

**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  
October 18, 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). Donated Leave Policy
  - 2). NJACD / 2024 NJ Envirothon
  - 3). Updates to NJAC 2:90 and Standards
- 11). NEW BUSINESS
  - 1). 2023 NJACD Annual Partnership Meeting
- 12). PUBLIC COMMENT
- 13). NEXT MEETING **November 15, 2023**
- 14). ADJOURNMENT

**Minutes for: October 18, 2023**

**PRESENT: Gina Berg, Daniel O'Connell, Daniel Caldwell (via telephone), Nicole Ciccaglione, T. Robinson  
Robert Reitmeyer and Pamela Knighton**

**ABSENT: Thomas Budd and Audrey Winzinger**

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, Daniel Caldwell, Nicole Ciccaglione, Timothy Robinson, 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 September 20, 2023 meeting were approved on a motion by D. Caldwell and seconded by D. O'Connell. Abstention: D. O'Connell.

#### **FINANCIAL REPORT:**

- A TD Bank matured on 9/27/23 and was converted from 4.28% for 12 months to a 36 months CD at 4.79%.
- Additional District CDs will mature on 10/31/23 (TD Bank 9 months @ 4.6%) and 11/1/23 (Wm. Penn 9 months @ 4.05%). The Board has asked to research available rates at various institutions.
- The Bills to be Paid for October were reviewed and accepted on a motion by D. O'Connell and seconded by D. Caldwell. All in favor.

#### **CORRESPONDENCE: R. Reitmeyer**

- Email notification from TD Bank regarding CD rate amount and percentage rate up to 5 years.
- Notification from Department of Agriculture, Frank Minch regarding expiring terms of District Supervisor Members of the State Soil Conservation Committee.
- Invitation to attend Legislature Farm Visit representing Harvest in the Bogs.
- Save the Date Announcement regarding the NJ Association Conservation Districts Annual Conference and Business Meeting being held at Rutgers Eco Complex on November 20, 2023. The cost of the conference is \$90.00 if registered by November 10, 2023 after that date its \$110.00 per person.

## **STAFF REPORT: Tim Robinson**

Robinson mentioned that the construction of warehouses is slowing down in his townships. The review of the large Four Seasons residential project in Pemberton Township has been completed. The stormwater management for the project was very complex with numerous small raingardens sending runoff to larger stormwater basins after pre-treatment. Robinson also mentioned that the District's 2020 Ford Escape Hybrid has been driven for 15,756 total miles of which 6,712 miles have been on battery. The topic for the NJACD 2024 Poster Contest will be "Renewal Energy for a Sustainable Future".

## **NRCS REPORT: N. Ciccaglione**

Discussion was held on a potential government shut down that may take place on November 17, 2023. State cost share Payment request for David Specca for an irrigation well. Federal Programs Signup for 2024 deadline is October 20, 2023. Ninety applications have been received to date. Funding in IRA Tree Mortality, soil heath, climate smart practices sign up deadline is January 26, 2024. The planning of a Local working Group meeting was discussed, Districts are asked to schedule meetings prior to February 2024.

## **SSCC Report: No Report**

Partnership meeting planning is underway. District self-assessments will be discussed at the Partnership meeting. Discussion of the 2:90 Rule was held.

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

**Snapshot of Activity for September 2023:** For the month of September 2023 the staff performed 346 inspections, issued ROC's for 69 Units and performed 20 plan reviews. Two violations have been issued since the September District meeting. Approximately 32 hours have been used for MS4 data collection and map preparation.

- **Staff:**
  - Construction activity continues to be steady and shows no sign of slowing.
- **SJRC&D:**
  - Team Habitat has been more active.
  - Grants still underway
  - Issue with NJDEP reimbursement of final 10%.
- **Building Maintenance:**
  - Nothing to Report
- **2022 MS4 Compliance Services:**
  - Inspections are completed for Willingboro, Southampton and Pemberton and are about 95% complete in Burlington Twp.
  - Beverly City Inspections have been completed. Medford Twp. will be next
  - Inspections are underway in Eastampton and Chesterfield.
  - Sean McGee is spending additional time training on ARCGIS.
- **FY 2023 Audit:**
  - The office portion of the audit has been completed.

- Reitmeyer has not been made aware of any issues.

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

The Certification Report for September 2023 were presented and discussed. Reitmeyer reports there were 12 251 Plans and 5 5G3 permits approved.

On a motion of approval by Daniel O'Connell and seconded by Daniel Caldwell. All in favor, motion approved.

## **OLD BUSINESS:**

### **1). Donated Leave Policy:**

The Board reviewed the draft policy document and requested minor revisions to be made. On a motion of approval by D. O'Connell and seconded by Daniel Caldwell. All in favor, motion approved.

### **2). NJACD / 2024 NJ Envirothon:**

G. Berg discussed the NJACD in general and requested Supervisor and staff input on whether the District could host the 2024 New Jersey Envirothon. T. Robinson mentioned that the District could certainly host the event at a local camp or at the District facility with assistance from the Association. If the District were to host the event on site it would be necessary to first determine any necessary insurance provisions and also approvals for overnight camping / campfires. Reitmeyer will look into these items and inquire about the potential to utilize the pavilion on the County Fairgrounds.

### **3). Updates to NJAC 2:90 and Standards:**

Reitmeyer mentioned that recommendations had been received and forwarded to the SSCC as requested. Reitmeyer noted that additional comments can be forwarded during the required comment period.

## **NEW BUSINESS:**

### **1). FY 2023 Partnership Meeting:**

Reitmeyer dispersed the NJACD "Save the Date" email and requested that Board members advise him of their ability to attend. The early bird registration will be \$90.00 if registered by November 10, 2023. After that date the price will increase to \$110.00.

**PUBLIC COMMENT:** No public comment.

**NEXT MEETING: November 15th at 3:00 pm.**

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Gina Berg', with a long, sweeping underline that extends to the right.

Gina Berg,  
Chair