

Cape-Atlantic Conservation District Minutes

December 14, 2016

MEETING CALLED TO ORDER

Chairman, Daniel Galletta called the meeting to order at 4:10 P.M. at the District office in Mays Landing, NJ.

ROLL CALL & DETERMINATION OF QUORUM

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

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

NRCS: Michelle Pedano

MINUTES

After Board review, a motion was made by Joseph Lomax and seconded by Daniel Galletta to approve minutes from the November 16, 2016 meeting.

Richard Dovey and Allen Carter, Jr. abstained from motion.

FINANCES

A. Treasurer's Report – November 2016

After review of the November 2016 Treasurer's Report a motion was made by Richard Dovey and seconded by Allen Carter, Jr. to approve treasurer's report and expenses in the amount of \$47,533.35.

After review of the Plant Materials Center monthly report for November 2016, a motion was made by Allen Carter, Jr. and seconded by Richard Dovey to approve report and expenses in the amount of \$1,200.00.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans 1. November 2016 Certifications

A motion was made by Joseph Lomax and seconded by Richard Dovey approving all Plan Certifications listed on the November 2016 Application Report except for applications 450-16, 453-16, 455-16, 460-16, 461-16, 463-16, 479-16 and 483-16.

A motion was made by Richard Dovey and seconded by Allen Carter, Jr. to approve applications 450-16, 453-16, 455-16, 460-16, 461-16, 463-16, 479-16 and 483-16. Joseph Lomax recused since plans were submitted by past or current clients.

B. 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. Michael Halpern, Upper Township, 5 acres.
- b. William Simmerman, Dennis Township, 20 acres.

C. CPESC-Annual Certification

CPESC annual certification for David Reilly and Michael Kent are due. After discussion a motion was made by Richard Dovey and seconded by Allen Carter, Jr. to pay annual certifications.

D. NJACD Awards

Nominations for outstanding achievement awards are due January 31, 2017. Recipients will be recognized during the Regional Supervisor Meeting that will be held in the spring of 2017. After discussion, any candidates the District has will be forwarded to Richard Belcher prior to deadline.

CORRESPONDENCE

NONE

OLD BUSINESS

A. Education

Glenn Ward

-Winter/Spring 2017 newsletter is complete and has been distributed. Commended interns Lori Gorczynski and Brittany Moore for their assistance in creating newsletter.

-Preparing mailing for Envirothon and Poster Contest. Letters will go out this week.

-Newsletter, Envirothon and Poster Contest information will be posted on District's website.

B. RCPP-NFWF

David Reilly

-District received second reimbursement payment.

-Discussed reimbursement of Bootcamp for Celia Rodrigues.

-NJACD has agreed to endorse Celia Rodrigues to attend bootcamp training.

C. Strategic Plan

David Reilly

-Met with Joseph Lomax on December 9, 2016 to work on strategic plan.

-Draft of mission statement, vision and core principals was distributed to board for review.

-Will meet with Joseph Lomax and Richard Dovey in January to continue work on analyzing strengths and weaknesses.

Joseph Lomax

-As each section is complete a draft copy will be distributed for review and comments.

-Target date for completion is late spring.

D. CPMC Seasonal Employees

David Reilly

-Received all payments for past employee.

-Continuing to work with Chris Miller on finding candidates for next two phases. Phase one will have one employee working March 15th through May, 2017 and phase 2 will have 2 employees working May through August, 2017.

COMMENTS

A. Staff

David Reilly

-Michael Kent is contracting with Rami Nassar, PE for the design and installation of septic field for his personal property. Michael will not review any engineering plans or inspect any projects associated with Rami Nassar while under contract and for a period of 2 years from completion of his project.

-Designing display for NJ Flower Show. This year's theme is "Color Your World". Flower show will take place February 23-26, 2017.

-January 22-24, 2017 the District will have a dual display with the Cape May Plant Material Center for the Delaware Estuary Science Summit.

-Attended Atlantic County Agricultural Development Board meeting December 13, 2016. There will be a vacancy on the board starting January 2017.

-Participated in an Alumni Presentation at Stockton University on December 8, 2016.

-Interns have completed their semester. Conducted evaluations that will be submitted to Stockton. Two interns have been chosen for spring semester. A motion was made by Joseph Lomax and seconded by Richard Dovey to endorse the selection of Renee Parissi and Jennifer Gardner.

-Joseph Lomax, Allen Carter, Jr. and Michael Kent will be attending NACD annual meeting. Registration has been completed for all three attending.

Celia Rodrigues

-Soil Science class almost complete.

-Met with Michael Kent and NRCS GIS specialist to review and clean up databases the district interns created.

B. Supervisors

Joseph Lomax

-Finalizing NACD strategic plan.

-Working on a budget to fund National Envirothon. Event costs approximately \$500,000.00.

-Continuing to work on Administrative Guidelines for District Operations. Would like to note the contributions Innes Zimmerman has put forth.

Allen Carter, Jr.

-Reported on Farm Bureau Annual meeting held November 14-15, 2016.

-Tom Beaver was named Director of NJDA's Division of Marketing and Development.

-Discussed setting up meeting with Assemblyman Andrzejczak and Joseph Lomax to discuss per diem for supervisors.

-American Farm Bureau Federation will hold its annual convention January 6-11, 2017 in Phoenix Arizona.

Richard Dovey

-Atlantic County Utilities Authority working on annual budget. Waste water rates will remain the same. With the economy in Atlantic County flow has decreased for the first time in 38 years.

-Commented on agreements with other municipalities/counties and the future of the ACUA.

Daniel Galletta

-Reported on the results of survey sent out by Training Committee. For supervisors, funding & reserves ranked highest with seeking outside funding coming in second. For staff, Pensions and Benefits ranked highest.

-SADC farmland programs have funds available. David Reilly will look for farmers in the Cape Atlantic District that would like to participate once details of the program become available.

C. *NRCS*

Michelle Pedano

-Distributed NRCS Monthly Report for review and comment.

-CStP applications will be accepted through February 3, 2017.

-CRP signups through December 16, 2016. Signups are specific for CRP grasslands.

-Nicole Ciccaglione is acting Assistant State Conservationist while Chad Cherefko is on leave.

D. *Public*

Opened meeting to public comment.

No comments from public.

ADJOURNMENT

Motion was made by Joseph Lomax and seconded by Allen Carter, Jr. to adjourn meeting at 5:35 p.m. The next meeting will be January 25, 2017 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