

I. The meeting of the Bergen County Soil Conservation District was called to order at 6:30 P.M. on June 14, 2021 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
Kim Mitchell
Bruce Rohsler

Staff and Representatives of
Cooperating Agencies Present

Angelo Caruso, District Manager
Roy W. Otto, Asst. District Manager
Robyn Roberts, Admin. Secretary

II. MINUTES

A motion was made by Mr. Cywinski, seconded by Mrs. Byrne to approve the minutes of the April 12, 2021 meeting as distributed.

III. TREASURER'S REPORT

A motion was made by Mrs. Byrne, seconded by Ms. Mitchell to approve the treasurer's reports for the months of April and May for audit.

IV. PUBLIC COMMENT- none.

V. SOIL EROSION AND SEDIMENT CONTROL ACT

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

Mr. Cywinski recused himself from plan numbered 21-3001 as this project is owned by Suez Water NJ where he is employed.

VI. CORRESPONDENCE

Mr. Caruso informed the Board that we have received written notification that our office building has a new owner: RW Oradell.

VII. OLD BUSINESS

1) Bergen County Environmental Council – Mr. Caruso reported that the Council has partnered with the BC Dept. of Parks and the Oradell Girl Scouts to create a nature walk with native plantings along the Hackensack River at Van Buskirk Island County Park in Oradell on June 19th.

2) Poster Contest – Mr. Cywinski reported that the State poster contest winners will be chosen by virtual judging shortly.

3) Mr. Cywinski announced that Ms. Mitchell and Mr. Rohsler have been reappointed for 3 year terms as District Supervisors.

VII. OLD BUSINESS cont.

- 4) Mr. Caruso announced that the Regional Supervisors Meeting will be held virtually on May 11, 2021.
- 5) A motion was made by Mr. Cywinski, seconded by Ms. Mitchell to approve the FY22 District Budget.
- 6) Mr. Caruso reported that the District Office is following Executive Order 242 which changes outdoor requirements. State Agencies must still follow previous orders for indoor social distancing and mask requirements.
- 7) Mr. Caruso announced that the Covid-19 Permit Extension Act has been terminated effective June 14th with a 6 month tolling.

VIII. NEW BUSINESS

- 1) A motion was made by Mrs. Byrne, seconded by Mr. Cywinski to approve payment to Donohue, Gironda, Doria & Tomkins, LLC in the amount of \$5,600 for conduct our FY2021 audit.
- 2) A motion was made by Mr. Cywinski, seconded by Mr. Rohsler to have the Bergen County SCD Board of Supervisors Officer positions remain the same as follows:

Carl Mecky, Chairman
Raymond Cywinski, Vice Chairman
Geraldine Byrne, Secretary-Treasurer

- 3) A motion was made by Mr. Cywinski, seconded by Ms. Mitchell to ratify payment of the 251 Surcharge Fee for the 3rd Quarter FY21 in the amount of \$4,425.00
- 4) A motion was made by Ms. Mitchell, seconded by Mr. Rohsler to authorize payment of the RFA reimbursement for the 3rd Quarter FY21 in the amount of \$2,250.00
- 5) Mr. Caruso reported that the State has enlisted a third party vendor to prepare District Employee photo ID cards.
- 6) 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 reported that the District's auditor has recommended that the District purchase an upgrade to Quick Books and will help train District Staff. The Board agreed to the purchase which would cost approximately \$400.00. The District anticipates enlisting a payroll company to begin January 1, 2022.
- 2) Mr. Caruso reported he is advertising to hire 1-2 new Erosion Control Inspectors.

X. NJ DEPT. OF AGRICULTURE REPORT

Mr. Cywinski reported the following:

- 1) There is currently an opening on the State Soil Conservation Committee.
- 2) The Freehold SCD will be hosting the NJACD Annual Conference on November 8th.
- 3) NRCS is experiencing budget shortages.
- 4) The 2021 NJ Envirothon was held virtually on June 5th. The Winning NJ team will be going to Nebraska for the National Envirothon.
- 5) NJACD is preparing its budget for next year.
- 6) A motion was made by Ms. Mitchell, seconded by Mr. Rohsler to reimburse Mr. Cywinski for expenses he will incur to attend the NACD Summer Forum to be held in Chicago, July 24th – 27th.

XI NRCS REPORT – None.

At this time, Mr. Mecky called an Executive Session to review employee salaries.

XI. OTHER BUSINESS

A motion was made by Mr. Rohsler and seconded by Mrs. Byrne to ratify the 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 7:55 P.M.

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 June 14, 2021 at the District Office, 700 Kinderkamack Road, Oradell, NJ by Mr. Mecky, Chairman.

Supervisors Present

Carl Mecky
Raymond Cywinski
Geraldine Byrne
Kim Mitchell
Bruce Rohsler

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 and seconded by Ms. Mitchell to approve the following District staff salary increases:

Angelo Caruso – 3% + \$2,000 bonus
Roy W. Otto – 3% + \$2,000 bonus
Robyn Roberts – 3% + \$2,000 bonus
Lawrence Lewis – 3% + \$2,000 bonus

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Geraldine Byrne". The signature is fluid and cursive, with the first name "Geraldine" written in a larger, more prominent script than the last name "Byrne".

Geraldine Byrne
Secretary-Treasurer