

Cape-Atlantic Conservation District Minutes

April 25, 2018

MEETING CALLED TO ORDER

Chairman, Allen Carter, Jr. called the meeting to order at 8:20am at the Plant Materials Center in Cape May Court House, NJ.

ROLL CALL & DETERMINATION OF QUORUM

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

Staff: David Reilly, Michael Kent, Glenn Ward, Marie Rogowski and Celia Rodrigues

NRCS: Michelle Pedano

USDA-PMC: Chris Miller

SSCC: John Showler

Rutgers Coop. Ext.: Jenny Carleo-Cape May County

MINUTES

A. Minutes of March 28, 2018 meeting

After Board review, a motion was made by Richard Dovey and seconded by Robert Fenton to approve minutes from the March 28, 2018 meeting. Daniel Galletta abstained from motion

B. Executive Session Minutes of March 28, 2018 meeting

After Board review, a motion was made by Richard Dovey and seconded by Robert Fenton to approve executive session minutes from the March 28, 2018 meeting. Daniel Galletta abstained from motion.

FINANCES

A. Treasurer's Reports – March 2018

After review of the District's March 2018 Treasurer's Report a motion was made by Robert Fenton and seconded by Daniel Galletta to approve treasurer's report and expenses in the amount of \$87,019.12.

After review of the Plant Material Center monthly report for March 2018, a motion was made by Richard Dovey and seconded by Daniel Galletta to approve report and account balance of \$18,645.05.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. March 2018 Certifications

A motion was made by Daniel Galletta and seconded by Robert Fenton approving all Plan Certifications listed on the March 2018 Application Report.

2. March 2018 Re-certifications

A motion was made by Daniel Galletta and seconded by Richard Dovey approving all Plan Re-certifications listed on the March 2018 Application Report.

B. Farmland Program

1. Conservation Plans

After board review and discussion a motion was made by Richard Dovey and seconded by Daniel Galletta to approve the following Conservation Plan:

- a. Weymouth Township, 41.3 acres – Forest Management Plan CAP

After board review and discussion a motion was made by Robert Fenton and seconded by Richard Dovey to approve the following Conservation Plan:

- b. Weymouth Township, 1.7 acres – Wildlife Habitat for Pollinators

C. Atlantic County 4-H

Contacted by Atlantic County 4-H to see if the District would like to place an ad in the 2018 4-H Yearbook. A motion was made by Robert Fenton and seconded by Richard Dovey to purchase half page ad for \$100.00.

D. FY-19 Budget Subcommittee

Allen Carter, Jr. and Richard Dovey will serve on FY-19 Budget Sub-Committee. The sub-committee will meet with David Reilly in early May 2018 to review FY-19 budget.

CORRESPONDENCE

NONE

OLD BUSINESS

A. Education

Glenn Ward

-District participated in both Atlantic and Cape May County Earth Day events. Thanked District staff and interns for their participation and help. Weather was nice both days which brought out large crowds. Thanked Allen Carter, Jr. for donating sod for Atlantic County display.

-Everything is in place for Envirothon that will be held on May 5, 2018. David, Michael, and Glenn will assist with set-up on May 4th.

B. RCPP-NFWF

David Reilly reported that the program is moving along well. Celia Rodrigues is doing a great job. Quarterly reimbursement has been submitted and payment to the District should be received shortly.

C. Basin Inspection Services

Michael Kent distributed sample basin inspection services information to the Board for review and discussion. After reviewing documents a motion was made by Daniel Galletta and seconded by Richard Dovey recommending flat rate of \$250.00 for each

basin inspection with a re-inspection (if needed) of \$90.00 per hour, with a minimum of one hour.

District will revise documents as discussed and reach out to municipalities. Daniel Galletta volunteered to attend municipal meetings along with staff.

D. Nonprofit Organization

David Reilly reported that the request to reserve name of Coastal Resource Conservancy Inc. was submitted to the State. Waiting for approval before being able to move forward with next step. Copy of by-laws have been sent to District Solicitor for review. David Reilly, Joseph Lomax and Daniel Galletta will meet on April 27, 2018 to review budget options.

