

**Mercer County Soil Conservation District
MEETING MINUTES
For Fiscal Year 2016 (July 1, 2015 to June 30, 2016)**

(Chronological order starting July, 2015, Scroll down for other months.)

----- July 2015 -----

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

MCSCD SUPERVISORS

Priscilla Hayes
Scott Ellis
Ed DiPolvere
Gary Mount

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Nicole Ciccaglione

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

The minutes of the June 4, 2015 meeting were reviewed by the Board.

MOTION 1

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

The Treasurer's Report was presented to the Board. The Treasurer's Report is in the black for the month of June. The District is waiting for 2 months of CAP payments for the FY 2015.

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

21 - APPLICATIONS RECEIVED
10 - PREREVIEW INSPECTIONS – MERCER DISTRICT
26 - REVIEWS – MERCER DISTRICT
74 - INSPECTIONS – MERCER DISTRICT
4 - PRE CONSTRUCTION MEETINGS
12 - FINAL REPORTS OF COMPLIANCE
5 - CONDITIONAL REPORTS OF COMPLIANCE
0 - VIOLATION NOTICES
0 - STOP WORK ORDERS
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
4 - 5,000 SQUARE FOOT DETERMINATIONS

CWPP

William Brash prepared, completed and submitted quarterly reports.

EFRP

William Brash prepared, completed and submitted quarterly reports. Bill responded to an audit request. Bill trained Courtney on-site.

NNL

William Brash prepared, completed and submitted quarterly reports. All trees that have been planted have been inspected and submitted to Robbinsville for payment.

FAC

William Brash completed last of Sustainable Jersey actions and end of year report. Bill attended an annual Grant Workshop in Santa Fe, New Mexico.

H&H DATA BASE

The Director sent an email to Frank Minch stating that we anticipate steady progress in the data entry. Paul began entering information in the data base.

590 HUGHES DRIVE

The Director and Office Administrator coordinated and managed building repairs.

The Director and Office Administrator coordinated and managed building move and completed various maintenance and repairs throughout the building.

MOTION 3

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

CORRESPONDENCE

There was no correspondence for the month.

CHAPTER 251

2015-5057-E	2015-5055-E	2015-5050-E	2015-5002-E
2094-4194-E	2015-5074-H	2015-5032-H	2014-4921-H
2015-5020-HB	2015-5026-HPB	2015-5063-HT	2015-5043-HT
2015-5035-HT	2015-5049-L	2015-4998-M	2015-5068-PB
2015-5073-P	2015-5067-P	2015-5060-P	2015-5054-P
2015-5052-P	2014-4959-R		

MOTION 4

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

NRCS

Three EQIP applications have been submitted, two for Forest Management Plans and one for Forestry Implementation.

Both CAP Forestry applications have been approved for funding and are being worked on now...

One EQIP Forestry Implementation Plan is ready for District approval.

August 6th is an all employees meeting at the Boathouse for NRCS and they are requesting a farmer to provide a service project (gleaning). Nicole will talk to Rutgers to see if they can provide service.

MOTION 5

A motion to approve EQIP Forestry Implementation Plan was made by G. Mount, seconded by S. Ellis, carried unanimously.

EXTENSION

Late blight was found on tomatoes this week in Morris County, all tomato and potato growers in the state should be applying preventative fungicides. Meredith will be presenting at the AG Agents Conference on farm food safety sampling in New Jersey. In many states there is little to no outreach on this topic from Extension. Farm visits around the County continue, focusing on new farmer consultation, disease identification and food safety walk through.

UNFINISHED BUSINESS

The renovations at 590 Hughes Drive are under budget. Additional work is required, new back doors, inside trim work on 2 windows, exterior window painting, Bilco basement door, etc.

MOTION 6

A motion to approve additional repair work at 590 Hughes Dr. was made by E. DiPolvere, seconded by G. Mount, carried unanimously.

H&H DATABASE

The Director spoke to Frank Minch and will continue to slowly input information into the database. Drainage area maps are no longer required to be imputed.

STAFFING AGREEMENT

The District is interested in keeping Courtney Compton on a consulting basis to complete No Net Loss for the District and Robbinsville Twp.

OTHER

Jillian Jaworski resigned her position as a CAP Employee with the District. Her last day is July 3, 2015. That State will not be filling her position.

The District received an invoice from NJACD for Envirothon tee-shirt donation of \$500.00.

MOTION 7

A motion to approve an Envirothon donation was made by E. DiPolvere, seconded by G. Mount, carried unanimously.

All officers elected to keep their current Supervisory positions.

Meeting was adjourned at 7:32 pm.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board

----- August 2015 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
AUGUST 6, 2015**

MCSCD SUPERVISORS

**Priscilla Hayes
Gary Mount
Ed DiPolvere**

STAFF

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

OTHERS

Nicole Ciccaglione

The meeting was called to order by Chairperson Priscilla Hayes at 6:28 pm. The Statement of Adequate Notice was read.

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

MOTION 1

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

The Treasurer's Report was presented to the Board. 251 Fees for July were doubled over this time last year. The Dam administrative, technical and site inspection fee was received. This really helped the bottom line. RFA permit fees were up as well.

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

16 - APPLICATIONS RECEIVED
2 - PREREVIEW INSPECTIONS
29 - REVIEWS
102 - INSPECTIONS
5 - PRE CONSTRUCTION MEETINGS
2 - FINAL REPORTS OF COMPLIANCE

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

EFRP

Three (3) EFRP inspection requests have been received and were forwarded to Tim Matthews of the Warren County Soil Conservation District. Project files were copied by the Office Administrator and sent to the Warren District Office.

The District Manager drafted a Shared Services Agreement with the Warren District for EFRP inspection assistance and forwarded the same to Sandra Myers, District Manager for comment.

NNL

Courtney Compton met with Dennis from Trees Now to coordinate up and coming inspections from recent tree plantings.

H&H DATA BASE

The District Manager is continuing to enter projects into the H&H Data Base.

DAM ASSESMENTS

The District Manager took a webinar training course entitled DamWatch. DamWatch is an NRCS data base and dam safety utility available to project sponsors and NRCS representatives that can provide early warning alerts when weather conditions may adversely affect dams.

590 HUGHES DRIVE

District Manager and the Office Administrator completed the interior trim and painting around the newly installed windows. The District received a quote from St. Joseph's Contractor to replace the two rear doors, Bilco basement door and paint the wood exterior window frames and doors.

MOTION 3

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

CORRESPONDENCE

Received brochures for the Tour de Pines (bike tour) from September 20 through October 4, 2015. The tour consists of 5 consecutive single-day bicycle tours of the New Jersey Pinelands. Pinelands Preservation included maps of the Pinelands they are selling.

A resignation letter was received from Frank Wu, CAP employee. The State will not be filling his position at this time.

The District received a letter from Frank Minch allowing us to be reimbursed for the dam administrative, technical and site inspection fees.

The District received a letter from NRCS for an Easement Monitoring Grant opportunity to monitor seven easements. The District is not pursuing this grant at this time.

A letter was received from the Mercer County Board of Agriculture inviting us to their annual Legislators' Breakfast on September 14, 2015 at 7:30 am. The breakfast is being held at Terhune Orchards.

CHAPTER 251

2015-5071-T	2014-4933-T	2015-5059-H	2013-4732-H NJG0224464
2015-5075-HB	2015-5082-HT	2015-5078-HT	2015-5033-HT NJG0244503
2015-5019-HT	2015-5085-P	2015-5084-P	2015-5029-P
2015-4072-R	2013-4752-R NJG0218804	2015-5080-WW	2015-5079-WW
2015-5076-WW	2015-5064-WW		

MOTION 4

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

NRCS

Three EQIP applications were submitted: two for Forest Management Plans and one for Forestry Implementation.

Both CAP Forestry applications have been approved for funds. The Hopewell application approved for funding is in the contracting in progress stage. Hamilton application needs conservation plan approval.

MOTION 5

A motion to approve NRCS Forestry Stewardship plan in Hamilton was made by G. Mount, seconded by E. DiPolvere, carried

Nicole Ciccaglione attended the Mercer 4H Fair last weekend.

EXTENSION

The summer season has been busy with farm visits for disease identification, troubleshooting and food safety. Extension has another new influx of interns working on farms in the county.

Meredith Melendez, on August 1st began tenure as Agricultural Agent and is currently working on a three year contract with the university. Meredith attended the National Assoc. of County Agricultural Agents Conference in Sioux Falls and made some new connections that will be beneficial to local growers. She has also been invited to speak at the Great Plains Fruit and Vegetable Conference; they are very interested in the food safety sampling that has been done over the past four years. The 4H Fair was a great success with a good turnout and beautiful weather. Meredith has been busy with on-farm food safety sampling including composts (using the state lab for analysis), surface irrigation water, and product contact surfaces.

SSCC UPDATE

The SSCC meeting is on Monday and will be discussing 3rd party appeals, and the SCD financial accounting manual will be presented for adoption. They will also discuss the fees associated with smaller land disturbances and smaller single family homes in light of correspondence received from Senator Oroho's office. The Senator is questioning the fees assessed and the services provided. This may lead to additional review of all districts and how they handle smaller projects.

UNFINISHED BUSINESS

The last building renovations are being done, new back doors, exterior window and door painting, and Bilco basement door installation.

NNL

Inspections are being done by Courtney Compton in Robbinsville and reports were done.

EFRP

EFRP Grant requests are being received from Doreen Beruck, Hunterdon Somerset County Office, Farm Service Agency and being forward to Tim Matthews at the Warren District to handle. These grant requests have to be handled within 30 days. Courtney Compton needs the TSP certification to be able to work on EFRP.

A Shared Services Agreement has been drafted between the Warren District and the Mercer District to implement EFRP on our behalf. This requires board approval.

MOTION 6

A motion to approve a shared Services Agreement between the Mercer District and the Warren District to implement the EFRP program on our behalf was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

CWPP

The District Manager will be meeting with Greg McLaughlin next week to talk about the future of CWPP and if Courtney Compton can do this work.

NEW BUSINESS

Next District meeting is on September 3, 2015 at 3 pm. This will be the Picnic meeting. We will send out the invitations in the next couple of weeks.

Meeting was adjourned at 7:29 pm.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board

----- September 2015 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
SEPTEMBER 3, 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
Dan Pace**

The meeting was called to order by Chairperson Priscilla Hayes at 3:11pm. The Statement of Adequate Notice was read.

