

September 21, 2012

Proposed Agenda for Tuesday, September 25, 2012  
Meeting to be held at 1516 Route 77, Deerfield NJ 08313

I. Call to order, 7:00 p.m.

A. DISTRICT BUSINESS

1. Public Portion
2. Meeting Minutes-June
3. Financial Report
4. Employee Timesheets
5. Supervisor Mileage Vouchers (FY2012)
6. 251 Report
7. SSCC
8. NRCS

B. OLD BUSINESS

1. District Staffing
2. H&H Database Training/Payment
3. FY2012 - Audit (Nightliner, Colavita, Volpa)

C. NEW BUSINESS

1. 290 Porchtown Road - Walker Brothers
2. SSCC Technical Bulletin Request - Clarification of Soil Erosion and Sediment Control Act with respect to Agriculture
3. Conservation District Workgroup - Roadmap for Effective Change
4. FY2013 Budget

D. CLOSED SESSION

Meeting Minutes - September 25, 2012

Present

Ron Thomas	Mona Peterson	Ralph Sickler
Mike Bonham	Torrey Reade	John Showler
Buddy Laning		

Chairman Ron Thomas opened the meeting at 7:00 p.m. Due notice by order of the "Sunshine Law" was given and noted.

DISTRICT BUSINESS

Meeting Minutes

The minutes of the June meeting were approved as written. Motion made by Torrey and seconded by Buddy. Passed.

Financial Report

Mike reviewed the financial report and noted that the District's net income from June 16, 2012 through September 15, 2012 was \$3,925.03. Chapter 251 revenue was \$19,695.00. The District received the 50% payment for the H&H Database Entry project. Motion to approve the report made by Ralph and seconded by Torrey. Passed.

Supervisor Mileage Vouchers (FY2012)

Supervisor mileage vouchers were signed and checks issued for payment of supervisor mileage for FY2012.

251 Report

Mike reviewed the 251 report, and noted routine activity. Complete compliances were largely associated with residential subdivisions. Motion to approve the report made by Ralph and seconded by Torrey. Passed.

University. The H&H database entry project is expected to be completed by November 2013. The Soil Erosion and Sediment Control Standards are currently online for review, and the SSCC has received few comments thus far.

#### NRCS - Cumberland & Salem Field Offices

Mona presented the NRCS reports for the Cumberland and Salem field offices. NRCS is currently working on existing EQIP contracts. Several farmland preservation conservation plans were presented for approval. Buddy motioned to approve and Torrey seconded the approval of the NRCS action items. Passed.

#### District Staffing

Mike discussed the need for a part time employee to help with plan review and inspection. With the upcoming H&H database entry project, the District will likely need additional staff to help with the project.

#### FY2012 Audit

Mike reported that staff from Nightlinger Colavita and Volpa has been reviewing the District files for the FY2012 audit. The District should receive the completed audit in the next couple months.

#### Porchtown Road - Walker Brothers

Mike informed the board that he attended a meeting regarding a flooding issue adjacent to Walker Brothers Farm in Pittsgrove Township. Three residences were built in an area lower than the neighboring farm field, and during rain events runoff from the farm field, road, and woodland collects at these residences. Numerous agencies attended the meeting to assist with a resolution to the issues.

#### FY2013 Budget

Mike presented the draft 2013 budget for review. The Board discussed budgeting for a new vehicle. Mike will look into the process and pricing for District vehicles.

#### Compliance with SSCC Technical Bulletin

Mike reviewed the letter from John Showler thanking the District for providing communication with the SSCC regarding plan review.

It was motioned to close the open session, and go into closed session.

Being no further open session business, the open portion of the meeting was adjourned at 8:15 p.m. Motion made by Torrey and seconded by Ralph. Passed.

Chairman Ron Thomas opened the closed session at 8:20 p.m.

The closed session meeting was adjourned at 8:45 pm.  
Motioned by Buddy, seconded by Ralph and passed unanimously.

