

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
JUNE 12, 2025**

MCSCD SUPERVISORS

Scott Ellis
Theodora Wang
Lucia Huebner
Daniel Pace

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Lewis Goldshore, Esq.
Meredith Melendez
Tairi Melchiorre, USDA-NRCS

The meeting was called to order by Chairman, S. Ellis at 12:24 pm. The Statement of Adequate Notice was read. The attendees rose for the flag salute.

The minutes of the May 8, 2025 meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes was made by T. Wang seconded by D. Pace, carried unanimously.

The Treasurer's Report was presented to the Board. The District was in the black for this period and is heading toward a positive end of fiscal year 2025.

MOTION 2

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

The Director's Report was given.

NON-POINT SOURCE POLLUTION PROGRAM

12 - APPLICATIONS RECEIVED
0 - PREREVIEW INSPECTIONS
29 – CHAPTER 251 REVIEWS
108 – CHAPTER 251 INSPECTIONS
2 - PRE-CONSTRUCTION MEETING

46 - FINAL REPORTS OF COMPLIANCE
5 - CONDITIONAL REPORTS OF COMPLIANCE
1 - VIOLATION NOTICE
0 - STOP WORK ORDER
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
5 - 251 EXEMPTION DETERMINATIONS

CHAPTER 251

The district issued a Violation Notice for the 386 Sharon Road Project in Robbinsville Township, due to out of sequence development related to roadway construction prior to the completion of the Stormwater management Basins. During several inspections, it was noted that the roadway was being installed, and stormwater management basins were not completed, or being worked on. The basins are also required to act as temporary sediment basins during construction, to manage sediment discharge. The district manager reached out multiple times to the developer, reiterating the requirements, prior to the issuance of the notice.

POSTER CONTEST

The Mercer District had two (2) State Level winners for the 2025 Poster Contest. The winners were in the 7th – 9th grade and 10th – 12th grade categories. The Grand Champion was also the Mercer Winner from the 7th – 9th Grade category. That poster will be forwarded to the National Association of Conservation Districts (NACD), for judging at the National Level. Both participants received a \$100.00 award from the NJACD.

The district was also informed that last year's winner from the 4th – 6th grade category, placed second at the NACD National contest. We received a congratulatory letter, along with a \$150.00 check to be transferred to the winner, and a wall certificate. The Office Administrator purchased a frame for the certificate. The District Manager wrote a congratulatory letter to the contestant as well. The contestant's family picked up the certificate, check and letter from the district office.

HUNT LAKE DAM

The district reviewed the requested modifications to the draft Emergency Action Plan as well as the Regular Inspection report. All of the requested changes were made and authorization to submit the reports to NJDEP Bureau of Dam Safety was given by the district manager.

The district manager conducted a visual inspection of several of the items noted in the reports, requiring maintenance. Mainly the debris within the primary spillway riser and the woody vegetation along the interior embankment. The district manager reached out to our site contractor regarding his availability to remove the debris from the riser, and the woody vegetation from the embankment.

FEE SCHEDULE

Initial feedback from F. Minch regarding the Fee Schedule modification was positive. If any clarifications are required or revisions requested, the district will respond as soon as possible.

TRAINING

The district manager attended an all-day administrative and technical training session at the Freehold SCD on 05-12-2025. Topics covered included: Requests for Determination of Non-Applicability; Certification Expiration Process; Land Disturbance without Certification; Incomplete Application Procedure; Supervisor Nomination / Reappointment Process; Detention Basins; Sediment Basins; and Offsite Stability Technical Bulletin. The training was hosted by the New Jersey Conservation District Employee Association and was highly informative.

SUPERVISOR RENOMINATIONS

The Office Administrative prepared and filled in as much information that we have available, for the Supervisor renomination forms for Supervisor's T. Wang and D. Pace. The forms were subsequently forwarded to both Supervisors, for completion. The district received both forms back and forwarded them to F. Minch of the NJDA / SSCC for approval during the June State Soil Conservation Committee Meeting.

BUILDING MAINTENANCE

The district's landscaper conducted the annual Spring landscaping around the building and grounds. This typically includes trimming of shrubs and bushes, weeding, and mulching. This year we also had over-seeding completed around the entrance to the office building.

MOTION 3

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

CORRESPONDENCE

1. Van Engelen Inc. Fall 2025 Wholesale Dutch Bulbs Catalog
2. State of New Jersey Assembly Bill #5545 authorizes soil conservation districts to have more than five supervisors as approved by the State Soil Conservation Committee.
3. State Agriculture Development Committee administrative review & approval for Soil and Water Conservation Cost Share Grant. The grantee, a preserved farm in Mercer County has approval for a cost share request of \$9,797.34.
4. Next Generation of Farming New Jersey Report from SADC.

CHAPTER 251

2025-6781-T	2024-6722-E	2021-6071-E(R)	2024-6600-H(R)
2024-6702-H	2024-6784-H	2025-6758-H	NJG0365955
2025-6764-H	2024-6697-HT	2025-6782-L	2025-6792-P
2025-6778-R	2025-6793-R	2020-5818-WW(R)	2020-5967-WW(R)

2025-6752-WW
2025-6783-WW

2025-6789-WW

NJG0306771

NJG0327344

MOTION 4

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

NRSC UPDATE

A State Cost Share payment request for drip irrigation main line was presented by T. Melchiorre for District signature and approval. A Conservation Plan EQIP assistance for high tunnel, wind brake request and a Conservation Plan for RCPP was presented for signature and approval.

S. Ellis informed the Board SADC has money up to \$20,000.00 per plan, to write State Cost Share Plans for Preserved Farms or farms enrolled in the 8-year Programs.

Hackettstown Office has moved to Mount Olive.

IRA Assistance Programs are not frozen any longer and funds are now available for climate and soil health use.

MOTION 5

A motion to approve State Cost Share Program, RCPP Conservation Plan EQUIP and Technical Assistance Request was made by T. Wang, seconded by L. Huebner, carried unanimously.

EXTENSION UPDATE

The Burlington County Ag Agent has been approved.

The Department is still interviewing for the Food Safety Specialist at Rutgers. The current candidates are taking part in meet and greets, and farm tours.

M. Melendez had a meeting this morning at the Fairground Farm. They did a field walk collaboration with the Water Shed regarding weeds. They discussed the benefit of weeds, and which ones can be eaten.

M. Melendez also met with the new farm owners located on Old Trenton Road, to discuss what can be done at the preserved farm.

M. Melendez is still working on the Organic Regenerative Farm Board Needs Assessment Survey Data analysis with help from a graduate student. A PHD student has joined the effort and is focusing on Ag policy for farms in other States and how that impacts organic and regenerative farms, comparing what is happening here in New Jersey. The PHD student is also doing case studies and farmer interviews.

SSCC UPDATE/NJACD UPDATE

The next SSCC meeting is scheduled for Monday 6/16/25 and is being held virtually.

NEW BUSINESS

Next Meeting: July 10, 2025

The meeting adjourned at 1:45 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
MAY 8, 2025**

MCSCD SUPERVISORS

Scott Ellis
Theodora Wang
Lucia Huebner
Gary Mount

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Lewis Goldshore, Esq.
Meredith Melendez
Diane Kottas

The meeting was called to order by Chairman, S. Ellis at 1:03 pm. The Statement of Adequate Notice was read. The attendees rose for the flag salute.

The minutes of the April 10, 2025 meeting were reviewed by the Board.

MOTION 1

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

The Treasurer's Report was presented to the Board. The District was in the red this period due to the annual Employer Pension Appropriation payment.

MOTION 2

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

The Director's Report was given.

NON-POINT SOURCE POLLUTION PROGRAM

13 - APPLICATIONS RECEIVED
0 - PREREVIEW INSPECTIONS
21 – CHAPTER 251 REVIEWS
109 – CHAPTER 251 INSPECTIONS
0 - PRE-CONSTRUCTION MEETING

- 38 - FINAL REPORTS OF COMPLIANCE
- 3 - CONDITIONAL REPORTS OF COMPLIANCE
- 1 - VIOLATION NOTICE
- 0 - STOP WORK ORDER
- 0 - DENIALS
- 0 - CERTIFICATION DELEGATIONS
- 3 - 251 EXEMPTION DETERMINATIONS

CHAPTER 251

The district issued a Violation Notice for the Mercer Corporate Park project in Robbinsville Township, due to out of sequence development related to building construction prior to the completion of the Stormwater management Basins. During several inspections, it was noted that Building Footings were being installed, and stormwater management basins were not completed, or being worked on. The basins are also required to act as temporary sediment basins during construction, to manage sediment discharge. The district manager subsequently met with the developer to go over the terms of the Violation Notice and the proper sequence to bring the site back into compliance.

The Spring seeding season is essentially over, therefore chapter 251 inspections, will begin to transition back to active construction site inspections as opposed to compliance inspections and converting conditional Reports of Compliance to Final Reports of Compliance.

POSTER CONTEST

The Office Administrator prepared congratulatory letters and ordered Rosette Ribbons for each of the First through Third Place winners in each age group category for this year's poster contest. The First-Place winning posters within each category were delivered to the Freehold SCD for adjudicating at the state level. State level winners will be forwarded to the National Association of Conservation Districts, to be judged at the national level.

HUNT LAKE DAM

The district received a draft copy of the Hunt Lake Dam Regular Inspection report, along with an updated copy of the Emergency Action Plan. The district manager is in the process of reviewing the documents, to provide comments, if necessary, to French and Parrello Associates, prior to them making a formal submission to New Jersey Department of Environmental Protection, Bureau of Dam Safety.

FEE SCHEDULE

The district manager completed the Fee Schedule and ancillary reports required to make a formal submission to the State Soil Conservation Committee. The District Manager hand delivered the complete report package to Mr. Frank Minch, Director of the Division of Agriculture and Natural Resources. The district manager will respond to any inquiries or modifications, if requested. If no revisions are requested, the Fee Schedule Change will be presented to the State Soil Conservation Committee, during their regularly scheduled

June meeting for approval.

REGIONAL SUPERVISOR'S MEETING

The district manager, Supervisor's: S. Ellis, T. Wang and D. Pace attended the Regional Supervisor's Meeting on Tuesday, April 22, 2025, held at Villa Mannino Restaurant in Bordentown. Topics of discussion included: The annual trip to Washington, DC by several supervisors to meet with elected officials, to discuss the Soil Conservation District's roles, responsibilities, and associated programs; an update from the NJ Employees Association; and an update from the State Soil Conservation Committee.

MOTION 3

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

CORRESPONDENCE

1. A Proclamation from Governor Murphy to the District for Soil and Water Stewardship Week.
2. An article by L.A. Parker concerning Stacy Park and the removal of trees along the Delaware River in the City of Trenton.
3. New release for the New Jersey Envirothon 30th Year Anniversary
4. Hamilton Post Newspaper
5. Terhune Orchards News
6. Princeton Magazine with an article entitled: Terhune Celebrates 50 Years of Farming.