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

MOTION 1

A motion to approve the minutes as mailed was made by E. DiPolvere, seconded by Peggy McNeill, and abstained by S. Ellis and P. McNeill, carried by G. Mount, P. Hayes and E. DiPolvere.

The Treasurer's Report was presented to the Board. Treasurer's Report looks good for the month of August, 2015. The District is in the black \$11,400.00 for the month. Plans for a large development in Robbinsville were received for age restricted homes on Hankins Road. Chapter 251 Fees show an increase over August of 2014.

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

12 - APPLICATIONS RECEIVED

10 - PREREVIEW INSPECTIONS

33 - REVIEWS

77 - INSPECTIONS

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

EFRP

One (1) inspection request has been received and was forwarded to Tim Matthews of the Warren County Soil Conservation District. Project file was copied by the Office Administrator and sent to the Warren District Office.

NNL

Courtney Compton inspected 382 trees in Robbinsville Township. The District billed Robbinsville for NNL through 8/13/15.

H&H DATA BASE

The District Manager is continuing to enter projects into the H&H Data Base.

DAM ASSESMENTS

The District Manager began constructing the HEC-RAS Model for the potential downstream inundation area of the Assunpink Creek for several dam breach scenarios.

590 HUGHES DRIVE

The two (2) rear doors and the exterior basement entrance, Bilco door were installed by St. Joseph's Contractor. The doors and the exterior wood window frames were also painted. The District Manager installed a new faucet in the bathroom sink in the hallway. District staff trimmed bushes and shrubs in the wildlife garden.

MOTION 3

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

CORRESPONDENCE

The District received a letter from Nightlinger, Colavita & Volpa to confirm our understanding of the services for the audit to be provided agreement.

Annual Conservation Partnership Meeting NJACD at the Rutgers Eco-Complex email to save the date was received from Desiree Dunn, NJACD Executive Director. The meeting will be held October 27, 2015.

The District received a copy of the Freehold Soil Conservation District 2014 Annual Report.

A copy of the Resource, a publication of the National Association of Conservation Districts was received by the District.

CHAPTER 251

2015-5041-T	2015-5023-T	2011-4549-T	2015-5066-EW
2015-5094-E	2015-5062-E	2015-5090-H	2015-5089-HT
2015-5008-HT NJG0241008	2015-5007-HT	2012-4664-HT	2015-5087-L
2015-5100-P	2015-5096-P	2015-5095-P	2015-5093-P
2015-5069-P	2015-5098-R	2015-5040-R	2015-5025-R
2013-4840-R			

MOTION 4

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

NRCS

2016 EQIP Program has new sign-up dates 10/16/15 and 3/16/16. There have been two EQIP applications submitted.

One Conservation Stewardship Plan for enhancements was discussed for District approval.

MOTION 5

A motion to approve NRCS Conservation Stewardship Plan in Hopewell was made by S. Ellis, seconded by E. DiPolvere, carried unanimously.

EXTENSION

Meredith Melendez is now the Agricultural and Resource Management Agent County Agent III.

Meredith received a Niche Specialty Crop Grant for \$500,000.

Meredith is also writing a Grant called Employees Management Plan through Extension Risk Management Agency. Meredith is meeting with new or beginning farmers to help with educating the farms on hiring, firing and the financial side of farming, etc.

Meredith is spending time on writing and trying to take the programs and research that has been done and put into publications for Rutgers. She is still doing farm visits and doing water sampling.

SSCC UPDATE

The SSCC is scheduled to meet with DEP to discuss their concerns with soil restoration and the standards. At the same time, we are responding to an inquiry from the General Assembly on the Soil Restoration Standards.

In addition, Mr. Minch is working with the Division of Animal Health, USDA and DEP Emergency Management on options for dealing with high pathogen avian influenza.

The Training Subcommittee will be meeting on Sept. 17th and there will be continued discussion on the fees assessed for small single family projects and disturbances on lots with existing dwellings (pools, septic renovation, tennis courts, etc.) as the 24th Legislative District had additional questions on how fees are developed and assessed.

UNFINISHED BUSINESS

All building renovations have been completed.

Courtney Compton is in California fighting wild fires and will return in two weeks to continue working on NNL in Robbinsville.

Courtney is still waiting for the State Ethics Committee to make a decision on her potential conflict of interest for working on the EFRP Grant.

The District received a signed shared Services Agreement with the Warren District for EFRP work to be completed.

NEW BUSINESS

A time extension was received from Carrie Mosely for the dam assessments and extending until 12/31/15.

Meeting was adjourned at 3:55 pm.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board

----- October 2015 -----

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

MCSCD SUPERVISORS

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

STAFF

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

OTHERS

Nicole Ciccaglione

The meeting was called to order by Vice-Chairperson Gary Mount 6:30 pm. The Statement of Adequate Notice was read.

The minutes of the September 3, 2015 meeting were reviewed by the Board.

MOTION 1

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

The Treasurer's Report was presented to the Board. Not a bad month with a small amount in the red for the month. The application fees were in line with this time last year and expenses included air conditioning repair work done.

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

14 - APPLICATIONS RECEIVED
2 - PREREVIEW INSPECTIONS
17 - REVIEWS
106 - INSPECTIONS
0 - PRE CONSTRUCTION MEETINGS
17 - FINAL REPORTS OF COMPLIANCE
1 - CONDITIONAL REPORTS OF COMPLIANCE

- 1 - VIOLATION NOTICES
- 0 - STOP WORK ORDERS
- 0 - DENIALS
- 0 - CERTIFICATION DELEGATIONS
- 1 - 5,000 SQUARE FOOT DETERMINATIONS

EFRP

One (1) EFRP inspection request and one (1) EFRP plan modification request were received and forwarded to the Warren County Soil Conservation District (Tim Matthews) for processing. Project files were copied by the Office Administrator and forwarded to Mr. Matthews.

The District Manager prepared the Quarterly Reports for the U.S. Forest Service including form SF-425, along with a General Project Status Report for the Quarter Ending September 30, 2015. The Reports were forwarded to Karen Sykes of the U.S. Forest Service.

NNL

The District's Consulting Forester inspected 513 trees in Robbinsville Township for the month of September, 2015. The District billed Robbinsville Township for NNL through September 30, 2015.

CWPP

The District's Consulting Forester has been working on CWPP Plans in conjunction with Greg McLaughlin of the N.J. Forest Service, for Monroe Twp., Gloucester County and Jackson Twp.

DAM ASSESMENTS

The District Manager is continuing work on modeling for Dam Site #4 Breach Inundation analysis.

TRAINING

The District Manager completed an online training course for Supervisor of Certifying Officer for Chapter 52 Pensions and Benefits.

The District Manager completed a webinar course entitled Soils Your Best Management Practices and the Landscape.

MOTION 3

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

CORRESPONDENCE

Ed & Peggy received a notice from the National Community Forestry Council to prepare a proposal.

ANJEC Conference is October 9, 2015, titled: Fixing Our Water Woes New Jersey's Bucket List.

The District received a copy of a letter from the State of New Jersey, Agriculture Development Committee to extend a soil and water cost share application until October 3, 2015.

An email was received by the District Manager from NRCS and Farmers Against Hunger for a Gleaning event October 13, 2015 at Eastmont Orchards to pick apples.

The District received an invitation from the Mercer County Board of Agriculture to attend their dinner meeting on October 23, 2015 at the Mountain View Country Club.

CHAPTER 251

2015-5058-EW	2015-5050-E NJG0244228	2015-5103-H	2015-5101-H
2015-5083-H	2015-5108-HPB	2015-5105-HT	2015-5097-HT
2015-5117-L	2015-5112-P	2015-5111-P	2015-5110-P
2015-5104-P	2015-5096-P	2015-5065-R	

MOTION 4

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

NRCS

The Tour de Farms had a good turnout with ridership up.

NRCS is now accepting applications for EQIP – 10/16/15 & 3/16/16

EQIP (CAPS) – 10/16/15, 1/15/16, 3/18/16 & 4/15/16

EQIP – Energy, Organic & Soil Health Initiative – 10/16/15, 1/15/16, 3/18/16 & 4/15/16

NRCS had one application submitted for Forestry Implementation.

NRCS will be offering new EQIP practices entitled:

Secondary Containment for Manure Storage

Live Stock Shelter Structures

Amending Soil Products with Gypsum Products

Drainage Water Management

Denitrifying Fire Reactor

SSCC

The SSCC is working with the NJACD on the upcoming conference and NE NACD meeting.

Soil Restoration Standards are in a holding pattern at the Governor's Office.

OPRA matter is in process and the SSCC contacted the Attorney General's Office for clarification.

The SSCC is working on both the avian influenza planning and a number of animal waste matters around the state.

One important matter to stress is that there will be civil rights (harassment and discrimination) in the workplace training for supervisors at the conference and supervisors should attend if at all possible.

UNFINISHED BUSINESS

NJACD Annual Conference application and draft agenda were supplied to the Board.

An EFRP agreement has been completed and forward to the Warren District and one waiver for some tree planting required on a plan was also forwarded.

Courtney Compton passed the Ethics Board and now has to file an official application with Nancy to receive her TSP certification requirement before she can do the EFRP work.

Courtney Compton has been working with Greg McLaughlin on CWPP plans.

The Freehold District received the CIG Grant.

NEW BUSINESS

Shared Services Agreement with Mercer County was discussed to change the wording and add the Mercer County Park Commission fee waiver.

A new 2016 District Meeting Calendar was presented and approved.

MOTION 5

A motion to approve the 2016 District Meeting Calendar was made by E. DiPolvere, seconded by S. Ellis, carried unanimously.

The FY2016 CAP Agreement was changed to reflect only one year of Pension Employers Appropriation payment for the CAP employees due to the resignation of Jillian Jaworski and Frank Wu from the program.

MOTION 6

A motion to approve the CAP Budget FY2016 changes was made by E. DiPolvere, seconded by P. McNeill, carried unanimously.

The District will support the NJ Tree Recovery Program and allow trees to be dropped

off at the District for towns in Mercer County to pick-up. This is organized by Alec McCartney at the NJ State Forestry Services.

The Board discussed and authorized shelving units to be installed by the District Manager in the garage for application record retention.

The District received the National Association of Conservation District (NACD) annual membership notice.

MOTION 7

A motion to approve the NACD annual membership donation of \$500.00 was made by S. Ellis, seconded by E. DiPolvere, carried unanimously.

Meeting was adjourned at 7:35 pm.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board

----- November 2015 -----

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

MCSCD SUPERVISORS

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

STAFF

Paul Schiariti, P.E.

