



## **SOMERSET - UNION SOIL CONSERVATION DISTRICT**

Somerset County 4-H Center  
308 Milltown Road • Bridgewater, NJ 08807  
(908) 526-2701 Fax (908) 575-3977

### **SOMERSET-UNION S.C.D. DISTRICT MEETING May 23, 2018**

**PRESENT:** Mark Kirby, Bob Amberg, Jim Laine, Rosalynd Orr, Matt Loper, Frank Calo

**ABSENT:** Steve Needle

#### **CALL to ORDER:**

The meeting was called to order at 7:30 p.m.

#### **PLEDGE of ALLEGIANCE**

#### **COMPLIANCE STATEMENT**

The meeting was conducted in accordance with the Open Public Meeting Act, Chapter 231, P.L. 1975.

#### **APPROVAL of MINUTES**

A motion was made by Bob Amberg to approve the April meeting minutes. The motion was seconded and unanimously passed.

#### **TREASURER'S REPORT:**

The report for April was reviewed by the Board. Matt Loper made a motion to approve the report. The motion was seconded and unanimously passed.

**CORRESPONDENCE:** Frank Calo reported that the District had received a notice from the Sustainable Raritan River Initiative asking for nominations for their award for persons, businesses, or government groups who have gone above and beyond the call for a more Sustainable Raritan River basin or bay.

**OLD BUSINESS:**

FY 2019 District Operating Budget – Frank Calo presented to the Board the final draft of the FY 2019 District Budget. The proposed draft Budget was reviewed by the District Manager and the Board members present at the meeting. After some discussion, Jim Laine made a motion to approve the FY 2019 District Operating Budget as presented. The motion was seconded and unanimously approved by the Board. Frank Calo will forward a copy of the approved budget to the State Committee as required.

New District Supervisor – Frank Calo informed the Board that the supervisor nominating committee had met on May 21<sup>st</sup> and had approved the nomination of Mr. Edward Dec, a civil engineer from Union County. Mr. Dec, if approved by the State Committee, will be replacing current supervisor Steve Needle, who will be stepping down at the end of his term in June. The required documentation has been forwarded to the State Committee for their approval.

District Vehicle – After some discussion, the Board decided that the District will purchase a 2018 Ford Escape model SE as a District vehicle. Frank Calo will move forward with the submission of bid sheets to three local automobile dealerships. The Board will review the bids at the next meeting and make a final decision.

Somerset/Union Counties Budget Update – Frank Calo reported that Union County had approved their 2018 Budget on May 17<sup>th</sup> and that the requested donation increase was included in the approved budget. The 2018 Somerset County Budget was approved on May 22<sup>nd</sup>. The Somerset County budget included a 2% salary increase across the board for employees. Frank Calo reminded the Board that this salary increase had been included in the FY 2018 District Budget. A motion was made by Jim Laine to approve the 2% salary increase for all the District employees. The motion was seconded and unanimously approved by the Board.

**NEW BUSINESS:**

FY 2019 Annual Plan of Work – Frank Calo presented to the Board a draft of the District's Annual Plan of Work for FY 2019. This year's plan has no major changes and the main objectives remained the same as previous years. After some discussion by the Board, a motion was made by Matt Loper to accept the Annual Plan of Work as presented. The motion was seconded and was unanimously approved by the Board.

District August & September Meetings – The Board after some discussion decided to cancel the District's August meeting. Due to some scheduling conflicts, the Board decided to move the September 26<sup>th</sup> meeting to September 12<sup>th</sup>.

Ethics – Outside Activities – The Board was notified that the District had received an outside activities questionnaire for the District employees from the NJ State Ethics Commission. Frank Calo reported that he had reviewed and approved the completed questionnaires for the District employees. Frank Calo's questionnaire was submitted to the Board for their review. The questionnaire was approved and signed by Mark Kirby, District Chairman. The completed questionnaires will be forwarded to the State Committee as required.

FY 2018 3<sup>rd</sup> Quarter Chapter 251 Surcharge Fee – The Board was presented with the invoice for the application surcharge fee for FY 2018's 3rd Quarter. Matt Loper made a motion to pay the invoice. The motion was seconded and unanimously passed by the Board.

Conservation Plans – Rosalynd Orr presented to the Board, 4 conservation plans for two farms, one in Hillsborough Township and one in Franklin Township. A motion was made by Matt Loper to enter into closed session. The motion was seconded and unanimously passed. The board entered into closed session at 7:58p.m. The regular meeting resumed at 8:06 p.m. A motion was made by Jim Laine to approve the conservation plans as presented. The motion was seconded and unanimously passed by the Board.

District Action on Chapter 251 – After a review by the Board, Jim Laine made a motion to approve the plans on the attached certified and completed list. The motion was seconded and approved by the Board. Matt Loper recused himself from voting on applications 2017-2654 and 2016-2092 on the completed list.

## **REPORTS:**

NRCS - Rosalynd Orr reported that the obligations for the EQIP program deadline are June 1<sup>st</sup>. Also that Jill Ott has been hired as the new conservationist out of the Frenchtown office. She will adopt this position on June 25<sup>th</sup>.

SCD – Frank Calo reported on his chapter 251 activities.

## **NEXT MEETING:**

The next meeting will be held on Wednesday, June 27, 2018, at 7:30 p.m. at the District office.

A motion was made by Matt Loper to adjourn the meeting. The motion was seconded and unanimously approved.

The meeting adjourned at 8:13 p.m.

Respectfully submitted,

Frank Calo  
District Manager