

Cape-Atlantic Conservation District Minutes

April 24, 2019

MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT

Chairman, Allen Carter, Jr. called the meeting to order at 8:35 a.m. at the Cape May Plant Materials Center (CMPMC) in Cape May Court House, NJ.

Chairman Allen Carter, Jr. stated that in review of the Sunshine Law, Chapter 231 PL 1975 adequate notice of this meeting has been provided by mail to The Press of Atlantic City and Gazettes of Atlantic and Cape May County specifying time and place this meeting is to be held.

FLAG SALUTE

Chairman, Allen Carter, Jr. led the salute to the flag of the United States of America.

ROLL CALL & DETERMINATION OF QUORUM

Supervisors: Allen Carter, Jr., Joseph Lomax, Richard Dovey, Daniel Galletta and Robert Fenton

District Staff: David Reilly, Glenn Ward and Marie Rogowski

Natural Resources Conservation Service (NRCS): Nicholas Saumweber, Scott Snell

Rutgers Cooperative Extension: Jenny Carleo

State Soil Conservation Committee (SSCC): John Showler

MINUTES

A. Minutes of March 27, 2019 meeting

After Board review, a motion was made by Daniel Galletta and seconded by Robert Fenton to approve minutes from the March 27, 2019 meeting. Joseph Lomax abstained from motion. The motion passed.

B. Executive Session Minutes of March 27, 2019 meeting

After Board review, a motion was made by Richard Dovey and seconded by Robert Fenton to approve executive session minutes from the March 27, 2019 meeting. Joseph Lomax abstained from motion. The motion passed.

FINANCES

A. Treasurer’s Reports – February 2019

After review of the District’s March 2019 Treasurer’s Report, a motion was made by Joseph Lomax and seconded by Robert Fenton to approve treasurer’s report and expenses in the amount of \$108,526.38. The motion passed unanimously.

After review of the Cape May Plant Materials Center (CMPMC) monthly expense report for March 2019, a motion was made by Joseph Lomax and seconded by Daniel Galletta to approve report and account balance of \$22,740.96. The motion passed unanimously.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. March 2019 Certifications

A motion was made by Joseph Lomax and seconded by Daniel Galletta approving all Plan Certifications listed on the March 2019 Application Report except for applications 74-19 and 79-19. The motion passed unanimously.

A motion was made by Daniel Galletta and seconded by Robert Fenton approving applications 74-19 and 79-19. Joseph Lomax recused having a conflict of interest. Joseph Lomax abstained from motion. The motion passed.

2. March 2019 Re-certification

A motion was made by Joseph Lomax and seconded by Daniel Galletta approving all applications listed on the March 2019 Re-Certification Application Report except for application 382-17. The motion passed unanimously.

A motion was made by Richard Dovey and seconded by Daniel Galletta approving application 382-17. Joseph Lomax recused have a conflict of interest. Joseph Lomax abstained from motion. The motion passed.

CORRESPONDENCE

A. Douglas H. Fisher, Secretary of Agriculture-Soil and Water Stewardship Week, April 28-May 5, 2019.

District received Governor Murphy’s proclamation of Soil and Water Stewardship Week, April 28 – May 5, 2019. The proclamation emphasizes the important programs of the Conservation Districts and the dedication of the many professionals, volunteers and landowners who are the stewards of soil and water resources. Proclamation will be posted and distributed as requested.

OLD BUSINESS

A. Education

Glenn Ward

-Cape May County Earth Day was held April 20, 2019. Michael Kent and Intern, Sean Yates worked the event. Had a good turnout considering the weather.

-Preparing for ACUA’s Earth Day scheduled for April 28, 2019.

-Continuing to prepare the Envirothon that is scheduled for May 11, 2019.