OTHERS

**Meredith Melendez
Laura Coover
Dana Fraytak Troiano
David Fraytak**

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

The minutes of the October 8, 2015 meeting were reviewed by the Board.

MOTION 1

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

Dana Fraytak Troiano, owner of 1 Jefferson Place, and her father, David Fraytak requested to be heard for an appeal on the District's non-issuance of final report of compliance for 1 Jefferson Place.

The District Manager gave a brief synopsis to the Board of the status of the project as follows:

A conditional report of compliance was issued on 6/12/15. There were several site issues being addressed (walkway construction, stockpile of soil in from yard) that prohibited the issuance of a final report of compliance. The due date on the conditional was 9/21/15. On 9/23/15 the District conducted an inspection for a final report of compliance. The vast majority of the lot (approx. 1 acre) was covered in annuals and crab grass. The District sent an email punch list to the owner on 9/24/15, noting that fall seeding season ends in mid-October. Several phone calls ensued between the District Manager and the homeowner regarding the issues. The District Manager provided several methods to

address the condition of the lot. The District Manager sought an interpretation from the SSCC. The SSCC responded that a final could not be issued considering the current condition of the lot.

The homeowner requested that the Board over-turn the decision to not issue a final report of compliance. P. Hayes explained that since the interpretation came from the SSCC, that they could not approve the issuance of a final report of compliance.

The District advised the homeowner, that an escrow/bond could be posted for the final report of compliance, typically in the amount of \$0.05/square foot. David Fraytak requested that the amount be reduced to \$0.025/square foot.

MOTION 2

A motion to go into Executive Session was made by P. Hayes, seconded by E. DiPolvere, carried unanimously.

After the Executive Session was adjourned, the Board agreed to reduce the bond/escrow amount to \$0.025/square foot.

Dana Fraytak Troiano and David Fraytak left the meeting at approximately 7:00 pm.

The Treasurer's Report was presented to the Board. 251 income was up considerably for the current month. S. Ellis also noted that payroll is down considerably from the same month last year.

MOTION 3

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

- 15 - APPLICATIONS RECEIVED
- 3 - PREREVIEW INSPECTIONS
- 20 - REVIEWS
- 107 - INSPECTIONS
- 5 - PRE CONSTRUCTION MEETINGS
- 37 - 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

One (1) EFRP inspection request was received and forwarded to the Warren County Soil Conservation District (Tim Matthews) for processing. The project file was copied by the Office Administrator and forwarded to Mr. Matthews.

The District Manager prepared and forwarded invoices for EFRP for the Quarters from April 1, 2015 to June 30, 2015 and July 1, 2015 to September 30, 2015.

NNL

The District's consulting Forester inspected 85 trees in Robbinsville Township for the month of October, 2015. The District billed Robbinsville Township for NNL through October, 2015.

CWPP

The District's consulting Forester has been working on CWPP Plans in conjunction with Greg McLaughlin of the N.J. Forest Service for Monroe Twp., New Lisbon, and Howell Twp.

DAM ASSESMENTS

The District Manager contacted the NJDEP to inquire about the status of Honey and Hunt Lake Dams.

The District Manager conducted field inspections for the Honey and Hunt Lakes dam embankment maintenance. The Manager took photographs of areas that he believes will require additional maintenance and forwarded them to Paul Pogorzelski, Hopewell Twp. Business Administrator and Engineer.

The District Manager is continuing work of modeling for Dam Site #4 Breach Inundation Analysis.

H&H DATA BASE

The District Manager is continuing with the data base entries into the H&H Data Base System. Active projects for West Windsor Twp. have been completed. Active projects for East Windsor Twp. are currently being entered into the data base.

TRAINING

The District Manager along with Supervisor's Ed. DiPolvere, Scott Ellis and Gary Mount attended the annual NJACD conference at the Rutgers Eco-Complex. Conference topics included: Global Climate Change, Local Impacts; Conservation in Changing Climates; Water Management in Changing Times; Assuring a Work Environment Free from Harassment and Discrimination; Soil Restoration Standards and Storm water Management Regulations.

MOTION 4

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

CORRESPONDENCE

E. DiPolvere and P. McNeill received a Call for Papers from the National Urban Community Forestry Council.

The District Manager received a revised invitation to the Mercer County Board of Ag Annual Dinner Meeting honoring former Congressman Rush Holt and G. Mount attended.

The District received the FY 2015 Annual Audit from Nightlinger, Colavita & Volpa, CPA's. There were no significant findings contained within the audit.

CHAPTER 251

2015-5036-T	2015-5109-E	2015-5120-HB	2015-5107-L
2015-5129-P	2015-5122-P	2015-5119-P	2015-5118-P
2015-5095-P	2015-5056-P	2014-4908-R	

MOTION 7

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 Plan applications are being accepted 3/18/16 & 4/15/16. EQIP Energy, Organic & Soil Health Initiative applications are being accepted 1/15/16, 3/18/16 & 4/15/16. One EQIP application was submitted for 2015 Forestry Implementation and deferred to 2016.

EXTENSION

This year's Annual Agriculture Convention will be held at Harrah's Atlantic City.

Jessica Niederer, who was previously named Outstanding Young Farmer in New Jersey made the first cut and is within the top 25 Outstanding Young Farmers for the Nation. She owns and operates an organic fruit and vegetable farm in Hopewell.

Meredith Melendez has access to a soil and plant dryer (small scale) and offered use to the District.

Meredith has also been receiving inquiries regarding a go between or middle man for local produce; in particular from Amazon, and deliveries to New York City.

Meredith noted that there is a farm for sale in Robbinsville.

Meredith conducted a training workshop for the Mercer Master Gardeners on soil and recently had a biographical article published in New Jersey Farmer.

SSCC

Planning for the North East NACD Meeting in August is underway. Annual conference evaluations should be coming from the Association. Soil Restoration Standards has implementation concerns. Smart Procure OPRA issues were sent to the DAG's Office for comment. High Pathogen Avian Influenza planning continuing with disposal options a primary concern. Turkey Farms in Mercer County will be monitored. The District will be asked about the status of H&H Data Base input. Four Districts have yet to complete data entry.

UNFINISHED BUSINESS

The District Manager provided an update on the Forestry Grants and let the Board know that he received a phone call (for a reference for Courtney Compton) from the PA DER, for a position she applied for.

The District Manager gave the Board an update on Honey and Hunt Lakes.

HONEY LAKE

Easement transfers have been signed by both parties (The District and the Homeowner's Association). The easement agreements are being held in the Attorney General's Office. The transfer will be completed upon Bid Award for the construction of the Dam.

HUNT LAKE

The District received a request from Clint Oman on August 12, 2015 to scan and email copies of the Easement Agreements related to Hunt Lake. We followed through with his request within the week.

I spoke with Clint Oman on October 20, 2015 regarding the status of Hunt Lake. Initially, DEP wanted to schedule a meeting with all parties with an interest in the Dam, but the Homeowner's decided to follow the template that is in place for Honey Lake. He informed me that a Memorandum of Agreement (MOA) is being prepared by the Attorney General's Office, similar to that which was used to Honey Lake, and the MOA is in the works (for several months). The Homeowner's agreed to follow the same path as the Honey Lake Dam owner's. He will contact us upon receipt of the MOA.

HONEY AND HUNT LAKE EMBANKMENT MAINTENANCE

An email was sent to Paul Pogorzelski by the District Manager on November 4, 2015 with items that need to be addressed as follows:

1. The Southeast exterior embankment for Honey Lake has not been mowed.
2. There is a large tree on the Southwest interior embankment on Honey Lake that should be removed (woody vegetation).
3. The Autumn Olive growing on the interior embankment of Hunt Lake should be removed. This is also considered woody vegetation.

4. There is some vegetation clogging the weir in the outflow control structure at Hunt Lake that should be removed as well.

SmartProcure withdrew their OPRA request after the District Manager sent a response to them from the SSCC/DAG's Office.

NEW BUSINESS

The District Manager discussed the language within the Shared Services Agreement between the County of Mercer and the Mercer County SCD, regarding the Environmental Educator position. The Board Directed the District Manager to modify the language to reflect the District's current staffing level.

MOTION 8

A motion to execute the Shared Services Agreement subject to modification as noted was made by e. DiPolvere, second by G. Mount, carried unanimously.

P. McNeill announced that she will be retiring from the Board of Supervisors by the beginning of next year.

P. Hayes also announced that she will not be seeking re-appointment at the end of her term (June 30, 2016).

Both Supervisors' many years of exemplary service are very much appreciated by the District.

The meeting adjourned at 7:53 pm.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board

----- December 2015 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
DECEMBER 3, 2015**

MCSCD SUPERVISORS

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

STAFF

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

OTHERS

**Meredith Melendez
Nicole Ciccaglione
Dan Pace
Frank Minch
Lou Goldshore**

The meeting was called to order by Chairperson Priscilla Hayes at 11:04 am. The Statement of Adequate Notice was read.

The Executive Session Minutes of the November 5, 2014 meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes of the Executive Session as mailed was made by S. Ellis, seconded by P. McNeill, carried unanimously.

The minutes of the November 5, 2015 meeting were reviewed by the Board. One correction was brought to our attention by S. Ellis. He did not attend the Mercer County Board of Ag Annual Dinner Meeting.

MOTION 2

A motion to approve the minutes with one correction was made by S. Ellis, seconded by P. McNeill, carried unanimously.

The Treasurer's Report was presented to the Board. The District had another good month and in the black again. This includes the invoicing of the Mercer County Grant. The District received two Ag Resource Grant payments (CAP). Some electric work was done on the building also.

MOTION 3

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

10 - APPLICATIONS RECEIVED
0 - PREREVIEW INSPECTIONS
21 - REVIEWS
73 - INSPECTIONS
0 - PRE CONSTRUCTION MEETINGS
12 - FINAL REPORTS OF COMPLIANCE
15 - CONDITIONAL REPORTS OF COMPLIANCE
0 - VIOLATION NOTICES
0 - STOP WORK ORDERS
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
1 - 5,000 SQUARE FOOT DETERMINATIONS

EFRP

No EFRP inspection requests or plan modification requests have been received.

NNL

No inspections for the month of November.

CWPP

The District Manager met with Maureen Brooks of the USDA Forest Service, along with Greg McLaughlin and Courtney Compton to go over CWPP Grants, time extensions, billing requirements, etc.

Courtney Compton has been working on updates to the Howell, Monroe Townships & Sandyston. Courtney has contacted section wardens about existing Phase 2 plan status and Phase 3 potential plans. Courtney had a meeting with Section B5 on Ocean Twp. CWPP, gathering fire map data and wildfire risk data.

