

**MINUTES OF THE GLOUCESTER SOIL CONSERVATION DISTRICT
SUPERVISOR'S MEETING – July 16, 2018**

John Furfari brought the REGULAR MEETING of the Gloucester Soil Conservation District Supervisors to order at 7:00 pm.

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: John Furfari, Jay Kandle, and Mike Visalli. NRCS Staff present was Mona Peterson. District staff present was Karol Blew.

ANNUAL DISTRICT REORGANIZATION MEETING

Election of Officers: A motion was made by M. Visalli, seconded by J. Kandle, to nominate incumbents to continue their positions for FY19. Motion passed unanimously on a voice vote.

1. **Chairman:** John Furfari
2. **Vice-Chairman:** Jay Kandle
3. **Secretary/Treasurer:** John Grasso

A motion was made by J. Kandle, seconded by M. Visalli, to accept and close all nominations. Motion passed unanimously on a voice vote.

Appointment of Legal Counsel – On a motion made by J. Kandle, seconded by M. Visalli, George J Botcheos, chartered was appointed District Legal Counsel for Ch. 251 relations for FY19. Motion passed unanimously on a voice vote.

Appointment of Auditor – On a motion made by M. Visalli, seconded by J. Kandle, Nightlinger, Colavita & Volpa PA were appointed as District Auditor for FY19. Motion passed unanimously on a voice vote.

Bank Accounts & Authorized Signers – On a motion made by J. Kandle, seconded by M. Visalli, all Board Supervisors were authorized to sign District Checks for FY19. Motion passed unanimously on a voice vote.

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

VOUCHERS submitted for payment May 31, 2018 were reviewed. J. Kandle made a motion, seconded by M. Visalli that all vouchers be approved and paid. Motion passed unanimously on a voice vote.

VOUCHERS submitted for payment June 30, 2018 were reviewed. J. Kandle made a motion, seconded by M. Visalli that all vouchers be approved and paid. Motion passed unanimously on a voice vote.

PAYROLL REPORTS submitted for May 31, 2018 were reviewed. J. Kandle made a motion, seconded by M. Visalli that all vouchers be approved and paid. Motion passed unanimously on a voice vote.

PAYROLL REPORTS submitted for June 30, 2018 were reviewed. J. Kandle made a motion, seconded by M. Visalli that all vouchers be approved and paid. Motion passed unanimously on a voice vote.

FINANCIAL STATEMENT & ACCOUNT SUMMARY: were reviewed for May and June 2018.

1. A motion was made by M. Visalli and seconded by J. Kandle that the May 2018 report be accepted. Motion passed unanimously on a voice vote.

2. A motion was made by M. Visalli and seconded by J. Kandle that the June 2018 report be accepted. Motion passed unanimously on a voice vote.

GENERAL JOURNAL - Entries were reviewed.

CHAPTER 251 REPORT – M. Visalli made a motion, seconded by J. Kandle that the District approve and certify 251 applications as listed May 31, 2018; Plan's to be certified. Motion passed unanimously on a voice vote.

CHAPTER 251 REPORT – J. Kandle made a motion, seconded by M. Visalli that the District approve and certify 251 applications as listed June 30, 2018; Plan's to be certified. Motion passed unanimously on a voice vote.

OLD BUSINESS

CDARS Investment – 12 month CD was opened at 1.75% using funds from recently matured CD. See *financial statements*.

NEW BUSINESS

Account Updates – A motion was made by J. Kandle, seconded by M. Visalli to authorize transfer of funds from Century Bank MM to new CD at institution with best interest rate: value of \$150,000. Motion passed unanimously on a voice vote. K. Blew to investigate rates.

General Office Update – K. Blew requested purchase of supplementary furniture for front office: receptionist desk & shelving for J. Wyatt's current desk. J. Furfari to meet with office staff prior to next meeting to discuss/determine needs. J. Kandle made a motion, seconded by M. Visalli, to approve purchase of supplementary furniture items valued at \$600. Motion passed unanimously on a voice vote.

Payroll Company – K. Blew presented quote from ADP. J. Kandle made a motion, seconded by M. Visalli, approving ADP as new payroll provider. Motion passed unanimously on a voice vote.

FY19 Budget – Budget was reviewed – discussion to continue at August meeting.

PROBLEM SITE – Meadows at Greenwich Crossing: K. Blew briefed Board on current erosion issue at basin discharge locations. J. Showler has assisted with review / site meeting.

STAFF REPORTS – Board reviewed May & June reports

DISTRICT CONSERVATIONIST – Cost Share Payment request forms & several conservation plans for signature. M. Peterson updated Board on Woodstown Service Center activities / workload.

STATE COMMITTEE – not present

RUTGERS – not present

CORRESPONDENCE – none

STAFF REVIEWS – K. Blew distributed Staff Review forms for board to discuss, including recommended salary adjustments. A motion was made by J. Kandle, seconded by M. Visalli to approve salary changes as noted: M. Appolonia - \$41,000 and J. Wyatt - \$41,000, retro to first pay on/after July 1, 2018. Motion passed

unanimously on a voice vote. J. Furfari discussed compensation for K. Blew – to be discussed at next meeting.

NEXT MEETING – August 20, 2018 at 7 p.m.

ADJOURNMENT – J. Kandle made a motion, seconded by M. Visalli to adjourn the open public meeting at 8:16 p.m. Motion passed unanimously on a voice vote.

Respectfully Submitted - Karol Blew