

BURLINGTON COUNTY SOIL CONSERVATION DISTRICT

1971 Jacksonville - Jobstown Road, Columbus, NJ 08022

Tel: (609) 267-7410 Fax: (609) 267-3347



*Please note: The District meeting will be the 3rd
Wednesday at 2:00pm at the District Office*

**DISTRICT MEETING AGENDA
September 20, 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
- 11). NEW BUSINESS
 - 1). Updates to NJAC 2:90 and Standards
 - 2). NJACD
 - 3). 2024 NJ Envirothon
- 12). PUBLIC COMMENT
- 13). NEXT MEETING **October 18, 2023**
- 14). ADJOURNMENT

Minutes for: September 20, 2023

PRESENT: Gina Berg, Thomas Budd, Audrey Winzinger, Nicole Ciccaglione, Sean McGee, Robert Reitmeyer and Pamela Knighton

ABSENT: Daniel Caldwell and Daniel O'Connell

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 2:02 p.m.

Roll Call: Gina Berg, Thomas Budd, Audrey Winzinger, Nicole Ciccaglione, Sean McGee, 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 June 21, 2023 meeting were approved on a motion by A. Winzinger and seconded by T. Budd.

The minutes of the August 16, 2023 meeting were approved on a motion by A. Winzinger and seconded by T. Budd with revisions. All in favor.

FINANCIAL REPORT:

The Financial Report for September 2023 was reviewed and accepted on a motion by A Winzinger and seconded by T. Budd. All in favor. R. Reitmeyer reported that the TD Bank CD that matured on 9/9/23 was converted from 3.47% for 12 months to a 6 month CD at 5.69%. The next CD, also at TD Bank will mature on Wednesday 9/27/23. Reitmeyer will advise the Board of available rates.

CORRESPONDENCE: R. Reitmeyer

- Email notification from Ocean First Bank regarding Corporate Authorization documents.
- Notification from Department of Agriculture, Frank Minch regarding the sunset of NJAC 2:90 in December of 2024.
- Email from Envirocert regarding renewal of CEPSC Certification renewals.

STAFF REPORT: S. McGee

Sean McGee reported that some of the warehouse projects he has been inspecting are nearing completion. This has allowed him to spend more time on other active projects and to close out projects that have expired or completed construction. S. McGee provided a presentation on the ARCGIS mapping that he has worked on as part of the District's MS4 compliance program.

NRCS REPORT: N. Ciccaglione

Signup deadline for all 2024 programs has been announced for October 20th. New initiative for next year is the tree mortality Program. No Forestry plan is necessary to sign-up. The requirement is 25% of area must be impacted, i.e. dead trees. All program contracting has been completed for 2023. The federal budget expires on September 30th which may result in a furlough of USDA staff. USDA Service Centers and Districts are advised to be prepared for this possibility.

SSCC Report: No Report

DISTRICT MANAGER'S REPORT: R. Reitmeyer

Snapshot of Activity for August 2023: For the month of August 2023 the staff performed 399 inspections, issued ROC's for 55 Units and performed 26 plan reviews. Two violations have been issued since the August District meeting. Approximately 50 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:**
 - September meeting was canceled
 - The trailer for the District gator has been registered.
- **Building Maintenance:**
 - NRCS is asking the District to provide internet/power for an additional work station.
- **2022 MS4 Compliance Services:**
 - Current contracts exist with Burlington Twp., Southampton Twp., Willingboro Twp., Beverly City, Eastampton Twp., Maple Shade Twp., Chesterfield Twp. and Medford Twp.
 - Inspections are completed for Willingboro, Southampton and Pemberton and are about 95% complete in Burlington Twp.
 - Inlet inspections are underway in Eastampton and Chesterfield.
 - Sean McGee will be 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 24 251 Plans and 9 5G3 permits approved.

On a motion of approval by A. Winzinger and seconded by T. Budd. All in favor, motion approved.

OLD BUSINESS:

1). Donated Leave Policy:

R. Reitmeyer presented a revised version of the NJDA Policy and associated affidavit for Board review. Reitmeyer will incorporate Board comments and provide an updated draft at the October meeting.

NEW BUSINESS:

1). Updates to N.J.A.C. 2:90 and Standards:

The NJDA is requesting comments from Districts by October 15, 2023. Comments by staff are being drafted. Reitmeyer requested that any Board suggestions be provided to him. Reitmeyer will send all draft comments to G. Berg by October 5th for review.

2). 2024 NACD Annual Meeting: The meeting is currently scheduled to be held on November 20, 2023 at the Bergen County Community College. Updated information will be distributed as it becomes available.

3). 2024 NJ Envirothon: G. Berg mentioned that a host District for the 2024 event has not been finalized and requested information on what would be needed for Burlington SCD to host. R. Reitmeyer will ask Timothy Robinson to be present at the October meeting to describe the responsibilities of a host District.

PUBLIC COMMENT: No public comment.

NEXT MEETING: October 18, 2023 at 3:00 pm.

ADJOURNMENT: The meeting was adjourned at 3:15 pm. On a motion of approval by A. Winzinger and seconded by T. Budd. Motion passed unanimously.

Respectfully submitted,



Gina Berg,
Chair