DAM ASSESMENTS

The District Manager is continuing work on modeling for Dame Site #4 breach inundation analysis. He met with Dave Lamm to go over the extent of the inundation area and is finalizing the report. Based upon downstream impacts, it appears that the hazard classification of Dam Site #4 will increase to high hazard from significant hazard.

H&H DATABASE

The District Manager is continuing the H&H Database entry. Active projects for two (2) Municipalities (West Windsor and East Windsor) have been substantially completed. Robbinsville Twp. active projects are currently being entered into the database. The

District Manager received an email from the State Soil Conservation Committee stating that funding for the project was reassigned. The District Manager wrote a letter to the SSCC stating that the project should be substantially completed within 6 months, in hope of having the funds reinstated. The District Manager was informed that the funds have been reinstated.

MOTION 4

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

CORRESPONDENCE

The District Manager received an email from Courtney Compton that she received her TSP certification and can now work on EFRP. No news on full-time employment yet.

CHAPTER 251

2015-5048-T	2015-5130-E	2015-5003-E	2015-5113-H
2013-4828-H NJG0228567	2015-5136-HT	2015-5135-HT	2015-5124-HT
2015-5131-L	2015-5121-L	2015-5138-P	2015-5132-P
2015-5070-P	2015-5137-WW	2015-5125-WW	

MOTION 5

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

RC&D

South Jersey RC&D had a successful Tour de Farms. They are working on having a Tour de Vines with a target date of 2017. They are looking for a partner for Team Habitat.

NRCS

N. Ciccaglione had one request for a conservation assistance plan from Barry Black. NRCS is working on several applications from Mercer County to assess eligibility.

MOTION 6

A motion to approve the conservation assistance plan for Barry Black was made by S. Ellis, seconded by P. McNeill, carried unanimously.

EXTENSION

Extension had their first Food Safety Training Class with 15 people attending. M. Melendez also presented information on the Food Safety Modernization Act that is now finalized. Estimating 500 farms in New Jersey need to comply with the new Food Safety Modernization Act. They have 2 years to comply with the new Act.

Jessica Niederer who was preciously named Outstanding Young Farmer in New Jersey made the top 10 lists of Outstanding Young Farmers for the Nation.

They currently have two active Grants: Consumer Survey for the Mid-Atlantic and Niche Crop Grant.

SSCC

The North East NACD Meeting planning for August, 2015 is still underway.

The Soil Restoration Standards are starting up again after concerns from DEP were addressed. The Governs Office has given the O.K. to continue. The topsoil and land grading issues are ongoing. The implementation once approved will still have to be worked out; uniformity, inspections, fees, etc.

The Permit Extension Act on 2007 is set to expire on December 31, 2015.

High Pathogen Avian Influenza planning is continuing with disposal options a primary concern. Three options for disposal are being considered; surface composting, land fill & incineration. They are currently monitoring the fall bird migration for the spread of influenza.

The Cape Atlantic District has asked the SSCC for an interpretation of the 3 ½ year permit application period. What the 3 ½ years really means, as not to extend past 3 ½ years.

The SSCC has received a high number of third party complaints.

UNFINISHED BUSINESS

The District Manager revised the Shared Service Agreement wording with Mercer County and mailed the executed copies to Mercer County, Dept. of Planning.

No other updates with Forestry other than Courtney Compton receiving her TSP Certification.

NEW BUSINESS

Lewis Goldshore received an email from Deputy Attorney Scott Duban; the State is ready to set aside funds to rehabilitate Hunt Lake Dam with the paperwork circulating to parallel the Honey Lake agreement.

The contract is out for the construction of Honey Lake Dam.

The District received a violation notice from Hopewell Township regarding a farm property at 68–70 Route 31. The District Manager went out to the site, took pictures and this is about a 4 to 5 acre site disturbance. There is not a conservation plan with NRCS and has 2+ acres worth of millings with what appears to be a farm stand parking lot. 4 to

5 acres of stripped soil and regraded, for a parking lot. The District would like to issue a stop work order for this site and have an application submitted for a 251 Plan.

MOTION 7

A motion was made to issue a stop work order for 68–70 Route 31, by E. DiPolvere, seconded by S. Ellis, carried unanimously.

The Board did not find issues with the Audit for Fiscal Year 2015.

MOTION 8

A motion was made to approval the Audit for FY2015 by S. Ellis, seconded by E. DiPolvere, carried unanimously.

Peggy McNeill has decided to retire as a District Supervisor and this is her last meeting. Peggy has 41 years of service as a Supervisor to our Board. The original certification of appointment letter from 1974 was read by the District Manager. Priscilla Hayes, the Chairperson to the Board thanked Peggy for all her years of service and presented Peggy with a plaque for her 41 years of service. Peggy is the first women to be on a Board of Supervisors for any District. Peggy McNeill will be truly missed.

MOTION 9

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

Respectfully submitted,

Paul Schiariti
Secretary to the Board

----- January 2016 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
JANUARY 7, 2016**

MCSCD SUPERVISORS

Priscilla Hayes
Scott Ellis
Ed DiPolvere
Gary Mount

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Doug Kauffman

The meeting was called to order by Chairperson Priscilla Hayes at 6:28pm. The Statement of Adequate Notice was read.

The minutes of the December 3, 2015 meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes as mailed was made by E. DiPolvere, seconded by S. Ellis and G. Mount abstained, motion carried.

The Treasurer's Report was presented to the Board. District was in the black again this month. Revenue was up due to payment received from NRCS for Dam #4 Assessment. 251 Revenue was up as well. Payment was made to the Accountants for the audit of Fiscal Year 2015.

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

9 - APPLICATIONS RECEIVED
5 - PREREVIEW INSPECTIONS
15 - REVIEWS
71 - INSPECTIONS
1 - PRE CONSTRUCTION MEETINGS

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

NO NET LOSS (NNL)

Three inspections were performed this month (12/3, 12/16, 12/23). The first (12/3) included plantings along a new asphalt path adjacent to Sharon Road and the Sharon Road School. A total of 69 sugar maple trees were approved through inspection and a payment request was submitted to Robbinsville Township for \$14,524.50. The two other plantings (12/16, 12/23) were continued as part of the cross country trail area behind the Robbinsville Township High School. A total of 129 trees (mostly Crabapple and Norway spruce) were approved through inspection and a payment request was submitted for \$27,154.50. A total of 10 hours were spent working on the No Net Loss Project this month between inspections, meetings with the planting contractor (Dennis), and completing payment requests and inspection reports.

EMERGENCY FOREST RESTORATION PROGRAM (EFRP)

Since Technical Service Provider certification was approved, the first EFRP inspection was requested. I contacted Gabi Grunstein County Executive Director (Monmouth, Mercer, and Middlesex) of the Farm Service Agency to discuss details of the EFRP and a landowner that had recently completed their practices. Over the holidays the landowner completed their portion of the FSA-848B form and Gabi sent over the request for inspection, from which we have 30 days to complete and resubmit the 848B form to Gabi. I am currently arranging for an inspection of the practices performed on the property. A total of 3.5 hours were spent working on EFRP activities this month.

COMMUNITY WILDFIRE PROTECTION PLANS (CWPP)

This month the following townships included updates to their draft plans: Howell Township, Monroe Township, Sandyston Township, Ocean Township, and Jackson Township. These updates also included creation of new maps for most of the plans. Currently, meetings are being arranged with township stakeholders to review draft plans for Howell Township, Sandyston Township, and Jackson Township. A meeting is also trying to be setup to initiate a CWPP for Lawrence Township, Cumberland County. Several other townships have also been proposed for Phase 3 CWPP's. We touched base with Maureen Brooks of the USDA Forest Service who is the grant coordinator/contact for the CWPP's and received updated grant status information, in addition to confirmation of extensions for both grants to 6/30/2017. Progress and Financial Reports for the two CWPP grants are being drafted and are due by March 31, 2016. A total of 28.5 hours were spent working on CWPP activities this month.

DAM ASSESMENTS

The District Manager completed work on the modeling of Dam Site #4 Breach Inundation Analysis. The Hazard Analysis Report has also been completed. The final invoice was submitted to the NRCS and payment was received on 12/31/15.

H&H DATA BASE

The District Manager is continuing the H&H Data Base entries. Active projects for three (3) Municipalities (East Windsor, West Windsor & Robbinsville Twp.) have been substantially completed. Active projects within Hopewell Twp. are currently being entered into the data base.

SSCC MEETING

The District Manager attended the bi-monthly SSCC meeting at the NJ Dept. of Agriculture. The permit extension Act of 2008 will be sunsetting on December 31, 2015. Therefore, certain projects will be required to be re-certified between January 1, 2016 and June 30, 2016 or their Soil Erosion & Sediment Control Permits will expire. Discussion of the policy on how to approach these projects took place.

MOTION 3

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

CORRESPONDENCE

A thank you card was received from Peggy McNeill, thanking us for a wonderful dinner at her last meeting.

A thank you was received from Dave Lamb for the dam assessments reports.

A memo from Frank Minch was received with regard to not excepting gifts from any outside source.

The District received literature on Agro Forestry that was passed around to the Board.

The District received an email from Dave Riley regarding the North East NACD Regional Meeting to be held in New Jersey, August, 2016 and looking for subcommittee volunteers.

The District received a technical bulletin from the New Jersey Dept. of Agriculture regarding the use of nontoxic topsoil. To remind and caution the New Jersey Development Community to not use contaminated or toxic topsoil in materials in finished grading and stabilization of areas with vegetation.

A thank you was received from a complaint thanking the District for a timely inspection at the Pennington School.

NJ Ag Convention & Trade Show is being held at Harrah's Resort in Atlantic City 2/9/16 through 2/11/16.

CHAPTER 251

2015-5143-T	2005-3530-T 11-11-06-004	2014-4963-EW NJG0239810	2015-5142-H
2004-3296-H 11-03-04-437	2015-5147-H	2015-5144-HT	2015-5140-HT
2015-5139-P	2015-5110-P	2015-5145-R	

MOTION 4

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

NRCS

EQIP sign up #2 deadline C.O.B. is 3/18/16.

EQIP Conservation Activity Plans next sign-ups are 1/15/16, 3/18/16 & 5/20/16.

EQIP Golden Winged Warbler, Bog turtle, Soil Health, Energy & Organic sign-ups are 1/15/16, 3/18/16 & 5/20/16.

One EQIP application was submitted for 2015 Forestry Implementation in Hopewell. Application deferred for 2016 funding consideration.

