

# Cape-Atlantic Conservation District Minutes

January 23, 2019

## ***MEETING CALLED TO ORDER***

Chairman, Allen Carter, Jr. called the meeting to order at 8:05 a.m. at the District office in Mays Landing, NJ.

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

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

Staff: David Reilly, Michael Kent, Glenn Ward, Marie Rogowski, Rebecca Watson and Arianna Efstatos

Natural Resources Conservation Service (NRCS): Michelle Pedano

State Soil Conservation Committee (SSCC): John Showler

## ***MINUTES***

### ***A. Minutes of December 19, 2018 meeting***

After Board review, a motion was made by Richard Dovey and seconded by Robert Fenton to approve minutes from the December 19, 2018 meeting.

### ***B. Executive Session Minutes of December 19, 2018 meeting***

After Board review, a motion was made by Richard Dovey and seconded by Robert Fenton to approve executive session minutes from the December 19, 2018 meeting.

## ***FINANCES***

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

After review of the District's December 2018 Treasurer's Report, a motion was made by Robert Fenton and seconded by Daniel Galletta to approve treasurer's report and expenses in the amount of \$51,533.26.

After review of the Plant Materials Center (PMC) monthly report for December 2018, a motion was made by Richard Dovey and seconded by Daniel Galletta to approve report and account balance of \$20,838.53.

### ***B. Ocean First Bank CD***

11 month CD with Ocean First Bank is up for renewal January 28, 2019. After discussion a motion was made by Daniel Galletta and seconded by Robert Fenton to roll over funds into a 16 month CD at a rate of 2.00% with Ocean First Bank.

Joseph Lomax entered meeting.

**C. District Solicitor**

Received invoice from District Solicitor, George J. Botcheos to retain services for 2019 calendar year. A motion was made by Joseph Lomax and seconded by Robert Fenton to authorize retainer payment of \$1,800.00 as budgeted.

**NEW BUSINESS**

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

Joseph Lomax discussed with the board the time frame in which recusals of Soil Erosion and Sediment Control Plans were necessary. David Reilly will check with Frank Minch to confirm appropriate time frame in which recusals are needed.

**1. December 2018 Certifications**

A motion was made by Joseph Lomax and seconded by Daniel Galletta approving all Plan Certifications listed on the December 2018 Application Report except for applications 512-18, 513-18, 522-18, 523-18, 535-18 and 541-18.

A motion was made by Richard Dovey and seconded by Robert Fenton approving applications 512-18, 513-18, 522-18, 523-18, 535-18 and 541-18. Joseph Lomax recused since plans were submitted by past or current clients. Joseph Lomax abstained from this motion.

**2. December 2018 Re-certification**

A motion was made by Joseph Lomax and seconded by Daniel Galletta approving application listed on the December 2018 Re-Certification Application Report.

**B. Economics of Conservation Training**

Nicholas Saumweber is requesting assistance from the District to cover the cost of 2 nights lodging to send Briana Nagengast to Economics of Conservation Training June 4-6, 2019 in Lebanon, NJ. After discussion, a motion was made by Robert Fenton and seconded by Joseph Lomax to pay for 2 night's hotel accommodations at the cost of \$121.00 per night.

**C. National Association of Conservation Districts (NACD) Technical Assistance Grant (T/A)**

NACD has announced another round of funding for T/A grants. Deadline for submittal is March 1, 2019. After discussion a motion was made by Joseph Lomax and seconded by Robert Fenton to authorize David Reilly to move forward with submittal of grant application for a period of three years.

**CORRESPONDENCE**

NONE

**OLD BUSINESS**

**A. Education**

Glenn Ward reported on the Earth Day schedules for Cape May and Atlantic Counties. Cape May will be held April 20, 2019 and Atlantic County on April 28, 2019.

**B. RCPP-NFWF**

David Reilly  
-Briana Nagengast has started her work for the grant reportables.

-Last quarter report and financial payment request has been submitted.

**C. Nonprofit Organization**

-No updates from IRS on status of application.

**D. Bureau of Land Management (BLM) Agreement Extension**

The District received a 12 month no-cost extension with a 100% contribution for the BLM agreement.

**E. PMC Seasonal Agreement Extension**

The District received a 12 month no-cost extension with a 100% contribution for the PMC Seasonal agreement.

