

# Cape-Atlantic Conservation District Minutes

February 24, 2016

## **MEETING CALLED TO ORDER**

Chairman, Daniel Galletta called the meeting to order at 8:02 A.M. at the District office in Mays Landing, NJ.

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

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

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

NRCS: Nicholas Saumweber

## **MINUTES**

A motion was made by Richard Dovey and seconded by Joseph Lomax to approve minutes from the January 27, 2016 meeting.

A motion was made by Richard Dovey and seconded by Joseph Lomax to approve executive minutes from the January 27, 2016 meeting.

## **FINANCES**

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

After review of the January 2016 Treasurer's Report a motion was made by Richard Dovey and seconded by Joseph Lomax to approve treasurer's report and expenses in the amount of \$40,913.76.

Allen Carter, Jr. suggested adding a year to date comparison column to financial report to compare previous fiscal year finances.

After review of the Plant Material Center monthly report for January 2016, a motion was made by Richard Dovey and seconded by Allen Carter, Jr. to approve report.

### **B. CDARS Account**

CD's enrolled in Cape Bank CDARS program is up for renewal March 2016. David Reilly will explore options prior to renewal date and update board at the March meeting.

**NEW BUSINESS**

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

**1. January 2016 Certifications**

A motion was made by Joseph Lomax and seconded by Allen Carter, Jr. approving all Plan Certifications listed on the January 2016 Application Report except for applications 7-16, 12-16 and 14-16.

Chair passes to Richard Dovey

Daniel Galletta and 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 7-16, 12-16 and 14-16. Joseph Lomax recused on applications 7-16 and 12-16, Daniel Galletta recused on application 14-16.

Chair passes back to Daniel Galletta

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

**1. Conservation Agreements**

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

- a. Domenic Ferrari, Estell Manor - 20 acres.

After board review and discussion, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve the following Conservation Agreement:

- b. Natali Vineyards, Middle Township - 21 acres.

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

- c. Michael Halpern, Upper Township - 5.25 acres.

**2. CREP Performance Payment Request**

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

- a. Ed Wuillermin & Sons, Inc., Hammonton: Grassed Waterway + Lined Outlets, \$1,266.69

**C. Vets on the Farm**

David Reilly discussed interest in seeing if the District can get involved with veterans in agricultural program. David Reilly would like to have District intern research programs available and present to the board at a future meeting.

**CORRESPONDENCE**

**A. Jennifer A. Adkins, Exec. Director, Partnership for the Delaware Estuary**

Invited the District to provide input in the revision process of the Comprehensive Conservation and Management Plan for the Delaware Estuary. After discussion, Joseph Lomax volunteered to participate and Daniel Galletta suggested reaching out to Cumberland-Salem and Gloucester Districts to participate as a group.

**B. *Ray Cywinski, President NJACD***

Ray Cywinski, President NJACD is asking the District for a contribution toward the 2016 NJ Envirothon. A motion was made by Joseph Lomax and seconded by Robert Fenton to donate \$500.00 toward 2016 NJ Envirothon as budgeted.

**OLD BUSINESS**

**A. *Education***

Glenn Ward reported on the following:

- Busy planning and preparing for upcoming events.
- Scheduled to attend Envirothon planning meeting on March 10, 2016.
- Two teams from Cedar Creek High School have signed up for Envirothon training session.
- Deadline for poster contest is March 23, 2016. Sent email reminder out to all schools. No entries as of yet.
- Cape May County released date for their Earth Day. Event will be held April 16, 2016. Atlantic County will be April 24, 2016.
- Continuing to work on Spring/Summer newsletter. Will be ready to go out beginning of March.

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

Policy & Procedures Committee

- Joseph Lomax stated that the Administrative Guidance Manual was completed in draft form and sent out to Districts for review and comments. Committee is reviewing comments received and final manual is expected to be complete by May.

Training Committee

- Daniel Galletta stated that training for Administrative Guidance Manual will be scheduled for later in the year.

**C. *Update – CIG Project***

David Reilly

- Discussed presentation conducted at NACD annual meeting in Reno, NV.
- Distributed draft copy of Conservation Practice Fact Sheet for review and comments.
- Continuing to work with staff and interns on final report and photo journal.
- Filtrexx agreed to pay \$500.00 to support presentation in Reno, NV.

**D. *RCPP-NFWF***

David Reilly stated that Memorandum of Agreement and Cooperative Working Agreement between the Cape Atlantic Soil Conservation District and USDA, NRCS have been forwarded to NRCS for signatures.

Nick Saumweber stated that agreements have been signed and copies will be sent to the district.

**E. *NACD Northeast Regional Meeting***

David Reilly

- Participated in teleconference on February 22, 2016.
- Thanked Joseph Lomax for working on tour itinerary during NACD annual meeting.
- Discussed tour to be held on Sunday August 14, 2016 and two concurrent tours on Tuesday August 16, 2016.
- Preparing list of tourist location for attendees who would like to visit other locations while in the area.

Joseph Lomax

- Need to confirm speakers for event.
- Suggested the District host lunch at Seaview Resort to finalize event itinerary.

A motion was made by Allen Carter, Jr. and seconded by Richard Dovey to have District host lunch to discuss program and speakers.

Daniel Galletta

- Continuing to work on agenda and break-out sessions.
- Discussed having local dignitaries for opening comments.