CHAPTER 251

2020-5834-T(R)	2023-6469-EW	2025-6767-E	2025-6769-H
NJG0316393	2025-6776-H	2025-6759-H	2025-6771-H
2023-6425-HT-(R)	2025-6768-HT	2022-6382-HT-(R)	2023-6415-P(R)
NJG0347884	2025-6749-P	NJG0346551	2025-6770-P
2025-6773-P	2024-6577-P(R)	2025-6772-P	2025-6766-P
2024-6727-R	2025-6750-WW	2025-6744-WW	

MOTION 4

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

EXTENSION UPDATE

M. Melendez participated in the 3rd round of interviews for the Burlington County Ag Agent position.

M. Melendez also participated in the 3rd round of online interviews for the Food Safety Specialist position.

The State Organic Regenerative Farming Board conducted a survey for farmers. M. Melendez and staff are putting this survey together in a State wide report. Over one

hundred farm owners responded to the survey.

M. Melendez is working on a grant proposal with the University of Florida for USDA Specialty Crop Research Initiative.

UNFINISHED BUSINESS

The District received an application for the Windsor Edinburg Road Farm disturbance. This will be certified at the next month's meeting. The owner is still required to obtain a Conservation Plan from the County Ag Development Board (CADB) per D. Kottas.

SUCCESSION PLANNING

The ongoing topic of Succession Planning for the future of the District was discussed. Supervisors had multiple questions:

- When do the current employees plan on retiring?
- Is the district fiscally sound?
- How long to train new employees?
- Combine the district with another district?
- If combined, will this office become a satellite office?
- Keep the current office & hire additional staff?
- Supervisors staying on the Board or transferring to another District?
- Maintaining a presence in Mercer County?

No decision was made, and the discussion was tabled for future meetings. However, the general consensus at this time is to keep the District in place and continue to function as currently established.

HUNT LAKE DAM

The District Manager received the Dam Inspection Report from French & Parrello. There are a few recommendations for immediate attention; remove logs and debris in the primary spillway; remove woody vegetation on the interior embankments; and remove woody vegetation from the entrance to the auxiliary spillway.

DEP still has not dewatered the lake. The RFP went out a couple of years ago, and was subsequently awarded, but the work has not commenced.

The Board recommended the District Manager to inspect the dam issues and have the items taken care of. This is a requirement within the consent order.

EMPLOYEES SALARIES

The Board discussed the employees' salary increases. D. Pace sent an email to S. Ellis with his thoughts on the increase since he was not going to attend this meeting.

MOTION 5

A motion to increase the employees' salaries by 5% of current salaries was made by T. Wang, seconded by G. Mount, carried unanimously.

BUDGET FY 2026

The Board discussed the proposed Budget for FY 2026 with respect to the current Financial Statements, Treasurers' Report, and known and projected cost increases. The FY 2026 Budget is increasing by about \$13,000.00 which includes employees' salary increases.

MOTION 6

A motion to approve the Budget for FY 2026 was made by L. Huebner, seconded by T. Wang, carried unanimously.

NEW BUSINESS

Next Meeting: June 12, 2025 at 12:30 pm.

The meeting adjourned at 2:39 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
APRIL 10, 2025**

MCSCD SUPERVISORS

Scott Ellis
Daniel Pace
Lucia Huebner (phone)

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Lewis Goldshore, Esq.
Donna Kottas, MC Planning

The meeting was called to order by Chairman, S. Ellis at 12:31 pm. The Statement of Adequate Notice was read. The attendees rose for the flag salute.

The minutes of the March 13, 2025 meeting were reviewed by the Board.

MOTION 1

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

The Treasurer's Report was presented to the Board. The District was in the red for this period with revenue being down due to only receiving 10 applications.

MOTION 2

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

10 - APPLICATIONS RECEIVED
0 - PREREVIEW INSPECTIONS
31 - CHAPTER 251 REVIEWS
99 - CHAPTER 251 INSPECTIONS
0 - PRE-CONSTRUCTION MEETING
14 - FINAL REPORTS OF COMPLIANCE
9 - CONDITIONAL REPORTS OF COMPLIANCE
0 - VIOLATION NOTICE

- 0 - STOP WORK ORDER
- 0 - DENIALS
- 0 - CERTIFICATION DELEGATIONS
- 5 - 251 EXEMPTION DETERMINATIONS

CHAPTER 251

The district manager received a complaint regarding sediment discharge into Indian Lake from the Mercer Corporate Park Warehouse project in Robbinsville. The complaint was forwarded by the Allentown Borough Municipal Clerk, from several residents who reside near the lake. Several photos were received of a turbidity plume entering the lake from a tributary to Indian Run, which flows into Indian Lake.

The district manager conducted an inspection during the next rainfall in an attempt to identify the source. We had previously been conducting regular site inspections for standard construction and compliance issues. Several areas of concern were noted as potential breaches. The district manager met with the developer to develop a list of sediment controls to be employed immediately at the site.

Due to thick established vegetation around the existing on-site stormwater management wet pond, it was difficult to access the shoreline for visual confirmation of potential sources. Therefore, the developer flew a drone over the lake that took photos and video following the storm event. The photos were not conclusive as to the potential source. The district manager conducted an additional inspection and subsequently met with the developer again. Several additional sources were identified and appropriate measures to address the issues were discussed and are being implemented.

The district contacted the Municipal Clerk in Allentown, to keep her apprised of the situation. We will continue to monitor the site on a regular basis.

Inspections are transitioning into compliance related issues to obtain Final Reports of Compliance for projects that were issued Conditional Reports of Compliance over the winter. There is a substantial back log of projects that should be completed during the Spring seeding season.

POSTER CONTEST

The district received a total of twelve (12) posters for this year's Poster Contest, themed: Home Is Where The Habitat Is. The posters were highly creative and the art work was excellent. Judging will take place during the beginning of April to determine First through Third Place winners in each of the age categories received. The district will provide a congratulatory letter and a Rosette Ribbon to each of the First through Third Place winners in each age group. The First-Place winner in each group will be forwarded to the Freehold Soil Conservation District for judging at the statewide level.

HUNT LAKE DAM

French and Parelo Associates were scheduled to conduct the Regular Dam Inspection at Hunt Lake Dam during the later part of March. Upon completion of the inspection, the district will be copied on the draft report, prior to making submission to NJDEP Bureau of Dam Safety.

FEE SCHEDULE

The district manager incorporated the recommended changes to the Fee Schedule made by the Board of Supervisors during the March Board meeting. The only category where there will be a decrease in fee's is the residential multi-family category, as a result of an analysis that dictated the decrease. The Board requested all other categories either remain at the current rates, or be increased, if warranted by analysis. The Fee Schedule will be presented in its current form to the Board during the April Board meeting. Any requested changes will be made, prior to the district proceeding with the remainder of the report, to forward to F. Minch, Director of Division of Agriculture and Natural Resources, NJDA.

MOTION 3

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

CORRESPONDENCE

1. Hamilton Post Newspaper
2. Article received by L. Goldshore: City of Trenton was issued a violation notice from DEP requiring the City to restore & repair damage done by Delaware River clearcutting at Stacy Park.

CHAPTER 251

2025-6743-T	2025-6741-E	2024-6725-H	2025-6761-H
2025-6754-HT	2024-6719-P(R)	2025-6760-P	2025-6763-P
2024-6582-P(R)	2025-6765-P	2020-5877-R(R)	2025-6756-WW
2024-6695-WW	2025-6757-WW	NJG0322491	2022-6325-WW(R)
2022-6326-WW(R)	2025-6762-WW	2021-6099-WW(R)	

MOTION 4

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

NRCS UPDATE

New Jersey NRCS Announces application signup cutoff date for fiscal year 2025 Agricultural Conservation Easement Program – Agricultural Land Easement (ACEP-ALE) packages are due on 5/7/25.

S. Ellis informed the Board farmers are encouraged to receive money through the Inflation Reduction Act for ECAP (Emergency Commodity Assistance Program). Dollars per acre of farmed land for certain crops can receive 86% of the acres used for certain crops. For example, \$42.19/acre of corn the farmer will receive 86%. Soybeans are \$29.76/acre. This is for all farmed land throughout the United States that report acres farmed.

SSCC UPDATE/NJACD UPDATE

The District received an agenda for the next State Soil Conservation Committee (Hybrid) Meeting to be held April 14, 2025. The next meeting will be held June 9, 2025.

UNFINISHED BUSINESS

The District Manager has been corresponding with the owners representative of the Windsor Edinburg Road Farm Disturbance regarding where they are in the process of submitting revised plans. The District has received revised plans for requested revisions. District Manager sent them an application and fee schedule for submission.

The District Manager has not heard back from a Stop Work Order sent on January 30, 2025 to 300 Whitehead Road. The Board agreed for L. Goldshore to send an attorneys letter to follow up.

FEE SCHEDULE

The District Manager made the changes to the new fee schedule as requested by the Board. The next step will be to send the fee schedule for review by F. Minch and then submit to the State Soil Conservation Committee (SSCC) for final approval.

MOTION 5

A Motion to approve the new fee schedule pending F. Minch's approval was made by D. Pace, seconded by L. Huebner carried unanimously.

SUCCESSION PLANNING

The Board discussed the succession planning process that included the employees retirement plans and what it would take to hire new staffing. Are the Board members willing to stay on in the future or what would happen if the district combined with another district. L. Huebner requested the topic be continued and discussed at the next meeting with all board members in attendance.

NEW BUSINESS

SALARIES

The Board discussed the annual salary increases for District employees. D. Pace suggested a 5% increase relative to current salaries.

The annual increases originally presented were computed based upon base salaries for both employees, which are less than current salaries. An agreement was made to table the discussion until all Board members are present at the next meeting.

NEW COMPUTER

The Board discussed and new desktop computer for the Office Administrator. There have been some major issues with the current desktop computer. The Districts' computer consultant recommended purchasing and new desktop computer.

MOTION 6

A motion to approve a new desktop computer was made by L. Huebner, seconded by D. Pace carried unanimously.

Next Meeting: May 8, 2025 at 12:30 pm

The meeting adjourned at 2:10 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
MARCH 13, 2025**

MCSCD SUPERVISORS

Scott Ellis
Theodora Wang
Lucia Huebner
Daniel Pace

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Lewis Goldshore, Esq.
Meredith Melendez
Diane Kottas, MC Planning Dept.
Tairi Melchione, NRCS
Mike Sherr, AmeriCorps Watershed
Ambassador
Jessie Lisanti, AmeriCorps Watershed
Ambassador

The meeting was called to order by Chairman, S. Ellis at 12:34 pm. The Statement of Adequate Notice was read. The attendees rose for the flag salute.

The attendees introduced themselves to M. Sherr and J. Lisanti.

The minutes of the February 13, 2025 meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes 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.

MOTION 2

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

The Director's Report was given.

NON-POINT SOURCE POLLUTION PROGRAM

20 - APPLICATIONS RECEIVED
0 - PREREVIEW INSPECTIONS
26 – CHAPTER 251 REVIEWS
95 – CHAPTER 251 INSPECTIONS
0 - PRE-CONSTRUCTION MEETING
13 - FINAL REPORTS OF COMPLIANCE
11 - CONDITIONAL REPORTS OF COMPLIANCE
1 - VIOLATION NOTICE
0 - STOP WORK ORDER
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
0 - 251 EXEMPTION DETERMINATIONS

CHAPTER 251

The district manager had several phone conversations with the representative for the owner of the property on Robbinsville Edinburg Road that was issued a Stop Construction Order, and subsequent follow up letter from district counsel. It was explained to the district manager that they are in the process of procuring the services of a Land Surveyor to provide an As-Built Drawing of the property. Once the plan was obtained, an application would be made to the district. The district manager indicated that he would be more than willing to have a discussion with the engineer to discuss any technical issues. To date, the application has not been received by the district.

