MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS' MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
OCTOBER 8, 2026

MCSCD SUPERVISORS
Scott Ellis
Lucia Huebner
Daniel Pace
Diane Kottas
Rodger Jany

STAFF
Paul Schiariti
Linda Sandusky

OTHERS
Lewis Goldshore, Esq.

The meeting was called to order by Chairman, S. Ellis at 12:38 pm. The Statement of Adequate Notice was read. The attendees rose for the flag salute.

The minutes of the September 17, 2026 meeting were reviewed by the Board.

MOTION 1
A motion to approve the minutes with corrections was made by L. Huebner seconded by D. Pace, carried unanimously.

The Treasurer's Report was presented to the Board. The district was in the red for this period. Larger than normal expenses were paid and only 12 applications were received.

MOTION 2
A motion to receive and file the Treasurer's Report pending audit was made by R. Jany, seconded by D. Kottas, carried unanimously.

The Director's Report was given.
NON-POINT SOURCE POLLUTION PROGRAM
12 - APPLICATIONS RECEIVED
0 - PREREVIEW INSPECTIONS
17 – CHAPTER 251 REVIEWS
86 - CHAPTER 251 INSPECTIONS
1 -PRE-CONSTRUCTION MEETING
29 - FINAL REPORTS OF COMPLIANCE
2 - CONDITIONAL REPORTS OF COMPLIANCE
0 - VIOLATION NOTICE

0 - STOP WORK ORDER
2 - DENIALS
0 - CERTIFICATION DELEGATIONS
2 - 251 EXEMPTION DETERMINATIONS

CHAPTER 251
The district conducted follow up inspections for the three (3) projects that were previously issued Violation Notices. All three (3) projects were brought into compliance with no further action being required beyond the Violation Notices.

We are approaching the end of the Fall seeding season. Inspections will transition from finalizing projects that were previously issued conditionals, back to active construction sites. The seeding season can be extended depending on the weather forecast.

POSTER CONTEST
The district was informed that two (2) contestants from the Mercer County SCD area, were national winners for the 2025 NACD Poster Contest. We received a letter from the National Association of Conservation Districts, along with a check in the amount of $400.00, to distribute to each winner. The district subsequently contacted both of the contestants and forwarded a check in the amount of $200.00 along with a congratulatory letter.

NEW SUPERVISORS
The district manager attended the State Soil Conservation Committee (SSCC) meeting on September 14, 2026, along with board Chairman S. Ellis. The two (2) newest board members: D. Kottas and R. Jany, were presented and approved by the SSCC. Both new supervisors bring extensive backgrounds and strong ties to agriculture within the county.

Chairman S. Ellis, Treasurer D. Kottas, the Office Administrator, and the District Manager went to TD bank to update the bank account to reflect the current makeup of the district board with the new treasurer. We will have to repeat this process with several other banks. The District Manager, Office Administrator and Supervisor D. Kottas also went to Wells Farge Bank for the same purpose. The office administrator scheduled appointments with the banks for this purpose.

MOTION 3
A motion to approve the Director's Report with a correction was made by R. Jany, seconded by D. Kottas, carried unanimously.

CHAPTER 251

2026-6988-T	2026-6940-E	2026-6982-HT	2026-6990-L
2026-6989-P	2026-6984-P	2023-6426-P(R)	2026-6976-P
2026-6993-R			

MOTION 4
A motion to approve plans recommended for certification by staff was made by L. Huebner, seconded by R. Jany, carried unanimously.

CHAPTER 251 DENIALS
2021-6149-H 2021-6150-H

MOTION 5
Motion to deny applications with no response from 2021 was made by R. Jany, seconded by D. Pace, carried unanimously.

EXTENSION UPDATE
M. Melendez was unable to attend today's meeting but sent a brief email update as follows:

She Presented produce safety risks on farms for NRCS technical assistance providers. The goal was to inform them of the regulatory and audit risk management areas that farmers need to focus on and help the technical assistants understand best practices to use when on the farm.

SSCC UPDATE/NJACD UPDATE
A memorandum from Frank Minch regarding the use of artificial intelligence (AI) as it relates to implementation of N.J.A.C. 2:90-1 et seq. was received. There are a couple generally acceptable uses and multiple prohibited uses at this time until formal policies can be developed.

