

**Mercer County Soil Conservation District
MEETING MINUTES
For Fiscal Year 2015 (July 1, 2014 to June 30, 2015)**

(Chronological order starting July, 2014, Scroll down for other months.)

----- **July 2014** -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
JULY 8, 2014**

MCSCD SUPERVISORS

Priscilla Hayes
Peggy McNeill
Ed DiPolvere
Gary Mount

STAFF

William F. Brash, Jr.

OTHERS

Meredith Melendez
Laura Coover

The meeting was called to order by Chairperson Priscilla Hayes at 12.42pm. The Statement of Adequate Notice was read.

The minutes of the June, 2014 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. With the end of this fiscal year, the District was forced to use 45.7K in reserves to balance revenues/expenses. That is a 66% reduction in the deficit, but not sufficient to prevent additional use of reserve funds.

Expenses were reduced 3.7% over last year even taking into account the increase in health benefit rates, utility costs and the cost of the two broken water lines in the buildings. Revenues were up 11.3% over FY-2013.

MOTION 2

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

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

20 APPLICATIONS RECEIVED

5 PREREVIEW INSPECTIONS – MERCER DISTRICT

5 PREREVIEW INSPECTIONS – CUMBERLAND/SALEM DISTRICT

31 REVIEWS – MERCER DISTRICT

5 REVIEWS – CUMBERLAND/SALEM DISTRICT

163 INSPECTIONS – MERCER DISTRICT

0 - INSPECTION – CUMBERLAND/SALEM DISTRICT

4 PRE CONSTRUCTION MEETINGS

28 FINAL REPORTS OF COMPLIANCE

13 CONDITIONAL REPORTS OF COMPLIANCE

1 VIOLATION NOTICES

0 - STOP WORK ORDERS

0 - DENIALS

0 - CERTIFICATION DELEGATIONS

0 - 5,000 SQUARE FOOT DETERMINATIONS

CWPP

All 10 CWPP'S have been drafted and awaiting comments from Section Firewardens and meetings with local stakeholders. Quarterly reports have been submitted.

EFRP

Two (2) inspections were completed for landowners performing obstruction removal. Four (4) other landowners requested modifications to their practice plans. The Indiana Bat guidance document was completed. Quarterly reports were submitted for reimbursement.

FAC

The Director attended the mandatory workshop, our proposed project was very well received and funding was approved. The budget for 2014-2015 is due 7/11/14. The Director attended a coordination meeting in Barnegat Township with Sustainable Jersey as a new partner.

NNL

The Director inspected plantings at Blakely Park and Town Center. 70% of the Phase II plantings have been completed. The Director helped to relocate Phase I planted trees at Sharon School that conflicted with the new school renovations.

EDUCATION AND OUTREACH

The Resource Specialist attended an Envirothon wrap up meeting.

The Resource Specialist hosted a pollinator week education event in the AEI butterfly garden with a Girl Scout working on her silver award project.

MOTION 3

A motion to approve the Directors Report was given by G. Mount, seconded by E. DiPolvere, carried unanimously.

CORRESPONDENCE

The District received notice of new sign-in procedures at the NJDA.

The Director received an e-mail from Dave Lamm, USDA-NRCS State Engineer regarding a possible engineering opportunity for the District.

Notice from the NJDA that Peggy’s appointment to the District Board covers 6 months (through December 31, 2014), due to not attending a state annual conference within her past 3-year cycle. If she attends this fall the appointment will be extended to the full 3-year term.

A picture of the 2014 FFA Leadership Team that had their annual conference at the Mercer SCD Meeting Room was received.

MOTION 4

A motion to pursue Assunpink dam assessment opportunities pending staff workload and liability concerns was given by E. DiPolvere, seconded by G. Mount, carried unanimously.

CHAPTER 251

2014-4898-T	2014-4914-EW	2014-4883-EW	2013-4814-EW
2014-4902-E	2014-4906-H	2014-4900-H	2014-4892-H
2014-4885-H	2013-4842-H	2014-4907-HB	2014-4861-HPB
2014-4916-HT	2014-4905-HT	2014-4903-HT	2014-4872-HT
2014-4896-PB	2014-4911-P	2014-4909-P	2013-4839-P
2014-4854-R	2013-4752-R	2006-3774-W	2014-4913-WW
2014-4858-WW	2013-4807-WW		

MOTION 5

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

NRCS

NRCS has extended the deadline for the Soil Health Initiative until July 18, 2014. Fred Kelly’s Conservation Agronomist position is open for applications. Closing date is July 13, 2104.

MOTION 6

The Board reviewed and approved the conservation plan, for a proposed Forestry CAP in a

motion made by G. Mount, seconded by E. DiPolvere, carried unanimously.

MOTION 7

A motion to approve a Nutrient Management and revised Farm Conservation Plan was made by P. McNeill, seconded by E. DiPolvere. Gary Mount recused himself prior to discussion on the matter. The vote was 3-0-1 recusal. Motion carries.

EXTENSION

The Search Committees are still meeting regarding the Atlantic-Ocean-Gloucester and Warren County Extension positions. Meredith is finishing up the Copper Study and will be presenting the results at the National Extension Service Meeting in Mobile, Alabama. Meredith began sampling for food safety and this summer will be sampling compost for pathogens. Extension is still waiting for the Produce Rule to be revised and published.

UNFINISHED BUSINESS

District Counsel has provided a possible replacement for District legal services after his retirement. A Mr. Robert Casey, Jr. is a local attorney that although not involved in agriculture would be a possible fitting candidate. The District would have at least two candidates to consider should Doug Widman (Freehold SCD) counsel consider a proposal.

NEW BUSINESS

The proposed budget for FY-2015 does not account for the cost of the current Director's salary due to his retirement. The budget assumes a continued County Grant of \$48K as well as an approved CAP budget. It includes funding for a staff step raise as the staff has not received a raise in the past several years. The budget assumes a flat Chapter 251 income which may be pessimistic. The remainder of the budget items appear reasonable and are based on past expenses, experience and expected equipment needs/conditions.

MOTION 8

A motion to adopt the District's proposed budget for FY-2015 was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

The proposed August tour was discussed with the two locations being the Robbinsville Cross Country Course Tree Planting along with the N.J. Turnpike. The Director believes both locations can be toured within the time period available. Dinner can be arranged for Villa Barone right in Robbinsville. The Director of Public Works, Dino Colarocco has agreed to speak to the Board about the NNL Program, the Cross-Country Course and what it's like to plant 5,000 trees/year over an extended period of time. Staff will send out invitations in time for the tour.

The Supervisors should consider candidates for Supervisor as Chairperson; Priscilla Hayes has expressed a desire to resign, December 31st. Between now and December 1st Supervisors should consider candidates to fill that possible vacancy so if needed they can be contacted to determine their willingness to serve and availability.

The Director spoke to the NJDA-SSCC staff about procedures for hiring a new Director. There are currently no requirements except experience and education set by the individual Districts.

There are no requirements to seek outside applicants should the District think they have a qualified in-house candidate.

The tour/dinner is scheduled for August 5th at 3pm pursuant to the tour schedule. Gary Mount has a conflict and a new date for the meeting was set for August 7, 2014 same time/location.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

----- August 2014 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
AUGUST 7, 2014**

MCSCD SUPERVISORS

Priscilla Hayes
Scott Ellis
Ed DiPolvere
Gary Mount

STAFF

William F. Brash, Jr.

OTHERS

Meredith Melendez
Nicole Ciccaglione
Carrie Mosley

The meeting was called to order by Chairperson Priscilla Hayes at 3:05pm. The Statement of Adequate Notice was read.

The minutes of the July 8, 2014 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. Revenues are up over this same month last year. Expenses are down over this month last year.

MOTION 2

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

DIRECTOR'S REPORT

14 APPLICATIONS RECEIVED

11 PREREVIEW INSPECTIONS – MERCER DISTRICT

0 - PREREVIEW INSPECTIONS – CUMBERLAND/SALEM DISTRICT

20 REVIEWS – MERCER DISTRICT

1 REVIEW – CUMBERLAND/SALEM DISTRICT

136 INSPECTIONS – MERCER DISTRICT

0 - INSPECTION – CUMBERLAND/SALEM DISTRICT

5 PRE CONSTRUCTION MEETINGS

35 FINAL REPORTS OF COMPLIANCE

9 CONDITIONAL REPORTS OF COMPLIANCE

0 - VIOLATION NOTICES

0 - STOP WORK ORDERS
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
3 - 5,000 SQUARE FOOT DETERMINATIONS

NPS

NPS Coordinator attended a workshop for the new H & H Database project at the NJDA. The Educational Coordinator and the NPS Coordinator are reviewing the Districts Chapter 251 notes and details to bring them up to date with the current Standards.

EDUCATION AND OUTREACH

The Education Coordinator attended an Osprey banding with the winning Envirothon Team, and attended a Native Bee Workshop at Duke Farms.

The Sprang's have continued to volunteer their time to maintain the Butterfly Garden.

EFRP

The Director submitted quarterly reports at the end of the fiscal year.

The Director met with two landowners on their properties; first to answer questions by the logger, and the second to inspect a property for the completed obstruction removal work.