The district has not received a response from the land owner who was sent the Stop Construction Order for the Whitehead Road parking lot expansion site.

HUNT LAKE DAM

The district manager returned the signed contract to French and Parello Engineers (FPA) for the bi-annual Regular Inspection services for Hunt Lake Dam. The inspection will be scheduled for late Spring or possibly early summer by FPA.

FEE SCHEDULE

The district manager met with F. Minch, Division Director of NJ Department of Agriculture, Division of Agriculture and Natural Resources, regarding the Fee Schedule. The district manager went over the accounting and the methodology used to derive the Fee Schedule increases in each specific category. The next step will be for the district manager to put together a complete justification report package, and provide it to Mr. Minch, for comments and potential modifications. Upon receiving any feedback from Mr. Minch, the necessary adjustments (if any) will be made. After that process, the MCSCD Board of Supervisors will be required to officially approve the Fee Schedule. Upon approval by the MCSCD Board, the new Fee Schedule would officially be presented to the State Soil Conservation Committee for their subsequent approval.

MOTION 3

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

CORRESPONDENCE

1. An article received from SADC announcing the new Executive Director, Chuck Roohr.
2. Hamilton Post Newspaper
3. D. Pace supplied the Resolution for Mercer County Grant to the District
4. DEP Notice of Violation for Trenton tree removal from Stacy Park
5. State of New Jersey Senate Bill #3833: Introduced the Ease of Doing Government Business Act

CHAPTER 251

2025-6734-EW	2018-5537-EW(R)	2023-6507-E(R)	2021-6088-H(R)
2024-6732-HT	NJG0352217	NJG0355518	2025-6753-P
2025-6740-P	2024-6704-P	2024-6707-P	2025-6751-P
2025-6755-P	2021-6160-WW(R)	2024-6647-WW(R)	
	NJG0347621	NJG0362549	

MOTION 4

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

NORTH JERSEY RC&D

D. Kottas informed the Board that the District is now under the North Jersey RC&D.

NRCS UPDATE

Tairi Melchione is now the Acting District Conservationist for NRCS out of the Freehold Office. There is a current hiring freeze at NRCS.

The NRCS can currently make payments of existing contracts (2023-2024) with IRA (Inflation Reduction Act) money. They do not have the clearance to use IRA money for new contracts.

Since NRCS is under a hiring freeze this has caused a shortage of engineers. For contracts for 2025 there is a list of engineering practices that cannot be fulfilled because of the engineering shortage. This means the producers/landowners will have to hire their own engineers. This has caused a backlog of engineering projects.

For Mercer County NRCS has 36 EQUIP applications. Three are preapproved and being worked on to be obligated. There are two obligated contracts. For AMA, they received 7 applications and none are obligated.

T. Melchione informed the Board that a representative from the NRCS Freehold Office will be attending the Board Meeting on a regular basis.

EXTENSION UPDATE

M. Melendez had the last FISMA Training Session on Monday at their office. The funds for FISMA Farmer trainings have been cut significantly. These were cost share funds from the Dept. of Agriculture through FDA funding.

One more Food Safety Training is being held at the Creamridge Research Farm on March 26th. The topics are for beginning farmers with firsthand, build your own hand washing station workshops. Using wildlife feces in the field for risk assessment. Teaching how to use concentrated sanitizer for wash water (parts per million).

M. Melendez received a cost extension, approved by the USDA, for Food Safety Beginner Farmer Related Program. This also includes keeping J. Mathews hired fulltime.

M. Melendez attended the University of Florida Citrus Research Farm a few weeks ago. Doing a training for regulators on food safety. They have been struggling with citrus greening (turns oranges green and depletes some sugars). Most of the citrus industry has left the State of Florida. The Research Farm is planting citrus and putting netting over it to keep out the insects.

SSCC UPDATE/NJACD UPDATE

S. Ellis attended the State Committee Meeting and D. Pace attended virtually. NRCS has a 15% reduction in staff and a 67% reduction in Engineers.

UNFINISHED BUSINESS

An invitation to the Regional Supervisors Meeting was received. The Central Regional Meeting is scheduled for April 22, 2025 at Villa Mannino in Bordentown, New Jersey. All Supervisors are asked to attend.

The District Manager requested to cancel the Annual Dinner Tour in May this year. The staff is extremely busy and do not have the time to plan a tour this year. The supervisors agreed to postpone the Dinner Tour.

Mike Sherr & Jessie Lisanti, both AmeriCorps Watershed Ambassadors spoke about the AmeriCorps program. There are twenty-three Ambassadors throughout the State of New Jersey. They deal with water issues throughout Mercer County. They undertake tree plantings, install rain gardens and rain barrels and conduct stream assessments to name a few.

FEE SCHEDULE

The district manager arranged a presentation regarding the Fee Schedule modification. Excel spreadsheet calculations were shown that indicated how rates were derived for various sub-categories within each specific Fee Schedule category. The board indicated their reluctance to reduce fees for any categories that did not warrant an increase, with the exception of the Residential Multi-Family category. The district manager demonstrated why fees for that specific category should be decreased. Essentially, the current Inspection / Compliance Fee per unit does not decrease as the number of units increases. In some instances, this may not

be reflective of the costs to provide services within this category. It was also demonstrated that within several of the current Fee Schedule categories, application fees decrease somewhat for larger projects, relative to smaller projects, within the same category. However, since fee increases within these categories are not warranted, this issue may not be able to be rectified for the new schedule. The board discussed the changes at length and directed several revisions to be made. The district manager agreed to make the changes as requested and present the updated Fee Schedule to the Board during the April meeting. Upon the board's approval, the schedule will be sent to the State Soil Conservation Committee for their review and subsequent approval.

NEW BUSINESS

Next Meeting: April 10, 2025 at 12:30 pm

The meeting adjourned at 2:49 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
FEBRUARY 13, 2025**

MCSCD SUPERVISORS

Scott Ellis
Theodora Wang
Lucia Huebner
Daniel Pace

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Lewis Goldshore, Esq.
Meredith Melendez
Diane Kottas, MC Planning Dept.
Jessica Henry, NRCS

The meeting was called to order by Chairman, S. Ellis at 12:34 pm. The Statement of Adequate Notice was read. The attendees rose for the flag salute.

The minutes of the January 9, 2025 meeting were reviewed by the Board.

MOTION 1

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

The Treasurer's Report was presented to the Board. The District was in the red for this period due to only receiving six applications.

MOTION 2

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

The Director's Report was given.

NON-POINT SOURCE POLLUTION PROGRAM

6 - APPLICATIONS RECEIVED
2 - PREREVIEW INSPECTIONS
34 – CHAPTER 251 REVIEWS
105 – CHAPTER 251 INSPECTIONS
0 - PRE-CONSTRUCTION MEETING

- 9 - FINAL REPORTS OF COMPLIANCE
- 23 - CONDITIONAL REPORTS OF COMPLIANCE
- 0 - VIOLATION NOTICE
- 1 - STOP WORK ORDER
- 0 - DENIALS
- 0 - CERTIFICATION DELEGATIONS
- 3 - 251 EXEMPTION DETERMINATIONS

CHAPTER 251

The district was contacted by the Twp. of Hamilton regarding land disturbance activities located on a site on Whitehead Road in Hamilton Twp. An inspection was conducted to ascertain the nature of the activities. It appears that a parking lot was constructed of millings along with a perimeter berm. A significant amount of clearing was also evident. In total the disturbance appears to be in excess of 1 acre. The district proceeded with the issuance of a Stop Construction Order, after authorization was received by the Chairman. The Office Administrator sent the Notice out by Certified Mailing.

ANNUAL RECORDS DISPOSAL

The district manager filed for authorization to dispose of district records through the Artemis system of the NJ Treasury Records Management System web site. The request must be authorized by the Custodian of Records as well as an Archive Reviewer. Upon approval from both entities the records can be properly discarded. This will entail being recycled at the Hamilton Twp. Ecological Facility. Upon the materials being disposed of, a follow up entry must be made within the monitoring system to close out the request.

Approval from both the Custodian of Records as well as Archival Reviewer has been received. The records were subsequently taken to the Hamilton Twp. Ecological Center for recycling. The Disposition Request was also updated to indicate the method and date of disposal.

POSTER CONTEST

This year's Poster Contest theme is entitled "Home is where the Habitat is." A PDF of the Poster Contest Brochure was obtained and converted to an MS Word document, to add local district rules. Entries are required to be received by the district, no later than March 28, 2025 at 4:00 PM. The district manager and office administrator modified the brochure as required to include local contest rules.

The office administrator emailed the brochure to schools throughout Mercer County, and to our web site consultant, to post on the district's web site. Upon receipt of the entries, posters will be judged at the local level, with the winners in each age category being sent to New Jersey Association of Conservation Districts (NJACD) for judging at the state level.

HUNT LAKE DAM

The district manager reached out to the consultant (French and Parello Associates – FPA) who previously prepared the Formal Inspection Report, Emergency Action Plan and

Operations and Maintenance Manual, to obtain a price to prepare a “Regular” inspection Report. FPA responded that they would provide a price to the district to prepare the report. The “Regular” inspection report is less detailed than the previously prepared “Formal” inspection report and is required to be prepared every two (2) years. Upon completion of the report, it will be sent to NJDEP Bureau of Dam Safety, as statutorily required.

FEE SCHEDULE

The district manager is in the process of finalizing the Fee Schedule Analysis. Upon completion, the district Board of Supervisors will be required to review and subsequently approve the Fee Schedule modification, to be presented to the State Soil Conservation Committee for their respective approval. Once approved by the SSCC, all district fees will be assessed based upon these newly established rates.

MOTION 3

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

CORRESPONDENCE

1. An article received from L. Goldshore, esq. regarding the Bridge Point 8 Warehouse project in West Windsor. A three-judge appellate panel of the Superior Court struck down a state flood hazard area permit, saying DEP had not fully considered all the facts about the site.
2. Hamilton Post Newspaper
3. Ernst Seeds Brochure – 2025 spring savings opportunities
4. Chief River Nursery Co. Brochure
5. A Cornell Chronicle article about floating solar c panels increasing greenhouse gas emissions on small ponds.

CHAPTER 251

2024-6709-T	2020-5913-T(R)	2025-6737-EW	2025-6726-EW
2025-6736-EW	NJG0326321	2024-6701-EW	2025-6742-EW
2024-6721-E	2023-6511-E	2024-6700-H	2020-5883-H(R)
2025-6738-H	2025-6522-H(R)	2024-6590-L	2024-6674-P
2024-6729-P	NJG0356701	2024-6717-P	2024-6703-P
2024-6716-P	2025-6735-P	2024-6705-P	2024-6706-P
2021-6027-R(R)	2021-6046-R(R)	2024-6647-WW(R)	
		NJG0362549	

MOTION 4

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

NRCS UPDATE

J. Henry informed the District NRCS has a new Acting District Conservationist, Tairi Colon located at the Freehold Office to service Mercer County. She was previously the

State Outreach Coordinator.

