

**Mercer County Soil Conservation District
MEETING MINUTES
For Fiscal Year 2012 (ending June 30, 2012)**

(Chronological order starting August, 2011. Scroll down for later months.)

----- **August 2011** -----

**MINUTES OF
MERCER COUNTY SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
AUGUST 2, 2011**

MCSCD SUPERVISORS

Peggy McNeill
Ed DiPolvere
Gary Mount (arrived at 1 pm)
Scott Ellis

STAFF

William F. Brash, Jr.

OTHERS

Meredith Melendez

The meeting was called to order by Ed DiPolvere at 12:34 pm. The Statement of Adequate Notice was read.

The minutes of the July meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes of the July meeting were made by S. Ellis, seconded by E. DiPolvere, carried unanimously.

The Treasurer's Report was reviewed by the Board. RFA Permit Fees have been received. Revenues are significantly reduced over this month last year. Expenses are down 14% over this same month last year.

MOTION 2

A motion to receive and file the Treasurer's Report pending audit was made by P. McNeill, seconded by S. Ellis, carried unanimously.

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

11 APPLICATIONS RECEIVED
13 PREREVIEW INSPECTIONS

21 REVIEWS
154 INSPECTIONS
5 PRE CONSTRUCTION MEETINGS
7 FINAL REPORTS OF COMPLIANCE
4 CONDITIONAL REPORTS OF COMPLIANCE
2 VIOLATION NOTICES
0 STOP WORK ORDERS
0 DENIALS
0 CERTIFICATION DELEGATIONS
1 5,000 SQUARE FOOT DETERMINATIONS

NON-POINT SOURCE POLLUTION PROGRAM CONTINUED

Bill began planting designs for Fall NNL Tree Planting. Resource Specialist worked on the transparency required changes to District Website. Bill & Paul attended NRSC-Partnership All Employees Meeting at Duke Farms.

EDUCATION AND OUTREACH

Education Coordinator set up the district table top display at the 4H Fair at Howell Farm. Meredith helped by taking it down on Sunday for us.

Education Coordinator conducted training sessions for Boy Scout Soil & Water Conservation Merit Badges and 2 days of nature study for over 145 Cub Scouts at Rosedale Park.

Education Coordinator is finishing up the Assunpink Creek Watershed Sign for Kiosk at AEI.

Bill toured Ewing Township with members of the Environmental Commission in preparing for completing their Community Forestry Management Plan.

WATERSHED

Watershed Ambassador has taken a job with Dr. Rachel Winfree at Rutgers and will not be completing her Americorp tour with the District. A new Watershed Ambassador will be arriving in September.

MOTION 3

A motion to approve the Director's Report pending audit was made by S. Ellis, seconded by P. McNeill, carried unanimously.

CORRESPONDENCE

The District received a copy of the SSCC Administrative Bulletin addressing the Comptrollers concern regarding transparency. The District is starting to implement the changes to the district website to comply with the bulletin.

Summaries received from the SSCC regarding workload and projects submitted in 2011

and over the past 2 years.

A draft copy of an NACD Forestry Notes article written about the Districts CWPP Project with the NJ Forest Fire Service was received. It will be included in the August edition of Forestry Notes.

FSA July newsletter was received. The deadline for nominating a County Committee person was August 1st. Next County Committee Meeting is scheduled for September 7th.

An e-mail from Tim McGough, Business Administrator from Robbinsville was received regarding the recently completed Spring NNL Tree Planting. The NJ Turnpike Authority met with NJ DEP and said “Robbinsville tree planting program is a model tree planting effort”. NJ DEP said “the people that designed the plantings and the contractor should be commended for the job they did”.

The District received factsheet from Michigan State regarding the Imprelis herbicide injury to landscape trees.

CHAPTER 251

2011-4505-T	2011-4493-E	2011-4515-H	2011-4514-H
2011-4513-H	2011-4509-H	2011-4502-H	2011-4511-HPB
2011-4517-HT	2011-4512-HT	2011-4510-HT	2011-4519-P
2011-4488-R	2011-4518-WW	2011-4516-WW	

MOTION 4

A motion to approve the plans recommended by staff for certification was made by P. McNeill, seconded by S. Ellis, carried unanimously.

RC&D

Vic DeVasto has been assisting with administrative assistance now that NRCS no longer supports an administrative position.

The Tour de Farms is scheduled for September 10th. Rutgers has taken over the Rise Weather Station Program. Ken Taaffe is due to retire September 30th.

COOPERATIVE EXTENSION

Stinkbugs are still of big concern these days with peaches showing exceptional numbers in recent days. It has been determined that the nymphs are more susceptible to the pesticides than the adults. Basil downy mildew has been observed in Mercer County. Meredith is in the middle of her sunflower trials designed to determine the best sunflowers kept as cut flowers. They are currently lasting 7 days and she is looking for a sunflower that lasts 10 days after cutting.

SSCC/NJACD

There is nothing to report for SSCC/NJACD for this meeting. Priscilla has requested we reschedule the Picnic Meeting until September 13th or 15th. The Board agreed to reschedule the Picnic Meeting until September 15th.

UNFINISHED BUSINESS

Bill distributed the revised NNL Shared Services Agreement with the Board and indicated the minor changes made over the last agreement; i.e. # hours and length of agreement (300 hours from 100 hours and 3 years from 1 year). Bill recommends signing the agreement.

MOTION 5

A motion to sign the No Net Loss (NNL) shared services agreement with Robbinsville was made by S. Ellis, seconded by G. Mount, carried unanimously.

With no additional business to discuss the meeting was adjourned at 1:20 pm.

MOTION 6

A motion to adjourn was made by S. Ellis, seconded by P. McNeill, carried unanimously.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

----- September 2011 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
SEPTEMBER 15, 2011**

MCSCD SUPERVISORS

Peggy McNeill
Priscilla Hayes
Ed DiPolvere
Gary Mount
Scott Ellis

STAFF

William F. Brash, Jr.

OTHERS

Meredith Melendez
Nicole Ciccaglione
Arthur McTighe
Dan Pace

The meeting was called to order by Chairperson Priscilla Hayes at 3:10pm. The Statement of Adequate Notice was read.

The minutes of the August meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes as written was made by P. McNeil, seconded by S. Ellis, carried unanimously.

The Treasurer's Report was presented to the Board. Two Farmland Assessment Soil Maps were provided to Hopewell Township producers. Chapter 251 fees are down 65% from the same month last year. Chapter 251 fees are down 68% for the year when compared to last year. Expenses are down 13.3% over this time last year. Scott Ellis expressed his concern. Director explains that most of the deficit consists of the CAP funding that is currently coming from the reserve until a new agreement is signed. September's CAP costs are expected to be reimbursed. The Director anticipates an increase in CWPP and NNL funds to help offset the reduction in Chapter 251 fees received.