A motion was made at 8:50 p.m. by Torrey to open the regular meeting, seconded by Buddy and passed unanimously.

A motion was made at 8:55 p.m. by Ralph to close the regular meeting, seconded by Buddy and passed unanimously.

October 19, 2012

Proposed Agenda for Tuesday, October 23, 2012  
Meeting to be held at 1516 Route 77, Deerfield NJ 08313

I. Call to order, 7:00 p.m.

A. DISTRICT BUSINESS

1. Public Portion
2. Meeting Minutes-September
3. Financial Report
4. Employee Timesheets
5. 251 Report
6. SSCC
7. NRCS

B. OLD BUSINESS

1. District Staffing
2. H&H Database Training
3. FY2012 - Audit (Nightliner, Colavita, Volpa)
4. FY2013 Budget
5. District Vehicles
6. Annual Conference November 19<sup>th</sup> East Windsor NJ

C. NEW BUSINESS

1. SSCC October 15<sup>th</sup> Meeting - Conservation  
District Workgroup - Roadmap for Effective  
Change
2. Snow Removal Contract - Wright Lawn Service LLC
3. 2012 Permit Extension Act

D. CLOSED SESSION

Meeting Minutes - October 23, 2012

Present

Ron Thomas                                      Marybeth Sorrentino                      Ralph Sickler  
Mike Bonham                                      Henry DuBois  
Buddy Laning

Chairman Ron Thomas opened the meeting at 7:01 p.m. Due notice by order of the "Sunshine Law" was given and noted.

DISTRICT BUSINESS

Meeting Minutes

The minutes of the September meeting were approved as written. Motion made by Buddy and seconded by Henry. Passed.

Financial Report

Mike reviewed the financial report and noted that the District's net income from September 16, 2012 through October 15, 2012 was \$4,017.26. Chapter 251 revenue was \$11,540.00. Motion to approve the report made by Henry and seconded by Ralph. Passed.

251 Report

Mike reviewed the 251 report, and noted routine activity. Complete compliances were largely associated with residential subdivisions. Motion to approve the report made by Henry and seconded by Buddy. Passed.

NRCS - Cumberland & Salem Field Offices

Marybeth presented the NRCS reports for the Cumberland and Salem field offices. NRCS is currently working on existing EQIP contracts. Several payment requests were presented for CREP. Buddy motioned to approve and Henry seconded the approval of the NRCS action items. Passed.

plan review and inspection. With the upcoming H&H database entry project, the District will need additional staff to help with the project. Mike also discussed the benefits of having a licensed engineer on staff

#### FY2012 Audit

Mike reported that Nightlinger Colavita and Volpa have completed the audit review process, and that the District should receive the completed audit in a couple months.

#### FY2013 Budget

Mike presented the revised 2013 budget for review. The budget was revised to account for the additional of a new District vehicle. Motion to approve the revised budget made by Henry and seconded by Ralph. Passed.

#### Conservation District Workgroup - Roadmap for Effective Change

Mike informed the Board of the special SSCC meeting held on October 15<sup>th</sup> to present the Workgroup's report to Secretary Fisher. Secretary Fisher appreciated the effort put into the report, and recommended that the proposed subcommittees proceed to address the issues outlined in the report.

#### Snow Removal Contract

Wrights Lawn Service submitted a contract to the District to provide snow removal for the year. Motion to approve the contract made by Henry and seconded by Buddy. Passed.

#### 2012 Permit Extension Act Extension

Mike informed the Board that Governor Christies signed an amendment to the Permit Extension Act, which provides for an additional extension until December 31, 2014.

It was motioned to close the open session, and go into closed session.

Being no further open session business, the open portion of the meeting was adjourned at 8:15 p.m. Motion made by Buddy and seconded by Ralph. Passed.

Chairman Ron Thomas opened the closed session at 8:20 p.m.

The closed session meeting was adjourned at 8:45 pm. Motioned by Buddy, seconded by Ralph and passed unanimously.