## **COMMENTS**

### **A. Staff**

#### ***David Reilly***

- Thanked Board for supporting him to attend NACD annual meeting. Commented on tours and break-out sessions.
- SSCC Regional Supervisor meeting will be held in Gloucester County, April 5, 2016.
- District participated in New Jersey Flower Show. Thanked Allen Carter, Jr. and Tuckahoe Turf for donating sod for the display. Display received numerous awards.
- On January 29, 2016 had accident in district vehicle with deer. Car had been repaired.

#### ***Michael Kent***

- Staff continues to review all projects as part of the permit extension act ending. Recertification letters have started going out to project owners.
- Updated board on 251 activity in the District.
- Former intern interviewing for position at the HEP District.

#### ***Glenn Ward***

- Assisted at New Jersey Flower Show on February 12, 2016.

### **B. Supervisors**

#### ***Robert Fenton***

- Reported on farm activity.

#### ***Joseph Lomax***

-Thanked Board for their support for his attendance at the NACD Annual Meeting in Reno, NV. Discussed the following:

- Meeting covered many policy issues
- Chief spoke about urban conservation
- Enjoyed speaker from National Geographic
- Received President's Award

#### ***Richard Dovey***

- Takeover of Atlantic City MUA discussion continues.

#### ***Allen Carter, Jr.***

- Thanked Board for their support for his attendance at the NACD Annual Meeting in Reno, NV. Programs were very informative and well run. Facilities were great.
- Districts pollinator presentation was very well received.

-Attended State Agricultural Convention. Discussed the following:

- Debate on what “Locally Grown” is. No action taken.
- Resolution to build “Jersey Fresh” program.
- Discussion on the impact of minimum wage increase.
- Lieutenant Governor spoke at dinner.

***Daniel Galletta***

-Rutgers Agricultural Experiment Station had released its “Rutgers 250” tomato seed.  
-Serving as State Soil Conservation Committee secretary.  
-Discussed future grant opportunity with US Fish & Wildlife Services. Deadline is June 29, 2016 with grant being awarded January 2017.

**C. NRCS**

***Nicholas Saumweber***

-Distributed NRCS Monthly Report for review and comment.  
-Next EQIP sign-up cutoff date is March 18, 2016.  
-Farm Services Agency announced Beginning Farmers Education Grant Proposals due 3/18/16 and 5/27/16.

**D. Public**

Opened meeting to public comment.  
No comments from public.

***Executive Session***

A motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to go into executive session at 10:05 a.m.

A motion was made by Allen Carter, Jr. and seconded by Richard Dovey to reopen public meeting at 10:35 a.m.

A motion was made by Joseph Lomax and seconded by Allen Carter, Jr. to offer position of Agriculture Conservation Specialist to Celia Rodrigues, and if Ms. Rodrigues did not accept position that it would be offered to Jennifer Nale.

***ADJOURNMENT***

Motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to adjourn meeting at 10:40 a.m. The next meeting will be held March 23, 2016 at 8:00 A.M. at the District office in Mays Landing, NJ.

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

Marie Rogowski,  
Administrative Assistant

Executive Session  
of the Cape Atlantic Conservation District  
February 24, 2016

Motion to go into executive session to review personnel issues related to National Fish and Wildlife Foundation (NFWF) was made by Allen Carter, Jr. and seconded by Joseph Lomax to go into executive session at 10:05 a.m.

Attendance

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

Staff: David Reilly

NRCS: Nicholas Saumweber

David Reilly reported on the process that he and Nick Saumweber went through to review the submitted resumes. The District received several resumes for the job opening of Agriculture Conservation Specialist. Many of them were from college students that will not be graduating until May of 2016. These applicants were not considered since they did not meet the criteria for education and experience.

David Reilly reported that he and Nick Saumweber jointly interviewed three candidates, all on February 18, 2016. The candidates were Celia Rodrigues, Michael Scullion and Jennifer Nale. All candidates were asked questions developed by David Reilly and Nick Saumweber based upon the resumes and supporting documents that each candidate submitted. Each candidate was asked a set of standard questions that remained consistent for all three. After the interview both David Reilly and Nick Saumweber conducted a separate review of the candidates and notes taken during the interviews, agreeing to rank candidates and meet another day to discuss. During the interviews all three candidates were asked to provide references. All three candidates provided references.

David Reilly reported that he and Nick Saumweber met again on February 19, 2016 to discuss the candidates and as a result identified the top two candidates, Celia Rodrigues and Jennifer Nale. Both David Reilly and Nick Saumweber followed up with the references provided. Nick Saumweber reported that Jennifer Nale was highly recommended by her references. David Reilly reported that Celia Rodrigues was highly recommended by her references. Nick Saumweber reported that the references for Michael Scullion were not contacted as he was not identified as one of the top two candidates.

Richard Dovey asked how the District advertised the position. David Reilly responded that the job announcement was sent to past District interns, faculty at Stockton University, each of the 15 NJ Conservation Districts and NRCS staff in New Jersey.

Nick Saumweber commented Jennifer Nale's experience with NRCS as an Earth Team Volunteer, and highlighted her strong academic background in soils from University of Rhode Island. David Reilly commented on Celia Rodrigues' background as an intern with the Ocean County Soil Conservation District.

Both David Reilly and Nick Saumweber noted to the board that Celia Rodrigues was their first choice and that Jennifer was very close second choice, and that either candidate would be a good choice to fill the position.

At 10:35 am a motion was made by Allen Carter, Jr. and seconded by Richard Dovey to end the executive session and return to the regular meeting. This motion passed unanimously.

Submitted by David Reilly