

# Cape-Atlantic Conservation District Minutes

August 29, 2024

## **MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT**

Chairman, Robert Fenton called the meeting to order at 8:01 a.m. at the District Office in Mays Landing, NJ.

Chairman, Robert Fenton 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 Counties specifying time and place this meeting is to be held.

## **FLAG SALUTE**

Chairman, Robert Fenton led the salute to the flag of the United States of America.

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

Supervisors: Robert Fenton, Joseph Lomax, Cormac Morrissey, Richard Dovey, and Allen Carter.

Staff: Michael Kent, Lauren Tigue, Connor Smilon, Renee Capetola, Riley Blankenship, Daniel Bononcini, John Hooven, Sharon McKenna, and Marie Rogowski

USDA-NRCS: Michelle Pedano

## **MINUTES**

### **A. Minutes of July 25, 2024, Meeting**

After Board review, a motion was made by Cormac Morrissey and seconded by Joseph Lomax to approve minutes from the July 25, 2024 meeting. Allen Carter abstained from the motion. The motion passed.

### **B. Executive Session Minutes of July 25, 2024 Meeting**

After Board review, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve executive session minutes from the July 25, 2024 meeting. Allen Carter abstained from the motion. The motion passed.

### **C. Minutes of August 21, 2024 Capacity Building Meeting**

After Board review a motion was made by Cormac Morrissey and seconded by Richard Dovey to approve minutes from the August 21, 2024 capacity building meeting. Allen Carter abstained from the motion. The motion passed.

**FINANCES**

**A. Treasurers Reports**

1. District Financials – July 2024

After Board review and discussion, a motion was made by Joseph Lomax and seconded by Cormac Morrissey to approve the District’s July 2024 treasurer’s report, balance sheet and expenses in the amount of \$83,117.12. The motion passed unanimously.

2. PMC Financials – July 2024

After review of the PMC monthly expense report for July 2024, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve treasurer’s report, balance sheet and account balance of \$23,761.28. The motion passed unanimously.

**NEW BUSINESS**

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

**1. July 2024 Certifications**

A motion was made by Joseph Lomax and seconded by Cormac Morrissey approving all Plan Certifications listed on the July 2024 Application Report except for 274-24 and 277-24 . The motion passed unanimously.

A motion was made by Cormac Morrissey and seconded by Richard Dovey approving application 274-24 and 277-24. Joseph Lomax recused. The motion passed.

**2. July 2024 Re-Certification**

A motion was made by Joseph Lomax and seconded by Allen Carter approving the application listed on the July 2024 Re-Certification Application Report except for 58-82. The motion passed unanimously.

A motion was made by Richard Dovey and seconded by Allen Carter approving application 58-82. Joseph Lomax recused. The motion passed.

**3. 251 Updates**

Lauren Tigue

-Update on large project in Egg Harbor Twp and applications coming into the office.

Connor Smilon

-Update on work being conducted and additional 251 training.

Renee Capetola

-Update on work being conducted and additional 251 training.

**B. Farmland Program**

None

**CORRESPONDENCE**

None

## **OLD BUSINESS**

### **A. Education**

Sharon McKenna

- Update on District's website and social media accounts.
- Working on updating outreach mailing lists.
- Commented on National Wildlife Federation Mayors' Monarch Pledge.
- In contact with Green Teams from both Atlantic and Cape May Counties.
- Looking into updating District's portable projector for future presentations.
- Working on preparing District newsletter.

### **B. Grants/Agreements**

Michael Kent

- Preparing grant application for the 2024 NACD Technical Assistance grant with a focus on outreach and forestry. A motion was made by Cormac Morrissey and seconded by Joseph Lomax to apply for the grant by the September 30, 2024 deadline. The motion passed unanimously.
- Update on NFWF grant.
- Commented on SADC farm inspections contract for 2025.

### **C. Meetings**

Michael Kent

- Distributed and commented on list of previously attended, upcoming meetings, conferences, and events.
- Update on League of Municipalities conference scheduled for November 19-21, 2024. A motion was made by Joseph Lomax and seconded by Richard Dovey to register staff and supervisors who wish to attend. The motion passed unanimously.
- Partnership for the Delaware Estuary will host their annual celebration on October 9, 2024 in Philadelphia. A motion was made by Joseph Lomax and seconded by Richard Dovey to sponsor the event in the amount of \$2,040.00. The motion passed unanimously.

### **D. Forestry Update**

John Hooven

- Update on field activities attended along with Daniel Bononcini.
- Update on the Tree Identification Workshops held throughout the state.
- Will be joining the Society of American Foresters (SAF) NJ Executive Committee. The first meeting is scheduled for next week.
- Update on outreach to local municipalities to offer assistance with community forestry planning.
- Will be attending Joint Chiefs Landscape Restoration project at Batsto State Park on September 13<sup>th</sup>.
- Will be facilitating the NJ Woodland Stewards Project September 19-22, 2024.

Daniel Bononcini

- Update on forestry field work and training events attended.

