

**Mercer County Soil Conservation District
MEETING MINUTES
For Fiscal Year 2017 (July 1, 2016 to June 30, 2017)**

(Chronological order starting July, 2016, Scroll down for other months.)

----- July 2016 -----

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

MCSCD SUPERVISORS

Scott Ellis
Ed DiPolvere
Theodora Wang
Lucia Huebner

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Meredith Melendez
Nicole Ciccaglione
Greg McLaughlin

The meeting was called to order by Chairperson Scott Ellis at 5:29pm. The Statement of Adequate Notice was read.

The minutes of the June 2, 2016 meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes with one correction was made by E. DiPolvere, seconded by T. Wang, carried unanimously.

The Treasurer's Report was presented to the Board. The District had another solid month being in the black for the year \$158,000.00. The Treasurer's Report had an additional \$38,000.00 for re-certification fees associated with the Permit Extension Act sunseting 6/30/16.

MOTION 2

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

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

15 - APPLICATIONS RECEIVED
1 - PREREVIEW INSPECTIONS
27 - REVIEWS
95 - INSPECTIONS
4 - PRE CONSTRUCTION MEETINGS
23 - FINAL REPORTS OF COMPLIANCE
25 - 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 District received an email from John Showler explaining the process to delete-test, practice and duplicate records for data cleaning and maintenance on the latest version of the data base. This needs to be completed prior to the data base being available to the public. At this time the data base is not accessible for new record input.

PERMIT EXTENSION ACT

Several additional permit extensions were received and processed during the month, by the Office Administrator.

HONEY & HUNT LAKE DAMS

The District Manager prepared and sent (via email) both Honey and Hunt Lake Dam Reports to Dave Lamm at NRCS.

DAM SITE 8

The District Manager collected plans, calculations and all pertinent background data for the assessment of Dam Site 8 (Veteran's Park Lake) from the NRCS Office in Somerset. The New Jersey DEP forwarded electronic copies of hydraulic calculations for the downstream inundation area, to the District.

SSCC MEETING

The District Manager attended the June 13, 2016 SSCC Meeting. Theodora Wang & Lucia Huebner were both appointed by the SSCC for the open supervisor positions previously held by Peggy McNeill and Priscilla Hayes.

The team from West Windsor Plainsboro North High School won the Envirothon this year and will be going to the National Envirothon to be held in Ontario Canada.

Some discussion was held regarding a statewide policy for projects that have expired under the sun setting of the Permit Extension Act, but come in after the expiration date for a plan recertification.

CWPP

The District Manager prepared and processed an invoice for payment for CWPP work performed by Courtney Compton.

EFRP

Completed 848B Forms were forwarded to Gaby Grunstein for processing from Tim Matthews of the Warren Soil Conservation District for: George Skic and William Bauder. No new requests for inspections were received during the month of June.

MOTION 3

Motion to approve the Director's Report was made by E. DiPolvere, seconded by T. Wang, carried unanimously.

CORRESPONDENCE

Two letters were received by the District from Frank Minch welcoming Lucia Huebner and Theodora Wang as new supervisors to the Mercer District starting July 2016, with this being their first meeting as supervisors.

The District received a few pamphlets on Forestry & Agroforestry to help crop pollination.

A notice was received of expiring terms, District Supervisor Members of the State Soil Conservation Committee. At the Annual business Meeting of the NJACD, an election will be held for two district supervisor members to serve three-year terms to commence 1/1/17 representing Northern and Southern Regions of the State.

The District Manager received an email from Ray Cywinski asking the District Supervisors if anyone is interested in serving as an officer for NJACD in 2017.

The NJACD is requesting sponsorships for the NACD Northeast Regional Conference in August, 2017. The Board agreed to donate \$500.00 toward the NACD Northeast Regional Conference.

MOTION 4

A motion to donate \$500.00 to the NACD Northeast Regional Conference was made by E. DiPolvere, seconded by L. Huebner, carried unanimously.

The District received the 2015 Annual Report from the Freehold Soil Conservation District.

The District received a memo from the Freehold District informing us of an Open Spaces Conservation Assistance Program offered by the new Open Space Conservation Cooperative a non-governmental organization that is interested in identifying open space parcels that require management to preserve water quality, enhance productive farmland, reduce invasive species, increase beneficial wildlife habitat, increase populations of

threatened and endangered species, create and enhance riparian buffers. They are looking to find up to five locations in need of conservation planning.

CHAPTER 251

2016-5234-T	2010-4416-T	2016-5238-E	2016-5235-E
2016-5210-E	2016-5246-H	2016-5233-H	2015-5061-H
2015-5059-H	2007-3928-H 11-03-08-034	2007-3904-H 11-03-08-018	2004-3419-H 11-03-05-157
2004-3361-H 11-03-05-016	2016-5219-HPB	2016-5232-HT	2016-5224-L
2016-5241-P	2016-5240-P	2016-5236-P	2016-5222-P
2016-5183-P	2015-5081-P	2010-4369-PT	2016-5173-R
2016-5157-R	2010-4318-R	2008-4163-R 11-12-09-028	2008-4053-R 11-12-09-023
2006-3648-R 11-12-06-064	2015-5148-WW	2009-4307-WW NJG0179434	

MOTION 5

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

NRCS UPDATE

2016 EQIP applications for Equine Initiative-CNMP's & Comprehensive Nutrient Management Conservation Activity Plans Signup #2 deadline is 7/15/16.

Five EQIP applications are pending in Mercer County.

NRCS has advertised the District Conservationist Position in Freehold which covers Mercer, Middlesex & Monmouth Counties. They are currently interviewing three applications. Nicole Ciccaglione has been the Acting Conservationist for the last five years. NRCS is looking to have a new DC hopefully by August, 2016. Nicole will be based out of the Columbus Office.

EXTENSION UPDATE

Meredith Melendez has had many calls inquiring about new farms.

In May, Meredith went to Texas and did a Presentation on Farm Estate Planning and Farm Transfer Program.

Meredith took a trip to California in June for post-harvest handling. In California UC Davis they had a mini post dairy area in their gardens and they had a low cost way to preserve shelf life of produce through Solar Cool-Bot.

Meredith is going to Little Rock, Arkansas for the Ag Agents Conference focusing her presentation on Organic Growers Advisory. This started in Mercer Count and is now State wide for ways to connect organic growers to the extension offices.

Black leg has been found in New Jersey on white potatoes. The contaminated seeds came from Europe and started in Maine in the United States.

SSCC

Frank Minch is on vacation this week so there is not an update from him. The District Manager went to the SSCC meeting on June 13th. There was a request for State guidance on how to handle expired plans after the sun-setting of the Permit Extension Act with a uniformed procedure for all Districts to follow.

UNFINISHED BUSINESS

The District is looking to hire a Consultant/Contract Employee to handle CWPP's (Community Wildfire Protection Program). Greg McLaughlin has recommended John Cowie as a Consultant.

The CWPP's are up to date as far as billing and payments with matching dollars.

MOTION 6

A motion to approve a Consultant/Contract position was made by L. Huebner, seconded by T. Wang, carried unanimously.

NEW BUSINESS

Agenda for NACD Northeast Regional Conference scheduled for August 14 to 16, 2016 was discussed. Information was given on how to sign up online.

The Board discussed the District's contribution for each member to attend the conference. The Board agreed to pay the conference portion and not the hotel cost for Board Members and Staff to attend the conference.

MOTION 7

A motion to approve the conference fee for Board Members and Staff to attend the NACD Northeast Regional Conference was made by L. Huebner, seconded by T. Wang, carried unanimously.

Greg McLaughlin thanked the Board for allowing him to do a presentation to the Board on an overview of what the CWPP's Grants are and how they benefit the District. What the District needs to know to keep the grants up to date.

Greg works for the State Forest Fire Service of the Dept. of Environmental Protection.

The Community Wildfire Protection Plans are something that was developed under the Health Forest Restoration Act about ten years ago nationwide. The concept is to work with Municipalities to get an overall picture of what the wildfire risks are in their Municipality. The plans are an outline of those risks to the Municipality. At the State Agency, they apply for Federal grant dollars to development the Community Wildfire Protection Plans. These plans are very comprehension and the State Forest Fire Service did not have the staff, so they contracted this portion out to the Soil Conservation District at a set rate per plan. The program was then expanded with two additional grants to the program. The State Forest Fire Service supplies most of the technical support and mapping. To implement the plan, this is considered the matching portion of the program, with time spent by the District a matching portion has to be obtained from an outside source (example: meeting with Greg and a fire warden) would be the matching hours required for billing.

The Board thanked Greg for his presentation.

The meeting was adjourned at 7:15 pm.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board

----- August 2016 -----

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

MCSCD SUPERVISORS

Scott Ellis
Lucia Huebner
Gary Mount

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Meredith Melendez
Nicole Ciccaglione

The meeting was called to order by Chairperson Scott Ellis at 5:34 pm. The Statement of Adequate Notice was read.

The minutes of the July 7, 2016 meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes with two corrections was made by L. Huebner, seconded by G. Mount, carried unanimously.

The Treasurer's Report was presented to the Board.

The first month of the new fiscal year ended in the black, with Section 251 fees holding steady. No unusual expenses for this period.

MOTION 2

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

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

21 - APPLICATIONS RECEIVED
3 - PREREVIEW INSPECTIONS
30 - REVIEWS
84 - INSPECTIONS

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

H&H DATA BASE

The H&H Data Base is now back online and new records can be inputted into the data base system. The District Manager will begin entering the remainder of the active project files into the system. Once the active projects have been inputted, archived projects will begin to be inputted into the data base.

PERMIT EXTENSION ACT

No additional/new requests were received during July (from date of the last Board Meeting) for Permit Extensions under the 2008 Permit Extension Act.

HONEY & HUNT LAKE DAMS

A copy of the settlement agreement for Hunt Lake Dam was forwarded to Steven J. Picco, Esq. of Saul Ewing, LLP (Homeowner's Council) from Andrew Reese, Deputy Attorney General for the State of New Jersey. The cover letter requested comments from the Homeowner's Attorney. The District Manager spoke with Lewis Goldshore regarding the agreement. It is essentially the same agreement that was prepared for Honey Lake Settlement. No further action is required at this time.

EFRP

Quarterly Reports were prepared for the quarter ending June 30, 2016 and were forwarded to the Forest Service Agency. The District also processed an invoice from the Warren District for Forestry Services provided during the same quarter.

CWPP

The District Manager prepared an Independent Contractor Agreement for CWPP Services for John Cowie. The agreement was sent to District Council for comments. Comments were received from District Council and revisions to the agreement were made to reflect council recommendations.

The District Manager met with John Cowie and Greg McLaughlin of the New Jersey Division of Parks and Forestry to go over grant technical and reporting requirements.

