

HUNTERDON COUNTY SOIL CONSERVATION DISTRICT

MONTHLY BOARD OF SUPERVISORS MEETING

November 15, 2022 @ 8:00 AM

PRESENT: SUPERVISORS: Manners, Hill, Engisch, Mathews, Stothoff (all via phone conference)
STAFF: DePalma, Schwenderman, Hendricks
AGENCY REPS:
OTHER:

OPEN PUBLIC MEETING ACT: "This meeting is being held in accordance with the provisions of the Open Public Meeting Act. Adequate notice has been provided by prominently posting and maintaining so posted throughout the year in the Hunterdon County Soil Conservation District Administrative Office 687 Pittstown Road, Frenchtown, New Jersey, as well as on the Hunterdon County Soil Conservation District's website, and by e-mailing to the Hunterdon County Democrat newspaper and by filing with the Hunterdon County Clerk a schedule of the times and dates of such meetings."

CALL TO ORDER: @ 8:00 AM by Greg Manners, District Chairman

MINUTES:

October Meeting Minutes to be approved at December 2022 meeting.

REPORTS:

REQUEST FOR ASSISTANCE – There were no Request for Assistance presented.

PLANS: There were no Conservation Plans submitted

Farmland Preservation Monitoring – There was no update

OLD BUSINESS:

NJACD Annual Meeting – Supervisor/Employee Training – Thursday, November 17, 2022, 7:00 am to 3:00 pm at the Freehold Conservation District – The meeting will be in-person. Manager DePalma and Supervisors Manners, Mathews and Hill will be attending.

2023 Monthly Meeting Dates – It was discussed to have all the 2023 District Meetings on the Second Tuesday of the month with the exception of November and December.

MOTION: Stothoff, 2nd Hill; "To approve the 2023 Monthly Meeting Dates to be held on the second Tuesday of the month except for November and December."
MOTION APPROVED BY UNANIMOUS VOTE.

CORRESPONDENCE:

Bank of America – Visa Bill – September 18, 2022 through October 17, 2022 - \$33.46 – All visa expenses were reviewed and approved.

MOTION: Stothoff, 2nd Mathews; "To approve all monthly visa expenses as presented for the period of September 18, 2022 through October 17, 2022." MOTION APPROVED BY UNANIMOUS VOTE

BKC, CPA’s, PC – Completion of FY22 Audit - \$1,500.00

MOTION: Stothoff, 2nd Mathews; “To pay invoice for completion of FY22 Audit as billed.”
MOTION APPROVED BY UNANIMOUS VOTE

Frank Minch, SSCC – Chapter 251 Surcharge Fee – 4th Quarter FY22 - \$1,325.00

MOTION: Stothoff, 2nd Engisch; “To pay invoice for Chapter 251 Surcharge – 4th Quarter FY22 as billed.” MOTION APPROVED BY UNANIMOUS VOTE.

Frank Minch, SSCC – RFA Reimbursement – 1st Quarter FY23 - \$525.00

MOTION: Stothoff, 2nd Mathews; “To pay invoice for RFA Reimbursement – 1st Quarter FY23 as billed.” MOTION APPROVED BY UNANIMOUS VOTE.

NACD – Annual Membership Renewal FY23 - \$775.00

MOTION: Hill, 2nd Stothoff; “To pay NACD Annual Membership Renewal for FY23.”
MOTION APPROVED BY UNANIMOUS VOTE.

NJ SREC’s – July 2022 – (2) @ \$214.50 = \$429.00 and August 2022 – (2) @ \$214.50 = \$429.00

DePalma presented the SREC’s received for the months of July and August 2022

251 WORK:

CERTIFICATION REPORT:

MOTION: Stothoff, 2nd Engisch; “To approve the Certification Report for the month of October 2022.” MOTION APPROVED BY UNANIMOUS VOTE.