A motion was made at 8:55 p.m. by Ralph to close the regular meeting, seconded by Buddy and passed unanimously.



Support and Revenue	FY 2013 Proposed	FY 2012 Actual
Soil Erosion and Sediment Control Fees	120000	117140
H&H Database	15166	0
County Funding	15000	15000
RFA Income	8000	5175
Interest	6000	3938.84
<b>Total Income</b>	<b>164166</b>	<b>141253.84</b>
<b>Expenditures</b>		
<b>Payroll Expenses</b>		
Salary	90000	61330.5
Health Benefits	10000	9001.82
PERS	16000	16048.82
Payroll Taxes	8000	6525.3
<b>Professional Services</b>		
Accounting Fees	3600	3195
Legal Fees	2000	11890.5
<b>Building</b>		
Repairs	1000	500
Building Maintenance (lawn,snow removal)	1800	1595.68
<b>Supplies</b>		
Office Supplies	1600	1435.2
Postage	900	744.65
Internet Hosting	500	500
<b>Insurance</b>		
Business Auto	1800	1544
Commercial Package	2500	2328
Workmans Comp	1200	1010
<b>Professional/Training</b>		
Dues & Subscriptions	1000	895
Meals/Training	800	396.96
Supervisor Mileage Reimbursement	600	525.59
<b>Utilities</b>		
Cable/Internet/Phone	2100	2075.4
Electric	1600	1407.64
Fuel Oil	1200	905.78
Weather Station Telephone	0	379.11
<b>Vehicle Expenses</b>		
Vehicle Purchase (including trade in)	20000	0
Maintenance	500	366.25
Fuel	2500	2339.89
Registrations	300	221.5
<b>Total Expenditures</b>	<b>171500</b>	<b>127162.59</b>

**New Applications**

13-023	SJG Pennsville Gas Main	13-003 Redeeming Life Ministries
13-024	SJG Main Street Commercial Gas Main	13-014 New Jersey American Water Ranney Stat
13-025	SJG Main Street Broad Street Millville	13-018 South Jersey Hospital Parking Lot Expan
13-026	Replacement of Greenville Bridge	13-019 City of Millville Solar Array
13-027	Calvary Chapel	13-020 SJG Pennsville Gas Main
13-028	City of Bridgeton Discharge Pipe	13-021 Voice of Holiness Church of God
13-029	Mary Elmer Lake Dam Repair	13-022 United Pentecostal Church
13-030	City of Bridgeton Raceway Repairs	13-023 SJG Pennsville Gas Main
13-031	Rich Products Corporation	13-024 SJG Main Street Commercial Gas Main
13-032	Whispering Woods Major Subdivision	13-025 SJG Main Street Broad Street Millville
13-033	Hedgerow Estates Major Subdivision	

**Certifications****Single Family Plans**

SF13-018 317 Canary  
 SF13-019 6 West Pittsfield

**Complete Compliances**

06-05	Louis Court	307 Amanda Court
11-068	Discount Towne Liquors	
07-173	Cornerstone Estates	25 Granite Lane
05-24	Forest Walk	605 Menantico Avenue
SF12-031	Commissioners Pike	
07-105	Cobblestone Meadows	3417 Turtlegrove Road
12-053	Parvin Lake Dredging	
SF12-042	772 South West Boulevard	
12-071	Shieldalloy Superfund	
03-55	Woodcrest Fields	1152 Woodcrest Drive
07-247	Sherwood Estates	7 Dumont Drive
06-59	Walnut Estates	1063 Chelsea's Way
06-59	Walnut Estates	1069 Chelsea's Way
06-59	Walnut Estates	1058 Chelsea's Way
06-59	Walnut Estates	1070 Chelsea's Way
12-080	Garden State Highway Products	

