

**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 of 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 June30, 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 Ag 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