CERTIFICATIONS:

1. Mastroianni Dwelling, 20-22-039
Block 70.01, Lot 13, Readington Twp.
Plan Date: March 27, 2020
Latest Revisions: July 19, 2022
Original Certification: September 16, 2020
Recertification: October 5, 2022
2. Tornberg Inground Pool, 22-25-025
Block 22, Lot 27.15, Union Twp.
Plan Date: September 9, 2022
Latest Revisions: None
Certified: October 6, 2022
3. Galleria Construction – Heath Road Dwelling, 22-16-016
Block 22, Lot 17.03, Kingwood Twp.
Plan Date: September 7, 2022
Latest Revisions: None
Certified: October 7, 2022

4. Zoller Property, 22-03-008
Block 26, Lot 17, Bloomsbury Boro.
Plan Date: July 20, 2022
Latest Revisions: October 4, 2022
Certified: October 7, 2022
5. Cela Property, 22-05-032
Block 87.04, Lot 9, Clinton Twp.
Plan Date: September 20, 2022
Latest Revisions: September 26, 2022
Certified: October 7, 2022
6. Webb Property, 22-15-015
Block 21, Lot 27, Holland Twp.
Plan Date: July 1, 2022
Latest Revisions: September 27, 2022
Certified: October 7, 2022
7. Kingwood Rescue Property, 22-16-007
Block 8, Lot 38, Kingwood Twp.
Plan Date: April 15, 2022
Latest Revisions: October 4, 2022
Certified: October 7, 2022
8. Armenti Property, 22-21-047
Block 6.05, Lot 11, Raritan Twp.
Plan Date: September 20, 2022
Latest Revisions: September 30, 2022
Certified: October 7, 2022
9. Deets Property, 22-22-040
Block 38, Lot 38.35, Readington Twp.
Plan Date: September 6, 2022
Latest Revisions: October 4, 2022
Certified: October 7, 2022
10. Pahuta Property, 22-22-041
Block 22, Lot 1, Readington Twp.
Plan Date: September 6, 2022
Latest Revisions: September 26, 2022
Certified: October 7, 2022
11. Simonye Property, 22-26-017
Block 28, Lot 21, West Amwell Twp.
Plan Date: July 8, 2022
Latest Revisions: September 30, 2022
Certified: October 7, 2022
12. DeStefano Dwelling, 22-08-016
Block 32, Lot 5.07, East Amwell Twp.
Plan Date: September 28, 2022
Latest Revisions: None
Certified: October 19, 2022

13. Schwab – Farm Market Building, 22-24-031
Block 38, Lot 11, Tewksbury Twp.
Plan Date: September 9, 2022
Latest Revisions: None
Certified: October 19, 2022
14. Nowak Pool, 22-04-009
Block 2, Lot 3.03, Califon Boro.
Plan Date: October 4, 2022
Latest Revisions: None
Certified: October 19, 2022
15. Baczewski Residence, 22-25-023
Block 17, Lot 15, Union Twp.
Plan Date: October 19, 2021
Latest Revisions: None
Certified: October 19, 2022
16. D&R Canal Long Term Stabilization, 22-99-003
Blocks 6 & 13, Lots 3 & (1 & 104), Stockton Boro.
Plan Date: July 1, 2022
Latest Revisions: None
Certified: October 19, 2022
17. Mozingo Inground Pool, 22-21-052
Block 22, Lot 50, Raritan Twp.
Plan Date: September 12, 2022
Latest Revisions: None
Certified: October 20, 2022
18. Saddi Residence, 22-01-025
Block 21, Lot 38.06, Alexandria Twp.
Plan Date: August 26, 2022
Latest Revisions: None
Certified: October 20, 2022

COMPLIANCE REPORT:

MOTION: Stothoff, 2nd Engisch; “To approve the Compliance Report for the month of October 2022.” MOTION APPROVED BY UNANIMOUS VOTE.

COMPLIANCES:

1. Parisi Property, 22-10-012
Block 38, lot 25, Franklin Twp.
Certified: August 3, 2022
Complied: October 4, 2022
2. Miller Property, 22-10-011
Block 16, Lot 1.12, Franklin Twp.
Certified: August 30, 2022
Complied: October 5, 2022

3. Pearce Property, 22-01-022
Block 15, Lot 9.20, Alexandria Twp.
Certified: September 8, 2022
Complied: October 5, 2022
4. Burd Property (Kearns Property), 14-04-001
Block 20, Lot 8, Califon Boro.
Certified: April 17, 2014
Complied: October 6, 2022
5. DeFeo Pool, 21-16-026
Block 22, Lot 16.02, Kingwood Twp.
Certified: October 20, 2021
Complied: Octo 6, 2022
6. Drusjack Property, 21-04-005
Block 6, Lot 1, Califon Boro.
Certified: October 21, 2021
Complied: October 7, 2022
7. Ludwig Property, 22-04-001
Block 15, Lot 4.03, Califon Boro.
Certified: April 6, 2022
Complied: October 12, 2022
8. Atkinson Property, 22-21-026
Block 7, Lot 8.02, Raritan Twp.
Certified: July 7, 2022
Complied: October 12, 2022
9. Pepe Property, 22-05-023
Block 82, Lot 11.02, Clinton Twp.
Certified: August 18, 2022
Complied: October 13, 2022
10. Swan Property, 21-05-023
Block 34.06, Lot 16.14, Clinton Twp.
Certified: June 25, 2021
Complied: October 13, 2022
11. Potenza Property, 22-05-026
Block 4.03, Lot 51, Clinton Twp.
Certified: August 3, 2022
Complied: October 13, 2022
12. Perryville Ridge Estates, 21-25-022
Block 22.02, Lot 34.30, Union Twp.
Certified: October 14, 2021
Complied: October 14, 2022
13. Perryville Ridge Estates, 21-25-022
Block 22.03, Lot 34.17, Union Twp.
Certified: October 14, 2021
Complied: October 14, 2022