B. Regional Conservation Planning Partnership—National Fish and Wildlife Foundation (RCPP-NFWF)

David Reilly

-Continuing to move forward. Grant currently runs until December 31, 2019. Additional funds may be available to extend grant past 2019. There was Board consensus for David Reilly to enter into conversation with NFWF staff to extend grant beyond 2019 and to explore other opportunities.

C. 2019 National Association of Conservation Districts (NACD) - Technical Assistance Grant

David Reilly

-Received funding to extend grant for 1 year. Years 2 and 3 have been approved contingent on funding from NRCS.

-Thanked Joseph Lomax for his assistant in getting grant extended.

D. Coastal Resources Conservancy, Inc. (CRC)

David Reilly reported that the Internal Revenue Service (IRS) requires a 990-N form to be filed prior to May 15, 2019. A motion was made by Richard Dovey and seconded by Robert Fenton authorizing David Reilly to file the 990-N form electronically via the IRS website. The motion passed unanimously.

E. New Vehicle Bid

David Reilly reported that the District received one bid from Lilliston Ford, Vineland, NJ for a 2018 Ford Focus Hatchback. The bid was opened by Michael Kent and Marie Rogowski on April 22, 2019. The bid was for \$19,957.50 minus \$1,200.00 for trade-in of the District's 2006 Ford Escape, for a total purchase price of \$18,747.50. David Reilly stated that the approved budget for FY19 included \$19,500.00 for capitol acquisitions and the bid amount is below what has been budgeted. A motion was made by Robert Fenton and seconded by Joseph Lomax to accept bid and to purchase vehicle for the total bid amount of \$18,757.50. The motion passed unanimously.

COMMENTS

A. Staff

David Reilly

-In honor of Administrative Professionals Day, David thanked Marie Rogowski for her work.

-Intern program with Stockton University is wrapping up this week. Had another successful semester. Thanked staff for their work with the interns.

-District Supervisor Nominating Committee will be meeting May 2, 2019.

-Strategic Planning committee will be meeting today after District meeting.

-Received a call from Frank Minch about a complaint he received at a Middle Township site. Glenn Ward visited site and gave a report on his findings. David Reilly reported that he is working with Frank Minch and will continue to coordinate with the SSCC.

B. Supervisors

Richard Dovey

-Atlantic County Utilities Authority Earth Day will be held Sunday 27, 2019, Delilah Road, Egg Harbor Twp. from 10am-4pm. Anticipating 5,000-8,000 visitors to attend the event.

Joseph Lomax

- Thanked Jenny Carleo for her support and assistance to the District.
- NACD has completed the Presidents Association Business Plan.
- Working with John Showler and Chris Miller on the Coastal Connections Webinar series under NACD, sponsored by Miracle Grow. Webinar will be held May 16, 2019.
- For the first time ever, NACD President has populated the Coastal Resource Policy Group with members from around the country and has also provided the group three staff members.
- In March, NACD sponsored a Fly-in to bring State Representatives to Washington DC to visit Capitol Hill. NRCS assisted with preparing a report to give to members of congress. New Jersey Governor's office in DC was very helpful.
- NRCS was asked to host New Jersey Staffers and possibly Congressional Members in August. Would like to have them visit the CMPMC and Soil Conservation Districts throughout the state.
- Congressman Jeff VanDrew has been appointed to House Agricultural Committee, and the National Resource Committee.

Robert Fenton

- Attended Farm Bureau meeting April 23, 2019. Major topics discussed were windmill installation and their effect on agricultural land and fishing operations.
- Reported on issues with fire inspections at farm operations.

Allen Carter, Jr.

- Attended a meeting with Sec. Fisher, Susan Payne, Monique Purcell and Jeff Evert to discuss rules for soil disturbance on preserved farmland.
- Update on deer population drone program.
- Presented Joseph Lomax with a Certification of Appreciation for 40 years of service to the District.
- Presented Jenny Carleo with a Certificate of Appreciation for dedication in addressing natural resources and providing assistance to the District.