MOTION 2

A motion to receive and file the Treasurer's Report pending audit was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

10 APPLICATIONS RECEIVED
12 PREREVIEW INSPECTIONS
23 REVIEWS
170 INSPECTIONS
5 PRE CONSTRUCTION MEETINGS
27 FINAL REPORTS OF COMPLIANCE
3 CONDITIONAL REPORTS OF COMPLIANCE
1 VIOLATION NOTICES
0 STOP WORK ORDERS
0 DENIALS
0 CERTIFICATION DELEGATIONS
1 5,000 SQUARE FOOT DETERMINATIONS

NON-POINT SOURCE POLLUTION PROGRAM CONTINUED

NPS Coordinator and the Director met with Hightstown DPN regarding flooding below Peddie Lake Dam.

EDUCATION AND OUTREACH

Educational Coordinator conducted one educational program for 55 people.

WATERSHED

NPS Coordinator and the Director inspected Honey and Hunt Lake Dams twice after significant rainfall events. Both dams seemed unaffected by the excessive rainfall.

WILDFIRE PLANS

The Director completed a CWPP for Stafford Township and set up initial meetings with Hardwick Township, Hamilton Township (Atlantic County), Freehold Township and Manchester Township.

NNL

The fall 2011 Tree Planting Plans are complete. There are 16 different planting locations for 2054 trees.

COMMUNITY FORESTRY MANAGEMENT PLANS

The Director has met several times with the Ewing Environmental Commission as they work through the planning process.

MOTION 3

A motion to approve the Director's Report was made by E. DiPolvere, seconded by S. Ellis, carried unanimously.

CORRESPONDENCE

A notice was received of the 2011 NJACD Annual Conference with the agenda for October 5th and 6th.

A Management Representation Letter for the Manager's and Chairman's signature is needed for the FY-2011 Audit Report.

A letter from the Auditor requesting a copy of the letter was received.

A letter from Louise at the NJACD requesting door prizes for the Annual Meeting as well as 5-year achievement awards.

A letter was received from the Burlington SCD notifying the District that they have named Bob Reitmeyer as their new District Manager replacing Don Yarus who retired.

A copy of the NJACD Conservation Strategic Plan update was received.

Notice from the SSCC that Supervisor appointments to the SSCC are expiring and require filling. Supervisors to fill vacancies are traditionally selected at the NJACD Annual Meeting.

A letter was received from SADC stating that Mr. Kim's State Cost Share Application has been extended until June 26, 2012.

A letter was received from SADC that states Robbinsville producer, Greg McLaughlin received approval for \$8,129.00 in Cost Share funds for a well and drainage system.

A letter was received from SADC that Gary Mount's Cost Share application will be extended until June 26, 2012.

Mercer Soil Conservation District was mentioned in the August NACD Newsletter concerning the CWPP Project.

A Notice of Ken Taafe's retirement party on September 23rd was received.

CHAPTER 251

2011-4528-H

2011-4522-H

2011-4455-H

2009-4217-H

2011-4520-HT

2011-4530-HT

2007-3934-HT

2011-4476-EW

2011-4490-PT

2011-4521-R

2010-4367-WW

MOTION 4

A motion to approve the plans for certification as recommended by staff was made by G. Mount, seconded by P. McNeill, carried unanimously.

RC&D

Tour-des-Farm was very successful with 300 people participating. The weather for the day was good and the next meeting will be held 9/21/11.

NRCS UPDATE

Applications for EQIP are now closed. Four applications were approved for Mercer County. A Cooperator Agreement was ready for approval from Nicole for Carson Woods in Lawrence Township.

MOTION 5

A motion to approve the Cooperator's Agreement with Carson Woods was made by P. McNeill, seconded by S. Ellis, carried unanimously.

EXTENSION UPDATE

The Marmorated Stink Bug is currently being formed in South Jersey. Central Jersey has smaller #'s of them. Leaf blight has been identified in surrounding states but not in New Jersey. Spotted Wing Fruit Flies have also been discovered in Central New Jersey. These Fruit Flies will attack green fruit not just ripe fruit. Meredith's sunflower trials are completed.

SSCC/NJACD

Don Knezick will be leaving the SSCC due to business conflicts. There will be a vacancy for South Jersey to fill at the Annual Meeting caucus. NJACD will have several vacancies for officers. Cathy Costa's husband has passed away. A new Education Strategic Plan has been completed and distributed. Consultant is finishing the K-6 Activity Guide. There will be a second round of legislative training at the Annual Meeting. There are several proposals for revising the Associations' by-laws.

CADB

Dan Pace thanked the Board for the invitation. Nancy Tindall resigned her CADB position as she has moved to Allentown and outside the county. Dan requested any possible candidates the Board could suggest for a public member to replace Nancy be forward to him.

UNFINISHED BUSINESS

Honey Lake is currently moving forward with the lakeside landowners about to enter into an agreement with Hopewell Township to sponsor the rehab of the dam. A lot surrounding the dam will be created with the Association as the owner with Hopewell Township as easement holder. The District will assist in an annual inspection. All current paperwork has been forwarded to Hopewell Township (EAP, O&M Manual and Inspection checklist).

NEW BUSINESS

Cheryl Lowe, our District Clerk will be retiring due to neck/back pain. In determining how we complete her work post-retirement we performed a monthly time analysis. The average number of hours Cheryl used to complete the plan certification process was 16.

L. Sandusky has agreed to complete this work with an additional 1hour/day for a total of 16 hours/month.

MOTION 6

A motion to approve an increase in hours for L. Sandusky to 4 more hours per week and a total increase in hours to 16 hours per month. This motion was made by E. DiPolvere, seconded by S. Ellis, carried unanimously.

The Director informed the Board that there may be a need to start an emergency repair policy to allow immediate construction to repair flood damaged infrastructure immediately and submit plans after the fact, perhaps as an “as-built” condition. District counsel suggests categorizing this as an “immediate” emergency and can be approved by calling and receiving approval by the Chairperson.

MOTION 7

A motion to develop an “immediate” emergency policy for work associated with repairing infrastructure damaged by natural disaster was made by S. Ellis, seconded by G. Mount, carried unanimously.

The Director informed the Board of an NRCS sponsored partnership with the Mercer County Soil Conservation District to assist in outreach to underserved producers in Central New Jersey. The Agreement would require the District to research the underserved population, contact them for a series of education/informational forums to inform them of USDA-NRCS conservation programs. The timeline is short and the approval is due next week.

MOTION 8

A motion to enter into an Outreach Agreement with NRCS pending attorney review was made by E. DiPolvere, seconded by G. Mount, carried unanimously.

MOTION 9

A motion to adjourn was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

----- **October 2011** -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
October 4, 2011**

MCSCD SUPERVISORS

Peggy McNeill
Priscilla Hayes
Ed DiPolvere (arrived 12:40pm)
Scott Ellis

STAFF

William F. Brash, Jr.