All current NRCS fundings are on hold. Current Inflation Reduction Act (IRA) fundings are on hold for now due to the Federal Government's audit. All applications and current contracts are on hold until future notice.

There is eight million available currently for Environmental Quality Incentives Program (EQIP). and one million available for Conservation Stewardship Program (CSP).

J. Henry has a State Cost Share application for approval by the District. A Mercer County farm has applied for a well pump for irrigation and variable frequency drive.

MOTION 5

A motion to approve the State Cost Share Application for a farm in Mercer County requesting funding for a well pump and variable frequency drive was made by L. Huebner, seconded by T. Wang, carried unanimously.

EXTENSION UPDATE

M. Melendez informed the Board Food Safety Federal funding is on hold. There is a grant for Beginning Farmer Focus that has to include underserved audiences. There is about \$100,000.00 left on that grant that will fund J. Mathews salary. J. Mathews is M. Melendez's program coordinator that manages grants, websites, etc.

The Atlantic City Convention went well. M. Melendez had a good turnout for the Food Safety Sessions.

M. Melendez went to Passaic, NJ to a produce warehouse to help with understanding the food safety 3rd party audit procedures.

Gleaning training is now online (health & hygiene on a farm training). This is a thirteen minute video. D. Kottas took the training online and passed.

Tomorrow is the Central Jersey Vegetable Meeting. M. Melendez will be talking about Gleaning and the new Ag water requirements by doing an assessment of their water systems. She will also discuss about the Cottage Food Law.

SSCC UPDATE/NJACD UPDATE

1. District Manager receive an email update from Frank Minch outlining current activities. The Ag Convention was highly successful.
2. Chuck Roohr is named as State Agriculture Development Committee Executive Director (SADC).
3. The Department of Agriculture is monitoring the impacts of the Federal funding freeze.
4. Soil Erosion Rules are still under legal review with DAG.
5. Farmland Assessment program is under scrutiny. Legislative consideration to move gross sales from \$1,000.00 to \$4,000.00. The Department and Farm Bureau

- have been working with the legislature and governor's office on this matter.
6. Camden and Cape Atlantic merger is still in the works. There is still consideration on revising the statute to allow for the expansion of district boards from 5 to 7.

UNFINISHED BUSINESS

The District Manager will be meeting with F. Minch regarding the fee schedule changes on 2/28/25.

L. Goldshore, esq. received a letter from the attorney for the Windsor-Edinberg Road farm disturbance. The letter confirmed and was a follow up the telephone conversation they had on 1/28/25 to extend the deadline to 2/28/25 for completion, and submission of a Soil Erosion and Sediment Control Plan Application.

Robbinsville Township sent a shared services agreement to the District for repairs and maintenance on company vehicles. This requires a motion for Board approval.

MOTION 6

A motion to approve the Shared Services Agreement with Robbinsville Township was made by T. Wang, seconded by L. Huebner, carried unanimously.

HUNT LAKE DAM

The District Manager received a quote from French & Parrello regarding the bi-annual inspection required at Hunt Lake Dam Site. Regular dam inspection price of \$4,950.00 and distribution of the Emergency Action Plan not to exceed \$450.00.

MOTION 7

A motion for Scope of Service Regular Dam Inspections Agreement with French & Parrello was made by L. Huebner, seconded by D. Pace, carried unanimously.

NEW BUSINESS

Next Meeting: March 13, 2025 at 12:30 pm

The meeting adjourned at 2:05 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
JANUARY 9, 2025**

MCSCD SUPERVISORS

Scott Ellis
Theodora Wang
Lucia Huebner
Daniel Pace
Gary Mount

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Lewis Goldshore, Esq.
Diane Kottas, Mercer County
Planning Dept.

The meeting was called to order by Chairman, S. Ellis at 12:34 pm. The Statement of Adequate Notice was read. The attendees rose for the flag salute.

The minutes of the December 12, 2024 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 in the black for December, 2024.

MOTION 2

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

The Director's Report was given.

NON-POINT SOURCE POLLUTION PROGRAM

13 - APPLICATIONS RECEIVED
0 - PREREVIEW INSPECTIONS
34 - CHAPTER 251 REVIEWS
68 - CHAPTER 251 INSPECTIONS
0 - PRE-CONSTRUCTION MEETING

- 0 - FINAL REPORTS OF COMPLIANCE
- 11 - CONDITIONAL REPORTS OF COMPLIANCE
- 1 - VIOLATION NOTICE
- 0 - STOP WORK ORDER
- 0 - DENIALS
- 0 - CERTIFICATION DELEGATIONS
- 1 - 251 EXEMPTION DETERMINATIONS

CHAPTER 251

At the request of the Board, the District Manager prepared a letter to the Land owner at the Farm in West Windsor on Edinburg Windsor Road. The letter was a follow up to a previous letter requesting a Soil Erosion and Sediment Control Plan Certification be obtained for regulated activities that previously occurred at the referenced location. The original letter has not been responded to. The latest letter was emailed directly to the Landowner and sent by Certified Mail. To date, the second letter has not been responded to.

Also, at the direction of the Board, the draft of a third letter prepared by District Counsel, under District Counsel Letterhead has been prepared, and will be mailed to the Landowner by Certified Mail. The letter requests that the Landowner respond to the district within ten (10) days with his intentions to file for a plan certification. Failure to respond may result in an enforcement action by the district.

The district issued a Violation Notice for the Aurobindo Pharmaceutical site in East Windsor Township. The Certified Plan required that a temporary sediment basin be installed prior to building construction. This was discussed in detail with the developer. Upon a routine site inspection, it was noticed that the building construction had commenced without the completion of the sediment basin. The district followed up with a Violation Notice requiring the full construction and stabilization of the sediment basin.

ANNUAL RECORDS DISPOSAL

The district manager is in the process of compiling files that are eligible for disposal under the Public Records Retention Act. Under the Act, project files are required to be retained and accessible for a period of at least 7 years after the date that they have been officially closed out. After this period, the files can be disposed / recycled. An official request must be made by the district through the State of NJ's Department of Treasury – ARTEMIS (Records Retention and Disposition Management System) web site. Upon approval, the records can be recycled. After the records have been recycled, follow up reporting must also be done through the same site, to close out the request.

COMPUTER SYSTEM UPGRADES

The district's computer consultant is in the process of upgrading the district's computer server due to outdated software as well as the server coming to the end of its useful life. This also includes the complete transfer of data from the old server to the new server.

MOTION 3

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

CORRESPONDENCE

1. NJACD dues letter request
2. New Jersey Envirothon donation letter request
3. New Jersey Farmers Newspaper
4. Hamilton Post Newspaper

MOTION 4

A motion to donate to the New Jersey Envirothon in the amount of \$500.00 was made by D. Pace, seconded by T. Wang, carried unanimously.

MOTION 5

A motion to pay New Jersey Association of Conservation Districts (NJACD) dues for 2025 (in July), in the amount of \$850.00 was made by G. Mount, seconded by D. Pace, carried unanimously.

CHAPTER 251

2014-4960-T(R)	2024-6723-T	2024-6676-EW	2023-6482-E(R)
NJG0239046	2024-6730-E	2024-6713-H	2024-6682-H
2020-5939-HT-(R)	2024-6731-HT	2024-6718-HT	2024-6712-L
NJG0322679	2024-6720-L	2024-6719-P	2024-6728-P

MOTION 6

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

UNFINISHED BUSINESS

The District Manager explained what is entailed to present a fee schedule update to the SSCC. Multiple plan analysis to compile the statistics for each type a project (site plan, single family, multi-family, roads, drainage, bridges, etc.) and the intense examination of projects starting from 2017 to present to warrant a fee schedule increase. These projects are then broken down into review hours, inspections and administrative time associated with each project. The last District fee schedule increase was in 2010 for bridges and culverts only. For all other categories, the fee schedule dates back to 2006.

L. Goldshore sent a letter to Mr. James Britton on behalf of the District for work done on his property without a plan certification from the District. The District Manager also sent second letter certified, and an email to Mr. Britton. As of this meeting, no response has been received from Mr. Britton. D. Kottas, Mercer County Planning Dept. sent a second letter to Mr. Britton's lawyer, Epstein, Becker & Green from Princeton. D. Kottas also sent a list of TSP's (Technical Service Providers). If Mr. Britten receives a Conservation Plan from NRCS a plan certification from the District will not be required. It was agreed to table the discussion until the next meeting.

The District needs to adopt a resolution for Annual Notice of Regular Scheduled Meeting and send it to the County Clerk's Office and two newspapers per L. Goldshore.

MOTON 7

A motion to approve the Annual Notice of Regular Meeting was made by T. Wang, seconded by G. Mount, carried unanimously.

L. Goldshore sent the District Manager an email regarding the Senate Judiciary passing a bill temporarily addressing the Public Notice Crisis. Bill S3957, would temporarily amend the law to allow public entities to meet their legal obligations by publishing in an outlet that is an official publication but has no print edition.

The District is required to have a bi-annual regular inspection done for Hunt Lake Dam site. The District Manager will ask French & Parrell Associates for a quote to do the inspection. If the fee is reasonable French & Parrell Associates will conduct the inspection and prepare the report. If not, the District will have to send out an RFP for multiple quotes. This is due by September, 2025.

NEW BUSINESS

Next Meeting: February 13, 2025.

L. Goldshore handed out an Appellant Court decision on the Watershed Institute vs DEP, challenging the DEP approval of the project, Bridge Point 8 at the corner of Quakerbridge Road and Route 1 in West Windsor, NJ. The Watershed Institute believes DEP erroneously permitted the installation of a culvert, rather than a bridge, at a proposed stream crossing, in violation of the Flood Hazard Area Control Act.

The Supervisors welcomed back to the meeting, Gary Mount, a long-term and esteemed member of the Board of Supervisors and extended best wishes for a speedy recovery from his recent health challenges.

The meeting adjourned at 1:55 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
DECEMBER 12, 2024**

MCSCD SUPERVISORS

Scott Ellis
Theodora Wang
Lucia Huebner (arrived 11:08 am)
Daniel Pace

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Lewis Goldshore, Esq.
Meredith Melendez (arrived
11:44 am)
Frank Minch (arrived 12:30 pm)

The attendees rose for the flag salute. The meeting was called to order by Chairman, S. Ellis at 11:04 am. The Statement of Adequate Notice was read.

The minutes of the November 14, 2024 meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes was made by D. Pace seconded by T. Wang, with L. Huebner not present, carried unanimously.

The Treasurer's Report was presented to the Board. The District was in the black for this period.

MOTION 2

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

The Director's Report was given.