**Temporary Compliances****Exemptions**

EX13-011 Young J Lim Solar  
 EX13-012 Grieves Parkway

<b>Support and Revenue</b>	FY 2013 Proposed	FY 2012 Actual
Soil Erosion and Sediment Control Fees	120000	117140
H&H Database	15166	0
County Funding	15000	15000
RFA Income	8000	5175
Interest	6000	3938.84
<b>Total Income</b>	164166	141253.84
<b>Expenditures</b>		
<b>Payroll Expenses</b>		
Salary	90000	61330.5
Health Benefits	10000	9001.82
PERS	16000	16048.82
Payroll Taxes	8000	6525.3
<b>Professional Services</b>		
Accounting Fees	3600	3195
Legal Fees	2000	11890.5
<b>Building</b>		
Repairs	1000	500
Building Maintenance (lawn,snow removal)	1800	1595.68
<b>Supplies</b>		
Office Supplies	1600	1435.2
Postage	900	744.65
Internet Hosting	500	500
<b>Insurance</b>		
Business Auto	1800	1544
Commercial Package	2500	2328
Workmans Comp	1200	1010
<b>Professional/Training</b>		
Dues & Subscriptions	1000	895
Meals/Training	800	396.96
Supervisor Mileage Reimbursement	600	525.59
<b>Utilities</b>		
Cable/Internet/Phone	2100	2075.4
Electric	1600	1407.64
Fuel Oil	1200	905.78
Weather Station Telephone	0	379.11
<b>Vehicle Expenses</b>		
Vehicle Purchase (including trade in)	20000	0
Maintenance	500	366.25
Fuel	2500	2339.89
Registrations	300	221.5
<b>Total Expenditures</b>	171500	127162.59

January 18, 2013

Proposed Agenda for Tuesday, January 22, 2013  
Meeting to be held at 1516 Route 77, Deerfield NJ 08313

- I. Call to order, 7:00 p.m.
  - A. DISTRICT BUSINESS
    - 1. Public Portion
    - 2. Meeting Minutes-October
    - 3. Financial Report
    - 4. Employee Timesheets
    - 5. 251 Report
    - 6. SSCC
    - 7. NRCS
  - B. OLD BUSINESS
    - 1. District Staffing
    - 2. H&H Database
    - 3. FY2012 - Audit Review
    - 4. District Vehicle
  - C. NEW BUSINESS
    - 1. White Paper Subcommittees
    - 2. CD/Money Market Accounts
    - 3. SSCC Subcommittee Meetings
  - D. CLOSED SESSION

**NEW Applications**

13-034 Bridgeton Highschool Visitor Bleachers  
 13-035 SJG Millville CNG  
 13-036 Clement Pappas Building Addition  
 13-037 South State Prison Perimeter Fencing  
 13-038 Lower Alloways Creek Stabilization  
 13-039 SJG Sugarman Avenue & Dewberry Drive  
 13-040 SJG Battle Lane  
 13-041 T.A.R Subdivision  
 13-042 SJG Centerton Road/Buck Road/Mckishen Road  
 13-043 SJG Ireland Street  
 13-044 NAPA Auto Parts  
 13-045 SJG Morias Avenue  
 13-046 SJG Landis Avenue  
 13-047 SJG Willow Grove Road  
 13-048 SJG Fox Run Road  
 13-049 Bridgeton Highschool Tennis Courts  
 13-050 Dupont Chambers Works River Road  
 13-051 Jacks Auto Service  
 13-052 SJG Millville Various Street  
 13-053 SJG Pennsville Pedricktown Road  
 13-054 SJG South Mill Road & West Walnut Road  
 13-055 SJG Fordville Road  
 13-056 SJG Bridgeton Millville Pike  
 13-057 SJG Commercial Twp Various Streets  
 13-058 SJG Cemetary Road  
 13-059 SJG Cherry Spruce & Pearl Street  
 13-060 SJG Commerical Twp North Ave Etc  
 13-061 Lilliston Ford Solar  
 13-062 Henderson Aquatics  
 13-063 Farm Credit East