OTHERS

Meredith Melendez
Arthur McTighe
Frank Minch
Nicole Ciccaglione

The meeting was called to order by Chairperson Priscilla Hayes at 12:32pm. The Statement of Adequate Notice was read.

The minutes of the September meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes as written was made by S. Ellis, seconded by P. McNeill, carried unanimously.

The Treasurer's Report was presented to the Board. The Treasurer's Report was revised to give a more accurate depiction of the Ag Resource Grant revenue stream. The NJDA-SSCC has requested the CAP Districts' use the CAP reserve funds to meet obligation until the FY-2012 agreement is completed with NRCS. This reserve fund should be used for FY-2012 payments for July, August and through September 15, 2011.

CWPP revenue included completed plan for Freehold and Hardwick townships. No Net Loss income includes inspection services for spring 2011 and design services for fall 2011.

MOTION 2

A motion to receive and file the Treasurer's Report pending audit was made by E. DiPolvere, seconded by S. Ellis, carried unanimously.

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

5 APPLICATIONS RECEIVED
4 PREREVIEW INSPECTIONS
9 REVIEWS
213 INSPECTIONS
4 PRE CONSTRUCTION MEETINGS
21 FINAL REPORTS OF COMPLIANCE
3 CONDITIONAL REPORTS OF COMPLIANCE
5 VIOLATION NOTICES
0 STOP WORK ORDERS
0 DENIALS
0 CERTIFICATION DELEGATIONS
0 5,000 SQUARE FOOT DETERMINATIONS

NON-POINT SOURCE POLLUTION PROGRAM CONTINUED

NPS Coordinator attended a SSCC/District liaison meeting.

Director completed a presentation for the NJACD meeting scheduled for October 6th.

Director and NPS Coordinator attended several meetings with Hightstown DPW staff and Turnpike contractors in response to the impact of Hurricane Irene. District has contacted NJDEP to keep them informed and to determine if there are additional concerns not expressed in the local newspaper account.

EDUCATION AND OUTREACH

The new Watershed Ambassador Peter Zampella has begun work at the District. He will be working in the Crosswicks Creek Watershed until next August.

Director completed the NRCS Outreach Grant submission and the grant was approved.

Educational Coordinator attended the Watershed Ambassador “Host Agency” meeting at NJDEP and provided 2 educational programs.

Educational Coordinator has begun to post meeting minutes on the District website.

Director and Educational Coordinator staffed a display at the Hamilton Septemberfest. Educational Coordinator staffed a display at the Master Gardeners “Insect Festival” at the Equestrian Center.

The fall teacher information package has been sent to the County Superintendent for distribution to all county schools.

CWPP

Director completed 2 CWPP’s for Stafford & Washington Twp. (Burlington County) and

began work on several others; Hardwick Twp. (Sussex County), Freehold Twp. (Monmouth County) and Manchester Twp. (Ocean County). The schedule for municipalities to receive CWPP's is up to 21 with 4 more to be selected to complete the 25 municipal plan component.

NNL

Robbinsville has signed for the additional 2 years. Fall 2011 designs are completed and are now out to bid. 1,718 trees are designed for the fall planting.

MOTION 3

A motion to approve the Director's Report was made by P. McNeill, seconded by E. DiPolvere, carried unanimously.

CORRESPONDENCE

The District received NACD 2012 membership invoice in the amount of \$775.00. This annual amount has remained unchanged for several years.

MOTION 4

A motion was made by E. DiPolvere, seconded by P. McNeill to pay the 2012 NACD membership quota, carried unanimously.

A letter from the US Census Bureau notifying the District of an up-coming Government Units Survey was received.

Copies of proposed NJACD Annual Meeting resolutions were handed out. Section 1 concern Statewide Conservation programs, Section 2 are in support of Federal Programs.

A list of proposed amendments to the NJACD by-laws scheduled for discussion and adoption at the annual meeting was received.

A copy of the NJ Shade Tree Federation Meeting agenda and registration form was received. The Director has been asked to speak but still may require registration for the 2-day event in the amount of \$185.00.

MOTION 5

A motion was made to pay registration for the NJ Shade Tree Federation Meeting if required by S. Ellis, seconded by E. DiPolvere, carried unanimously.

Copy of a letter from NJDEP requesting a meeting with the Hunt Lake landowners to obtain a suitable sponsor for the long term solution to the dam issued was received.

CHAPTER 251

2011-4525-H

2011-4517-HT

2011-4508-HT

MOTION 6

A motion has made by E. DiPolvere, seconded by P. McNeill to approve the projects recommended for certification by staff. The motion was carried unanimously.

NRCS UPDATE

NRCS accepted (through the ranking process) four new applications for EQIP in Mercer County. There is a meeting scheduled for Friday in Columbus concerning the CAP program. The Pollinator workshop was well attended at the Plant Materials Center (PMC). Rich Shaw is the new NRCS State Soil Scientist.

EXTENSION

Marmorated stink bugs are causing some problems mostly in fruits and some eggplants. Phytoptera has become a big problem in squash this year. The Mid-Atlantic vegetable growers will merge their conference with this years Ag Convention.

NJACD

The 2011 Annual Conference is scheduled for Thursday. Director distributed copies of the proposed resolutions to be considered at the meeting. There are proposed amendments to the Association by-laws including officer responsibilities and term limits. There will be 3 standing committees:

1. Outreach
2. Legislative
3. Education

The NJACD is considering a paid staff member to assist with the annual meeting and Envirothon.

SSCC

F. Minch has received numerous calls concerning the fertilizer bill. The FY-2012(+) CAP Budget has been approved between NRCS and NJDA. The CAP agreement between NJDA and Districts still needs to be developed. F. Minch has been working on the Chapter 251 rule changes including the Standards.

UNFINISHED BUSINESS

NJDEP has sent a letter out to the Hunt Lake landowners requesting a meeting to resolve the dam safety issues. They have not yet received a response.

The District has completed and NRCS has approved the application for an Outreach Grant to under-served Ag producers.

NEW BUSINESS

Director distributed the emergency repair policy to the Board. The policy has been reviewed by all staff and District Counsel and is recommended for adoption.

MOTION 7

A motion to adopt the Emergency Repair Policy for natural disasters was made by P. McNeill, seconded by E. DiPolvere, carried unanimously.

The Resource Specialist has requested the Board advise her of any potential sponsors for the plants for Pollinators Program.

MOTION 8

A motion to adjourn was made by S. Ellis, seconded by E. DiPolvere, carried unanimously.

The meeting was adjourned at 1:50pm.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

----- November 2011 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
November 10, 2011**

MCSCD SUPERVISORS

Peggy McNeill
Priscilla Hayes
Ed DiPolvere
Gary Mount

STAFF

William F. Brash, Jr.

