

MORRIS COUNTY SOIL CONSERVATION DISTRICT SUPERVISORS MEETING

April 25, 2018

The April 25, 2018 meeting of the Morris County Soil Conservation District was called to order by Chair Person Louise Davis at 2 PM at 30 Schuyler Place 4th Floor, Morris Township, New Jersey. Mr. Dunn stated that the Open Public Meetings Act requirements have been met. Pursuant to

N.J.S.A. 10:4-6 et seq. adequate notice of this meeting was provided by giving the time, date, and location and to the extent known the agenda of this meeting. At least 48 hours in advance this notice has been posted on the Fourth Floor bulletin board, 30 Schuyler Place, Morris County Annex Building in Morristown; mailed to The Star Ledger, the Daily Record and filed with the Office of County Clerk.

The following individuals were present

Chair: Louise Davis **Vice Chair:** Phillip Roehrich **Treasurer:** Marc Slaff **Manager:** Joe Dunn, **NRCS:** David Schaff, USDA NRCS Soil Conservationist

The following were absent: **Assistant Treasurer:** Bob McEwan **Secretary:** Nicolas Platt

The Meeting was called to order by Chair Person Louise Davis @ 2:02 pm

Correspondence: Joe Dunn reported no actionable correspondence was available.

Approval of Minutes: Motion made by Member Roehrich to approve February 2018 minutes seconded by Member Slaff. The Chair announce that the motion carried and all approved.

Finance Report: The Treasurer, Member Slaff, gave an update on the Mrs. Connelly's financial report indicating that the district was slightly out of the red for the year to date. The Treasurer discussed his visit to the District Offices and his review of the district ledger and subsequent discussion with Mr. Dunn and Mrs. Connelly. Member Slaff also reviewed the district's reserve balance and a report was provided to the full board. Mr. Dunn discussed the new reserve audit requirements of 110% of the outstanding workload of the district and contrasted it against the prior audit requirements. Mr. Dunn discussed the staff's efforts to remove dormant files from a live status to a archived status and the conclusion of the NJ Permit Extension Act [NJPEA] in June of last year aided in this database review. As projects were updated by the applicant, after prompting by district staff, more revenue was received. If applicants were non responsive project were moved to an archived status per NJPEA and the workload was removed from the books. The result was dually beneficial to the audit in the active projects were up to date on fees and approval and added to the reserves while dormant sites were archived and the pending workload was reduced.

Personnel Report: The Board was updated by Mr. Dunn regarding the agreement with NACD and the progress in fulfilling the position. Mr. Dunn indicated that the full agreement was up for the Board's consideration in the new business portion of the agenda. Mr. Dunn had also reported that he had signed the initial agreement with the Chair's permission and the district has received a \$5,000 income per the startup funding.

Mr. Dunn indicated that he had been requested to provide a proposal to the Sussex County Soil Conservation District for two days a week. Mr. Dunn he had, in consultation with the Chair, interviewed with the Sussex County Board and had subsequently provided an hourly rate on a short term interim basis. The rates provided the Sussex County Soil Conservation District board were subsequently reviewed and agreed upon by the Chair and Treasurer.

Manager's Report: Mr. Dunn discussed the current state of the Soil Restoration Standards; apparently a new interpretation by the NJ Deputy Attorney General, on the applicant's verification form, is that it cannot be used in lieu of a district inspection and that all sites must be inspected for verification of the standard. Mr. Dunn indicated this is a major change in the program wherein a paper work review has become a site inspection mandate. Districts cannot alter their fee policies based on this mandate but can charge additional fees if the project runs into the negative while pursuing this soil restoration mandate.

OLD BUSINESS

Emerald Ash Borer: Mr. Dunn discussed his presentations on Emerald Ash Borer to Mendham Twp., Madison Rotary, and Roxbury Rotary. Louise Davis asked about the pending Lantern Fly infestation.

NEW BUSINESS

Local Work Group: Mr. Dunn discussed his decision to cancel the Local Work Group due the week long state of emergency from two late winter storms which knocked over trees and shut down power for a week plus. The meeting had only five participants sign up for the event and three of them were current and retired federal employees from USDA. After much discussion the Board decided to host an annual event on this subject each February. The first LWG event is to meet in 2019.

NACD Agricultural Conservation Assistance Grant: The Chair asked for a vote to approve the Full Agreement with NJACD for staff funding for a single position for a single year. A discussion followed regarding the lack of potential candidates. After the salary of \$45,000 was discussed there was less concern expressed on potential candidates and the discussion turned to potential interviewers. It was the consensus that USDA and Morris Bd. members should make up the interview team with exact members to be determined later.

Member Roehrich motioned to approve the full agreement. Second was made by Member Slaff. The Chair announced all approved.

Envirothon: The Chair questioned if the agreement and amount with NJACD was typical. The Manager indicated that it was the same \$500 allocation. Member Slaff motioned to approve a \$500 allocation to NJACD for the Envirothon. Second was made by Member Roehrich. The Chair announced all approved.

\$3,000 Bond Requirements: Mr. Joseph C. McEvoy, P.E. has worked up bonding requirements to undo and redo a failed subsoil test on a one acre restoration that has program implications due to the high amount necessary to be retained. Mr. Dunn indicated we will be making a request to modify to our bond amount in the upcoming months.

Computer Server needed: The manager discussed the problems associated with the public drive on the district computer system. The Board asked about the cost associated with the replacement. The manager indicated that “servers” no longer are free standing desktop computer but now appear to black text book and that the computer consultant suggesting that our public drive be moved to the cloud. The Treasurer question the monthly payment for the service. The manager indicated that the figure would be a few thousand for the set up but the monthly cost would be \$20-30 per month. It was the consensus of the Boards to go ahead with this arrangement.

Sussex-Morris Shared Services for District Management: Based on the discussion in the personnel section of this agenda the Bd. discussed the compensation for providing services. Member Roehrich asked of the Manager whether there were sufficient time to take on this additional workload. The manager indicated that he felt there was enough resources available to assist the Sussex District but the agreement allowed either party 30 days to back-out and was scheduled for a six month review and renewal requirement. Based on these caveats the agreement holds small risk to either program.

District Program Statistics: The Manager distributed a series of graphs and topics arranged by the NJDA staff. The Board accepted the report for additional review.

USDA NRCS Report: Dave Schaff, Soil Conservationist from the Hackettstown Service Center provided the monthly report on USDA activity in the county. It was the consensus of the Board to accept the report.

251 Certifications: Motion made by Member Roehrich to approve 251 Certifications and seconded by Member Slaff. The Chair announced that the motion carried and all approved.

RFA Authorizations: Motion made by Member Slaff to approve RFA and second by Member Roehrich. The Chair announced that the motion carried and all approved.

Payment of Bills: Motion made by Member Slaff to pay the bills received and processed by staff since the February meeting of the Board. A second was made by Member Roehrich. The Chair announced that motion carried and all approved.

Executive Session: The Manager requested an executive session to address potential litigation for a 251 complaint filed for Washington Township. A motion to go into executive session was made by Member Slaff. A second was made by Member Roehrich. The chair announced all approved. The Board and manager went into executive session at 3:10 PM

The Board and manager exited executive session at 3:25 PM

The Board motioned to adjourn the meeting at 3:25 PM

Respectfully Submitted

Joseph P. Dunn

Manager