EXTENSION

Meredith Melendez will be attending a conference in Missouri where she will give three talks on Food Safety. These are mainly small direct market farming operations. Meredith is interested in bringing information back to the NJ Vegetable Growers Association about how their conference is run and to sit in on other grower sessions. The group might be interested to know that Jess Niederer and I will be speaking at the NOFA Conference later this month on how to get involved in organizations that influence statewide agricultural policy. It should be fun and hopefully informative to the audience.

SSCC

Per Frank Minch, they are working on updates to the Animal Waste Rules and the Soil Restoration Rules. They are also helping with the planning for the North East NACD Meeting being held in August, 2016.

On a very sad note, Charlie Kuperus passed away.

UNFINISHED BUSINESS

1 Jefferson Place submitted a check for security deposit on a final report of compliance to plant grass in the spring.

68-70 Route 31 Stop Work Order issued 12/4/15. The work has stopped and we have not heard anything from the owners. This originated from a Hopewell Township complaint.

The District Manager spoke to Lou Goldshore today. Lou received emails from the Attorney General's Office as they are going through the Honey Lake agreement to mirror for Hunt Lake; they are looking for signed easements for two home owners. The District Manager and Lou Goldshore could not find the signed easements. Lou Goldshore will contact a Title Search Company to find the signed easements.

NEW BUSINESS

The District received the application to renew the Federal Migratory Bird Special Purpose Salvage Permit. The District Manager forwarded this information to Rich Belcher to apply for this permit. The Board had a discussion on how to dispose of the animals in our possession.

The District received information about the 2016 Posted Contest. The Board would like to continue the Poster Contest this year. The same type of rosettes will be handed out this year to the 1st, 2nd and 3rd place winners. The District will talk to Courtney to see if she can help with the website posting information for the poster contest.

The District received the NJDA/SSCC/NJSCD Interim Administrative Guidance Manual.

The District contacted the County to snow plow this winter for the District and they have agreed to snow plow.

The District received a plan to demolish 508 Hughes Drive.

In the process of taking names for two new Supervisors since Peggy McNeill retired last month and Priscilla Hayes is planning to step down at the end of her term, 6/30/16. Ed DiPolvere contacted Barbara Bromley, of the Master Gardeners for anyone that might be interested in serving on our Board of Supervisors.

Gary Mount handed out information to attend Terhune Orchards Wine Barn Roof Raising Party on 1/16/16.

MOTION 5

A motion was made to adjourn the meeting at 7:50 pm by E. DiPolvere, seconded by G. Mount and carried unanimously.

Respectfully submitted,

Paul Schiariti
Secretary to the Board

----- February 2016 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
FEBRUARY 4, 2016**

MCSCD SUPERVISORS

Priscilla Hayes
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 6:30pm. The Statement of Adequate Notice was read.

The minutes of the January 7, 2016 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, carried unanimously.

The Treasurer's Report was presented to the Board. The District had another good month, and in the black once again. 251 Revenue was up for January.

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

14 - APPLICATIONS RECEIVED
1 - PREREVIEW INSPECTIONS
27 - REVIEWS
68 - INSPECTIONS
3 - PRE CONSTRUCTION MEETINGS
8 - FINAL REPORTS OF COMPLIANCE
26 - CONDITIONAL REPORTS OF COMPLIANCE

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

H&H DATA BASE

The District Manager is continuing the H&H Data Base entries. Active projects for six (6) Municipalities (East Windsor, West Windsor, Robbinsville, Lawrence, Princeton & Hopewell) have been substantially completed. Active projects within Ewing Twp. are currently being entered into the data base.

PERMIT EXTENSION ACT EXPIRATION

The District Manager has visited 28 project sites that are set to expire due to the sunseting of the Permit Extension Act of 2008. Letters have been sent to the owner/applicants for these projects with specific directions on how to apply for a plan re-certification, which would extend Soil Erosion and Sediment Control Permits for an additional 3 ½ years. To date, several re-certifications have been received and processed.

NO NET LOSS (NNL)

Inspection of supplemental cross country trail planting area behind Robbinsville High School baseball field was done by Courtney Compton. Species planted were crabapple and spruce trees. Planting inspections have slowed due to weather conditions and cold temperatures (no planting).

EMERGENCY FOREST RESTORATION PROGRAM (EFRP)

Courtney Compton completed Chaudhry obstruction removal inspection, and submitted 848-B to Gabi Grunstein. Contacted landowner (Bill Bauder) and arranged pre-inspection guidance in the field. Contacted landowner (Eric Turnquist) and arranged a date to meet for inspection. Courtney also prepared information to inspect landowner (Glenn Donnelly) for obstruction removal.

COMMUNITY WILDFIRE PROTECTION PLAN (CWPP)

Courtney Compton continued to edit and finish maps for Ocean Township and Monroe Township CWPP. Monroe Township draft completed and sent to a few stakeholders for additional comments before meeting setup and review. Phone calls and emails for various CWPP implementation updates and meeting arrangements (Sandyston, Jackson, Howell, Lawrence, and Washington Townships). Federal financial report information collected and prepared, payment invoice setup, and inquired information about handling payment requests (Steve Maurer, Maureen Brooks). Courtney also contacted one of the section wardens about providing implementation receipts for reimbursement to Eagleswood Township for completed work.

MOTION 3

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

CORRESPONDENCE

The District received a flyer in the mail for the Land conservation Rally being held March 18, 2016 at the Wyndham Garden Hotel in Trenton, NJ. This is a one-day educational conference about open space and farmland preservation in New Jersey.

An article in NJ.com regarding some dust issues at Trenton Central High School. The District Manager visited the site and did an inspection. They have dust monitoring gauges along the perimeter of the site. Most of the dust is coming from the building demolition. The dust was not coming from soil.

The District received a request from NJACD for a \$500.00 donation to the Envirothon.

MOTION 4

A motion was made to donate \$500.00 to the Envirothon by G. Mount, seconded by E. DiPolvere, carried unanimously.

The District Manager received an email to save the date for the NJACD Northeast Regional Conference being held August 14-16, 2016 at the Stockton Seaview Hotel & Golf Club in Galloway Twp, Atlantic County, NJ.

The United States Dept. of Commerce sent a letter informing us a census will be coming in the next few weeks.

CHAPTER 251

2015-5141-EW	2015-5050-E NJG0244228	2016-5163-H	2016-5155-H
2015-5127-H	2015-5126-H	2014-4925-H	2016-5150-HT
2016-5152-P	2015-5116-R	2015-5099-R	2014-4908-R NJG0250392
2008-4035-R 11-12-09-010			

MOTION 5

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

RC&D

Nicole Ciccaglione attended the last meeting. They are trying to gear up for Team Habitat. They signed an agreement to rent out their tractor for snow removal to raise

money as a source of income. Doing preliminary meetings for Tour de Vines with the intension of having Tour de Vines in 2017. This will be a bike tour of New Jersey Wineries. Also planning Tour de Farms again this year in September. Tim Wilmot will be replacing Gina Berg. The Director, Jack Sworaski will be stepping down as chair.

NRCS

EQIP sign up #2 deadline C.O.B. – 3/18/16

EQIP Conservation Activity Plans next sign-ups are 3/18/16 & 5/20/16

EQIP Golden Winged Warbler, Bog Turtle, Soil Health, Energy & Organic sign-ups are 3/18/16 & 5/20/16

There are three (3) EQIP applications currently pending in Mercer County. An application submitted for a Forestry Stewardship Plan in East Windsor has been selected for funding and District approval is required.

MOTION 6

A motion to approve the Forest Stewardship Plan in East Windsor was made by S. Ellis, seconded by G. Mount, carried unanimously.

NRCS applied for additional funding for Central Jersey, Mercer, Middlesex and Monmouth Counties, and the funding was approved. This is EQIP funding dollars for Live Stock Farmers Outreach Program in the three counties.

EXTENSION

Meredith Melendez and Jess Niederer did a workshop at the NOFA Conference on how to change Ag policy in the State. Becoming a Farm Bureau Member, showing up for Board of Ag, and getting involved after. There were 20 people in attendance.

Meredith also did a presentation on the Federal Food Safety Rule with 20 people in attendance.

Meredith will be attending the NJ Ag Convention in Atlantic City, February 9-11, 2016.

Outstanding Young Farmers Conference is in February also with Jess Niederer being in the top 10 for Young Farmer. This is being held in Ohio.

SSCC

Liaison meetings are restarting at Freehold, April 21st, July 21st and Oct. 21st.

March 30th is the anticipated date of the Central Regional supervisors Meeting. Location is being determined but will not be at the prior facility.

Notification of records disposal has moved to an electronic format. Guidance will be provided once the District is ready to do a records disposal.

The Administrative Guidance Manual is out for review and comment. Comments are due by the end of the month.

The North East NACD conference planning continues. Look for information coming from the Association.

SESC Standards are under internal legal review before submission to the Governor's Office for review. District training will be provided once the rule is in the register as a proposal.

Updates to the H&H Database continue and we anticipate completion over the next few months. All Districts should continue to enter project data.

UNFINISHED BUSINESS

The District received an email from Lewis Goldshore stating the DAG Dubin has retired and being replaced by Andrew Reese.

Honey & Hunt Lake maintenance has been completed by Hopewell Township Maintenance Dept. with the District Manager cutting down some trees on the embankment. This should be the last maintenance for Honey Lake.

District employees entered the Poster Contest information on the District Website. Notice was sent to State DOE for school postings in Mercer County.

NEW BUSINESS

Erin Bice had a baby girl. Baby and mother are doing well.

MOTION 7

A motion was made to adjourn the meeting at 7:40 pm by G. Mount, seconded by E. DiPolvere, carried unanimously.

Respectfully submitted,

Paul Schiariti
Secretary to the Board

----- March 2016 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
MARCH 3, 2016**

MCSCD SUPERVISORS

Priscilla Hayes
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 6:30 pm. The Statement of Adequate Notice was read.

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

MOTION 1

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

The Treasurer's Report was presented to the Board. The District had another good month with 251 Revenue up again from this same time 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.

