

MINUTES
Morris County Soil Conservation District [District]
Board of Supervisors [Board]
30 Schuyler Place, Morristown, NJ - 2nd Floor Conference Room
September 25, 2024 at 1:00 pm

The meeting was called to order at 1:02 pm by Board Chair Louise Davis.

Members Present:

Robert Danowski
Louise Davis
Bob McEwan
Phil Roehrich (via Zoom)
Marc Slaff

Also Attending:

Jennifer McCulloch - District Manager
Jill Ott – NRCS, District Conservationist

OPEN PUBLIC MEETING STATEMENT

Ms. McCulloch announced that in accordance with the *Open Public Meetings Act*, adequate notice of this meeting had been provided and filed with the Town of Morristown, the Morris County Clerk, the Daily Record, and the Star-Ledger. Public notice was also posted at the County Clerk’s office and the 30 Schuyler Place Annex in Morristown.

PUBLIC COMMENT

There were no members of the public present.

CORRESPONDENCE

There was no correspondence to review.

APPROVAL OF MINUTES

The Minutes of the August 28, 2024 meeting were reviewed. On a motion by Bob McEwan, seconded by Phil Roehrich, the Board approved said Minutes.

SOIL CONSERVATION DISTRICT REPORTS

○ **Chair Report**

○ **251 Program Certifications**

There were 36 *Soil Erosion and Sediment Control Plans (Plans)* certified since the last Board meeting on August 28, 2024, a detailed list was provided [attached]. All *Plans* were recommended for ratification by the Board. On a motion by Bob McEwan, seconded by Marc Slaff, all aforesaid *Plans* were duly ratified

- **Requests for Authorization [RFA]**
All Requests for Authorization of NJDEP 5G3 Permit applications, since the last Board meeting on August 28, 2024, were reviewed by staff and recommended for authorization by the Board. On a motion by Robert Danowski, seconded by Marc Slaff, the Board approved authorizing these RFAs.
- **IT Services Contract with IT-Radix**
Ms. McCulloch reviewed the proposed Touchstone IT Management and Support contract with IT-Radix, for a period of two years, cancelable if District switches to Morris County IT Services. On a motion to approve said contract by Bob McEwan, seconded by Marc Slaff, the Board approved the contract, with one Nay vote from Robert Danowski.
- **Covid Protocol Update**
Ms. McCulloch presented an updated *Covid Protocol* [attached] for review and approval; the previous protocol was based on Morris County Planning Department staff working fully remotely [not in the office]. The new protocol follows the measures in place for Morris County personnel now that they are back to working in the office. On motion by Phil Roehrlich, seconded by Bob McEwan, the updated *Covid Protocol* was approved by the Board.
- **Finance Report** – Mr. Slaff presented the Financial Report and bills, which were reviewed by the Board. On a motion by Phil Roehrlich, seconded by Marc Slaff, the Board accepted the Financial Report and approved the payment of regular bills.
- **District Manager (DM) Report** – A written report was provided to the Board. Technology issues are stabilizing, and the database has been successfully backed up. Supervisor training opportunities for the upcoming month were reviewed. The District’s current insurance coverage is being reviewed by another agency. There will be an Active Shooter exercise in our offices this month.

Project updates were given for: 284 Mendham Rd, Morris Twp – SWO was issued; Citizen Parsippany (formerly: Morrison) in Parsippany-Troy Hills – NJDEP sent a warning letter; Villages in Roxbury – issues have been resolved; 44 Prentice Lane, Mendham – Agricultural Exemption was nullified due to a lack of application/documentation; and Veterans Park in Denville - SWO in place, SSCC setting up site visit with Township. The Morris Local Work Group meeting has been rescheduled for December 5th at the Washington Library, a Save the Date card has been sent out.

- **NRCS Report** – Jill Ott attended and provided a verbal report; EQIP grant applications are due October 18th - they have received 150 applications so far. The Farm Bill is due to expire on September 30th and will probably remain in place via a continuing resolution.

EXECUTIVE SESSION

Pursuant to P.L. 1975 Ch. 231, the *Open Public Meetings Act*, Chair Davis announced that in compliance with the *Open Public Meetings Act*, the Board considered closing the open portion of the meeting to discuss matters related to personnel in Executive Session. On a motion by Bob McEwan, seconded by Phil Roehrich, the Board unanimously approved this motion and entered Executive Session at 1:26 pm.

RETURN TO OPEN SESSION

On a motion by Bob McEwan, seconded by Marc Slaff, the Board voted to return to Open Session; the Board unanimously approved this motion and returned to Open Session at 1:53 pm.

ACTION RESULTING FROM EXECUTIVE SESSION

On a motion made by Bob McEwan, seconded by Phil Roehrich, *Resolution #2024-06 Personnel Committee - Version 2.0* was approved unanimously by the Board.

On a motion by Bob McEwan, seconded by Phil Roehrich, the Personnel Committee's 'Member' position for the remainder of 2024 will be filled by Marc Slaff. This 'Member' position on the Personnel Committee will be voted on each year in January.

NEW BUSINESS

Ms. McCulloch presented the options available to address the serious database issues the District is facing. The Board agreed it was a good idea to bring in a software engineer to 1) determine if the database can be repaired, or if it must be replaced, and 2) provide a quote for said services.

The Board reviewed the Farm Conservation Plan pricing model presented by Ms. McCulloch and on a motion by Robert Danowski, seconded by Marc Slaff, approved the pricing model as presented.

ADJOURNMENT

On a motion by Marc Slaff, seconded by Robert Danowski, the meeting was unanimously adjourned at 2:14 pm.

NEXT MEETING DATE

The next regular meeting is scheduled for Wednesday, October 23rd at 1:00 pm in the 2nd floor Conference Room at 30 Schuyler Place, Schuyler Annex Building, Morristown, NJ.

Let the Minutes reflect that Marc Slaff recused himself from any discussion or actions taken on projects affiliated with US Home Corporation DBA Lennar.

Respectfully submitted,

Jennifer N. McCulloch