

Cape-Atlantic Conservation District Minutes

January 22, 2020

MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT

Vice-Chairman, Robert Fenton called the meeting to order at 8:04 a.m. at the District office in Mays Landing, NJ

Vice-Chairman Robert Fenton 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

Vice-Chairman, Robert Fenton led the salute to the flag of the United States of America.

ROLL CALL & DETERMINATION OF QUORUM

Supervisors: Robert Fenton, Joseph Lomax, Richard Dovey and Cormac Morrissey

Staff: David Reilly, Michael Kent, Marie Rogowski, Arianna Efstatos and Luis Almeyda

Natural Resources Conservation Service (NRCS): Michelle Pedano

State Soil Conservation Committee (SSCC): John Showler

MINUTES

A. Minutes of December 18, 2019 meeting

After Board review, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve minutes from the December 18, 2019 meeting. The motion passed unanimously.

FINANCES

A. Treasurer's Reports – December 2019

After review of the District's December 2019 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 \$52,281.98. The motion passed unanimously.

After review of the Plant Materials Center (PMC) monthly expense report for December 2019, a motion was made by Richard Dovey and seconded by Cormac Morrissey to approve treasurer's report and account balance of \$26,213.84. The motion passed unanimously.

Joseph Lomax commented on analysis of all district audits. Joseph Lomax recommended David Reilly contact Frank Minch to obtain copy of analysis to forward to board for review. Topic will be added to February's agenda.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. December 2019 Certifications

A motion was made by Joseph Lomax and seconded by Cormac Morrissey approving all Plan Certifications listed on the December 2019 Application Report. The motion passed unanimously.

2. December 2019 Re-certification

A motion was made by Cormac Morrissey and seconded by Richard Dovey approving applications listed on the December 2019 Re-Certification Application Report. Joseph Lomax recused on application 216-16 have a conflict of interest. The motion passes.

Michael Kent distributed and reported on FY-2020 Chapter 251 quarterly report.

B. Farmland Program-NONE

C. National Association of Conservation Districts (NACD) Technical Assistance (TA) 2020 Grant

David Reilly reported on NACD TA-2020 grant and changes that NACD has made. Deadline for submittal is February 17, 2020. After board discussion a motion was made by Cormac Morrissey and seconded by Joseph Lomax to have David Reilly apply for TA-2020 grant by the February 17, 2020 deadline. The motion passed unanimously.

D. District Solicitor

Received invoice from District Solicitor, George J. Botcheos to retain services for 2020 calendar year. A motion was made by Richard Dovey and seconded by Cormac Morrissey to authorize retainer payment of \$1,800.00 as budgeted. The motion passed unanimously.

CORRESPONDENCE

NONE

OLD BUSINESS

A. Education

David Reilly

-Reported that Glenn Ward has mailed Envirothon and Poster Contest information to all schools within the District.

-District has received 2 mini-grant applications from Cedar Creek High School, Teams 1 and 2.

B. National Fish and Wildlife Foundation Extension (NFWF)

David Reilly reported that he is working with NFWF staff to extend agreement that expired 12/31/2019. The District requested an extension that would run through June 30, 2020. NFWF can only extend agreement until April 15, 2020. They will have more information on an addition extension after April 15, 2020.

David Reilly stated that because of the NFWF extension delay, Briana Nagengast had been reporting to the District office and working on the State Agricultural Development Committee (SADC) preserved farm monitoring inspections.

C. *Plant Materials Center (PMC) Seasonal Extension*

David Reilly reported on status of the PMC Seasonal Agreement. The District received a no-cost time extension in December 2019 to allow NRCS Grants and Agreements Division (G&AD) process the extension for additional funds as previously requested and approved by the Board. NRCS G&AD has changes to District employee's use of government vehicles. After review of agreement a motion was made by Richard Dovey and seconded by Cormac Morrissey to acknowledge changes made and to accept grant extension as presented.

D. *State Agricultural Development Committee (SADC) Farm Monitoring*

David Reilly reported that Briana Nagengast has been doing an excellent job working on farm monitoring inspections.

COMMENTS

A. *Staff*

Michael Kent

- Reported on 251 activity throughout the District.
- Update on NRCS training.
- Reported on interns that started January 21, 2020.
- Glenn Ward continues to assist Ocean County Soil Conservation District as part of the shared service agreement.
- Received Geographic Information System (GIS) and basin inspection inquiries from other districts.

Luis Almeyda

- Continues to assist the PMC staff with seed sorting and cleaning.
- Thanked the board and staff for opportunities the District has provided.

