

MINUTES
Morris County Soil Conservation District [District]
Board of Supervisors [Board]
30 Schuyler Place, Morristown, NJ - 2nd Floor Conference Room
January 22, 2025 at 1:00 pm

The meeting was called to order at 1:00 pm by Board Chair Louise Davis.

Members Present:

Louise Davis, Chair
Bob McEwan, Assistant Treasurer
Phil Roehrich, Vice Chair
Marc Slaff, Treasurer

Also Attending:

Jennifer McCulloch, District Manager

Absent:

Robert Danowski, Secretary

OPEN PUBLIC MEETING STATEMENT

Ms. McCulloch announced that in accordance with the *Open Public Meetings Act*, adequate notice of this meeting had been provided and filed with the Town of Morristown, the Morris County Clerk, the Daily Record, and the Star-Ledger. Public notice was also posted at the County Clerk's office and the 30 Schuyler Place Annex in Morristown.

CORRESPONDENCE

There was no correspondence to review.

APPROVAL OF MINUTES

The Minutes of the December 4, 2024, meeting were reviewed. Louise Davis abstained from the vote due to her absence at the December meeting. On a motion by Phil Roehrich, seconded by Marc Slaff, the Board approved said Minutes.

PUBLIC COMMENT

There were no members of the public present.

SOIL CONSERVATION DISTRICT REPORTS

- **Chair Report**

- **251 Program Certifications**

- There were 68 *Soil Erosion and Sediment Control Plans (Plans)* certified since the last Board meeting on December 4, 2024, a detailed list was provided [attached]. All *Plans*

were recommended for ratification by the Board. On a motion by Bob McEwan, seconded by Phil Roehrich, all aforesaid *Plans* were duly ratified.

- **Requests for Authorization [RFA]**

All Requests for Authorization of NJDEP 5G3 Permit applications, since the last Board meeting on December 4, 2024, were reviewed by staff and recommended for authorization by the Board. On a motion by Bob McEwan, seconded by Marc Slaff, the Board approved authorizing these RFAs.

- **FY 2024 Audit**

Ms. McCulloch provided the MCSCD FY 2024 Annual Audit report to the Board for review before the meeting. On a motion by Bob McEwan, seconded by Marc Slaff, the Board approved the FY 2024 Audit report.

- **New Jersey Association of Conservation Districts (NJACD)**

Ms. McCulloch provided the NJACD's request for an annual donation of \$850; this is in keeping with past years' donations. On a motion by Bob McEwan, seconded by Phil Roehrich, the Board approved a donation of \$850 to the NJACD.

- **Finance Report** – Mr. Slaff presented the Financial Report and bills, which were reviewed by the Board. On a motion by Bob McEwan, seconded by Marc Slaff, the Board accepted the Financial Report and approved the payment of regular bills.

- **District Manager (DM) Report** – Ms. McCulloch provided a written report to the Board. DM and staff visited Freehold SCD for a demonstration of their database system. The District opened accounts with Chase Bank and began moving our funds from our current bank. A Stop Work Order was issued to 470 Long Hill Rd, Long Hill Township

Ms. McCulloch attended the Annual Meeting of North Jersey Resource & Conservation District. We continue the transition to remote bookkeeping; some functions will remain with Ms. McCulloch. Supervisor Training activities available this month were reviewed, including MCSCD's Local Working Group meeting on February 18th. Initiatives going forward were discussed.

- **NRCS Report** – Jill Ott was not able to attend but provided a written report.

EXECUTIVE SESSION

There was no executive session.

NEW BUSINESS

- **Change Investment Strategy** – currently, 48% of our reserve funds are held in checking accounts earning between 0.01% and 0.02%. Ms. McCulloch suggested changing to a ladder system of short-term CD's, that would yield in the range of 3.5 to 4% and preserve necessary liquidity. Ms. McCulloch provided a spreadsheet comparing the current investment strategy to this new strategy. On a motion by Phil Roehrich, seconded by Marc Slaff, the new investment strategy was unanimously approved by the Board.
- **Control Point Associates (CPA) Proposal** - CPA provided a proposal/contract to convert our current database to the database architecture Freehold Soil Conservation District is providing. CPA has worked with Freehold for many years updating and maintaining their system; they are experts in both this specific database and the work Soil Conservation Districts perform. On a motion by Phil Roehrich, seconded by Marc Slaff, the execution of this contract was unanimously approved by the Board.

ADJOURNMENT

On a motion by Phil Roehrich, seconded by Marc Slaff, the meeting was unanimously adjourned at 1:40pm.

NEXT MEETING DATE

The next regular meeting is scheduled for Wednesday, February 26th at 1:00 pm in the 2nd floor Conference Room at 30 Schuyler Place, Schuyler Annex Building, Morristown, NJ.

Respectfully submitted,

Jennifer N. McCulloch