John Cowie will begin preparing CWPP's immediately. GIS mapping for the plans will be prepared by the New Jersey Division of Parks and Forestry.

MOTION 3

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

CORRESPONDENCE

The District received a thank you note from Girl Scout Troop 71605 for letting them borrow a brown bat.

Postcard received to save the date (a correction) for the Legislative Breakfast being held at Terhune Orchards on September 12th.

Copy of a letter sent to Assemblyman Ronald Dancer from Charles Buscaglia requesting reinstatement of per diem appropriations for New Jersey Soil Conservation District Supervisors.

CHAPTER 251

2016-5262-EW	2016-5216-E	2016-5237-E	2016-5251-H
2016-5242-H	2016-5261-H	2015-5113-H NJG0249921	2016-5258-H
2016-5249-H	2015-5015-H	20165-5250-HT	2015-5070-P NJG0249157
2016-5168-P	2016-5253-P	2016-5255-P	2016-5252-P
2016-5257-WW			

MOTION 4

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

NRCS

Nicole Ciccaglione attended a Conservation Innovation Grant (CIG Grant) meeting at the Freehold District office. A Non-Profit, Open Space Conservation Cooperative was formed to help manage Government open space land. The Federal Government has grant money to help with the implementation of the plans or help write the plans. This is through EQIP Grant funds.

An Energy CAP Plan is ready for District approval.

MOTION 5

A motion to approve the Energy CAP Plan was made by G. Mount, seconded by L. Huebner, carried unanimously.

NRCS had one application submitted for Equine Initiative and is eligible.

There were three applicants interviewed for the District Conservationist position. Nicole has not yet heard if a candidate was chosen.

EXTENSION UPDATE

Mercer County Board of Ag received their 2nd Specialty Crop Block Grant. Just finished the 3 year grant and are moving into the 2nd 3 year grant. The focus will be post-harvest handling and good agriculture practice outreach.

Meredith is waiting to find out in September if the Dept. of Agriculture is getting funds from the FDA for the Food Safety Modernization Act for inspections and education.

Today was the last day for Meredith's intern, Megan Soun. Megan completed a journal publication based on Farmers Market Surveys. Where they sit back and watch customer behavior and produce a record fact sheet for consumers on how to select the proper produce.

Meredith attended an Ag Agents Conference/Seminar in Little Rock, AR. She gave a presentation to Ag Agents around the country on the Food Safety Modernization Act Product Role. The Seminar was well received with standing room only!

Meredith announced that Jack Rabin will be retiring as of January 1st. Jack is the Director of Farm Programs for Rutgers University. Meredith and Jack have been working on a new farmer curriculum on an intensive weed course. This is a three hour course where you focus on one weed and all the strategies you can take to deal with that weed.

The Extension Office will be moving to the old Juvenile Detention Center in Ewing. Plans are being looked at now and will soon go out to bid in September. Not sure what will happen to the current Extension Office.

SSCC

Frank Minch is preparing for the NACD North East Regional Conference that is being held August 14-16, 2016. There was some discussion of SSCC representation at the District meetings.

UNFINISHED BUSINESS

John Cowie agreed to take on the CWPP work as a Consultant to the District. The District Manager consulted with the District Attorney and drew up an agreement. Scott Ellis signed the agreement. John will start work right away.

NEW BUSINESS

Next meeting is the picnic meeting and food preparation and items were discussed.

Gary Mount discussed the house the County is in the process of purchasing located on the South side of Miry Run, adjacent to 508 Hughes Drive. The District Manager noted that prior to moving to 590 Hughes Drive the County preliminarily discussed the possibility

of the District occupying this facility. We are unsure if this structure will be demolished, or used by the County. Gary thought there may be an opportunity either way for education outreach if the District does hire an Environmental Educator.

Gary Mount had a discussion about hiring a part-time educational employee. He wants the District Manager to work up a cost number and look into hiring a part-time employee. He would like to see if we could get additional funding from the County for this position.

The meeting was adjourned at 7:03 pm.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board

----- September 2016 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
SEPTEMBER 8, 2016**

MCSCD SUPERVISORS

Scott Ellis
Ed DiPolvere
Gary Mount
Lucia Huebner
Theodora Wang

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Meredith Melendez
Nicole Ciccaglione
Lewis Goldshore
Dan Pace
John Cowie

The meeting was called to order by Chairman Scott Ellis at 3:17 pm. The Statement of Adequate Notice was read.

The minutes of the August 4, 2016 meeting were reviewed by the Board.

MOTION 1

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

The Treasurer's Report was presented to the Board. In the black again for another month, even though 251 Revenue is down from this time last year.

MOTION 2

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

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

13 - APPLICATIONS RECEIVED
2 - PREREVIEW INSPECTIONS
28 - REVIEWS

107 - INSPECTIONS
8 - PRE CONSTRUCTION MEETINGS
20 - FINAL REPORTS OF COMPLIANCE
26 - CONDITIONAL REPORTS OF COMPLIANCE
0 - VIOLATION NOTICES
0 - STOP WORK ORDERS
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
1 - 5,000 SQUARE FOOT DETERMINATIONS

H&H DATABASE

The District Manager input approximately 21 additional projects into the H&H Database. 21 hours were spent during the month of August inputting data. It should be noted that the majority of the projects that have been inputted, contain multiple basins, with some records containing as many as five (5) detention basins.

EFRP

The District received one (1) request for an inspection for EFRP work completed. The Office Administrator copied the file and forwarded the same to the Warren District for scheduling.

NE NACD

The District Manager attended the Northeast National Association of Conservation Districts Conference held at the Stockton Seaview Resort in Galloway Township, NJ. The District Manager attended sessions entitled:

1. Recipe for a Successful Habitat and Future by noted author Doug Tallamy, of the University of Delaware.
2. Stormwater Initiatives and Basin Prioritization Matrix
3. Stormwater Compliance Program
4. NJ Infiltration Basin Performance Assessment
5. New Jersey Online Database for Mapping and Managing Stormwater Basins

CWPP

John Cowie has been working on CWPP (Community Wildfire Protection Plans) for the following Communities: Barnegat, Waretown, Woodland Twp., Eagleswood, Little Egg, Lawrence Twp., Howell Twp., Jackson Twp., Bass River, Ocean Twp. and Monroe Twp.

The work has included updating plans, meetings with Greg McLaughlin, meetings with local elected officials involved in plan approvals, police and fire officials involved in plan approvals and implementations.

MOTION 3

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

CORRESPONDENCE

An email was received from Nicole Ciccaglione informing the District of a new District Conservationist, Clare Flanagan. There is not a current start date as of yet.

A thank you letter from New Jersey Assoc. of Conservation Districts, Richard Belcher was received thanking the District for the Envirothon donation.

The District received a publication from the State of New Jersey on the Right to Farm in New Jersey.

The District received an email from Barb Phillips on Aerial Cover Crop Seeding at local farms beginning August 29th. There were no Mercer County farms in this program.

CHAPTER 251

2016-5254-T	2016-5247-EW	2016-5204-EW	2016-5266-E
2016-5274-H	2016-5256-H	2016-5265-H	2016-5260-HT
2016-5224-L	2016-5281-P	2016-5276-P	2016-5270-P
2016-5269-P	2016-5268-P	2016-5259-P	2016-5245-P
2016-5243-P	2016-5226-R	2016-5277-WW	2016-5267-WW
2016-5263-WW	2012-4682-WW NJG0234591		

MOTION 4

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

RC&D STATUS

Dan Pace gave an update from the last RC&D meeting as they are preparing for the Tour de Farms bike ride. They stop at different farm stands and farms. After you buy produce a County vehicle picks up your purchases and returns them to the starting line for pickup.

NRCS UPDATE

Three Plans are ready for approval, EQIP, Equine & Energy CAP.

MOTION 5

A motion to approve a Request for Assistance from Robert & Marianne Meyer at 500 Perrineville Rd., Surface Water Control was made by G. Mount, seconded by T. Wang, carried unanimously.

MOTION 6

A motion to approve an Equine Initiative Conservation Plan was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

MOTION 7

A motion to approve an EQIP Conservation Plan was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

Next year's sign up cut-off date for Conservation Practices is 10/21/2016.

EXTENSION UPDATE

Jack Rabin will speak at the Mercer County Board of Ag Dinner Meeting one last time before retiring January 1, 2017.

Meredith and Wes are preparing workshops for food Safety Modernization Act Training for this winter with six on the calendar throughout the State.

Two weeks ago Meredith held a meeting for farm interns, apprentices and other farm workers to talk about food safety and post-harvest handling. They also explained what the Extension Office is and how they can give assistance.

Meredith will attend an Exotic Crop Field Day at the Rutgers Campus.

Some of the Atlantic City talks are now up on YouTube at Rutgers NJAES YouTube Website. The talks are the power point presentations and audio only.

SSCC

The Board discussed having SSCC representation at the Board Meetings.

UNFINISHED BUSINESS

Numbers were put together for a part-time Education Coordinator position. The Board discussed having a part-time person and approaching Mercer County for additional grant money to fund this position.

NEW BUSINESS

The Board discussed continuing the Shared Services Agreement with Warren County Soil Conservation District for EFRP work.

MOTION 8

A motion to renew the Shared Services Agreement with Warren County Soil Conservation District was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

The Board discussed continuing the Shared Services Agreement with Freehold Soil Conservation District for inspection and plan review work while the District Manager is on vacation.

MOTION 9

A motion to renew the Shared Services Agreement with Freehold Soil Conservation District was made by E. DiPolvere, seconded by T. Wang, carried unanimously.

The Board discussed the final CAP Agreement for the Fiscal Year 2017 reimbursement.

MOTION 10

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

HONEY & HUNT LAKE UPDATE

Lewis Goldshore updated the Board on the progress of Honey & Hunt Lake Dams. Scott Duban, Deputy Attorney General has retired and the new Deputy Attorney General is Andrew Reese. There seems to be a spark of life in terms of circulating memos for draft documents, which would discharge easements to allow the Homeowners Association of Honey Lake to take over the responsibilities. The cost which doubled from the initial estimate for the homeowners has been an issue. Paul Pogorzelski, the Hopewell Township Administrator has sent out a memo this week showing that he is interested in bringing the parties together to get this done. DEP is in the process of reviewing the final design documents for Honey Lake Dam. They will generate comments for the design engineer. Hopewell Township has not filed an application with Clint Oman at DEP yet.

The District Manager spoke to Clint Oman from DEP about Hunt Lake. The DEP sent out a draft MOA to the two homeowners and their attorneys for comment and DEP has not heard back. The next step is for DEP's Attorney General's Office to send a letter giving the homeowners 30 days to respond or they will start proceedings to decommission the dam.