Ariana Efstatos

- Updated on projects that are being worked on.
- Reviewing Computer-aided Design (CAD) training programs to bring to the District for instructional workshop.

B. *Supervisors*

Richard Dovey

- Commented on Farmland Preservation Laws recently signed by Legislation. Suggested the District look into how funding was allocated.
- Starting April 1, 2020, Atlantic County Utilities Authority (ACUA) will start collecting trash and recycling in Millville, NJ.

Cormac Morrissey

- Discussed the possibility of District interns mapping County drainage ditches, and swales for future grant opportunities.
- Commented on stormwater rules and the water quality flow case studies.
- Commented on erosion in basins during construction.
- Suggested reaching out to Atlantic Cape Community College to help fill seasonal positions.

Joseph Lomax

- NRCS will begin reviewing Memorandum of Agreement (MOA) templates.
- Executive Board of SSCC will meet to review merger of Districts, strategic planning, state standards, and supervisor manual.
- National Association of Conservation Districts (NACD) will hold session at Annual Meeting in Las Vegas to discuss long term planning for Districts.
- Recommended the District send a letter to the Secretary of Agriculture outlining the importance of filling position left vacant by the retirement of Richard Belcher.
- Commented on Urban Agriculture Grant. District will revisit grant opportunity next round.

C. NRCS

Michelle Pedano

- Distributed and commented on NRCS monthly activity report.
- Attended Conservation Desktop/Conservation Assessment and Ranking Tool (CART) Training on January 14-15, 2020 along with Michael Kent. Rebecca Watson and Briana Nagengast are attend training January 22-23, 2020.
- NRCS staff will be attending prescribed burning training at the Eco-Complex on January 28-29, 2020.
- NJ Agricultural Convention & Trade Show will be held at Harrah's Resort, Atlantic City, February 4-6, 2020.
- Commented on training for the Farm Bill rule changes.
- Conducted annual review of NRCS Civil Rights policies.

D. SSCC

John Showler

- Commented on the merger of the Warren and Sussex Districts. They will now be known as the Upper Delaware Soil Conservation District.
- Will be formulating workgroup to review State Standards.
- Discussed holding training for district staff, engineers and contractors.
- Commented on soil restoration survey.
- No dates on when vacant positions in State office will be filled.
- Reported on Department of Environmental Protection (DEP) revised stormwater rules.
- Will be attending a 2 day Federal Emergency Management Agency (FEMA) conference in Maryland.

E. Public

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

EXECUTIVE SESSION

A motion was made by Joseph Lomax and seconded by Cormac Morrissey to go into executive session at 9:41 a.m. to discuss personnel issues. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Cormac Morrissey to end executive session at 10:35 a.m. and return to the regular meeting. The motion passed unanimously.

ACTION ON ITEMS FROM EXECUTIVE SESSION

A motion was made by Richard Dovey and seconded by Cormac Morrissey to provide job offers to Ashley Hines and Karlton Niedigh to fill position announced for the PMC-BLM Agreement extension. The motion passed unanimously.

ADJOURNMENT

Motion was made by Joseph Lomax and seconded by Robert Fenton to adjourn meeting at 10:45 a.m. The next meeting will be Wednesday February 26, 2020 at 8:00 a.m. at the District Office, Mays Landing, NJ. The motion passed unanimously.

Marie Rogowski,
Administrative Assistant

Executive Session
of the Cape Atlantic Conservation District
January 22, 2020

Motion to go into executive session was made by Joseph Lomax and seconded by Cormac Morrissey at 9:41 a.m. to discuss personnel issues. The motion passed unanimously.

Attendees

District Supervisors: Robert Fenton, Joseph Lomax, Richard Dovey and Cormac Morrissey

District Staff: David Reilly

David Reilly reported that he and Chris Miller, Plant Materials Center (PMC) Manager has interviewed two (2) candidates to fill the advertised positions for Biological Science Technician under the PMC-Bureau of Land Management (BLM) Agreement. The position was advertised as a temporary full-time position or temporary part-time position. The candidates were Ashley Hines and Karlton Neidigh. Neither candidate was able to work full-time, but both would be able to work part-time. David Reilly informed the Board that Chris Miller was agreeable to having both candidates work part-time to fill the full-time equivalent, and he recommended that the District offer the position to both candidates as temporary part-time.

A motion was made by Joseph Lomax and seconded by Robert Fenton to end executive session at 11:15 a.m. and return to the regular meeting. The motion passed unanimously.

Submitted by David Reilly