

Cape-Atlantic Conservation District Minutes

December 16, 2020

MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT

Chairman Allen Carter, Jr., called the meeting to order at 8:07 a.m. via video conference.

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, Cormac Morrissey, Joseph Lomax and Richard Dovey

Staff: Michael Kent and Glenn Ward

Natural Resources Conservation Service (NRCS): Michelle Pedano and Chris Miller

State Soil Conservation Committee (SSCC) : John Showler

MINUTES

A. Minutes of November 18, 2020 Meeting

Copy of minutes were emailed to Board prior to meeting. After Board review, a motion was made by Richard Dovey and seconded by Robert Fenton to approve minutes from the November 18, 2020 meeting. The motion passed unanimously.

FINANCES

A. Treasurers Reports – November 2020

November 2020 District and Plant Materials Center (PMC) Treasurer's reports were emailed to the Board prior to meeting.

After review and discussion, a motion was made by Joseph Lomax and seconded by Robert Fenton to approve the Districts November 2020 treasurer's report, balance sheet and expenses in the amount of \$47,217.31. The motion passed unanimously.

After review of the PMC monthly expense report for November 2020, a motion was made by Robert Fenton and seconded by Joseph Lomax to approve treasurer's report, balance sheet and account balance of \$9,121.51. The motion passed unanimously.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. November 2020 Certifications

November 2020, 251 Certification report was emailed to the Board prior to meeting for review.

A motion was made by Joseph Lomax and seconded by Cormac Morrissey approving all Plan Certifications listed on the November 2020 Application Report except for applications 430-20, 442-20, 521-20, 525-20, 537-20, & 564-20. The motion passed unanimously.

A motion was made by Robert Fenton and seconded by Cormac Morrissey approving applications 430-20, 442-20, 521-20, 525-20, 537-20, & 564-20. Joseph Lomax recused having a conflict of interest. Joseph Lomax abstained from motion. The motion passed.

B. Farmland Program

1. Conservation Agreements

After board review and discussion, a motion was made by Robert Fenton and seconded by Richard Dovey approving the following Conservation Agreements.

- a. Antonio Tieri – 20 acres, Folsom
- b. Tall Spruce Farm, LLC – 71.47 acres, Galloway Twp.
- c. Old Forks Holly Farm, LLC - 5 acres, Hammonton
- d. Enfin Farms, LLC – 29.36 acres, Lower Twp.

The motion passed unanimously.

2. Conservation Plans

After board review and discussion, a motion was made by Robert Fenton and seconded by Richard Dovey approving the following Conservation Plan.

- a. Buena Boro, 18.13 acres – Irrigation Well and Pumping Station.

The motion passed unanimously.

C. Audit

Michael Kent reported that the auditor is waiting for an update (AICPA Yellowbook Letter language). Deadline for audit submission is December 31, 2020. Requested a 60-day extension letter be sent to Frank Minch. After board discussion, a motion was made by Joseph Lomax and seconded by Robert Fenton approving the 60-day request. The motion passed unanimously.

CORRESPONDENCE

A. Partnership for the Delaware Estuary

Received request for support from the Partnership for the Delaware Estuary organization. After board discussion, a motion was made by Joseph Lomax and seconded by Cormac Morrissey approving \$100 donation. The motion passed unanimously.

OLD BUSINESS

A. Education

Glenn Ward reported that a virtual NJ Envirothon Committee meeting was held, and it does appear that the 2021 NJ Envirothon will be held virtually. Holly Reynolds of the Freehold SCD is working on details and logistics.

B. Grants

Michael Kent stated that after discussions with Rachel Dawson and Claire Flynn it was decided that the National Fish and Wildlife Foundation (NFWF) grant will end December 31, 2020.

The last day for Louis Almeyda and Arianna Efstatos will be December 31, 2020. The vacating Civil Engineer Technician (CET) position has been filled and approved at the November 18, 2020 board meeting.

The National Association of Conservation Districts (NACD) Technical Assistance grant is currently utilizing 2019 grant monies and will continue to do so until depleted. 2020 money remain. Suggestion was made by NACD to apply for 2021 money. Deadline for applying for 2021 grant is February 11, 2021. Michael Kent requested that he move forward with applying for 2021 grant.

