

# Cape-Atlantic Conservation District Minutes

February 28, 2018

## **MEETING CALLED TO ORDER**

Interim Chairman, Daniel Galletta called the meeting to order at 2:13 PM at the District office in Mays Landing, NJ.

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

Supervisors: Daniel Galletta, Joseph Lomax, Richard Dovey and Robert Fenton

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

NRCS: Michelle Pedano

Rutgers Coop. Ext.: Jenny Carleo

Cape May PMC: Chris Miller

## **MINUTES**

After Board review, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve minutes from the January 24, 2018 meeting.

## **FINANCES**

### **A. Treasurer's Reports – January 2018**

After review of the District's January 2018 Treasurer's Report a motion was made by Joseph Lomax and seconded by Richard Dovey to approve treasurer's report and expenses in the amount of \$44,106.24.

After review of the Plant Material Center monthly report for January 2018, a motion was made by Joseph Lomax and seconded by Richard Dovey to approve report and account balance of \$18,574.96.

### **B. Certificates of Deposit**

CD with Farm Bureau Bank is due for renewal March 27, 2018. After discussion a motion was made by Richard Dovey and seconded by Joseph Lomax to roll over CD at rate of 1.25% or higher if available for an additional 14 months with Farm Bureau Bank.

**NEW BUSINESS**

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

**1. January 2018 Certifications**

A motion was made by Joseph Lomax and seconded by Richard Dovey approving all Plan Certifications listed on the January 2018 Application Report except for applications 518-17, 561-17, 618-17, 13-18, 19-18, 21-18, 32-18, 34-18 and 35-18.

A motion was made by Richard Dovey and seconded by Daniel Galletta approving applications 518-17, 561-17, 618-17, 13-18, 19-18, 21-18, 32-18, 34-18 and 35-18. Joseph Lomax recused since plans were submitted by past and current clients.

**2. January 2018 Re-Certifications**

A motion was made by Richard Dovey and seconded by Joseph Lomax approving Plan Re-Certifications listed on the January 2018 Application Report except for applications 285-14 and 303-14.

A motion was made by Daniel Galletta and seconded by Richard Dovey to approve application 303-14. Joseph Lomax recused having a conflict of interest.

A motion was made by Richard Dovey and seconded by Robert Fenton to approve application 285-14. Joseph Lomax and Daniel Galletta recused having conflicts of interest.

**B. Farmland Program**

A motion was made by Richard Dovey and seconded by Joseph Lomax to approve the following Conservation Agreement;

- a. Jennifer Matthews, Middle Twp., 13 acres

A motion was made by Joseph Lomax and seconded by Richard Dovey to approve the following Conservation Plan;

- a. Upper Twp., 14.1 acres – Pasture management, livestock, confinement facility and waste management.

**CORRESPONDENCE**

NONE

**OLD BUSINESS**

**A. Education**

David Reilly

-Glenn Ward, staff and interns are working hard getting ready for upcoming Earth Day and Envirothon events.

**B. RCPP-NFWF**

David Reilly reported that program is running well. All reporting and income is up to date. Next quarter reimbursement will be submitted at the end of March.

**C. CPMC Seasonal Employees**

David Reilly reported that since the current agreement has been extended until December 31, 2018, Gerald McManus is interested in returning. After discussion a motion was made by Joseph Lomax and seconded by Richard Dovey to hire Gerald McManus on or after March 23, 2018.

Chair passes to Robert Fenton

**D. Civil Engineer Technician**

David Reilly continues to work with NRCS staff on agreement. NRCS has now provided a list of deliverables that are required. These deliverables were developed by NRCS field office staff and state office staff including NRCS state engineer. A copy was forwarded to the board for review. After discussion a motion was made by Daniel Galletta and seconded by Richard Dovey to accept deliverables as presented. David Reilly will meet with Mona Peterson, NRCS, Woodstown Field office District Conservationist, and Claire Steager, Civil Engineer Technician to review position and interviewing process.

**E. NACD Conservation Assistance**

David Reilly stated that the District was awarded funding with \$2,000.00 less than the original proposal. NACD requires a metric of deliverables to be developed. The following motions were made after board review and discussions;

-A motion was made by Richard Dovey and seconded by Joseph Lomax to accept Memorandum of Agreement with NACD in the amount of \$61,136.00.

-A motion was made by Richard Dovey and seconded by Joseph Lomax to authorize David Reilly to continue to work with Nicholas Saumweber on deliverables. Electronic copies will be forwarded to board.

David Reilly discussed a former District intern as a possible candidate.

**F. CMPMC-Biological Science Technician-BLM**

David Reilly reported that he continues to work on agreement. Metrics were added to agreement. These were developed by CMPMC Manager, Chris Miller. A copy was forward to the board for review.

Chris Miller discussed needing someone at the center to assist with the seed cleaning process.

David Reilly's recommendation to the board is to move forward with agreement so the formal interviewing process may begin. After discussion, a motion was made by Joseph Lomax and seconded by Richard Dovey to have David Reilly proceed with agreement.

David Reilly discussed a person interested in the position. After discussion a motion was made by Richard Dovey and seconded by Joseph Lomax to have David Reilly and Chris Miller proceed with formal interview and to offer position if determination is made that the candidate brings a unique skill set that will enhance the agreement.

**COMMENTS**

**A. Staff  
David Reilly**

-Commented on NJ Flower Show. Display won several awards. Thanked Richard Dovey and Allen Carter, Jr. for their contributions.

-Regional Supervisor meeting will be held March 13<sup>th</sup>. David will register supervisors that will be attending.

-Participated in a 4 hour Federal E-Z Grant webinar along with Michael Kent and Marie Rogowski.

-Karol Blew, manager of the Gloucester District is interested in purchasing a copy of District's 251 tracking system. After discussion, a motion was made by Richard Dovey and seconded by Daniel Galletta to sell copies of 251 tracking program for a cost of \$1,500.00.

**Michael Kent**

-Reported on 251 program activity. Commented on soil compaction requirements.

**B. Supervisors**

**Joseph Lomax**

-NRCS Urban and Costal Resource Policy groups will be holding webinars hosted by Scotts.

-Met with Frank Minch last week to review District audits.

-Working with state committee on training opportunities for staff and supervisors.

-Commented on field audits of Districts.

**Daniel Galletta**

-Will not be able to attend next meeting.

**Robert Fenton**

-Commented on Farm Bureau meeting attended on February 27<sup>th</sup>.

-Will be attended Atlantic County Legislators dinner on March 14, 2018.

**C. NRCS**

**Michelle Pedano**

-Distributed and reported on monthly activity report.

-South Jersey local workgroup meeting scheduled for March 12, 2018 6-8pm at Rutgers Extension of Gloucester County.

-2018 Annual New Jersey Land Conservation Rally will be held March 2, 2018 at the Hyatt Regency, New Brunswick.

**D. Rutgers Coop, Ext.**

**Jenny Carleo**

-Cape May County Park and Zoo will host Farm to Table event May 6, 2018.

-Discussed watering issues farmers are having. Looking into educational tools to assist farmers.

-Twilight meeting on April 10, 2018 at Hawk Haven Vineyards for grape vine watering.

-Distributed flyer for "Growing Vegetables in Small Spaces" workshop being held April 12, 2018.

-Northeast Climate Hub Partners meeting will be held March 14-15, 2018 at Rutgers, New Brunswick.

**E. Public**

Opened meeting to public comment.

No comments from public.

***ADJOURNMENT***

Motion was made by Richard Dovey and seconded by Daniel Galletta to adjourn meeting at 3:45 p.m. The next meeting will be Wednesday March 28, 2018 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