The Board was then introduced to John Cowie, the consultant to finish the Community Wildfire Protection Plans (CWPP). John updated to Board on the CWPP status and spoke very highly on the need to have the CWPP plans, and to educate the public to keep the citizens safe.

Lucia Huebner told the Board of a meeting to inform citizens about the North Jersey Casino proposal and how this impacts horse farms. The meeting will be held in Hopewell, NJ on October 18th or 19th.

The District Manager updated the Board on building maintenance. The District received a quote on 8 new screens for the windows and price to replace the toilets.

The meeting was adjourned at 4:24 pm.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board

----- October 2016 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
OCTOBER 6, 2016**

MCSCD SUPERVISORS

Scott Ellis
Ed DiPolvere
Gary Mount
Lucia Huebner
Theodora Wang

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Meredith Melendez
Nicole Ciccaglione
Frank Minch

The meeting was called to order by Chairman Scott Ellis at 5:37 pm. The Statement of Adequate Notice was read.

The minutes of the September 8, 2016 meeting were reviewed by the Board.

MOTION 1

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

The Treasurer's Report was presented to the Board. The District was in the black again for another month because the Ag Resource Grant (CAP) payment was received.

MOTION 2

A motion to receive and file the Treasurer's Report pending audit was made by E. DiPolvere, seconded by T. Wang, carried unanimously.

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

12 - APPLICATIONS RECEIVED
0 - PREREVIEW INSPECTIONS
14 - REVIEWS
130 - INSPECTIONS
3 - PRE CONSTRUCTION MEETINGS

43 - FINAL REPORTS OF COMPLIANCE
5 - 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 input an additional 16 projects into the H&H Database. A total of 17.25 hours were spent inputting the data. The database is now open to the public for retrieval of information.

EFRP

The District received one (1) request for EFRP work completed. The Office Administrator copied the appropriate file and forwarded it to the Warren District for scheduling and execution.

The District Manager prepared an invoice for EFRP and forwarded the same to Jon Klishes of the New Jersey Forest Service for processing.

SSCC

The District Manager attended the State Soil Conservation Committee's September 12, 2016 meeting. Topics of discussion included: Employee Training and Seminars for; Inspecting Project Sites Containing Hazardous Materials, New 251 Standards (in particular, the addition of on-site soil compaction testing protocols), and the New Flood Hazard Area Rules adopted by NJDEP. Also discussed was the implementation of the Electronic Data Tracking System, which was required to be in place for all new projects received by Districts beginning September, 2016.

CHAPTER 251

The District Manager coordinated a meeting and field inspection with Nicole Ciccaglione and Elizabeth McShane of the USDA NRCS for a 20+ acre meadow restoration project at Princeton University. The project (Butler Tract Housing) involved demolition of dormitories which were constructed circa 1940's and stabilization/restoration of the tract with meadow/warm season grasses and wildflowers. Five parcels within the tract were seeded with distinctly different seed mixes (as test plots) to determine which seedings performed the best. A Trip Report was prepared by the NRCS which outlined the results of the seeding. Generally, the majority of all of the parcels have been taken over by annuals, not included in the original seed mix. The Trip Report and several USDA Practice Standards were forwarded to the appropriate parties at the University.

ELECTRONIC DATA TRACKING SYSTEM

The District Manager prepared an Excel based 251 Project Data Tracking System as a result of a mandate by the Fee & Fiscal Sub-Committee, contained in the latest Auditors Manual. All projects beginning September 1, 2016 are being inputted into the system.

Plan review, project administration and field inspection time are being logged into the system.

CWPP

John Cowie has been working on CWPP's as follows:

1. John is in the process of getting purchase receipts from Eaglewood Twp. Lisa Hand, the Town Clerk is leaving on 10/6/16 so they are trying to wrap everything up.
2. A meeting is scheduled on 10/11/16 for Bass River with Mayor Cope to update and finalize their CWPP.
3. John met with the Mayors Secretary of Little Egg Harbor and picked up the signed copy of their CWPP.
4. A meeting with Howell Twp., Chief Lewis and other partners is still in the works.
5. John picked up the signed resolution for the White Horse Road Project in Woodland Twp. They are now waiting on Pinelands approval.
6. John has tried multiple times to contact Jim Smart of Monroe Twp. to follow up on mitigation projects. He will continue to work on this.
7. Section Fire Warden Battersby is continuing to work on setting up a meeting with the involved partners for Phase 3 in Lawrence Twp.

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 a Farm Land Preservation Program Termination of Agreement from Dan Pace. A Lawrence Farm terminated its Municipally Approved Farmland Preservation Program Agreement with the Mercer County Agriculture Development Board.

The District Manager received John Cowies' resume.

The District Manager received a thank you email from Theodora Wang for the wonderful picnic.

The District received a fully executed Cooperative Agreement for services related to implementation of Conservation Assistance Programs for 7/1/16 – 6/30/17 from Frank Minch.

The District received a News Release from USDA NRCS, Barbara Phillips for Fiscal Year 2017 Assistance Programs: Agricultural Management Assistance (AMA), Environmental Quality Incentives Program (EQIP), EQIP Conservation Activity Plans & EQIP Initiatives. The application deadlines are 10/21/16.

The District received a copy of a letter from Andrew Reese, Deputy Attorney General to Steven J. Picco, Esq. the attorney for the Hunt Lake owners, stating DEP will withdraw the proposed settlement agreement 30 days from the date of the letter unless the agreement is signed by the owners. If they do not sign within 30 days, the DEP will pursue a permanent decommissioning of the Hunt Lake Dam.

The District received a 2017 Membership request from the National Association of Conservation Districts. The Board had a discussion with regard to supporting the NACD for 2017.

MOTION 4

A motion to support the National Association of Conservation District (NACD) membership of \$500.00 was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

The NJ Association of Conservation Districts sent out a National Conservation Planning Partnership Survey of Farmer/Ranchers.

The District received a Management Representation Letter from Nightlinger, Colavita & Volpa, PA to sign and return to them for doing the annual audit. The letter was signed and will not be released until the final audit entries are received.

CHAPTER 251

2016-5244-EW	2015-5115-EW NJG0260142	2016-5181-E NJG0254789	2016-5285-H
2016-5282-H	2016-5185-H	2012-4665-H NJG0227706	2011-4552-H NJG0215503
2016-5293-L	2016-5290-P	2016-5289-P	2016-5287-P
2016-5283-P	2016-5209-WW		

MOTION 5

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

NRCS

This will be the last meeting for Nicole Ciccaglione to attend as the representative from NRCS. A new hire, Clare Flanagan will be attending the meetings. Clare will be working out of the Freehold Office starting October 11, 2016. The Board thanked Nicole

for many years of service to the District, Nicole will be truly missed.

Nicole and Laura attended a Conservation Innovation Grant (CIG) Public Meeting. This is a Non-Profit, Open Space Conservation Cooperative. 11 applications were accepted for Forestry Management Plans, Wildlife Management Plans, Pollinator Management Plans and Regular Conservation Plans. The CIG Grant will fund 5 to 6 applications with a total funding amount of \$25,000.00.

NRCS has one item for certification, the Township of Lawrence Conservation Plan. NRCS worked with Christian Bench, Hunterdon District to develop the Conservation Plan.

MOTION 6

A motion to approve a Conservation Assistance Plan for Lawrence Township was made by T. Wang, seconded by G. Mount, carried unanimously.

The first round of program application sign-ups are due by: October 21, 2016.

EXTENSION UPDATE

Jack Rabin will retire January 1, 2017.

Jim Johnson an Ag Agent from Cumberland County has official retired.

Bruce Barber with the Warren County will retire.

Kenisha, the Ag Agent in Warren County has submitted her letter of resignation.

The new Weed Specialist, Terry, will be focusing on special crops and based out of the Blueberry/Cranberry Research Farm in Chatsworth, NJ. Meredith will be giving him a tour of farms on Wednesday to hear first-hand what the needs are of the growers.

The first Ultra-Niche Crops Series: Strawberries was held last week with 42 participants.

The next Ultra-Niche Crops Series: Mixed Cut Flowers will be held October 27, 2016 in Bridgewater, Bordentown & Bridgeton, NJ.

The Extension is holding a National Extension Tourism Conference at the Nassau Inn, Princeton, NJ August 8-11, 2017. Presentation proposals to be accepted beginning January 4, 2017 through March 13, 2017.

SSCC

The SSCC is still working on Soil Restoration Rules and this is in the review stages/comment period through November. There will be a Managers Meeting for comments next week. The SSCC is still working on standard notes, requirements and training programs for Districts and Towns. This study was a result of soil compaction on job sites.

The SSCC has a new employee, Sandra Howland a Research Scientist dealing with water and animal waste issues.

The SSCC had a meeting with the Training Subcommittee and will be sending out a survey for requests for training. A few ideas were Opra Request Training, Administration Training and Pension Training. Frank is also looking at Supervisor Performance Standards for new appointments to be updated.

The SSCC has a request to re-establish the per diem money to Supervisors.

NEW BUSINESS

Up for renewal is the Shared Services Agreement with the County of Mercer to help pay for District salaries. The agreement amount is \$36,000.00.

MOTION 7

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

MOTION 8

A motion to approve the District Meeting Calendar for 2017 was made by G. Mount, seconded by L. Huebner, carried unanimously.

Meeting was adjourned at 7:10 pm.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board

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

MCSCD SUPERVISORS

Gary Mount
Ed DiPolvere
Lucia Huebner
Theodora Wang

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Clare Flanagan

The meeting was called to order by Vice Chairman Gary Mount at 5:30 pm. The Statement of Adequate Notice was read.

The minutes of the October, 2016 meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes with two corrections was made by L. Huebner, seconded by T. Wang, carried unanimously.

The Treasurer's Report was presented to the Board. The District was down in 251 revenue from this time last year, but still in the black for the month.

MOTION 2

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

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM
11 - APPLICATIONS RECEIVED
1- PREREVIEW INSPECTIONS
18 - REVIEWS
136 - INSPECTIONS
0 - PRE CONSTRUCTION MEETINGS
51 - FINAL REPORTS OF COMPLIANCE
2 - CONDITIONAL REPORTS OF COMPLIANCE
1 - VIOLATION NOTICES
0 - STOP WORK ORDERS

- 0 - DENIALS
- 0 - CERTIFICATION DELEGATIONS
- 1 - 5,000 SQUARE FOOT DETERMINATIONS

H&H DATA BASE

The District Manager spent 30.5 hours inputting projects into the H&H Database.

EFRP

The District received several requests for inspections for Hurricane Sandy obstruction removal, work completed. The Office Administrator copied the project files and forwarded the same to the Warren County Soil Conservation District for inspections.

The District Manager prepared quarterly reports for the period ending September 30, 2016. The reports were forwarded to the Northeastern area State and Private Forestry Division of the U.S. Forest Service.