CWPP

East Amwell Township has signed their plan and the grant package to provide \$5,000.00 to implement their highest priority project.

FAC

The Fire Adapted Communities Project has begun with four new Sustainable Jersey Emergency Preparedness Actions being developed for a joint partnership. The goal is to initiate a section on fire management as part of an emergency preparedness plan for Municipalities that can be applied for under the Sustainable Jersey Program.

NNL

Phase II plantings have continued. Phase III will be put out to bid this fall.

MOTION 3

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

CORRESPONDENCE

A second signature required for a Workers' Compensation payment in excess of the dollar threshold suggested by the auditors.

Received a letter from John Showler at the NJDA-SSCC regarding reimbursement for the data the District staff inputted for the H & H Database. NPS Coordinator has gone to training. The

District is to receive \$112.00 for the 20+ project data that was input and lost by Rutgers.

Copy of an NJ.com article about Beaver impacts to homeowners in East Windsor was received.

The District received an invitation to the BAPS dedication ceremony for the new Mandir (Prayer Hall) In Robbinsville.

Received an invoice from the South Jersey RC&D for 2014 annual dues.

The District received a copy of the NJDA-News.

A copy of a letter detailing the amount of in-kind State funding provided to the District by the NJDA-SSCC was received.

MOTION 4

A motion was made by E. DiPolvere, seconded by G. Mount to pay South Jersey RC&D dues for 2014. The motion was carried unanimously.

CHAPTER 251

2014-4917-E	2014-4912-E	2014-4930-H	2014-4929-H
2014-4921-H	2014-4895-H	2010-4408-H NJG0187950	2014-4922-HB
2014-4894-HB	2014-4915-HT	2014-4919-P	2014-4918-P
2014-4910-P	2010-4362-R NJG0185639	2009-4304-R NJG0180726	2009-4226-R 11-12-09-062

MOTION 5

A motion to certify the plans recommended by staff was made by G. Mount, seconded by E. DiPolvere. Scott Ellis voted no to the NJ Turnpike Tree Planting re-certification. Vote was 3-1-0. A motion for all projects, including the Turnpike Tree Planting Projects was approved.

RC&D

The Tour des Farms fund raising bike tour is scheduled for September 6, 2014. RC&D is looking for volunteers.

NRCS

State Conservationist, Carrie Mosley thanked the Board for their invitation to the meeting and the tour following the meeting. Carrie explained to the Board the NRCS offer to the Mercer District the opportunity to complete dam assessments for Site 18 and 4 on the Assunpink. The District staff is appreciative of this unique opportunity and was grateful to NRCS for the opportunity. Staff is waiting to speak with Dave Lamm, NRCS State Engineer to learn more about the process and the expectations.

Nicole Ciccaglione distributed the current projects for August and requested approval for 2

conservation plans (2 EQIP, 1 AMA).

MOTION 6

A motion to approve farm conservation plans for Producers 1, 3 & 9 was made in a motion by S. Ellis, seconded by G. Mount carried unanimously.

NJDA/SSCC

Single family home issue responses are split down the middle. Fee schedule manual up for adoption on Monday. Annual conference planning is underway. Association Meeting will follow the SSCC meeting. Annual meeting may be scaled back to a single day held at the ECO-Complex.

EXTENSION

Interviews are completed for Warren County Extension position and a selection was made. Gloucester County interviews are scheduled for next week. Extension in Mercer County celebrating 100 years September 13th. It is very quiet on the Mercer disease front.

UNFINISHED BUSINESS

The Director provided the Board with a revised Annual Budget that included changes to payroll to accurately reflect the Directors retirement in December as well as two additional funding opportunities that just came in.

MOTION 7

A motion to approve the FY-2015 Budget as revised was made by G. Mount, seconded by S. Ellis, carried unanimously.

Chairperson, Priscilla Hayes has decided she will resign her appointment as supervisor and position as Chairperson on Dec 31, 2014. Director would like suggestions for potential candidates provided as soon as possible to ensure we have a consistent quorum. The Board is encouraged to make any suggestions for new Supervisor and Director will make contacts and arrange for a Nominating Committee.

NEW BUSINESS

The picnic meeting is scheduled for September 4, 2014 at 3pm with the picnic to follow the meeting at approximately 4:30pm. Supervisors are encouraged to bring their usual contributions to the picnic and the invitations will go out this week or next.

MOTION 8

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

Meeting adjourned at 4:25pm.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

-----September 2014-----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
SEPTEMBER 4, 2014**

MCSCD SUPERVISORS

Priscilla Hayes
Peggy McNeill
Ed DiPolvere
Gary Mount
Scott Ellis

STAFF

William F. Brash, Jr.

OTHERS

Meredith Melendez
Nicole Ciccaglione
Frank Minch

The meeting was called to order by Chairperson Priscilla Hayes at 3:08pm. 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 mailed was made by S. Ellis, seconded by E. DiPolvere, P. McNeill abstained. Motion carries 4-0-1.

The Treasurer's Report was presented to the Board. Payment for the CAP program was received for June. Chapter 251 fees are below this month last year. The District completed the Robbinsville Community Forestry Management Plan.

MOTION 2

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

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

9 APPLICATIONS RECEIVED

6 PREREVIEW INSPECTIONS – MERCER DISTRICT

0 -PREREVIEW INSPECTIONS – CUMBERLAND/SALEM DISTRICT

29 REVIEWS – MERCER DISTRICT

0 - REVIEWS – CUMBERLAND/SALEM DISTRICT

171 INSPECTIONS – MERCER DISTRICT

0 - INSPECTION – CUMBERLAND/SALEM DISTRICT
4 PRE CONSTRUCTION MEETINGS
25 FINAL REPORTS OF COMPLIANCE
11 CONDITIONAL REPORTS OF COMPLIANCE
0 - VIOLATION NOTICES
0 - STOP WORK ORDERS
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
3 - 5,000 SQUARE FOOT DETERMINATIONS

NPS

Resource Specialist & the NPS Coordinator completed the revisions to the Districts erosion control notes for posting to the Web.

NPS Coordinator & Director met with Dave Lamm, Mike Mirage and Gina to listen to the requirements of the Assunpink Dam Assessments for Sites 18 & 4.

EDUCATION AND OUTREACH

Resource Specialist attended an Envirothon planning meeting and prepared an article for the next edition of Envirothon Newsletter.

Education Coordinator has produced some poster contest note cards for distribution to the poster contest winners.

The theme for the 2015 Posted Contest is based on Pollinators. The Xerces Society has donated some pollinator garden signs.

EFRP

Director assisted 3 landowners during August with 2 visits.

FAC

Director received approval for \$21K Fire Adapted Communities Grant. Four Certifiable Actions have been drafted for wildfire and approved for submission to Sustainable Jersey when completed.

CWPP

Little Egg Harbor Township has completed and signed their CWPP. Woodland Township's CWPP is close to adoption and just waiting for meeting with local officials.

NNL

Phase III is undergoing some changes due to the loss of some earlier designed locations for tree planting.

COMMUNITY FORESTRY PLANS

Robbinsville Community Forestry Plan has been completed and billed to the Township. Mercer County's plan has been drafted and sent out for comment.

MOTION 3

The Director’s Report was approved in a motion made by S. Ellis, seconded by E. DiPolvere, carried unanimously.

CORRESPONDENCE

The Board received a letter from the Education Coordinator that she would be resigning effective 9/19/14 to pursue a career with the NY-DEC close to her parents and sister’s homes in NY State.

The District received the Cooperative Agreement for FY-2015 for signature. The budget was adopted by the SSCC as submitted by the District.

MOTION 4

Motion to approve the Mercer SCD-NJDA Conservation Assistance Program Annual Agreement was made by E. DiPolvere, seconded by S. Ellis, carried unanimously.

The District received notice of an auction for two preserved farms in Hopewell Township.

The District received a copy of the Secretary’s Report to the State Board of Agriculture which includes information on the H & H Database project.

CHAPTER 251

2014-4933-T	2014-4898-T	2014-4935-E	2014-4931-E
2014-4901-E	2005-3589-E 11-02-06-033	2014-4934-H	2008-3990-H
2014-4926-HT	2014-4936-L	2014-4939-P	2014-4924-P
2014-4923-P	2014-4928-P	2014-4908-R	

MOTION 5

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

RC&D

The Tour des Farms Bike Tour is scheduled for this weekend.

NRCS

NRCS received some late fiscal year funding and was able to fund some additional EQIP projects. October 17th is the deadline for the first FY-2015 NRCS sign ups.

EXTENSION

Master Gardener’s annual insect festival is this weekend. Sept. 13th is the 100 years celebration

of the Extension. Meredith is working on the education sessions for the Agriculture Convention. The food safety session is completed. Meredith will be presenting the Copper Study in Dr. Joe Heckman's session. Meredith is busy with her grant, with one more week of sampling needed for the hydroponic water study. Meredith wrote an article for Growing for Market, about the food safety sampling project.

SSCC/NJACD

H & H Database Project is back, up and running. DEP may be interested in expanding on this project.

Annual conference is now a one-day event Monday, November 24th at the Eco-Complex. September, October and November are difficult for producers to attend.

