

CAMDEN COUNTY SOIL CONSERVATION DISTRICT

MEETING MINUTES

January 23, 2019
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 pm.

ATTENDANCE:

Supervisors

Dennis Dougherty
Michael Rigolizzo
Edward Madden

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 November 19, 2018 Camden County Soil Conservation District Board Meeting were reviewed.

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

CERTIFICATIONS:

Soil Erosion and Sediment Control Plan applications received by the District for the period ending January 18 were reviewed and classified as follows:

CERTIFIED:

Code	Twp	Project Name
6740	SO	The Reserve At Grace
6759	GT	Redwood Street Culvert
6760	GT	Chews Landing Rd Water Main
6761	GT	Linda Ave Water Main
6762	CA	Cramer Hill Nature Preserve
6764	GT	Single Family Dwelling
6766	GT	Fairmount Ave WMR
6767	WA	Courlter SFH
6768	WI	American Flux & Metal
6769	CH	Chick-fil-A - Addition
6770	RU	Smith Lane Subdivision
6771	CH	Improvements to Chapel Ave
6773	BT	Barry Residence

Motion: It was moved by Mr. Rigolizzo, seconded by Mr. Madden and passed to certify Soil Erosion and Sediment Control Plans as recorded. Mr. Dougherty abstained from discussion and voting on 6769.

RECERTIFIED:

Code	Twp	Project Name
2015-6235	WI	Jasticon Tract
2008-5479	WI	Perini Route 73 Facility

Motion: It was moved by Mr. Madden, seconded by Mr. Rigolizzo and passed unanimously to recertify Soil Erosion and Sediment Control Plans as recorded.

PENDING:

The list of Pending plans was reviewed

CORRESPONDENCE:

The NJ Department of Agriculture sent the annual notice of the State Agricultural Convention and Trade Show, scheduled for February 5- 7 in Atlantic City.

Frank Minch sent notice of the results of Election of District Supervisor Members to the State Soil Conservation Committee.

OLD BUSINESS:

The Financial Reports and Lists of Disbursements for the periods ending November 30, 2018 were reviewed by the Board.

Motion: It was moved by Mr. Madden, seconded by Mr. Rigolizzo and passed unanimously to accept the financial report for the period ending November 30, 2018.

The Financial Reports and Lists of Disbursements for the periods ending December 31, 2018 were reviewed by the Board.

Motion: It was moved by Mr. Madden, seconded by Mr. Rigolizzo and passed unanimously to accept the financial report for the period ending December 31, 2018.

Mr. McGee updated the board on the search to fill the vacancy on the district board. Mr. McGee advised that the Camden County Board of Agriculture has re-formed. The Camden SCD has requested that the Board of Agriculture recommend a member for nomination to the Camden County SCD.

Grant Funded Projects:

The Camden City/Gloucester City Green Infrastructure project continues. The project team recently met with the administration of Gloucester City High School to discuss a Green Infrastructure project in the High School courtyard. A concept plan was presented and well received.

Mr. McGee provided a quarterly financial report for the grant.

Mr. McGee reported that the final contract documents between SJRCD and NJDEP have been signed by SJRCD and returned to DEP for processing. This project should be underway within a few months. Camden SCD will be providing grant administration services under contract to SJRCD.

Mr. McGee reported that he, Mr. Dougherty and Mr. Madden met with Frank Minch discuss the District's 251 reserve Balance. Mr. Minch is satisfied the District has met its obligation.

NEW BUSINESS

The Board reviewed the Report of Audit for the Fiscal Year Ended June 30, 2018 prepared by Nightlinger Colavita and Volpa. To supplement the review of the Audit, Mr. McGee provided an annual summary comparison provided by the SSCC staff.

Motion: It was moved by Mr. Madden, seconded by Mr. Rigolizzo, and passed unanimously to accept the Report of Audit for FY 18

Mr. Dougherty reported that he plans to attend the National Association of Conservation Districts Annual Meeting in San Antonio and is requesting support from the CCSCD to defray the costs.

Motion: It was moved by Mr. Rigolizzo, seconded by Mr. Madden and passed unanimously to approve payment of up to \$500 for Mr. Dougherty to attend the NACD Annual Meeting and represent the NJACD and Camden County SCD.

Mr. McGee reported that the NRCS 2019 Conservation Cost Share Tables require district adoption. The cost share tables were reviewed by the Board.

Motion: It was moved by Mr. Rigolizzo, seconded by Mr. Madden and passed unanimously to adopt the New Jersey 2019 Practice Catalog and Conservation Cost Share Table as presented.

Mr. McGee reported on the review of District's computer hardware. After discussion with Robert Babeski of Intellec Solutions it is recommended the district begin by replacing two PCs and the GIS Workstation. Although final hardware configurations are incomplete, the estimated costs for all new hardware and installation will be about \$7000. Mr. McGee recommended that board authorize expenditure not to exceed \$8000 from the IT Reserve. Mr. Dougherty requested that all quotes be compared to NJ State Contract Pricing.

Motion: It was moved by Mr. Madden, seconded by Mr. Rigolizzo and passed unanimously approve the expenditure of up to \$8000 on computer hardware and installation.

Mr. McGee reported he will begin an analysis of the 251 Fee Schedule. Once preliminary work is complete and sub-committee can review the information and make further recommendations.

NJACD REPORT:

Mr. Dougherty reported that the NJACD is planning the spring Regional Meetings. The board also discussed their preferences for the 2019 Annual Conservation Conference and NJACD Business Meeting.

STAFF REPORTS: (see attached)

Mr. McGee reported on violations at Harleigh Cemetery in Camden.

AGENCY REPORTS:

NJDA State Soil Conservation Committee [SSCC] Report:

None

NRCS Report:

None

OTHER BUSINESS:

None

ADJOURNMENT:

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

Mr. Dougherty, Chairman, adjourned the meeting at 7:20.

Respectfully submitted,

Craig McGee
District Manager