### **E. Agriculture Update**

Riley Blakenship

- Update on training events and work being completed with NRCS.
- Update on apprentice status. Continuing to work towards a Level I Conservation Planner.
- Animal waste update.
- Commented on upcoming Atlantic and Cape May County Board of Ag. & Ag. Development Board meetings.

- Preserved farm inspections updated.
- Atlantic City Green Coalition update.

**F. Subaqueous Soils**

Joseph Lomax

- Thanked Richard Dovey for the news article.
- Update on the subaqueous soils request.

**G. District Employee Handbook**

A copy of the updated employee handbook was distributed to the Board for review. The sub-committee of Robert Fenton and Joseph Lomax will meet with Michael Kent to further review handbook.

**COMMENTS**

**A. Staff**

**Michael Kent**

- Thanked the staff for all their hard work.

**Lauren Tigue**

- Thanked the Board for the opportunity to attend the NACD Summer/Northeast Regional Meeting. Prepared and commented on post-event summary report.

**John Hooven**

- Commented on capacity building throughout the state.

**Daniel Bononcini**

- Continuing with schooling. Commented on upcoming fall classes.

**Sharon McKenna**

- Update on newsletter and staff articles that will be included.
- Thanked the Board for the opportunity to work for the District.

**Riley Blankenship**

- Enjoys working with farmers and providing technical assistance solutions for issues they may have.

**B. Supervisors**

**Joseph Lomax**

- Thanked the Board for their support in attending NACD Summer/Northeast Regional Meeting. Update on meetings and tours attended. Thanked Lauren Tigue for her post-conference report.
- Commented on NJ DEP Resilient Environments and Landscapes (REAL) new regulations.
- Commented on preparations for 2025 Local Working Groups meetings.

**Richard Dovey**

- Commented on NACD Summer/Northeast Regional Meeting. Meetings were highly informative and enjoyed the tours.
- Presented with a Years of Service citation from the Northeast Employees Association.
- Commented on housing developments in close proximity to the ACUA.

**Cormac Morrissey**

- Attended the NACD Summer/Northeast Regional Meeting. Commented on meetings and tours attended. Praised Lauren Tigue on her post-conference report.
- Complimented staff for their hard work as the District continues to grow.
- Update on Maurice River FEMA technical assistance grant received.

**Allen Carter**

- Update on issues Farm Bureau has been working on.
- Commented on SADC Preservation Funding Bill.
- Update on NJ Farm Bill.
- Update on wildlife issues throughout the state.
- Commented on crop prices and quality.
- Annual Farm Bureau Convention scheduled for November 18-19, 2024.
- American Farm Bureau update.
- Update on Tuckahoe Turf Farm and new hybrid grass being planted.
- SADC Executive Director position remains vacant.

**Robert Fenton**

- Commented on the NACD Summer/Northeast Regional Meeting attended. Meetings and tours were very educational. Happy to hear the District was mentioned several times.

**C. USDA-NRCS**

**Michelle Pedano**

- Distributed NRCS monthly activity report. Commented on two last minute CRP contracts approved.
- Update on End-of-Year FY-2023/FY-2024 comparison.

**D. Public**

- Opened meeting to public comment.
- No comments from the public.

**EXECUTIVE SESSION**

A motion was made by Joseph Lomax and seconded by Cormac Morrissey to go into executive session at 10:10 a.m. The motion passed unanimously.

A motion was made by Allen Carter and seconded by Cormac Morrissey to end the executive session at 11:08 a.m. and return to the regular meeting. The motion passed unanimously.

**ACTION ON ITEMS FROM EXECUTIVE SESSION**

None

**ADJOURNMENT**

Chairman Robert Fenton adjourned the meeting at 11:10a.m. The next meeting will be held Thursday September 26, 2024, 8:00 a.m. at the District Office in Mays Landing, NJ. The motion passed unanimously.

Marie Rogowski  
Office Administrator

Executive Session Meeting Minutes  
Cape Atlantic Conservation District  
August 25, 2024

The motion to go into executive session was made by Joseph Lomax and seconded by Cormac Morrissey at 10:10 am. The motion passed unanimously.

**Attendees:**

District Supervisors: Robert Fenton, Joseph Lomax, Richard Dovey, Allen Carter, and Cormac Morrissey

District Staff: Michael Kent

**Personnel:**

Michael informed the Board that he and NRCS staff will be conducting interviews to fill the vacant Ag Conservation Specialist position and the CET position at the Woodstown Field Office.

**Meetings:**

Michael informed the Board of meeting opportunities that the Board may want to consider for staff and supervisors.

**District Capacity Building:**

The Board discussed the various programs and opportunities the District may want to investigate as it continues to build its capacity.

**Employee Handbook:**

The Board discussed the updating of the Employee Handbook.

A motion was made by Allen Carter and seconded by Cormac Morrissey to end the executive session at 11:08 a.m. and return to the regular meeting. The motion passed unanimously.

Submitted by Michael Kent