OTHERS

Meredith Melendez
Arthur McTighe

The meeting was called to order by Chairperson Priscilla Hayes at 1:15 pm. The Statement of Adequate Notice was read.

The minutes of the October meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes of the October Meeting as mailed was made by E. DiPolvere, seconded by P. McNeill, carried unanimously.

The Treasurer's Report was provided and discussed by the Board. Chapter 251 fees are down over this same point last year by 77%. CWPP income has quadrupled over last year at this time. NNL was not a revenue source this time last year. Total revenue is down by 72% when the delay in CAP funding is accounted for. When CAP payments that are due, are received, income will be down 34% over this time last year. In addition, the NJDA-SSCC may be sending the District a letter requesting a transfer of previously received CAP funds to the Gloucester District to cover their CAP expenses.

MOTION 2

A motion to receive and file the Treasurer's Report pending audit was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

10 APPLICATIONS RECEIVED

8 PREREVIEW INSPECTIONS
9 REVIEWS
217 INSPECTIONS
3 PRE CONSTRUCTION MEETINGS
33 FINAL REPORTS OF COMPLIANCE
1 CONDITIONAL REPORTS OF COMPLIANCE
4 VIOLATION NOTICES
1 STOP WORK ORDERS
0 DENIALS
0 CERTIFICATION DELEGATIONS
1 5,000 SQUARE FOOT DETERMINATIONS

NON-POINT SOURCE POLLUTION PROGRAM CONTINUED

The Director attended the NJACD annual meeting in Clinton and gave a presentation on No Net Loss.

The Director attended a CAP meeting with NJDA-SSCC and NRCS to go over the proposed reporting changes for FY-2012.

The NPS Coordinator and the Director met with TCNJ officials to go over stormwater requirements for a parking lot expansion.

EDUCATION AND OUTREACH

The Director made a presentation at the NJ Shade Tree Federation meeting on Protecting Trees on Construction Projects.

The Resource Specialist attended the initial 2012 Envirothon Meeting. The 2012 Envirothon will be held at Camp Sacajawea in Farmingdale, Monmouth County.

The Resource Specialist has scheduled meetings for the NRCS Outreach Grant Project.

The Poster Contest has been completed and we received only one entry. Participation has declined over the past several years. There is discussion about what the future of the contest will be.

The Director met with the Ewing Environmental Commission to review the final draft of their Community Forestry Management Plan.

NO NET LOSS

The Fall 2011 contract has been awarded to Trees Now, Imlaystown, NJ. The 1718 trees should be installed by November 30th according to the contract. The last of the spring 2011 contract plantings should be installed in early November along Walters Road. Replacement trees have been installed at Blakely Park. The Director met with the Contractor to tag trees for the Fall planting. Planning for the Spring 2012 tree planting will begin soon.

COMMUNITY WILDFIRE PROTECTION PLANS (CWPP)

The Director met with fire officials and homeowners in Hamilton Township, Atlantic County to review the priorities they wish to see in their plan.

The Director completed drafts for two (2) new plans; Manchester Township, Ocean County and Waterford Township, Camden County. Jackson Township, Ocean County and Hillsborough Township, Somerset County, are next on the list.

MOTION 3

A motion to approve the Director’s Report was made by P. McNeill, seconded by G. Mount, carried unanimously.

CORRESPONDENCE

Received notice via e-mail from NRCS regarding the 2011 Conservation Innovation Grant Winners.

The District received an update of the progress made by the Community Park School in Princeton in utilizing the Plants for Pollinators kits. Community Park School was a grant award winner for Plants for Pollinators in 2011.

District received the FY-2011 audit invoice from auditor Ray Colavita. The cost was \$110.00 more than FY-2010.

MOTION 4

A motion to approve payment for the FY-2011 audit was made by E. DiPolvere, seconded by P. McNeill, carried unanimously.

CREP payment request was received from NJDA-SSCC regarding Coleman Brothers work performed for water quality.

MOTION 5

A motion to approve the CREP payment request for Coleman Brothers was made by G. Mount, seconded by P. McNeill, carried unanimously.

District obtained Asbury Park Press article regarding Freehold Soil Conservation District inspector being arrested for taking a \$700.00 payment as a bribe to expedite an approval.

CHAPTER 251

2011-4536-EW	2011-4526-EW	2011-4533-E	2011-4532-E
2011-4493-E NJG0194701	2011-4529-H	2010-4410-H	2011-4535-HB
2011-4540-HPB	2011-4538-HT	2011-4542-P	2011-4539-PT

2010-4400-PT

The projects recommended by staff for approval were reviewed by the Board.

MOTION 6

A motion to certify the plans recommended by staff was made by E. DiPolvere, seconded by G. Mount, carried unanimously.

RC&D

The next South Jersey RC&D meeting is scheduled for November 16, 2011.

NRCS

NRCS is in the middle of their application process and will be accepting applications until 12/30/2011. November is the cover crop deadline. Nicole provided the Board with a state cost share payment request for Mr. Kim.

MOTION 7

A motion to approve the state cost share request for Mr. Kim was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

EXTENSION UPDATE

Four cover crops were planted at the Rutgers Research Farm in Bridgeton. All four are doing well in the high tunnels and in the outside plots, but I am paying close attention to Phacelia tanacetifolia. It is an excellent insectary crop for pollinators and as a fall seeded cover crop the residue winterkills and breaks down so that an early spring crop can be planted with minimal field prep. This trial is supported by the Mercer County Board of Agriculture.

Soil Fertility Session – 2012 Mid Atlantic Vegetable Growers Convention is January 17, 2012 at the Trump Taj Mahal.

Pesticide Credit Opportunities at RCE of Gloucester County is November 21 & 21, 2011.

SSCC-NJACD

Meetings are scheduled for Monday in Trenton at the NJDA. The NJACD will be transitioning to new officers after the November elections.

UNFINISHED BUSINESS

Honey Lake draft agreement has been drafted reviewed by Arthur McTighe and forwarded to NJDEP, NRCS and Hopewell Township for their review. This draft was distributed to the Board for their information.

NEW BUSINESS

The holiday meeting is scheduled for December 6, 2011 at 11 am. The District Administrator has secured Chiarello's for catering with the cost being the same as last year. Invitations will go out next week.

The FY-2012 CAP Agreement has been signed by the NJDA and includes the same budget submitted by the District months ago. The CAP employee reporting process has changed to comply with NRCS regulations but the District's and payment procedure will remain the same.

MOTION 8

A motion to enter into the FY-2012 CAP Agreement with NJDA was made by E. DiPolvere, seconded by P. McNeill, carried unanimously. Chairperson P. Hayes will sign two copies on behalf of the District.

The FY-2011 audit is complete and distributed to the Board for Review. The director requests the Board be prepared for questions or approval at the December meeting.

MOTION 9

A motion to adjourn was made by G. Mount, seconded by P. McNeill, carried unanimously.