UNFINISHED BUSINESS
2026 Annual NJACD Annual Conservation Partnership Meeting is fast approaching. District staff asked who will be attending this year's conference.

NEW BUSINESS
The Board discussed the meeting and holiday schedules for 2027.

MOTION 6
A motion to approve the meeting and holiday schedules for 2027 was made by L. Huebner, seconded by R. Jany, carried unanimously.

Next Meeting: November 17, 2026 at 12:30 pm

The meeting adjourned at 1:22 pm.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board

MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS' MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
SEPTEMBER 17, 2026

MCSCD SUPERVISORS
Scott Ellis
Lucia Huebner
Daniel Pace
Diane Kottas
Rodger Jany

STAFF
Paul Schiariti
Linda Sandusky

OTHERS
Lewis Goldshore, Esq.
Meredith Melendez

The meeting was called to order by Chairman, S. Ellis at 3:03 pm. The attendees rose for the flag salute. The Statement of Adequate Notice was read.

The minutes of the August 13, 2026 meeting were reviewed by the Board.

MOTION 1
A motion to approve the minutes was made by L. Huebner, seconded by D. Pace, carried unanimously.

The Treasurer's Report was presented to the Board. The district was slightly in the red for this period. With only 10 applications received.

MOTION 2
A motion to receive and file the Treasurer's Report pending audit was made by D. Pace, seconded by D. Kottas, carried unanimously.

The Director's Report was given.
NON-POINT SOURCE POLLUTION PROGRAM
10 - APPLICATIONS RECEIVED
1 - PREREVIEW INSPECTIONS
16 – CHAPTER 251 REVIEWS
83 – CHAPTER 251 INSPECTIONS
0 - PRE-CONSTRUCTION MEETING

29 - FINAL REPORTS OF COMPLIANCE
0 - CONDITIONAL REPORTS OF COMPLIANCE
3 - VIOLATION NOTICE
0 - STOP WORK ORDER
1 - DENIAL
0 - CERTIFICATION DELEGATIONS
2 - 251 EXEMPTION DETERMINATIONS

CHAPTER 251

The district issued multiple Violation Notices for projects in Hamilton, Ewing, and Robbinsville Twp.'s. The project in Hamilton Notice was for out of sequence construction related to the detention basins not being installed prior to the building construction. The project in Ewing was a result of insufficient sediment controls in place resulting in sediment discharge onto an adjacent property and into the street. The Notice for the project in Robbinsville was a result of insufficient sediment barriers, again resulting in sediment discharge onto an adjacent property and into the street.

Field inspections will begin to partially transition from active construction sites to sites that were issued conditionals over the summer months with the goal of issuing finals and complete sign offs. Active construction sites will continue to be monitored and inspected as well.

NJDEP TOUR

The district manager was contacted by Daniel Kuti of NJDEP regarding scheduling a potential field tour of active construction sites in Mercer County, which are covered under the State of NJ's NJPDES 5G3 Permit – Authorization to Discharge Stormwater Construction General Permit. The DEP is in the process of updating / renewing the permit and wants to have staff who are tasked with updating the permit, view active construction sites that are regulated under the permit.

The district manager subsequently scheduled and conducted the field tour with several NJDEP, Bureau of NJPDES Stormwater Permitting, staff members. The tour was held on August 17, 2026 on various sites in Mercer County, specifically in Hopewell Twp. Hopewell was chosen due to the quantity of active sites within reasonable proximity.

All aspects of temporary and permanent erosion and sediment controls were viewed, along with other aspects of the 5G3 Permit requirements. Feedback from the staff was positive, and they were pleased with the condition of the sites that were visited.

OFFICE EQUIPMENT

The postage meter was not functioning properly. A new meter was subsequently ordered directly from Pitney Bowes, by the office administrator. The meter was subsequently installed by the district manager. The old meter was also returned to Pitney Bowes in the box provided for the newer meter, with a pre-paid UPS label.

MOTION 3

A motion to approve the Director's Report was made by R. Jany, seconded by D. Pace,

carried unanimously.

