



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

Somerset County 4-H Center  
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### **SOMERSET-UNION S.C.D. DISTRICT MEETING July 25, 2018**

**PRESENT:** Mark Kirby, Bob Amberg, Ed Dec, Matt Loper, Frank Calo

**ABSENT:** Jim Laine

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

The meeting was called to order at 7:31 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 Matt Loper to approve the June meeting minutes. The motion was seconded and unanimously passed.

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

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

#### **CORRESPONDENCE:**

Frank Calo informed the Board that the District had received a note from Steve Needle thanking the Board and District Staff for the gift certificate. Mr. Needle also wished the District and the Board members all the best in the future.

**OLD BUSINESS:**

New District Supervisor – Frank Calo and the Board welcomed Mr. Ed Dec as the new District Supervisor. Mr. Dec is a civil engineer based in Kenilworth. He will be replacing Steve Needle who stepped down from the Board in June. This keeps the balance of the Board members with three from Somerset County and two representing Union County.

District Vehicle – The Board was informed that the new District vehicle, a 2018 Ford Escape SE, had been purchased and received from Ditschman/Flemington Ford. The vehicle will now receive the District lettering and be put onto service.

Erosion Control Specialist Position – Frank Calo reported to the Board that the requisition for a new employee had been approved by the County Management Team. The position has now been posted by the County and will be open for applications until July 27<sup>th</sup>. The District will review the applications submitted for qualified applicants. All qualified applicants will be notified and interviewed as per all the requirements set forth by Somerset County in their hiring process.

**NEW BUSINESS:**

4<sup>th</sup> Quarter RFA Distribution – The Board reviewed the 4<sup>th</sup> Quarter RFA Distributions for all the Districts throughout the State. Of note was the increase in the number of total authorizations for the Somerset-Union District for this quarter. This confirms that project applications being submitted to the District seem to be increasing in size and land disturbance.

FY 2018 Audit – After some discussion, a motion was made by Matt Loper to approve the hiring of the accounting firm of Vernonia, Enterline & Brewer to complete the District's FY 2018 audit. Frank Calo informed the Board that he will contact the firm within the next two weeks to begin the audit process.

Electronic Correspondence – Frank Calo suggested to the Board that the District move to using only electronic correspondence in the future for most Board related notices and reports. This would conserve District resources, save time and be more efficient. The Board agreed that all future correspondence will be done through emails.

2018 4-H Fair – Frank Calo informed the Board that the Somerset County 4-H fair will be held on August 8<sup>th</sup> thru 10<sup>th</sup>. The District, as in past years, will share an exhibit with NRCS. This year the District will slightly expand their portion of the presentation to include more District related information.

Conservation Plans – Frank Calo presented to the Board 1 conservation plan for a farm in Warren 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 7:59p.m. The regular meeting resumed at 8:04 p.m. A motion was made by Bob Amberg to approve the conservation plan as presented. The motion was seconded and unanimously passed by the Board.

District Action on Chapter 251 – After a review by the Board, Matt Loper 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 2017-3247, and 2018-3111, on the certified list, and application 2015-1985, on the completed list. Ed Dec recused himself from voting on application 2018-3271 on the certified list and application 2017-2974 on the completed list.

### **REPORTS:**

SCD – Frank Calo reported on his chapter 251 activities.

### **NEXT MEETING:**

The next meeting will be held on Wednesday, September 12, 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