

I. The meeting of the Bergen County Soil Conservation District was called to order at 5:20 P.M. on September 9, 2019, 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  
Raymond Cywinski  
Geraldine Byrne

Staff and Representatives of  
Cooperating Agencies Present

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

**II. MINUTES**

A motion was made by Mrs. Byrne, seconded by Mr. Cywinski to approve the minutes of the June meeting as distributed.

**III. TREASURER'S REPORT**

A motion was made by Mrs. Byrne, seconded by Mr. Cywinski to approve the treasurer's reports for the months of June, July & August for audit.

**IV. PUBLIC COMMENT- none.**

**V. SOIL EROSION AND SEDIMENT CONTROL ACT**

A motion was made by Mrs. Byrne, seconded by Mr. Cywinski to approve all plans certified and re-certified during the months of June, July & August by Mrs. Byrne on behalf of the Board of Supervisors.

**VI. CORRESPONDENCE**

1) Richard Belcher, NJ Envirothon Coordinator, NJDA – Thank you for \$500.00 donation to NJ Envirothon.

**VII. OLD BUSINESS**

- 1) Bergen County Environmental Council – Fall planting will probably be at Overpeck Park.
- 2) District FY19 Audit – Mr. Caruso informed the Board that the District is working with the District accountant to schedule dates for the FY 19 Audit. After some discussion, a motion was made by Mr. Cywinski, seconded by Mrs. Byrne to purchase Quick Books at a price of approximately \$240.00.
- 3) A motion as made by Mrs. Byrne, seconded by Mr. Mecky to reimburse Mr. Cywinski for expenses incurred at the NACD Northeast Regional Meeting and NACD Summer Conservation Tour and Forum. Mr. Cywinski recused himself from this motion.
- 4) Mr. Caruso reported that the District's email service has been successfully transferred to the Microsoft cloud. Our IT person is currently working on upgrading the District's computer operating system from Windows 7 to Windows 10.
- 5) Mr. Caruso announced that the latest revised District Chapter 251 application form now has a box to record acres restored for use in the state quarterly report.

**VIII. NEW BUSINESS**

- 1) A motion was made by Mr. Cywinski, seconded by Mrs. Byrne to ratify the payment of the RFA reimbursement for the 4<sup>th</sup> Quarter FY19 in the amount of \$2,160.00.
- 2) A motion was made by Mr. Cywinski, seconded by Mrs. Byrne to ratify the payment of the 251 Surcharge Fee for the 4<sup>th</sup> Quarter FY19 in the amount of \$3,875.00.
- 3) Mr. Caruso announced the one day NJ Annual Conference will be held December 2, 2019 at the Rutgers Eco-Complex.
- 4) A draft MOU with NRCS was submitted to the Board for review. The last MOU was approved back in 1985.
- 5) Mr. Caruso reported that the NJDEP is requesting that we use a check list inspection report for projects requiring a 5G3 permit.
- 6) The NJDA has provided guidance for district coordination with the SSCC regarding stormwater rule compliance for agriculture development projects.
- 7) A motion was made by Mr. Cywinski, seconded by Mrs. Byrne to cancel the July and August District Meetings.

**IX. DISTRICT MANAGER'S REPORT**

- 1) Mr. Caruso informed the Board that he is working on setting up a meeting for the Supervisor Nominating Committee. A date of September 23, 2019 has been tentatively scheduled. The NJDA is considering regional training for new district supervisors.
- 2) Mr. Caruso reported that he and John Showler P.E., NJDA, met with Borough of Oakland officials, NJ Senator Cardinale, NJ Assemblyman Auth, and representatives of NJDOT regarding streambank erosion problems associated with Route 287.
- 3) Mr. Caruso, Mr. Otto, and NJDA representatives met with borough officials from Upper Saddle River and Mahwah regarding erosion control complaints related to the Apple Ridge Development.

**X. NJ DEPARTMENT OF AGRICULTURE**

Mr. Cywinski gave a report on his attendance at the NACD Summer Conservation Tour and Forum in New Mexico.

At this time, Mr. Mecky called for an Executive Session.

**XI. OTHER BUSINESS**

A motion was made by Mr. Cywinski, seconded by Mrs. Byrne to ratify all motions made at the Executive Session.

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

**XI. ADJOURNMENT**

There being no further business, a motion was made by Mrs. Byrne, seconded by Mr. Cywinski to adjourn the meeting at 6:40 PM.

Respectfully submitted,

Geraldine Byrne  
Secretary-Treasurer

An Executive Session of the Bergen County Soil Conservation District's Board of Supervisors was called to order on September 9, 2019 at the District Office, 700 Kinderkamack Road, Oradell, NJ by Mr. Mecky, Chairman.

Supervisors Present

Carl Mecky  
Geraldine Byrne  
Raymond Cywinski

Staff and Representatives of  
Cooperating Agencies Present

Angelo Caruso, District Manager

Any motions made at this meeting will be ratified when the Open Public Meeting reconvenes.

The Board reviewed District employee job performance evaluations and salaries.

A motion was made by Mr. Cywinski, seconded by Mrs. Byrne to approve the following District staff salary increases to be retroactive effective July 1, 2019.

Angelo Caruso – 2.0%  
Roy W. Otto – 2.0%  
Robyn Roberts – 2.0%  
Scott Howard – 2.5%  
Lawrence Lewis – 3.0%

Respectfully submitted,

Geraldine Byrne  
Secretary-Treasurer