NJDA Ag Resource position is being held on by the Department, along with Aqua-Culture. They have not received approval to post these vacancies.

NJACD looking to continue partnership with NRCS.

UNFINISHED BUSINESS

Priscilla Hayes informed the Board of her inability to continue as a supervisor due to a conflict with her work and the scheduling of day meetings. She then sought the Board's thoughts of changing the meetings to the evening. They concurred that evening meetings would be more convenient and could accommodate Priscilla's request. The changes would start with the October meeting. After a review of everyone's calendars the best evening that suits the Board would be the first Thursday of every month with pizza available at 6pm. The meeting schedule for the remaining calendar year will be:

- October 2nd 6:30pm
- November 6th 6:30pm
- December 4th 11:00am (Holiday Meeting)

The Director informs the Board that staff can undertake the Assunpink Dam assessments beginning with Site 18 (Rising Sun Lake) and will continue to site 4 (Lake Assunpink) if staff feels comfortable with assessing such a large lake. NRCS has provided the District with the option to opt out, if workload prevents the District from completing the assessments.

MOTION 6

A motion to enter into the dam assessment agreement with NRCS was made by S. Ellis, seconded by G. Mount, carried unanimously.

NEW BUSINESS

Our new Americorp Watershed Ambassador has been selected by NJDEP and should be arriving in the middle of September. Her name is Samantha Wolfe and she is from Michigan.

The District has received the Fire Adapted Community (FAC) Grant Agreement for \$21K, and

the grant agreement requires a motion from the Board.

MOTION 7

A motion to approve and sign the FAC Grant was made by P. McNeill, seconded by S. Ellis, carried unanimously.

MOTION 9

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

Meeting was adjourned at 4:25 pm.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

-----October 2, 2014-----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
OCTOBER 2, 2014**

MCSCD SUPERVISORS

Priscilla Hayes
Peggy McNeill
Ed DiPolvere
Scott Ellis

STAFF

William F. Brash, Jr.

OTHERS

Meredith Melendez
Laura Coover

The meeting was called to order by Chairperson Priscilla Hayes at 6:30pm. The Statement of Adequate Notice was read.

As there was the need for discussion with District Counsel to discuss Honey Lake the Chairperson suggested an executive session.

MOTION 1

A motion to close regular session and open executive session was made by E. DiPolvere, seconded by P. McNeill, carried unanimously.

MOTION 2

A motion to close executive session and reopen closed session was made by E. DiPolvere, seconded by S. Ellis, carried unanimously. Executive session adjourned at 6:45 pm.

The minutes of the September, 2014 meeting were reviewed by the Board.

MOTION 3

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

The Treasurer's Report was presented to the Board.

MOTION 4

A motion to approve 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

12 APPLICATIONS RECEIVED

7 PREREVIEW INSPECTIONS – MERCER DISTRICT

3 - PREREVIEW INSPECTIONS – CUMBERLAND/SALEM DISTRICT

20 REVIEWS – MERCER DISTRICT

1 REVIEW – CUMBERLAND/SALEM DISTRICT

151 INSPECTIONS – MERCER DISTRICT

0 - INSPECTION – CUMBERLAND/SALEM DISTRICT

3 PRE CONSTRUCTION MEETINGS

24 FINAL REPORTS OF COMPLIANCE

4 CONDITIONAL REPORTS OF COMPLIANCE

0 - VIOLATION NOTICES

0 - STOP WORK ORDERS

0 - DENIALS

0 - CERTIFICATION DELEGATIONS

0 - 5,000 SQUARE FOOT DETERMINATIONS

NPS

The Educational Coordinator attended an Erosion Control Products demonstration at the Rutgers Eco-complex.

The Education Coordinator provided training to staff on website updating. The NPS Coordinator and Administrative Assistant updated the website to include the current agenda and last month's meeting minutes.

The NPS Coordinator provided 14 hours of engineering assistance to the Cumberland Salem District in September.

The NPS Coordinator and Director met with a new Engineering "Team" tasked with completing the Rayhon Stockpile removal plan.

EDUCATION AND OUTREACH

The Education Coordinator organized the Envirothon resources administered by the District with SSCC staff for future Envirothon's.

The Education Coordinator arranged and organized the conservation education resources for use by staff should the interest continue and funding is available.

EFRP

The Director submitted quarterly reports at the end of the federal fiscal year.

The Director met with two landowners on their properties to answer restoration questions and inspect practices implemented.

CWPP

Phase 3 of this grant project will serve to support the Fire Adapted Communities and Sustainable Jersey initiatives.

FAC

Director is continuing to work with Barnegat Township, the NJ Forest Fire Service and Sustainable Jersey on developing a Statewide Fire Adapted Community Action Plan. A regional meeting is scheduled for 10/8 in Barnegat Fire Company.

NNL

Phase II plantings have continued. The Phase III planting plan has been revised, completed and provided to Robbinsville Township. This contract will be put out to bid this fall for planting in the Spring of 2015.

MOTION 5

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

CORRESPONDENCE

The District received an NJ.com article on Robbinsville’s No Net Loss Tree planting projects.

NJ.com article about Honey Lake was received.

A thank you note from Frank Wu for the baby shower gift from staff was received.

Received a copy of the 2014 NJACD Annual Business Meeting at the Rutgers Eco-Complex on November 24, 2104 was received.

An invitation from Doug Fisher, Secretary of Agriculture, inviting Supervisors to attend the Training Workshop after the SSCC Meeting on October 20, 2015 was received.

The District received a copy of our new Watershed Ambassador, Samantha Wolfe’s resume.

A notice of farm auction in Delaware Township, Hunterdon County was received.

The District received a copy of the completed fee schedule development manual for the districts.

CHAPTER 251

2005-3517-EW	2003-3236-EW	2014-4889-E	2012-4671-E
11-01-05-212	11-01-04-409		
2014-4946-H	2014-4943-H	2014-4921-H	2014-4937-HPB
2014-4949-HT	2014-4927-HT	2014-4940-L	2014-4950-P
2014-4947-P	2014-4920-P	2010-4368-PT	2014-4867-R

2014-4948-T

2014-4944-WW

2014-4932-WW

2014-4869-WW

MOTION 6

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

NRCS

The 2015 Conservation Program applications are being accepted for 2015 funding consideration until C.O.B. October 17, 2014.

MOTION 7

Conservation plans for two (2) producers (Robbinsville & Hopewell) were approved in a motion made by S. Ellis, seconded by P. McNeill, carried unanimously.

EXTENSION

Meredith Melendez will attend the Annie's Project Conference in Bridgeton. Virtual corkboards will be Meredith's topic for her presentation. The 2015 Agriculture Convention will be in Atlantic City but, the location is not confirmed. Meredith has submitted all her sessions to NJDEP for confirmation of pesticide credits. The Food Safety Produce Rule has been revised and re-posted Federal Register. Meredith is writing another grant to be able to offer training to producers for food safety.

NJACD

The Annual Conference is scheduled for Monday, November 24, 2014 at the Rutgers Eco-Complex. Supervisors are encouraged to attend. Priscilla, Ed, Scott and Peggy will attend. The District will make the reservations on their behalf.

UNFINISHED BUSINESS

The proposed calendar for District meetings was distributed to the Board for discussion. The Board has time to adopt this calendar and will wait until Gary has an opportunity to review it. The adoption will be tabled until the next meeting.

MOTION 8

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

Meeting was adjourned at 7:30 pm.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

-----November, 2014-----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
NOVEMBER 6, 2014**

MCSCD SUPERVISORS

Gary Mount
Peggy McNeill
Ed DiPolvere

STAFF

William F. Brash, Jr.
Linda Sandusky

OTHERS

Doug Kauffman
Dan Pace

The meeting was called to order by Vice-Chairperson Gary Mount at 6:29 pm. The Statement of Adequate Notice was read.

The minutes of the October 2, 2014 meeting were reviewed by the Board.

MOTION 1

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

The Treasurer's Report was presented to the Board. The District reached a milestone, since 2008 this is the second month in a row the District was in the black, even with three pay periods this month.

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

9 APPLICATIONS RECEIVED
5 PREREVIEW INSPECTIONS – MERCER DISTRICT
14 REVIEWS – MERCER DISTRICT
159 INSPECTIONS – MERCER DISTRICT
2 PRE CONSTRUCTION MEETINGS

37 FINAL REPORTS OF COMPLIANCE
2 CONDITIONAL REPORTS OF COMPLIANCE

3 5,000 SQUARE FOOT DETERMINATIONS
11 H & H DATATBASE INPUT

FAC (FIRE ADAPTED COMMUNITIES)

The Director gave a presentation on FAC at the 2nd Annual Barnegat Township Wildfire Awareness Workshop. The workshop was attended by 35 residents.

The Director has met several times with NJ Forest Fire Service and Sustainable Jersey staff to develop the Emergency Preparedness Actions for Sustainably Jersey.

EFRP

The Director has submitted a timesheet to NJ Forest Service for the 1st Quarter FY-2015. All Federal reports have been completed.

CWPP

Local stakeholder meetings were conducted for both Bass River and Woodland Townships. Woodland Township's CWPP has been approved by the Township Committee.

