



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

DISTRICT MEETING AGENDA
September 15, 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). District Office Reopening and Staffing
- 11). NEW BUSINESS
 - 1). 2021 NJACD Annual Meeting
(Wed. Nov. 10th at Freehold SCD)
 - 2). 2022 NACD Annual Meeting
(Feb. 12th-16th in Orlando Fla.)
- 12). PUBLIC COMMENT
- 13). NEXT MEETING **October 20, 2021**
- 14). ADJOURNMENT

Minutes for: September 15, 2021

**PRESENT: G. Berg, D. Caldwell, T. Budd, D. O'Connell, A. Winzinger, N. Ciccaglione
R. Reitmeyer and P. Saunders**

CALL TO ORDER:

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 3:02 p.m.

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

MINUTES OF THE PREVIOUS MEETING:

The minutes of the August meeting were approved with changes on a motion by A. Winzinger and seconded by T. Budd. All in favor.

FINANCIAL:

- A District CD held at Ocean First Bank matured on 9/10/21. It was determined that a new CD would be opened at Republic Bank with an additional \$80,000.00 currently held in the District's checking account with Investor's Bank. Reitmeyer will continue to review available rates at multiple institutions.
- The Bills to be paid for August were reviewed and accepted on a motion by A. Winzinger and seconded by D. Caldwell.

CORRESPONDENCE: R. Reitmeyer

- Email notification from Frank Minch regarding Return to Office pause.
- Celebration of Life for Raymond Samulis notification.
- 4th Quarter 5G3 report.
- Email notification from Willingboro Township regarding MS4 inspections.
- Email notification regarding pending CPESC certification expiration.
- SSCC notification of revised Cost Share Rates for Wells **Does not require Board approval. **

STAFF REPORT: P. Saunders

- Participated as a Volunteer for Tour des Farms (bike ride) at the Johnson Farms site. The site had 40 Riders that stopped for a fill up of water and also purchased items that were

picked up by the Parks Department and taken to the registration area for the riders to get at the end of their ride.

- We are very busy with Plan Reviews, Plan Certifications, Re-certifications, Inspections as well as calls coming in with complaints. Burlington County has many large projects that are in active construction. We have had to move some files to larger cabinets because they are large and cannot fit in the regular drawers.
- R. Reitmeyer has been working closely with me to provide training on the re-certification process for expiring applications. It is a multi-step process that includes sending questionnaires to applicants, auditing project fees, the preparation of invoices and plan re-certifications.

NRCS REPORT: N. Ciccaglione

- A preserved farm has been damaged by a Beavers. 4 breaches and 15 Beaver Deceivers are being installed. Conservation plan certified by BSCD.
- Conservation CREP Program 10% State for FSA Hunter's Vegetable Farm conservation plan and CREP agreement certified by BSCD.
- Conservation Plan for Forest CSP contract certified by BSCD.
- Payment request for Joe Savastino's irrigation system for state cost share certified by BSCD.
- request for Assistance on a farm with ongoing erosion.

SSCC Report: R.Reitmeyer provided a report for the 9/7/21 meeting.

- NJDA NJ Mapper.com (NRCS Soil Survey) was discussed. The Board has requested more information regarding the mapper programs.
- NRCS - SSCC – SCD MOU was discussed and is under legal review,

DISTRICT MANAGER'S REPORT: R. Reitmeyer

Snapshot of Activity for August 2021: For the month of August 2021 the staff performed 270 inspections, issued ROC's for 111 Units and performed 30 plan reviews. Twenty-two MS4 Basin inspections were conducted in August. Five violations have been issued since the August meeting.

- **Staff:** Construction activity continues to be steady and shows no sign of slowing.
- **Work from Home Items are still being utilized.**
- **District Years of Service Awards:**
 - P. Saunders has reviewed District records.
 - Supervisors Gina Berg and Daniel Caldwell have completed 5 years of service as of June 30, 2021.
 - District staff member Tim Robinson has completed 15 years of service as of June 30, 2021.

- **Potential District Solar Panels:**
 - Reitmeyer has advised representatives from Tatleaux New Jersey Solar that the amount of panels represented on the conceptual plans may exceed what the District is able to commit to.
 - Tatleaux is reviewing various options.

- **SJRC&D:**
 - Tour des Farms planning took place on September 11 2021.
 - Approximately 140 riders took part in the event.
 - Brad Hanson is the new Burlington County Representative (Farmland Preservation).
 - Heather Scotto of Burlington County Parks was extremely helpful in preparing event documents.

- **Building Maintenance:**
 - Landscape maintenance around the District office will be needed in the Fall.

- **FY 2021 Audit**
 - The last items necessary are almost account for. These included 4th Quarter payments/invoices for the SCD and a Bank Confirmation from Columbia Savings Bank.

- **MS4:**
 - Reitmeyer is continuing with basin inspections in Burlington Twp., Southampton, Pemberton and Beverly.
 - Willingboro Township has renewed its interest in the program.
 - It is anticipated that inspections for Willingboro will be performed this Fall.

CHAPTER 251 & RFA: R. Reitmeyer

Certification Report was presented and discussed. Reitmeyer reports there are **15** 251 Plans and **9** RFA permits that have been approved for this month. 251 Certifications mentioned for discussion are as follows: Wellington Farms LLC-Residential and Commercial in Lumberton; Route 73 South Phase 1 Redevelopment project TAC PAL Logistics Center in Palmyra; The Crossings at Delanco Station in Delanco

On a motion of approval by T. Budd and seconded by A. Winzinger with the abstention of the Wellington projects mentioned. All in favor, motion approved.

OLD BUSINESS:

1) District Office Reopening and Staffing

- Current guidance from the SSCC identifies October 18th as the date for full office staffing.
- Service Center reopening will be based upon State guidance and USDA COVID policies.
- Reitmeyer is requesting Board consideration of a revision to the District Policy Manual that would allow for limited continuance of Work from Home for District staff.
- Reitmeyer was requested to provide proposed amendment language to all Supervisors for review with further discussion to occur at the October meeting.

NEW BUSINESS:

1) 2021 NJACD Annual Meeting:

- Scheduled to take place on Wednesday November 10th at the Freehold SCD office from 9:00 am until 3:00 pm.
- Attendance of two Annual Supervisor Business Meetings per three-year term is needed for reappointment.
- Reitmeyer will forward additional information as it becomes available.

2) 2022 NACD Annual Meeting:

- Scheduled for February 12th to the 16th in Orlando, Florida.
- Reitmeyer will provide additional information as it becomes available.

PUBLIC COMMENT:

NEXT MEETING: October 20, 2021

ADJOURNMENT: The meeting was adjourned at 4:38 pm. On a motion of approval by D. O'Connell and seconded by D. Caldwell. All motions unanimous unless otherwise noted.

Respectfully submitted,

G. Berg