

**MINUTES OF THE GLOUCESTER SOIL CONSERVATION DISTRICT
SUPERVISOR'S MEETING – June 17, 2013**

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 attended: John Furfari, Jess Everett, Jeff Gellenthin & Jay Kandle. District staff present was Victor De Vasto and Karol Blew. NRCS staff present was Mona Peterson.

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

VOUCHERS submitted for payment May 31, 2013 were reviewed. J. Kandle made a motion, seconded by J. Gellenthin that all vouchers be approved and paid. Motion passed unanimously on a voice vote.

1) NJ Association of Conservation Districts – 2013 Dues - \$500.00 – J. Kandle made a motion, seconded by J. Everett to pay 2013 Dues. Motion passed unanimously on a voice vote.

PAYROLL REPORT submitted for May 31, 2013 was reviewed. A motion made by J. Kandle and seconded by J. Gellenthin that payroll be approved and paid as denoted on the May 31, 2013 payroll report. Motion passed unanimously on a voice vote.

FINANCIAL STATEMENT of May 31, 2013 was reviewed. A motion made by J. Kandle and seconded by J. Everett that the report be accepted. Motion passed unanimously on a voice vote

CHAPTER 251 REPORT – J. Kandle made a motion, seconded by J. Gellenthin that the District approve and certify 251 applications as listed May 31, 2013; Plan's to be certified. Motion passed unanimously on a voice vote.

OLD BUSINESS

CAP Program Update – V. DeVasto reported budget has been submitted.

Staff Salaries – Salary ranges and position titles were discussed. A motion was made by J. Kandle, seconded by J. Everett setting the following salaries & positions for FY14: District Manager position, held by Victor DeVasto, \$85,500; Resource Conservationist, held by Robin Bergeman, \$61,000; Administrative Assistant/Site Inspector, held by Karol Blew, \$45,000. Motion passed unanimously on a voice vote.

Position Descriptions Update – A discussion ensued regarding comparing DEP/County type job tasks & salary ranges for such tasks.

NEW BUSINESS

Outside Employment Forms – Outside employment forms were reviewed as submitted by all staff members. A motion was made by J. Kandle, seconded by J. Everett to approve forms as submitted with no outside employment for Robin Bergeman & Karol Blew. Motion passed unanimously on a voice vote.

A motion was made by J. Kandle, seconded by J. Everett to approve P. Scott Boyer's Outside Employment Form as submitted. Motion passed unanimously on a voice vote.

A motion was made by J. Kandle, seconded by J. Gellenthin to approve Daniel Brown's Outside Employment Form as submitted. Motion passed unanimously on a voice vote.

A motion was made by J. Kandle, seconded by J. Gellenthin to approve Victor DeVasto's Outside Employment Form as submitted. Motion passed unanimously on a voice vote.

Ethics Code & NJDA Supplemental Code of Ethics – Copies were distributed & reviewed. Supervisors signed & returned receipt forms.

PROBLEM SITE – None reported.

STAFF REPORTS – V. DeVasto reviewed the attached Staff report for May 2013.

DISTRICT MANAGERS REPORTS – V. DeVasto presented the report for May 2013.

DISTRICT CONSERVATIONIST – M. Peterson updated Board on Conservation Stewardship Program.

CORRESPONDENCE – none

NEXT MEETING – Monday, July 15, 2013

ADJOURNMENT – J. Gellenthin made a motion, seconded by J. Everett to adjourn the open public meeting at 8:00 PM. Motion passed unanimously on a voice vote.

Respectfully Submitted,

Karol Blew
Administrative Assistant