

BURLINGTON COUNTY SOIL CONSERVATION DISTRICT

1971 Jacksonville - Jobstown Road, Columbus, NJ 08022

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

DISTRICT MEETING AGENDA

November 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
- 11). NEW BUSINESS
 - 1). 2023 NJACD Annual Partnership Meeting
 - 2). FY 2023 Audit
- 12). EXECUTIVE SESSION
- 13). PUBLIC COMMENT
- 14). NEXT MEETING **December 20, 2023 @ 2:00 pm**
- 15). ADJOURNMENT

Minutes for: November 15, 2023

PRESENT: Gina Berg, Tom Budd, Dan O'Connell, Audrey Winzinger, Nicole Ciccaglione, Zachary Wobbe, Robert Reitmeyer and Pamela Knighton

ABSENT: Dan Caldwell

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, Tom Budd, Dan O'Connell, Audrey Winzinger, Nicole Ciccaglione, Zachary Wobbe, Robert Reitmeyer and Pamela Knighton. Gina Berg 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 October 18, 2023 meeting were approved on a motion by A. Winzinger and seconded by D. O'Connell. Abstention: D. O'Connell.

FINANCIAL REPORT:

The Bills to be paid for November were reviewed and accepted on a motion by T. Budd and seconded by A. Winzinger. All in favor.

Reitmeyer reported that the TD Bank CD that matured on 10/30/23 was converted to a 60 month CD at 4.66% and that The William Penn CD that matured on 11/1/23 was closed and that those funds were used to open a new 7 month CD at Republic Bank for 5.50%. The next CD (CDARS/William Penn) will mature on 11/30. Reitmeyer will review available rates.

CORRESPONDENCE: R. Reitmeyer

- Letter from the Department of the Air Force regarding proposed Electric Vehicle Charging Facilities at JB-MDL
- Renewal notification for The Kiplinger Letter. The Board has agreed to renew for 3 years.
- Letter from the Northeast Association of Conservation District Employees requesting a donation to support the organization. The Board has agreed to give a donation of \$100 in support of the organization.
- NRCS New Jersey Bulletin No. NJ440-24-03 regarding Local Working Group Meetings.

STAFF REPORT: Z Wobbe

- Z. Wobbe mentioned that his October inspections were down due to time missed with COVID. Wobbe also reported that he is handling site concerns including fall stabilization and dust control – specifically on his warehouse sites.

NRCS REPORT: N. Ciccaglione

- No documents were presented for signature.
- NRCS staff are evaluating FY 2024 applications for eligibility. Signup will be completed by 1/26/24. Currently 100 applications have been received by the Columbus Service Center for Burlington, Camden and Ocean Counties.

SSCC Report: No Report

DISTRICT MANAGER'S REPORT: R. Reitmeyer

Snapshot of Activity for October 2023: For the month of October 2023 the staff performed 374 inspections, issued ROC's for 64 Units and performed 18 plan reviews. No violations have been issued since the October District meeting. Approximately 32 hours have been used for MS4 data collection and map preparation. Eight MS4 basin inspections were performed.

- **Staff:**
 - Construction activity continues to be steady and shows no sign of slowing.
- **SJRC&D:**
 - No meeting held.
- **Building Maintenance:**
 - Landscape maintenance being performed.
- **2023 MS4 Compliance Services:**
 - Inspections are completed for Willingboro, Southampton and Pemberton and Beverly City and are about 95% complete in Burlington Twp.
 - Inspections are underway in Eastampton, Medford and Chesterfield.
 - Maple Shade has requested that remaining funds be applied to storm sewer mapping.
 - Sean McGee is spending additional time training on ARCGIS.
- **Annual Holiday Luncheon:**
 - Requesting Board approval for 2023 event. Last year the District contributed \$369.00 to the event. The Board has unanimously agreed to contribute an amount not to exceed \$400.00 for the event this year. The District meeting will be held at 2:00 pm.
- **2024 Local Working Group Meeting:**
 - Holding Local Working Group Meeting was part of the SSCC agenda. Reitmeyer will coordinate with N. Ciccaglione to schedule the 2024 meeting prior to 2/23/24.
- **NJ Envirothon:**
 - R. Reitmeyer would like to know if the NJACD is still looking for a location for 2024. The Burlington County Soil Conservation District would be interested, but would need to begin planning soon.

- More information is expected to be presented at the 2024 Partnership Meeting.
- **Refund of Application 25123-161:**
 - Evesham MUA submitted a duplicate application and is requesting a refund of fees associated with the second submittal.
 - Total submitted fees were \$775. A total of 1 hour (\$100) has been spent accepting the application and processing the refund.
 - Refund total is \$675.00.

CHAPTER 251 & RFA: R. Reitmeyer

The Certification Report for October 2023 were presented and discussed. Reitmeyer reports there were 16 251 Plans and 6 5G3 permits approved.

On a motion of approval by A. Winzinger and seconded by D. O'Connell. All in favor, motion approved.

Old Business: None

New Business:

1) 2023 NJACD Annual Partnership Meeting:

The meeting is scheduled to be held on 11/20/23 at the Rutgers Eco Complex. Reitmeyer has registered G. Berg, D. Caldwell, T. Budd, A. Winzinger, T. Robinson and R. Reitmeyer and has distributed agendas.

2) FY 2023 Audit:

Initial draft has been received and has been distributed to the Board for review and comment. Board members are requested to forward any comments to R. Reitmeyer. Additional discussion is expected to be held at the December meeting.

EXECUTIVE SESSION: On a motion to enter into an executive session at 3:53 pm by D. O'Connell and seconded by T. Budd

REGULAR SESSION: On a motion of approval to return to regular scheduled meeting at 4:05 pm by A. Winzinger and seconded by T. Budd.

PUBLIC COMMENT: No public comment.

NEXT MEETING: December 20th at 2:00 pm.

ADJOURNMENT: The meeting was adjourned at 4:15 pm. On a motion of approval by Daniel O'Connell and seconded by Daniel Caldwell. Motion passed unanimously.

Respectfully submitted,

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

Gina Berg,
Chair