E. Strategic Plan – Conservation Local Workgroup

David Reilly reported that the dates and times have been set for local workgroup meetings. Atlantic County will be held on May 24, 2018 and Cape May County on May 29, 2018. Each day will have 2 duplicate sessions at 2pm & 7:30pm. David Reilly discussed a budget for refreshments. A motion was made by Richard Dovey and seconded by Robert Fenton to authorize up to \$1000.00 for refreshments.

F. Conservation Bootcamp

Michael Kent will be attending bootcamp in September. The District is waiting for a letter of recommendation from the State Association.

COMMENTS

A. Staff

Michael Kent

- Reported on 251 activity. Distributed 251 quarterly report.
- Interns from Stockton University have completed their internships.

Celia Rodrigues

- Planting date for St. Mary's Church in Pleasantville will be May 5, 2018.
- Will be attending Envirothon and will be assisting at the soils station.

David Reilly

- Thanked staff for all their hard work during this busy time of year.
- Attended NRCS State Technical meeting on April 18, 2018.
- Continuing to serve as co-administrator for the Atlantic County Board of Agriculture. Looking for one non-ag person to fill vacancy on board.
- Attended District Liaison Meeting in Freehold on April 19, 2018. Thanked John Showler for providing soil compaction test training.
- Voiced concerns with language in latest Technical Bulletin 2018-3.0 that was released regarding inspection procedures to verify soil restoration measures. David Reilly asked John Showler for clarification of wording in the bulletin that states that "The District must either witness the tillage or scarification or must be provided with photographic evidence showing tillage operation taking place." John Showler clarified that acceptance of photographic evidence would be at the discretion of the District. David Reilly asked John Showler to clarify the observance until one non-growing season has passed for determining the status of a permanent vegetative cover. John Showler clarified that this observance only applies if subsoil testing indicates that subsoil is not in compliance with requirements found in standards for land grading.

B. Supervisors

Richard Dovey

-Thanked staff for ACUA Earth Day display. It was a great day with over 8,000 visitors.

Robert Fenton

-Attended Farm Bureau meeting on April 24, 2018. Rutgers is asking Counties to pay a larger percentage of Ag. Agent's salaries. After discussion a motion was made by Robert Fenton and seconded by Daniel Galletta for the District to send a letter to Governor's office in support of Rutgers Ag. Agents.

Allen Carter, Jr.

-Results of Farm Bureau survey shows deer damage is worse than expected due to growing population. Farm Bureau has contacted Rutgers to see if they have anyone that can assist with aerial surveillance to get accurate deer count per square mile.

-NJ Farm Bureau is celebrating 100 years.

-Owner of Cowtown Rodeo continues to add to his preserved farmland. He currently has over 350 acres preserved. Cowtown is the oldest running rodeo in the US.

-Assembly Bill 792 passed 75-0. Bill will streamline application process to remove deer from property.

-In the process to have solar installed on the farm.

-Farm Bureau selling tickets for Cowtown Agriculture Appreciation Night June 9, 2018. Cost is \$20.00.

-Attended Ag. Leadership Development Program Graduation. Chad Cherefko had graduated and was class speaker.

C. NRCS

Michelle Pedano

-Distributed and reported on monthly activity report.

-Nicholas Saumweber will be returning to his regular duties after Memorial Day.

-District partner employee, Briana Nagengast, will start in the Vineland office on May 14, 2018.

-Will be participating in Envirothon on May 5, 2018.

D. State Soil Conservation Committee

John Showler

-Commented on technical bulletin 2018-3.0 that was release on March 30, 2018.

-Recently sat for a deposition. Encouraged the District to document all information that may be needed in the future.

-Commented on graph sent to districts and discussed at liaison meeting charting 251 activity.

-State committee doing a review of Districts. Asked the District if they will share 5 year plan with other district once complete.

E. Rutgers Coop. Ext.

Jenny Carleo

-Gardening classes going very well. Vegetable class sold out. May consider holding 2nd class. Second class on backyard chickens has sold out. Will forward copies of any upcoming classes.

-Hosted wine grape twilight meeting at Hawk Haven Winery. Thanked NRCS staff for irrigation information that was used during meeting.

-Participated in ACUA Earth Day.

-Continuing Landseair corn research trial.

- Continuing beach plum pollination research. Beach plum grafting research is taking place at Snyder Research Farm in Pittstown.
- Ultra Niche program winding down.
- Cape May peninsula will be listed as a new American Viticulture Area.

