

I. The meeting of the Bergen County Soil Conservation District was called to order at 5:30 P.M. on January 11, 2016 at the District Office, 700 Kinderkamack Road, Oradell, NJ by Mr. Mecky, Chairman. In compliance with Chapter 231 of the Public Laws of 1975, notice of this meeting was filed with the NJ State Secretary of Agriculture, Bergen County Clerk's Office, The Bergen Record, and The Ridgewood News and posted at the Bergen County Administrative Building, 1 Bergen County Plaza, Hackensack, NJ.

Supervisors Present

Carl Mecky
Ronald Binaghi, Jr.
Herman Rohsler (Teleconference)
Geraldine Byrne
Raymond Cywinski

Staff and Representatives of
Cooperating Agencies Present

Angelo Caruso, District Manager
Roy Otto, Asst. District Manager
Scott Howard, Resource Assistant
Larry Lewis, Erosion Control Inspector
Robyn Roberts, Adm. Secretary

II. MINUTES

A motion was made by Mr. Binaghi, seconded by Mr. Cywinski to approve the minutes of the November and December meetings as distributed.

III. TREASURER'S REPORT

A motion was made by Mrs. Byrne, seconded by Mr. Binaghi to approve the treasurer's report for the months of November and December for audit.

IV. PUBLIC COMMENT- none.

V. SOIL EROSION AND SEDIMENT CONTROL ACT

A motion was made by Mrs. Byrne, seconded by Mr. Binaghi to approve all plans certified or recertified during the months of November and December by Mr. Binaghi on behalf of the Board Supervisors.

Mr. Cywinski recused himself from voting on plans B12856, B12834, B12886, and B12885 as these projects are in the Borough of Demarest where he is Mayor.

VI. CORRESPONDENCE

- 1) Frank Minch, NJ Department of Agriculture – Letter to all districts reminding them that acceptance of holiday gifts is not permitted in accordance with the State's Ethics Code.
- 2) NJ Farm Bureau – Thank you for 2016 dues.
- 3) NJ Department of Agriculture – announcement for the 2016 State Agricultural Convention to be held at Harrah's Resort Hotel, Atlantic City, Feb. 9-11, 2016.

VII. OLD BUSINESS

- 1) Mr. Caruso reported that the District is now depositing all incoming checks via the check scanner provided by Oritani Savings Bank. We will ask our accountant how long we must hold onto the checks once we have submitted them to the bank for deposit.
- 2) H&H Agreement Funding – Mr. Caruso reported that the NJ Office of Management and Budget has taken the balance of H&H funding owed to the districts. Mr. Caruso submitted a memo as recommended by NJDA staff requesting final payment of the balance owed.
- 3) Mr. Caruso stated that the FY15 Audit was delayed due to some change in the State accounting regulations and should resume soon.
- 4) Mr. Caruso reported that the Soil Restoration Standards (Land Grading & Topsoiling) have been approved by the State Soil Conservation Committee. Said Standards will now be published in the NJ Register for public comment.
- 5) Mr. Caruso reported that the 251 Policy and Procedures Manual was approved by the SSCC on December 14, 2015.

VIII. NEW BUSINESS

- 1) A motion was made by Mr. Binaghi, seconded by Mr. Cywinski to approve the 2016 Annual Plan of Work.
- 2) Mr. Caruso reported that the district's 251 numerical filing system has become too complicated with numbers now in the tens of thousands. He plans to reset to file number 001 starting with the first application received as of January 1, 2016. The B will be eliminated and each application number will have a prefix of the year it was received as in 16-044. The file numbers will progress indefinitely. There were no objections to this procedure.
- 3) Mr. Caruso announced that the Permit Extension Act will be ending on June 30, 2016.
- 4) Mr. Caruso reported that the district has received its copy of the Interim Administrative Guidance Manual.
- 5) A motion was made by Mr. Cywinski, seconded by Mrs. Byrne to pay the PERS Annual Employer Appropriation bill in the amount of \$43,178.00
- 6) A motion was made Mr. Binaghi, seconded by Mr. Cywinski to ratify the payment of the Chapter 251 surcharge for the 1st Quarter of FY16 in the amount of \$3,775.00.
- 7) Mr. Caruso reported that the 2016 Conservation Poster Contest theme is "We All Need Trees." Brochures will be sent out shortly. It was suggested the District look into sending out the brochures via email to the schools in the future.
- 8) A motion was made by Mrs. Byrne, seconded by Mr. Binaghi to cancel the February District Meeting.

IX. DISTRICT MANAGER'S REPORT

Mr. Caruso reported Dr. Ferdows Ali has retired. Mr. Caruso also reported the passing of former Secretary of Agriculture, Charles Kuperus.

XI. NJ DEPARTMENT OF AGRICULTURE

Mr. Cywinski reported the following:

The Supervisors Regional Meeting will be held in March or April for the northern districts at a restaurant to be decided soon.

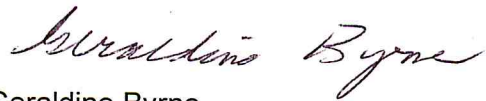
Mr. Cywinski reported that committee members are needed for the upcoming NACD Northeast Conference to be held in New Jersey.

Unless otherwise noted, all actions were taken by unanimous vote of all members present.

XII. ADJOURNMENT

There being no further business, a motion was made by Mr. Binaghi, seconded by Mr. Cywinski to adjourn the meeting at 6:32 P.M.

Respectfully submitted,



Geraldine Byrne
Secretary-Treasurer