CWPP

Phase II CWPP

1. Greg McLaughlin is in the process of reviewing receipts submitted for Eagleswood.
2. John Cowie is having a meeting with Howell Township Officials and Section Warden Gene White On 11/1/16.
3. We are still waiting for Pinelands approval for the White Horse Road Project for Woodland Township.
4. The CWPP is signed for Monroe Twp. however, John Cowie has had no luck contacting Jim Smart the Mitigation Coordinator.
5. Waretown is in for final review this week.
6. The Bass River CWPP is complete and submitted to Greg McLaughlin for final approval.

Phase III CWPP

1. GIS maps are being done for Lawrence Twp.
2. Greg McLaughlin and John Cowie are identifying other communities for Phase III.

SSCC

The District Manager attended the October 20, 2016 District Personnel Liaison Meeting at the Freehold Soil Conservation District.

The topics of conversation included:

The scheduling of Regional Supervisor's Meeting for March/April of 2017

Modifications to the Supervisor's nominating process and procedures

Several proposed bill's introduced to the State Senate/Assembly

Soil Restoration Standards implementation

H&H Database status

Of particular interest, was the Soil Restoration Standards implementation. A standard form was circulated for soil restoration self-certification purposes. The form is in draft format for comments from all Districts. Essentially applicants may be able to self-certify that remediation work was complete to offset the effects of soil compaction. In lieu of performing the remediation work, bulk density testing may be performed. If the test sample bulk densities are below the allowable values, the Standard has been complied with.

Training sessions for District personnel are being scheduled for late winter/early fall of 2017.

Honey Lake

A group telecom occurred on 10/28/16 between Hopewell Township Officials, the Honey Lake Homeowner's Association Attorney, NJDEP, Dam Safety, NJ Attorney General Council, the Mercer County Soil Conservation District Manager and District Council.

NJDEP Dam Safety indicated that they are approximately one to two weeks away from issuing the Dam Rehabilitation Permit for the project.

Also discussed were the remaining items that the District must effectuate in order to proceed. The Mercer District Attorney's opinion is that the District can and should, execute the Discharge of Deeds of Easement as well as the Quit Claims Deed at this time.

Hopewell Township also wants the process to move forward to begin the lowering of the water surface within the lake as a pre-cursor to construction. This will require payment of fees to the consultant who will exercise the dewatering value.

The District also requested that the NJDEP be very specific on how the funds are to be paid to the Homeowner's Association for tasks associated with the rehabilitation process.

The District Attorney also stressed the importance of the release letter from the NJDEP, currently being held by NJDEP stating that the District has met all its obligations under the original agreement for ownership, maintenance and rehabilitation of Honey Lake Dam, dated January 7, 2015.

MOTION 3

A motion to approve the District's Report was made by T. Wang, seconded by E. DiPolvere, carried unanimously.

CORRESPONDENCE

The District Supervisors and Staff received a Training Sub-Committee Survey from Co-Chairman, Christina LaBianca to be completed and returned to the Freehold District by November 18, 2016.

The District receive a letter from Tom Vilsack, Secretary of the U.S. Dept. of Agriculture requesting a primary County Disaster Designation from 11 New Jersey Counties for

losses caused by combined effects of freeze, excessive heat and drought that occurred from April through September, 2016 and Mercer is one of the counties. The letter is written to the Governor of the State of New Jersey, Chris Christie. Assistance is available for those farmers that had a loss from the FSA.

Ed DiPolvere brought in an article from the U.S. 1 newspaper regarding a Emerald Ash Borer (EAB) Seminar at the Plainsboro Recreation Cultural Center on 10/24/16 with speakers Bill Brash and Dave Wells. This is sponsored by Plainsboro's Shade Tree Advisory Committee.

The Audit Report for Fiscal Year 2016 was handed out to each Supervisor for their review and comments at the next meeting.

CHAPTER 251

2016-5299-T	2016-5302-H	2007-3904-H 11-03-08-018	2016-5301-HT
2016-5292-HT	2016-5284-L	2016-5271-L	2015-5107-L
2016-5298-P	2016-5297-P	2016-5295-P	2016-5288-P
2016-5273-P	2008-4163-R		

MOTION 4

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

NRCS

The Board welcomed Clare Flanagan as the new NRCS Mercer District representative. Clare came to NRCS in New Jersey from NRCS in Washington State. Clare is originally from Ireland.

NRCS has received five applications from applicants in Mercer County for 2017 funding consideration. Applications are submitted for grazing, livestock, energy implementation, SHT & forestry implementation.

The application deadlines for 2017 funding consideration are as follows:

EQIP – C.O.B. - 3/17/17

EQIP CAPA – C.O.B. - 1/20/17, 3/17/17 & 5/19/17

EQIP – Golden Winged Warbler, Bog Turtle, Soil Health, Energy, Organic & Equine – 3/17/17

EXTENSION UPDATE

Meredith Melendez could not attend the meeting and sent an update. Meredith is at a food safety talk on Rutgers Campus with an undergrad class.

The county is now inspecting composting operations. Evidently this was historically done by the state, without much issue or attention. The person conducting the inspection is from the Division of Public Health and has taken issue with leaves piled at one particular farm. Dan Pace and Meredith have been in communication about this. They are trying to push for notification prior to the inspection, and information on what they are looking for from those producing/storing compost.

SSCC

Nothing new to update. The SSCC had the District Personnel Liaison Meeting at the Freehold District on 10/20/16. Discussed the 2017 Meeting Schedule and the Regional Supervisor Meetings are being scheduled for March/April, 2017.

The State Committee is looking into the possibility of doing away with the local Supervisor Nominating Committees and only having the SSCC Nominating Committee to choose new Supervisors.

The H&H Database is up and running and working well at this time.

UNFINISHED BUSINESS

Honey Lake

A group telecom occurred on 10/28/16 between Hopewell Township Officials, the Honey Lake Homeowner's Association Attorney, NJDEP, Dam Safety, NJ Attorney General Council, the Mercer County Soil Conservation District Manager and District Council.

NJDEP Dam Safety indicated that they are approximately one to two weeks away from issuing the Dam Rehabilitation Permit for the project.

Also discussed were the remaining items that the District must effectuate in order to proceed. The Mercer District Attorney's opinion is that the District can and should, execute the Discharge of Deeds of Easement as well as the Quit Claims Deed at this time.

Hopewell Township also wants the process to move forward to begin the lowering of the water surface within the lake as a pre-cursor to construction. This will require payment of fees to the consultant who will exercise the dewatering value.

The District also requested that the NJDEP be very specific on how the funds are to be paid to the Homeowner's Association for tasks associated with the rehabilitation process.

The District Attorney also stressed the importance of the release letter from the NJDEP, currently being held by NJDEP stating that the District has met all its obligations under the original agreement for ownership, maintenance and rehabilitation of Honey Lake Dam, dated January 7, 2015.

The Board did not approve a resolution to discharge deeds of easements, quick claim deed or any other documents to transfer the Districts' easement rights. The Board is reluctant to do this without the release of obligation letter from NJDEP. No motion was

made.

The Mercer County Soil Conservation District received a letter from Lou Cooperhouse, President of the Honey Lake Association to waive the 251 application fees for the refurbishing of the dam at Honey Lake.

The Board did not approve a waiver of 251 application fees for the refurbishing of the dam to the Honey Lake Association for this 251 project. The Board is reluctant to set precedent by waiving fees for this project. No motion was made.

The District Manager suggested that Lewis Goldshore, Esq. attend the next meeting for guidance, clarification and to explain the legal process as well as the District's remaining obligations.

Hunt Lake

DEP responded back to the owners of Hunt Lake, a request from Mr. Forrester for a time extension to hire an Engineer. DEP responded by sending a letter back that said they have 30 days to hire an Engineer and 15 days after hiring the Engineer to give an expedited schedule of completion of the engineering evaluation.

Shared Services Agreement

The Board discussed a Shared Services Agreement between Robbinsville Township and the District. This agreement is to provide automotive repair and maintenance services to the District.

MOTION 5

A motion to enter into a Shared Services Agreement with Robbinsville Township for automotive repair and maintenance services was made by E. DiPolvere, seconded by L. Huebner, carried unanimously.

The meeting was adjourned at 7:03 pm.

Respectfully submitted,

Paul Schiariti
Secretary to the Board

----- December 2016 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
DECEMBER 8, 2016**

MCSCD SUPERVISORS

Scott Ellis
Theodora Wang
Gary Mount
Lucia Huebner

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Meredith Melendez
Laura Coover
Dan Pace
Lewis Goldshore, Esq.

The meeting was called to order by Chairman Scott Ellis at 11:03 am. The Statement of Adequate Notice was read.

The minutes of the November 3, 2016 meeting were reviewed by the Board. T. Wang pointed out two typing errors to be corrected.

MOTION 1

A motion to approve the minutes with corrections was made by G. Mount, seconded by T. Wang, carried unanimously.

The Treasurer's Report was presented to the Board. The District is in the black once again even though 251 Income was down from this same time last year. Front sign posts were replaced, due to the previous posts rotting and the sign blowing over.

MOTION 2

A motion to receive and file the Treasurer's Report pending audit was made by G. Mount, seconded by T. Wang, carried unanimously.

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

14 - APPLICATIONS RECEIVED

2 - PREREVIEW INSPECTIONS
29 - REVIEWS
69 - INSPECTIONS
1 - PRE CONSTRUCTION MEETING
8 - FINAL REPORTS OF COMPLIANCE
29 - 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 entered an additional 20 projects into the data base. To date the District has entered over 400 detention basins from approximately 250 separate projects within Mercer County.

The District Manager requested the remainder of the Data Base Grant funds in the amount of \$5,145.00 from the New Jersey Department of Agriculture.

All active projects as well as a substantial portion of archived projects have been entered into the system.

EFRP

The District Manager prepared an invoice for the 3rd Quarter, 2016, for processing and forwarded the same to Jon Klisches of the New Jersey Forest Service.

The District received two (2) additional requests for EFRP inspections. The requests were forwarded to the Warren County Soil Conservation District for processing and inspections.

CWPP

Phase II

The Ocean Township and Bass River CWPP's are ready for printing. Completion is anticipated during December.

The Howell Township CWPP is undergoing final edits. Receipts for materials reimbursements have been received and forwarded to Greg McLaughlin for approval, prior to reimbursement.

Englewood Township materials receipts are with Greg McLaughlin for approval prior to reimbursement.

Phase III

The Lawrence Township GIS mapping is currently being put together.

John Cowie met with the Section Fire Warden, and the Township Partners in Vineland Township to begin a CWPP plan. Information is being gathered to start the plan. Overlay maps are being prepared by the GIS Department.