**C. Rutgers Cooperative Extension
Jenny Carleo, Cape May County**

- Spotted Lanternfly informational talk scheduled for May 9, 2019 from 7 to 8pm at the Rutgers Cooperative Extension office in Cape May Court House.
- Reported on current office staff and forthcoming job posting for a temporary part-time agent for Cape May County office.
- Attended Industrial Hemp Educational Session on April 3, 2019.
- Gave a presentation on organic farming to Camden County Master Gardner's.
- Commented on Misty Meadow Farm in Petersburg, NJ. The farm is currently making product.
- Update of the Landseair corn research.
- Chair of the Cumberland County Agricultural Agent Search Committee.
- Social media will continue to be active in absence.

After discussion it was board consensus to send letters to the Cape May County and Rutgers to voice the importance of filling Agricultural Agent and Family & Health Sciences positions in Cape May County.

**D. CMPMC
Scott Snell**

- NRCS is looking into having another Field Day training in late summer at the CMPMC.
- Commented on Tuckahoe Turf Farm field trial planting.

E. SSCC

John Showler

- Commented on Coastal Connection webinar. Will be reporting on H&H database.
- Sussex District will be co-located with the Warren District office, and the Warren District will be providing administrative services.
- Attended meeting at Mercer County Extension office and held H&H database presentation.
- Application for Soil Erosion and Sediment Control was recently revised to include total soil restoration area. Starting next quarter, Districts will need to submit soil restoration acreage for completed projects.

F. Public

Opened meeting to public comment.
No comments from public.

EXECUTIVE SESSION

A motion was made by Joseph Lomax and seconded by Robert Fenton to go into executive session at 10:10 a.m. to discuss personnel issues. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Robert Fenton to end executive session at 10:24 a.m. a.m. and return to the regular meeting. The motion passed unanimously.

ACTION ON ITEMS FROM EXECUTIVE SESSION

A motion was made by Daniel Galletta and seconded by Robert Fenton to offer Seasonal Biological Science Aid position to both Sean Yeats and Dana Rafter and authorized David Reilly to proceed with hiring process. Both positions will be for 24 hours per week at the rate of \$15.00 per hour for a maximum period of 6 months. The motion passed unanimously.

ADJOURNMENT

Motion was made by Robert Fenton and seconded by Daniel Galletta to adjourn meeting at 10:30 a.m. The next meeting will be Wednesday May 22, 2019 at 8:00 a.m. at the District Office, Mays Landing, NJ.

Marie Rogowski,
Administrative Assistant

Executive Session
of the Cape Atlantic Conservation District
April 24, 2019

Motion to go into executive session was made by Joseph Lomax and seconded by Robert Fenton at 10:10 am for personnel issues.

Attendance Supervisors: Allen Carter, Jr., Robert Fenton, Joseph Lomax, Richard Dovey and Daniel Galletta
Staff: David Reilly
NRCS: Scott Snell, Acting Manager

David Reilly reported that funds are available that are remaining from the 2018 NRCS Contribution Agreement-PMC Seasonal and there are new funds available in the 2019 agreement to hire 2 part-time Biological Science Aides at 24 hours per week each for 6 months. David Reilly reported that he had discussed this with Scott Snell, Acting Manager, Cape May Plant Materials Center (CMPMC) and he and Scott Snell agreed that the 2 current interns with the District, Sean Yeats and Dana Rafter would be good candidates to consider to fill the positions. Scott Snell stated that hiring past District interns has worked well for the CMPMC, and agreed with the David Reilly's recommendation to the Board to consider offering the positions to Sean Yeats and Dan Rafter. Scott Snell reported that the employee's activities would involve maintenance work with hand tools, small power tools, and also could involve seed cleaning activities.

At 10:24 am a motion was made by Joseph Lomax and seconded by Robert Fenton to end the executive session and return to the regular meeting. This motion passed unanimously.

Submitted by David Reilly