**F. Stormwater Basin Inspection Program**

-Michael Kent reported that Port Republic has submitted a signed agreement requesting the Districts services for basin inspections. Agreement is for one year and will expire December 31, 2019.

**G. Local Workgroup Report**

David Reilly

-At last meeting a copy of the assessment report was distributed for board review and comments. Deadline is fast approaching for any additional comments. Final edits will be made before sending to Carrie Lindig for review.

**COMMENTS**

**A. Staff**

**David Reilly**

-Thanked Glenn Ward for all his work over the past few weeks covering for staff that was out.

-Will be attending the Partnership of the Delaware Estuary Science Summit January 27-30, 2019 in Cape May. Rebecca Watson continues to work on revising panels for the display.

-Two new interns have started on January 22, 2019. Reviewed all District policies with interns, and Michael Kent will be reviewing safety guidelines.

-PMC and NRCS staffing reassignments started December 31, 2018. Luis Almeyda started at the PMC on January 7, 2019.

**Arianna Efstatos**

-Assisted Rebecca Watson and Briana Nagengast with surveying using the Total Station.

-Creating instruction handout on how to create a watershed using Arc Map.

**Rebecca Watson**

-Started work at NRCS Vineland field office. Reviewing handbooks and learning about conservation planning.

**Michael Kent**

-Attended a meeting with Department of Environmental Protection (DEP) and southern districts to discuss 5G3 permits and the rolls and responsibilities of DEP and the Districts.

-Working with Arianna Efstatos and Briana Nagengast delineating watersheds within a specific area.

-District interns will be working on Geographical Information System (GIS) mapping for NRCS. They will be creating a database of landowners that have interacted with the District or NRCS regarding farmland conservation.

**B. Supervisors**

**Robert Fenton**

-Attended Farm Bureau meeting on January 22, 2019. Issues discussed were minimum wage and fire inspector site visits.  
-Commented on Atlantic County Legislators Night event and how other southern counties would like to join Atlantic County's event.

**Joseph Lomax**

-Congressman Jeff VanDrew has been appointed to House Agricultural Committee. Suggested the District send a letter of congratulations and to express interest in providing support from our region.  
-Commented on business plan for NACD Presidents Association.  
-Sits on NACD committee that is reviewing Urban Ag. Grant proposals.  
-Working on coastal webinars for NACD. Target date for completion is May 2019.

**Daniel Galletta**

-Pleased to see the continued use of the Total Station and Arc Map.  
-Commented on Gov. Murphy's minimum wage speech.  
-Reviewed handout from Frank Minch that was distributed at last meeting regarding district audit reviews. Suggested the District include a fee schedule review for fiscal year budget meeting.

**Richard Dovey**

-Discussed new recycling guidelines and its effects on the world.  
-Commented on Atlantic County Utilities Authority (ACUA) shared services agreements with the city of Vineland.

**Allen Carter, Jr.**

-Attended Farm Bureau meeting on January 21, 2019. A letter is being drafted about the government shutdown and how it's effecting farmers throughout the state. Commented of the \$12.50 minimum wage cap for agricultural industry.  
-New bee keeping rules are available for review and comments.  
-Marijuana legalization does not have the votes and may become a ballot question.  
-Farm Bureau will hold a financial retirement planning seminar for members at the Rutgers Eco-Complex on February 28, 2019.  
-Camden County Board of Agricultural has resumed.  
-Attended Farm Bureau National Convention in New Orleans. The 3 day event had over 7,000 in attendance. President Trump attended convention and was well received.

**C. NRCS**

**Michelle Pedano**

-Presented monthly report for review and comments.  
-New Jersey Agriculture Convention and Trade Show will be held February 5-7, 2019 at Harrah's, Atlantic City.

**D. SSSC**

**John Showler**

-Frank Minch is working with DEP staff to schedule meetings for the northern and central regions to discuss 5G3 permits.  
-Commented on legislation to create stormwater utilities.

**E. Public**

Opened meeting to public comment.  
No comments from public.

**ADJOURNMENT**

Chairman Allen Carter Jr. adjourned the meeting at 9:50 a.m. The next meeting will be Wednesday February 27, 2019 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