

CAMDEN COUNTY SOIL CONSERVATION DISTRICT

MEETING MINUTES

September 21, 2020

423 Commerce Lane, Suite 1
West Berlin, NJ 08091

Meeting Via Conference Call

Dennis Dougherty, Chairman, called the Board of Supervisors Meeting of the Camden County Soil Conservation District to order at 6:35.

ATTENDANCE:

Supervisors

Dennis Dougherty
Robert Carter
Michael Rigolizzo
Valerie Brown

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. Notification of the meeting being held via conference call was posted on the district's webpage - www.camdenscd.org

MINUTES:

The Minutes of the July 20, 2020 Camden County Soil Conservation District Board Meeting were reviewed.

Motion: It was moved by Mr. Rigolizzo, seconded by Mr. Carter and passed to approve the minutes as presented. Mrs. Brown abstained.

The Minutes of the July 30, 2020 Camden County Soil Conservation District Special Purpose e-Meeting were reviewed.

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

CERTIFICATIONS:

Soil Erosion and Sediment Control Plan applications received by the District for the period ending September 18, 2020 were reviewed and classified as follows:

CERTIFIED:

Code	Twp	Project Name
6626	HH	Haddon Heights Apartment Proj
6963	BT	Jiffy Lube
6972	WI	Carriage Homes at Sickler Court
6973	MA	Jiffy Lube
6980	AU	PSE&G Nicholson Property

6981	CA	VonNieda Park Ph 2 & 3
6982	AU	Prop Bldg Demo & New Parking
6984	LI	2010 Egg Harbor Rd
6985	CH	Dunkin Store
6986	BE	Stanley Ave Parking Lots
6987	CH	Camden Co. Gas System Maintenance
6988	WI	Schnepp Residence
6989	PE	Prop. Loading Docks & Parks Mods
6990	CH	Beck Middle Vestibule & Impts
6991	OA	Proposed Wawa
6992	GT	517 Berlin Cross Keys Road
6993	WI	Utility Tree Clearing - Cross Keys Rd
6994	GT	Good Intent_Lwr Landing Rd Impts
6995	CA	Soil Remediation Project
6996	CA	PSE&G New State St Substation
6997	GT	Prop Wawa and Fuel
6998	PE	City Select Auto Sales
6999	CO	Collingswood Veterinary Hospital
7000	WI	Hutton Car Wash Winslow
7001	SO	Somerdale Park School

Motion: It was moved by Mr. Carter, seconded by Mrs. Brown and passed to certify Soil Erosion and Sediment Control Plans as recorded. Mr. Dougherty abstained on App # 7001 and Mrs. Brown abstained on App #s 6981, 6993 and 6994.

PENDING:

The list of Pending plans was reviewed

CORRESPONDENCE:

Mr. Minch provided updated guidance regarding the 2020 Permit Extension Act (PEA). This action extends certifications set to expire on or after March 9, 2020 and continuing for the duration of the COVID-19 Public Health Emergency. Applicants wishing to have their projects extended must register their permits at the DEP.

OLD BUSINESS:

The Financial Reports and Lists of Disbursements for the periods ending July 31, 2020 were reviewed by the Board.

Motion: It was moved by Mr. Rigolizzo, seconded by Mrs. Brown and passed unanimously to accept the Financial Report and approve all expenses for the period ending July 31, 2020.

The Financial Reports and Lists of Disbursements for the periods ending August 31, 2020 were reviewed by the Board.

Motion: It was moved by Mr. Rigolizzo, seconded by Mrs. Brown and passed unanimously to accept the Financial Report and approve all expenses for the period ending August 31, 2020.

Mr. McGee reported that the final reports and financial documents for the 2021 Farm and Range Protection Program monitoring, completed under contract to NRCS have been submitted.

Grant Funded Projects:

The Camden City/Gloucester City Green Infrastructure project continues. The Gloucester City High School Courtyard project is nearly complete. The contractor has made excellent progress and the work looks great. The Rutgers Water Resources Program is finalizing a contract for work at Camden Tool and Higher Learning Church. These projects are scheduled for fall 2020 construction.

The SJRCD Manalapan project is proceeding. Princeton Hydro has begun final design of the multi-part plan at Manalapan Lake Park

The SJRCD Lakewood Township Basin Restoration project grant agreement was finalized September 9. Camden SCD will be providing administrative and technical support to this project.

Mr. McGee advised that subcontract between Camden SCD and SJRCD will be prepared for approval at the next Camden SCD meeting on October 17. This agreement will be based on the current CCSCD/SJRCD agreement, with a new scope of work and budget.

NEW BUSINESS

Mr. McGee reported that Nightlinger, Colavita and Volpa have nearly completed work on the annual audit. One of the remaining issues is setting reserve levels for 2020. Mr. McGee reported that an analysis of the district's Chap. 251 revenue vs. expenses indicates that the Ch. 251 reserve be increased. The board reviewed the current reserve levels and the calculation summary and discussed the reserve balances

Motion: It was moved by Mr. Rigolizzo, seconded by Mr. Carter and passed unanimously to set the reserve balances as follows:

	as of
Camden SCD Reserved Funds	6/30/2020
Chap 251 - Restricted	561,399.00
Reserve for Accumulated Absences	29,577.00
Reserve for Automobile	33,450.00
Reserve for Future Legal	22,413.00
Reserve for Technology Upgrades	10,000.00

Mr. McGee advised the board of the requirement to complete annual ethics training. The notification of this requirement, sent by Mr. Minch was forwarded to all supervisors and staff on September 15.

NJACD and NJDA State Soil Conservation Committee [SSCC] Report:

Mr. Rigolizzo reported that the merger of the Sussex and Warren Conservation Districts is now complete with the creation of the new Upper Delaware Conservation District.

Mr. Rigolizzo and Mr. Dougherty reported that the Supervisor Performance Requirements are under review and will likely be adjusted.

Mr. Dougherty reported that the Annual Conservation Conference will be held virtually Nov 16. The agenda is expected to include a general session and a business meeting. District staff will be invited to provide a brief power point on district activities.

Mr. Dougherty reported the National Envirothon is exploring a virtual competition format for 2021.

STAFF REPORTS: (see attached)

District staff continue to operate following strict safety protocols.

Mr. McGee reported that new applications continue and revenue during the 1st quarter of FY21 exceeds budgeted expectations.

Mr. McGee also advised the board of several unique projects.

AGENCY REPORTS:

NRCS Report:

None

OTHER BUSINESS

ADJOURNMENT:

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

Mr. Dougherty, Chairman, adjourned the meeting at 7:37.

Respectfully submitted,

Craig McGee
District Manager