John Cowie attended the League of Municipalities and spoke/marketed the CWPP program.

HONEY LAKE

The District Manager received a request from the Hopewell Township Business Administrator/Township Engineer, regarding attending a meeting with the homeowner's to provide an update on the process. The meeting is currently scheduled for December 14, 2016. The District Manager plans on attending the meeting.

The District Manager requested our attorney be present during the December meeting to provide a synopsis to the Board on our remaining obligations for Honey Lake Dam, and to discuss a strategy to move forward.

MOTION 3

A motion to approve the Director's Report was made by. G. Mount, seconded by T. Wang, carried unanimously.

CORRESPONDENCE

The District received a memo from Frank Minch regarding prohibitions against accepting holiday gifts or items of value from individuals or organizations doing business with the District.

A News Release received from USDA-NRCS concerning Subaqueous Survey of Barnegat Bay is now available online.

Information from SSCC was received for the Poster Contest 2017. The current topic is Healthy Soils Are Full of Life. The District Manager and Office Administrator posted this information on the District's website. The posters are due March 24, 2017 for judging.

A brochure from Robbinsville Twp. was circulated, depicting Greg McLaughlin's family on the cover and an article about Greg and his family.

CHAPTER 251

2016-5278-T	2014-4963-EW NJG0239810	2016-5309-E	2016-5239-E
2016-5220-E	2016-5311-H	2016-5264-HB	2016-5272-HT
2016-5198-HT	2013-4813-HT	2016-5314-PB	2016-5318-P
2016-5317-P	2016-5316-P	2016-5315-P	2016-5313-P

2016-5312-P

2016-5310-P

2016-5308-P

2016-5303-P

2016-5307-WW

2016-5306-WW

MOTION 4

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

RC&D

Dan Pace informed the Board RC&D is still talking about a new hire. Team Habitat is still on going and no new projects to report.

NRCS

A few applications for Fiscal Year 2017 were received for EQIP. Five applications have screening completed and the ranking deadline is 2/24/17.

Applications are being accepted for 2017 funding consideration for the following programs:

EQIP Signup #2- C.O.B. 3/17/17

EQIP CAPS – C.O.B. 3/17/17 & 5/19/17

EQIP – Golden Winged Warbler, Bog Turtle, Soil Health, Energy, Organic & Equine Signup #2 – C.O.B. 3/17/17.

EXTENSION UPDATE

Meredith Melendez was accepted into the Rutgers Faculty Excellence Program. This is for faculty members that are in the tenure process to help with networking and resources. Twenty people were chosen and the group meets four times a year. This is a three year program.

Meredith took Thierry (Rutgers Weed Specialist) around to different farm operations in Mercer County to talk with the growers about different types of needs.

The Ultra-Niche Crops Program is continuing with High Tunnel Winter Lettuce. Registrations are being accepted and the program will be held on 1/31/17. The information for strawberries and cut flowers is already up on the website.

The program for Atlantic City, educational sessions with the pesticides portion is on the website also. The conference is scheduled for February 7th, 8th and 9th.

Rutgers is offering Organic Land Care Certificate Course scheduled for January 23rd, 24th, 30th, and 31st.

SSCC

Frank Minch did not attend the meeting and did not provide an update.

UNFINISHED BUSINESS

Lewis Goldshore, Esq. provided the Board with an update on Honey Lake Dam. The original agreement was signed by Honey Lake Association, New Jersey DEP, Hopewell Township and the Mercer County Soil Conservation District, January, 2015. This laid out how the District is able to extricate itself from the dam & easements. This is explained in the lengthy agreement from January, 2015. To conclude our obligations to this agreement there are five things the District needed to do. First, is the release of all survey, hydrology and hydraulic information from USDA NRCS which was given. Second, was to provide templates and assist in updating the dam safety documents for the Emergency Action Plan which was provided. Third, is coordination with NJ DEP and the Honey Lake Association to expend all funds which will be received from NJ DEP for the rehabilitation of the dam. Fourth, is to transfer to the Honey Lake Association the District's easement rights and to discharge and release such rights. Fifth, is to continue to inspect the dam until such time as the construction starts. We are on the cusp of doing all these things or getting them all concluded. Mr. Goldshore prepared a Resolution to authorize the Chairman to sign the Discharge of Easements and the Quit Claim Deed. This is to be held until such time as NJ DEP starts to release the funds. When the District's obligations are fulfilled, the Honey Lake Association shall release the District from any and all obligations relating to Honey Lake Dam, which has already been executed, and being held in escrow by the Attorney General's office.

MOTION 5

A motion for the Chairman, W. Scott Ellis to be able to sign a Resolution to Authorize the Release of Easements for Honey Lake Dam was made by G. Mount, seconded by T. Wang, carried unanimously.

MOTION 6

A motion for the Chairman, W. Scott Ellis to sign a Resolution for a Quit Claim Deed to discharge deeds of easement rights for Honey Lake Dam was made by G. Mount, seconded by T. Wang, carried unanimously.

The Board discussed an October 28, 2016 letter from Lou Cooperhouse, President of the Honey Lake Association requesting that the District waive fees for the Soil Erosion & Sediment Control Plan Permit Application. Based on a concern that the waiver of fees would establish a precedent, among other reasons, the District adopted a motion to deny the request.

MOTION 7

A motion to deny the request for Soil Erosion & Sediment Control Plan Permit Application Fees to be waived by the District was made by G. Mount, seconded by T. Wang, carried unanimously.

There has been no update on Hunt Lake at this time.

NEW BUSINESS

Gary Mount is requesting the District to consider hiring an Environmental Educational Coordinator. Gary spoke to Leslie Floyd, the Director Mercer County Planning Department for additional funding for an educational employee. She was not receptive to the idea at this time. Leslie Floyd did suggest helping find grant money for environmental education. Laura Coover suggested an Earth Team volunteer to write grants to start up an education program. Lucia Huebner talked about helping Hopewell High School with their Envirothon Program and having an educational person head that program for the High School.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board

----- January 2017 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
JANUARY 5, 2017**

MCSCD SUPERVISORS

Gary Mount
Ed DiPolvere
Lucia Huebner
Theodora Wang

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Meredith Melendez

The meeting was called to order by Vice Chairman Gary Mount at 5:35 pm. The Statement of Adequate Notice was read.

The minutes of the December 8, 2016 meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes with one correction was made by E. DiPolvere, seconded by L. Huebner, carried unanimously.

The Treasurer's Report was presented to the Board. The District was in the black again for another month. 251 Revenue is down from this time last year.

MOTION 2

A motion to receive and file the Treasurer's Report pending audit was made by E. DiPolvere, seconded by T. Wang, carried unanimously.

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

14 - APPLICATIONS RECEIVED
2 - PREREVIEW INSPECTIONS
17 - REVIEWS
76 - INSPECTIONS
1 - PRE CONSTRUCTION MEETINGS
4 - FINAL REPORTS OF COMPLIANCE

17 - 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 District Manager entered an additional 17 projects into the H&H Database. A total time of 22 hours were spent on the data inputting. A cumulative total 259 projects containing 433 detention/retention and infiltration basins have been entered to date.

Date entry will continue for the remaining archived projects. Detention basin information for all newly submitted projects will be entered upon plan certification.

The District received final payment of \$4,960.00 for the H&H Database Grant.

EFRP

Two (2) property visits/inspections were performed by Warren County Soil Conservation District. An FSA 848 B (project inspection report) was completed for one of the projects.

CWPP PHASE II

Howell Twp. plan has been signed/executed.

Eagleswood Twp. receipts are being gathered for reimbursement and being verified by G. McLaughlin.

Howell Twp. plan was copied at the District Office.

Updates are being implemented within the Bass River and Waretown CWPP's.

CWPP PHASE III

Mahwah CWPP received G. McLaughlin's approval to move forward. Contact has been made with the Business Administrator and Fire Warden.

Vineland Section Warden is collecting data for CWPP preparation.

Lawrence Township Section Fire Warden is setting up a meeting for January.

SSCC

The District Manager attended the December 12, 2016 State Soil Conservation Committee Meeting. Topics of discussion included:

The HEP District County 251 compliance issues.

Chapter 251 Soil Restoration Standards – Comments have been received on the Standard;

the SSCC Staff is in the process of responding to the comments.

H&H Database update: 10,000 total projects with 15,000 detention basins have been input into the statewide database.

Soil Restoration Standards – Self Certification Form Draft version was provided.

2017 Poster Contest entitled: Healthy Soils Are Full of Life was discussed.

The Mercer District Staff entered the contest brochure on the District's website in November.

The District Manager applied for and received permission to dispose of older Chapter 251 Project Files that have been closed out for over seven years. The request and approval process is now in electronic format. A formal request must be approved prior to discarding records. Upon receipt of the authorization, the District Manager brought the project files to the local recycling facility for disposition. Between 250 and 300 project files were discarded.

HONEY LAKE DAM

The District Manager attended a stakeholders meeting at Hopewell Twp. Municipal Building on December 14, 2016 regarding the status of the project. NJ DEP issued a permit review letter to French Parello Associates requesting revisions. The Mercer District also reviewed the project for compliance with Chapter 251 Standards. The District issued a review letter to French and Parello Associates as well. French and Parello Associates are in the process of revising the plans to meet review agency comments.

One technical issue raised, was with regard to a District review comment requiring riprap shoreline embankment protection, as required by the New Jersey Standards. A discussion pursued between French and Parello Associates and the District regarding the riprap stone protection, and whether this was a requirement or a recommendation.

Since French and Parello Associates is value engineering the project, they estimate that the addition of riprap will add approximately \$80,000.00 to the overall construction cost.

The District Manager followed up with Council and the State Erosion Control Engineer regarding this issue. An email outlining the District's regulatory authority and position relative to this issue was subsequently sent out on December 6, 2016. The District provided an outline of the required review/approval procedure if they request a deviation from the Standard.

HUNT LAKE DAM

The District received a copy of a response to Christopher S. Porrino of the New Jersey Attorney General's Office from Mott McDonald (consulting engineering) regarding the imposed deadline to respond to requests for the MOA to be executed. **The response**

letter indicates the Homeowners are undertaking an engineering evaluation to aid in the decision making process as to whether to move forward with a redesign or to breach the existing structure. The letter is dated December 21, 2016.

MOTION 3

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

CORRESPONDENCE

The District received correspondence regarding the New Jersey Agricultural Convention & Trade Show & 2017 Annual State Agricultural Convention being held February 7-9, 2017 at Harrah's Resort & Waterfront Conference Center.

CHAPTER 251

2016-5181-E	2016-5188-H	2016-5294-PB	2016-5328-P
NJG0254789	NJG0255751		

2016-5327-P	2016-5326-P	2016-5324-WW
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MOTION 4

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

NRCS UPDATE

A few applications for Fiscal Year 2017 were received for EQIP. Five applications have screening completed and the ranking deadline is 2/24/17. One application submitted for cropland sign-up #2 and pending 2017 eligibility.