NNL

Phase III bid has been awarded to Trees Now. The final count was 6,173 trees.

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 an invoice for the National Assoc. of Conservation Districts due for 2015 in the amount of \$775.00. They support the Farm bills with Congress and seek to get Congress to approve producer-friendly agriculture policies.

MOTION 4

A motion to approve the NACD dues for 2015 was made by E. DiPolvere, seconded by P. McNeill, carried unanimously.

The District received an Annual Report from the West Windsor Public Library for the Plants for Pollinator's in the Classroom Project.

The District received the completed Audit for FY-2014.

A letter of extension of State Cost Share for a producer in Robbinsville Township was received.

The District received an e-mail from District Counsel informing us of his retirement, a history of his father and his law practice.

CHAPTER 251

2014-4951-E	2014-4957-H	2014-4897-H	2013-4755-HB
2014-4952-P	2014-4899-R	2014-4958-WW	2014-4953-WW

MOTION 5

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

NRCS

Dan Pace asked the status of the proposed barn for John Gres on Perrineville Road. The District requires a 251 plan for the barn, but not the single family home.

EQIP Conservation Activity Plan applications are being accepted for sign up dates on a monthly basis.

2015 Energy Initiative & Organic Transition Initiative applications are being accepted until 1/16/15, for sign up #2.

2015 Soil Health Initiative applications are being accepted until 3/2015, for sign up #2.

MOTION 6

A motion to approve a Conservation plan was approved in a motion made by P. McNeill, seconded by E. DiPolvere, carried unanimously.

Announcement made for a Farm Service Agency meeting to attend.

UNFINISHED BUSINESSS

Honey Lake Dam Agreement was revised by Lou Goldshore, along with a revision to the document that vacates the dam maintenance easements for signature by the Chairperson.

MOTION 7

A motion to approve the Honey Lake Dam Agreement changes and allow the Chairperson to sign that agreement if counsel agrees prior to the next meeting was made by E. DiPolvere, seconded by P. McNeill, carried unanimously.

Changes to the District 2015 calendar were discussed.

MOTION 8

A motion to adopt the 2015 District Calendar was made by E. DiPolvere, seconded by P. McNeill, carried unanimously.

NJACD Conference is scheduled for Monday, 11/24/14.

The Board discussed the Mercer County Shared service agreement.

The Board will review the Audit and table the adoption until the next meeting.

MOTION 9

A motion to approve the Shared Services Agreement with the County of Mercer was made by P. McNeill, seconded by E. DiPolvere, carried unanimously.

NEW BUSINESS

Fire Adapted Community – The Director met with Barnegat residences. FAC Director from Colorado visited New Jersey Pine Lands.

Holiday meeting was scheduled for 12/4/14 at 11:00 am.

Invite Lou Goldshore to do a presentation at the next District meeting to become the Districts' Counsel.

MOTION 10

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

Meeting was adjourned at 7:13 pm.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

-----December, 2014-----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
DECEMBER 4, 2014**

MCSCD SUPERVISORS

Priscilla Hayes
Scott Ellis
Peggy McNeill
Ed DiPolvere
Gary Mount

STAFF

William F. Brash, Jr.
Linda Sandusky

OTHERS

Nicole Ciccaglione
Dan Pace

The meeting was called to order by Chairperson Priscilla Hayes at 11:08 am. The Statement of Adequate Notice was read.

The minutes of the November, 2014 meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes as mailed was made by P. McNeill, in a vote of 2-0-2.

The Treasurer's Report was presented to the Board. Mercer County Grant has been submitted, RFA Fees received for the 2nd qtr 2014 and a donation from Hamilton Grange. The Treasurer's Report has been in the black for three months in a row.

MOTION 2

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

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM
12 APPLICATIONS RECEIVED
4 PREREVIEW INSPECTIONS – MERCER DISTRICT
PREREVIEW INSPECTIONS – CUMBERLAND/SALEM DISTRICT
11 REVIEWS – MERCER DISTRICT
REVIEWS – CUMBERLAND/SALEM DISTRICT
88 INSPECTIONS – MERCER DISTRICT
INSPECTION – CUMBERLAND/SALEM DISTRICT

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

NNL

Phase II final wrap up meeting is scheduled for December 11th. To date 5,516 trees have been planted, 425 rejected and \$804,134.00 has been approved for payment.

Sandalwood development sidewalk replacement tree planting is nearly complete.

Two Phase III sidewalk replacement projects have had sidewalk/trees marked for removal.

CWPP

Shamong Township local stakeholder meeting was held December 3rd. All Phase II Section Wardens have been contacted to schedule their CWPP local stakeholder meetings.

A no-cost time extension for Phase II has been submitted to the USDA-Forest Service to complete the CWPP's and distribute the grant funds.

FAC

The partnership with Sustainable Jersey has resulted in the drafting of Emergency Prepared Actions under the program that includes:

1. Firewise Community Action
2. Community Wildfire Protection Plan (CWPP) Action
3. Ready-Set-Go Action
4. Fire Safe Council with Model Ordinance Action
5. Fire Adapted Municipality Action

Director presented these FAC actions to a meeting of community stakeholders at Mirage in Barnegat Township.

OUTREACH

The Director gave a presentation on the Robbinsville Twp. No Net Loss plantings to the Hamilton Grange in November.

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 note regarding the District Working Group Meeting scheduled for

December 9, 2014 at the Freehold SCD. P. Hayes & W. Brash will be moderating the meeting.

A job announcement for the NJACD part-time Executive Directors position has been received.

The District received a copy of the Honey Lake Dam Agreement that has been executed by Hopewell Township and the Honey Lake Homeowners Association.

A letter from Mary Tovar regarding the Secretary's RSVP for the luncheon meeting was received. He cannot attend.

Two estimates for electric repair work at 590 Hughes Drive have been received. Need to contact another Electrician for a third quote.

MOTION 4

A motion to approve future electrical work at 590 Hughes Drive at the lowest price was made by G. Mount, seconded by S. Ellis, carried unanimously.

A thank you for the Director's presentation on Forest Management and Timber Harvesting at the 2015 Woodland Stewards class at Camp Linwood-McDonald was received.

The District received a notice of change in venue for the 2015 Ag Convention in Atlantic City.

The District received a copy of Lewis Goldshore's invoice for the review of the Honey Lake Dam Agreement.

MOTION 5

A motion to approve Lewis Goldshore's invoice for payment was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

A thank you from the Firewise Committee at Mirage for Director's FAC presentation was received.

The District received a letter from Mercer County Park Commission regarding the submission of plans for additional parking at the skating rink.

CHAPTER 251

2014-4960-T	2014-4938-H	2014-4972-P	2014-4962-P
2014-4904-P	2014-4959-R	2013-4840-R	

DENIAL

2010-4319-R

MOTION 6

A motion to approve the 7 plans recommended for certification by staff & 1 plan denied was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

RC&D STATUS

Team Habitat Subcommittee updated flyers and set up a partners meeting to get the word out on Team Habitat.

FSA

Meeting 12/17/14 is for Agriculture Risk Coverage or Price Loss Coverage Program (Crop Insurance).

NRCS

EQIP Conservation Activity Plans - Applications are currently being accepted.

2015 Energy Initiative & Organic Transition Initiative applications are being accepted until 1/16/15.

2015 Soil Health Initiative applications are being accepted until 3/20/15.

SSCC/NJACD

Transition Meeting - Working Group & Subcommittee meeting is on Tuesday, December 9, 2014 at the Freehold SCD Meeting Room.

At the NJACD Annual Meeting Officers were selected for 2015.

State Association new Officers:

President – Ray Cywinski

Vice President – Tony Dilodiulco

2nd Vice President – Dan Gulleta

Secretary – Jay Kandle

Treasury – Dennis Dougherty

Employee Association awards were given, Peggy McNeill received an award for 40 years of service, Ed DiPolvere received an award for 35 years of service and Priscilla Hayes won the Supervisor Award from the NJCD Employees Association. Heather McNeil-Nazareth received the Employee of the Year award, Scott Ellis for 15 years of service, Priscilla Hayes for 10 years of service & Frank Wu for 5 years of service.

UNFINISHED BUSINESS

Honey Lake easement release is not signed yet by the Honey Lake Homeowners Association. Lou Goldshore to have the Division of Law hold the easement release until the Districts portion of the agreement is fulfilled.

MOTION 7

A motion to approve the Audit Report & Treasurers Reports for FY 2014 was made by S. Ellis, seconded by G. Mount, carried unanimously.

NEW BUSINESS

Lewis Goldshore has submitted a proposal to become the District's attorney, with the same fees

as Arthur McTighe and a slight increase for litigation purposes.

MOTION 8

A motion to approve Lewis Goldshore as the Districts' new Legal Counsel was made by E. DiPolvere, seconded by G. Mount, carried unanimously.

MOTION 9

A motion to approve the sale of the Districts' 1998 Ford Ranger Truck was made by E. DiPolvere, seconded by S. Ellis, carried unanimously.

