

**Mercer County Soil Conservation District
MEETING MINUTES
For Fiscal Year 2020 (July 1, 2019 to June 30, 2020)**

(Chronological order starting July, 2019, Scroll down for other months.)

----- July 2019 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
JULY 11, 2019**

MCSCD SUPERVISORS

Scott Ellis
Ed DiPolvere
Gary Mount
Lucia Huebner
Theodora Wang

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Meredith Melendez

The meeting was called to order by Chairman, S. Ellis at 12:36 pm. The Statement of Adequate Notice was read.

The minutes of the June 6, 2019 meeting were reviewed by the Board.

MOTION 1

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

The Treasurer's Report was presented to the Board. 251 Fees were up for June, 2019. The District was in the black for the month and for Fiscal Year 2019.

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

20- APPLICATIONS RECEIVED

7 - PREREVIEW INSPECTIONS
25 - REVIEWS
65 - INSPECTIONS
1 - PRE-CONSTRUCTION MEETINGS
9 - FINAL REPORTS OF COMPLIANCE
6 - CONDITIONAL REPORTS OF COMPLIANCE
1 - VIOLATION NOTICE
0 - STOP WORK ORDERS
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
2 - 251 EXEMPTION DETERMINATIONS

AEI

The District received a copy of a letter from the IRS approving the request for reinstatement under revenue procedure 2014-11. The letter further stated that AEI is exempt from Federal Income Tax under IRC (Internal Revenue Code) section 501(c) (3). The reinstatement was effective on May 20, 2019. The District Manager forwarded a copy to the District's Auditor.

SSCC

The District Manager and Supervisor, T. Wang attended the SSCC meeting on June 10, 2019. Topics of discussion included: Sussex County Soil Conservation District update; Supervisor appointments; Exempt Municipality Reports; Supervisor Performance Standards; NJ Envirothon 2019; Engineering Report and New Chapter 251 Application Form.

T. Wang was approved for an additional 3-year term as Supervisor for the Mercer County District.

The new Chapter 251 Application Form includes a section for total soil restoration area previously not included on the form. The District will post this form on the website when the website redesign occurs.

LIAISON MEETING

The District Manager attended the District Personnel Liaison Meeting on June 20, 2019. Topics of discussion included: The Annual Conference to be held on December 2, 2019 at the Burlington County Eco Complex; the NJ Envirothon; Supervisor Performance Measures/Orientation; Soil Restoration; NJDEP BMP Manual and 5G3 coordination.

DAM SITE 8 SCOPING MEETING

The District Manager and Chairman, W. Scott Ellis attended a Scoping Meeting for Dam Site 8 at a Municipal facility in Hamilton Township. The Dam is one of 4 high hazard dams within the Country that has received authorization and funding to be rehabilitated. Although the dam is currently not in a deleterious state, it does not meet the current design criteria as specified by the USDA, NRCS and NJDEP Dam Safety.

The District Manager performed the initial dam assessment report in July, 2017. The assessment yielded a high total risk index if the dam was to fail under several scenarios.

HUNT LAKE DAM

G. Mount recommended changes and additional information to be sent with the letter to the Watershed regarding responsibility for maintaining maintenance at the Hunt Lake Dam Site.

MOTION 3

A motion to approve the Director’s Report was made by T. Wang, Seconded by L. Huebner, carried unanimously.

CORRESPONDENCE

The District received information from NACD about hosting a series of listening sessions, giving members the opportunity to provide feedback on programs & improve as a national association. These sessions will be held throughout the country.

A postcard was received by the National Watershed Coalition. NASCA & NWC Conservation Conference will be held on Sept 30 – Oct 2, 2019 in Lexington, Kentucky.

Periodicals received by the District:

- Meetings Today
- New Jersey Farmer
- New Jersey Business
- Arc News

CHAPTER 251

2019-5698-T	2018-5527-EW	2019-5719-E	2019-5734-H
2019-5733-H	2019-5732-H	2019-5723-H	2019-5720-H
2019-5750-HT	2019-5742-HT	2019-5727-HT	2019-5724-HT
2019-5743-P	2019-5730-P	2019-5729-R	2008-4163-R
			11-12-09-028
2019-5749-WW	2018-5638-WW	2015-5137-WW	
	NJG0291706	NJG0249190	

MOTION 4

A motion to approve plans recommended by staff was made by L. Huebner, seconded by T. Wang, and with G. Mount absent carried unanimously.

NRCS UPDATE

The District Manager received an email from K. Farbotnik, NRCS, Somerset, NJ informing the District next month NRCS will be updating the following standards for New Jersey:

Pest Management Conservation System

Nutrient Management
Stream Habitat Improvement and Management
Wildlife Habitat Planting

All comments on the standards can be forwarded to K. Farbotnik at NRCS by 7/19/19.