Applications are being accepted for 2017 funding consideration for the following programs:

EQIP Signup #2- C.O.B. 3/17/17

EQIP CAPS – C.O.B. 3/17/17 & 5/19/17

EQIP – Golden Winged Warbler, Bog Turtle, Soil Health, Energy, Organic & Equine Signup #2 – C.O.B. 3/17/17

CSP – C.O.B. February 3, 2017

EXTENSION UPDATE

Next week Meredith will attend the Long Island Ag Forum talking about sanitation of product contact surfaces which will be in their organic session. The following day Meredith will be talking about field conditions that can impact post-harvest quality.

Wes & Meredith had their first Food Safety Modernization Act FDA Approved Training last month. The next one will be in two weeks. Wegmans requires all their produce suppliers to attend.

The Snap Ed Outreach Program through Rutgers has let go of all the support staff. **Not**

sure what happened to the funding.

SSCC

Monique Purcell has been named as the Assistant Secretary of Agriculture to replace the recently retired Al Murray. She will continue her duties as the Division of Agricultural and Natural Resources Director.

The SSCC has adopted a quarterly meeting schedule for 2017.

A liaison meeting is scheduled for January 19th at Freehold SCD.

The NJACD is seeking suggestions for regional meeting locations.

The Soil Restoration Standards comment response is underway. The SSCC will need to develop training programs for developers, engineers, exempt municipalities and district staff.

UNFINISHED BUSINESS

Education Coordinator

The District Manager put together a qualifications and job description for an Education Coordinator position. This was requested by Gary Mount at the previous meeting. There are 4 Districts in the State that have an Education Coordinator position out of 15 Districts.

NEW BUSINESS

The Board discussed increasing the dental insurance reimbursement back up to \$1,500.00 per year.

MOTION 5

A motion to increase the dental insurance reimbursement back up to \$1,500.00 was made by E. DiPolvere, seconded by T. Wang and carried unanimously.

The District Manager would like to attend a seminar on Soil Mechanics Bearing Capacity & Slope Stabilization on January 26, 2017. The cost to the District would be \$269.00.

MOTION 6

A motion for the District Manager to attend a Soil Mechanics Bearing Capacity & Slope Stabilization Seminar was made by L. Huebner, seconded by E. DiPolvere, carried unanimously.

The meeting was adjourned at 6:24 pm.

Respectfully submitted,
Paul Schiariti, P.E.
District Manager

----- February 2017 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
FEBRUARY 3, 2017**

MCSCD SUPERVISORS

Scott Ellis
Ed DiPolvere
Gary Mount
Lucia Huebner
Theodora Wang

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Clare Flanagan
Frank Minch
Dan Pace
Priscilla Hayes (arrived 1:20
Pm)

The meeting was called to order by Chairman, Scott Ellis at 12:41 pm. The Statement of Adequate Notice was read.

The minutes of the January 5, 2017 meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes as mailed was made by T. Wang, seconded by G. Mount, with S. Ellis and E. DiPolvere not voting and L Huebner voting yes.

The Treasurer's Report was presented to the Board. The District was in the red \$400.00 for the month. Section 251 fees were down for January.

MOTION 2

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

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

8 - APPLICATIONS RECEIVED
5 - PREREVIEW INSPECTIONS
25 - REVIEWS
59 - INSPECTIONS
2 - PRE CONSTRUCTION MEETINGS

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

H&H DATA BASE

The District Manager entered an additional 18 projects into the database. A total time of 17 hours was spent on data inputting. A cumulative total of 276 projects containing 458 detention/retention and infiltration basins have been entered to date.

EFRP

The District Manager prepared the quarterly reports (financial and project status) for the period ending December 31, 2016. The District Manager prepared and forwarded an invoice to the New Jersey Forest Service for services provided in support of the Grant for the period ending December 31, 2016. The Office Administrator paid the monthly invoice for EFRP from the Warren District.

No additional inspection requests have been received for the month.

CWPP PHASE II

Ocean Twp: J. Cowie is working on final updates.
Bass River: J. Cowie is working on final updates.
Sandyston Twp: J. Cowie is working with Fire Warden Franek on plans.
Jackson Twp: J. Cowie is working on plans.

CWPP PHASE III

Mahwah: J. Cowie is setting a meeting with the partners.
Lawrence Twp: J. Cowie is setting up a meeting with the partners. GIS maps have been done.
Vineland: GIS maps are done and Warden Jones is working on gathering information.

DISTRICT PERSONNEL LIAISON MEETING

The District Manager attended the January 19, 2017 Liaison Meeting at the Freehold Soil Conservation District. Topics discussed included:

Soil Restoration Standards – Training must be provided for district staff as well as developers. The earliest this Standard may go into effect is July 1, 2017.

NJACD Regional Meetings – No dates or locations have been established

Supervisor Performance Standards

SSCC Meeting Schedule – Meetings will be on a quarterly basis.

2:90 Rules will sunset December, 2017. Any changes or modifications need to be in place by July, 2017.

Exempt Municipality Reviews – The Annual Review Reports will now be prepared and submitted online.

Education Programs – New Jersey Flower and Garden Show will be February 23-26, 2017 in Edison, New Jersey. The 2017 New Jersey Envirothon will be held in Morris County.

HONEY LAKE DAM

The District received the revised plans for the Soil Erosion & Sediment Control Permit for the reconstruction of the dam. We forwarded the plans to the State Erosion Control Engineer. The State Erosion Control Engineer submitted a response to a letter received from John Moyle of the NJDEP.

To date the District has not received revised plans addressing the State Erosion Control Engineers review.

TRAINING

The District Manager attended a training seminar entitled: Soil Mechanics, Bearing Capacity and Slope Stabilization held in Princeton on January 27, 2017.

DAM SITE 8 ANALYSIS

The District Manager and NRCS Representative surveyed the top of embankment of the dam. The District Manager began the SITES Analysis Program Input.

MOTION 3

A motion to approve the Director's Report was made by G. Mount, seconded by T. Wang, carried unanimously.

CORRESPONDENCE

The District received a notice from Dept. of Agriculture about organic muck soil, and the Environmental Quality Incentive Program on farm lands by adopting conservation practices to restore soil functions using the Conservation Reserve Program or Agricultural Conservation Easement Program.

A list of acronyms from NRCS was handed out to aid in understanding the names and meanings of each acronym.

CHAPTER 251

2017-5335-T	2017-5334-T	2011-4549-T	2016-5323-E
2016-5286-H	2014-4925-H NJG0251429	2016-5331-PB	2017-5339-P

2016-5325-P

2016-5319-P

2017-5333-WW

2016-5330-WW

MOTION 4

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

NRCS UPDATE

A few applications for Fiscal Year 2017 were received for EQIP. Six applications have screening completed and the ranking deadline is 2/24/17. One application submitted for cropland sign-up #2 and pending 2017 eligibility.

Applications are being accepted for 2017 funding consideration for the following programs:

EQIP Signup #2- C.O.B. 3/17/17

EQIP CAPS – C.O.B. 3/17/17 & 5/19/17

EQIP – Golden Winged Warbler, Bog Turtle, Soil Health, Energy, Organic & Equine

Signup #2 – C.O.B. 3/17/17

CSP – C.O.B. February 3, 2017

NRCS has been instructed by their State Office that they do not have authority to work on State Cost Share applications (CAP Program). NRCS is working with SADC to work out the logistics on who will actually do the work. Partial funding will be through the State Cost Share Program. Cost tables for practices to be implemented must be approved by Districts.

SSCC UPDATE

The SSCC is reviewing rules that are to sunset December, 2017. The four subchapters each need to be reviewed and approved before sunseting.

New Jersey Ag Convention is next week and the Department is in full swing for the convention.

There is a meeting set up with DEP to talk about the H&H Database program to add rules for towns to adopt a system to do maintenance on stormwater management basins. Districts would have the ability to provide inspection services for the basin maintenance.

EXTENSION UPDATE

The winter meeting season is in full swing with the Hershey meeting this week, two FSMA food safety workshops completed, the Ultra Niche Crops Winter Lettuce program and the NOFA Winter conference.

The NJ Ag Convention and Trade Show will take place next week.

The deer fencing cost share program information has been shared with growers and those who have preserved farms seem pleased with the opportunity.

Meredith will continue to connect with start-up farmers this winter.

UNFINISHED BUSINESS

Priscilla Hayes requested the Board to approve an in-kind native plants grant from the Pinelands Nursery. Each year, Pinelands Nursery makes available one in-kind grant of native plants per county. Priscilla will use this grant for the John Witherspoon Middle School as part of becoming certified as a River Friendly School and part of ecology lessons for the 6th graders.

MOTION 5

A motion to approve an in-kind native plants grant from Pinelands Nursery, for the John Witherspoon Middle School was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

Meeting was adjourned at 1:55 pm.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board

----- March 2017 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
MARCH 9, 2017**

MCSCD SUPERVISORS

Scott Ellis
Ed DiPolvere
Lucia Huebner
Theodora Wang

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Jason LaViscount
Investors Bank

The meeting was called to order by Chairman Scott Ellis at 5:24 pm. The Statement of Adequate Notice was read.

The District Manager introduced Jason LaViscount, Assistant Vice President, Investors Bank. Mr. LaViscount attended the Districts' Board of Supervisors Meeting to witness signatures and witness the assigning of current Board Members to the Assunpink Environmental Institute Inc. (AEI, Inc.). Current signatures are required to update the bank account for AEI, Inc. with Investors Bank.

The Board elected W. Scott Ellis, President, Edward DiPolvere, Treasurer, Paul Schiariti, Secretary and Linda Sandusky, Administrator of the Assunpink Environmental Institute Inc.

Mr. LaViscount also discussed the current Federal Regulations regarding bank accounts and the procedures required for witnessing signatures.

MOTION 1

A motion to approve the new Officers to Assunpink Environmental Institute, Inc. was made by L. Huebner, seconded by T. Wang, carried unanimously.

The minutes of the February 3, 2017 meeting were reviewed by the Board.

MOTION 2

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

The Treasurer's Report was presented to the Board. The District had a great month with 251 Revenue doubling from this 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 T. Wang, carried unanimously.

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

24 - APPLICATIONS RECEIVED
8 - PREREVIEW INSPECTIONS
26 - REVIEWS
67 - INSPECTIONS
3 - PRE CONSTRUCTION MEETINGS
3 - FINAL REPORTS OF COMPLIANCE
7 - CONDITIONAL REPORTS OF COMPLIANCE
0 - VIOLATION NOTICES
0 - STOP WORK ORDERS
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
3 - 5,000 SQUARE FOOT DETERMINATIONS

H&H DATA BASE

The District Manager entered an additional 28 projects into the data base. A total time of 20 hours was spent inputting data. A cumulative total of 304 projects containing 498 detention basins have been entered to date. We are nearing the end of the archived projects remaining to be entered. In approximately 2 to 3 months, all archived project should be entered into the data base.