MOTION 10

A motion to adjourn the meeting at 12:22 pm was made by G. Mount, seconded by S. Ellis, carried unanimously.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

-----January, 2015-----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
JANUARY 8, 2015**

MCSCD SUPERVISORS

Priscilla Hayes
Peggy McNeill
Ed DiPolvere
Gary Mount

STAFF

William F. Brash, Jr.
Linda Sandusky

OTHERS

Meredith Melendez
Doug Kauffman

The meeting was called to order by Chairperson Priscilla Hayes at 6:29pm. The Statement of Adequate Notice was read.

The minutes of the December meeting were reviewed by the Board. Gary Mount found one typing error to be corrected.

MOTION 1

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

The Treasurer's Report was presented to the Board. The District has not received CAP payments for Sept. through Dec., 2014 totaling \$54,278.43. Without a CAP payment the Treasury's Report is in the red. 251 Fees were up from this time last year.

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

9 PREREVIEW INSPECTIONS – MERCER DISTRICT

4 PREREVIEW INSPECTIONS – CUMBERLAND/SALEM DISTRICT

22 REVIEWS – MERCER DISTRICT

6 REVIEWS – CUMBERLAND/SALEM DISTRICT

62 INSPECTIONS – MERCER DISTRICT

0 INSPECTIONS – CUMBERLAND/SALEM DISTRICT
2 PRE CONSTRUCTION MEETINGS
7 FINAL REPORTS OF COMPLIANCE
9 CONDITIONAL REPORTS OF COMPLIANCE
0 VIOLATION NOTICES
0 STOP WORK ORDERS
0 DENIALS
0 CERTIFICATION DELEGATIONS
2 5,000 SQUARE FOOT DETERMINATIONS

NPS PROGRAM CONTINUED

NPS Coordinator completed training with NRCS on dam assessments.

Website was updated by Office Administrator and NPS Coordinator

Director attended and co-moderated the District Working Group Update Meeting in Freehold.

EFRP

Director completed 9 inspections for obstruction removal on properties affected by Hurricane Sandy in Somerset and Hunterdon Counties.

Quarterly reports and invoices have been sent to the State/Federal Forest Services.

CWPP

Director met with Municipal Officials in Shamong Township to review the first draft of their plan, and attended a Firewise Meeting for a community in Lacey Township.

FAC

Director completed the Draft Model Ordinance and Fire Safety Council Certifiable Action for the partnership with Sustainable Jersey.

Director completed the 1st of two grant required blog postings for the Fire Adapted Community Learning Network.

NNL

The Director inspected an additional 80 trees planted in Robbinsville with 629 still needed to be planted to complete Phase II and completed updated design for 3 additional plantings areas.

EDUCATION AND OUTREACH

Office Administrator has completed the updating of the 2015 Posted Contest Brochure and posted it to the District website.

MOTION 3

A motion to approve the Director's Report was made by E. DiPolvere, seconded by G. Mount, carrier unanimously.

CORRESPONDENCE

The District received payment for District costs and attorney's fees from the Rayhon stockpile project in Robbinsville.

MOTION 4

A motion to approve Arthur McTighe's invoice for payment was made by E. DiPolvere, seconded by G. Mount, carried unanimously.

A notice was received of the NJ Ag Convention & Trade Show scheduled for Feb. 3-5, 2015 at the Tropicana in Atlantic City, NJ.

The District received an invoice for the 2014 annual audit. The charge is \$85.00 more than last year, which had remained unchanged for the prior 3 years.

MOTION 5

A motion to approve the audit and Nightlinger, Colavita & Volpa's invoice for payment was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

The District received a service contract from Meenan Oil for 2015. Price is \$430.00, the same price as last year.

MOTION 6

A motion to approve Meenan Oil's service contract for payment was made by E. DiPolvere, seconded by G. Mount, carried unanimously.

The District received a holiday card from Heather McNeil-Nazareth.

A notice of the retirement of Mike Mirage, long time NRCS Engineer after 37 years of service was received by the District.

New Jersey Dept. of Agriculture's newsletter for December was received. This issue included an article about the animal waste management rule.

The District received notification of another permit extension act which originally began in 2008. Due to expire 12/31/14, it has once again been extended to 12/31/15.

A notice from the SSCC regarding the approved single family home exemption bulletin was received by the District. In the interest of uniformity, the bulletin comes with a 4 page clarifying document, a flow chart and 4 pages of frequently asked questions.

An invoice from Lou Goldshore for Honey Lake legal work was received.

MOTION 7

A motion to approve Lewis Goldshore's invoice for payment was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

The District received an Appellate Court ruling on a Safe Dam Act suit in Salem County that referenced our case and Superior Court decision. The Court overturned the decision made by Judge Hogan in our case.

CHAPTER 251

2014-4978-T	2014-4971-T	2014-4968-EW	2014-4977-E
2014-4964-E	2006-3790-E 11-02-07-053	2006-3772-E 11-02-07-041	2005-3589-E 11-02-06-033
2014-4975-H	2014-4922-HB	2014-4974-HT	2014-4976-P
2014-4970-P	2014-4967-P	2014-4959-R	2013-4788-R
2014-4980-WW	2014-4979-WW	2014-4966-WW	

MOTION 8

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

NRCS

EQIP Conservation Activity Plans – Applications are currently being accepted. There were 5 applications received and 1 withdrawn.

2015 Energy Initiative & Organic Transition Initiative applications are being accepted until 1/16/2015.

2015 Soil Health Initiative applications are being accepted until 3/20/15.

MOTION 9

A motion to approve a State Cost Share application for a farmland preserved parcel was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

EXTENSION

Winter programs are underway. Three statewide Farm Transition Estate Planning Workshops are coming up in February, 2015. Agricultural Convention is February 3-5, 2015. Two organic sessions this year for the convention in Atlantic City is planned. Meredith will host a Food Safety for Organic Growers session.

Nine Direct Market Food Safety Workshops for this winter are scheduled.

Food Safety Grant was extended, 4.6million tied in with the Farm Bill.

NJ Agriculture Health/Ag Lab might be a good site to use for a District Tour this year.

FSA REPORT

FSA Report was distributed.

SSCC

The State Committee cancelled the December meeting. Held a Working Group Transition Meeting and Priscilla is finished serving on all committees except the Districts' Board of Supervisors.

UNFINISHED BUSINESS

The District has a truck for sale and the Blue Book Value is \$2,093.00. Scott Ellis has a friend who might be interested in purchasing the truck.

NEW BUSINESS

The Director can put together a 15 minute chapter review of the Supervisor Manual to be discussed before each meeting while having pizza. The Supervisors thought this was a great idea.

MOTION 10

A motion to adjourn the meeting at 7:20 pm was made by E. DiPolvere, seconded by G. Mount, carried unanimously.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

-----February, 2015-----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
FEBRUARY 5, 2015**

MCSCD SUPERVISORS

Priscilla Hayes
Peggy McNeill
Ed DiPolvere
Gary Mount
Scott Ellis

STAFF

William F. Brash, Jr.
Linda Sandusky

OTHERS

Doug Kauffman
Jack McNeill

The meeting was called to order by Chairperson Priscilla Hayes at 6:31pm.

A short presentation from Chapter One, History of the Soil Conservation Movement (Chapter 251) from the Supervisors Training Manual was presented by the Director.

The Statement of Adequate Notice was read.

The minutes of the January 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 with S. Ellis abstaining 4-0-1, motion carried.

The Treasurer's Report was presented to the Board. Cap payments, RFA fees and No Net Loss fees were received, making the current month in the black. Contract services are up for the month with a Meenan Oil delivery & Audit billing totaling \$5,225.00.

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

10 APPLICATIONS RECEIVED

7 - PREREVIEW INSPECTIONS – MERCER DISTRICT

0 - PREREVIEW INSPECTIONS – CUMBERLAND/SALEM DISTRICT

12 REVIEWS – MERCER DISTRICT

0 - REVIEWS – CUMBERLAND/SALEM DISTRICT

57 INSPECTIONS – MERCER DISTRICT

0 - INSPECTION – CUMBERLAND/SALEM DISTRICT

0 - PRE CONSTRUCTION MEETINGS

3 FINAL REPORTS OF COMPLIANCE

11 CONDITIONAL REPORTS OF COMPLIANCE

0 - VIOLATION NOTICES

0 - STOP WORK ORDERS

0 - DENIALS

0 - CERTIFICATION DELEGATIONS

1 - 5,000 SQUARE FOOT DETERMINATIONS

USDA-NRCS DAM ASSESSMENT

NPS Coordinator spent 42 hours working on the assessment of Rising Sun Lake. Dam was analyzed under current design criteria and does not conform to current criteria. Hazard classification will change from significant to high. Now a new analysis under high hazard criteria needs to be completed.

FIRE ADAPTED COMMUNITIES (FAC)

The Director completed the first 6 month report and financial reporting document. The suite of Sustainable Jersey Actions have been drafted and sent in for review and comment.

COMMUNITY WILDFIRE PROTECTION PLANS (CWPP)

Woodland and Shamong Township plans have been completed.

EMERGENCY FOREST RESTORATION PROGRAM (EFRP)

The Director made 6 site inspections for properties where obstruction removal has begun.