NON-POINT SOURCE POLLUTION PROGRAM

21 - APPLICATIONS RECEIVED

1 - PREREVIEW INSPECTION

24 - CHAPTER 251 REVIEWS

86 - CHAPTER 251 INSPECTIONS

0 - PRE-CONSTRUCTION MEETING

12 - FINAL REPORTS OF COMPLIANCE
21 - CONDITIONAL REPORTS OF COMPLIANCE
0 - VIOLATION NOTICE
0 - STOP WORK ORDER
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
1 - 251 EXEMPTION DETERMINATION

CHAPTER 251

Dust control issues on regulated sites continued throughout the beginning of the month, but tapered off towards the end of the month, as a result of the recent rainfalls. This issue will continue to be monitored as necessary and dictated by weather conditions.

The majority of inspections is being conducted for on-going construction projects, with a minimal amount for occupancy compliance. However, as long as sod is still being cut and is available, Reports of Compliance, on a project-by-project, basis may still be issued.

The District Manager received an email from NJDEP Bureau of Coastal Enforcement regarding a potential violation along the Delaware River within Stacy Park. The District Manager conducted an inspection, and it appeared that ground vegetation was stripped, and some trees were removed within the park, for a distance in excess of ½ mile. Site photographs were taken, and F. Minch was contacted regarding the issue.

ANNUAL CONFERENCE

The Annual Partnership Meeting was held on November 25th from 7:30 AM to 4:30 PM at the Rutgers Eco Complex, in Burlington Township. Several District Supervisors as well as the District Manager attended the conference. The agenda and topics that were discussed included: NJ Department of Agriculture Division update; Soil and Water Conservation Districts Board Member Fiduciary Training Video; Ethics Training; Meet the RC & D's District Partnerships and Opportunities; NRCS and Districts – A Locally Led Conservation Partnership; The NACD Resolution Process – Elevating a Local Need to a National Level; NJACD Business Meeting; District Employees Training; NRCS Leadership Team meeting and 2025 NJACD Programs.

The District Manager conducted a portion of the Employees Training entitled: Uniform Chapter 251 Review Letters in a Non-Uniform State. The presentation was designed for district plan reviewers, with the goal of establishing some basic review letter guidelines that assist employees throughout the state. Also conducting complimentary presentations were both of the State Erosion Control Engineers.

The presentations were well received with positive feedback.

FEE SCHEDULE

The Fee Schedule modification was not completed during the month of November as a result of the District Manager having to devote a significant portion of time towards the

presentation during the Annual Conference. Additional time and attention (as available) will be provided during the upcoming month(s) to focus on the Fee Schedule modification.

Prior to the Fee Schedule package being sent to the State Committee, the District Board will be required to approve the new Fee Schedule during an official action at a board meeting.

MOTION 3

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

CORRESPONDENCE

1. ArcUser Fall Magazine
2. Farm Focus Fall 2024 Edition
3. Municipal Sewer & Water Magazine
4. New Jersey Farmers Newspaper
5. New Jersey Law Journal: A Survey of Environmental & Clean Energy Case Law in 2024

CHAPTER 251

2024-6636-EW(R)	2024-6677-EW	2023-6507-E(R)	2024-6571-E
2024-6698-H	2024-6692-HT	NJG0355518	2024-6670-HT
2024-6660-HT	2024-6711-PB	2024-6715-PB	2024-6696-P
2024-6710-P	2024-6631-P(R)	2024-6690-P	2024-6714-P
2020-5836-R(R)	2024-6575-WW	2017-5437-WW(R)	2023-6550-WW(R)
NJG0349976		NJG0289990	NJG0363677

MOTION 4

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

EXTENSION UPDATE

M. Melendez toured a farm in South Jersey to help third generation young farmer who participated in the Are You Ready to Farm Program.

A draft program for the Atlantic City 2025 NJ Agricultural Convention and Trade Show was handed out. The convention starts on 2/3/25 with multiple workshops/training programs through 2/6/25.

Rutgers is looking for an Ag Viability Specialist (to help farmers in business). Seventeen candidates applied and 8 will attend virtual interviews.

M. Melendez is involved in the Mid Atlantic Vegetable Conference for Extension Employees in the Mid-Atlantic Region who are conducting research or working with vegetable farms. This will be an online event. The previous year's conference had seven

different universities attending with graduate and undergraduate students. There are Federal dollars coming from land grants and funding research.

SSCC UPDATE/NJACD UPDATE

The District Manager and T. Wang attended the State Committee Meeting on December 9, 2024. The Camden District is looking into consolidating with Cape Atlantic District. The Camden District office will become a satellite office.

L. Goldshore noted the statute requires five supervisors. F. Minch said the SSCC is looking to change the statute to read five or seven supervisors depending on how many counties are involved in the consolidation of Districts. There also is a discussion to have alternate supervisors. There is a requirement to have a public hearing for each county consolidating. This requires a resolution to be sent to the SSCC. A new board needs to be formed. All business information needs to be changed to the new district name; bank accounts; insurance; vehicles; websites; all liabilities; assets; business entity reestablished, and multi other issues.

The District Manager shared information from the Annual Conference. During the Annual Conference, the Secretary of Agriculture discussed Storm Water Utilities with the Soil Districts having significant involvement. F. Minch spoke about forming a committee to further review this. L. Goldshore mentioned this is an enabling state law and not required. F. Minch has concerns involving the Districts in forming a new utility. The law has been on the books since 2018, and no Municipality has taken up the initiative to implement this law.

F. Minch mentioned that the rules amendments are still in legal review.

The Regional Dinners will be held in 2025. They are in the process of trying to figure out dates and locations for the meetings.

UNFINISHED BUSINESS

Last meeting the Board requested a breakdown for the computer system upgrades. The Office Administrator contacted our computer consultant, Ram It-Solutions. This includes an updated server, and complete data transfers. The labor portion is \$3,800.00 and the hardware and software is \$1,200.00.

MOTION 5

A motion to approve the upgraded computer system was made by L. Huebner, seconded by T. Wang, carried unanimously.

No response from the land owner at the Windsor Edinburg Road Farm disturbance has been received. The District gave the land owner two months to respond. After an additional discussion it was agreed to send a second letter from L. Goldshore with the first letter copy attached, certified mail with a tracking number to make sure the letter was received. The District Manager agreed to send the owner an additional letter by

email with a copy of the first letter.

MOTION 6

A motion to have the L. Goldshore, Esq. send a second letter (with the first letter attached) was made by D. Pace, seconded by T. Wang, carried unanimously.

NEW BUSINESS

Letters were typed to be sent to the County Clerk's Office and two newspapers advising of the District Annual Notice of Meeting for 2025.

MOTION 7

A motion to adopt the Annual Notice of Meeting for 2025 was made by D. Pace, seconded by T. Wang, carried unanimously.

Next Meeting: January 9, 2025 at 12:30 pm

The meeting adjourned at 1:05 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
NOVEMBER 14, 2024**

MCSCD SUPERVISORS

Scott Ellis
Theodora Wang
Dan Pace

STAFF

Paul Schiariti, P.E.

OTHERS

Meredith Melendez
Lewis Goldshore, Esq.

The meeting was called to order by Chairman, S. Ellis at 12:32 pm. All attendees rose for the flag salute. The Statement of Adequate Notice was read.

The minutes of the October 10, 2024 meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes was made by D. Pace, seconded by T. Wang, carried unanimously.

The Treasurer's Report was presented to the Board. The district was in the black for the month and is in the black for the Fiscal Year.

MOTION 2

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

The Director's Report was given.

NON-POINT SOURCE POLLUTION PROGRAM

14 - APPLICATIONS RECEIVED
2 - PREREVIEW INSPECTIONS
20 – CHAPTER 251 REVIEWS
109 – CHAPTER 251 INSPECTIONS
1 - PRE-CONSTRUCTION MEETING
54 - FINAL REPORTS OF COMPLIANCE

- 2 - CONDITIONAL REPORTS OF COMPLIANCE
- 0 - VIOLATION NOTICE
- 0 - STOP WORK ORDER
- 0 - DENIALS
- 0 - CERTIFICATION DELEGATIONS
- 3 - 251 EXEMPTION DETERMINATIONS

CHAPTER 251

Due to the lack of rain, the district has been dealing with Dust Control Issues throughout the County. The district received multiple complaints regarding dust control from the Princeton Junction Train Station Project. The project consists of three Multi-Family Residential and Retail Buildings, one Senior Living Building, two Parking Garages, a 48 Unit Condominium Building and fourteen Townhouse Buildings on a 25.56-acre parcel between Washington Road and the Princeton Junction Train Station.

The complaints were from a local business owner, over the past several months. The district originally contacted the developer regarding the necessity of dust control. Additional complaints were received after almost two months indicating that things had not improved.

The district manager met again with the developer to discuss a reasonable method to address the issue. As a result of the meeting and subsequent discussions, the developer will be employing a water truck three (3) times a day to water the site. Specific areas of concern were outlined and indicated as priority areas. The district received a follow up email and phone call from the original complainant, in gratitude for the efforts to control dust. The district manager has been in contact daily with the developer and has been and will continue to perform regular (daily if possible) site inspections during the droughty conditions.

BUILDING MAINTENANCE

The district manager disassembled the wooden bin type structures adjacent to the Cub Scout Wildlife Garden. The old wood was placed at curbside in bundles under 50 pounds and under 48 inches in length, for garbage pickup.

ANNUAL CONFERENCE

The district manager is creating a presentation for this year's Annual Conference on the Topic of Uniformity in Chapter 251 Plan Reviews. The presentation will be a PowerPoint and discuss how districts can maintain Chapter 251 Plan Review uniformity (to the best degree possible) in a non-uniform state.

The Annual Partnership Meeting is scheduled for November 25th from 7:30 AM to 4:30 PM at the Rutgers Eco Complex, in Burlington Township.

FEE SCHEDULE

The district manager is finalizing the Fee Schedule Modification. Along with the actual Fee Schedule, the district will be required to provide all the ancillary back-up information

to the State Committee to justify fee increases in certain categories.

The analysis has shown that hourly rates for all Chapter 251 Reviews, Administration and Inspections will increase from their current values. The data is also indicating that several Fee schedule categories, do not warrant an increase, while others will warrant an increase.

Prior to the Fee Schedule package being sent to the State Committee, the District Board will be required to approve the new Fee Schedule during an official action at a board meeting.

MOTION 3

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

CORRESPONDENCE

1. November 2024 edition of the Hamilton Post Periodical
2. November 2024 edition of New Jersey Farmer Periodical
3. Colonial Pipeline Safety Brochure
4. Estuary News Volume 34
5. Obituary Notice for Samuel Race, former Executive Secretary for the SSCC
6. National Association of Conservation District's (NACD) FY 25 Annual Membership Invoice.

The board discussed payment of the Invoice for NACD FY 25. It was noted that we provided \$250.00 per year, for the last three (3) years.

MOTION 4

A motion to provide \$250.00 to the NACD for FY 25 membership was made by D. Pace, seconded by T. Wang, carried unanimously.

The November 2024 Chapter 251 Plan Certifications and Request for Authorization's (RFA's) was provided to the board.

CHAPTER 251

2024-6679-T	2021-6061-T(R)	2021-6025-EW(R)	2024-6666-R
2019-5748-EW(R)	2024-6680-E	2024-6694-E	2024-6621-H
2023-6687-H	2023-6451-HT(R)	2024-6686-L	2024-6661-P
2024-6694-P	2024-6689-P	2024-6693-P	
NJG0320803	NJG0359432	NJG0300225	

MOTION 4

A motion to approve plans recommended for certification by staff was made by D. Pace, seconded by T. Wang, carried unanimously.