An email from C. Flanagan informed the District sign up deadline for NRCS 2020 program funding is 8/30/19. Implementation of projects is off to a slow start due to all the wet weather.

EXTENSION UPDATE

Interviews will start the week of 7/17/19 for the Monmouth County Agricultural Agent position.

Inspections for the Farm Food Safety Rules are being conducted. There have been 40 farm inspections so far. The goal is to inspect over 70 farms this summer.

M. Melendez handed out flyers for Rutgers Great Tomato Tasting Event & Snyder Farm Open House on 8/28/19.

Flyers for Mercer County 4-H Fair to be held 8/3/19 & 8/4/19 were handed out.

Flyers were handed out on how to become a Rutgers Master Gardener. Applications are being accepted. Classes are Thursday from 9:30 am – 1:00 pm, from late September to early March. Registration fee is \$250.00.

Starting in August, during the 2nd Monday of the month help lines will be open in the evening and samples can be brought to the Extension Office for residents that can only come in the evenings.

SSCC UPDATE

F. Minch emailed information about the North East NACD meeting being held August 25-28, 2019, at the Foxwood Resort and Casino in Connecticut.

NEW BUSINESS

The District office building siding is faded on the right side of the building. The District contacted CertainTeed, the siding manufacturer and filled out a claim to have the siding replaced. CertainTeed agreed to replace the siding on the right side of the building only at no cost to the District.

Shared Services agreements were presented to the Board for Cleaning Services and a Cooperative Agreement with the Freehold Soil Conservation District for technical assistance when the Mercer District Manager is on vacation.

MOTION 5

A motion to approve the Shared Services for S. Romaniv Cleaning Services was made by

T. Wang, seconded by L. Huebner, and with G. Mount absent carried unanimously.

MOTION 6

A motion to approve the Cooperative Agreement with Freehold Soil Conservation District was made by L. Huebner, Seconded by T. Wang, and with G. Mount Absent carried unanimously.

T. Wang inquired about the District's new website progress. The District Manager informed the Board he just received an email yesterday with a link to a basic website design.

The meeting was adjourned at 1:50 pm.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board

----- August 2019 -----

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
AUGUST 8, 2019**

MCSCD SUPERVISORS

Scott Ellis
Theodora Wang
Gary Mount
Lucia Huebner

STAFF

Linda Sandusky

OTHER

Meredith Melendez

The meeting was called to order by Chairman, S. Ellis at 12:33 pm. The Statement of Adequate Notice was read.

The minutes of the July 11, 2019 meeting were reviewed by the Board.

MOTION 1

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

The Treasurer's Report was presented to the Board. The District was in the black for this period. Section 251 Fees were up for the month and expenses were down.

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

15 - APPLICATIONS RECEIVED
2 - PREREVIEW INSPECTIONS
26 - REVIEWS
94 - INSPECTIONS
0 - PRE-CONSTRUCTION MEETINGS

24 - FINAL REPORTS OF COMPLIANCE
10 - CONDITIONAL REPORTS OF COMPLIANCE
0 - VIOLATION NOTICES
0 - STOP WORK ORDERS
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
4 - 251 EXEMPTION DETERMINATIONS

HUNT LAKE DAM

The District Manager completed an additional draft of the letter to be sent to the Watershed Institute. Additional revisions were requested to be made by L. Huebner. The Board will need to decide which version of the letter they would like to be sent.

The District Manager reached out to Mark Kataryniak, P.E., and the Hopewell Township Engineer regarding the possibility of Hopewell Public Works performing the maintenance outlined in the letter to be sent to the Watershed Institute. Mr. Kataryniak stated he would meet with his Public Works Director at the site to see if they are capable of performing the maintenance activities. The District Manager received a follow up phone call from the Township Engineer. They believe they can do the work and would be willing to do so. There are some concerns regarding Public Works performing services on private property. The District Manager contacted District Council regarding this issued. District Council researched the issue and determined that the easements grant the District or its agents have the right of ingress and egress for this purpose.

It was determined by District Council that there is a potential conflict of interest since the District regulates Hopewell Township. District Council recommended procuring the services of an outside contractor that the District has no regulatory authority over, and have the District pay for the cost to perform the services.

After further consideration, the District Board of Supervisors is willing to have a Shared Service Agreement with Hopewell Township Department of Public Works to do the clean-up and future maintenance work at Hunt Lake dam site. The District will pay for all services provided.

The District Manager reached out to Clint Oman, P.E. at New Jersey DEP to provide an update on the Homeowners decision to proceed with rehabilitation or have the dam breached.