NO NET LOSS (NNL)

The Director provided some alternative planting sites for the last of the Phase II plantings. The Director completed site/planting inspections at Bresnahan Road.

EDUCATION AND OUTREACH

Office Administrator completed the poster contest information brochures and sent them to the NJ Department of Education for distribution to the Mercer County Schools.

Website information was uploaded for January.

The Director attended SAF meeting at Rutgers and has been working with Don Knezick on a CPESC Workshop scheduled for April 1st.

MOTION 3

A motion to approve the District's Report was made by S. Ellis, seconded by G. Mount, carried unanimously.

CORRESPONDENCE

An invoice from SJ RC&D for 2015 dues was received by the District. Same cost as last year.

MOTION 4

A motion to pay the SJ RC&D dues for 2015 was made by E. DiPolvere, seconded by P. McNeill, carried unanimously.

The District received a note from the NJACD with the Central Region Supervisor's Meeting scheduled for 3/4/15 at Villa Romanza.

The District has received the final, fully executed agreement for the rehab and transfer of maintenance responsibilities to the Honey Lake homeowners association.

A Copy of an email from a Warren County landowner living next to a farm that spreads manure was received by the District. It was forwarded from the Hackettstown NRCS office as an example of what Jillian has to deal with on occasion as a CAP employee.

A copy of a local newspaper article about Dino Colarocco, Director of the Department of Public Works in Robbinsville and long-time partner of the District was passed around.

Two invoices from Attorney Lewis Goldshore were received. A Honey Lake invoice for \$240.00 and Fire Adapted Communities invoice for \$80.00

MOTION 5

A motion to approve Lewis Goldshore's invoice (Honey Lake) for payment was made by P. Hayes, seconded by E DiPolvere, carried unanimously.

MOTION 6

A motion to approve Lewis Goldshore's invoice (FAC) for payment was made by G. Mount, seconded by S. Ellis, carried unanimously.

The County Grant has been approved by the Board of Freeholders and signed by the County Executive. Payment usually follows the signed agreement in three weeks.

NJACD annual dues notice has been received in the amount of \$750.00 and the same fee as last year.

MOTION 7

A motion to approve the NJACD annual dues for 2015 was made by E. DiPolvere, seconded by P. McNeill, nay by S. Ellis, 4-1-0 motion carried.

The District received a bill for snow removal from Ted Dolci Inc. in the amount of \$894.00 for two cleanups.

MOTION 8

A motion to approve Ted Dolci Inc. invoice was made by S. Ellis, seconded by G. Mount, carried unanimously.

A request of support for the NJ Envirothon in the amount of \$500.00 was received. This is the same fee for the past 20 years.

MOTION 9

A motion to support the NJ Envirothon was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

A notice was received that the Mercer Districts' submission of Greg McLaughlin for a National Forest Fire Prevention Award was approved. Greg received the prestigious Community Wildfire Preparedness Pioneer Award from the NASF, I-Chiefs, NFPA. Greg was the only winner in the Northeast.

The District received the Quarterly Reports from the SSCC on Chapter 251 for the first and second quarters of FY2015.

The Districts request for an extension of the Phase II of CWPP has been accepted by the US Forest Service.

A donation for Plants for Pollinators was received. We may be unable to continue this program due to reduced staffing levels.

CHAPTER 251

2015-4985-H	2014-4934-H	2014-4961-HB	2014-4859-HPB
2015-4990-P	2015-4989-P	2015-4984-P	2015-4983-P
2015-4982-P	2015-4981-R	2014-4969-P	

MOTION 10

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

NRCS

EQIP Conservation Activity Plans – Applications are currently being accepted.

2015 Energy Initiative & Organic Transition Initiative applications are being accepted until 3/20/15 for the 2nd sign up.

2015 Soil Health Initiative applications are being accepted until 3/20/15 for the 2nd sign up.

MOTION 11

A motion to approve one conservation plan for Pieros was made by G. Mount, seconded by S. Ellis, carried unanimously.

SSCC

The State Committee has selected the dates and place for the Regional Supervisors Meeting and they are working on the audit manual.

UNFINISHED BUSINESS

The District received a bid for the truck sale in the amount of \$2,001.00.

MOTION 12

A motion to approve the sales of the truck was made by G. Mount, seconded by S. Ellis, carried unanimously.

NEW BUSINESS

The Director spoke to The Department of Agriculture to help set up a tour of the Ag & Health Building in Ewing on 5/7/15. Gary Mount would like to set up a tour for next year of the Amazon Warehouse Building in Robbinsville.

MOTION 13

A motion to adjourn the meeting at 7:35 pm was made by P. Hayes, seconded by S. Ellis, carried unanimously.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

-----**March, 2015**-----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
MARCH 10, 2015**

MCSCD SUPERVISORS

Priscilla Hayes
Peggy McNeill
Scott Ellis
Ed DiPolvere
Gary Mount

STAFF

William F. Brash, Jr.
Linda Sandusky

OTHERS

Nicole Ciccaglione

The meeting was called to order by Chairperson Priscilla Hayes at 6:37pm. The Statement of Adequate Notice was read.

The minutes of the February 5, 2015 meeting were reviewed by the Board.

MOTION 1

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

The Treasurer's Report was presented to the Board. Cap payment was received for December, Cumberland/Salem Technical Support payment received and the truck sale payment was received, making the current month in the black.

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

11 - APPLICATIONS RECEIVED

9 - PREREVIEW INSPECTIONS – MERCER DISTRICT

0 - PREREVIEW INSPECTIONS – CUMBERLAND/SALEM DISTRICT

17 - REVIEWS – MERCER DISTRICT

0 - REVIEWS – CUMBERLAND/SALEM DISTRICT

45 - INSPECTIONS – MERCER DISTRICT

0 - INSPECTION – CUMBERLAND/SALEM DISTRICT
0 - PRE CONSTRUCTION MEETINGS
2 - FINAL REPORTS OF COMPLIANCE
2 - CONDITIONAL REPORTS OF COMPLIANCE
0 - VIOLATION NOTICES
0 - STOP WORK ORDERS
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
3 - 5,000 SQUARE FOOT DETERMINATIONS

EFRP

5 EFRP property inspections were completed. There has been a glitch that was uncovered regarding the deadline for the USDA-FSA technical assistance and the USDA-FSA deadline for financial assistance. The Director is waiting to hear the outcome.

CWPP

Director completed Shamong Township CWPP and scheduling local stakeholder meetings for Ocean Township and Eagleswood Township in Ocean County.

NNL

Phase III Tree Planting will begin this spring. Phase II planting will be completed this spring.

EDUCATION AND OUTREACH

Plants for Pollinators will fill the request form Trenton School and utilize the Princeton Garden Club donation. The Freehold SCD has agreed to add one extra kit to their order.

The Director attended the NRCS State Technical Committee Meeting and is assisting Freehold on a CIG Grant Proposal.

The Director attended Community Forestry Council Meeting. NJ Forest Service will again be offering seedlings for towns damaged by Hurricane Sandy.

HONEY/HUNT LAKE

Honey Lake design scope of work is nearly complete. Hunt Lake meetings are scheduled to begin shortly.

MOTION 3

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

CORRESPONDENCE

The District received notice regarding the Hurricane Sandy free tree program from the NJ Forest Service. We will be a local distribution point again this year for these seedlings.

Invoices from Lewis Goldshore, District Counsel for expenses associated with the Fire Adapted Community grant project were received for legal assistance in establishing the NJ Fire Safety Council.

MOTION 4

A motion to approve payment of Lewis Goldshore’s invoices for the formation of a non for profit, NJ Fire Safety Council was made by S. Ellis, seconded by E. DiPolvere, carried unanimously.

Information on the NJ Flower and Garden Show Display was passed around. The theme was The Great American Novel and the NJACD display was Conservation Adventures with Huckleberry Finn.

The District received notice from the SSCC that the terms of Scott Ellis and Edward DiPolvere will be expiring on June 30, 2015. Both Scott and Ed would like to serve another three year term. The Chairperson, Priscilla Hayes authorized the staff to establish a nominating committee for these two nominations.

Registration is needed for the Regional Supervisor Meeting at Villa Romanza on March 24, 2015. Three Supervisors and one staff member will be attending.

A USDA-FSA newsletter was received informing to Ag Community about the various programs and signup deadlines.

CHAPTER 251

2015-4999-T	2014-4963-EW	2012-4689-EW	2015-4987-E
2014-4973-E	2014-4955-E	2014-4954-L	2015-5001-P
2015-5000-P	2015-4995-P	2015-4994-P	2014-4965-P
2015-4986-R			

MOTION 5

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

RC&D

N. Ciccaglione attended the RC&D Team Habitat Workshop. This was a very successful meeting to jump start Team Habitat to move forward. Tour de Farms this year will be in September.

NRCS

Conservation Stewardship Program (CSP) final sign up ends this Friday March 13, 2015. The next EQUIP sign up is March 20, 2015.

EXTENSION

The NJ Agriculture Convention was a success, educational sessions were well attended.

The Preparing for Later Life Farming Workshops had 65 participants and was well received.

Additional funding has been obtained for Food Safety Modernization Act trainings in 2016 & 2017, funding will help offset the cost of FDA required materials.

