

**MINUTES**  
**Morris County Soil Conservation District [District]**  
**Board of Supervisors [Board]**  
30 Schuyler Place, Morristown, NJ - 2<sup>nd</sup> Floor Conference Room  
**October 23, 2024 at 1:00 pm**

The meeting was called to order at 1:00 pm by Board Chair Louise Davis.

Members Present:

Robert Danowski, Secretary  
Louise Davis, Chair  
Bob McEwan, Assistant Treasurer  
Phil Roehrich, Vice Chair  
Marc Slaff, Treasurer

Also Attending:

Jennifer McCulloch - District Manager  
James Plosia – Labor Attorney

**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.

**CORRESPONDENCE**

There was no correspondence to review.

**APPROVAL OF MINUTES**

The Minutes of the September 25, 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 60 *Soil Erosion and Sediment Control Plans (Plans)* certified since the last Board meeting on September 25, 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 September 25, 2024, were reviewed by staff and recommended for authorization by the Board. On a motion by Bob McEwan, seconded by Phil Roehrich, the Board approved authorizing these RFAs.

- **Finance Report** – Mr. Slaff presented the Financial Report and bills, which were reviewed by the Board. On a motion by Phil Roehrich, 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 stabilized, and the Touchstone maintenance plan is in place and functioning well. Supervisor training opportunities for the upcoming month were reviewed. Discussions continue regarding the best database option: repair current DB (requires rental of a Unix platform) or purchase Freehold’s system.

Project updates were given for: Veterans Park in Denville, the Villages in Roxbury and The Morrison/Citizen in Parsippany. The Morris County Local Work Group meeting has been rescheduled for December 5<sup>th</sup> at the Washington Library; an invitation will be sent in the next week.

- **NRCS Report** – Jill Ott sent a written report for the Board’s review: 262 EQIP applications were submitted; 40 of which were from Morris County. There are 67 active EQIP contracts in Morris County totaling \$2.24 million and 3,600 acres.

### **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 1:11 pm.

### **RETURN TO OPEN SESSION**

On a motion by Bob McEwan, seconded by Robert Danowski, the Board voted to return to Open Session; the Board unanimously approved this motion and returned to Open Session at 1:52 pm.

**PUBLIC COMMENT**

There were no members of the public present.

**ACTION RESULTING FROM EXECUTIVE SESSION**

On a motion made by Bob McEwan, seconded by Robert Danowski, *Resolution #2024-07 Termination of Bookkeeper* was approved unanimously by the Board.

On a motion by Marc Slaff, seconded by Phil Roehrich, the Board authorized the District Manager to sign a contract with Merger Business Solutions for bookkeeping/payroll services.

**NEW BUSINESS**

There was no new business to discuss.

**ADJOURNMENT**

On a motion by Bob McEwan, seconded by Phil Roehrich, the meeting was unanimously adjourned at 1:55 pm.

**NEXT MEETING DATE**

The next regular meeting is scheduled for Wednesday, December 4th at 1:00 pm in the 2<sup>nd</sup> floor Conference Room at 30 Schuyler Place, Schuyler Annex Building, Morristown, NJ.

Respectfully submitted,

Jennifer N. McCulloch