RC & D

No update for South Jersey RC & D

NRCS

An article was provided to the board from the USDA NRCS entitled: NRCS Wetland Functional Assessment and Mitigation Decision Procedures. The article discussed the Food Security Act Wetland Conservation (WC) provisions relative to mitigation requirements and procedures. NRCS also requested comments for the adoption of NRCS Wetland Functional Assessment and Mitigation Decision Procedures.

EXTENSION UPDATE

M. Melendez indicated that she taught a “BURN” Seminar to incoming Freshman at Rutgers interested in innovative agricultural topics. This was a 10-week course for 20 students. One of the topics of discussion was: Farm to Fork, that addressed aspects produce safety, from the actual farm to the table. As part of the class, they also visited the Rutgers Student Farm.

She will also have a booth at the Annual Farm Bureau Convention. She also discussed several aspects of the Cottage Food Law related to Herbs and Fruit produced on non-assessed farms. Although not in the statute, their policy does not allow for these types of produce to be sold under the law. The Department of Health is also asking producers to get their products tested to see if any refrigeration is required.

She has been working with the Farm Bureau Woman’s Leadership Group. She will also be attending the State Organic & Regenerative Farming Group Board meeting, later in the day. She also noted that cover crops that have been planted on farms are not germinating, due to the droughty conditions we are currently experiencing.

STATE SOIL CONSERVATION COMMITTEE (SSCC)

Frank Minch provided an update from the State Soil Conservation Committee.

- Sam Race passed away November 3rd.
- We are finalizing planning for the annual conference (November 25th) at the Eco complex.
- Next SSCC meeting is December 9th in Trenton and online
- John S and John M are continuing to visit SCD offices
- Revisions to the rules (2:90) remain in legal review
- Working with DEP on addressing conflicts with our rules and the proposed REAL regulations

Non SSCC

- Discussion online portal for farmland assessment form (FA1) submission; Discussing potential modifications to farmland assessment program with Governor’s office
- Coordinating with EPA and DEP on a PFAS contamination (soil and water) in Warren County. Two farm properties are involved with potentially significant

- impacts due to the high levels of contamination.
- Reviewing departmental budget reductions as requested by the administration.
- Working with Mercer CC on an urban ag curriculum
- Coordinating with the Office of Food Security on three pilot programs matching farmers with food purchase operations.
- Monitoring drought conditions; coordinating with DEP on status changes
- Reviewing resolutions for the Ag Convention in February
- Wildlife fencing funds are still available

As the state has moved from a drought watch to a drought warning, special consideration on water usage is encouraged but not mandatory. Limitations on amount of land cleared should be discussed on project sites with temporary stabilization in areas with limited activity. Water trucks may still operate in high traffic areas, however, that will change should the state move to a drought emergency.

The district was provided with a copy of a completed State Soil Conservation Committee State Cost Sharing Program Application, for approved for funding, for a Farm in Pennington, NJ.

UNFINISHED BUSINESS

The board discussed the letter that was sent to the land owner of a preserved farm on Edinburg Windsor Road, in Robbinsville Township and West Windsor Township. The letter was sent at the direction of the board requesting that the land owner apply for and obtain a Soil Erosion and Sediment Control Plan Certification for all land disturbance activities recently performed on the parcel. A reply deadline of 60 days was given. To date, a response has not been received. The board indicated they would revisit the issue during the next meeting.

NEW BUSINESS

L. Goldshore discussed a potential legislative change to the Open Public Meetings Act, otherwise known as the Sunshine Law, relative to the requirement that all Open Public Meetings must provide a Notice to two (2) newspapers, 48 hours prior to the meeting. However, with printed newspapers in the decline, there may be a change to the Law that requires other forms of Notice. L. Goldshore will follow up, when the Law has been modified.

Th district manager discussed upgrading the current computer system. The current system is over 5 years old and is becoming outdated. The district's computer consultant informed the district that the system will need to be upgraded shortly, including the server, operating system and all associated features. An informal cost was provided at around \$5,000.00, for the complete upgrade. After a brief discussion, the Board requested an itemized breakdown of all costs associated with the new system and upgrades.

The Auditor's Report for Fiscal Year 24 was presented to the Board. The board briefly reviewed the Audit. The report noted that the district met 110% reserve balance

requirement. There were no recommendations provided by the Auditors. The board indicated that the Office Administrator and District Manager did a very good job over the past FY managing the district finances.

The next meeting will be the annual Christmas Luncheon meeting and is scheduled for December 12, 2024 at 11:00 AM

The meeting adjourned at 2:05 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
OCTOBER 10, 2024**

MCSCD SUPERVISORS

Scott Ellis (arrived at 3:20 pm)
Theodora Wang
Lucia Huebner
Daniel Pace
Gary Mount (virtual)

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Lewis Goldshore, Esq.
Cindy Taylor, Land Preservation
Coordinator for Mercer County

The meeting was called to order by Vice Chairman, G. Mount at 3:10 pm. The Statement of Adequate Notice was read.

The minutes of the September 12, 2024 meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes was made by L. Huebner, seconded by D. Pace, carried with S. Ellis not present.

The Treasurer's Report was presented to the Board. The District was in the red for this period.

MOTION 2

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

The Director's Report was given.

NON-POINT SOURCE POLLUTION PROGRAM

15 - APPLICATIONS RECEIVED

0 - PREREVIEW INSPECTION

29 - REVIEWS

112 - INSPECTIONS

1 - PRE-CONSTRUCTION MEETING

43 - FINAL REPORTS OF COMPLIANCE
8 - CONDITIONAL REPORTS OF COMPLIANCE
0 - VIOLATION NOTICE
0 - STOP WORK ORDER
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
2 - 251 EXEMPTION DETERMINATIONS

CHAPTER 251

The end of the Fall seeding season has arrived. Therefore, field inspections will begin to transition back towards active construction projects. Since mid-August projects that initially received Conditional Reports of Compliance over the summer, were being inspected for the issuance of Final Reports of Compliance. This process occurs during the optimal seeding season, twice annually. Beginning on October 1st, Conditional Reports of Compliance will be given for lots that have been seeded.

It should also be noted that a significant number of new applications as well as resubmitted applications for certification were received during the month.

BUILDING MAINTENANCE

Basic maintenance of the gardens and the areas around the building has been ongoing for the past several weeks. This has included eliminating weed intrusion and trimming of bushes and shrubs. In adherence with the district's austerity plan, the decision to perform the maintenance in house was made. Typically, the district's Landscaper performs these services twice annually during the Spring and the Fall.

ANNUAL CONFERENCE

The district manager was asked to present a training session during this year's annual conference. The topic for the presentation will be Uniformity in District Operations. The district manager along with the two (2) State Erosion Control Engineers, will present various aspects of this topic. More specifically, the sub-topic related to uniformity in plan reviews and field inspections will be presented by the district manager.

The Annual Partnership Meeting is scheduled for November 25th from 7:30 AM to 4:30 PM at the Rutgers Eco Complex, in Burlington Township.

FEE SCHEDULE

The district manager is in the process of completing the Fee Schedule modification. Upon completion, the District Board of Supervisors will be required to approve the schedule during a board meeting. Upon approval, the schedule will be submitted to the State Soil Conservation Committee for their review and subsequent approval. The new fee schedule cannot be enacted until the State Committee endorses it.

MOTION 3

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

CORRESPONDENCE

1. New Jersey Farmer Periodical
2. Hamilton Post Periodical
3. Municipal Sewer & Water Periodical

CHAPTER 251

2024-6667-H	2022-6385-H	2024-6632-H	2024-6683-H
2024-6685-H	NJG0362565	2024-6858-HB	2020-5939-HT(R)
2024-6675-P	2024-6663-P	2024-6671-P	NJG03226789
2024-6678-P	2024-6665-R	2021-6160-WW	2024-6640-WW
2024-6681-WW		NJG0347621	

MOTION 4

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

SSCC UPDATE/NJACD UPDATE

The District Manager received an email update from Frank Minch. They are currently working on the annual partnership meeting conference (planning and DEP climate rules review). In addition, rules (2:90) were readopted. Proposed amendments are anticipated by the end of the year. They were hoping to have changes by now but ran into delays with legal review.

The District Manager received an email from R. DeFlumeri informing the District there is a funding opportunity available from the Dept. of Ag for non-preserved farms for the installation of wildlife fencing. The Dept. of Ag is accepting applications through June 30, 2025. The program provides up to 50% matching funds (up to \$50,000.00) reimbursement to preserved farms for the installation of wildlife fencing. Enroll online at <https://www.nj.gov/agriculture/divisions/anr/agriassist/deefencing.html> for more information and the application package.

The District Manager handed out the Annual Partnership Meeting Conference Agenda. The conference will be held November 25, 2025 at the Rutgers Eco Complex in Burlington, New Jersey.

UNFINISHED BUSINESS

The Board continued discussions on the need for a Soil Erosion and Sediment Control Plan Certification for the Britton Farm property on Windsor Edinburg Road in West Windsor Township. The District Manager received an email from Dave Clap, SADC asking if the District was aware of activity at the farm and if we received a Chapter 251 plan for the project.

This District has not received an application for this activity. The County Agriculture Development Board is involved as well. The question arose as to whether we require a plan certification from the District for a project that is completed. F. Minch from the Dept. of Agriculture stated that a plan certification should be required. A Farm

Conservation Plan through NRCS can be obtained or a Certification from the District.

The Board agreed to send a letter from the Chairman to Britton Farm's to apply for a Soil Erosion and Sediment Control Plan, since he is in violation of Chapter 251 requirements.

MOTION 5

A motion to take formal action directing the Manager to send a letter (with the Chairman's signature) to the Land Owner of Britton Farm's to apply for a 251 plan certification was made by T. Wang, seconded by G. Mount, carried unanimously.

NEW BUSINESS

Next Meeting: November 14, 2024 at 12:30 am.

The District Manager handed out next years District Meeting Calendar and Holiday Calendar. One change was made to have next years District Meeting Picnic held in September.

MOTION 6

A motion to adopt the District Meeting Calendar and Holiday Calendar was made by L. Huebner, seconded by T. Wang, 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
SEPTEMBER 12, 2024**

MCSCD SUPERVISORS

Scott Ellis
Gary Mount - Virtual
Theodora Wang
Lucia Huebner - Arrived at 12:43 PM
Dan Pace

STAFF

Paul Schiariti, P.E.

OTHERS

Meredith Melendez
Lewis Goldshore, Esq.
Jessica Henry

The meeting was called to order by Chairman, S. Ellis at 12:30 pm. The Statement of Adequate Notice was read. The attendees rose for the flag salute.

The minutes of the August 8, 2024 meeting were reviewed by the Board. D. Pace requested that the minutes reflect he arrived at 1:00 PM, and that “absent” be modified to “not present” or similar, under the first two (2) Motions.

MOTION 1

A motion to approve the minutes with requested modifications, was made by D. Pace, seconded by T. Wang, carried with L. Huebner not present.

