



SOMERSET - UNION SOIL CONSERVATION DISTRICT

Somerset County 4-H Center
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**SOMERSET-UNION S.C.D.
DISTRICT MEETING
November 15, 2023**

PRESENT: Mark Kirby, Bob Amberg, Ed Dec, Jim Laine, Matthew D'Alessandro

ABSENT: Matthew Loper, Christian Bench (NRCS)

CALL to ORDER:

The meeting was called to order at 12:20 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 Jim Laine to approve the October 2023 meeting minutes. The motion was seconded by Bob Amberg and unanimously passed.

TREASURER'S REPORT:

The Treasurer's Report for October 2023 was reviewed by the Board. Ed Dec made a motion to approve the report. The motion was seconded by Jim Laine and unanimously passed.

CORRESPONDENCE:

None

OLD BUSINESS:

Staffing-Matthew D'Alessandro updated the Board on new and existing staffing. He informed the SUSCD Board that Justin Garrison started with the office on 10/23/23 and his employment ended on

10/27/23. Raquel Hinds started with the office on 11/1/23 as an Administrative Assistant. She was an employee of Somerset County and was highly recommended.

NEW BUSINESS:

District Action on Ch. 251- The SUSCD Board reviewed the certified and completed projects for the dates from 10/17/23 to 11/12/23. Ed Dec recused himself from SUSCD File#2023-6159 from the certified list. Bob Amberg made a motion to approve the plans on the certified and completed list for the period of 10/17/23 to 11/12/23. The motion was seconded by Jim Laine and unanimously passed.

Stop Work Order (Westfield, NJ)-Matthew D'Alessandro reported that a Stop Work Order was issued for a project on Watchung Fork in Westfield, NJ after multiple deficiencies were cited over a long period. The SWO was rescinded on 10/27/23 once the site gained compliance with the certified SESC plan.

Annual Budget-Matthew D'Alessandro presented the annual budget to the Board of Supervisors for approval. A motion was made by Ed Dec to for a Conditional Approval of the budget for FY 24. The condition was for the full board to be able to see the budget to discuss. The motion was seconded by Jim Laine and unanimously passed. The budget for FY 24 will be presented again at the December 2023 SUSCD meeting.

Annual audit-Matthew D'Alessandro reported that the annual audit has started. Matthew has been working with the auditor to meet all deadlines.

Vehicles-Matthew D'Alessandro reported that 2 vehicles (2023 Ford Escapes) were purchased. The vehicles were labeled on both front doors for recognition on construction sites and elsewhere.

Stop Work Order (Warren, NJ)-Matthew D'Alessandro reported that a Stop Work Order was issued for a project on Old Stirling Road in Warren, NJ for failure to obtain a SESC certification prior to exceeding 5,000 square feet of soil disturbing activities. Letters were sent to the owner for roughly one year and the office received multiple complaints during that period. The Stop Work Order remains active awaiting plan revisions needed to certify the SESC application and SESC plans.

Stop Work Order Follow-up (Bridgewater, NJ)-Matthew D'Alessandro updated the Board on an active Stop Work Order on Frontier Road in Bridgewater, NJ. The newest applicant is Garden Homes who has been doing a good job providing erosion control measures and providing temporary stabilization of the site. Nathan Charron, inspector of SUSCD for Bridgewater has been working with the applicant and design engineer to work towards the issuance of a SESC certification to replace the SESC certification with an active Stop Work Order. Garden Homes will need to obtain a new NJDEP 5G3 Authorization as well. The SUSCD will issue instructions on how to apply for and obtain the NJDEP 5G3 Authorization once the SESC certification is issued.

Mailbox-Matthew D'Alessandro suggested a full-size mailbox may be beneficial outside the front door for applicants that arrive to the office after hours or on the weekend to submit SESC application packages. It would be similar size and shape to USPS mailboxes and would have a lock. Matthew will obtain prices and present them to the Board at the next meeting. If approved to purchase, an application will need to be submitted to the Somerset County 4H Building and Grounds for approval.

Chapter 251 Surcharge Invoice-Matthew D'Alessandro reported that a Chapter 251 Surcharge invoice was received for applications for FY 2024 Quarter 1 (July-September 2023) in the amount of \$3,800. A motion was made by Bob Amberg to pay the invoice as presented. The motion was seconded by Ed Dec and unanimously passed.

REPORTS:

NRCS – none

SCD – Matthew D'Alessandro informed the Board the mulch and plantings were installed outside the front office by staff. Matthew received an update with pictures from Tony Sacino of the Raritan Environmental Committee. Tony Sacino provided pictures of the fish stencils the district provided that were spray painted on catch basins throughout the Borough of Raritan after the City Council approved the work. Matthew reported that the annual SSCC/NJDA Partnership meeting will be held on 11/20/23 at the Rutgers Eco Complex in Bordentown, NJ. Matthew also reminded the Board that the annual holiday luncheon will be held at Girasole Restaurant in Bound Brook, NJ on 12/13/23 after the monthly SUSCD Board of Supervisor's meeting.

ADJOURNMENT:

Jim Laine made a motion to adjourn the meeting. The motion was seconded by Ed Dec and unanimously passed. The meeting was adjourned at 1:32 p.m.

NEXT MEETING:

The next meeting is scheduled for Wednesday, December 13, 2023, at 12:00 noon at the Girasole Restaurant in Bound Brook, NJ at noon.

Respectfully submitted,

Matthew D'Alessandro
District Manager