



**Cumberland-Salem Conservation District**  
**1516 Route 77, P.O. Box 68**  
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**Meeting Minutes - November 26, 2013**

Present

Ron Thomas

Mona Peterson

Henry Dubois

Mike Bonham

Torrey Reade

Ralph Sickler

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 September meeting were approved as written. Motion made by Ralph and seconded by Torrey. Passed.

Financial Report

Mike reviewed the financial report and noted that the District's net income from September 16, 2013 through November 15, 2013 was \$5,427.28. Chapter 251 revenue was \$16,989.00. Motion to approve the report made by Torrey and seconded by Ralph. Passed.

251 Report

Mike reviewed the 251 report, and noted routine activity. Complete compliances were largely associated with single family home construction, and commercial projects. Motion to approve the report made by Torrey and seconded by Henry. Passed.

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. The application cutoff date for EQIP was 10/18/2013, and for the EQIP initiatives was 11/15/2013. Soil health training was held on 11/20/2013 at the EcoComplex. Several farmland preservation conservation plans were presented for approval. Torrey motioned to approve and Ralph seconded the approval of the NRCS action items. Passed.

#### District Vehicle

Mike reported the State contract pricing for 2014 vehicles has been completed, and that the pricing is the same as the previous year. The Ford Explorer contract was reissued to Beyer Ford of Morristown. Mike will contact Beyer Ford to determine the process for purchasing a vehicle.

#### FY2013 Audit

Mike presented and reviewed the FY2013 audit with the Board. After discussion the FY2013 audit was approved and will be forwarded to the SSCC. Motion to approve the audit made by Torrey and seconded by Henry. Passed.

#### FY2014 Budget

Mike presented the FY2014 budget for review. Torrey questioned if the budget line for the District vehicle should be depreciated. Mike will contact the District Auditor to determine the proper depreciation schedule, and will revise the budget based on the auditor's recommendations. Motion to approve the budget pending the auditor's recommendations made by Henry and seconded by Ralph. Passed.

#### Annual Conference

Mike reported that Ralph and Ron attended the Annual Conference which was held in Avalon at the Golden Inn on October 28<sup>th</sup>.

#### Snow Removal Contract

Mike presented the snow removal contract from Wrights Lawn Service. Wright Lawn Service currently performs the lawn maintenance and has provided snow removal services. The District will be added to the Wright Lawn Service's insurance policy upon contract approval. Motion to approve the contract made by Torrey and seconded by Henry. Passed.

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