Brad Majak, Rutgers Weed Specialist, has retired. A turf weed specialist and a cranberry/blueberry weed specialist are both being recruited for. At this point there is no plan to hire a vegetable weed specialist.

The annual organic grower advisory meeting will be held at the Rutgers Extension office this Friday.

UNFINISHED BUSINESS

The 1998 Ford Truck was sold to Greg McLaughlin for his son.

The District Tour this year will be at the New Ag & Health Building in Ewing on May 7, 2015. Gary Mount will look for a place to have dinner that evening.

NEW BUSINESS

Exempt Municipality Review was discussed for Lawrence Township & West Windsor Township's ordinance.

MOTION 6

A motion to approve the Exempt Municipality Reviews for signature by the Chairperson was made by E. DiPolvere, seconded by S. Ellis, carried unanimously.

The Board discussed the possible need for a part time inspector after William Brash's retirement July 1, 2015. There is a possibility to have a shared service agreement with the Freehold District for a part time inspector.

With only two (2) employees after William Brash retires, there was a discussion to reduce the District to only one (1) building and move the staff to 590 Hughes Drive.

NNL – The Director will need to find someone for this fall planting season and then can continue helping after 180 days from July 1st retirement date.

CWPP – Can have an 18 month no cost time extension to hold work until after 180 days from July 1st retirement date. Then contract to be completed in 18 months.

EFRP – To be assigned to the other Forrester's and should be wrapping up in the Spring of 2016.

MOTION 7

Motion to adjourn the meeting at 8:02 pm was made by E. DiPolvere, seconded by P. McNeill, carried unanimously.

-----April, 2015-----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
APRIL 9, 2015**

MCSCD SUPERVISORS

**Priscilla Hayes
Peggy McNeill
Scott Ellis
Gary Mount
Ed DiPolvere**

STAFF

**William F. Brash, Jr.
Paul Schiariti
Linda Sandusky**

OTHERS

**Meredith Melendez
Nicole Ciccaglione**

The meeting was called to order by Chairperson Priscilla Hayes at 6:44 pm. The Statement of Adequate Notice was read.

The minutes of the March, 2015 meeting were reviewed by the Board.

MOTION 1

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

The Treasurer's Report was presented to the Board. The District is in the black for another month.

MOTION 2

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

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

18 - APPLICATIONS RECEIVED

12 - PREREVIEW INSPECTIONS – MERCER DISTRICT

0 - PREREVIEW INSPECTIONS – CUMBERLAND/SALEM DISTRICT
29 - REVIEWS – MERCER DISTRICT
0 - REVIEWS – CUMBERLAND/SALEM DISTRICT
57 - INSPECTIONS – MERCER DISTRICT
0 - INSPECTION – CUMBERLAND/SALEM DISTRICT
1 - PRE CONSTRUCTION MEETINGS
2 - FINAL REPORTS OF COMPLIANCE
1 - CONDITIONAL REPORTS OF COMPLIANCE
0 - VIOLATION NOTICES
0 - STOP WORK ORDERS
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
0 - 5,000 SQUARE FOOT DETERMINATIONS

NPS CONT'D.

NPS Coordinator completed the Rising Sun Dam assessment and is collecting data for Site #4.

EFRP

11 Landowners were provided technical assistance and 3 inspections were completed. Last quarter for 2014 payment was received. The first quarter 2015 invoice has been sent out. An EFRP staff meeting, Division A in Andover was conducted by NJDEP and the Director attended.

CWPP

Annual and quarterly reports were completed. Two Municipalities had their plans completed, Eagleswood and Bass River Townships. Sent notices out for local stakeholder meetings for Sandyston, Jefferson, Howell, Ocean Township/Ocean County, Bernardsville and Monroe Township/Gloucester County.

NNL

Phase II planting for Spring of 2015 began in Windsor. Phase III planting will begin shortly after.

FAC

Director gave a presentation to residents of Mirage in Barnegat Township and UK visitors from Surrey, England.

EDUCATION AND OUTREACH

Administrative Assistance and Watershed Ambassador completed the judging for the Poster Contest. Winners were selected and submitted to the New Jersey Department of Agriculture for statewide judging. District awards were sent out.

The Director completed Public Open Space CIG Grant submission with Freehold Soil Conservation District for 2015-2016.

The District completed and distributed nearly all the Sandy Recover tree seedlings. Lawrence Township had not picked up to date.

The Director met with Americorp Administrators for Watershed Ambassadors Host Agency Review.

MOTION 3

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

CORRESPONDENCE

The Director discussed the Annual Report from D & R Greenways.

The District received a letter from the SSCC concerning the NJDA – EEO Non-Discrimination Policy. Each Supervisor was given a copy of this policy in their packet.

A note from Frank Minch, that he has not received confirmation from Dr. Patil on our tour location for May 7, 2015. Meredith will email and see if you can get a response for the tour.

The District received a billing from Lewis Goldshore on his discussion with the NJDAG regarding Hunt Lake.

The District received a request for support from South Jersey RC&D for the Tour des Farms.

MOTION 4

A motion was made to not support the South Jersey RC&D Tour de Farms this year was made by G. Mount, seconded by E. DiPolvere with P. McNeill abstaining. Vote carried 3-0-1.

New Jersey Department of Agriculture newsletter for April was received by the District.

CHAPTER 251

2015-4991-T	2015-4988-T	2015-5010-H	2015-5009-H
2015-4996-H	2015-4992-H	2015-5008-HT	2015-5007-HT
2015-5005-L	2014-4853-L	2015-5024-PB	2015-5018-P
2015-5017-P	2015-5016-P	2015-5011-P	2015-5006-P
2015-5004-P	2015-5012-R	2014-4945-WW	

MOTION 5

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

RC&D

N. Ciccaglione attended the RC&D meeting and they discussed the budget.

NRCS

EQIP – Conservation Activity Plans applications being accepted for sign up 4/17/15 & 5/15/15.

Three applications submitted for EQIP, two for Forest Management Plans & one for Forestry Implementation.

One CSP application submitted and pending 2015 eligibility.

EXTENSION

Annual Organic Growers meeting with Rutgers was held to keep in touch and see what is going on with each group. The younger farmers are listening to pod casts. Meredith and Jack Raven are going to try to create pod casts and try to find funding.

Actively working with the Federal rule for food safety & current USDA 3rd party audit for food safety to get them to jive. They are looking at 1 1/2 years to complete this task. Need one rule that does not conflict.

NEW BUSINESS

Nominating Community met and re-nominated Edward DiPolvere and Scott Ellis for another 3 year term.

MOTION 6

A motion to close regular session and enter closed session was made by E. DiPolvere, seconded by S. Ellis, carried unanimously.

Regular session was closed at 7:15 pm and executive session opened.

MOTION 7

A motion to close executive session and adjourn meeting was made by P. McNeill, seconded by G. Mount, carried unanimously.

Meeting was adjourned at 7:30 pm.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

-----May, 2015-----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
MAY 7, 2015**

MCSCD SUPERVISORS

Scott Ellis
Peggy McNeill
Ed DiPolvere
Gary Mount

STAFF

William F. Brash, Jr.
Paul Schiariti
Linda Sandusky

OTHERS

Meredith Melendez
Doug Kaufman
Dan Pace
Courtney Compton
Frank Wu

The meeting was called to order by Vice Chairman Gary Mount at 1:32 pm. The Statement of Adequate Notice was read.

The minutes of the April 9, 2015 meeting were reviewed by the Board.

MOTION 1

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

The Treasurer's Report was presented to the Board. The District had three pay periods in the month of April and the Employers Appropriation Pension Payment was made also, leaving the Treasurer's Report in the red.

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

10 - APPLICATIONS RECEIVED

7 - PREREVIEW INSPECTIONS – MERCER DISTRICT

22 - REVIEWS – MERCER DISTRICT
116 - INSPECTIONS – MERCER DISTRICT
3 - PRE CONSTRUCTION MEETINGS
14 - FINAL REPORTS OF COMPLIANCE
5 - CONDITIONAL REPORTS OF COMPLIANCE
0 - VIOLATION NOTICES
0 - STOP WORK ORDERS
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
5,000 SQUARE FOOT DETERMINATIONS

NPS Coordinator and Administrative Assistant have been scheduling and meeting with moving people and sub-contractors at the building at 590 Hughes Drive.

NPS Coordinator has been continuing with the Assunpink Site 4 dam assessment.

Nominating Committee was completed and mailed to SSCC.

NNL

Phase II planting continues as well as the initial plantings for Phase III. More than 1,100 trees were planted and inspected in April.

The Director walked Phase II & III planting sites with new Forester, and introduced her to Robbinsville Township Officials and Contractor.

CWPP

Ocean Township and Bernardsville Township's CWPP's were revised after meeting with Municipal Officials.

Quarterly reports were completed as well as a Phase II payment request.

The Director provided presentations to two Communities in Barnegat Township.

EFRP

Quarterly Reports were completed and payment was received. Twelve landowner's contacts were made and three site inspections were completed.

FAC

The second blog posting pursuant to the 2014 grant was completed.

Sustainable Jersey is still reviewing the submitted Emergency Preparedness Action for approval.

