

**Morris County Soil Conservation District
Supervisor Meeting
July 28, 2010**

The regular meeting of the Morris County Soil Conservation District was held on the above date at 16 Highview Ave., Cedar Knolls, New Jersey. The meeting was called to order at 2:00 p.m. The following individuals were present: Chair; David Welch, Treasurer; Jeanette Bonin, Secretary; Margaret Nordstrom, Vice Treasurer; Michael Beneduce, NRCS; Jillian Jaworski, Staff; Jackie Connelly, Secretary; Shelly Zellars, Manager; Joseph Dunn. Absent Vice Chair; Louise Davis.

Adequate notice of this meeting on this date has been provided through resolutions adopted by the Board of Supervisors at its annual meeting at 16 Highview Ave., Cedar Knolls, 07927 by posting at the District office, by mailing to the Star Ledger and by filing with the Morris County Clerk's office.

Supervisor Roll Call- Chair requested that Shelly Zellars call the roll.

Member Bonin- present
Member Beneduce- present
Member Welch- present
Member Nordstrom- present
Member Davis- absent

Correspondence- Mr. Dunn reported no actionable items.

Approval of Minutes- Motion by Member Bonin to approve minutes of June 23, 2010. Second by Member Nordstrom. All approved. Motion carried.

Staff Presentation: Jackie Connelly/Budget

Engagement Letter for Auditor- Motion by Member Bonin Motion to sign engagement letter from auditors. Second by Member Nordstrom. All approved. Motion carried.

It was suggested by Member Welch that budget approval be tabled until next meeting with Member Davis in attendance.

Budget- Projected revenue, projected loss is \$9,000.00 before county contribution of \$12,500.00 and auditor adjustment.

Jackie reported that Single family income was broken down between demolitions and new buildings totaling \$65,000.

Motion made by Member Bonin, to transfer line item sick time to 251 and unrestricted salary in budget. Second by Member Nordstrom. All approved. Motion carried.

In discussing the budget, Mrs. Connelly mentioned that there might be a possible medical increase in January. A 12% increase was included in the projected budget.

Mrs. Connelly did not include the Fall Farm Fresh Dinner in the budget as it was cancelled last year.

Chairman Welch expressed his concern regarding the projected revenue for this coming year as revenues from last year resulted from renewal fees and a large negotiation fee. He went on to explain that these revenues were very unlikely to repeat themselves again this year.

Member Nordstrom commented that the Morris County Park Commission has the same difficulty in projecting their yearly budget. She suggested that Mr. Dunn might speak with Bill Hugaboom of the MCPC.

Included in the budget, Mr. Dunn would like Net book computers for all inspectors. Member Welch indicated that he would first like to see a financial breakdown for their purchase and internet use prior to approval.

Bond Account- Jackie reported that Wachovia is charging a service fee and she has been comparing services with other banks for possible transfer of the accounts. Mr. Welch suggested that she be in contact with Millington Savings Bank. Mrs. Connelly agreed.

Member Welch asked Mr. Beneduce if he would accept our assistant treasurer position. Mr. Beneduce indicated that he would. Motion made by Member Bonin, to appoint newly appointed supervisor Michael Beneduce as our assistant Treasurer and signature for Kearny Savings. Second by Member Nordstrom. All Approved. Motion carried. Mrs. Connelly will set up bank information for Mr. Beneduce.

Finance- Motion made by Member Bonin to approve monthly bills for July 2010. Second by Member Nordstrom. All approved. Motion carried.

RFA Payments to State-

Jackie feels uncomfortable making payments to the state unless she is certain that the funds are in our account. She suggested conditional payment upon receipt of direct deposit to the treasurer state of New Jersey. Member Welch suggested that Jackie be given authorization to review account on line. The check was signed by Member Bonin.

Authorization for Jackie Connelly to view accounts on line- Motion made by Member Bonin to allow our Bookkeeper Jackie Connelly to view accounts on line. Second by Member Nordstrom. All approved. Motion carried.

Computer/John Satta/Invoice Payment/contract- Our new computer program is complete and payment has been requested by Mr. Satta. Our staff is satisfied with the program. Motion made by Member Bonin to make payment to Mr. John Satta in the amount of \$4100.00 with 6 payments to follow of \$400.00 each/month with a 6 month warranty period. Second by Member Nordstrom. All Approved. Motion carried. We will require liability confirmation from Mr. Satta.

NRCS- Ms. Jillian Jaworski- Resource Conservationist

Ms Jaworski introduced the following programs and reported.

State Cost Share plan for boards signature in Washington Twp.

Program applications- EQIP 4, WHIP 3, AMA 2.

Conservation Technical Assistance- HUAP Access Road Waste Storage Facility in Washington Township. Ms. Jaworski asked that board approve application. Motion made by Member Nordstrom to approve and sign HUAP Access Road Waste Storage Facility in Washington application for Conservation Technical Assistance. Second by Member Bonin. All approved. Motion carried.

Conservation Stewardship Program- 2010 payments made to 3 applicants.

Agricultural Water Enhancement - HUAP under water and gates.

2010 Application waiting on funding in Washington Diversion and Cover Crop.

RC&D- Progress (Member Davis absent)

Managers Report- Mr. Dunn requested that his report be accepted by the Board. Motion by Member Bonin to accept Managers report for the month of July 2010. Second by Member Nordstrom. All Approved. Motion carried.

Rutgers Extension- Progress.

SSCC- Progress

Old Business-

Single Family Review- Review of quiz for single family/Horticulture exemptions follow-up.

Levine Residence- The certification has been approved and signed. Mr Dunn and Mr. McEvoy will review file for outstanding fees.

New Business-

Sept 20-21 NJACD Conference in Ocean City NJ. Member Davis and Member Nordstrom will be attending.

Reinstate Medical Insurance for Staff Member Kenneth Sicknick- Mrs Connelly reported that Ken Sicknick will need to reinstate his medical insurance with the district. His wife will be losing her benefits in the near future. Motion made by Member Bonin to reinstate Medical Coverage for Kenneth Sicknick. Second by Member Nordstrom. All approved. Motion carried. He will need letter from his wife's employer indicating that she is no longer covered under their policy.

251 Certifications- Motion made by Member Bonin to approved to 251 Certifications. Second by Member Nordstrom. All approved. Motion carried.

RFA Authorizations Motion made by Member Bonin to approve RFA Authorizations Second by Member Nordstrom. All approved. Motion carried

Executive Session- Motion made by Member Bonin, to close Public meeting and open Executive Session at 3:20 p.m. for the purposes of litigation. Second by Member Beneduce. All approved. Motion carried. Member Nordstrom to absent herself from room due to conflict with matters discussed.

Motion made by Member Bonin to close executive sessions and open public meeting at 3:40 p.m. Second by Member Beneduce. All approved. Motion carried.

Motion made by Member Bonin to adjourn meeting at 3:45 p.m. Second by Member Beneduce. All approved. Motion carried.

Next meeting to be held on August 25, 2010, 2p.m. at 16 Highview Ave, Cedar Knolls, New Jersey.

Respectfully Submitted

**Shelly Zellars
Administrative Assistant**