

# CAMDEN COUNTY SOIL CONSERVATION DISTRICT

## MEETING MINUTES

June 26, 2017  
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

NJ Department of Agriculture Staff  
NRCS District Conservationist

Rich Belcher  
Nicole Ciccaglione  
Edward Madden

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 May 15, 2017 Camden County Soil Conservation District Board Meeting were reviewed.

**Motion:** It was moved by Mr. Rigolizzo, seconded by Mr. Parzanese and passed to approve the minutes as presented.

### CERTIFICATIONS:

Soil Erosion and Sediment Control Plan applications received by the District for the period ending June 23, 2017 were reviewed and classified as follows:

### CERTIFIED:

Code	Twp	Project Name
6533	GT	SJ Gas Main Renewal G2505190R
6538	CH	Cherry Hill Commerce Center Indiana Ave & Ct Water Main
6542	GT	Replacement
6543	GT	Cecelia Dr & Vassar PI WMR
6544	LA	Lawnside Pipeline Replacement
6545	CA	Canopy Parking Photovoltaic Array
6546	CA	Ground Mount Photovoltaic Array
6547	PE	Demo of Tanks of Petty's Island

		Remedial Work - Star Enterprise
6548	PE	Terminal
6549	WI	Major Residential Subdivision
6550	BR	Wawa Convenience Store w/Fuel
6551	BE	St. Joachim's Parking Improvements
6552	CH	Wawa at Coles Plaza
6553	HA	Silvestri Residence Tatem Elementary School
6554	HA	Improvements
6555	HA	Haddonfield HS Improvements
6556	BE	Compassiate Service Center
6557	WA	Bellevue Avenue Subdivision
6558	CO	Patco Collingswood St Drainage Impts

**Motion:** It was moved by Mr. Rigolizzo, seconded by Mr. Parzanese and passed to certify Soil Erosion and Sediment Control Plans as recorded. Mr. Carter abstained from discussion and voting on 6549-WI-17.

**PENDING:**

The list of Pending plans was reviewed.

**CORRESPONDENCE:**

Frank Minch copied the District on a letter to Edward Madden notifying and congratulating Mr. Madden on his appointment to the Camden County Soil Conservation District Board of Supervisors.

Russell Rader, Grants Administrator for the NJDEP sent notice that the Cooper River Implementation Plan project – RP11-039 has been formally completed and the final payment of \$40,000 has been authorized.

A notice was sent from the Northeast Association of Conservation District regarding the 2017 NACD Northeast Region Meeting held August 13-15 in Burlington Vermont. Registration is now open

**OLD BUSINESS:**

The Financial Reports and Lists of Disbursements for the periods ending May 31, 2017 were reviewed by the Board.

**Motion:** It was moved by Mr. Carter seconded by Mr. Rigolizzo and passed unanimously to accept the financial report for the period ending May 31, 2017.

Mr. McGee updated the board on the effort to develop a new district logo and webpage. Chris Edwards has submitted a proposal to redesign the District's webpage using the Weebly web hosting/design company. He and I meet for several hours last week to discuss the District's needs and requirements. Mr. Edwards will also be able submit design ideas for a new CCSCD logo. The total cost for these services will not exceed \$1500. Weebly will charge an annual hosting fee of \$96/year or \$144 for a Pro Account.

**Motion:** It was moved by Mr. Kunkle seconded by Mr. Rigolizzo and passed unanimously to accept the retain the services of Chris Edwards to redesign the District's webpage and offer logo designs for a fee not to exceed \$1500.

Mr. McGee advised the board that contract documents with the NRCS regarding the NRCS FRPP Easement Monitoring are still under review by NRCS. The NRCS grants administrators have expressed some concern about preparing flat rate contract for this project.

## **NEW BUSINESS**

The NJ Department of Environmental Protection, Division of Water Resources Management sent notice that the SFY2016 319(h) Grant Agreement for “Community Based Green Infrastructure Programs for the Cities of Camden and Gloucester, Camden County NJ – Grant ID WM17-052 has been finalized and the project is now active. Mr. McGee will request the initial advanced payment and set up bank accounts and the necessary administrative and financial record keeping. Sub-contracts with the Rutgers Water Resources Program, New Jersey Tree Foundation and the Camden Lutheran Housing Block Supporter Initiative are already begin developed.

Mr. McGee advised the board that Jack Swowski, Chair of the Camden County Agriculture Development Board requested that Mr. McGee represent the District as a none-voting member. The CCSCD had previously approved Mr. Parzanese to fill this position, however Mr. Swowski indicated that the County Freeholder Board would not appoint the sibling of another board member.

**Motion:** It was moved by Mr. Parzanese, seconded by Mr. Carter and passed unanimously to appoint Craig McGee to represent the District on the Camden County Agricultural Development Board.

Mr. McGee reported that during spring HVAC maintenance the Hutchinson technician advised that the rooftop unit should be replaced prior to the beginning of heating season. Hutchinson provided a quote to replace the system with a similar unit. After advising the Bloom Organization (landlord) of the need to replace this system, Bloom sent their technicians to review the existing equipment. Bloom has proposed to replace the rooftop HVAC system with an upgraded unit as well as replacing the interior duct work to improve the system efficiency. Bloom offered to split the total cost of \$11,862 with the District. The cost to the District would be \$5931.

**Motion:** It was moved by Mr. Kunkle, seconded by Mr. Carter and passed unanimously to accept the Bloom Organization’s Proposal to replace the Rooftop HVAC unit and associated work for a total cost to the Camden SCD of \$5931.

Mr. McGee discussed with the Board the policies regarding refunding application fees of withdrawn, completed or expiring Soil Erosion and Sediment Control plans. The District is responsible for tracking costs on a per project basis and providing refunds in certain circumstances and upon request. There is currently no time limit of these requests. The board discussed this issue and agreed to forward this concern to Mr. Minch for comment.

## **NJACD REPORT:**

Mr. Dougherty reported the next meeting of the NJACD is scheduled for September and that the Annual Meeting and NJ Conservation Conference is currently being planned and will include NJ State Ethics training. Mr. Dougherty also reported the NJACD will soon be advertising for the position of Executive Director.

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

Mr. McGee provided an update of staff activities.

## **AGENCY REPORTS:**

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

Mr. Belcher reported on the success of the NJ Envirothon and that the NJ winners, Cedar Creek High School will be representing the State at the National Envirothon in Emmitsburg Maryland. The Envirothon winners, along with the Poster Contest and Conservation Scholarship winners were recognized at the Conservation

Awards Ceremony held in early May at the NJ State House. Mr. Belcher also advised the Board that the Soil Restoration Standard has been published in the NJ Register and will become part of the Standards this winter.

**NRCS Report:**

Ms. Ciccaglione distributed a press release for a series of NRCS Local Working Group meetings. The Central Jersey meeting is scheduled for July 25 at the Burlington SCD office and will provide local stakeholders to provide input to NRCS with regard to the effective delivery of conservation assistance.

**OTHER BUSINESS:**

Mr. Kunkle was recognized on his last meeting as a Camden County Soil Conservation District Supervisor. Mr. Kunkle has served since 2008.

**Motion:** It was moved by Mr. Dougherty, seconded by Mr. Rigolizzo and passed unanimously to thank Mr. Kunkle for his service to the District.

Mr. Kunkle thanked the board and staff for the privilege of serving on the CCSCD Board of Supervisors.

**ADJOURNMENT:**

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

Mr. Dougherty, Chairman, adjourned the meeting at 7:40.

Respectfully submitted,

Craig McGee  
District Manager