

# Cape-Atlantic Conservation District Minutes

March 27, 2019

## ***MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT***

Chairman, Allen Carter, Jr. called the meeting to order at 8:00 a.m. at the District office in Mays Landing, NJ.

Chairman Allen Carter, Jr. 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***

Chairman, Allen Carter, Jr. led the salute to the flag of the United States of America.

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

Supervisors: Allen Carter, Jr., Richard Dovey and Daniel Galletta

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

Natural Resources Conservation Service (NRCS): Nicholas Saumweber

Rutgers Cooperative Extension: Jenny Carleo

## ***MINUTES***

Chair passes to Daniel Galletta

### ***A. Minutes of February 27, 2019 meeting***

After Board review, a motion was made by Richard Dovey and seconded by Allen Carter, Jr. to approve minutes from the February 27, 2019 meeting. Daniel Galletta abstained from motion. The motion passed.

Chair passes to Allen Carter, Jr.

## ***FINANCES***

### ***A. Treasurer's Reports – February 2019***

After review of the District's February 2019 Treasurer's Report, a motion was made by Richard Dovey and seconded by Daniel Galletta to approve treasurer's report and expenses in the amount of \$57,459.94. The motion passed unanimously.

After review of the Plant Materials Center (PMC) monthly expense report for February 2019, a motion was made by Daniel Galletta and seconded by Richard Dovey to approve report and account balance of \$20,524.78. The motion passed unanimously.

**B. CDARS Account**

CDARS account with Farm Bureau Bank is up for renewal on April 11, 2019. After discussion a motion was made by Daniel Galletta and seconded by Richard Dovey to roll over funds for 12 months at a rate of 2.39% with Farm Bureau Bank. The motion passed unanimously.

**C. 2019 New Jersey Association of Conservation Districts (NJACD) Dues**

District received invoice for NJACD annual dues. A motion was made by Richard Dovey and seconded by Daniel Galletta to pay dues in the amount of \$850.00, an increase of \$100.00 from what was budgeted. The motion passed unanimously.

**NEW BUSINESS**

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

**1. February 2019 Certifications**

A motion was made by Daniel Galletta and seconded by Richard Dovey approving all Plan Certifications listed on the February 2019 Application Report. The motion passed unanimously.

**2. February 2019 Re-certification**

A motion was made by Richard Dovey and seconded by Daniel Galletta approving application listed on the February 2019 Re-Certification Application Report. The motion passed unanimously.

**B. Office Equipment Disposal**

A motion was made by Daniel Galletta and seconded by Richard Dovey to authorize the disposal of HP OfficeJet Pro K8600 printer listed on disposal request. The motion passed unanimously.

**CORRESPONDENCE**

**NONE**

**OLD BUSINESS**

**A. Education**

Glenn Ward

-Envirothon sponsor letter have been mailed out.

-Poster deadline was Monday March 25<sup>th</sup>. District winners will be picked on Thursday March 28<sup>th</sup>.

**B. Regional Conservation Planning Partnership—National Fish and Wildlife Foundation (RCPP-NFWF)**

David Reilly

-Continuing to move forward. May have a possible grant extension opportunity.

**C. 2019 National Association of Conservation Districts (NACD) - Technical Assistance Grant**

David Reilly

-Submitted final grant proposal to NACD. Determination will be made sometime in April.

**D. 251 Fee Schedule Update**

David Reilly

-Reported on fee schedule change for single families. After submission to the State for review it was determined that the District will postpone single family fee change and will conduct an analysis of entire fee schedule for an overall update.

Daniel Galletta requested a report showing straight fee calculations.

**E. Bureau of Land Management (BLM) Agreement**

David Reilly

-Funds approved to extend agreement until December 21, 2019.

**F. Coastal Resources Conservancy, Inc. (CRC)**

David Reilly

-Received notification from the Internal Revenue Service that CRC 501(c)(3) has been granted.

**COMMENTS**

**A. Staff**

**David Reilly**

-Regional Supervisor Meeting is scheduled for April 9, 2019.

A motion was made by Richard Dovey and seconded by Daniel Galletta to authorize staff to attend meeting. The motion passed unanimously.

-Will be serving as a Team Presentation judge at this year's Envirothon.

-Submitted request to insurance company for cyber security. Waiting for quotes.

**Michael Kent**

-Port Republic basin inspection agreement is official. Will be starting inspections in the next few weeks.