Meeting adjourned at 2:20 pm.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

-----December 2011 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
DECEMBER 6, 2011**

MCSCD SUPERVISORS

Peggy McNeill
Priscilla Hayes
Ed DiPolvere
Gary Mount
Scott Ellis

STAFF

William F. Brash, Jr.

OTHERS

Nicole Ciccaglione
Peter Zampella
Frank Minch

The meeting was called to order by Chairperson Priscilla Hayes at 11:15 am. The Statement of Adequate Notice was read.

The minutes of the November meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes as mailed was made by E. DiPolvere, seconded by G. Mount, carried unanimously.

The Treasurer's Report was presented to the Board. Total revenues are down 40% over this same month last year, while expenses are only down 5%. Much of the revenue deficit has to do with CAP Program reimbursement. NRCS and NJDA have instituted a new more complicated reporting process that has slowed reimbursement significantly (2 ½ months). Frank Minch stated the NJDA would look into trying to speed up the new process.

MOTION 2

A motion to receive and file the Treasurer's Report pending audit was made by P. McNeill, seconded by S. Ellis, carried unanimously.

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

4 APPLICATIONS RECEIVED
8 PREREVIEW INSPECTIONS
12 REVIEWS
177 INSPECTIONS

2 PRE CONSTRUCTION MEETINGS
28 FINAL REPORTS OF COMPLIANCE
11 CONDITIONAL REPORTS OF COMPLIANCE
3 VIOLATION NOTICES
0 STOP WORK ORDERS
0 DENIALS
0 CERTIFICATION DELEGATIONS
1 5,000 SQUARE FOOT DETERMINATIONS

NON-POINT SOURCE POLLUTION PROGRAM CONTINUED

The Director and the NPS Coordinator provided an opportunity for a Rutgers University student to see Natural Resource work in the field. She was able to see Chapter 251 projects and No Net Loss projects in the field.

The Director attended a NJDA-SSCC Liaison Meeting.

EDUCATION AND OUTREACH

The Resource Specialist assisted with the judging for the state wide poster contest and hosted the kickoff meeting for the NRCS Outreach Grant for underserved producers. The Resource Specialist is looking for assistance in contacting and locating these traditionally underserved producers.

The Resource Specialist delivered 100 native plants to two local schools provided by Pinelands Nursery and NJ Fish and Wildlife. The plants are to be used in school gardens.

NO NET LOSS

The Director has been managing the fall tree planting contract. More than half of the 1700+ trees have been planted from the Robbinsville bypass to the Village of Windsor. Inspections are underway for payment to the contractor.

COMMUNITY WILDFIRE PROTECTION PLANS (CWPP)

The Director completed drafts for Waterford, East Amwell, Manchester and Jackson Townships.

The Director met with representatives for Southampton, Freehold, Manchester, Waterford and Pemberton Townships.

COMMUNITY FORESTRY

The Director is wrapping up the Ewing Township Community Forestry Management Plan (CFMP). Once completed, Mercer County will be the first County in New Jersey to have all Municipalities and the County under Management Plans.

MOTION 3

A motion to approve the Director's Report was made by E. DiPolvere, seconded by S. Ellis, carried unanimously.

CORRESPONDENCE

The FSA Newsletter was received for November.

The District received the DEP modified draft of the Honey Lake rehabilitation agreement. The changes clearly indicate who receives the state funds (for design) and who is responsible to obtain the low interest loans for construction (homeowners/Hopewell Township).

CHAPTER 251

2008-4038-EW	2009-4285-H	2007-3801-H	2011-4543-WW
2010-4389-WW	NJG0176231	11-03-07-059	

MOTION 4

A motion to certify the projects recommended by District staff was made by E. DiPolvere, seconded by S. Ellis, carried unanimously.

RC&D

The next South Jersey RC&D meeting will be held on December 14, 2011 in Columbus, NJ.

NRCS

USDA announces ranking dates for four major conservation initiatives. NRCS announced the ranking dates for the On-Farm Energy, Organic, Seasonal High Tunnel and Air Quality Conservation Initiatives. All four initiatives offer technical and financial assistance through the Natural Resources Conservation Service's (NRCS) Environmental Quality Incentives Program.

EXTENSION

Upcoming Events:

January 17 – 20, 2012 - State Agriculture Convention, Trump Taj Mahal.

January 25, 2012 - Agritourism Conference, RCE of Burlington County Potentials and Realities of Agritourism.

February 7, 2012 – Organic and Beginning Farmer Workshop RCE of Mercer County, Backpack Sprayer Calibration, Weed Control Using Hand Tools, Update on Surround Treatments used on Apples, Eggplant and Potatoes at Rutgers Research Farm.

SSCC/NJACD

The NJDA-SSCC will continue to reconcile the CAP Reporting delays and shorten the reimbursement timeline. The SSCC has been working with a filter-soxx company to see if the project meets the Standards and therefore can be used on construction sites. The Regional Meeting Schedule has been set; April 23, 24, 25, 2012 for South-Central-North. The NJDA-SSCC in continuing to work on Chapter 251 Rules and the Standards. Expect them to be sent to the New Jersey Register by June, 2012.

UNFINISHED BUSINESS

The Board has had time since the last meeting to review the Districts' FY 2011 audit Report.

MOTION 6

A motion to approve the FY-2011 Audit Report and FY-2011 Treasurer's Report was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

NEW BUSINESS

The proposed 2012 District Calendar was distributed to the board for review and approval. The Board members all reviewed their schedules.

MOTION 7

A motion to approve the 2012 District Meeting Schedule was made by S. Ellis, seconded by G. Mount, carried unanimously.

Gary Mount contacted the District Office to inquire about the Stony-Brook Pedestrian Bridge as he had heard it was damaged during Hurricane Irene. It was damaged, and moved 50 yards down stream of the existing abutments. New plans will require the placement of the bridge back on the abutments and using stronger pinning to secure the bridge to the abutments.

The Education coordinator has expressed a desire to reduce her hours to 32 per week after the first of January, 2012. Director seeks approval by the Board. District counsel suggests this is a manager decision that does not require a motion by the Board. Director will pursue this request and report back to the Board at the next meeting.

MOTION 8

A motion to adjourn was made by S. Ellis, seconded by G. Mount, carried unanimously.

Meeting adjourned at 12:36pm.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

----- **January 2012** -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
JANUARY 5, 2012**

MCSCD SUPERVISORS

Priscilla Hayes
Peggy McNeill
Ed DiPolvere
Gary Mount
Scott Ellis

STAFF

William F. Brash, Jr.

OTHERS

Meredith Melendez
Arthur McTighe, Esq.
Frank Minch

The meeting was called to order by Chairperson Priscilla Hayes at 1:05 pm. The Statement of Adequate Notice was read.

The minutes of the December meeting were reviewed by the Board. Scott Ellis made one change pointing out he abstained from approving the minutes at the December Meeting.

