

**MINUTES**  
**Morris County Soil Conservation District [District]**  
**Board of Supervisors [Board]**  
30 Schuyler Place, Morristown, NJ - 2<sup>nd</sup> Floor Conference Room  
**August 27, 2025 at 1:00 pm**

The meeting was called to order at 1:00 pm by District Manager, Jennifer McCulloch; this is the annual Reorganization Meeting.

Members Present

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

Also Attending

Jennifer McCulloch, District Manager  
Jill Ott, NRCS District Conservationist

**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. Ms. McCulloch took a Roll Call of Supervisors that were present.

**BOARD REORGANIZATION**

- **Officer Elections:** Ms. McCulloch identified the various Board Officer positions available: Chair, Vice Chair, Treasurer and Secretary. An election was held with nominations from the floor.
  - **Chair** – Bob McEwan nominated Louise Davis for the role of Chair, Phil Roehrich seconded that motion. By unanimous vote, Louise Davis will be the Board Chair; she assumed control of this meeting.
  - **Vice Chair** - Bob McEwan nominated Phil Roehrich for the role of Chair, Marc Slaff seconded that motion. By unanimous vote, Phil Roehrich will be the Vice Chair.
  - **Treasurer** - Bob McEwan nominated Marc Slaff for the role of Treasurer, Phil Roehrich seconded that motion. By unanimous vote, Marc Slaff will be the Treasurer.
  - **Secretary** - Marc Slaff nominated Bob McEwan for the role of Secretary, Phil Roehrich seconded that motion. By unanimous vote, Bob McEwan will be the Secretary.

- **Standing Resolutions: SR-2025-04 through SR-2025-10** – the following table represents the Standing Resolutions presented for adoption; Ms. McCulloch sent them to the Board prior to the meeting for thorough review. On a motion by Phil Roehrich, seconded by Marc Slaff, the Board unanimously approved this slate of Standing Resolutions.

Resolution #	Description	NOTES
SR-2025-04	Agricultural Land Activities	
SR-2025-05	Certification - Chain of Command	incl. Reso 2024-03 (DM Signatory Auth)
SR-2025-06	Rules of Decorum- Public Meetings	
SR-2025-07	Delegating Enforcement Authority	includes Single Family homes
SR-2025-08	District & NRCS Priorities	
SR-2025-09	Fiscal & Financial Procedures	updated: new <i>Internal Financial Control Protocols</i>
SR-2025-10	Personnel Policy Manual - Revised	includes: Whistle Blower, Indemnification, Sick Leave Donations, Medical Insurance Waiver

- **Mission, Vision and Credo Statements:** the following 2026 Mission, Vision and Credo Statements were presented for adoption; Ms. McCulloch sent them to the Board prior to the meeting for thorough review. On a motion by Marc Slaff, seconded by Bob McEwan, the 2026 Mission, Vision and Credo Statements were unanimously approved.

#### MISSION

*Conserving soil and protecting waterways for future generations*

#### VISION

*Leading source of soil conservation best practices, education, technical assistance and regulation; an effective collaborator with farmers, land developers, residents, municipalities, and partner agencies.*

### CREDO

*We believe that our first responsibility is to the residents of Morris County, our actions must help to preserve and maintain the quality of the environment in which they and their families live and work.*

*We are committed to helping homeowners, farmers, developers, and contractors understand and abide by the State regulations and best practices designed to responsibly manage our soil and protect our waterways.*

*We have a responsibility to educate the communities and farmers of Morris County in methods they can utilize to promote good soil health and safeguard their waterbodies - which will contribute to a better environment for their citizens and more productive farmlands.*

*We make a commitment to our employees to provide a positive culture and collaborative work environment. We will lead and manage our employees with impartiality, consistency, transparency and integrity. We will listen to their ideas and complaints, and provide opportunities for professional growth and development, as well as commensurate recognition and fair compensation.*

*We are committed to working cooperatively with our soil conservation partners across the state of New Jersey and at the Federal level in support of our mutual mission as stewards of Morris County. We will endeavor to create the best possible programs at reasonable costs; we believe that sound environmental policy is also sound economic policy.*

*When we operate according to these principles, we will serve the people of Morris County well.*

### **CORRESPONDENCE**

A thank-you note from National Association of Conservation Districts (NACD) for our annual contribution was distributed.

### **PUBLIC COMMENT**

There were no members of the public present.

### **APPROVAL OF MINUTES**

The *Open Session Minutes* of July 23rd, 2025 Board meeting was reviewed. On a motion by Bob McEwan, seconded by Phil Roehrich, the Board approved said *Minutes*. Marc Slaff recused himself from this vote because he was not in attendance at the July 23<sup>rd</sup>, 2025 meeting.

The *Executive Session Minutes* of July 23rd, 2025 Board meeting was reviewed. On a motion by Bob McEwan, seconded by Phil Roehrich, the Board approved said *Minutes*. Marc Slaff recused himself from this vote because he was not in attendance at the July 23<sup>rd</sup>, 2025 meeting.

## SOIL CONSERVATION DISTRICT REPORTS

- **Chair Report**
  - **251 Program Certifications**

There were 47 *Soil Erosion and Sediment Control Plans (Plans)* certified since the last Board meeting on July 23, 2025, a detailed list was provided [attached]. All *Plans* were recommended for ratification by the Board. On a motion by Marc Slaff, seconded by Phil Roehrich, all aforesaid *Plans* were duly ratified.
  - **Requests for Authorization [RFA]**

All RFAs of NJDEP 5G3 Permit applications, since the July 23, 2025 Board meeting, were reviewed by staff and recommended for authorization by the Board. On a motion by Bob McEwan, seconded by Phil Roehrich, the Board authorized these RFAs.
- **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** – see attached Report
- **NRCS Report** – Jill Ott, NRCS Conservation provided a written and verbal report to the Board, see attached.

## EXECUTIVE SESSION

Pursuant to P.L. 1975 Ch. 231, the *Open Public Meetings Act*, Chair Davis announced that in compliance with the *Open Public Meetings Act*, the Board considered closing the open portion of the meeting to discuss matters related to potential litigation and personnel in Executive Session. On a motion by Phil Roehrich, seconded by Marc Slaff the Board unanimously approved this motion and entered Executive Session at 1:07 pm.

## RETURN TO OPEN SESSION

On a motion by Bob McEwan, seconded by Marc Slaff, the Board voted to return to Open Session; the Board unanimously approved this motion and returned to Open Session at 1:27 pm.

## ACTIONS FROM CLOSED SESSION

On a motion by Bob McEwan, seconded by Phil Roehrich, the Board unanimously approved Resolution # 2025-11 to hire an Agricultural Conservation Program Manager.

**NEW BUSINESS**

There was no new business to discuss.

**ADJOURNMENT**

On a motion by Bob McEwan, seconded by Phil Roehrich, the meeting was adjourned at 1:29 pm.

**NEXT MEETING DATE**

The next regular meeting is scheduled for Wednesday, September 24, 2025, at 1:00 pm in the 2<sup>nd</sup> floor Conference Room at 30 Schuyler Place, Schuyler Annex Building, Morristown, NJ.

Respectfully submitted,

Jennifer N. McCulloch