

# CAMDEN COUNTY SOIL CONSERVATION DISTRICT

## MEETING MINUTES

September 15, 2014  
423 Commerce Lane, Suite 1  
West Berlin, NJ 08091

Dennis Dougherty Chairman, called the Board of Supervisors Meeting of the Camden County Soil Conservation District to order, at 6:34 PM.

### ATTENDANCE:

Supervisors

Dennis Dougherty  
Philip Kunkle  
Robert Carter  
Michael Rigolizzo

Staff

Craig McGee

SSCC Staff

Rich Belcher

Notice of this meeting was provided to the Courier Post and Trenton Times newspapers, County Clerk and posted in accordance with the Open Public Meetings Act.

### MINUTES:

The Minutes of the July 21, 2014 Camden County Soil Conservation District Board Meeting were read.

Motion: It was moved by Mr. Carter, seconded by Mr. Kunkle and passed unanimously to approve the July 21, 2014 Minutes as presented.

### CERTIFICATIONS:

Soil Erosion and Sediment Control Plan applications received by the District for the period ending *September 12, 2014* were reviewed and classified as follows:

### CERTIFIED:

Motion: It was moved by Mr. Kunkle, seconded by Mr. Rigolizzo and passed unanimously to certify Soil Erosion and Sediment Control Plans as recorded. Action on file 6153 was tabled due to several conflicts.

6148	VO	Hale Trailer Brake & Wheel
6149	CA	Broadway Housing
6151	CH	Bethel Baptist Church Expansion
6152	WI	Paient First - Cross Keys Road
6154	GC	PSEG Gloucester Switching Sta
6155	WA	Butenis Single Family Home
6157	WI	Auto Lenders Service&Recon Exp
6158	PE	Multi - Purpose Path

### PENDING:

The list of Pending plans was reviewed

### **CORRESPONDENCE:**

The District was copied on several letters from NJDEP, Bureau of Nonpoint Pollution Control, Division of Water Quality regarding the NJDEP/ NJ Builders Association stormwater infiltration basin assessment project. Using records supplied by the SCDs, a team of inspectors plan to visit several Camden County infiltration basins and complete inspections of said basins. District staff will be invited to observe.

The District received a letter from the NJ Agriculture Society advising of their recent activities and requesting a membership donation.

Douglas Fisher, Chair of the Soil Conservation Committee sent a letter advising board members of an upcoming training session to be held immediately following the October 20, 2014 SSCC meeting

### **OLD BUSINESS:**

The Financial Reports and Lists of Disbursements for the period ending July 31, 2014 and August 31, 2014 **and** were reviewed by the Board.

**Motion:** It was moved by Mr. Rigolizzo, seconded by Mr. Carter and passed unanimously to accept the financial report and to approve the payment of expenses for the period ending July 31, 2014.

**Motion:** It was moved by Mr. Kunkle, seconded by Mr. Carter and passed unanimously to accept the financial report and to approve the payment of expenses for the period ending August 31, 2014.

One of the District's Ascencia Bank CDs matured on August 26, 2014. The proceeds of this CD have been deposited into our regular checking account.

The District purchased a 2-Year Certificate of Deposit from Susquehanna Bank on September 3, 2014.

The audit process is continuing. All onsite work has been completed and district staff have responded for a few requests for additional information.

Mr. Rigolizzo suggested contacting 1847 Financial Group for recommendations on investment strategies. The board agreed it would be worth considering options beyond certificates of deposit as long as principal was guaranteed and all investments were FDIC insured.

Craig McGee updated the Board on the status of the District's Watershed Projects. [See attached report]

### **NEW BUSINESS:**

The Board reviewed at summary of the NJ Hydrologic Modeling Database project and considered alternatives to complete the work.

The Board discussed the upcoming end of the NJ Permit Extension Act. District staff will be updating records and making sure all information is ready to begin notifying applicants of their expiring certifications.

The Board adopted several business resolutions to establish a relationship with Columbia Bank in advance of opening a Certificate of Deposit.

**Motion:** It was moved by Mr. Carter, seconded by Mr. Rigolizzo and passed unanimously to adopt the Columbia Bank Corporate Authorization Resolution authorizing all supervisors and Craig McGee to open bank accounts, deposit funds and sign accounts on behalf of the Camden County Soil Conservation District. Two signatures are required on all transactions.

The 2014 NJ Conservation Conference will be held Monday, November 24, 2014 at the Rutgers Eco-Complex in Columbus, NJ. Registration will be \$60.

**Motion:** It was moved by Mr. Kunkle, seconded by Mr. Rigolizzo and passed unanimously to cover registration costs for all board members and staff to attend the NJ Conservation Conference.

The Board reviewed the FY14 Annual Plan of Operations and considered how this report could be modified to be useful as a planning tool. The board agreed to form a subcommittee to review the Annual Plan of Operations and reform this document.

The Board reviewed a quote from our IT Consultant to replace our current “residential grade” router with a commercial router, network protection device. Although the expense is included in the budget, the board asked for other options to reduce the cost.

### **NJACD REPORT:**

Mr. Dougherty reiterated the notice of the annual meeting.

Mr. Dougherty advised the board of several openings on the NJACD Executive Committee.

### **STAFF REPORTS:** (see attached)

Mr. McGee provided an update of staff activities, including the review of a proposed force main within unimproved roadway, down steep hill, toward wetland with high value wetlands within the adjacent exclusive golf club. This unique project will require special attention.

### **AGENCY REPORTS:**

#### **NJDA State Soil Conservation Committee [SSCC] Report:**

Rich Belcher presented report of SSCC Activities.

- The upcoming supervisor training session on October 20
- A revised SCD fee schedule has been approved and distributed to all districts
- The revised Supervisor Handbook is nearly ready for publication and will be reviewed at the previously mentioned supervisor training session.

**NRCS Report:** None

**OTHER BUSINESS:** None

### **ADJOURNMENT:**

It was moved by Mr. Carter, seconded by Mr. Kunkle and passed unanimously to adjourn the meeting.

Mr. Dougherty, Chairman, adjourned the meeting at 7:56

Respectfully submitted,  
Craig McGee  
District Manager

**Camden County SCD**  
**Watershed and Stormwater Projects Monthly Report**

**September 2014**

Active Projects:

DeCou Run Stream Restoration

- The grant modification documents, including the additional \$60K in funding were approved by DEP and forward to the CCSCD for signature in early September. We are now awaiting the counter signed document and will then resume work on this project
- The first order of business is to review the task list and schedule. Adjustments will need to be made because of the extended time to receive the grant modification.

Cooper River Implementation Projects

- The one-year no cost time extension from DEP has been approved with final documentation expected soon.
- Staff at Rutgers Water Resources Program have prepared a concept plan for the next Haddonfield High School Project. I am awaiting feedback from the school.
- Monitoring of Hopkins Pond continues.
- Work on the Camden City projects designed by Rutgers Water Resources program as part of the Camden SMART effort is off to a slow start. Rutgers is revising the plans and we will resume talks shortly.
- The 3 Executive Campus project is on hold. The property is being sold and a decision to complete this work will be decided by the new owners.
- With approval from our DEP project manger, we will be working with the Black Horse Pike School District on a larger rain garden at Highland High School. The garden will solve a drainage problem and provide an educational resource to the school. An initial meeting is scheduled for Sept.

NJ American Water Mini Grant

- The new heavy duty goose fence has worked great. We will end up replanting the remaining FTW and reinstalling the fence. We plan to construct the remaining gardens and have them ready for spring planting.