EFRP

The District received two (2) requests for inspections (FSA-848B) for project completion. Both project files had been previously copied and mailed to the Warren County Soil Conservation District by the Office Administrator. The inspection requests were forwarded to the Warren SCD Forester, Tim Matthews for inspections.

CWPP PHASE II

Ocean Twp. Phase II: Submitted to G. McLaughlin for final approval for Township signing.

Base River Phase II: Submitted to G. McLaughlin for final approval for Township signing.

Eagleswood Phase II: G. McLaughlin signed off on expenses and receipts will be brought to the office for final approval.

Monroe Phase II: J. Cowie made contact with Jim Smart; he is working on getting receipts for reimbursement.

Howell Phase II: Organizing receipts to be submitted.

Sandyston Phase II: Information received from Assistant Division Warden Franek and almost ready for final approval.

The District Manager also met with John Cowie and Greg McLaughlin to go over progress on Phase II CWPP.

The District Manager spent 4 hours on CWPP Phase II Grant Administration.

CWPP PHASE III

Lawrence Phase III: Meeting was cancelled due to snow and will be rescheduled.

Vineland Phase III: Working with Section Warden Jones, compiling info to begin CWPP.

Mahwah Phase III: There has been no progress.

John Cowie is also working with Greg McLaughlin and Chris Franek on adding Hammonton in NJFFS Division C and 5 other towns in NJFFS Division A for Phase III.

The District Manager also met with John Cowie and Greg McLaughlin to go over progress on CWPP Phase III.

HONEY LAKE DAM

The District is awaiting a technical response from French and Parrello Associates for the remaining embankment scour protection issue. This is the only outstanding technical issue to be resolved, for the District to issue the Soil Erosion & Sediment Control Permit. The District Manager spoke with French and Parello Associates on February 27, 2017 to remind them of the aforementioned issue and the next two (2) District Board Meeting dates for plan certification.

John Showler, P.E. (New Jersey Dept. of Agriculture) has been corresponding with John Moyle, P.E. (New Jersey Dept. of Environmental Protection) regarding the New Jersey DEP's jurisdictional claim regarding the embankment scour protection issue.

Lewis Goldshore, Esq., responded to an email inquiry from the HOA and the Hopewell Township Engineer, Paul Pogorzelski regarding the remaining steps to reach closure on the transfer as follows:

1. The NJDEP will provide the District with written instructions regarding the disbursement of funds to the HOA.

2. The NJDEP will provide the District with a written determination that the District has fulfilled its obligations under Section 4 of the Agreement.
3. The Division of Law will provide the District with the release that was executed by the Honey Lake HOA.
4. The District will execute and record the Discharge of Deeds of Easement and the Quit Claim Deed.

DAM SITE 8

The District Manager continued on Sites computer modeling for Dam Site 8. The modeling results have been sent to the NRCS State Engineer for review and comment.

MOTION 4

A motion to approve the Director’s Report was made by E. DiPolvere, seconded by T. Wang, Carried unanimously.

CORRESPONDENCE

A postcard was received from the USDA regarding a recently received letter about muck soils. This letter was sent in error and all recipients were asked to disregard the letter.

The District received an invoice from NJACD for the annual dues in the amount of \$750.00.

MOTION 5

A motion to approve the annual dues for the NJACD was made by L. Huebner, second by E. DiPolvere, carried unanimously.

The District received a letter from State of NJ Dept. of Agriculture to attend the 2017 Regional Supervisor Meeting on March 27, 2017 at Villa Mannino, Bordentown.

A letter from NJACD was received for sponsorship donations to the NJ Envirothon.

MOTION 6

A motive to approve a \$500.00 donation to the NJ Envirothon was made by T. Wand, seconded by E. DiPolvere, carried unanimously.

A letter was received from NJ Dept. of Agriculture regarding SADC Cost-Share Programs. This letter provided an overview of the Cost-Share program and what to do if a request is received by the District.

CHAPTER 251

2016-5204-EW	2016-5167-EW	2015-5086-EW	2017-5340-E
NJG0259225		NJG0252638	

2017-5362-H	2017-5343-H	2017-5338-H	2016-5329-H
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2016-5321-H	2016-5185-H NJG0260771	2017-5345-HPB	2017-5358-HT
2017-5357-HT	2017-5363-L	2017-5341-PB	2017-5360-P
2017-5354-P	2017-5350-P	2017-5349-P	2017-5348-P
2017-5347-P	2017-5344-P	2016-5154-R	2017-5352-WW
2017-5346-WW			

MOTION 7

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

NRCS UPDATE

Applications are being accepted for 2017 funding consideration for the following programs:

EQIP Signup #2 – C.O. B. 4/21/17

EQIP CAP – C.O.B. – 3/17/17 and 5/19/17

EQIP – Golden Winged Warbler, Bog Turtle, Soil Health, Energy, Organic & Equine – Signup #2 – C.O.B. – 4/21/17

There are six applications submitted for 2017 sign up and one is ineligible for EQIP funding.

SSCC UPDATE

Secretary Fisher is back to work on a limited basis.

The Regional Supervisor Meetings arrangements have been set.

The Soil Restoration Rules are over at the Governor’s Office for review which is anticipated to take at least 30 days. Upon administrative approval the rules will be brought before the SSCC June meeting then published in the NJ Register with an effective date sometime in the fall. Training will need to be conducted prior to the effective date.

Cathy Costa and Don Knezick are stepping down as supervisors at the Burlington Soil Conservation District.

Frank Minch is continuing to work with NRCS on the Cost-Share Cost Tables as well as potential updates to the 2:90 Cost Share Rules. SADC is still awaiting funding approval from the legislature.

Henri Ann Olsen is the Acting State Executive Director at FSA in place of Paul Hlubik.

NEW BUSINESS

The Board discussed where to have the District Dinner and Tour for the May 4, 2017 meeting. It was agreed to tour the BAPS Temple progress in Robbinsville, NJ. A few places for dinner were discussed.

The Board was asked to approve payment of the 2017 NJ Conservation District Employees Association membership dues for the employees.

MOTION 8

A motion to pay the 2017 NJ Conservation District Employees Association Membership dues in the amount of \$20.00 was made by E. DiPolvere, seconded by L. Huebner, carried unanimously.

The District Manager asked the Board to approve the Exempt Municipality Report for Lawrence Township.

MOTION 9

A motion to approve the Exempt Municipality Report for Lawrence Township was made by L. Huebner, seconded by E. DiPolvere, carried unanimously.

Meeting was adjourned at 7:10 pm.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board

----- April 2017 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
APRIL 6, 2017**

MCSCD SUPERVISORS

Scott Ellis
Ed DiPolvere
Gary Mount
Lucia Huebner

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Meredith Melendez
Clare Flanagan

The meeting was called to order by Chairman Scott Ellis at 5:36 pm. The Statement of Adequate Notice was read.

The minutes of the March 9, 2017 meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes with one correction was made by E. DiPolvere, seconded by L. Huebner, carried unanimously.

The Treasurer's Report was presented to the Board.

District was in the red for April due to the large Employers Pension Appropriation payment made. 251 Income was up from this time last year.

MOTION 2

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

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

23 - APPLICATIONS RECEIVED
12 - PREREVIEW INSPECTIONS
38 - REVIEWS
61 - INSPECTIONS

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

H&H DATA BASE

The District Manager entered an additional 21 projects into the database. A total time of 21 hours was spent inputting data. A cumulative total of 325 projects containing 532 detention basins have been entered to date. It is anticipated that the remainder of all archived projects will be entered into the system within two (2) months.

EFRP

The District received three (3) requests for inspections (FSA-848) for project completion. Project files were photo copied and mailed to the Warren District, by the Office Administrator. The Warren District Forester performed five (5) inspections and processed/submitted the executed 848 (B) forms to Doreen Beruck at the Frenchtown, NJ USDA Office.

The District received an email from Karen Sykes of the U.S. Forest Service notifying the District that the EFRP Grant will expire on June 30, 2017 and will not be extended. All final invoices must be submitted by June 30, 2017 to the NJ Forest Service.

The District was also notified that a new process for billing Grants will be in place after March 31, 2017. Essentially an additional form is required to be submitted to the Albuquerque Service Center (form SF270). The HHS website for Grants reimbursement will no longer be used.

CWPP II & III

The CWPP II Grant will expire on December 31, 2017, and will not be extended.

We were also notified of the new payment/reimbursement process for CWPP Grants from Maureen Brooks. The process is identical to the New EFRP process discussed above.

The District's Consulting Forester continued on plan preparation and contacting appropriate parties to finalize Phase II and continue on Phase III Grants.

HONEY LAKE DAM

The District's Council informed the NJ DAG (Andrew Reese) that we have executed the Discharge of Easements and Quit Claim Deed, and the District is awaiting further instructions from the NJDEP/DAG to complete the process.

Clint Oman of NJDEP responded back indicating that the Treasury Dept. is in the process

of closing out the contract with the Engineering Consultant. Upon completion, unexpended funds will be transferred to the District along with the Transfer of Ownership to the HOA.

DAM SITE 8

The District Manager completed the Sites Computer Modeling and began the actual Breach Modeling

EXEMPT MUNICIPALITIES

The District Manager filled out and forwarded the Annual Exempt Municipality Reports for Lawrence Township and West Windsor Township to the NJ Dept. of Agriculture. There is a new process in place, where forms are now submitted electronically through the internet.

POSTER CONTEST

Participation in the 2017 Poster Contest was very good. Approximately 40 posters were submitted for judging. The posters were judged during the week of March 27, 2017 by the District Manager, Office Administrator, Ed & Lucy DiPolvere and Lucia Huebner.

The Office Administrator prepared and mailed letters to the 1st through 3rd place winners along with rosette ribbons in each category.

The 1st place winners were delivered to the NJ Dept. of Agriculture on Friday, March 31, 2017 for statewide judging.

NJACD

Four (4) Mercer District Supervisor's attended the Central Jersey Supervisor's Meeting held at Villa Mannino Restaurant in Bordentown, NJ on March 27, 2017.

Topics of discussion included: 2:90 Rules, Supervisor Performance Standards, H&H Database and the 2017 NJACD Annual Conference.

SSCC

The District Manager attended the SSCC Meeting on March 14, 2017.

Topics of discussion included: Supervisor Performance Standards, 2:90 Rules Expiration, and Infiltration Basin Study Report.