CORRESPONDENCE

1. Save the date announcement received from the Mercer County Board of Agriculture for the Legislative Breakfast 9/14/26 at 7:30 am at the Needle Creek Brewery.
2. A notice for the 2025 NJACD Annual Conservation Partnership Meeting11/30/26 at the Freehold Office in Freehold, NJ.
3. The DelAtlantic Dispatch Newsletter
4. Tactical pipeline response training dates in October, 2026, brochure.

CHAPTER 251

2026-6985-T	2021-6177-E(R)	2026-6970-E	2026-6983-H
2026-6962-HT	2023-6403-HT(R)	2026-6960-L	2026-6979-L
2026-6980-P	2025-6845-R(R) NJG0378470	2026-6974-WW	2026-6951-WW

MOTION 4

A motion to approve plans recommended for certification by staff was made by L. Huebner, seconded by R. Jany, carried unanimously.

CHAPTER 251 DENIAL

2020-5922-EW

MOTION 5

A motion to deny an application with no response from 2020 was made by D. Pace, seconded by L. Huebner, carried unanimously.

NORTH JERSEY RC&D STATUS

D. Kottas attended this month's meeting. Thursday, October 1, 2026 is a Pasture Partners Working with Dung Beetles Field Day Group Meeting.

USDA/NRCS UPDATE

Farm Bill program signup as of 9/1/16 for 25 million in allocated financial assistance:
EQIP 942 applications, 323 contracts; 9.9 million
CSP 128 applications, 133 contracts; 5.7 million
AMA 174 applications, 8 contracts; 254 thousand

A notice update from NRCS in New Jersey accepting applications for FY2027 Conservation Programs, was presented.

An announcement from USDA Secretary Rollins, indicating Ranchers First Initiatives to Rebuild the Great American Beef Herd.

EXTENSION UPDATE

M. Melendez is working with Somerset County Ag Agent who received a Grant for Weed Management Trial on organic peppers on a small organic plot of land, at the

Snyder
Research Farm.

The Insect Fest is scheduled for September 19, 2026 at the Mercer Educational Gardens 431A Federal City Road, Hopewell, NJ held by the Master Gardners. Includes multiple educational activities for children. It is usually a well-attended event.

Interviews are being held for the County Horticulturalist Position. Rutgers still has a hiring freeze. This position will help the volunteers perform Rutgers technical training.

Following the Retail food inspections, monthly calls with the Department of Health have occurred. There will be a session at the AC Conference with regard to retail food realities with farmers, third party processors, and food storage.

SSCC UPDATE/NJACD UPDATE

The District Manager and Board Chairman attended the SSCC meeting on 9/14/26. The district's new Supervisors, D. Kottas & R. Jeny were approved/appointed by the SSCC. The use of AI as a plan reviewer was a topic of discussion.

NEW BUSINESS

Next Meeting: October 8, 2026 at 12:30 pm

NEW TREAUSURER

S. Ellis mentioned the appointment of a new treasurer. D. Kottas was asked if she would serve in that capacity. The Board discussed this position and agreed to appoint Diane Kottas.

MOTION 6

A Motion to appoint Diane Kottas as the new district treasurer was made by L. Huebner, seconded by D. Pace, carried unanimously.

COMPUTER SYSTEM

The computer consultant has recommended setting up/installing a Sonic Wall Network Security Firewall coming off of Optimum Router, due to a recent network outage.

MOTION 7

A motion to update/install the Sonic Wall Network Security Firewall was made by L. Huebner, seconded by D. Kottas, carried unanimously.

The meeting adjourned at 4:23 pm.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board

MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS' MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
AUGUST 13, 2026

MCSCD SUPERVISORS
Scott Ellis
Lucia Huebner
Daniel Pace

STAFF
Paul Schiariti
Linda Sandusky

OTHERS
Lewis Goldshore, Esq.
Diane Kottas
Rodger Jany

The meeting was called to order by Chairman, S. Ellis at 12:33 pm. The attendees rose for the flag salute. The Statement of Adequate Notice was read.

Rodger Jany was introduced to the Board.

The Treasurer's Report was presented to the Board. The district was in the black for the month with applications received increasing.

