

Cape-Atlantic Conservation District Minutes

July 25, 2018

MEETING CALLED TO ORDER

Chairman, Allen Carter, Jr. called the meeting to order at 8:02 am at the District office in Mays Landing, NJ.

ROLL CALL & DETERMINATION OF QUORUM

Supervisors: Allen Carter, Jr., Joseph Lomax and Daniel Galletta (via telephone)

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

NRCS: Nicholas Saumweber

MINUTES

A. Minutes of June 27, 2018 meeting

After Board review, a motion was made by Daniel Galletta and seconded by Joseph Lomax to approve minutes from the June 27, 2018 meeting.

B. Executive Session Minutes of June 27, 2018 meeting

After Board review, a motion was made by Daniel Galletta and seconded by Joseph Lomax to approve executive session minutes from the June 27, 2018 meeting with correction as discussed during meeting.

FINANCES

A. Treasurer's Reports – June 2018

After review of the District's June 2018 Treasurer's Report a motion was made by Joseph Lomax and seconded by Daniel Galletta to approve treasurer's report and expenses in the amount of \$52,565.51.

After review of the Plant Materials Center monthly report for June 2018, a motion was made by Daniel Galletta and seconded by Joseph Lomax to approve report and account balance of \$22,352.80.

David Reilly discussed with board the steps he should take if District funds would need to be transferred between bank accounts. After discussion a motion was made by Daniel Galletta and seconded by Joseph Lomax that would allow the Chairman to authorize David Reilly to make bank transfers when needed.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. June 2018 Certifications

A motion was made by Joseph Lomax and seconded by Daniel Galletta approving all Plan Certifications listed on the June 2018 Application Report except for application 255-18.

Chair Passed to Joseph Lomax

A motion was made by Daniel Galletta and seconded by Allen Carter, Jr., approving application 255-18. Joseph Lomax recused since plans were submitted by past client. Joseph Lomax abstained from motion.

Chair passed back to Allen Carter, Jr.

2. June 2018 Re-certifications

A motion was made by Joseph Lomax and seconded by Daniel Galletta approving application 280-17 listed on the June 2018 Re-Certification Application Report.

Chair passed to Joseph Lomax

A motion was made by Daniel Galletta and seconded by Allen Carter, Jr. approving application 363-14 listed on the June 2018 Re-Certification Application Report. Joseph Lomax recused since plan was submitted by current client. Joseph Lomax abstained from motion.

Chair passed back to Allen Carter, Jr.

B. Farmland Program

1. Conservation Agreements

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

- a. Coia Vineyards, Buena Vista Twp., 44 acres, Wine Grapes

2. Conservation Plans

After board review and discussion a motion was made by Joseph Lomax and seconded by Daniel Galletta to approve the following Conservation Plans:

- a. Buena Vista Twp., 77.2 acres, Drip in blueberries.
- b. Dennis Twp., 9.76 acres, Pollinator habitat, high tunnel and cover crop.

OLD BUSINESS

A. Education

Glenn Ward

-Summer is the District's slow season for education activities. Nothing new to report.

B. RCPP-NFWF

David Reilly

-Working on financial reporting. Participated in teleconference last week to review District's progress with agreement. District is on track and all documents are up to date.

C. Basin Inspection Services

Michael Kent reported that letters were mailed to all municipalities. Thanked Daniel Galletta for his assistance with preparing letter.

D. Nonprofit Organization-Resolution for Allocation of Funds.

David Reilly reported that the 1023 forms has been submitted to the IRS for review. David thanked Daniel Galletta and Joseph Lomax for their assistance in preparing documents, and thanked Marie Rogowski for her help in reviewing information before being mailed.

E. Strategic Plan

David Reilly

-Looking to schedule meeting in August with Joseph Lomax and Richard Dovey to finalize strategic plan.

F. CMPMC Seasonal Employees

David Reilly reported that Mercy Griffith has start work at the PMC as a seasonal employee. She will work 9 hours per week until August 20, 2018. A motion was made by Joseph Lomax and seconded by Daniel Galletta to ratify the hiring of Mercy Griffith.

David Reilly and Chris Miller interviewed former District intern Steven Garcia to fill seasonal employee position at PMC. Steven will work 24 hours per week until Jerry McManus is able to return to work or all funds are exhausted. A motion was made by Joseph Lomax and seconded by Daniel Galletta to hire Steven Garcia under the terms discussed.

Plant Materials Center will be hosting a field day event at the center in September. Chris Miller asked for support from the District. David Reilly stated the district would handle registration and offer staff support. A motion was made by Joseph Lomax a seconded by Daniel Galletta to authorize David Reilly to utilize staff for PMC field day and to authorize up to \$1,000.00 for expenses to be paid from PMC account.

COMMENTS

A. Staff

Michael Kent

-Reported on 251 activity. Distributed 251 quarterly report for review.
-All paperwork finalized to attend Conservation Bootcamp in September.

Briana Nagengast

-Reported on Rodale Field Day attended on July 20, 2018.

David Reilly

-Staff has the opportunity to attend a Soil Health workshop in October. A motion was made by Joseph Lomax and seconded by Daniel Galletta to authorize funding to have Briana Nagengast and Michael Kent attend Soil Health Workshop. Dates to be announced.

-Contacted Chad Cherefko in regards to the status of the 2 year CET extension. All documents have been submitted and Chad is waiting for final approval.

-Participated in 4 hour webinar for NRCS Ez-grant filing system.

- Provided auditor with information they requested for annual audit. Field portion of audit is scheduled August 9th, 10th, & 13th.
- Atlantic County Agricultural Development Board has had an increase with Right to Farm and site specific Ag Management Practice issues. Additional meetings may need to be scheduled.
- Discussed information Daniel Galletta provided on an online stormwater inspector certification program.
- Will be out of the office starting Friday July 27, and will return August 7, 2018.

B. Supervisors

Joseph Lomax

- Attended Northeast Regional meeting held in Lancaster, PA. Reported on field tours and topics discussed at conference.
- Will be attending NACD Summer Board Meeting August 3-8, 2018 in Williamsburg, VA.
- Audit of all Districts are complete and available for review.
- Commented on the increase of insects with the high temperatures and rain in the region.

Allen Carter, Jr.

- Farm Bureau hosted Senator Cory Booker for an informal roundtable at Pres. Ryck Suydam's farm. Discussed issues such as immigration reform and the Farm Bill.
- President Trump released \$12 billion aid package for farmers.
- Visited Art Brown's farm to film a segment for the Farm Bureau's 100th anniversary.
- Commented on Cape May County 4-H fair.
- Update on the Spotted Lanternfly now found in New Jersey.

C. NRCS

Nicholas Saumweber

- Commented on NRCS monthly activity.

D. Public

Opened meeting to public comment.
No comments from public.

ADJOURNMENT

Motion was made by Joseph Lomax and seconded by Daniel Galletta to adjourn meeting at 9:12 a.m. The next meeting will be Wednesday August 22, 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