John Showler also gave a brief synopsis on the Honey Lake technical issue that remains outstanding.

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 a DEP News Release: The Christie Administration is making \$40 million in low-interest loans available to county and municipal governments as well as private owners of dams for projects that will ensure these structures comply with current dam safety standards.

CHAPTER 251

2017-5336-T	2015-5115-EW NJG0260142	2017-5364-H	2017-5353-HT
2017-5387-P	2017-5383-P	2017-5382-P	2017-5371-P
2017-5366-P	2017-5384-WW	2017-5379-WW	2017-5376-WW
2017-5368-WW	2017-5359-WW		

MOTION 4

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

NRCS UPDATE

Applications are being accepted for EQIP CAPS – C.O.B. 5/19/17

There are eight applications submitted for 2017. Priority screening and rankings are completed for sign-up #1.

Two Conservation Plans are ready for approval, one in Lawrenceville for livestock grazing and one in Robbinsville for SHT.

MOTION 5

A motion to approve two NRCS Conservation Plans was made by G. Mount, seconded by L. Huebner, carried unanimously.

Clare Flanagan discussed Local Conservation District Boards input on EQIP funding. Currently Mercer County competes with all other counties in New Jersey for EQIP funding. Most of the funding is going to South Jersey for crop land because they have the highest amount of farms in New Jersey. The idea is to divide the funding in New Jersey into three areas, North, Central & South. Then in each area, the Conservation Districts sit down and discuss how to divide up the funds for that year between the counties based on priority needs in that area only. This way there will be a fairer amount distributed to each region. The current ranking system is not distributing funds evenly throughout the state. By identifying the natural resources you would like to treat in your county, and then try to compete for funding in your region only. This might be a way to have more funding available for Central Jersey with the budget decreasing. The deadline for 2018 funding cycle is October.

EXTENSION UPDATE

Meredith attended a meeting put on by the FDA about the Food Modernization Act (manure use on farms) in the Finger Lakes Region in upstate New York State Extension Office.

Meredith attended a Regulators meeting in Orlando, Florida last month. Wes and Meredith are involved with the project called On Farm Readiness Review that is a curriculum of walk around documents that Extension employees can use to help growers access to see if they are ready for compliance. This will also help the FDA to better understand production and farmers themselves can use this.

Meredith has been involved with the Municipal Leaf issue that has come up in Mercer County. The department of Health is now doing the inspections for DEP and there is only one farm in Mercer County that seems to be having an issue. The regulatory code for Municipal Leaves treats the leaves (if you are composting them) a certain way and if you are using them as mulch a certain way. The regulator code needs to be changed to add leaves as mulch. There is currently an NRCS approved practice for this.

SSCC UPDATE

There is nothing new to update. SSCC is waiting for comments on the draft version to the Supervisor Performance Standards and Supervisor Nomination Forms. The Board discussed adding additional outside meetings to the supervisor's point system. The District Manager was asked to put together a list and forward to Frank Minch for comment.

NEW BUSINESS

The Board discussed where to have the District dinner and tour this year. They agreed to tour the Hindu Temple in Windsor, NJ followed by dinner at Lola's Italian Restaurant in Robbinsville, NJ. The Board agreed to pay for guest's dinner this year.

Lucia Huebner discussed a Certified Planner on staff to help out NRCS and include this in an Educational position. NRCS Conservation District Planner might be funded through State Dept. of Ag.

Meeting was adjourned at 7:02 pm.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board

----- May 2017 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
MAY 4, 2017**

MCSCD SUPERVISORS

Scott Ellis
Ed DiPolvere
Lucia Huebner

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Meredith Melendez
Clare Flanagan
Frank Minch
Dan Pace

The meeting was called to order by Chairman Scott Ellis at 1:55 pm. The Statement of Adequate Notice was read.

The minutes of the April 6, 2017 meeting were reviewed by the Board.

MOTION 1

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

The Treasurer's Report was presented to the Board. The District was in the black for April. 251 Revenue was down from this time last year.

MOTION 2

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

The Director's Report was given.

NON POINT SOURCE POLLUTION PROGRAM

14 - APPLICATIONS RECEIVED
2 - PREREVIEW INSPECTIONS
29 - REVIEWS
87 - INSPECTIONS
2 - PRE CONSTRUCTION MEETINGS

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

H&H DATA BASE

The District Manager entered an additional 22 projects into the database. A total time of 19.25 hours was spent inputting data. A cumulative total of 347 projects containing 580 detention basins have been entered to date. It is anticipated that the remainder of all archived projects with available data will be entered into the system within one (1) month.

EFRP

The District received three (3) requests for inspection (FSA-848) for project completions. The Office Administrator copied and mailed project files to the Warren District Office for inspections.

The Warren District Forester performed two (2) inspections and processed/submitted the executed 848(B) forms to Doreen Beruck at the Frenchtown, NJ USDA Office.

The District Manager prepared the EFRP Quarterly Report for the period from January 1, 2017 through March 31, 2017 and forwarded the same to Karen Sykes of the U.S. Forest Service. The District Manager prepared the Federal Financial Report (SF-425) and forwarded the same to Karen Sykes at the U. S. Forest Service.

The Office Administrator processed an invoice for the Warren District Forester for the quarter ending 3/31/17. The District Manager submitted an invoice to Jon Klishes of the NJ Forest Service for the quarter ending 3/31/17.

CWPP

The District's Consulting Forester continued on plan preparation and outreach for the following Municipalities: Vineland, Mahwah, Bass River, Ocean Twp., Sandyston, Jackson, Lawrence, Eaglewood, Howell and Monroe.

HONEY AND HUNT LAKE DAMS

The District Manager and the U.S.D.A. NRCS conducted annual inspections of both the Honey and Hunt Lake Dams. There were no significant changes in the condition of each dam. Reports will be prepared and forwarded to the NRCS.

District Council reached out to Andrew Reese of NJ Dept. of Law regarding Honey Lake Dam. Once Treasury closes out the contract, the remaining funds from the \$500,000.00 will be transferred to the District, to subsidize the HOA for a portion of the construction cost.

Judge Forrester hired a consultant Engineer to see if the hazard class could be downgraded for Hunt Lake Dam. The NJ DEP is expecting their report any time. Upon NJ DEP's concurrence with the report, Judge Forrester will have 15 days to make a decision regarding his intent to move forward. If he decides not to move forward, the District will proceed with the decommissioning process.

SSCC

The District Manager attended the Quarterly District Personnel Liaison meeting on April 20, 2017. Topics of discussion included: Soil Restoration Standards, Supervisor Performance Standards, NJ DEP Land Use Enforcement Coordination, 2:90 Rules, and Cost Share Tables.

MOTION 3

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

CORRESPONDENCE

Poster Contest Winners List was received. The District had four winners for the State of New Jersey as follows:

Mia Swingle Grades 2-3, 3rd Place
Rebekah Wang Grades 4-6, 2nd Place
Cassie Wang Grades 7-9, 1st Place and Grand Champion
Abigail Gray Grades 10-12, 1st Place

The Awards Ceremony will be held on May 25th at 10:00 am at the State Museum Auditorium in Trenton.

A proclamation from the Governor of the State of New Jersey was received by the District for conservation of soil and soil resources, control and prevention of soil erosion and conservation of water for agricultural purposes. Proclaiming April 30 May 7, 2017 Soil and Water Stewardship Week.

The District received an official publication of the National Association of Conservation Districts titled: The Resource Annual Report 2016.

The District received an annual dues invoice from the South Jersey RC&D Council in the amount of \$300.00.

MOTION 4

A motion to approve the South Jersey RC&D Dues for 2017 was made by L. Huebner, seconded by E. DiPolvere, carried unanimously.

A fact sheet from the Dept. of Agriculture, Forest Service was received for alley cropping.

CHAPTER 251

2017-5365-EW	2017-5374-E	2017-5373-E	2017-5369-E
2017-5394-H	2017-5390-H	2017-5377-H	2017-4741-H
2017-5355-HT	2017-5400-P	2017-5389-P	2017-5386-P
2016-5320-P	2013-4825-P NJG0223051	2017-5392-R	2017-5378-R

2017-5375-WW

MOTION 5

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

NRCS UPDATE

Applications are being accepted for EQIP CAPS – C.O.B. 5/19/17

There are eleven applications submitted for 2017 EQIP. One application submitted for 2017 AMA and one application submitted for 2017 CSP.

The Farm Service Agency will be reimbursing certification for Organic Juicers.

Clare handed out a newsletter from USDA, Carrie Lindig, State Conservationist titled: Conservation Activities in New Jersey – FY 2016.

There is some discussion about a working group meeting in July to discuss EQIP funding being equitably divided amongst the three regions in New Jersey. An evening meeting would be better for the Supervisor's. This would include Freehold District, Mercer District and Partners.

EXTENSION UPDATE

The Organic Certification in the State is highly sought after. The certification process is being overwhelmed. Meredith is considering combining Food Safety Plan and the Organic Plan to make it easier for the farmer. There has been talk about lack of wildlife control with food safety.

It was announced at the County Dept. Head Meeting at Rutgers that Bob Mickel and Ray Samuels will be retiring.

There is a National Extension Tourism Conference scheduled for August. Meredith will host an Agro Tourism Tour in Mercer County on 8/8/17. Starting at Terhune Orchards then to Howell Living History Farm and then at Hopewell Valley Vineyards.

The next Ultra Niche Crop Basil program is scheduled for September 26, 2017 at the Mercer County Community College.

Meredith attended an NJ Association for Food Protection Meeting with the County Regulators from the Health Department. The talks were on Food Safety Modernization Act, the Food Defense Rule which is specific to wholesale operations. The Preventative Rule and the Transportation Rule were discussed.

Meredith attended a meeting with Frank Minch, Sandy and Dave Kimmel on Municipal Leaf Intake on Farms that are not represented by the regulatory code. They are trying to come up with a plan to work together to try to bridge the gap between leaf mulching language and the composting language for exemptions. The current State Health Dept. is regulating for DEP and the feeling is the Dept. of Ag should regulate the farms. This is a provision in the solid waste rules.

SSCC UPDATE

The Chapter 2:90 Rules will sunset in December, 2017. SSCC will possibly keep out the amendments that will not make the deadline for the December sunseting and add them at a later date.

Soil Restoration Package is still in legal review.

NEW BUSINESS

The Board talked about having to convene a Nominating Committee for the reappointment of Gary Mount & Lucia Huebner for a 3 year term each. The Board agreed to have Francis Goeke volunteer as the Chairman of the Nominating Committee.

MOTION 6

A motion to convene a Nominating Committee with Francis Goeke as Chairman was made by E. DiPolvere, seconded by L. Huebner, carried unanimously.

Meeting was adjourned at 3:02 pm.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board

----- **June 2017** -----