

MINUTES
Morris County Soil Conservation District [District]
Board of Supervisors [Board]
30 Schuyler Place, Morristown, NJ - 2nd Floor Conference Room
September 24, 2025 at 1:00 pm

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

Members Present

Louise Davis, Chair
Bob McEwan, Secretary
Marc Slaff, Treasurer

Also Attending

Jennifer McCulloch, District Manager
Jill Ott, NRCS District Conservationist

Members Absent

Phil Roehrich, Vice Chair

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.

CORRESPONDENCE

There was no correspondence.

PUBLIC COMMENT

There were no members of the public present.

APPROVAL OF MINUTES

The *Open Session Minutes* of the August 27, 2025 Board meeting was reviewed. On a motion by Bob McEwan, seconded by Marc Slaff, the Board approved said *Minutes*.

The *Executive Session Minutes* of the August 27, 2025 Board meeting was reviewed. On a motion by Marc Slaff, seconded by Bob McEwan, the Board approved said *Minutes*.

SOIL CONSERVATION DISTRICT REPORTS

- **Chair Report**

- **251 Program Certifications**

There were 63 *Soil Erosion and Sediment Control Plans (Plans)* certified since the last Board meeting on August 27, 2025, a detailed list was provided [attached]. All *Plans* were recommended for ratification by the Board. On a motion by Bob McEwan, seconded by Marc Slaff, all aforesaid *Plans* were duly ratified.

- **Requests for Authorization [RFA]**

All RFAs of NJDEP 5G3 Permit applications, since the August 27, 2025 Board meeting, were reviewed by staff and recommended for authorization by the Board. On a motion by Bob McEwan, seconded by Marc Slaff, 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 District Conservationist, 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 in Executive Session. On a motion by Bob McEwan, seconded by Marc Slaff, the Board unanimously approved this motion and entered Executive Session at 1:28 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 1:31 pm.

ACTIONS FROM EXECUTIVE SESSION

There was no Board action taken as a result of Executive Session.

NEW BUSINESS

Ms. McCulloch presented three items to the Board for funding approval:

- 1) New laptop computer for Christian Bench with GIS capability (\$4,000)
- 2) ArcGIS software necessary for Christian Bench's computer (\$700)
- 3) Cost to rewire the large printer/scanner/copier to reside in the hallway, moving it out of the cubicle it now resides in, to allow for staff use of said cubicle (\$1,185)

An individual motion was made for each item by Bob McEwan, seconded by Marc Slaff – all items were unanimously approved for funding.

ADJOURNMENT

On a motion by Bob McEwan, seconded by Marc Slaff, the meeting was adjourned at 1:39 pm.

NEXT MEETING DATE

The next regular meeting is scheduled for Wednesday, October 22, 2025, at 1:00 pm in the 2nd floor Conference Room at 30 Schuyler Place, Schuyler Annex Building, Morristown, NJ.

Respectfully submitted,

Jennifer N. McCulloch