

# CAMDEN COUNTY SOIL CONSERVATION DISTRICT

## MEETING MINUTES

April 20, 2015  
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 6:30 .

### ATTENDANCE:

Supervisors

Dennis Dougherty  
Philip Kunkle  
Louis Parzanese  
Robert Carter  
Michael Rigolizzo

Staff

Craig McGee

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

### MINUTES:

The Minutes of the March 16, 2015 Camden County Soil Conservation District Board Meeting were read.

**Motion:** It was moved by Mr. Parzanese, seconded by Mr. Carter and passed to approve the March 16, 2015 Minutes as presented.

### CERTIFICATIONS:

Soil Erosion and Sediment Control Plan applications received by the District for the period ending *April 17, 2015* were reviewed and classified as follows:

### CERTIFIED:

<b>Code</b>	<b>Twp</b>	<b>Project Name</b>
6184	CH	Kennedy University Hospital
6220	SO	Sanitary Sewer Rehab Phase 2
6221	SO	Sanitary Sewer Rehab Phase 3
6222	HA	Euclid Ave Utility Improvements
6223	VO	Kresson Rd Sidewalk
6224	CH	Sidewalk Extension
6225	WI	Gas Main W 4156R
6227	CA	Rutgers Nursing & Science Bldg
6228	HT	Haddon BOE-Van Sciver Elem
6229	CH	Water Main Replacements
6230	HT	Haddon BOE-Stoy Elem
6231	HT	Haddon BOE- Strawbridge Elem
6232	LI	Middle School Courtyard Drainage
6233	VO	Kolovos Subdivision -1st Lot

6234	BE	Bellmawr Park School Addition
6235	WI	Jasticon Tract
6241	BB	Covington Residence
6242	VO	9A Fariway
6244	WA	Denafu Residence

**Motion:** It was moved by Mr. Kunkle, seconded by Mr. Rigolizzo and passed to certify Soil Erosion and Sediment Control Plans as recorded. Mr. Carter abstained from discussion and voting on 6222, 6229, 6231 and 6241.

**PENDING:**

The list of Pending plans was reviewed

**CORRESPONDENCE:**

Frank Minch forwarded a copy of the State of New Jersey, EEO Nondiscrimination Policy. The New Jersey State Policy Prohibiting Discrimination in the Workplace was distributed to all board members and staff.

The District received a NJ Open Public Records request for information on our postage machine. As required, the information was forwarded to the office supply company that had made the request.

SJRCD sent a request for support of the 9<sup>th</sup> Annual Tour Des Farms. The bike ride scheduled for September 12, 2015 will include three routes and visit several farm markets in Burlington County. The FY15 budget provides for a \$250 donation.

Secretary Fisher forwarded a letter discussing the status of the H&H Database Project. The letter informed the District that the web-based data entry application would be discontinued as of June 30 due to security issues. Secretary Fisher requested a status report and statement of commitment from each district. The CCSCD Board discussed this issue and agreed to draft a response that detailed the district's efforts to date and plans for the coming months.

**OLD BUSINESS:**

The Financial Reports and Lists of Disbursements for the period ending March 31, 2015 were reviewed by the Board.

**Motion:** It was moved by Mr. Carter seconded by Mr. Parzanese and passed unanimously to accept the financial report and to approve the payment of expenses for the period ending March 31, 2015.

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

Mr. McGee reported that the correspondence to the Camden City planning board remains incomplete.

Isabella Castiglioni expects to start work on May 20 as a summer intern. She will work about 32 hours per week and spend most of her time entering data into the H&H database. The board suggested that staff review any rules and requirements for seasonal workers with our accountant.

The 2015 District Nominating Committee has been formed and will meet, via conference call April 29 at 10:00 am. The committee includes:

Dennis Donio, Farming  
Kevin Becica, County Engineer  
Rick Van Osten, SJ Builders League  
Helen Garcia-Arvin, Open Space Board  
Jack Sworaski, County Environmental Affairs

**Motion:** It was moved by Mr. Kunkle, seconded by Mr. Parzanese and passed unanimously to approve the membership of the nominating committee.

### **NEW BUSINESS**

Mr. McGee discussed the distribution of certified plans. Staff have considered ending the distribution of certified plans to the municipal engineer. Municipal engineers will still receive a copy of the certification letter and signed application, but not the plans. The board agreed and suggested that a record is kept of when this transaction takes place.

Mr. McGee advised the board that the budget for FY 2016 will be prepared and circulated for review prior to the May Board Meeting. The board provided early input to the budget process.

### **NJACD REPORT:**

Mr. Dougherty reported that the NJACD is in negotiations with Desiree Dunn to fill the role of Executive Director.

Mr. Dougherty reminded the board that the Envirothon is scheduled for May 2<sup>nd</sup> and that all supervisors are invited to attend.

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

Mr. McGee provided an update of staff activities.

### **AGENCY REPORTS:**

None

### **OTHER BUSINESS:**

None

### **ADJOURNMENT:**

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

Mr. Dougherty, Chairman, adjourned the meeting at 7:32.

Respectfully submitted,

Craig McGee  
District Manager

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

**April 2015**

Active Projects:

DeCou Run Stream Restoration

- Cherry Hill opened bids on April 2, 2015. All bids exceed the available project budget and were denied. I've asked Cherry Hill Township to update their position on this project and suggest alternatives.
- Upon receipt of the info from Cherry Hill, I will update the NJDEP and determine the future of the grant. It is likely that NJDEP will want to see at least part of the project and perhaps the work currently described as alternate 2 can be separated from the complete project and completed with funds available.
- I will discuss the project with the county engineer to see if any funds are available from the County.

Cooper River Implementation Projects

- Three projects, Haddonfield HS, Highland HS and Union Park in Camden are currently designed and awaiting cost estimates or bids. If all three are funded, work will take place this spring/summer and all significant project work will be completed. If any fall through, there are several other projects in waiting.
- A No-Cost Time extension was requested for this project, allowing time for the above listed projects to be completed during the summer or early fall (better planting weather).

Reporting on both projects is up to date.

## Staff Activities

### March 2015

#### CHAPTER 251 ACTIVITIES:

	March
SITE PLAN REVIEWS COMPLETED:	17
SITE INSPECTIONS PERFORMED:	139
REPORTS OF COMPLIANCE ISSUED:	14
PROJECTS COMPLETED:	0
PROJECTS WITHDRAWN BY APPLICANT:	0
PROJECTS DENIED:	0
PROJECTS EXPIRED:	0
PROJECTS RE-CERTIFIED:	

#### STAFF ACTIVITIES:

Craig McGee:

Attended SJRCD meeting and continued efforts to coordinate the Team Habitat Program.

Attended Pine Hill Golf Club Conservation Group Meeting with a presentation on the successful Swamp Pink Restoration Project

Karen Mullen:

Attended the Envirothon Training Session and Envirothon Meetings