14. Armenti Property, 22-21-047
Block 6.05, Lot 11, Raritan Twp.
Certified: October 7, 2022
Complied: October 18, 2022
15. Maimone Estate Property, 22-22-007
Block 94, Lot 6, Readington Twp.
Certified: April 6, 2022
Complied: October 18, 2022
16. Charron Dwelling, 20-18-041
Block 65, Lot 15.01, Lebanon Twp.
Certified: December 30, 2020
Complied: October 12, 2022
17. Sky Manor Airpark – Matos Dwelling, 20-01-015
Block 21, Lot 38.11, Alexandria Twp.
Certified: September 10, 2020
Complied: October 18, 2022
18. Barton Hollow Estates – Lot 7.32, 21-21-025
Block 13, Lot 7.32, Raritan Twp.
Certified: June 23, 2021
Complied: October 18, 2022
19. Klim Property, 22-01-017
Block 12, Lot 16, Alexandria Twp.
Certified: August 18, 2022
Complied: October 18, 2022
20. Czarnecki Property, 22-25-021
Block 5, Lot 16.04, Union Twp.
Certified: July 7, 2022
Complied: October 18, 2022
21. Apex Design Property, 22-26-008
Block 36, Lot 1, West Amwell Twp.
Certified: April 22, 2022
Complied: October 19, 2022
22. Sweatt Property, 22-05-031
Block 30, Lot 13.10, Clinton Twp.
Certified: September 28, 2022
Complied: October 19, 2022
23. Perryville Ridge Estates, 21-25-022
Block 22.03, Lot 27, Union Twp.
Certified: October 14, 2021
Complied: October 14, 2022
24. Perryville Ridge Estates, 21-25-022
Block 22.03, Lot 28, Union Twp.
Certified: October 14, 2021
Complied: October 14, 2022

25. KLD Homes Property, 22-10-004
Block 24, Lot 34, Franklin Twp.
Certified: May 24, 2022
Complied: October 20, 2022
26. Romaine Property, 21-01-015
Block 2, Lot 34, Alexandria Twp.
Certified: June 23, 2021
Complied: October 20, 2022
27. Kober Dwelling, 20-02-021
Block 47, Lot 4.09, Bethlehem Twp.
Certified: November 18, 2020
Complied: October 20, 2022

REASSESSMENTS:

MOTION: Stothoff, 2nd Englisch; “To accept the Reassessment Report for the Month of October 2022 and bill the projects for uncompleted portions as per District policy and current Fee Schedule.” **MOTION APPROVED BY UNANIMOUS VOTE**

NEW BUSINESS:

Heather Gilbertson, FPAC-FBC – USDA Service Center – Lease Extension/Amendment #1/Rent Increase – Manager DePalma has been in contact with Ms. Gilbertson in regards to the lease for USDA Service Center located at 687 Pittstown Road, Frenchtown. The lease expired 6/30/22 and was given a (5) year extension to 6/30/2027. Manager DePalma also requested a rent increase due to inflation. The rent increase was approved and the District will receive an additional \$8,300/year.

FINANCIAL:

Treasurer’s Report – October 2022 - The Treasurer’s Report for October 2022 was discussed.

The following motion was made:

MOTION: Hill, 2nd Stothoff; “To accept statement of revenue and expenses and to approve the October 2022 Treasurer’s Report as presented. **MOTION APPROVED BY UNANIMOUS VOTE.**

With no further business to discuss, a motion to adjourn was made:

MOTION: Mathews, 2nd Hill; “To adjourn the district meeting at 8:17 am”
MOTION APPROVED BY UNANIMOUS VOTE.

Respectfully Submitted,

Richard Stothoff
District Secretary/Treasurer