

**Minutes for: October 26, 2016**

**PRESENT: D. Knezick, D. Caldwell, C. Costa, N. Ciccaglione, R. Reitmeyer  
P. Evans and P. Saunders**

**ABSENT: G. Berg, T. Budd and R. Belcher**

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. Knezick called the meeting to order at 3:13 p.m.

Roll Call: D. Knezick, D. Caldwell, C. Costa, P. Evans, N. Ciccaglione, R. Reitmeyer and P. Saunders. D. Knezick noted that adequate notice of the meeting had been given under the Open Public Meetings Act. The minutes of the September 28, 2016 meeting were approved on a motion by C. Costa and seconded by D. Caldwell. All in favor. The Bills to be paid and the Financial Report for October were reviewed and accepted on a motion by D. Knezick and seconded by C. Costa.

**CORRESPONDENCE: R. Reitmeyer**

1. Kiplinger Letter – Subscription renewal request. It was requested by the Board that the weekly publication published be distributed electronically to the board members.
2. Notification from NACD requesting the payment of annual dues. On a motion of approval by C. Costa and seconded by D. Knezick we will pay dues in the amount of \$500.00.
3. NJACD requesting that all Resolutions should be received by November 18<sup>th</sup> for discussed at the December 12<sup>th</sup> meeting.
4. Email request from Perkins Center to have T. Robinson attend the Lunch and Learn series at Moorestown location.
5. NACD Announces the 2017 Annual Meeting being held in Denver, Colorado from January 28, thru February 1, 2017. Registration is currently open and if interested, please let P. Saunders know as soon as possible.
6. SSCC Survey- The Training Sub-Committee Survey has been distributed and is requested to be returned, emailed or faxed by November 18, 2016.

**STAFF REPORT: P. Evans**

P. Evans reported on the following:

- Evans and T. Robinson attended the Soil and Water Conservation Society meeting held at Pinelands Nursery. It was an excellent event.
- The SSCC Training Committee is seeking a district to host training sessions for the Supervisors and staff. These sessions may potentially take place after regular

hours. It has also been recommended that a Webinar might be a suitable alternative.

- Evans has been providing training to T. Robinson on the District's requirements for reviewing soil erosion and sediment control plans containing storm water management facilities.
- Evans has purchased past pension time and asked if it would result in an increase of paid vacation time.

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

N. Ciccaglione mentions that NRCS has received many 2017 applications to date. Regarding the Cover Crop Grant, the seeding application went well. Germination and clipping top of radishes has been done. The farmer who is involved with the grant has learned a lot regarding Multispecies. Everything is status quo at the current time. Nothing for signature. The new employee has started at the Freehold district.

#### **SJRC & D: R. Reitmeyer**

Reitmeyer reported that Tour des Farms ridership was down from last year, that SJRC & D is considering various options for the future of Team Habitat. SJRC & D is still looking to hire one or more contractors to aid in growing their programs.

#### **SSCC REPORT:**

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

1. **Snapshot of Activity:** For the month September, 2016 the staff performed 316 inspections, issued ROC's for 65 Units and performed 17 plan review, 3 Notices of Violation have been issued since the September meeting.
2. **Staff Workload:** Inspection staff continues to be very busy with field inspection activity. Pam and I are beginning to complete the file closeouts that are sitting out on tables.
3. **Rain Garden Correction:** Estimates for machine time are still being requested. Once a contractor is in place, Rutgers can be notified for their assistance as well. A pump to remove standing water has been purchased.
4. **Trimming and Mulching:** Trimming and mulching of the landscape beds around the building is complete.

