

# Cape-Atlantic Conservation District Minutes

April 27, 2016

## **MEETING CALLED TO ORDER**

Chairman, Daniel Galletta called the meeting to order at 8:30 A.M. at the Plant Materials Center, Cape May Court House, NJ.

## **ROLL CALL & DETERMINATION OF QUORUM**

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

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

NRCS: Nicholas Saumweber

PMC: Chris Miller

Rutgers Coop. Ext.: Jenny Carleo

Stockton University Intern: Sara Chonja

## **VETERANS FARM PROGRAM PRESENTATION**

Sara Chonja, District Intern from Stockton University prepared and presented to the Board a proposal to assist veterans by increasing their knowledge of agricultural practices.

Daniel Galletta proposed adding as agenda item for next meeting to set up sub-committee and discuss options.

## **MINUTES**

A motion was made by Richard Dovey and seconded by Allen Carter, Jr. to approve minutes from the March 23, 2016 meeting.

## **FINANCES**

### **A. Treasurer's Report - March 2016**

After review of the March 2016 Treasurer's Report a motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to approve treasurer's report and expenses in the amount of \$80,967.89.

After review of the Plant Materials Center monthly report for March 2016, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve report.

**NEW BUSINESS**

**A. Soil Erosion and Sediment Control Plans**

**1. March 2016 Certifications**

A motion was made by Joseph Lomax and seconded by Allen Carter, Jr. approving all Plan Certifications listed on the March 2016 Application Report except for applications 67-16, 73-16, 85-16 and 106-16.

Joseph Lomax stepped out of meeting so a motion could be made on recused applications.

A motion was made by Richard Dovey and seconded by Allen Carter, Jr. to approve applications 67-16, 73-16, 85-16 and 106-16.

Joseph Lomax recused since plans were submitted by former employer, past or current clients.

**2. March 2016 Re-Certifications**

A motion was made by Joseph Lomax and seconded by Richard Dovey approving all Plan Re-Certifications listed on the March 2016 Application Report except for applications 157-09, 162-15 and 192-07.

Chair passes to Richard Dovey

Daniel Galletta stepped out of meeting so a motion could be made on recused applications.

A motion was made by Joseph Lomax and seconded by Allen Carter, Jr. to approve applications 157-09 and 162-15.

Daniel Galletta and Joseph Lomax stepped out of meeting so a motion could be made on recused application.

A motion was made by Allen Carter, Jr. and seconded by Richard Dovey to approve application 192-07.

Daniel Galletta and Joseph Lomax recused having a conflict of interest.

Chair passes back to Daniel Galletta

**B. FY-17 Budget Sub-Committee**

Daniel Galletta appointed Allen Carter, Jr. and Robert Fenton to FY-17 Budget Sub-Committee. The sub-committee will meet with David Reilly to review FY-17 budget.

**C. 2016 District Nominating Committee**

A motion was made by Richard Dovey and seconded by Joseph Lomax to approve the following members as the nominating committee for Allen Carter, Jr., whose term expires June 30, 2016.

- Donald Hamer, Chairman
- Frank Burns
- Ranae Fehr
- Anthony Melora

- MaryBeth Sorrentino DeSantis

**D. Farmland Program (Board Action Required)**

**1. Conservation Agreements**

After board review and discussion, a motion was made by Joseph Lomax and seconded by Allen Carter, Jr. to approve the following Conservation Agreement:

- a. Germanio Brothers Farm, LLC – Dennis Township, 70 acres

**2. Conservation Plan**

After board review and discussion a motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to approve the following Conservation Plan:

- a. Buena Vista Twp., 27 acres – Forest Management Activities.

**CORRESPONDENCE**

**A. Douglas Fisher, NJ Secretary of Agricultural**

District received Governor Christie’s proclamation of Soil and Water Stewardship Week April 24 – May 1, 2016. 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.

**B. Ray Cywinski, President, NJ Association of Conservation Districts**

District received correspondence asking supervisors to assist in helping find sponsorships for Northeast Regional NACD Conference.

Allen Carter, Jr. suggested David Reilly draft a form letter the board can use to send to their supporter.

Daniel Galletta discussed generating a list of possible supporters.

**OLD BUSINESS**

**A. Education**

Glenn Ward reported on the following:

The District participated in the Cape May County earth day on April 16<sup>th</sup>. “Backyard Conservation” was the focus of the display and hand-outs. Attendance at the event was lower than last year. Native flower seed packets were given to visitors of our display.

Atlantic County held their earth day on April 24<sup>th</sup>, where the District had a similar theme to Cape May County, backyard conservation, and hand-outs. The new vinyl backdrop worked out as planned. Approximately 800 people visited our display. Native flower seed packets were given to visitors. Thanked Allen Carter Jr. for donation of sod for the display

The Southern New Jersey training session for the 2016 Envirothon took place on April 19<sup>th</sup>. 29 students, representing 5 teams from 3 schools attended. The day went well.

