

CAMDEN COUNTY SOIL CONSERVATION DISTRICT

MEETING MINUTES

July 19, 2021

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 6:38.

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.

MINUTES:

The Minutes of the June 21, 2021 Camden County Soil Conservation District Board Meeting were reviewed.

Motion: It was moved by Mr. Rigolizzo, seconded by Mrs. Brown and passed to approve the minutes with a correction of the NJACD report.

REORGANIZATION

Mr. McGee stated that the board was required to re-organize at the first meeting of the fiscal year for terms July, 2021 through June 2022, and called for nominations for Chairman:

Nomination for Chair – Mr. Dougherty was nominated by Mr. Rigolizzo, seconded by Mrs. Brown and passed to appoint *Mr. Dougherty* as Chair.

Mr. Dougherty resumed as chair of the meeting and called for nominations for Vice Chair

Nomination for Vice-Chair –Mr. Rigolizzo was nominated by Mr. Mr. Carter, seconded by Mrs. Brown and passed to appoint *Mr. Rigolizzo* as Vice Chair.

Nomination for Treasurer– Mrs. Brown was nominated by Mr. Carter, seconded by Mr. Rigolizzo and passed to appoint *Mrs. Brown* as Treasurer.

Nomination for Secretary– Mr. Carter was nominated by Mr. Rigolizzo, seconded by Mrs. Brown and passed to appoint *Mr. Carter* as Secretary.

CERTIFICATIONS:

Soil Erosion and Sediment Control Plan applications received by the district for the period ending June 18, 2021 were reviewed and classified as follows:

CERTIFIED:

Code	Twp	Project Name	Applicant
7105	BA	Prop Site Improvements	Barrington TIC LLC
7106	RU	Deluxe Italian Bakery	Delux Italian Bakery Inc
7107	HA	Silvestri Residence	Daniel Silvestri
7108	CA	Whittier School Renovations	KIPP Cooper Norcross Inc
7110	CH	Camden Co. Roadway Safety Impts	Camden County
7111	CA	417-419 Walnut Street	Martha Chavis
7112	CA	Lucy Outreach Addition	Lucy Outreach
7113	GT	Auto Images	Otter Branch Investments
7114	VO	Residential Lots (3)	Soruni Builders LLC
7115	CH	Roadway Improvements- CR 616	Camden County
7116	PE	Prop Stone Circulation Pad	John Clark
7117	CA	SJPC 551 S. 2nd St Demo	South Jersey Port Corp
7123	HA	410 Kings Highway West	Kelly Builder's Inc

Motion: It was moved by Mr. Carter, seconded by Mrs. Brown and passed to certify Soil Erosion and Sediment Control Plans as recorded. Mr. Rigolizzo abstained from discussion and voting on 7114 and Mrs. Brown abstained from discussion and voting on 7110 & 7115.

RECERTIFIED: -

Code	Twp	Project Name	Applicant
6076	WI	Blue Anchor Junction	Blue Anchor Junction LLC
6470	PE	Haddon Pointe	Haddon Point Mgmt
6512	BB	126/130 Rt 73 So - Bldg Demo & Remediation	FDC Berlin Properties
6550	BR	Convenience Store with Fuel	LCP Brooklawn LLC

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

PENDING:

The list of Pending plans was reviewed

CORRESPONDENCE:

Mr. Dougherty reported he had received correspondence from Ed Madden requesting a six-month sabbatical to expired on or about 12/31/21. The board discussed and acknowledged the requested sabbatical.

OLD BUSINESS:

The Financial Reports and Lists of Disbursements for the periods ending June 30, 2021 were reviewed by the Board.

Motion: It was moved by Mrs. Brown, seconded by Mr. Carter and passed unanimously to accept the Financial Report and approve all expenses for the period ending June 30, 2021.

Mr. McGee updated the board on the new office space. A lease has been signed and initial inspection was held last week to determine work required prior to move in. Move in date will be in late September.

Grant Funded Projects:

The Camden City/Gloucester City Green Infrastructure project is complete with all project work finished before June 30. Final reports and the request for final payment from NJDEP will be submitted in the coming weeks.

The SJRCD Manalapan project is proceeding. All permits and approvals are in place for the Thompson Park Zoo treatment train project. Work is scheduled for August 2021. A project team meeting in June identified small scale projects to be funded with the remaining grant funds. Those projects will be scheduled for late this fall or early in spring of 2022.

The SJRCD Lakewood Township Basin Restoration project is underway. Site inspections to identify the next series of projects will take place over the summer.

NEW BUSINESS:

The board discussed moving related expenses.

Mr. Dougherty suggested the board consider creating a reserve of office improvements. After discussion it was agreed to create a new reserve account, Office Improvements of \$12,000 and utilize those funds to update office furnishings and infrastructure.

Motion: It was moved by Mr. Carter, seconded by Mrs. Brown and passed to create a reserve account of \$12,000 for Office Improvements.

Mr. McGee advised the board that he plans to change Payroll Service providers in January 2022. The new provider, Workplace HCM meets the requirements of the Audit Manual (according to our auditor) and will cost less than half the current expense.

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

Mr. Dougherty advised that the NE Association of Conservation Districts expects to meet October 31 through November 3 in Portsmouth NH. Registration is now open. The NACD Annual Meeting is scheduled for February 11-16 in Orlando, FL.

The NJ Conservation Conference is scheduled for November 10, 2021 at the Freehold SCD office

STAFF REPORTS: (see attached)

Mr. McGee updated the board on issues related to a project in Clementon.

The final year of FRPP easement monitoring under contract to NRCS is underway. Work should be completed by the end of July.

AGENCY REPORTS:

NRCS Report

None

SJRCD Report:

SJRCD is preparing for the 14th Annual Tour des Farms.

OTHER BUSINESS

ADJOURNMENT:

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

Mr. Dougherty, Chairman, adjourned the meeting at 7:36.

Respectfully submitted,

Craig McGee
District Manager