MOTION 1

A motion to approve the minutes of the December Meeting with amendment was made by S. Ellis, seconded by E. DiPolvere, carried unanimously.

The Treasurer's Report was presented to the Board. Total Revenues are down 47% over this time last year with Chapter 251 revenues down 54%. CWPP Income is 5 times what we experienced in 2011. No Net Loss Income is also increasing. The Treasurer requested the District staff provide a projection report for revenues vs. expenses until the end of the fiscal year. Director will provide this report at the next District meeting.

MOTION 2

A motion to receive and file the Treasurer's Report pending audit was made by E. DiPolvere, seconded by P. McNeill, carried unanimously.

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

8 APPLICATIONS RECEIVED
0 PREREVIEW INSPECTIONS
14 REVIEWS

152 INSPECTIONS
2 PRE CONSTRUCTION MEETINGS
6 FINAL REPORTS OF COMPLIANCE
9 CONDITIONAL REPORTS OF COMPLIANCE
0 VIOLATION NOTICES
0 STOP WORK ORDERS
0 DENIALS
0 CERTIFICATION DELEGATIONS
0 5,000 SQUARE FOOT DETERMINATIONS

NON-POINT SOURCE POLLUTION PROGRAM CONTINUED

The Director and Office Administrator attended the District Employees Meeting.

COMMUNITY WILDFIRE PROTECTION PLANS (CWPP'S)

The Director completed 3 plans; Waterford, Freehold, and Southampton Townships and began work on 4 more plans; Sayreville Borough, Berkeley, Maurice River and Jackson Townships.

The Director attended a CWPP signing at the Waterford Township Municipal Building in Camden County.

COMMUNITY FORESTRY

The Director attended a Community Forestry Council Meeting.

The Director completed the Ewing Township Community Forestry Management Plan. Mercer County is the first County to have all Municipalities and the County under Management Plans.

NO NET LOSS

Tree planting for the 2011 fall contract has been suspended until spring due to frost in the ground. Approximately 1500+ trees have been installed this fall out of a total of 1728.

EDUCATION AND OUTREACH

The Resource Specialist completed one educational presentation in December.

The Resource Specialist met twice with NRCS and the two other Districts working on the Outreach Grant Project.

MOTION 3

A motion to approve the Director's Report was made by S. Ellis, seconded by P. McNeill, carried unanimously.

CORRESPONDENCE

The District received a request from the NJACD for payment of the 2012 dues. The dues are \$300.00 which represents a \$200.00 reduction over last year.

MOTION 4

A motion to approve payment for NJACD dues for 2012 was made by E. DiPolvere, seconded by P. McNeill, carried unanimously.

A letter and support documentation from the NJ Turnpike in response to impacts to Hightstown from Hurricane Irene was received.

A request from the NJ Forestry Association to support S-1954/A-4358 was received. These bills direct the NJDEP to develop Forest Management Plans for State lands and permit the harvesting of wood products for fuel reduction, habitat enhancement and create markets that would allow a wider range of management options for woodland owners.

MOTION 5

A motion to send a letter in support of Forest Management on State lands was made by E. DiPolvere, seconded by P. McNeill, carried unanimously.

CHAPTER 251

2011-4553-T	2011-4541-T	2011-4551-EW	2011-4557-E
2011-4547-H	2011-4555-HT	2011-4537-HT	2011-4508-HT
2011-4546-PT			

MOTION 6

A motion to certify the projects recommended by District staff was made by S. Ellis, seconded by P. McNeill, carried unanimously.

RC&D

There is a South Jersey RC&D Meeting scheduled for 1/18/12. Team Habitat will be contacting Counties and Towns in a survey of possible needs for grassland habitat enhancement.

NRCS UPDATE

None

EXTENSION

M. Melendez will be unable to make the February meeting, she has a conflict. M. Melendez is working on food safety via farm worker hygiene with Wegmans as a partner. Agri-tourism will conduct three 1-day workshops 2/1, 2/2 “Better Processing” workshop. Agri-tourism council now has a web-site.

SSCC/NJACD

SSCC Meeting is on Tuesday. CAP Payment should be made from SSCC to Mercer County Soil Conservation District. Chapter 251 rule changes are going through legal review. SSCC is still working with the silt-soxx erosion control device. Fertilizer bill to be implemented this spring and has the District as an enforcing agency.

NJACD

The conferences will be split in half between E. DiPolvere and P. Hayes for Regional and National Conferences. NJACD is attempting to meet with the Lt. Governor's office on numerous issues.

MOTION 7

A motion to authorize a splitting of half expenditures if two supervisors plan to attend NACD National Conference was made by P. McNeill, second by E. DiPolvere, carried unanimously.

UNFINISHED BUSINESS

The Director gave an update to the Board regarding the status of Honey and Hunt Lake rehabilitation plans. The Honey Lake Agreement has been completed and is awaiting movement/comment from Hopewell Township and the Lake Owners Association. The Hunt Lake meeting is scheduled for early February.

The Director provided the Board with an instruction letter from NJDA-SSCC for the Mercer County Soil Conservation District to forward reserve funds from previous CAP budgets to the Gloucester District to compensate for the extended FY-2012 CAP Agreement/Budget process.

MOTION 8

A motion was made to forward the CAP funds pursuant to SSCC instructions to the Gloucester District by E. DiPolvere, seconded by S. Ellis, carried unanimously.

NEW BUSINESS

The Education Coordinator has requested voluntary furlough down to 35 hours/week with an option to reduce her hours to 32 if allowed under pension/benefit guidelines.

MOTION 9

A motion to approve the request for voluntary furlough by Education Coordinator to 35 hours and 32 hours if coordinator requests additional furlough was made by S. Ellis, seconded by P. McNeill, carried unanimously.

The Director informed the Board of the unexpended award funds in the poster contest budget due to the lack of participation by the schools. It is thought that the timing is off due to the decision to move the contest from winter to fall. The NJACD wishes to move the poster contest back to the original winter season and hopes to get more participation. Educational Coordinator requests the Board allow a "rollover" of unused award funds to fund the contest twice in the same fiscal year.

MOTION 10

A motion to rollover unused award funds for the purpose of conducting a second poster contest was made by S. Ellis, seconded by P. McNeill, carried unanimously.

MOTION 11

Motion to adjourn was made by P. McNeill, seconded by E. DiPolvere, carried unanimously.

Meeting was adjourned at 2:30pm.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

----- February 2012 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
FEBRUARY 7, 2012**

MCSCD SUPERVISORS

Gary Mount
Scott Ellis
Ed DiPolvere

STAFF

William F. Brash, Jr.

OTHERS

Frank Minch
Arthur McTighe, Esq.
Nicole Ciccaglione

The meeting was called to order by Vice Chairman Gary Mount at 12:32pm. The Statement of Adequate Notice was read.

