

# Cape-Atlantic Conservation District Minutes

March 23, 2016

## **MEETING CALLED TO ORDER**

Chairman, Daniel Galletta called the meeting to order at 8:03 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, Marie Rogowski and Celia Rodrigues

NRCS: Nicholas Saumweber

## **MINUTES**

A motion was made by Richard Dovey and seconded by Joseph Lomax to approve minutes from the February 24, 2016 meeting.

A motion was made by Joseph Lomax and seconded by Allen Carter, Jr. to approve executive minutes from the February 24, 2016 meeting.

## **FINANCES**

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

After review of the February 2016 Treasurer's Report a motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to approve treasurer's report and expenses in the amount of \$42,506.01.

After review of the Plant Material Center monthly report for February 2016, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve report.

### **B. Amendments to FY-16 Budget**

David Reilly distributed to the Board a revised FY-16 budget with adjustments made to reflect income and expenses related to the NFWF grant and soil erosion and sediment control fees.

A motion was made by Richard Dovey and seconded by Robert Fenton to approve revised budget as presented.

**C. CDARS Account**

David Reilly discussed options available with both Cape Bank and Bank of Elmer. After discussion, a motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to renew CDARS account with exception of \$250,000.00 to be invested with Cape Bank in a 12 month CD.

**NEW BUSINESS**

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

**1. February 2016 Certifications**

A motion was made by Joseph Lomax and seconded by Richard Dovey approving all Plan Certifications listed on the February 2016 Application Report except for applications 24-16, 35-16, 36-16, 39-16, 52-16, 60-16 and 66-16.

Joseph Lomax stepped out of meeting so a motion could be made on recused applications.

A motion was made by Allen Carter, Jr. and seconded by Richard Dovey to approve applications 24-16, 35-16, 36-16, 39-16, 52-16, 60-16 and 66-16.

Joseph Lomax recused since plans were submitted by past or current clients.

**2. February 2016 Re-Certifications**

A motion was made by Joseph Lomax and seconded by Allen Carter, Jr. approving all Plan Re-Certifications listed on the February 2016 Application Report except for application 497-13.

Joseph Lomax stepped out of meeting so a motion could be made on recused application.

A motion was made by Allen Carter, Jr. and seconded by Richard Dovey to approve applications 497-13.

Joseph Lomax recused since plans were submitted by past client.

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

**1. Conservation Agreements**

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

- a. Marshallville Farms, LLC – Upper Township, 23 acres
- b. The Betts Family Partnership, Estell Manor, 111 acres

Allen Carter, Jr. abstained from motion.

**2. Conservation Plan**

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

- a. Galloway Township, 7.49 acres – SAFE-CRP

**C. NJACD Annual Dues**

District received invoice from Dennis Dougherty, Treasurer NJACD for annual dues. A motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to pay dues in the amount of \$750.00 as previously budgeted.

**D. ESRI Maintenance Agreement**

District received annual ESRI maintenance agreement. After discussion, a motion was made by Richard Dovey and seconded by Joseph Lomax to pay maintenance agreement in the amount of \$400.00 as previously budgeted.

**CORRESPONDENCE**

**A. Jack Sworaski, Chairman, South Jersey RC&D**

District received invoice for annual dues. After discussion, a motion was made by Joseph Lomax and seconded by Robert Fenton to pay annual dues in the amount of \$300.00 as previously budgeted.

**B. John Showler, NJ Dept. of Agriculture**

David Reilly distributed copy of email District received regarding basin inspection protocol proposal. Michael Kent will contact John Showler for more information. Board will review proposal and discuss at April meeting.

**OLD BUSINESS**

**A. Education**

Glenn Ward reported on the following:

Envirothon

- Attended Envirothon planning meeting on March 10, 2016.
- 35 teams have signed up to participate.
- Two teams from Cedar Creek High School have signed up for South Jersey training session.
- Thanked Allen Carter, Jr. and Tuckahoe Turf for donation to Envirothon
- Presentation station coordinator, Sheila Hall is looking for 5 additional judges.

Poster Contest

- Deadline for contest is today. Not many entries submitted.

Earth Day

- Discussed updating display for both Atlantic and Cape May Counties.
- Distributed cost analysis for new backdrop. After discussion a motion was made by Allen Carter, Jr. and seconded by Richard Dovey to contract with Circle Graphics to purchase new doubled-sided backdrop.

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

Policy & Procedures Committee

- Joseph Lomax stated that the committee reviewed all comments received and is now updating Administrative Guidance Manual.

Training Committee

- Daniel Galletta stated that training committee has not resumed meetings, however South Jersey Supervisor meeting will be held April 5, 2016 at the Italian Affair in

Glassboro. David Reilly stated that the cost for the board and him to attend will cost \$105.00.

A motion was made by Joseph Lomax and seconded by Robert Fenton to register all supervisors, David Reilly and to pay \$105.00 registration fee.

**C. Update – CIG Project**

David Reilly

-Thanked staff for all their hard work over the past weeks.

-District intern Sara Chojna has done an excellent job in preparing graphs and charts for final report.

-All requirements will be met and project will be completed by the March 31, 2016 deadline.

Joseph Lomax would like to see record of account at next meeting.

**D. RCPP-NFWF**

David Reilly welcomed Celia Rodrigues who started work on March 14, 2016. David, Celia and Nick Saunweber met at the District office on March 10, 2016 to review District and NRCS policies.

**E. NACD Northeast Regional Meeting**

David Reilly

-District hosted planning meeting at Seaview Resort on March 9, 2016 to review and discuss event itinerary. Meeting was very productive.

-Continuing to work with Tomasello Winery on dinner event.

Joseph Lomax suggested having a follow-up meeting to finalize speakers and sponsors.

**COMMENTS**

**A. Staff**

**David Reilly**

-Intern, Sara Chojno working on presentation for the Vets on the Farm program. Will put on agenda for next District meeting.

**Michael Kent**

-H&H database will be unavailable for a few weeks while information is being transferred to new site.

-Staff continuing to work on projects affected by permit extension act. District should see additional recertification fees come in.

**B. Supervisors**

**Joseph Lomax**

-Traveled to Portsmouth, NH to attend New England Leadership Conference. Reviewed critical issues effecting New England and held presentation on Weathering Change White Paper.

-NACD National Resource Policy Committee is reviewing and updating policy guidelines.

-Discussed postponing work on District's strategic plan until after annual conference in August.

**Robert Fenton**

-Attended Atlantic County Board of Agricultural meeting where the big topic of discussion was \$15.00 minimum wage for farmers.

**Daniel Galletta**

-Received "Rutgers 250" tomato seeds. Looking forward to trying new product.

**C. NRCS**

**Nicholas Saumweber**

-Distributed NRCS Monthly Report for review and comment.

**D. Public**

Opened meeting to public comment.

No comments from public.

**EXECUTIVE SESSION**

There was no executive session.

**ADJOURNMENT**

Motion was made by Joseph Lomax and seconded by Allen Carter, Jr. to adjourn meeting at 9:10 a.m. The next meeting will be held April 27, 2016 at 8:30 A.M. at Plant Materials Center in Cape May Court House, NJ.

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

Marie Rogowski,  
Administrative Assistant