

**MINUTES OF THE GLOUCESTER SOIL CONSERVATION DISTRICT  
SUPERVISOR'S MEETING – May 16, 2016**

John Furfari brought the REGULAR MEETING of the Gloucester Soil Conservation District Supervisors to order at 7:05 p.m.

**NOTICE** of this meeting was adequately provided to the Gloucester County Times, the Courier-Post, and also posted in the Pitman Public Library as required in accordance with the Open Public Meetings Act.

**IN ATTENDANCE WERE** The following voting members attended: John Furfari, Jay Kandle and John Grasso. District staff present was Victor DeVasto and Karol Blew.

**MINUTES** of the April regular meeting were reviewed as written. J. Kandle made a motion, seconded by J. Grasso, that the April minutes be approved as written. Motion passed unanimously on a voice vote.

**MINUTES** of the April Executive Session were reviewed as written. J. Kandle made a motion, seconded by J. Grasso, that the April Executive Session minutes be approved as written. Motion passed unanimously on a voice vote.

**VOUCHERS** submitted for payment April 30, 2016 were reviewed. J. Kandle made a motion, seconded by J. Grasso that all vouchers be approved and paid. Motion passed unanimously on a voice vote.

**PAYROLL REPORT** submitted for April 30, 2016 was reviewed. A motion was made by J. Grasso and seconded by J. Kandle that payroll be approved and paid as denoted on the April 30, 2016 payroll report. Motion passed unanimously on a voice vote.

**FINANCIAL STATEMENT** of April 30, 2016 was reviewed. A motion was made by J. Kandle and seconded by J. Grasso that the report be accepted. Motion passed unanimously on a voice vote.

**CHAPTER 251 REPORT** – J. Kandle made a motion, seconded by J. Grasso that the District approve and certify 251 applications as listed April 30, 2016; Plan's to be certified. Motion passed unanimously on a voice vote.

**OLD BUSINESS**

**Archived File Storage** – V. DeVasto presented the Board with an agreement to store closed files at Camden SCD. A discussion ensued regarding excess furniture & files. A motion was made by J. Kandle, seconded by J. Grasso to rent a local 10' x 20' storage unit, costing \$150 or less per month to hold closed files, racks & drafting tables. Motion passed unanimously on a voice vote.

**District Nominating Committee Mtg** – V. DeVasto reported Nominating Committee will meet Tuesday, May 24.

**Scanner Purchase** – J. Grasso made a motion, seconded by J. Kandle to approve the purchase of a Brother ADS1000W Wireless Compact Scanner for the price of \$229.99. Motion passed unanimously on a voice vote.

**District Manager Transfer of Responsibilities** – J. Furfari discussed K. Blew absorbing administrative responsibilities once District Manager position is eliminated. Board made the following requests:

- 1) District Manager continue performing all of his routine tasks until August / September than begin transferring responsibilities to K. Blew
- 2) Special or annual tasks that occur before August / September should be taught to K. Blew at time of occurrence
- 3) Compile a training schedule / list of responsibilities for District Manager position

## **NEW BUSINESS**

**Deptford Annual Exemption Review** – J. Kandle made a motion, seconded by J. Grasso to accept the 2015 Deptford Annual Exemption Review report. Motion passed unanimously on a voice vote.

**Agreement with NRCS for Easement Monitoring** – V. DeVasto reported that NRCS has once again requested assistance in conducting easement inspections for the Farm and Ranchland Protection Program (FRPP). J. Furfari signed NRCS documents.

**Lettering for Entry Door** – Board requested quotes be obtained and presented at an upcoming meeting for discussion.

**2016 Northeast Regional NACD Conference** – Meeting will be held August 14-16 at Stockton Seaview Hotel & Golf Club. Board reviewed NJACD Request for Participation & Sponsorship letters. A discussion ensued. Board requests District staff offer daily assistance during event.

**PROBLEM SITE** – none

**STAFF REPORTS** – Board reviewed report.

**DISTRICT MANAGERS REPORTS** – Board reviewed report.

**DISTRICT CONSERVATIONIST** – NRCS Activity Report was distributed to Board for review.

**FOR THE GOOD OF THE CAUSE** – no update

**STATE COMMITTEE** – not present

**CORRESPONDENCE** – none

**NEXT MEETING** – Monday, June 20, 2016 at 7 pm

**ADJOURNMENT** – J. Kandle made a motion, seconded by J. Grasso to adjourn the open public meeting at 8:04 p.m. Motion passed unanimously on a voice vote.

Respectfully Submitted - Karol Blew, Administrative Assistant