5. **Floating Wetland Project:** Reitmeyer is monitoring the floating wetland installed at the Mansfield Municipal building for plant growth. Some of the plants appear to be missing and it may need to be replanted. D. Knezick mentioned that it would be best to place new plants in the spring.
6. **Pavement Repair:** American Asphalt was scheduled to perform the work on October 22<sup>nd</sup> and 23<sup>rd</sup>. Wet weather prevented the work and it has been postponed until the spring. Cost will not be affected by the delay.
7. **District Liaison Meeting:** Reitmeyer reported on the items discussed at the October 17, 2016 meeting. Items included:
  - Native Plant legislation S227 and A963 which are moving towards approval.
  - The SSCC also may look into removing the need for Supervisor Nominating Committee and instead have the Boards recommend appointments subject to SSCC approval. The existing Supervisor point system may also be reviewed.
  - The pending soil health standard and a form for compaction remediation were discussed. The draft document would be completed by a contractor or engineer, depending on the type of compaction test performed, and then submitted to the District for acceptance. Suggestions included the wire test being verified by a district inspector and that the gauge of the testing wire be specified.
8. **FY 2016 Audit:** A preliminary review of the audit indicated that a couple of errors had been made. On page 17 it was incorrectly indicated that \$1,824,311.00 of District funds were uninsured by FDIC. A revised page was provided indicating only \$56,754.00 was uninsured at the time of the audit. It was discussed that new copies should be provided and that the audit would be reviewed again at the November meeting.

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

Certification Report was presented and discussed. R. Reitmeyer reports there are 24 251 projects and 3 RFAs that have been approved for this month. The list of discussed plans are as follows: Top Golf-Mount Laurel in Mount Laurel; House Paws Veterinary Clinic in Mount Laurel; 336 Riverview Avenue, Florence; Backbone Edgewater LLC in Edgewater Park; STA-SEAL, Inc. in Mansfield; Eastampton Place West in Eastampton and all the Mining Recertification's. On a motion of approval by D. Caldwell and seconded by C. Costa with abstentions from STA-SEAL, Inc. and Eastampton Place West for D. Caldwell and House Paws Veterinary Clinic for D. Knezick. All in favor.

## **OLD BUSINESS**

1. **NFWF Grant:** An annual financial report is due by October 31<sup>st</sup> and will be completed. A baseline soil health assessment of the previously seeded Roohr field was held on October 5<sup>th</sup> in cooperation with NRCS. Mr. Roohr has since harvest the soybeans from the field. There has been good growth of the multispecies cover crop so far. Mr. Roohr

has applied to NRCS for funding for next year. Reitmeyer has spoken with other interested farmers and he is assessing one farmer for the application of standard cover crop and requested that the Board authorize him to move ahead if it can be done this weekend or shortly thereafter.

2. **CPESC Exam:** Exam day was successful. All registered applicants were present. Exam was very difficult. Results will be provided within 30 days of exam.

## **NEW BUSINESS**

1. **Resolution for NJACD:** G. Berg requested this to be tabled until the November 16<sup>th</sup> meeting.

2. **District Technology:**

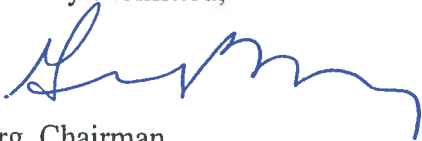
- **Intellect IT** – has installed the two new desk top stations, the GIS work station and the firewall/malware upgrades. The iCloud based backup will be implemented soon. Approval of a 2017 maintenance contract is needed and is recommended. New contract amount reflects additional units requiring maintenance.
- **GIS** – G. Berg and Reitmeyer recently met with ESRI representatives. They offer various levels of software. A desktop license with up to 5 mobile devices will cost around \$3,650.00 for setup and an annual renewal of \$2,900.00. A desktop license with one mobile device will cost \$1,500.00 for setup and an annual cost of \$400.00. A second meeting is being scheduled and more information will be available at that time.

**PUBLIC COMMENT:** The December meeting will be held on the 3<sup>rd</sup> Wednesday of December. The District office will host their annual holiday luncheon, in coordination with SJRC&D at that time.

**NEXT MEETING: November 16, 2016.**

**ADJOURNMENT:** The meeting was adjourned at 5:15 pm. On a motion of approval by D. Caldwell and seconded by C. Costa. All motions unanimous unless otherwise noted.

Respectfully submitted,



G. Berg, Chairman