**Glenn Ward**

-Gearing up for Earth Day events taking place on April 20<sup>th</sup> at the Cape May County Park and Zoo, and April 28<sup>th</sup> at Atlantic County Utilities Authority.

**Rebecca Watson**

-Completed a Forest Management Plan that has been approved.

-Working on posters for District Earth Day displays.

-Participating in an online Toolkit Training program.

Nicholas Saumweber asked if Rebecca Watson could attend Quail Habitat Education Day scheduled for April 6, 2019 from 9am to 1pm at Landis Sewerage Authority, Vineland, NJ. A motion was made by Daniel Galletta and seconded by Richard Dovey authorizing Rebecca Watson to attend Quail Habitat Education Day. The motion passed unanimously.

**B. Supervisors**

**Daniel Galletta**

-Discussed his resignation from the Board of Supervisors and expressed his appreciation.

**Richard Dovey**

-Thanked Daniel Galletta for his years of service to the District.  
-Update on cyber security event.  
-State Stormwater Utilities have been signed into law.

**Allen Carter, Jr.**

-Attended South Jersey Board of Agriculture dinner.  
-Commented on theft at an Atlantic County nursery.  
-Update on planning at Tuckahoe Turf Farms.

**C. NRCS**

**Nicholas Saumweber**

-Presented monthly activity report for review and comments.  
-Quality Assurance Review will take place September 16-17, 2019. Board participation would be greatly appreciated.  
-Chad Cherefko will be leaving for a new position in Hawaii on May 11, 2019.  
-Agricultural Management Assistance Program (AMA) application deadline is April 5, 2019.  
-Commented on drone footage being recorded of tidal water flow.  
-Rutgers will be hosting Industrial Hemp Educational Session on April 3, 2019 at the Burlington County Extension Office.

**D. Rutgers Cooperative Extension**

**Jenny Carleo, Cape May County**

-Update on Bee Keeper and Rain Barrel classes.  
-Hosting an informational session on the Spotted Lanternfly, May 9, 2019 from 7-8pm.  
-Will be attending the Industrial Hemp Educational Session on April 3, 2019.  
-Relocating to North Carolina in May. In the process of looking for a replacement.

**E. Public**

Opened meeting to public comment.  
No comments from public.

**EXECUTIVE SESSION**

A motion was made by Daniel Galletta and seconded by Richard Dovey to go into executive session at 8:55 a.m. to discuss personnel issues.

A motion was made by Richard Dovey and seconded by Daniel Galletta to end executive session at 9:20 a.m. and return to the regular meeting.

**ACTION ON ITEMS FROM EXECUTIVE SESSION**

A motion was made by Daniel Galletta and seconded by Richard Dovey for the District to self-fund the Agriculture Conservation Specialist position in the NRCS Vineland field office which has been funded by the NACD Technical Assistance Grant. Grant activity ends March 28, 2019. Extension of activities will be 30 days. The motion passed unanimously.

***ADJOURNMENT***

Motion was made by Daniel Galletta and seconded by Richard Dovey to adjourn meeting at 9:30 a.m. The next meeting will be Wednesday April 27, 2019 at 8:30 a.m. at the Plant Materials Center, Cape May Court House, NJ.

Marie Rogowski,  
Administrative Assistant

Executive Session  
of the Cape Atlantic Conservation District  
March 27, 2019

Motion to go into executive session was made by Daniel Galletta and seconded by Richard Dovey at 8:55 am for personnel issues.

Attendance Supervisors: Allen Carter, Jr., Daniel Galletta and Richard Dovey  
Staff: David Reilly  
NRCS: Nicholas Saumweber

David Reilly reported that the funding which covers expenses for Rebecca Watson's position will end on March 28, 2019. David Reilly reported that the District grant application to NACD for continued funding under the NACD Technical Assistance 2019 Grant Program is under review, and there could be additional bridge funds from NACD to continue funding.

Nicholas Saumweber reported that Rebecca Watson has been doing a very good job, proceeding with training and will be entering a period in which field work will be escalating. Nicholas Saumweber noted that it would be advantageous to the program to be able to have Rebecca Watson continue to work uninterrupted.

Daniel Galletta recommended that the District consider covering Rebecca Watson's expenses from other available and appropriate funds until either bridge funds or new funding under the 2019 NACD Technical Assistance program become available, for a period of 30 days.

At 9:20 am a motion was made by Richard Dovey and seconded by Daniel Galletta to end the executive session and return to the regular meeting. This motion passed unanimously.

Submitted by David Reilly