

Cape-Atlantic Conservation District Minutes

December 15, 2021

MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT

Chairman Allen Carter, Jr. called the meeting to order at 4:00 p.m. at the District office in Mays Landing, 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., Robert Fenton, Joseph Lomax, and Richard Dovey

Staff: Michael Kent, Chelsea Steffes, Rachel Thornton, and Marie Rogowski

USDA-NRCS: Chris Miller, Michelle Pedano, Nicholas Saumweber

MINUTES

A. Minutes of November 17, 2021 Meeting

After Board review, a motion was made by Richard Dovey and seconded by Robert Fenton to approve the minutes from the November 17, 2021, meeting. The motion passed unanimously.

B. Executive Session Minutes of November 17, 2021 Meeting

After Board review, a motion was made by Joseph Lomax and seconded by Richard Dovey to approve executive session minutes from the November 17, 2021 meeting. The motion passed unanimously.

FINANCES

A. Treasurers Reports

1. District Financials – November 2021

After Board review and discussion, a motion was made by Robert Fenton and seconded by Joseph Lomax to approve the District's November 2021 treasurer's report, balance sheet and expenses in the amount of \$46,162.01. The motion passed unanimously.

2. **PMC Financials – November 2021**

After review of the PMC monthly expense report for November 2021, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve treasurer's report, balance sheet and account balance of \$12,548.40. The motion passed unanimously.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. November 2021 Certifications

A motion was made by Joseph Lomax and seconded by Robert Fenton approving all Plan Certifications listed on the November 2021 Application Report. The motion passed unanimously.

2. November 2021 Re-certifications

A motion was made by Richard Dovey and seconded by Robert Fenton approving application listed on the November 2021 Re-Certification Application Report. Joseph Lomax recused. The motion passed.

B. Farmland Program

1. Conservation Agreement

After board discussion a motion was made by Joseph Lomax and seconded by Robert Fenton to approve the following Conservation Agreement:

- a. Jersey Pearl Oyster Farm, LLC

The motion passed unanimously.

C. Board Reorganization

After Board discussion, a motion was made by Joseph Lomax and seconded by Richard Dovey to maintain board appointed positions as they currently stand. The motion passed unanimously.

D. Cyber Insurance

Michael Kent updated the Board on renewal of the District's cyber insurance policy. There was Board consensus to renew policy as billed and payment adjustment will be made at end of fiscal year.

CORRESPONDENCE

A. New Jersey Agricultural Convention & Trade Show

After discussion a motion was made by Richard Dovey and seconded by Joseph Lomax to authorize staff to attend convention and trade show if pertinent, once agenda has been announced. The motion passed unanimously.

OLD BUSINESS

A. Education

Chelsea Steffes

-Working on making connections in the community. The District has been in contact with Linda Horner, Cape May County 4-H Foundation. Looking to set up meeting in the new year.

-Attended virtual meeting along with Michael Kent, Cormac Morrissey and Ron Schmid, Absegami High School science teacher to discuss the school's agricultural programs and how the District and Coastal Resources Conservancy Inc. (CRCI) can work together in the future. A second meeting is scheduled for January 11, 2022.

B. Grants

Michael Kent

- Plant Materials Center (PMC) seasonal employee grant is closed. There was no extension available.
- Update on grants being filled by Zachary Nixon and Ashley Hines.
- Update from conservation with Evan Madlinger, State Resource Conservationist.
- Will set up a meeting in the new year with local, state, and federal organizations to discuss programs and possible partnerships.

Nicholas Saumweber

- Discussed urban agricultural, Regional Conservation Planning Partnership (RCPP) program and updated fee structure.

COMMENTS

A. Staff

Rachel Thornton

- Remaining busy with plan review, site inspections.
- Continuing to update the District's and CRCI Facebook pages.

Chelsea Steffes

- Thanked the Board for the recommendation to attend National Association of Conservation Districts (NACD) Annual Conference in February. Applied for and was awarded a grant that will cover airfare, hotel, and registration expenses.

Michael Kent

- Update on Frank Minch's promotion.
- Update on 251 activities throughout the District.
- As part of the NACD grant, Chelsea Steffes is required to create a poster that will be displayed at the conference in February.

B. Supervisors

Richard Dovey

- ACUA staffing shortage update.
- Commented on upcoming meetings.

Robert Fenton

- Busy attending meetings.

Joseph Lomax

- Update on NACD meetings and work being completed by the various committees.
- State Committee meeting update.

Allen Carter, Jr.

- Thanked the staff for all their hard work this year.
- Suggested any supervisors with information regarding the NACD conference, forward that information to Chelsea Steffes for review.

- Update on New Jersey Farm Bureau activity.
- Commented on New Jersey Green Expo. held last week.
- Commented on the lack of meat processing facilities.
- Update on the status of filling vacant Cape May County Ag. Agent position.
- Commented on US Fish & Wildlife and land leases with farmers.
- Will be busy with a full slate of conferences coming up.

C. USDA-NRCS

Michelle Pedano

- Distributed and commented on monthly activity report.
- January 26, 2022, will be attending NJDEP/NJ NRCS Freshwater Wetland and Flood Hazard Area Control Act Rules cross-training.

Chris Miller, Cape May Plant Materials Center (PMC)

- Commented on end of quarter operating budget.
- Update on equipment maintenance at the center.
- Update on storm damage at the PMC in Louisiana.
- Provided beach grass culms to Avalon school district for children to grow and transplant in the spring.

D. Public

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

ADJOURNMENT

Chairman Allen Carter, Jr. adjourned the meeting at 5:20 p.m. The next meeting will be held Wednesday January 26, 2022, at 8:00 a.m. at the District office, Mays Landing, NJ.

Marie Rogowski,
Administrative Assistant