

**Mercer County Soil Conservation District  
MEETING MINUTES  
For Fiscal Year 2019 (July 1, 2018 to June 30, 2019)**

**(Chronological order starting July, 2018, Scroll down for other months.)**

----- July 2018 -----

**MINUTES OF MERCER COUNTY  
SOIL CONSERVATION DISTRICT  
BOARD OF SUPERVISORS MEETING  
590 HUGHES DRIVE  
HAMILON SQUARE, NJ 08690  
JULY 10, 2018**

**MCSCD SUPERVISORS**

W. Scott Ellis  
Gary Mount  
Edward DiPolvere  
Lucia Huebner  
Theodora Wang

**STAFF**

Paul Schiariti, P.E.

**OTHERS**

Clare Flanagan  
Meredith Melendez

The meeting was called to order by Chairman, S. Ellis at 12:28 pm. The Statement of Adequate Notice was read.

The minutes of the June 7, 2018 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.

The District was in the black for another month. The Board had several questions regarding expenditures under Repairs and Maintenance. The District Manager explained the nature of the expenditures related to toilet replacement / repair as well as grounds landscaping.

L. Huebner noted that the Interest Income for the year was substantially higher than what was budgeted.

The District was also in the black for Fiscal Year 2018.

## **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**

17 - APPLICATIONS RECEIVED  
5 - PREREVIEW INSPECTIONS  
30 - REVIEWS  
99 - INSPECTIONS  
2 - PRE-CONSTRUCTION MEETINGS  
18 - FINAL REPORTS OF COMPLIANCE  
6 - CONDITIONAL REPORTS OF COMPLIANCE  
1 - VIOLATION NOTICE  
1 - STOP WORK ORDER  
0 - DENIALS  
0 - CERTIFICATION DELEGATIONS  
3 - 5,000 SQUARE FOOT DETERMINATIONS

The District Manager explained the technical and administrative issues related to the Stop Work Order that was issued for a site on Woosamonsa Road in Hopewell Twp. A culvert was installed within a roadside swale for a new driveway crossing. It appears that the culvert does not have sufficient capacity. This caused a restriction of stormwater flow, and over-topping of the roadway during a recent high intensity storm event. The overtopping of the roadway as well as no riprap stone protection at the discharge end of the culvert, contributed to a significant amount of erosion and undercutting of the road base and sub-grade materials. The project disturbed in excess of 5,000 square feet of soil and began without the required Soil Erosion and Sediment Control Plan.

## **CWPP**

The District received the sad news that John Cowie, our Consultant for the CWPP Grant's passed away on June 12, 2018. Condolences were expressed by Board members, staff and others in attendance at the meeting.

A meeting was held at the District Office with Bill Brash, Greg McLaughlin, Joe Battersby and the District Manager on June 7, 2018 to discuss the strategy moving forward to attempt to complete the remaining aspects of Phase III.

Bill Brash will finish the remainder of the Phase III CWPP Plans and attempt to retrieve the relevant receipts for plan reimbursements. Since there is less than one month of active time remaining on this Grant there is a distinct possibility that we will not be able to finish all aspects of this Grant. NJ DEP Bureau of Parks and Forestry is aware of this potential scenario.

**HONEY LAKE DAM**

The District received an email from Mr. John Ritchey of NJ DEP Bureau of Dam Safety regarding the Grant Agreement. DEP’s financial review of the Grant Agreement disclosed that an audit will be required as a condition of the transfer of the Grant funds. The District Manager contacted both, the District Council as well as the District Accountants to determine what this process would entail. Since the transfer of funds did not occur prior to June 30, 2018, that transaction will not show up in the 2018 Audit. It will however be audited in the FY 2019 Audit. District Council requested from Mr. Ritchey, that the pre-executed full release letter be provided to the District prior to the FY 2019 Audit. If this could not be made a condition of the release, the release would not be available for an additional 15 months, minimally. This circumstance would be unacceptable to the District.

Mr. Ritchey agreed that the release will be provided to the District once the funds have been transferred to the Honey Lake HOA, and that the Audit can be provided as soon as it is available. The District received an email from Mr. Ritchey confirming this process.

The District Manager initialed the form change in the areas requiring an Audit, as requested by Mr. Ritchey and returned the same to him.

**MOTION 3**

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

**CORRESPONDENCE**

The District received a copy of the Freehold SCD’s 2017 Annual Report.

The District received a copy of a letter sent to Douglas H. Fisher, Secretary of the NJ Department of Agriculture, from the Freehold SCD regarding the SSCC’s contact with Exempt Municipalities.

The District received an Invoice from the South Jersey Resource Conservation and Development (SJRCDD), for 2018 membership dues. The Board noted that currently, the District does not have representation on the council. After a brief discussion, it was decided that the District would not renew our membership for 2018.

The District received an Invoice for The New Jersey Farmer subscription. Several member of the Board receive this publication. It was noted that the District has been receiving this publication, without charge, for several years. After a brief discussion, it was decided that the District does not need to subscribe to this periodical.

**CHAPTER 251**

2018-5578-T	2014-4971-T	2018-5527-EW	2018-5584-E
2018-5579-E	2018-5563-E	2018-5589-H	2018-5566-H
2018-5564-H	2018-5583-HT	2018-5581-HT	2018-5577-HT

2018-5576-HT  
2018-5595-P  
2014-4969-R  
NJG0239127

2018-5580-PB  
2018-5585-P  
2018-5586-WW

2018-5594-PB  
2017-5487-R

2018-5591-PB  
2017-5475-R

#### **MOTION 4**

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

#### **NRCS UPDATE**

Clare Flanagan discussed changes to the 2018 Farm Bill. They are also working on State Cost Share Applications for Preserved Farms.

Clare Flanagan presented two (2) Conservation Plans for EQIP funding, for farms in Lawrenceville (Dairy operation) and Pennington Borough (Wildlife Habitat) for approval by the Board.

#### **MOTION 5**

A motion to approve and sign both Conservation Plans as presented, was made by G. Mount, seconded by E. DiPolvere, carried unanimously.

#### **EXTENSION UPDATE**

Meredith Melendez discussed the Food Produce Safety Readiness Reviews they have been conducting throughout the State. Currently these reviews are voluntary, in preparation of new Federal regulations. NJ has completed 51 reviews. This is twice as many as any other state has completed. She also explained that as a result of this program, she has been able to get access to a lot of farms that she has never been on before. The NJ Department of Agriculture has been contracted by the FDA to perform the required inspections. Next year, the State will have the infrastructure in place to impose fines for non-compliance.

Meredith was in Ohio several weeks ago to attend Inspector Training for the Food Produce Safety Readiness. She noted that she took a tour of a farm south of Cleveland where the farm roads were six (6) feet higher than the adjacent fields, due to significant soil loss. They believe they will not be able to farm the ground in 75 years, due to the soil loss that is expected over that time.

#### **SSCC**

Frank Minch could not attend the meeting due to a scheduled conference call. There was no additional report provided by Mr. Minch.

#### **UNFINISHED BUSINESS**

There has not been any update on the status of the Hunt Lake Dam analysis, submitted to the NJDEP Bureau of Dam Safety, for a New Classification Request.

#### **NEW BUSINESS**

The District manager received an inquiry from the Freehold SCD regarding unused fees

for the three (3) projects, located within Freehold, that the Mercer District Certified and inspected, due to a conflict of interest. The projects involved the retrofitting of several detention basins, through Grant funds.

The Board stated that we should follow established protocols for returning fees.

The meeting was adjourned at 1:30 pm.

Respectfully Submitted,

Paul Schiariti, P.E.  
District Manager