**Continuations**

13-034 Bridgeton Highschool Visitor Bleachers  
 13-035 SJG Millville CNG  
 13-036 Clement Pappas Building Addition  
 13-037 South State Prison Perimeter Fencing  
 13-038 Lower Alloways Creek Stabilization  
 13-039 SJG Sugarman Avenue & Dewberry Drive  
 13-040 SJG Battle Lane  
 13-042 SJG Centerton Road/Buck Road/Mckishen Road  
 13-043 SJG Ireland Street  
 13-044 NAPA Auto Parts  
 13-045 SJG Morias Avenue  
 13-046 SJG Landis Avenue  
 13-047 SJG Willow Grove Road  
 13-048 SJG Fox Run Road  
 13-049 Bridgeton Highschool Tennis Courts  
 13-050 Dupont Chambers Works River Road  
 13-052 SJG Millville Various Street  
 13-053 SJG Pennsville Pedricktown Road  
 13-054 SJG South Mill Road & West Walnut Road  
 13-055 SJG Fordville Road  
 13-056 SJG Bridgeton Millville Pike  
 13-057 SJG Commercial Twp Various Streets  
 13-058 SJG Cemetary Road  
 13-059 SJG Cherry Spruce & Pearl Street  
 13-060 SJG Commerical Twp North Ave Etc

**Single Family Plans**

SF13-020 2485 Madison Avenue  
 SF13-021 2941 Eagles Court  
 SF13-022 707 Maurice River Parkway  
 SF13-023 Darthmouth Road  
 SF13-024 105 Casper Road  
 SF13-025 Cobbs Mill Road  
 SF13-026 1427 Columbia Avenue

07-105 Cobblestone M 3390 Turtlegrove Road  
04-27 Lenwood Court 731 Wellington  
SF13-003 1299 North Mill Road  
SF11-065 Seeley Cohansey Road  
04-27 Lenwood Court 1055 Linda Lane  
SF11-048 707 Maple Street  
09-070 Spanish Pentecostal Church  
07-105 3418 Turtlegrove Road  
SF12-041 2312 Monroe Avenue  
12-030 Erdner Real Estate  
10-011 Schwartz Properties  
04-27 Lenwood Court 753 Wellington  
11-056 NJ Oaks Solar  
07-105 Cobblestone M 3390 Turtlegrove Road  
07-105 Cobblestone M 3469 venturi Lane  
06-121 Twin Oaks 20 Twin Oaks  
06-278 Fitchhorn Road 7 Fitchhorn Road  
08-018 Thoroughbred 64 Thoroughbred Court  
07-173 Cornerstone Es 23 Granite Lane  
07-173 Cornerstone Es 21 Granite Lane  
04-27 Lenwood Court 746 Wellington Court  
04-88 Sherwood Fore 58 Tomasello  
03-055 Woodcrest Fiel 1125 Woodcrest  
SF12-018 749 South Sixth Street  
05-24 Forest Walk 1105 Yellowwood Terrace

#### **Temporary Compliances**

12-017 Lloyds of Millville  
SF12-012 481 Parvins Mill Road  
SF12-020 Leesberg Belleplain Road-Frankle  
07-277 Lennox Run 4 Isabelle Street  
07-277 Lennox Run 3 Arthur Street  
SF12-035 741 Main Street Nocon  
SF12-037 1060 Sheridan Avenue  
SF12-033 378 Garrison Road  
07-277 Lennox Run 5 Arthur Street  
07-277 Lennox Run 8 Arthur Street

#### **Exemptions**

EX13-013 Iglesia Pentecostal Church  
EX13-014 Dupont Chambers Works Tank Farm  
EX13-015 317 New Jersey Avenue  
EX13-016 3-5 East Avenue  
EX13-017 Diver Avenue  
EX13-018 101 Frank Davis Road

#### **Mining Renewals**

Quinton Resource Extraction  
South State Mining  
Atlantic Masonry Supply  
Unimin Mining Renewal