Mr. Oman responded back, that Mr. Forrester has reached out to Emergency Services in Hopewell Township for the potential use of the lake as a water source for fire suppression. Both Hopewell Township and Hopewell Borough Fire Departments expressed an interest in the use of the lake for such a purpose. Therefore, NJDEP will be issuing an additional time extension to make a determination on rehabilitation or breaching of the dam.

MOTION 3

A motion to allow Hopewell Township Public Works Department to do maintenance work at Hunt Lake Dam Site under District direction and to pay for time and materials was made by G. Mount, seconded by T. Wang, carried unanimously.

MOTION 4

A motion to approve sending out a letter to Watershed Institute was made by G. Mount, seconded by L. Huebner, carried unanimously.

BUILDING MAINTENANCE – SIDING

The District Administrator was contacted by CertainTeed Warranty & Technical Services to inform the District the original siding color has been discontinued. CertainTeed agreed to replace the siding on the entire building at no cost to the District.

The owner, Gary Sklut of NuLook Distributors, Inc. (the original installer) agreed to install the siding with the amount of installation funds being provided by CertainTeed. The only thing the District has to do is pick a new color for the siding.

MOTION 5

A motion to approve replacing the siding through warranty from CertainTeed was made by L. Huebner, seconded by T. Wang, carried unanimously.

CHAPTER 251 COMPLAINT

The District Manager received notification of a complaint to NJDEP, Dept. of Water Quality and Compliance Enforcement regarding unfiltered dewatering at 120 Stokes Avenue in Ewing. This project was previously referred to the District by Municipal Officials in 2018. At that time, the District issued a Stop Work Order for land disturbance activities without a certified plan. The stop work order has not been rescinded due to the plan never being certified.

The District Manager conducted an inspection and noted that activities were occurring. The Manager contacted (emailed) the owner of the property to ascertain what was happening. The District Manager received a phone call from the Mayor of Ewing explaining that a storm drain trunk line had failed within this property, and the repair work was being performed on an emergency basis at the request of the Township. The District Manager stated that the work should proceed with proper sediment controls. At this point it was requested that dewatering from within the trench be done through proper filters. The Mayor agreed and said that would be done.

The District Manager also contacted the site Engineer regarding the status of the plan revisions. The plans were subsequently re-submitted and have been recommended for certification.

The District Manager received an additional complaint on 7/29/19 from a nearby Business Owner regarding sediment control and flooding. The Manager scheduled a field meeting with the concerned individual. It was determined that additional sediment

barriers should be provided. An email stating this was sent directly to the Developer, with the Municipal Officials and NJDEP being copied. The District Manager subsequently had phone conversations with the owner and the site contractor regarding the installation of sediment barriers.

MOTION 6

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

CORRESPONDENCE

The District received a postcard about the Legislative Breakfast being held at Terhune Orchard on 9/9/19 at 7:30 am.

Conservation Reserve Enhancement Program (CREP) explanation sheet was handed out to the Board Members.

The District received the New Jersey Farmers News Papers.

CHAPTER 251

2018-5644-E	2019-5759-H	2019-5754-H	2019-5688-H
2018-5607-H NJG0298115	2015-5114-H NJG0281158	2019-5757-HB	2019-5761-L
2019-5751-L	2019-5756-P	2019-5752-P	2019-5722-P
2019-57821-P	2015-5119-P	2015-5099-R NJG0255785	2014-4908-R NJG0250392
2008-4035-R 11-12-09-010	2006-3697-R 11-12-06-087	2019-5763-WW	2019-5741-WW

MOTION 7

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

EXTENSION UPDATE

The Monmouth County Agricultural Agent and Cumberland County Agricultural Agent have been chosen by the Committee. The Rutgers Dean has to make the official hire.

Salem County interviews were held earlier this week for an Agricultural Agent.

Two events are scheduled for the Eco Complex, Equine Environmental Management Seminar on 8/2/19 and Organics Waste Management Summit with a focus on commercial composting to be held on 10/1/19. Sponsors and Stakeholders are being sought for Organics Waste Management Summit.

DEP is continuing to look into the regulations and meeting with stakeholders for farm composting regulations.

M. Melendez attended the International Association for Food Protection in Louisville Kentucky and gave a presentation on Food Safety Readiness Reviews.

M. Melendez held a Food Safety Readiness Review course in Indiana for inspectors.

54 inspections for Food Safety Readiness Reviews were done to date in New Jersey with only 3 farms passing so far.

MISCELLANEOUS

G. Mount informed the Board the dredging project at Carnegie Lake is being delayed until 9/1/19.

WEBSITE

The District Manager is still working with the website designer on updating and making changes to the website.

The next meeting is scheduled for September 5, 2019 and is the picnic meeting.

Respectfully submitted,

Linda Sandusky
Acting Secretary to the Board

----- **September 2019** -----