The Director's Report was provided to the Board.

NON POINT SOURCE POLLUTION PROGRAM

11 APPLICATIONS RECEIVED
10 PREREVIEW INSPECTIONS
18 REVIEWS
123 INSPECTIONS
4 PRE CONSTRUCTION MEETINGS
4 FINAL REPORTS OF COMPLIANCE
3 CONDITIONAL REPORTS OF COMPLIANCE
0 VIOLATION NOTICES
0 STOP WORK ORDERS
0 DENIALS
0 CERTIFICATION DELEGATIONS
2 5,000 SQUARE FOOT DETERMINATIONS

NON-POINT SOURCE POLLUTION PROGRAM CONTINUED

Staff met with the County Engineering Staff and Applicant to review a proposed solar project in East Windsor.

Director met with Rutgers University graduate student looking to study the performance of detention basins as water quality devices constructed under NJDEP – Stormwater

BMP manual.

Director drafted 8 CWPP's in January and has completed the first draft for all the plans approved for the planning process by the Forest Fire Service, (22).

1. Buena Vista
2. Eagleswood Township
3. Little Egg Harbor Township
4. Lower Township
5. Maurice River Township
6. Medford Township
7. Mullica Township
8. Sayreville Borough

NO NET LOSS

Director met to develop the planting designs for the spring, 2012 trees planting. The main project will be the construction/planting of a High School/Middle School cross country trail at Robbinsville High School and Pond Road Middle School.

Inspections for contractor payments have been on-going for the fall, 2011 contract.

EDUCATION AND OUTREACH

The Education Coordinator and the Director have been working on the three workshops for NRCS underserved agricultural producers.

1. Specialty Crop Growers
2. Energy Audits on the Farm
3. Forest Landowners

The three workshop dates, agendas and locations have been determined for Central New Jersey.

Education Coordinator is working with NRCS and ANJEE on the Plants for Pollinators, Envirothon Wildlife Section, and the Poster and Essay Contest.

MOTION 1

A motion to approve the Director's Report was made by E. DiPolvere, seconded by S. Ellis, carried unanimously.

The minutes of the January meeting were reviewed by the Board.

MOTION 2

A motion to approve the minutes as written of the January District meeting was made by S. Ellis, seconded by E. DiPolvere, carried unanimously.

The Treasurer's Report was provided to the Board for their review.

The initial CAP reimbursement has been received from the State Soil Conservation

Committee. RFA reimbursements have been received from NJDEP for the first half of FY-2012. Expenses exceed revenues for the year of \$89K.

MOTION 3

A motion to receive the Treasurer's Report pending audit was made by E. DiPolvere, seconded by S. Ellis, carried unanimously.

Ed DiPolvere had requested an estimation of budget projections for revenues and expenses for the end of FY-2012. Staff calculated trends solely based on previously received revenues and paid expenses. The projected short fall pursuant to the trend analysis for FY-2012 is \$120K. District reserves allow for a continuation of this budget for approximately 3 years before the reserves will be depleted. Austerity measures have reduced District expenses approximately 10% since FY-2011, revenues are down 54%. Counsel suggests a FY-2013 half year review to determine if additional budget decisions will be needed.

MOTION 4

A motion to conduct another budget analysis/projection at the 6 month point in FY-2013 was made by E. DiPolvere, seconded by S. Ellis, carried unanimously.

CORRESPONDENCE

The CREP payment amount to E&D Farms in Carneys Point for grass waterway installation requires two signatures.

A letter from Charlie Buscaglia of the NJACD encouraging District's to participate.

The District received a RC&D letter informing the District of the 2012 Tour des Farms scheduled for September 10, 2012.

A request for a letter of recommendation for Frank Wu to receive a SWCS Scholarship for the soil course at Stockton State College was received.

A letter from the State Soil Conservation Committee regarding the criteria for submission of demolition projects for the SESC Plan and a copy of the bulleting DCA sent out to the Code Officials to create some uniformity statewide on the issue was received.

Copy of the FSA Newsletter was received. Barry Taylor was elected to the County Committee.

An E-mail was received from State Soil Conservation Committee clarifying the ethics questions they have received.

Scott Ellis and Ed DiPolvere are up for appointment to the Board of Supervisors.

The Vice Chairman instructs the District Director to form a nominating committee to fulfill the obligations of the State Soil Conservation Committee. Both supervisors' Ed.

DiPolvere and Scott Ellis stated they would like to and agree to serve another 3-year term.

CHAPTER 251

2011-4554-EW	2012-4565-E	2012-4563-E	2012-4561-H
2012-4567-HT	2012-4562-HT	2012-4559-P	2011-4454-P
2011-4550-PT	2012-4566-R		

MOTION 5

A motion to approve the plans recommended by staff for certification was made by E. DiPolvere, seconded by S. Ellis, carried unanimously.

NRCS

This years Vegetable Growers Conference was well attended with 130 producers attending. N. Ciccaglione distributed the outreach workshops information and schedule of dates. There are two conservation agreements for two producers for Board approval.

MOTION 6

A motion to enter into conservation agreements with producers Mokvos and Widman was made by E. DiPolvere, seconded by S. Ellis, carried unanimously.

NRCS is currently accepting applications for EQIP-On Farm Energy – organic seasonal high tunnel and air quality initiatives.

SSCC

The District was granted approval from the State Soil Conservation Committee to receive payment for the CREP administrative services. Animal waste plan submissions lag behind NJDA estimates. The deadline for plan submission is March 8th.

The revised SESC Standards are in the first stage of legal review. Rich Belcher is the Farmland Assessment contact person for the NJDA. Central Jersey Supervisor Regional Meeting is scheduled for April 25th at 6pm.

UNFINISHED BUSINESS

Director met with NJDEP dam safety staff, NRCS staff and Hunt Lake landowners. Landowners will be requesting rehabilitation and future ownership in cooperation with Hopewell Township.

With no additional business to discuss a motion to adjourn was made.

MOTION 7

A motion to adjourn was made by S. Ellis, seconded by E. DiPolvere, carried unanimously.

Meeting was adjourned at 1:40pm.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

----- **March 2012** -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
MARCH 6, 2012**

MCSCD SUPERVISORS

Priscilla Hayes
Peggy McNeill
Ed DiPolvere
Gary Mount
Scott Ellis

STAFF

William F. Brash, Jr.

OTHERS

Meredith Melendez
Arthur McTighe, Esq.
Frank Minch

The meeting was called to order by Chairperson Priscilla Hayes at 12:35 pm. The Statement of Adequate Notice was read.

The minutes of the February 7, 2012 meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes as mailed was made by P. McNeill, seconded by G. Mount, carried unanimously.

The Treasurer's Report was presented to the Board. \$850.00 in donations were received for the Plants for Pollinators Grant Project. Donations were received from the Contemporary Club of Trenton, Mercer County Board of Agriculture, West Windsor Twp. Lions Club and Terhune Orchards.