The Treasurer’s Report was presented to the Board. The district was in the red for this period.

MOTION 2

A motion to receive and file the Treasurer’s Report pending audit was made D. Pace, seconded by T. Wang, carried with L. Huebner not present.

The Director’s Report was given.

NON-POINT SOURCE POLLUTION PROGRAM

14 - APPLICATIONS RECEIVED
1 - PREREVIEW INSPECTION
25 - REVIEWS
68 - INSPECTIONS
1 - PRE-CONSTRUCTION MEETING

- 7 - FINAL REPORTS OF COMPLIANCE
- 9 - CONDITIONAL REPORTS OF COMPLIANCE
- 0 - VIOLATION NOTICE
- 0 - STOP WORK ORDER
- 0 - DENIALS
- 0 - CERTIFICATION DELEGATIONS
- 7 - 251 EXEMPTION DETERMINATIONS

CHAPTER 251

Field inspections are beginning to transition from mainly active construction sites to compliance inspections, since we are entering the Fall seeding season. There are a significant number of sites that were either issued Conditional Reports of Compliance and are approaching their expiration dates, or are seeking Reports of Compliance for issuance of Certificates of Occupancy. The district will still maintain a presence and continue to monitor and inspect active construction sites.

INSURANCE POLICIES

The district manager compiled and filled out the renewal policy questionnaire for the Miscellaneous Professional Liability Insurance Application for FY 2025. The requested information is mainly regarding the district's financial position, projected income, and projected expenses for the upcoming year.

BUILDING MAINTENANCE

The Office Administrator noticed that the service walk (sidewalk) from the parking lot to the front door, was cracked and the front porch was in disrepair, with several of the stones on the landing, dislodged. The district manager contacted the Head of the Mercer County Park Commission regarding the commission's ability to assist the district in repairing / replacing the walkway. The Park Commission sent the General Supervisor, and the head mason to inspect the porch / walkway. The Park Commission indicated they could provide assistance. It was also indicated that depending on the degree of the repair, the entire porch may need to be replaced. Within 2 weeks the Park Commission began the work. Upon demolishing the existing porch, it was determined that the entire porch needed to be replaced. The Commission agreed to provide the labor, with the district providing the cost of the materials (concrete). The cost of the concrete was just under \$1,100.00. The Park Commission completed the majority of the replacement during the week of August 19th. The office administrator sent a letter to the head of the park commission, thanking them for the outstanding job they did, and for providing the assistance to the district.

FEE SCHEDULE

The district manager is continuing with the analysis of Chapter 251 fees for a potential Fee Schedule Modification. The process requires extensive analysis of costs associated with Chapter 251 projects across all Fee Schedule categories. The process also involves the establishment on new hourly rates.

STATE SOIL CONSERVATION COMMITTEE ENGINEER

At the request of the current State Erosion Control Engineer, the district facilitated a brief tour on August 7, 2024, of several current Chapter 251 projects, with the newly hired State Erosion Control Engineer. Several projects of interest were visited within Mercer County, with a brief discussion related to the challenges related to the specific projects and regulatory procedures associated with the projects.

CERTIFICATE OF DEPOSIT (CD)

The district's CD at Lakeland Bank matured on September 01, 2024. The CD yielded approximately \$27,000.00 during the 18-month period. The original interest rate was 4.65% APY. The office administrator renewed the CD for an additional 13 months. The new interest rate for the CD is 4.35 % APY. Upon maturity this will provide approximately an additional \$20,000.00 in interest.

MOTION 3

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

CORRESPONDENCE

1. September 2024 edition of the Hamilton Post Periodical
2. September 2024 edition of New Jersey Farmer Periodical
3. Summer 2024 New Jersey Farmland Preservation News
4. New Jersey Law Journal article entitled: Environmental Protection, Clean Energy and Climate Change: 10 Priority Legislative Proposals, written by: Lewis Goldshore, esq.

CHAPTER 251

2023-6499-EW	2024-6654-E	2024-6655-E	2024-6613-H
2023-6508-H	2024-6658-H	2022-6259-H	2024-6662-H
2023-6649-H	2022-6357-HPB	2024-6607-HT	2024-6644-P
2024-6657-P	2024-6630-P(R)	2024-6659-P	2022-6233-P(R)
2024-6664-P	2024-6668-P	2024-6669-P	2024-6673-P
2024-6647-WW	2021-6143-WW(R)		

The district manager indicated that there was an additional project requesting recertification due to a pending expiration date #2020-5987-H(R) that was not included on the Certification List

MOTION 4

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

RC & D

No update for South Jersey RC & D

NRCS

J. Henry indicated NRCS is done contracting for FY 24 applications. The deadline for FY 2025 applications for NRCS programs is October 18, 2024 (EQUIP, AMA and CSP Programs). The Wetlands Reserve Enhancement (WRE) program deadline was also published. C. Flanagan announced her retirement later this year. The job has been posted and they are in the process of interviewing candidates. SADC has grants available for Waste Storage and Waste Management facilities in certain counties within the state. They would assist in the preparation of the Waste Management plan and implementation of the plan. G. Mount asked if assistance is provided for Nutrient Management Plans. J. Henry indicated that assistance can be provided. A discussion ensued regarding whether NRCS prepares Farm Conservation Plans for Micro Breweries on non-preserved as well as preserved farms. J. Henry indicated that the NRCS does prepare these plans although they may not receive priority over other types of Conservation Plans. She also indicated that Technical Service Providers (TSP's) are also involved in Farm Conservation Plan preparation through the EQUIP program. SADC will be discussing potential rule changes during their September 26, 2024 meeting.

J. Henry presented a State Cost Share application request for payment in the amount of \$25,362.50 for Irrigation Wells and Pumps for a Farm in Hopewell Twp.

MOTION 5

A motion to approve a reimbursement payment in the amount of \$25,362.50 for a Farm State Cost Share application was made by T. Wang, seconded by L. Huebner, carried unanimously.

J. Henry presented a State Cost Share Application for a Farm installation of Irrigation Wells.

MOTION 6

A motion to approve the Cost Share Application for a Farm installation of Irrigation Wells was made by D. Pace, seconded by L. Huebner, carried unanimously.

EXTENSION UPDATE

M. Melendez indicated that this year was not a bad year for "Corn Smut." This is a fungus that can grow on corn kernels. Neo-P disease was also discussed. It should be assumed that all strawberries will be infected with the disease, and they should be treated to prevent the same. California appears to be the only state where this has not been a problem. The USDA Farm Bill grants for Farm Infrastructure was also discussed, noting that several grants within Mercer County have been approved. This money does go through the State Department of Agriculture, prior to the USDA. This includes reimbursement for Box Trucks, Packing Houses, etc. Essentially, the grants are for items that assist in getting quality produce to the marketplace. There will be a field tour at Cream Ridge Research Farm on September 17, 2024 regarding ornamentals and native plants along with Soybean and Hemp field trials. M. Melendez is teaching a half semester course this Fall at Rutgers University, entitled "Farm to Fork. She also indicated that there are at least three Farmer's Markets in downtown New Brunswick.

STATE SOIL CONSERVATION COMMITTEE (SSCC)

No update was provided for the State Soil Conservation Committee.

UNFINISHED BUSINESS

There was no Unfinished business discussion.

NEW BUSINESS

The next district meeting will be the annual picnic meeting. The guest list was discussed with the board providing input on guests that should be invited to attend this year's picnic. The Office Administrator will email / mail the invitations shortly.

S. Ellis requested that the district purchase a new Flag for the outside Flagpole. The district manager indicated he would purchase the Flag.

L. Goldshore discussed a new OPRA statute that may have an effect on the Standard Form we use for OPRA requests. He will research the statute and provide additional direction on any potential changes to the request form.

The district manager discussed the Britton Farm property on Windsor Road in West Windsor Twp. The district manager previously met with the landowner as a result of an alert received regarding the construction of a dirt bike / quad track on the preserved farm. During the meeting it was discussed that whether the track is to remain or be removed, the landowner would need to provide a Soil Erosion and Sediment Control Plan application to the district for approval. The district manager checked back with the landowner who informed us that he removed the track and converted the ground back to a hay field for livestock. The board discussed how and if they should proceed. District counsel indicated he would research the statute to see if there are any potential remedies. The board would like to continue the discussion during the next board meeting.

The next meeting is scheduled for October 10, 2024 at 3:00 pm.

The meeting adjourned at 2:40 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 8, 2024**

MCSCD SUPERVISORS

Scott Ellis
Theodora Wang
Lucia Huebner
Daniel Pace (arrived 1:00 pm)
Goldshore, Esq.
Gary Mount

STAFF

Linda Sandusky

OTHERS

Lewis

Meredith Melendez

The meeting was called to order by Chairman, S. Ellis at 12:32 pm. The Statement of Adequate Notice was read. The attendees rose for the flag salute.

The minutes of the July 11, 2024 meeting were reviewed by the Board.

MOTION 1

A motion to approve the minutes was made by G. Mount seconded by L. Huebner, with D. Pace not present, carried.

The Treasurer's Report was presented to the Board. The District was in the black for the start of Fiscal Year 2025.

MOTION 2

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

The Director's Report was given.

NON-POINT SOURCE POLLUTION PROGRAM

14 - APPLICATIONS RECEIVED
1 - PREREVIEW INSPECTION
21 - REVIEWS
94 - INSPECTIONS
1 - PRE-CONSTRUCTION MEETING

16 - FINAL REPORTS OF COMPLIANCE
19 - CONDITIONAL REPORTS OF COMPLIANCE
0 - VIOLATION NOTICE
0 - STOP WORK ORDER
0 - DENIALS
0 - CERTIFICATION DELEGATIONS
5 - 251 EXEMPTION DETERMINATIONS

DISTRICT PERSONNEL LIAISON MEETING

The district manager attended a virtual District Personnel Liaison meeting on 07-30-2024. Topics of discussion included: Department Staff updates - A new NJDA SSCC Engineer has been retained and has begun employment; NJACD Update – The Annual Conference will be held on November 25, 2024 at the Rutgers Eco Complex. All Supervisors are encouraged to attend; RFA / 5G3 Letterhead – Several districts have been issuing RFA letters on their own letterhead. It was reiterated that RFA filing instructions should be provided to applicants on department letterhead; Technology and Social Media Use – Any work related posts or activities are NOT allowed on TikTok; Fee Schedules – It was indicated that Fee Schedule Increases are under significant scrutiny and all increases must be justified as the costs to provide services; Extreme Heat Legislation (S2422) – District field staff will be subject to the requirements of this legislation if it gets passed and signed into Law. Some of the aspects of the legislation include mandatory breaks, and water supply, along with the development of a Heat Stress Plan and Policy, when temperatures are in exceedance of the threshold established by the legislation; Stormwater Utilities – The topic of creating Stormwater Utilities in NJ has been raised. Districts may be able to have a roll within the created utilities (if they come to fruition) however district creation of the utility or districts running a stormwater utility is likely beyond the capabilities of the program; 251 plan certifications and agricultural / horticultural non-applicability – A topic of discussion during the annual conference may be related to how, and when districts regulate or do not regulate agricultural / horticultural activities; 2:90 rules update – The process to update the 2:90 rules (Soil Erosion and Sediment Control Act) is well underway.