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

21 - APPLICATIONS RECEIVED
4 - PREREVIEW INSPECTIONS
29 - REVIEWS
88 - INSPECTIONS
1 - PRE CONSTRUCTION MEETINGS
6 - FINAL REPORTS OF COMPLIANCE
12 - CONDITIONAL REPORTS OF COMPLIANCE

- 1 - VIOLATION NOTICES
- 0 - STOP WORK ORDERS
- 0 - DENIALS
- 0 - CERTIFICATION DELEGATIONS
- 0 - 5,000 SQUARE FOOT DETERMINATIONS

H&H DATA BASE

The District Manager is continuing with the H&H Data Base entries. Active projects with detention basins for 11 Municipalities: East Windsor, Hightstown Borough, Robbinsville, Ewing, Trenton, West Windsor, Hopewell Twp., Hopewell Borough, Pennington Borough, Lawrence Twp. and Princeton have been substantially completed. Active projects within Hamilton Twp. are currently being inputted. Upon completion of all active projects, archived projects with H&H Data Base Forms will begin to be inputted into the system.

PERMIT EXTENSION ACT EXPIRATION

Letters have been sent to an additional 54 owner/applicants for projects effected by the sun setting of the Permit Extension Act, with instructions on how to re-certify their Soil Erosion & Sediment Control Permits for an additional 3 ½ years.

HONEY LAKE DAM

The District Manager was contacted by Paul Pogorzelski, P.E., Business Administrator and Hopewell Twp. Municipal Engineer regarding the status of easement transfers from the District to the HOA. The District Manager contacted District Attorney, Lewis Goldshore, as well as Clint Oman, P.E. of NJDEP. Mr. Oman sees no reason why the easements cannot be transferred at this time. District council believes it is in the Districts' best interest to complete the transfer as soon as possible. He will forward the easement transfer deeds and quit claim deeds for execution.

Design documents for Honey Lake rehab are 60% complete. French and Parello Associates are the engineer of record for the project. There is a potential start of construction date set for four to six months from now dependent on other aspects of the project.

FORESTRY

Courtney Compton informed the District Manager that she was offered and accepted a full time position with the New Jersey Forest Service. Her anticipated start date is March 7, 2016.

NO NET LOSS (NNL)

Courtney Compton met with Dennis in the field to discuss which areas were previously inspected, what needed to be newly inspected and where replacement trees had been planted. Total hours for the month spent on NNL work was 2 hours. Planting inspections will begin to pick back up due to better weather conditions and warmer temperatures.

EMERGENCY FOREST RESTORATION PROGRAM (EFRP)

Courtney Compton completed plan modifications for planting activities (Bill Bauder & Melba Battin) and sent back to FSA office. Prepared for and completed four inspections (Turnquist, Donnelly, Pallay and Battin). Completed and submitted 848-B to corresponding FSA office. Total hours for the month spent on EFRP work was 20.5 hours.

COMMUNITY WILDFIRE PROTECTION PLAN (CWPP)

Continued to edit and finish updating information and maps for Ocean, Sandyston, Howell and Monroe Twp. CWPP's. Monroe and Ocean Townships drafts are completed and sent to Greg for review. Federal Financial Report information collected, finished, and sent in with progress reports to USDA Forest Service. Had a meeting with Greg to discuss payment invoices and future direction of CWPP Grants with the District and a meeting with Steve Maurer about handling payment requests. Total hours for the month spent of CWPP work was 26.75.

MOTION 3

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

CORRESPONSE

The District received a brochure to the 15th Annual FFA Golf Benefit at Gambler Ridge Golf Course in Cream Ridge, New Jersey.

The District will be a drop off point for the NJ Tree Recovery Program held by the DEP NJ State Forestry Service.

The District received a letter from the Mercer County 4-H Program through Rutgers Cooperative Extension inviting us to display an exhibit at the 98th Annual Mercer County 4-H Fair. The Fair will be held on July 30th and July 31, 2016.

South Jersey RC&D sent an update of their activities from the 2/17/16 meeting and an invoice for 2016 dues in the amount of \$300.00.

MOTION 4

A motion to approve the South Jersey RC&D Dues for 2016 was made by E. DiPolvere, seconded by G. Mount, carried unanimously.

CHAPTER 251

2015-5115-EW	2015-5086-EW	2013-4814-EW NJG022283	2006-3627-EW 11-01-06-054
2006-3624-E 11-01-06-052	2006-3623-EW 11-01-06-051	2016-5149-H	2015-5123-H

CHAPTER 251 CONTINUED

2015-5114-H	2004-3347-HPB 11-04-05-007	2016-5162-L	2015-5146-M
2016-5172-P	2016-5171-P	2016-5170-P	2016-5169-P
2016-5168-P	2016-5186-R	2016-5166-R	2015-5040-R NJG0248649
2008-4170-R 11-12-09-034	2006-3697-W 11-12-06-087	2004-3407-W 11-12-05-147	2016-5165-WW

2016-5160-WW

MOTION 5

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

RC&D

The Director, Jack Sworaski will stay on the Board as Chairperson. Robert Reitmeyer replaced Gina Berg as Secretary.

NRCS

EQIP sign up #2 deadline C.O.B. – 3/18/16

EQIP Conservation Activity Plans next signups are 3/18/16 & 5/20/16.

EQIP Golden Winged Warbler, Bog Turtle, Soil Health, Energy & Organic signups are 3/18/16 & 5/20/16.

New conservation practice called On Farm Secondary Containment. This will be used to contain fuel tanks (petroleum/propane products) in a concrete building. The application should be submitted by 3/18/16.

The second new conservation practice called Many Soil Properties with Gypsum, signup is 3/18/16.

The Next Conservation Stewardship Program Contract signup is 3/31/16.

EXTENSION

Meredith Melendez attended the Ag Convention in Atlantic City, New Jersey and was well attended. The recording software worked well to record the talks.

Extension had three Food Safety Workshops and Meredith attended a CSA Grower Workshop in Warren County. Next week the CSA Grower Workshop will be at the Gloucester County Office.

The Extension did a joint application to Princeton University for a summer intern to work for the Extension this summer. Two applicants applied and one was chosen to work on nutrition outreach, and create supplemental documents for consumers on food safety with fresh produce and to reduce risk.

Mercer County Farmer, Jess Niederer won National Outstanding Young Farmer of the Year Award. She is one of four winners chosen each year. Congratulations Jess!

SSCC

The Soil Restoration Rules are still at the Governor's Office.

Animal Waste Rules are still at the Governor's Office.

The Supervisor's Annual Regional Meeting will be held at Villa Mannino this year. The agenda and date are forthcoming.

The North East NACD Meeting is still in the planning stages.

H&H Database is still ongoing.

The SSCC Meeting is on March 14th.

NEW BUSINESS

The District Manager discussed hiring a part time inspector position. The Board recommended hiring someone with experience, and or educational background as a part time consultant up to 20 hours per week.

MOTION 6

A motion to hire a part time inspector position was made by E. DiPolvere, seconded by G. Mount, carried unanimously.

The Dinner Tour Meeting is to be held on May 5, 2016. The District Manager recommended the Andlinger Center for Energy and the Environment at Princeton University and Gary Mount recommended Amazon Warehouse in Robbinsville, NJ. The District Manager will contact both to see where we can tour. They also discussed going to Villa Barone for dinner in Robbinsville, NJ after the tour.

The District Manager discussed purchasing a new computer for his office. The current laptop computer is running very slow. The Board agreed to the purchase.

The Board discussed moving the meeting time up a little earlier. They agreed to start the meeting at 5:30 pm an hour earlier.

MOTION 7

A motion was made to adjourn the meeting at 8:13 pm by E. DiPolvere, seconded by S. Ellis, carried unanimously.

Respectfully submitted,

Paul Schiariti
Secretary to the Board

----- April 2016 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
APRIL 7, 2016**

MCSCD SUPERVISORS

Priscilla Hayes
Ed DiPolvere
Gary Mount
Scott Ellis

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Meredith Melendez
Nicole Ciccaglione
Lucia Huebner
Theodora Wang

The meeting was called to order by Chairperson Priscilla Hayes at 5:32 pm. The Statement of Adequate Notice was read.

The minutes of the March 3, 2016 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, carried unanimously.

The Treasurer's Report was presented to the Board. The District is again in the black for the month. 251 Revenue continues to improve from the time last year. Next month is the Employers Appropriation Pension payment.

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

17 - APPLICATIONS RECEIVED

2 - PREREVIEW INSPECTIONS

33 - REVIEWS

119 - INSPECTIONS
2 - PRE CONSTRUCTION MEETINGS
27 - FINAL REPORTS OF COMPLIANCE
13 - CONDITIONAL REPORTS OF COMPLIANCE
0 - VIOLATION NOTICES
0 - STOP WORK ORDERS
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
0 - 5,000 SQUARE FOOT DETERMINATIONS

The District Manager attended the State Soil Conservation Committee Meeting on 4/14/16. It was noted that the Soil Restoration Standards remain in the Governor's Office after which will be sent to the Department of Administrative Law for the next step in rule making process.

SSCC Staff is in the process of scheduling a meeting with the NJDEP to see if Districts can provide a service to Municipalities for their MS4 Permit requirements. SSCC Staff has requested that the Mercer District Manager attend those meetings.

Also mentioned was the electronic data tracking system that all Districts are expected to have operational by September, 2016. The District Manager is exploring options on how to transition into an electronic system that captures project costs/expenses in real time.

The District Manager attended the 2016 NJ Land Conservation Rally. A scholarship for the cost of attendance was provided. The Manager attended several sessions entitled:

Issues and Trends affecting New Jersey Agriculture
Municipal Rain Gardens – Multi – Purpose Green Infrastructure in Open Spaces.

The District Supervisors and Manager attended the Annual Central Jersey Regional Supervisors Meeting held at Villa Mannino Restaurant in Bordentown, Twp. The Northeast NACD Conference was discussed along with the H&H Data Base.

H&H DATA BASE

The data base is currently being updated to a new software package and therefore, new data is unable to be entered. There are still active projects in Hamilton Twp. to be entered into the data base. Active projects in all other municipalities have been substantially entered into the system. Once the system is back online, the Manager will continue entering data.

PERMIT EXTENSION ACT

Letters were prepared by the District Manager and Office Administrator and sent to an additional 42 owner/applicants for projects effected by the sun setting of the Permit Extension Act, with instructions on how to re-certify their Soil Erosion & Sediment Control Permits for an additional 3 ½ years.

HONEY & HUNT LAKE DAMS

A conference call took place with the following parties: The Mercer District Manager, Lewis Goldshore the District Attorney, Paul Pogorzelski the Hopewell Twp. Engineer & Business Administrator, Representatives from the Honey Lake HOA along with council and Clint Oman of NJDEP Dam Safety. It was determined that the NJDEP will not issue the full release to the District until all five (5) items outlined in the Consent Agreement have been fulfilled.