FAC has requested the Director attend 2015 Conference June 1st.

The Director attended FAC Webinar on the upcoming meeting.

MOTION 3

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

CORRESPONDENCE

The Direct received notice of retirement of Greg Westfall, Resource Conservationist for NRCS. Greg has 42 years of service.

A letter was received from Secretary Fisher regarding completing the H&H Data Entry.

Pictures from the NJ Envirothon May 2, 2015 at the Rutgers 4H Camp in Cape May Courthouse were passed around.

A notice from NRCS regarding acceptance of the joint Freehold/Mercer CIG Grant and request for a full proposal scheduled for June 5, 2015 was received.

A copy of the Districts Blog Post as part of the 2-14-2015 FAC Grant obligations has been completed on May 5, 2015.

The Director introduced Courtney Compton to the Board and recommended Courtney to replace the Director inspecting No Net Loss for Robbinsville Twp. after his retirement. The Director made a recommendation to hire Courtney part time.

CHAPTER 251

2008-3991-EW 11-01-08-067	2004-3362-EW	2014-4889-E	2013-4695-E NJG0218642
2015-5022-H	2015-5021-H	2014-4915-HT	2015-5030-P
2015-5029-P	2015-5027-P	2014-4952-P NJG0239992	2015-5013-R
2009-4272-R 11-12-10-011			

MOTION 4

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

RC&D

Nothing to report, Dan Pace did not attend the meeting. He was been inspecting farm land preserved farms.

NRCS

EQIP Conservation Activity Plans – Applications are being accepted until 5/15/15. There have been three EQIP applications received.

EXTENSION

The Mercer Ag Agent position application deadline is completed. The Committee will start the interview process at the end of May.

A new Snap Ed program for Mercer County employee, Amanda has been hired. She will be working with the Extension, County and Trenton Schools.

Many Food Safety calls have been received concerning the release of the Federal Rule updating 3rd party audits. There are many more auditors this year and will be conducting surprise visits after growers are initially inspected and approved, then random inspections will occur.

Meredith is doing random farm visits instead of waiting for phone calls to visit farms.

UNFINISHED BUSINESS

Moving date will be June 25, 2015. Repairs need to be made to roof, interior mold, siding and six new windows. Still have some standing water in the basement the needs to be addressed.

MOTION 5

A motion to move to 590 Hughes Drive was made by E. DiPolvere, P. McNeill, carried unanimously.

NEW BUSINESS

The Director will send out proposed budget for FY 2015 out before the June meeting.

Director's last day working for the District is June 30, 2015.

A Shared Agreement with Hopewell Township to swap mowing Honey & Hunt Lake Dam areas with approval of a Community Forestry Management Plan for Hopewell Township at no cost to either party.

MOTION 6

A motion to approve a Shared Service Agreement with Hopewell Township was made by S. Ellis, seconded by E. DiPolvere, carried unanimously.

Regular Meeting adjourned at 2:17 pm and opened Executive Session.

Respectfully submitted,

William F. Brash, Jr.
Secretary to the Board

-----June, 2015-----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
JUNE 4, 2015**

MCSCD SUPERVISORS

**Priscilla Hayes
Peggy McNeill
Ed DiPolvere
Gary Mount
Scott Ellis**

STAFF

**Paul Schiariti, P.E.
Linda Sandusky**

OTHERS

**Meredith Melendez
Nicole Ciccaglione**

The meeting was called to order by Chairperson Priscilla Hayes at 6:25pm. The Statement of Adequate Notice was read.

The minutes of the May 7, 2015 meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes & executive session minutes as mailed was made by G. Mount, seconded by S. Ellis, carried unanimously.

The Treasurer's Report was presented to the Board. The District is in the black again with CAP payments received for March & April, 2015. Some expenses have occurred with the start of renovations at 590 Hughes Dr. The Roof was repaired, chimney was repaired and mold was removed.

MOTION 2

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

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

22 - APPLICATIONS RECEIVED

4 - PREREVIEW INSPECTIONS – MERCER DISTRICT

23 - REVIEWS – MERCER DISTRICT

113 - INSPECTIONS – MERCER DISTRICT

5 - PRE CONSTRUCTION MEETINGS

25 - FINAL REPORTS OF COMPLIANCE
1 - CONDITIONAL REPORTS OF COMPLIANCE
2 - VIOLATION NOTICES
0 - STOP WORK ORDERS
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
1 -5,000 SQUARE FOOT DETERMINATIONS

NPS coordinator and Administrative Assistant have been scheduling and meeting with sub-contractors for basement waterproofing & structural damage at the building at 590 Hughes Drive.

NPS Coordinator has met with Frank Zabawa of Mercer County Park Commission to review water damage at 590 Hughes Drive.

NPS Coordinator has been continuing with the Assunpink Site 4 dam assessment.

Scott Ellis and the Director met with Secretary Fisher and Frank Minch.

NNL

Courtney and The Director completed 800+ NNL inspections for Phase III. We have scheduled a meeting with Robbinsville, and the Contractor to coordinate the process post retirement. The meeting is scheduled for June 8th.

CWPP

Jackson Township and Monroe Township, Gloucester County's CWPP's are wrapping up. The Director is talking to NJ Forest Service about Courtney taking over and preserving the income for the District.

EFRP

10 Landowners have been served in May. If Courtney is willing to obtain her TSP Certification from NRCS, we may be able to continue with that revenue stream as well.

FAC

The wildfire certification actions with Sustainable Jersey are now set to be released in July. The Director completed the second BLOG post. The Director drafted the information brochure to inform the Learning Network about our successful activities for 2014 and 2015. This was the last work project required under the grant.

The Director is attending the FAC Conference in New Mexico.

CIG

Ines and the Director are making the edits needed to the Grant application to answer NRCS's punch list of items and submit the full proposal due this Friday.

MOTION 3

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

CORRESPONDENCE

Shared Services Agreement with Robbinsville Township was received to service the District vehicles for the next year.

MOTION 4

A motion to approve the Shared Services Agreement with Robbinsville Township was made by S. Ellis, seconded by G. Mount, carried unanimously.

The District received a fully executed Shared Services Agreement with Hopewell Township. The District will prepare a Community Forestry Management Plan for Hopewell Township, and Hopewell Township will mow Honey/Hunt Lake Dam Embankments at no cost to either party.

A letter was received from Joe Lomax congratulating Bill Brash on his retirement.

An email was received to inform the District that as of May 1st, 2015 Desiree Dunn is the new Executive Director for the NJACD.

An email was received from NJDEP to advise the District that French & Parrello Assoc. has been selected as the design consultant for the Honey Lake Dam project.

Mold health information was handed out to the Board.

CHAPTER 251

2015-5037-T	2015-5046-E	2015-5039-E	2015-5044-H
2015-5014-H	2015-5035-HT	2015-5033-HT	2015-5031-HT
2015-4997-M	2015-5051-P	2015-5047-P	2015-5034-P
2015-5028-P	2009-4271-P	2015-5045-WW	2015-5042-WW

MOTION 5

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

RC&D

Nicole has been informed RC&D are working on Tour de Farms and Team Habitat.

NRCS

Three EQIP applications have been submitted, two for Forest Management Plans and one for Forestry Implementation. There is one CAP Forest Management Plan for approval.

MOTION 6

A motion to approve CAP Forest Management Plan was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

EXTENSION

The Ag Agent is busy visiting farms and a few new Organic Farmers are in the County. The 4H Club is moving in down the street. The Boys and Girls Club will have shops there to teach skills. The Mercer Ag Agent Faculty Member position interview with a Hiring Committee and Meredith Melendez is on the 17th. They are getting ready to do the food safety sampling this summer.

UNFINISHED BUSINESS

Additional building repair costs have occurred. Exterior ceiling joist replacement, exterior mortar repair to chimney and step, purchase of a dehumidifier for basement and extended the leaders for the down spouts have all occurred. Still receiving quotes for the interior structural repairs. Scott Ellis asked to discuss this further in executive session.

The H&H Base is currently down again. The database has run out of disc space as a result of the pictures being uploaded to the database.

NEW BUSINESS

The District Budget and the CAP Budget were handed out. The new renovations for 590 Hughes Dr. are included. CWPP income is not included since Bill Brash will be retiring and it is currently uncertain if Courtney can take this over.

MOTION 7

A motion to approve the Budget for FY 2016 pending review and/or changes was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

The CAP salaries have increased 1% for the new budget year starting July 1, 2015 and health insurance is the other portion that contributes to the increase.

MOTION 8

A motion to approve the CAP Budget for FY 2016 was made by S. Ellis, seconded by P. McNeill, carried unanimously.

Shared Services Agreement between the Mercer District and the Freehold District on an as needed basis, to help Mercer District with inspections after Bill Brash retires was presented to the Board.

MOTION 9

A motion to approve the Shared Services Agreement between the Mercer District and the Freehold District was made by P. McNeill, seconded by G. Mount, carried unanimously.

Regular meeting adjourned at 7:35 pm and opened Executive Session.

Respectfully submitted,

**Paul Schiariti, P.E.
Secretary to the Board**

-----**July, 2015**-----