Will be attending an Envirothon planning committee tomorrow, April 28<sup>th</sup>, at the site of the Envirothon at North Branch Park in Bridgewater.

District poster contest winners were chosen on March 30<sup>th</sup>. 1<sup>st</sup> place winning posters were sent to Trenton to be judged on the state level. Gift cards and certificates of appreciation will be mailed out to all winners next week.

**B. Update – New Jersey Conservation District Workgroups.**

Policy & Procedures Committee

Joseph Lomax

-Committee continues to assemble comments received from districts and update Policy and Procedures Guidelines.

**C. Update – CIG Project**

David Reilly

-Final report complete and was submitted by deadline. Paper copies are available at District office.

-Working on revising final report for website.

-Preparing paperwork to be submitted for final reimbursement.

-Received \$500 from Filtrexx for support towards presentation at NACD Annual Meeting.

-Budds Farm purchased additional plants to supplement socks and adjacent conservation area. Staff along with Kelly Gill assisted with planting.

Joseph Lomax

-Representative from Filtrexx will be in North Wildwood to discuss shoreline protection.

**D. RCPP-NFWF**

David Reilly

-Discussed submittal of paperwork for first and second quarter reimbursement. District should received payment prior to end of fiscal year.

Nicholas Saumweber

-Discussed sending Celia Rodrigues to a 3 week intensive training boot camp for conservation planning.

**E. NACD Northeast Regional Meeting**

David Reilly

-Finalizing details for the tours and dinner event at Tomasello Winery.

-Waiting to hear back from Princeton Hydro about tour at NJ Manufactures Insurance site in Hammonton, NJ.

-Committee is looking for donations of gifts baskets to be given out during event.

-Breakout sessions and agenda are being finalized.

Daniel Galletta

-Speakers have been contacted and arrangements made.

-Discussed entertainment possibilities.

-Volunteers and donations needed to keep costs to a minimum.

**COMMENTS**

**A. Staff**

**David Reilly**

-District held CIG training session March 24, 2016. Presentation was very well attended. Thanked Joseph Lomax for safety training presentation.

- Meeting scheduled for May 17, 2016 with Nightlinger, Colavita & Volpa, P.A to discuss categories for reserve funds.
- Attended District Personnel Liaison meeting. Two additional meetings are schedule for this year.
- Victor DeVasto will be leaving the Gloucester District in October.

***Michael Kent***

- Distributed and commented on quarterly report.

***Glenn Ward***

- Thanked staff for their help with educational activities.

**B. *Supervisors***

***Allen Carter, Jr.***

- Farm Bureau approved \$500.00 donation to Envirothon.
- South Jersey Regional Supervisors Meeting went well. Recently completed survey.

***Joseph Lomax***

- Thanked staff for all their work on CIG project.
- Looking forward to another year of being a judge at the Envirothon.
- Will be a member of NACD's Strategic Planning group.

***Daniel Galletta***

- Envirothon polo shirts are available for board and staff to purchase. A motion was made by Daniel Galletta and seconded by Allen Cater, Jr. to authorize purchase of polo shirts for board and staff attending Envirothon.
- Discussed e-mail about basin inspections. Would like topic to be discussed at next SSCC meeting. The Board instructed a letter be sent to the SSCC requesting topic be added to agenda of the May 9, 2016 meeting.

**C. *NRCS***

***Nicholas Saumweber***

- Distributed NRCS Monthly Report for review.
- Quality Assurance Review will take place July 19-21, 2016. District board may be asked to participate.
- Jeremy Sahl confirmed his availability as a site visit for the NE Regional Meeting. Will conduct site visit with David Reilly.
- Celia Rodrigues is working out well. She is getting a lot of experience in planning and surveying.

**D. *Plant Materials Center***

***Chris Miller***

- Staff busy shipping out seed, working on cover crops and greenhouse plantings.
- Discussed the possibility of hiring seasonal help to assist with seed cleaning, landscaping and field management. After discussion a motion was made by Joseph Lomax and seconded by Allen Carter, Jr. to approve in concept an agreement between the District and PMC for the hiring of seasonal help subject to the availability of funds.
- Discussed PMC lease issues.

**E. Rutgers Coop. Ext.  
Jenny Carleo**

-Discussed workshop and classes being offered. "Better Backyard Composting" workshop to be held May 11, 2016 and classes for "Ultra-niche crops" will begin in September.

-Conducted a survey in Cape May County to see what agricultural practices residents would be interested in. Majority answered soil and water conservation and natural land care.

-Joe Hernandez, NPR Philadelphia would like to report on erosion issues along the Delaware Bay.

**F. Public**

Opened meeting to public comment.

No comments from public.

**EXECUTIVE SESSION**

There was no executive session.

**ADJOURNMENT**

Motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to adjourn meeting at 10:45 a.m. The next meeting will be held May 25, 2016 at 8:00 A.M. at the District Office on Mays Landing, NJ.

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

Marie Rogowski,  
Administrative Assistant