



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

Somerset County 4-H Center  
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### **SOMERSET-UNION S.C.D. DISTRICT MEETING January 18, 2023**

**PRESENT:** Mark Kirby, Matthew Loper, Ed Dec, Robert Amberg, Matthew D'Alessandro

**ABSENT:** Jim Laine

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

The meeting was called to order at 12:04 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 Ed Dec to approve the December 2022 meeting minutes. The motion was seconded by Robert Amberg and unanimously passed.

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

The treasurer's report for the month of December 2022 was reviewed by the Board. Ed Dec made a motion to approve the report. The motion was seconded by Matthew Loper and unanimously passed.

#### **CORRESPONDENCE:**

None

#### **OLD BUSINESS:**

Staffing-Matthew D'Alessandro updated the Board on new and existing staffing. Matthew informed the Board that the intern (from Rutgers University) is finishing her watershed management internship and expressed interest in part time employment. Matthew also reported that an ad for a full-time

reviewer/inspector will be made in the near future with a recent resignation of a full time employee. Matthew will communicate with Human Resources and will advise the Board of any new hires.

### **NEW BUSINESS:**

District Action on Ch. 251- The SUSCD Board reviewed the certified and completed projects for the dates from 12/8/22 to 1/18/23. Mark Kirby recused himself from SUSCD File#2022-5696 from the certified list and SUSCD File#2019-3891 from the completed list. Matthew Loper recused himself from SUSCD File#2018-3461 from the certified list. Robert Amberg made a motion to approve the plans on the certified and completed list for the time period of 12/8/22 to 1/18/23. The motion was seconded by Ed Dec and unanimously passed.

NJDOT project in Hillsborough-Matthew D'Alessandro reported that he is still continuing dialogue with the Section Chief for the northern region of the NJDOT because the office continues to receive complaints from local residents and most recently a local contractor about the NJDOT work on Route 206 in Hillsborough, NJ and lack of erosion control measures. Matthew has offered to meet onsite with the NJDOT and the contractor and has informed the head of the soil erosion and sediment control program.

Office furniture/desks-Matthew D'Alessandro reported that he purchased used office furniture for the office which include several desks, drawers, partitions, etc. Matthew rented a box truck and disassembled and reassembled the furniture with assistance from the staff. Each inspector now has the privacy needed and there is a communal desk for lengthy reviews in the storage room.

Annual audit- Matthew D'Alessandro reported that he sent the draft audit to the Board in advance and that there were no significant issues found in the audit. The Board reviewed the audit and entered a discussion. A motion was made by Ed Dec to approve the audit as presented. The motion was seconded by Robert Amberg and unanimously passed.

BOA checking account cancellation-Matthew has informed the Board there is a need to cancel the Bank of America account which previously was used as a checking account because it is an antiquated account and Matthew cannot be added as a signer. The district switched accounts for state deposits to be made and will move towards cancelling the BOA account once it is verified the deposits are made into the newly formed checking account.

Reorganization meeting-The Board held the annual reorganization meeting. A motion was made by Matthew Loper to designate Mark Kirby as the Chairman. The motion was seconded by Robert Amberg and unanimously passed. A motion was made to close the nominations by Matthew Loper. The motion was seconded by Ed Dec and unanimously passed. A motion was made by Matthew Loper to nominate Jim Laine as the Vice Chairman. The motion was seconded by Ed Dec and unanimously passed. A motion to close the nominations was made by Ed Dec. The motion was seconded by Matthew Loper and unanimously passed.

NRCS/SUSCD Local Working Group-Matthew D'Alessandro briefed the Board that the SUSCD and NRCS will be hosting a local working group that will concentrate on funding opportunities and the local needs of farmers, groups, towns, etc. The event will be held at the Somerset County 4H Building in the

gymnasium on 2/16/23 from 1-4pm. The Somerset County Board of Agriculture will be involved along with RC&D. There will be breakout sessions and tables of the agencies involved for the public to speak with.

Stop Work Order-Matthew D'Alessandro informed the Board that a Stop Work Order was issued for a property in Far Hills, NJ that has imported massive amounts of soil that is in direct proximity to a C1 waterway. Matthew informed the Board that he and Nick Chaballa of the office are working closely with the NJDEP and Far Hills township to further investigate the matter.

Conservation plans-Bianca Diaz Deliz provided (in advance) 1 conservation plan and 1 reconciliation of project cost for discussion. A motion was made by Robert Amberg to enter into closed session. The motion was seconded by Matthew Loper and unanimously passed. The Board entered into closed session at 12:55 pm and discussed the requests. A motion was made by Ed Dec to exit closed session. The motion was seconded by Matthew Loper and unanimously passed. The regular meeting resumed at 12:59 pm. A motion was made by Robert Amberg to approve both the conservation plan request and reconciliation of project cost together. The motion was seconded by Ed Dec and unanimously passed.

#### **REPORTS:**

##### NRCS –

SCD – Matthew D'Alessandro informed the Board that there was a need to purchase supplemental office and computer equipment to accompany the newly purchased office furniture. Matthew informed there is an upcoming training session for district staff on 3/24/23 at the Freehold SCD with Edwin Muniz of the NRCS regarding GIS training. Matthew informed the Board that staff is preparing for the upcoming Spring growing season where temporary and permanent stabilization will be mandated to minimize the soil disturbances amongst the two counties heading into the summer months.

#### **ADJOURNMENT:**

Matthew Loper made a motion to adjourn the meeting. The motion was seconded by Robert Amberg and unanimously passed. The meeting adjourned at 1:04 p.m.

#### **NEXT MEETING:**

The next meeting is scheduled for Wednesday, February 15, 2023, at 12:00 p.m. at the district office.

Respectfully submitted,

Matthew D'Alessandro  
District Manager