MOTION 1
A motion to receive and file the Treasurer's Report pending audit was made by D. Pace, seconded by L. Huebner, carried unanimously.

The Director's Report was given.
NON-POINT SOURCE POLLUTION PROGRAM
13 - APPLICATIONS RECEIVED
1 - PREREVIEW INSPECTIONS
16 – CHAPTER 251 REVIEWS
66 – CHAPTER 251 INSPECTIONS
0 - PRE-CONSTRUCTION MEETING
34 - FINAL REPORTS OF COMPLIANCE
9 - CONDITIONAL REPORTS OF COMPLIANCE
1 - VIOLATION NOTICE
0 - STOP WORK ORDER
0 - DENIALS
3 - CERTIFICATION DELEGATIONS
9 - 251 EXEMPTION DETERMINATIONS

CHAPTER 251

The district issued a Violation Notice for a single-family residence in Hamilton Twp. as a result of the project starting without the applicant picking up the Soil Erosion and Sediment Control Plans and notifying the district of start of construction. The applicant subsequently obtained the certified plans and provided the required notice. The plans were certified in February of 2026.

DISTRICT SUPERVISOR

The Nominating Committee met on Monday, July 27, 2026. The committee members represented various municipalities including Hamilton Twp., Robbinsville Twp., West Windsor Twp., and Lawrence Twp. They also had various resource backgrounds including Agriculture, Planning and Engineering. The committee nominated and approved two (2) candidates for the two (2) open supervisor positions. The district manager obtained the candidates' signatures on their respective nomination forms and prepared the necessary reports and information to forward to the State Soil Conservation Committee for their official approval during the September 14, 2026 SSCC meeting.

MERCER COUNTY

The District Chairman and District Manager met with the Mercer County Executive, the Farmland Preservation Coordinator, the Director of the County Planning Department and staff on July 8, 2026, to discuss succession planning and future direction of the district. The county executive and staff were extremely interested and engaged in the discussion regarding financial and staffing issues facing the district. All parties indicated a belief that the natural resource services provided by the district, for Mercer County and its residents, are best served by the district, maintaining a local presence and remaining a distinct entity, as opposed to being acquired by another district. The county executive indicated that there may be an opportunity to increase the annual grant funding provided to the district. He requested that the district provide a Budget with the updated grant amount for review and possible approval from the Mercer County Board of County Commissioners.

The district manager prepared an updated budget and forwarded the same to the director of the county planning department.

OFFICE EQUIPMENT

The district's computer consultant, Zog, Inc. provided a new laptop for the office administrator. Their technician came to the office installed all of the necessary software and troubleshooted all connection and communication issues with the server, and desktop.

DISTRICT TOUR

The district held a tour at Waterfront Park in Trenton. The park recently underwent an updated turf field replacement, which included a significant amount of sub-surface drainage improvements. A presentation was provided by the President of the Trenton Thunder, on the history of the team and the stadium as well as the recent upgrade project to the stadium. The tour was coordinated by the office administrator and was very well attended. After the presentation, everyone was invited to stay for the game and dinner.

HUNT LAKE DAM

The District Manager gave an overview of the history of Hunt Lake Dam, and the current status of the dam maintenance to update R. Jany . This included the current tree that fell on the dam embankment and the removal process to take place. The District Manager suggested giving a presentation to inform R. Jany at the next meeting on the full history of Hunt Lake Dam.

MOTION 2

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

CORRESPONDENCE

1. New Jersey Board of Agricultural Legislative Breakfast will be held 9/4/26 at Needle Creek Brewery

CHAPTER 251 RATIFICATION

The district is ratifying Chapter 251 certifications from July 9, 2026.

2026-6912-EW	2020-5885-T(R)	2026-6957-E	2026-6959-H
2022-6257-HT(R)	2021-6101-HT(R)	2026-6952-HT	2026-6958-HT
2026-6935-L	2026-6926-R	2026-6897-R	2026-6953-WW
2020-5882-WW(R)			
NJG0310654			

MOTION 3

To approve the ratification of Chapter 251 plans from July 9, 2026 recommended for certification by staff was made by L. Huebner, seconded by D. Pace, carried unanimously.