The easement transfers can wait and will not preclude the HOA from proceeding. The District is also to provide the HOA with the most current EAP & O&M Manuals. This has been done and the District verified the dates of the latest reports.

The District Manager was contacted by the USDA NRCS to schedule annual inspections for both dams. A date to conduct the inspections is being worked out.

Conference call with Lewis Goldshore, the District's attorney to give the Board an update and over view on Honey Lake. The District has five (5) items to complete before the transfer of ownership to the Homeowners Association can occur.

1. Furnish the Homeowners Association with hydraulic information.
2. Provide templates for the Emergency Action Plan and O & M Manual.
3. DEP will assist with funds for the rehabilitation and pass these funds through the District to the Homeowners Association. The Homeowners Association would like the payment in one lump sum. We will require a letter of instruction from DEP for the transfer of funds.
4. The District transfer of the easement rights to the Homeowners Association.
5. The District will inspect the dam until the first shovel goes into the ground.

DEP has to inform the DAG's office that the entire Five (5) obligations have been met and that the pre-executed release can be given to the District.

The only unknown as of right now, is the cost of the dam remediation. The cost almost doubled from the NRCS estimates. This is not something that affects the District.

The last thing was a request for the District to wave the inspection fees for the dam rehabilitation project. The Board will need this presented to them in letter form.

NO NET LOSS

The Office Administrator submitted a time extension for the first quarter of 2016 so Robbinsville Twp. could process our payment for this quarter. An extension beyond this quarter was not sought.

ERFP

Tim Matthews completed an ERFP inspection for Thomas Zeng and a plan modification for Negri Farms. Respective 848 forms were completed and sent to Doreen Beruck of the USDA Forest Service.

POSTER CONTEST

The Office Administrator, Manager, Priscilla Hayes, Ed DiPolvere & Lucy DiPolvere judged the entries submitted for the Annual Poster Contest. First through third places were chosen for all the categories. The Office Administrator sent congratulatory letters and rosette ribbons to the winners. The District Manager delivered the first place posters to Rich Belcher at the NJ Dept. of Agriculture.

MOTION 3

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

CORRESPONDENSE

The District Manager received an email from Christine Raabe with an article that appeared in the latest NJ Municipalities publication. This article is the result of the agreement/arrangement that Priscilla Hayes had made on behalf of NJACD several years ago that allows Soil Conservation District’s to submit articles to the League for inclusion in partnership with a municipality.

A brochure, The Resource, 2015 NACD Annual Report has an article on Don Knezick of Pinelands Nursery & Supply who was honored with a National Pollinator Award.

The District received a press release through email from Christine Raabe to attend the 19th Annual Barnegat Bay Environmental Educators Roundtable at the Lighthouse Center for Natural Resource Education in Waretown, New Jersey, April 20, 2016.

The District received a bill from NJACD for dues for 2016 in the amount of \$750.00. Same fee as last year.

MOTION 4

A motion was made to approve the NJACD dues payment by E. DiPolvere, seconded by G. Mount, carried unanimously.

Received a request for donation from South Jersey RC&D for Tour de Farms. We did not sponsor this last year. The District did pay the dues to South Jersey RC&D last month. The Board did not approve a donation this year.

CHAPTER 251

2010-4351-T	2008-4024-EW 11-01-09-004	2006-3696-EW	2016-5190-E
2016-5182-E	2015-5133-E	2015-5077-E	2012-4565-E

CHAPTER 251 CONTINUED

2008-4048-E	2007-3925-E	2007-3816-E	2016-5192-H
2016-5185-H	2016-5158-H	2015-4993-H	2012-4610-H
2011-4455-H	2010-4442-H	2009-4299-H NJG0251976	2008-4021-H
2007-3828-H	2005-3461-H 11-03-05-181	2016-5184-HPB	2016-5201-HT
2016-5177-HT	2015-5128-HT	2016-5195-L	2016-5191-L
2016-5187-L	2016-5161-L	2015-5087-L NJG0250333	2016-5189-PB
2016-5202-P	2016-5196-P	2016-5180-P	2016-5178-P
2016-5176-P	2016-5151-P	2016-5179-R	2011-4487-R
2016-5194-WW	2015-5091-WW		

MOTION 5

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

NRCS

EQIP last sign up for Conservation Activity Plans (CAPS) is 5/20/2016.

EQIP last sign up for Golden Winged Warbler, Bog Turtle, Soil Health, Energy and Organic-C.O.B. is 5/20/2016.

Five 2016 EQIP application were submitted for environmental forestry implementation, forestry CAP, grazing, livestock & energy CAP.

There are no plans for approval.

The NRCS will have an outreach event on May 19, 2016 at Rick's Saddle Shop and end at Birch Creek in Monmouth called Wine and Equine, an education and social event.

EXTENSION

Farm monitoring with Dan Pace has started for a twelve week period. Dan has a top rating for monitoring.

The Master Gardeners will be hosting a Soils Workshop at the Equestrian Center on April 17, 2016 and have asked Meredith to speak on soils.

Meredith did a farm visit at Capital City Farm by the Trenton Soup Kitchen. Also visited the Farminary at Princeton Theological Seminary. They are building a 100' – 60' foot plot started last year with the students.

Meredith did a Food Safety visit at Profeta Farm.

Meredith spoke and attended a NOFA Program at Jess Niederer's Farm. They conducted a behind the scenes look at how food is produced on farms in their region.

The School Environmental Biological Sciences has awards of excellence every year and the team award went to: Food Safety Team.

UNFINISHED BUSINESS

Tim Mathews have taken over EFRP since Courtney left the District.

William Brash will not be able to do Not Net Loss or CWPP in the future do to pension retirement restrictions.

No Net Loss will be extended until the end of March so Robbinsville can pay the final billing.

CWPP still needs to be worked out. This grant cannot be transferred to a second party.

Tour for May 5, 2016 at the Amazon facility can be attended with officials and staff only. Amazon will not allow spouses. The dinner part of the tour will be held at Villa Barone in Robbinsville, NJ. The Board agreed to this dinner and tour.

NEW BUSINESS

The District Manager was contacted by Dave Lamb, NRCS State Engineer to do a dam assessment at Veterans Park. The Board left it up to Paul to decide if he has time to do this pending a part time employee.

The District Manager presented the Board with the Exempt Municipality Annual Report for approval.

MOTION 6

A motion to approve the Exempt Municipality Annual Report was made by G. Mount, seconded by S. Ellis, carried unanimously.

The District Manager updated the Board on an SSCC mandate to update the current project fee accounting tracking system to monitor District projects with regard to up to date expenditures on projects in real time. This will require the District to update their computer systems and find a program for tracking this. It was recommended to contact the Freehold Office to research their system. This is required by September, 2016.

The Board discussed the Nominating Committee process and timing of the District Nominating Committee since the nominees must be presented to the SSCC Nominating Committee by May 6, 2016. Potential Boards Members must submit a resume and should let the District know within the next couple of weeks if they are interested in serving. The District Manager will then have to convene the Nominating Committee.

MOTION 7

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

Respectfully submitted,

Paul Schiariti
Secretary to the Board

----- May 2016 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
MAY 5, 2016**

MCSCD SUPERVISORS

Priscilla Hayes
Ed DiPolvere
Gary Mount
Scott Ellis

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Meredith Melendez
Nicole Ciccaglione
Theodora Wang
Dan Pace

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

The minutes of the April 7, 2016 meeting were reviewed by the Board. One addition was made to the minutes.

MOTION 1

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.

The Section 251 Fees were up again from this time last year. The Annual Employer Appropriation Pension payment was made. This brought the District in the red for the month. The utilities are down \$2,000.00 for the year from consolidating the two buildings.

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

18 - APPLICATIONS RECEIVED
1 - PREREVIEW INSPECTIONS
27 - REVIEWS
177 - INSPECTIONS
3 - PRE CONSTRUCTION MEETINGS
84 - FINAL REPORTS OF COMPLIANCE
3 - CONDITIONAL REPORTS OF COMPLIANCE
0 - VIOLATION NOTICES
0 - STOP WORK ORDERS
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
1 - 5,000 SQUARE FOOT DETERMINATIONS

H&H DATA BASE

The H&H Data Base remains inaccessible while the software platform is being upgraded. Once the Data Base update is completed and is accessible, H&H Data will once again be inputted into the system.

PERMIT EXTENSION ACT

The District Manager and Office Administrator prepared letters for 36 additional projects that are set to expire with the sunseting of the Permit Extension Act. Instructions were provided on the re-certification process for an additional 3 ½ years of permit time. Several re-certification requests have been received from previous requests.

HONEY & HUNT LAKE DAMS

The District Manager and Jina Vandi of the USDA NRCS conducted regular (annual) inspections of both Honey & Hunt lakes on Friday, April 22, 2016. The District Manager will prepare the required reports for submission to the NJDEP Bureau of Dam Safety. No issues were noted during the Honey Lake inspection, since all maintenance requirements were recently addressed. There were several minor maintenance issues noted for Hunt Lake that will need to be addressed.

POSTER CONTEST

Two poster contest winners from the Mercer District finished within the top three in the State. Cassie Wang of West Windsor, (4th – 6th grade category) earned a second place finish statewide. Margaret Ma of West Windsor, (10th – 12th grade category) earned a third place finish statewide. The local winners have been posted to the District's website.

NJ TREE RECOVERY PROGRAM

Trees for the NJ Tree Recover Program were delivered to the Mercer District office on Wednesday, April 27, 2016. Trees were picked up by: The City of Trenton, Edgewater Park, Hopewell Township, Lawrence Township, Bordentown Township, and West Long Branch on Friday April 29, 2016. The District Manager facilitated the pick and handed out instructions and literature to each Municipality receiving trees.

The NJ Tree Recovery Program is a partnership between the Arbor Day Foundation and the State of New Jersey Forestry Service, to provide trees to homeowners who lost trees due to Hurricane Sandy.

CWPP

The District Manager met with William F. Brash, Jr. & Gregory McLaughlin of the New Jersey Forest Service to discuss the status of the CWPP Grants. Mr. McLaughlin will provide the District with specifics on the matching portion of the grants. He also stated that they have a potential candidate who would be interested in working on the CWPP plans on a consulting basis.

NOMINATING COMMITTEE

The District Manager convened the Nominating Committee Meeting on Tuesday, April 26, 2016, to nominate potential Board Members to fill a vacant position and soon to be vacant position on the Mercer County Soil Conservation District Board. Four (4) members served on the committee and nominated three (3) candidates for the two (2) open positions.

