

I. The meeting of the Bergen County Soil Conservation District was called to order at 6:20 P.M. on November 10, 2025, at the District Office, 700 Kinderkamack Road, Oradell, NJ by Mr. Cywinski, Vice-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

Ray Cywinski
Kim Mitchell
Bruce Rohsler
Angelo Onello

Staff and Representatives of
Cooperating Agencies Present

Angelo Caruso, District Manager
Roy W. Otto, Asst. District Manager
Lawrence Lewis, Erosion Control Inspector
Timothy Fjermestad, Erosion Control Inspector
Robyn Roberts, Administrative Secretary
Kerrie Davidson, Administrative Assistant

II. MINUTES

A motion was made by Mr. Cywinski, seconded by Mr. Onello to approve the minutes of the September 15, 2025 & September 27, 2025, meetings as distributed.

III. TREASURER'S REPORT

A motion was made by Ms. Mitchell, seconded by Mr. Onello, to approve the treasurer's reports for the months of September and October 2025, as distributed.

IV. PUBLIC COMMENT- none.

V. SOIL EROSION AND SEDIMENT CONTROL ACT

A motion was made by Mr. Rohsler, seconded by Ms. Mitchell to approve all plans certified or recertified during the month of September 2025 by Mr. Cywinski on behalf of the Board of Supervisors.

A motion was made by Mr. Onello, seconded by Ms. Mitchell to approve all plans certified or recertified during the month of October 2025 by Mr. Cywinski on behalf of the Board of Supervisors.

Mr. Onello recused himself from discussion and voting on plans **25-6026** and **25-6087** as he is the project design engineer.

VI. CORRESPONDENCE

- 1) NACD 2026 Membership Dues – A motion was made by Mr. Rohsler, seconded by Ms. Mitchell to approve payment of the NACD dues in the amount of \$775.00.
- 2) NJ Farm Bureau 2026 Membership Dues– A motion was made by Mr. Rohsler, seconded by Ms. Mitchell to approve payment of the NJ Farm Bureau dues in the amount of \$150.00.

VII. OLD BUSINESS

- 1) Mr. Cywinski and Ms. Mitchell reported on their attendance at the NE NACD Regional Meeting held in Northeast Syracuse, NY.
- 2) Mr. Caruso reported that records disposal is almost complete.
- 3) Supervisors and staff are working on the District Supervisor Travel Policy. Further information is necessary regarding paying tax for hotel rooms, etc. This policy will be discussed at a future District Meeting.
- 4) Mr. Caruso reported District Supervisors are registered for the upcoming NJACD Annual Partnership Meeting.
- 5) Mr. Caruso discussed site visits of 251 active projects with District Supervisors.

VIII. NEW BUSINESS

- 1) Election of Officers – A motion was made by Ms. Mitchell, seconded by Mr. Rohsler to approve the following slate of officers:

Chairman – Mr. Cywinski
Vice-Chairman – Mr. Rohsler
Secretary/Treasurer – Ms. Mitchell

- 2) Mr. Caruso informed the Board that the 2026 NACD National Conference will be held in San Antonio, Texas on February 16-19, 2026.
- 3) A motion was made by Mr. Onello, seconded by Mr. Rohsler, to approve the 2026 District Meeting Schedule as distributed.
- 4) A motion was made by Mr. Rohsler, seconded by Mr. Onello, to approve the RFA reimbursement for the 1st Quarter of FY2026 in the amount of \$1,590.00.
- 5) A motion was made by Ms. Mitchell, seconded by Mr. Rohsler to hold the December 8th District Meeting as scheduled.

IX. DISTRICT MANAGER'S REPORT

1) Mr. Caruso reported on the status of the Districts Certificates of Deposit. A copy of the report was distributed to the Board.

2) Mr. Caruso reported that the District will subscribe to the online version of QuickBooks in December at an introductory cost of \$19 for the first 3 months and \$38 per month going forward. The District's accountant will visit in mid December to assist in the setting up the QuickBooks program.

X. NJ DEPARTMENT OF AGRICULTURE REPORT— none

XI. NJACD REPORT

Mr. Cywinski gave an update on the impacts of the government shut down.

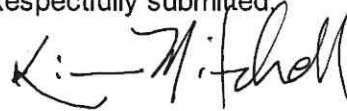
XII. NRCS REPORT - none

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 Mr. Onello, seconded by Mr. Rohsler to adjourn the meeting at 7:10 P.M.

Respectfully submitted,



Kimberly Mitchell
Secretary-Treasurer