After Board discussion a motion was made by Joseph Lomax and seconded by Richard Dovey to have Michael Kent apply for the 2021 NACD Technical Assistance grant. The motion passed unanimously.

Chris Miller inquired about the status of the seasonal positions at the PMC. The present agreement goes until August 2021.

C. WebEx

Michael Kent reported that the District is continuing to pay for the WebEx virtual platform. Allen Carter suggested that we terminate WebEx. Consensus among board members was to terminate WebEx.

COMMENTS

A. Staff

Glenn Ward

-Reported on 251 activity. District continues to remain very busy with prediction of breaking 600 applications by December 31, 2020, the highest on record as of yet.

-Rachel Thornton, a Stockton University senior, was chosen as the spring 2021 intern. Her start date will be January 19, 2021. Connor Smilon, fall 2020 intern, completed his internship on December 10, 2020.

Michael Kent

-Reported that he has signed up all supervisors and himself for the NACD annual meeting.

-Draft copy of Supervisor Performance Standards was previously emailed. Comments from the Board should be sent prior to January 11, 2021.

-Received 50-60 resumes for new position. Will work with Glenn Ward to begin narrowing down candidates after January 1, 2021 with a final list of 5 candidates. The final 5 candidates will be interview by Cormac Morrissey, Allen Carter, Jr., Michael Kent, and Glenn Ward.

-Gave an update on the fee schedule. Frank Minch was in agreement with the proposed fee increase. Hope to present the proposed fee schedule at either the January or February 2021 State Committee meeting. Proposing fee increase from \$90 to \$110 per hour. Consensus among Board was to send proposed fee schedule to State Committee before getting final District Board approval.

B. Supervisors

Cormac Morrissey

-Thanked the staff for handling the large number of applications and other extra work coming into the District.

Joseph Lomax

-Thanked Chris Miller for meeting with the Avalon Environmental Commission about starting a beach grass growing in the classroom project.

-Suggested that exit interviews be performed for both Louis Almeda and Arianna Efstatos. Allen Carter, Jr., Cormac Morrissey, and Michael Kent will perform the exit interviews.

-Suggested that the Coastal Resources Conservancy board be increased. One vacancy presently and have the ability to increase the number of board members. Suggested increasing number from 6 to 7. After board discussion, it was decided that the process of choosing the number of board members will be determined according to the needs of the Coastal Resources Conservancy.

Allen Carter, Jr.

-NJ Farm Bureau meeting is next week. President elect will be Tom Vilsack.

-State Senate Environmental Committee has released funds for farmland preservation.

-Christmas tree sales are up.

-American Farm Bureau convention will be virtual.

-Farm Bureau is in phase 3 of deer program.

-Thanked staff for work done at District.

C. USDA-NRCS

Michelle Pedano

-Monthly activity report was previously emailed to the Board review and comments.

-Dave Lamm and Dan Mull retiring as of January 2, 2021.

-Hilary Trotman acting state engineer.

-Virtual NOFA winter conference will be held January 30-31, 2021.

-Virtual NJDA annual meeting will be held February 17, 2021.

-Virtual NJ agriculture convention and trade show will be held February 22-25, 2021.

Chris Miller (PMC)

-Vehicle repair update. Goes in for repairs January 11, 2021.

-Commented on aiding the Avalon Environmental Committee and Avalon school setting up a beach grass growing program.

D. SSCC

John Showler

-Reported on new Department of Agriculture office in Riverview.

-Continuing to work from home.

-Commented on green infrastructure with regards to meeting current NJ Standards for Soil Erosion and Sediment Control and possible changes/revisions to Standards. Cormac Morrissey inquired about changes to Standards and green infrastructure.

E. Rutgers

-Allen Carter Jr. reported on board managers meeting.

F. Public

Opened meeting to public comment.
No comments from public.

ADJOURNMENT

Chairman Allen Carter, Jr. adjourned the meeting at 9:28 a.m. The next meeting will be held virtual on Wednesday January 27, 2021 at 8:00 a.m.

Glenn Ward
Asst. District Mgr.