, N. Ciccaglione, T. Robinson, 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 3:06 p.m.

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

Minutes: The minutes of the April 21, 2021 meeting were approved on a motion by A. Winzinger and seconded by T. Budd. G. Berg abstained from the previous minutes.

Financial:

- A District CD held at William Penn Bank will mature on 7/6/21. The expiring rate is .25%. Available rates will be reviewed.
- The Bills to be paid for April 21, 2021 were reviewed and accepted on a motion of approval by D. Caldwell and seconded by A. Winzinger. All in favor.

Correspondence:

- Email notification from Frank Minch regarding proposed SADC soil protection standards.
- Email notification from Frank Minch regarding Supervisor reappointments.
- Email notification from Nicole Ciccaglione regarding the pending retirement of NRCS staff person Douglas Kauffman.
- Email from Future Farmers of America thanking the District for the gift made in memory of former District Supervisor Ted Zeller.
- Email notification from John Showler regarding the SSCC quarterly report for the FY 2021 3rd quarter (January-March).
- Notification of proposed improvements at Joint Base MDL.
- Email notification from Nicole Ciccaglione regarding updated COVID protocols.

STAFF REPORT: Timothy Robinson

- The New Jersey Envirothon was held in a virtual format. Seven schools participated in the event this year. The team competition has been completed. The team presentation

component has not yet taken place. The ultimate winning team will move on to the National competition.

- Poster Contest winners have been selected. This year we had less entries but they were good posters. The local winning entries will be judged at the State level contest.
- Robinson reported that there is a good amount of 251 activity. The proposed Logistics Center in Palmyra is expected to start shortly. This site was formerly a testing ground for munitions.

NRCS REPORT: N. Ciccaglione

- 7 Conservation Plans for EQIP contracts have been submitted for certification.
- Conservation plan for Probasco Farm for HEL compliance
- State Cost Share items submitted for certification:
 - Ray Hlubik for drainage payment.
 - Ed Byrne for land smoothing, new application & plan.
 - McCay Blueberry farm for well, new application & plan.
 - Paul Shinn for drainage, new application & plan
 - David Forsyth for ditch cleaning, new application and conservation plan.

SSCC REPORT: No Report.

DISTRICT MANAGER'S REPORT: R. Reitmeyer

Snapshot of Activity for April 2021: For the month of April 2021 the staff performed 268 inspections, issued ROC's for 98 Units and performed 21 plan reviews. No violations have been issued since the April meeting.

- **Staff:** Construction activity continues to be steady and shows no sign of slowing.
- **Work from Home Items are still being utilized:**
- **COVID-19 Preventative Measures Continue as previously implemented and as required by Governor Murphy's Executive Order No. 192:**
 - Effective March 17th, 2020 the Service Center was closed to all visitors and this remains in effect until further notice.
 - All State & Federal guidelines are being adhered to, including inspection protocols.
 - A plexiglass "sneeze guard" has been purchased for the front counter in anticipation of reopening the building to the public.
 - A no-touch infrared thermometer has been purchased to take the temperatures of staff and visitors as deemed appropriate.
 - All staff are completing a COVID-19 health screening prior to entering the office.
 - All staff are wearing face masks in all building common areas.
- **MS4 Compliance Program:**
 - Executed agreements are in place with Burlington Twp., Southampton Twp. and Beverly City.
 - An agreement is expected to be approved by Willingboro Twp., and Pemberton Twp. has requested a draft agreement for review.
 - Reitmeyer has begun inspecting basins in Southampton Twp.

- **District Training for Contractors and Municipal Officials:** The virtual training event for Municipal Officials took place on Thursday, April 29th. The course was not as well attended as I would have liked, but those who participated were engaged and appreciated it. At the end of the course some municipal representatives did request the District's assistance in providing the NJDEP 5G3 permit numbers for construction sites in their respective municipalities.
- **SJRC&D:**
 - Preparations are underway for the Tour des Farms ride in Burlington County. It has been decided to use the previous routes, but will instead begin and end at Budd's KNP.
 - Grants are moving forward.
- **NFWF 2018 Grant:** The demonstration plots are doing well. Reitmeyer has contacted NFWF to convey the District's intention to terminate the grant for lack of local interest.
- **Building Maintenance:**
 - The refrigerator in the USDA kitchen appears to be malfunctioning and may need to be replaced. It was installed in 2006. Reitmeyer is seeking Board approval to purchase a suitable replacement. An amount not to exceed \$1,000 should be sufficient. On a motion of approval by A. Winzinger and seconded by D. Caldwell. All in favor.

CHAPTER 251 & RFA: R. Reitmeyer

Certification Report was presented and discussed. Reitmeyer reports there are **25** 251 Plans and **12** RFA permits that have been approved for this month. 251 Certifications mentioned for discussion are as follows: Former Sybron Chemicals GW Remediation in Pemberton, Proposed Warehouse Expansion in Florence, Vanco Site in Mansfield, Burlington County Gas Systems Maintenance Program in Cinnaminson.

A recusal by D. Caldwell of the following projects: Sim Residence of Mansfield, CubeSmart Self Storage of Maple Shade, BJs Wholesale-Gas Facility of Maple Shade and Vanco Site of Mansfield. On a motion of approval by D. Caldwell and seconded by T. Budd. All in favor, motion approved.

OLD BUSINESS:

1.) FY 2022 Budget Formation

- Reitmeyer is receiving additional numbers for review by the Board and inclusion within the draft budget.
- Support and Revenue line items requiring further review include County Open Space, Municipal Agreements and Grants.
- Expenditure line items requiring further review include Fringe Benefits, Consultant Services, District Technology, County Open Space and New Vehicle.
- The next Budget Subcommittee meeting will take place at 8:00 on June 10, 2021.

NEW BUSINESS:

1.) Board Resolutions for Professional Services

- District Audit for FY 2021 Audit.
- Legal representation

On a motion of approval for Resolution #1 by A. Winzinger and seconded by T. Budd.

On a motion of approval for Resolution #2 by A. Winzinger and seconded by T. Budd.

2.) DVRPC Water Table Initiative

- Discussion led by G. Berg.

3.) Supervisor Reappointments

- Incumbent Supervisors Tom Budd and Dan Caldwell have expressed their interest to remain on the Board.
- P. Saunders is pulling together the necessary supporting documentation for reappointment. These documents will be forwarded to the SSCC immediately upon completion.

PUBLIC COMMENT: None.

NEXT MEETING: June 16, 2021

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

Respectfully submitted,



G. Berg