The District received the County payment for the Shared Services Agreement and had an increase in Chapter 251 fees received. To date total revenues are down 25% and expenses are down 6% over this same month last year.

MOTION 2

A motion to receive and file the Treasurer's Report pending audit was made by G. Mount, seconded by S. Ellis, carried unanimously.

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM
16 APPLICATIONS RECEIVED

12 PREREVIEW INSPECTIONS
22 REVIEWS
99 INSPECTIONS
0 PRE CONSTRUCTION MEETINGS
2 FINAL REPORTS OF COMPLIANCE
6 CONDITIONAL REPORTS OF COMPLIANCE
0 VIOLATION NOTICES
0 STOP WORK ORDERS
0 DENIALS
0 CERTIFICATION DELEGATIONS
0 5,000 SQUARE FOOT DETERMINATIONS

NON-POINT SOURCE POLLUTION PROGRAM CONTINUED

The Director attended an SSCC/SCD Liaison Meeting, a Partnership Agreement Meeting and a District Managers Meeting to discuss the SSCC re-structuring white paper.

NO NET LOSS

The Director completed the inspections for the fall 2011 tree planting project and provided Robbinsville Township and Contractor with inspection reports. Director is working on completing the design and proposal for the spring 2012 tree planting.

COMMUNITY WILDFIRE PROTECTION PLANS – CWPP

The Director completed Helmetta Borough draft and met with the NJ Forest Fire Service Division B Office to revise plans for Berkeley and Little Egg Harbor Townships. The NJ Forest Fire Service will increase the number of plans to 26 with the addition of Lacey and Tabernacle Townships.

NRCS OUTREACH

The dates are set for the workshops. The Director spoke at the annual meeting of the NJ Forestry Association and provided them with information on the upcoming Forest Landowner Workshop. The Resource Specialist has completed agendas and flyers for the two underserved workshops she is coordinating on “Specialty Crops’ and “Energy Audits and Conservation” scheduled for later in March. The Resource Specialist attended NRCS Energy Management Plan Training.

EDUCATION AND OUTREACH

The Resource Specialist has completed materials for Envirothon Wildlife on-line study guide. The Resource Specialist sent out award letters for 6 teachers that will receive Plants for Pollinators resource kits.

The Director and NPS Coordinator assisted with the construction and take down of the Flower Show exhibit.

MOTION 3

A motion to approve the Director’s Report was made by E. DiPolvere, seconded by P.

McNeill, carried unanimously.

CORRESPONDENCE

Two (2) letters from Mercer County Park Commission requesting a waiver of fees for two projects in Hopewell Township; Maidenhead Trail at Mercer Meadows and Dog Park also in Mercer Meadows.

MOTION 4

A motion to waiver fees for two (2) Mercer County Park Commission projects was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

The District received a note from a past staff person, Chris Martine who has accepted the “Burpee Chair” in Plant Genetics and Research at Bucknell University.

An invoice was received for dues from South Jersey RC&D for 2012 in the amount of \$300.00, which is the same amount from the past several years.

MOTION 5

A motion to pay the South Jersey RC&D dues was made by E. DiPolvere, seconded by G. Mount, carried unanimously.

Some pictures o the 2012 Flower Show display were received from Karen Rowe at the Freehold Soil Conservation District.

A News Release was received from NRCS regarding the outreach workshops scheduled for March.

The District received a copy of a letter from Secretary Fisher regarding the NJDA/SSCC “white paper” on District restructuring.

Received a letter from NJDEP-Dam Safety regarding credential to travel to the dams in case of an emergency.

A letter received from the SSCC regarding a future Detention Basin Database being developed for use by NJDEP, but complied by the Districts. Payment in the agreement is \$10,145.00. The anticipated workload equals 28 weeks for the Administrator working full time to complete the task requested.

The District received the Farmland Preservation Programs newsletter.

The invoice for legal retainer for Arthur a. McTighe, Esq. was received. The annual retainer is the same as last year.

The Board received the e-mail from the State Soil Conservation Committee concerning the request made by the Mercer District to set an opinion on what to do with the

Princeton(s) consolidation. Princeton Township is an exempt municipality and the Borough is not. District counsel recommends a letter to Princeton to determine what they wish to do.

MOTION 6

A motion to draft a letter to Princeton (consolidated) suggesting a meeting to determine their intentions relating to Chapter 251 was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

CHAPTER 251

2012-4576-T	2012-4568-T	2011-4501-T	2012-4564-E
2012-4558-E	2012-4575-H	2012-4571-H	2012-4583-PB
2012-4574-P	2007-3851-W		
	11-12-07-090		

MOTION 7

A motion to approve the plans recommended by staff for certification was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

WATER QUALITY/RC&D

The South Jersey RC&D meeting is scheduled for March 20, 2012.

NRCS

Six (6) Seasonal High Tunnel applications were received for funding. One (1) application was received for the Energy Initiative. Four (4) EQIP applications were received and two (2) were approved for funding.

EXTENSION

Farm safety, food safety and audit training are preparing growers for third party audits. Ag Tourism Seminar was very well attended. Seventy Five (75) are participating in the Farm Business Management for Women. Ag Water Summit scheduled for 3/27/12 at the Extension Office in Burlington on 9 am -12 pm.

SSCC/NJACD

The Exempt Municipality Reports are due shortly as well as the Nominating Committees. The Annual Waste Plan deadline is approaching. The Central NJ Regional supervisors Meeting is scheduled for April 25th in Hamilton at 6 pm. The SSCC Meeting is scheduled for Monday March 12, 2012. SSCC provided a response letter to Mercer County Soil Conservation District regarding two (2) minor modifications to the fee schedule that did not affect fees. The SSCC approved those requested modifications.

MOTION 8

A motion to approve the fee schedule with minor modifications and approved by the SSCC was made by E. DiPolvere, seconded by P. McNeill, carried unanimously.

UNFINISHED BUSINESS

The Supervisors Nominating Committee will meet on March 15, 2012. Scott Ellis and Edward DiPolvere are up for a new term. Each has expressed the desire to serve another term.

NEW BUSINESS

The District Outreach Workshop schedule is set. The Resource Specialist has been working hard to schedule the workshops. Copies of the workshop agendas and schedules were provided to the Board.

With no general business to discuss the Chairperson entertained a motion to go into executive session to discuss the NJDA re-structuring paper.

MOTION 9

A motion to close regular session and go into executive session was made by S. Ellis, seconded by E. DiPolvere, carried unanimously.

The general session was closed at 1:50 pm.

MOTION 10

The motion was made to close executive session and adjourn the regular meeting in a motion made by G. Mount, seconded by E. DiPolvere, carried unanimously.

Meeting was adjourned at 2:20 pm.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

----- **April 2012** -----

March meeting minutes will be posted once approved at the May Board meeting.