FEE SCHEDULE

The district manager is continuing on the analysis of the district's Fee Schedule. As previously indicated, this requires an in-depth analysis of the times and respective costs to provide all services for the Chapter 251 (Soil Erosion and Sediment Control) program. Upon the establishment of new fees, the district board of supervisors will be required to approve the new fee schedule. It will subsequently have to be approved by the State Soil Conservation Committee. The district manager has been coordinating the process with the NJDA Division Director regarding the process and proper procedure to procure a Fee Schedule modification.

INSURANCE POLICIES

The district received an updated quote for the 2025 Director's and officer's Insurance Policy. The price increased by only \$8.98 for the annual renewal price of \$2,929.58. This policy provides up to \$3,000,000.00 for D & O and the Employment Practices

(EPL) coverage.

The district also received the Miscellaneous Professional Liability Insurance Application package. The district manager is going through the process of preparing the application for 2025 to obtain an updated policy cost.

MOTION 3

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

CORRESPONDENCE

1. New Jersey Farmers Newspaper
2. NJCDEA (N.J. Conservation District Employees Assoc.) Meeting Minutes from 7/11/24
3. NACD (National Association of Conservation Districts) News Conservation Clips
4. NACD Annual Report for 2023
5. Hamilton Post
6. NCF (National Conservation Foundation) Annual Report for 2023

CHAPTER 251

2024-6646-T	2024-6628-EW	2023-6405-H	2021-6184-H(R)
2024-6617-HT	2024-6653-HT	2024-6645-HT	2024-6656-HT
2024-6643-P	2024-6641-P	2021-6042-P(R)	2024-6650-P
2024-6651-P	2020-5836-R(R)	NJG0330833	2023-6537-R
2024-6648-R	NJG0349976	2024-6652-WW	

MOTION 4

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

NRCS UPDATE

The National Resources Conservation Service (NRCS) in New Jersey is now accepting FY2025 applications for the Environmental Quality Incentive Program (EQIP), climate - smart practices through EQIP funded by the Inflation Reduction Act (IRA), the Agricultural Management Assistance (AMA) program and the Regional Conservation Partnership Program (RCPP).

EXTENSION UPDATE

M. Melendez attended the 4H Fair in Howell, New Jersey. The Fair was well attended. Many New Jersey Officials attended: Secretary of Agricultural, Edward Wengryn; Mercer County Commissioner, Lucylle Walter; County Executive, Danial Benson; Mercer County Planning Director, Maria Connolly; and Head of Rutgers 4H program, Rachel Lyons. Rodrigo, the 4H Educator for the Extension Office was well received by the children in attendance.

M. Melendez was in California for the International Association of Food Protection Meeting. She conducted a presentation on Agricultural Irrigation Water.

This winter they will be focusing on Ag Water System Inspections and Annual Inspections. They are waiting on detailed guidance from FDA.

M. Melendez is in the process of planning the winter meeting for growers educational sessions.

M. Melendez is filming gleaning activities that Farmers Against Hunger are conducting to create a gleaner training video focusing on food safety.

SSCC UPDATE/NJACD UPDATE

The District Manager received an email from John Showler informing the Districts a second engineer, John Matos, has been hired to assist the Districts and the NJDA in general with various programs.

The District Manager met with J. Showler and J. Matos on August 7, 2024, and toured several 251 sites within Mercer County.

NEW BUSINESS

Next Meeting: September 12, 2024 at 12:30 pm

The meeting adjourned at 1:20 pm.

Respectfully submitted,

Linda Sandusky
Acting Secretary to the Board

**MINUTES OF MERCER COUNTY
SOIL CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
590 HUGHES DRIVE
HAMILTON SQUARE, NJ 08690
JULY 11, 2024**

MCSCD SUPERVISORS

Scott Ellis
Gary Mount
Lucia Huebner
Daniel Pace

STAFF

Paul Schiariti, P.E.
Linda Sandusky

OTHERS

Lewis Goldshore, Esq.
Meredith Melendez
Lyla Kaul, USDA-NRCS

The meeting was called to order by Chairman, S. Ellis at 12:43 pm. The Statement of Adequate Notice was read. The attendees rose for the flag salute.

The minutes of the June 13, 2024 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 in the black for the month with CD interest being accrued for fiscal year 2024. The District was in the red for the first time in many years for fiscal year 2024.

MOTION 2

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

The Director's Report was given.

NON-POINT SOURCE POLLUTION PROGRAM

10- APPLICATIONS RECEIVED

4 - PREREVIEW INSPECTIONS

25 - REVIEWS

72 - INSPECTIONS

0 - PRE-CONSTRUCTION MEETINGS

- 9 - FINAL REPORTS OF COMPLIANCE
- 7 - CONDITIONAL REPORTS OF COMPLIANCE
- 0 - VIOLATION NOTICE
- 1 - STOP WORK ORDER
- 0 - DENIALS
- 0 - CERTIFICATION DELEGATIONS
- 5 - 251 EXEMPTION DETERMINATIONS

CHAPTER 251

A Stop Construction Order was issued for The Reserve (a.k.a. The Regency) project in West Windsor. The district manager previously issued a Violation Notice for sequencing issues related to an incomplete Wet Pond Retention Basin. The due date on the Violation Notice was also extended due to weather conditions. The district manager also subsequently met with the developer to outline specific requirements and constraints related to ongoing activities. One of the items discussed was the requirement that roads could not be paved until basin completion. An additional inspection indicated that roads were paved prior to the completion of the basin. A Stop Construction Order was authorized and issued for the project. Approximately 1 week later, the basin stabilization was completed, and the district rescinded the Stop Construction order.

DISTRICT VEHICLES

Both district vehicles have been sold. The 2002 Ford Escape was placed at the driveway entrance and sold privately to an individual for \$1,000.00. The 2005 Dodge Dakota was sold to a salvage yard (Acres Auto) since it did not run, had a bad transmission, dead battery, check engine light and rusty frame. The district received \$500.00 for the sale of the vehicle. The receipts from the sales were under the 15% Bid Threshold requiring the sale to be done, by an auction, if exceeded. The office administrator contacted the New Jersey manufacturers Insurance Company and removed both vehicles from the district's Automobile Insurance Policy. This will reduce the out-of-pocket expenditures by several thousand dollars per year, for the districts auto insurance, as well as the vehicle registration fees.

The district manager turned in both sets of license plates to the New Jersey Division of Motor Vehicles (NJ DMV) in the receptacle box outside of the agency facility. A receipt will be provided to the district upon processing the plates.

BANKING

The office administrator obtained several CD / money market rates from local banks to deposit district funds that are currently in accounts paying little interest. She procured a 5.00% APY rate for a Business Money Market account at Citizens Bank. She met with an account representative and received and prepared all of the necessary forms to open the account. Along with the money market account, it was a requirement to open a Business Checking Account. We therefore also opened a checking account at Citizens Bank with a minimum deposit (\$100.00). She also conducted the necessary withdrawals from several other accounts for depositing into the new money market account. All necessary signatures from district officials were obtained, and the account was established.

FEE SCHEDULE

The district manager is currently working on a Fee Schedule change / increase for Chapter 251 project fees. The last complete Fee Schedule increase was in 2006. A partial increase for a specific category of projects (Bridges / Culverts) was undertaken and approved in 2010. The process requires that an hourly rate for all aspects of Chapter 251: Project Administration; Plan Review and Field Inspections, be computed. This is done by a process and formula provided by the State Committee. The process also requires that fees be established based upon actual expenses related to projects in each specific category. This requires an analysis of completed projects that the district has reviewed and inspected to completion, since the last Fee Schedule analysis.

Once new fees are computed, the Fee Schedule must be presented to the State Soil Conservation Committee for their authorization and approval. The new fees (if approved) will be implemented immediately thereafter.

MOTION 3

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

CORRESPONDENCE

1. Hamilton Twp. Monthly Newspaper was received.
2. An email from Stage Agriculture Development Committee was received with information regarding an alternative method for valuing farmland called the Statewide Farmland Preservation Formula. S. Ellis gave a further explanation to the Board.
3. The District received a save the date for the NJACD Annual Conference being held November 25, 2024.
4. New Jersey Association of Conservation Districts (NJACD) Annual Dues Letter was received by the District.

MOTION 4

A motion to approve annual dues for NJACD in the amount of \$850.00 was made by D. Pace, seconded by L. Huebner, carrier unanimously.

CHAPTER 251

2024-6569-T	2024-6579-T	2024-6636-EW	2024-6634-E
2024-6596-H	2024-6637-H	2024-6639-HB	2024-6631-P
2024-6638-P	2024-6642-P	2024-6624-P	2024-6633-P
2024-6635-R			

MOTION 5

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

SOUTH JERSEY RC&D STATUS

Northeast Association of Resource Conservation & Development Councils Quarterly Meeting Minutes from 12/11/23, 3/11/24 & 6/17/24 were received.

Christine Raabe, South Jersey RC&D Chair, sent an email to the District Manager requesting the District create a letter and invoice on behalf of South Jersey RC&D (also on their letter head) to the County of Mercer to request dues from Mercer County in the amount of \$300.00.

The Board had a lengthy discussion on the requirements of the District, and the actual work South Jersey RC&D does for Mercer County. The decision was made that the District would not participate in this endeavor.

NRCS UPDATE

L. Kaul updated the District on current NRCS programs. Working on funding Conservation Stewardship Programs. The Deadline for Equip is October. L. Kaul will be attending 4H Outreach Programs at County Fairs underway now.

L. Kaul had one Conservation Plan for review and approval by the Board for a farm in Lawrence Township, New Jersey to restore converted wetlands.

MOTION 6

A motion to approve a Conservation Plan to restore wetlands in Lawrence Township, New Jersey was made by L. Huebner, seconded by D. Pace with G. Mount abstaining, motion carried.

EXTENSION UPDATE

M. Melendez passed around the Rutgers New Jersey Agricultural Experiment Station Annual Report for 2023.

Tomato Tasting will be held August 28, 2024 at Rutgers Snyder Research Farm. Wagon tour of the research and extension programs/field trials and sampling 50+ varieties of tomatoes will be conducted. Information can be found at: Snyder Research and Extension Farm Open House and Tomato Tasting (rutgers.edu).

Master Gardeners are celebrating 30 years of existence. Raised planting beds were installed along the Extension Building which are being used by the Master Gardeners for many programs including WIC and 4H. Partnering with Jeff Byrd, there are now beehives at the back of the building. Master Gardeners are also working with the 4H Summer Camp and completing plantings at the Trent House.

M. Melendez is working on the winter sessions for the Atlantic City Convention.

M. Melendez is taking multiple calls/photos from farmers with heat stress related issues and Crows eating crops for the moisture.

NEW BUSINESS

Next Meeting: August 8, 2024

The District received a copy of a letter to L. Huebner from Edward Wengryn, Chairman, SSCC to confirm that the Committee has extended the provisional appointment as a supervisor of the Mercer County Soil Conservation District to a full-term appointment. This term will expire June 20, 2026.

The meeting adjourned at 1:55 pm.

Respectfully submitted,

Linda Sandusky
Acting Secretary to the Board