MOTION 3

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

CORRESPONDENCE

The District received Resolution #16-145 from Hopewell Township, authorizing increased borrowing by the Honey Lake Homeowners Association for the rehabilitation of the Honey Lake Dam. The resolution was adopted by the Township Committee at its regular meeting held on April 25, 2016.

The District received a proclamation from Governor Chris Christie proclaiming April 24, 2016 – May 1, 2016 Soil and Water Stewardship Week.

The District Manager received an email from Ray Cywinski requesting sponsorship for the 2016 Northeast NACD Conference on August 14–16, 2016.

The District received correspondence from South Jersey RC&D Council. The Council has a part-time position (about 20 hours per month) open for manager/coordinator.

The District Manager received an Administrative Policies Bulletin for records disposal from Frank Minch. Projects that expire have to be filled out in a website with the State of New Jersey and approved by the SSCC before the disposal can be made.

CHARTER 251

2016-5164-T	2016-5181-E	2016-5214-H	2016-5193-H
2016-5188-H	2015-5102-H	2012-4608-H	2005-3499-H 11-03-05-198

2005-3434-H 11-03-05-170	2016-5205-HT	2016-5203-HT	2015-5092-HT
2008-4175-HT	2008-4162-HT	2005-3579-HT	2016-5195-HT
2007-3870-PB	2016-5215-P	2016-5208-P	2016-5206-P
2016-5174-P	2014-4866-P	2006-3699-W 11-12-06-090	2007-3888-WW 11-13-08-008
2005-3515-WW 11-13-05-209	2005-3510-WW 11-13-05-203		

MOTION 4

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

NRCS

There are no status changes since last month and no approvals.

The NRCS has an outreach event for Environmental Stewardship on New Jersey Horse Farms on May 19, 2016. An Evening of Wine and Equine will start at Rick's Saddleshop and continue at Birch Creek Farm.

The NRCS received an additional \$400,000.00 in EQIP funding.

The EQIP last sign up is 5/20/16.

EXTENSION

Meredith Melendez is working on a new Specialty Block Crop Grant with the Board of Agriculture that is due on May 18th.

Meredith has been receiving many emails and calls from people who are inquiring about organic farming.

SSCC

The District Manager spoke with Frank Minch at length about returning Section 251 inspection fees. SSCC is looking to draft a policy and Frank Minch has contacted the Attorney General for a determination.

NEW BUSINESS

The Board had a discussion about who can be and who would want to be the new Chairperson after Priscilla Hayes steps down after the June 2, 2016 meeting. Gary Mount suggested Scott Ellis be the next Chairperson. The Board then voted to have Scott Ellis, Chairperson, Gary Mount, Vice-Chairperson and Ed DiPolvere, Treasurer.

MOTION 5

A motion to approve Scott Ellis as the new Chairperson, Gary Mount, Vice-Chairperson and Ed DiPolvere, Treasurer as of June 3, 2016 was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

MOTION 6

A motion was made to adjourn the meeting at 2:30pm by E. DiPolvere, seconded by S. Ellis, carried unanimously.

Respectfully submitted,

Paul Schiariti
Secretary to the Board

----- June 2016 -----
**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
JUNE 2, 2016**

MCSCD SUPERVISORS

Priscilla Hayes
Ed DiPolvere
Gary Mount
Scott Ellis

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Nicole Ciccaglione

The meeting was called to order by Chairperson Priscilla Hayes at 5:30pm. The Statement of Adequate Notice was read.

The minutes of the May 5, 2016 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, carried unanimously.

The Treasurer's Report was presented to the Board. In the black again for another month, even though 251 Revenue was a bit down this month. The bank accounts are starting to have a reserve. Pete's Lawn & Landscaping did the gardens & tree trimming for a great price.

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

14 - APPLICATIONS RECEIVED
7 - PREREVIEW INSPECTIONS
34 - REVIEWS
93 - INSPECTIONS
0 - PRE CONSTRUCTION MEETINGS
20 - FINAL REPORTS OF COMPLIANCE
4 - CONDITIONAL REPORTS OF COMPLIANCE

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

H&H DATA BASE

The H&H Data Base remains inaccessible while the software platform is being upgraded. Once the data base update has been completed, the remaining H&H data, as well as data from projects submitted during the time the data base was not accessible will begin to be inputted.

PERMIT EXTENSION ACT

The notifications to owners and developers regarding the expiration of the Permit Extension Act have been substantially completed by the District Manager and the Office Administrator. Additional re-certification requests were received during this past month.

HONEY AND HUNT LAKE DAMS

The District Manager is in the process of preparing inspection reports for both Honey and Hunt Lake Dams as a result of the previously performed regular dam inspections. Upon completion, drafts will be forwarded to the NRCS for comments prior to an official submission to the NJDEP, Bureau of Dam Safety.

EFRP

A request for a plan modification was received from Steve Katz. The Office Administrator copied the project file and forwarded to Tim Mathews. Inspection requests for Bill Bauder and George Skic were received. The Office Administrator copied the project files and forwarded them to Tim Mathews for inspections.

The District Manager and Office Administrator prepared an invoice for the 1st Quarter of 2016 EFRP's and forwarded the same to Jon Klishes of the New Jersey Forest Service.

The District received an email from the Health and Human Services Payment Management System notifying that own account for Forestry Grants reimbursement has been place on hold. The District Manager is in the process of trying to ascertain the reason and get the temporary hold released.

DAM SITE #8

The District Manager received an email from Dave Lamm asking if we would be able to perform the Dam Assessment for the Veteran's Park Dam. The new due date would be September, 2017. He also noted that if we could not finish, we could be reimbursed for the work product completed, and then the NRCS would finish.

Considering the above, we responded affirmatively and accepted the assessment.

MOTION 3

A motion to approve the work on the Dame Site #8 assessment for Veteran’s Park Dam was made by E. DiPolvere, seconded by S. Ellis, carried unanimously.

SSCC MEETING

The district Manager attended the May 9, 2016 SSCC Meeting. The agenda items were essentially carryovers from previous meetings: Soil Restoration Standards, H&H Data Base update, etc.

POSTER CONTEST

Cassie Wang, West Windsor won 2nd place in the 2015 National Poster Contest. Cassie was one of New Jersey’s 1st place winners in 2015. The District received a copy of the congratulatory letter sent to Cassie from Raymond Cywinski.

MOTION 4

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

CORRESPONDENCE

The District received Grant Initiative correspondence from NACD and NRCS to help Districts and their partners provide conservation technical assistance for urban agriculture.

The New Jersey Farmer Newspaper was passed around. Jess Niederer was on the cover with an article about becoming the Outstanding Young Farmer of the Year.

CHAPTER 251

2002-2962-EW 11-01-06-063	2016-5225-E	2015-5050-E NJG0244228	2006-3759-E 11-02-07-034
2011-4528-H	2010-4410-H NJG0200204	2009-4301-H	2007-3833-H 11-03-07-078
2007-3801-H 11-03-07-059	2006-3720-H 11-03-07-008	2002-3062-H 11-03-03-349	2006-3603-HB
2016-5201-HT NJG0253723	2016-5199-HT	2016-5197-HT	2008-3969-HT 11-06-08-056
2005-3460-HT 11-06-05-182	2004-3409-HT	2002-3047-HT 11-06-03-337	2006-3756-HT 11-06-07-030
2016-5227-L	2016-5211-L	2016-5212-PB	2016-5230-P
2016-5229-P	2016-5228-P	2016-5221-P	2016-5218-P

2016-5175-R	2016-5223-WW	2016-5217-WW	2016-5213-WW
2016-5200-WW	2011-4518-WW	2006-3683-WW 11-13-06-079	2006-3601-WW 11-13-06-039
2005-3431-WW 11-13-05-167	2004-3280-WW 11-13-04-430	2004-3247-WW 11-13-04-417	

MOTION 5

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

NRCS

The NRCS Wine and Equine event was a huge success with 60 people attending and 30 applications were handed out.

Equine Initiative – CNMP’s & Nutrient Management Conservation Activity Plans signup deadline C.O.B. 6/17/16.

Equine Initiative – CNMP’s & Nutrient Management Conservation Activity Plans signup #2 deadline 7/15/16.

Farmland Preservation Cost Share Program Request for Assistance form D&R Greenway has been received and is ready for District approval. This is a 2 acre farm in Trenton.

MOTION 6

A motion to approve the Farmland Preservation Cost Share Program request for assistance from D&R Greenway was made by G. Mount, seconded by S. Ellis, carried unanimously.

One Forestry CAP Implementation Application has been approved for funding and the conservation plan is ready for District approval.

MOTION 7

A motion to approve the Forestry CAP Implementation Application was made by S. Ellis, seconded by E. DiPolvere with G. Mount abstaining, carried.

One Forestry Plan application has been approved for funding and is ready for District approval.

MOTION 8

A motion to approve the Forestry Plan was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

SSCC

The Envirothon 1st place winner this year was West Windsor/Plainsboro North High School. They will represent New Jersey and compete in Ontario, Canada 7/24/16.

The North East NACD Conference planning is continuing.

A Senate bill 2087 by Senator Bucco, Morris/Somerset, which proposes to reinstate the permit extension act retroactive to December, 2015, has been proposed. There is neither a companion bill (in the Assembly) nor a co-sponsor.

The Supervisor appointment recommendations will be made at the June 13th SSCC meeting.

NEW BUSINESS

Forestry Accounts have a temporary hold due to delinquent filing of a Federal Report. The contact person has not gotten back to the District Manager. Until this hold is lifted we cannot receive payments from the Forestry Grants.

The District Manager contacted Greg McLaughlin to talk about CWPP continuation and hiring a Forestry Consultant. The District Manager requested Greg to make a District Meeting to talk to the Board about CWPP's.

The Budget was presented to the Board. Section 251 Revenue has increased in FY 2016 and is reflected into the FY 2017 budget. Other revenue is expected for H&H Database and Dam Assessment. Additional expenses were allocated for an additional part-time inspector and new computer system for data tracking.

MOTION 9

A motion to approve the Budget for FY 2017 was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

The CAP Budget was presented to the Board. The total budget consists of the employer Pension appropriation payment due 4/1/17, small administration fee & annual audit fee. The State cancelled the CAP program altogether as of June 30, 2016.

MOTION 10

A motion to approve the CAP Budget for FY 2017 was made by E. DiPolvere, seconded by G. Mount, carried unanimously.

MOTION 11

A motion was made to adjourn the meeting at 6:37 pm by E. DiPolvere, seconded by G. Mount, carried unanimously.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board