CHAPTER 251 DENIALS RATIFICATION

The district had three denials from July 9, 2026 that require ratification at the August meeting. These denials were due to no response from review letters sent for corrections before certification could be authorized.

2019-5714-E	2021-6003-H	2022-6200-P

MOTION 4

A motion to approve the ratification of Chapter 251 plan denials from July 9, 2026 was made by L. Huebner, seconded by D. Pace, carried unanimously.

CHAPTER 251

2026-6903-T	2025-6874-EW	2026-6923-E	2026-6972-E
2026-6964-E	2026-6963-H	2026-6975-H	2026-6961-HT
2022-6365-HT(R)	2022-6345-HT(R)	2026-6965-HT	2025-6754-HT(R)
2025-6795-HT(R)	NJG0365084	2026-6914-HT	NJG0369659
NJG0379034	2026-6971-L	2022-6310-P(R)	2026-6966-P

2026-6968-P 2026-6942-R 2025-6859-R 2023-6550-WW(R) NJG0363677
2020-5905-WW(R) NJG0316547

MOTION 5
A motion to approve plans recommended for certification by staff was made by L. Huebner, seconded by D. Pace, carried unanimously.

DISTRICT RATIFICATION
In the event that the district does not have a quorum to transact business at a regularly scheduled meeting, district counsel recommended authorizing the District Manager to approve the chapter 251 certifications, which action will be ratified at the next regularly scheduled meeting.

MOTION 6
A motion to permit the District Manager to approve Chapter 251 Certifications until ratification can be made at the next district meeting was made by L. Huebner, seconded by D. Pace, carried unanimously.

USDA/NRCS UPDATE
An August report from Morgan Devine was received by the district. Fiscal Year 2027 program deadline is September 18th 2026.

NRCS is responsible for monitoring and restoring 19 dams in the Assunpink watershed (current rehabilitation on 8 dams).

Target outreach to farms in the Assunpink Watershed for runoff and erosion control. Packets of information are being sent out on NRCS and programs to identified farmers and landowners in the watershed.

Freehold Office is hosting a Conservation Open House on September 3, 2026 from 9am-12pm. Some topics of interest are:

- EQIP & CSP program highlights
- How to apply for funding before 9/18/26
- Local conservation success stories
- One-on-one support from NRCS staff

EXTENSION UPDATE
An email was received by the district from M. Melendez with the following updates.

M. Melendez is currently harvesting peppers for an organic weed management project.

M. Melendez taught a soils lab for the RCE Mercer STEM summer camp with a focus on New Jersey Soil. The campers were junior high school age. The lab component involved soil classifications using the jar method to have the soil settle out into sand, silt, clay layers. pH testing and animal fecal matter ID was also done.

F. Minch, D. Wunderluch and M. Melendez continue to work with the New Jersey DoH on retail oversights on farm stands and markets.

M. Melendez attended the American Society for Horticulture Science annual conference in Dallas, TX where she presented on the New Jersey Organic and Regenerative Farm Board survey results as it relates to Extension outreach. One-on-one farm visits and technical assistance and research dedicated to farming in a changing climate stand out as two of the most common needs.

M. Melendez is partnering with Kate Brown, Somerset County, Sophia Lee, Extension Viability Specialist, and Thierry Besancon, Extension Specialty Crop Weed Specialist on a weed management project in the organic plots at the Snyder Research Farm. This project is evaluating yield impacts of different methods of weed management between rows in peppers including landscape fabric, cover cropping, robotic weeder, hand weeding and rototilling.

UNFINISHED BUSINESS

The district is required to clarify Theodora Wang's resignation. The district attorney will draft a letter to T. Wang for district manager's signature.

L. Huebner brought up the issue of succession planning when the District Manager retires next year and where the district wants to be in the future. The District Manager suggested hiring a District Manager to train first, and after he retires, hire an additional person. This effect will not be a burden on the payroll with three employees while two are in training. R. Jeny suggested looking for a hire soon to give time for the interview process and training.

Next Meeting: September 17, 2026 at 3pm

The meeting adjourned at 2:01 pm.

Respectfully submitted,

Paul Schiariti, P.E.
Secretary to the Board