F. *USDA-NRCS PMC*
Chris Miller

- Center was visited by beach grass growers. Recently sent out over 30,000 beach grass stems.
- Continuing to send seed orders out. Most recent orders went out to growers in Maryland, Virginia and North Carolina.
- Program review by National Headquarters is schedule for May 22-23, 2018.
- New template for third party agreements for distribution of materials is in draft form and being reviewed.
- Planning a Field Day for the fall. The day is tentatively scheduled for September 27, 2018.
- Looking into having signs made to install at planting sites throughout the county.
- Would like to plant education garden in front of center with information for visitors.

G. *Public*

Opened meeting to public comment.
 No comments from public.

EXECUTIVE SESSION

A motion was made by Daniel Galletta and seconded by Robert Fenton to go into executive session at 10:40 a.m. to discuss personnel issues.

A motion was made by Richard Dovey and seconded by Robert Fenton to end executive session at 10:55 a.m. and return to the regular meeting.

ACTION ON ITEMS FROM EXECUTIVE SESSION

A motion was made by Richard Dovey and second by Robert Fenton to accept interns Julian Allen and DeAnno Isom for the fall 2018 semester.

A motion was made by Daniel Galletta and seconded by Richard Dovey to rehire Glenn Thompson as a Seasonal Biological Science Aide to be stationed at the Cape May Plant Materials Center in accordance with agreement with Cape May Plant Materials Center.

A motion was made by Robert Fenton and seconded by Richard Dovey to ratify hiring of Arianna Efstatos for the position of Civil Engineering Technician.

A motion was made by Daniel Galletta and seconded by Richard Dovey to ratify hiring of Briana Nagengast for the position of Agriculture Conservation Specialist.

A motion was made by Robert Fenton and seconded by Richard Dovey to ratify hiring of Rebecca Watson for the position of Biological Science Technician.

ADJOURNMENT

Motion was made by Daniel Galletta and seconded by Robert Fenton to adjourn meeting at 11:15 a.m. The next meeting will be Wednesday May 23, 2018 at 8:00 a.m. at the District Office, Mays Landing, NJ.

Unless otherwise indicated, all actions were taken by unanimous vote of all members present.

Marie Rogowski,
Administrative Assistant

Executive Session
of the Cape Atlantic Conservation District
April 25, 2018

Motion to go into executive session related to personnel issues was made by Daniel Galletta and seconded by Robert Fenton at 10:40 am

Attendance Supervisors: Allen Carter, Jr., Daniel Galletta, Richard Dovey, Robert Fenton
Staff: David Reilly

David Reilly explained that staff had completed review of applications and conducted interviews of prospective interns for the Fall 2018 semester. After review of candidates with Stockton University staff, two candidates were selected by staff to invite to participate in the intern program. Julian Allen and DeAnno Isom both indicated that they would accept an invitation to participate.

David Reilly presented to the board that it was time to hire staff at the CMPMC under the BLM agreement. David Reilly stated that Glenn Thompson said that he would like to return to work again this year. David Reilly stated that he had reviewed Glenn Thompson's performance last year at the CMPMC with Chris Miller. Based on this review David Reilly recommended that the District rehire Glenn Thompson as a Seasonal Biological Science Aid.

David Reilly informed the board that he has completed interviews for candidates to fill the positions of Agriculture Conservation Specialist, Civil Engineering Technician and Biological Science Technician. These interviews were conducted with the assistance of NRCS staff Michelle Pedano, Mona Peterson and Chris Miller. After review with NRCS staff, David Reilly noted that recommendations were made with regards to the filling the job vacancies. David Reilly stated that due to the need to meet grants timelines and fill the positions that he spoke with District Chairman Allen Carter, Jr. about offering the positions to the proposed candidates.

Allen Carter, Jr. stated that he authorized David Reilly to offer the positions to the identified candidates, Arianna Efstatos, Briana Nagengast and Rebecca Watson, pending ratification of the hiring's by the Board of Supervisors.

At 10:55 am a motion was made by Richard Dovey and seconded by Daniel Galletta to end the executive session and return to the regular meeting. This motion passed unanimously.

Submitted by David Reilly