

Cape-Atlantic Conservation District Minutes

May 24, 2023

MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT

Chairman, Robert Fenton called the meeting to order at 8:15 a.m. at the District Office in Mays Landing, NJ.

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

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, and Cormac Morrissey

Staff: Michael Kent, Glenn Ward, Haley Jackson, Lauren Tigue, Riley Blankenship and Marie Rogowski

Natural Resources Conservation Service (NRCS): Michelle Pedano

MINUTES

A. Minutes of April 26, 2023, Meeting

After Board review, a motion was made by Joseph Lomax and seconded by Cormac Morrissey to approve minutes from the April 26, 2023 meeting. The motion passed unanimously.

B. Executive Session Minutes of April 26, 2023, Meeting

After Board review, a motion was made by Joseph Lomax and seconded by Cormac Morrissey to approve the executive session minutes from the April 26, 2023, meeting. The motion passed unanimously.

FINANCES

A. Treasurers Reports

1. District Financials – April 2023

After Board review and discussion, a motion was made by Joseph Lomax and seconded by Cormac Morrissey to approve the District's April 2023 treasurer's report, balance sheet and expenses in the amount of \$53,852.99. The motion passed unanimously.

2. **PMC Financials – April 2023**

After review of the PMC monthly expense report for April 2023, a motion was made by Cormac Morrissey and seconded by Joseph Lomax to approve treasurer’s report, balance sheet and account balance of \$23,175.19. The motion passed unanimously.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. April 2023 Certifications

A motion was made by Joseph Lomax and seconded by Cormac Morrissey approving all Plan Certifications listed on the April 2023 Application Report except for applications 189-23 and 205-23. The motion passed unanimously.

Chairs passes to Joseph Lomax

A motion was made by Cormac Morrissey and seconded by Robert Fenton approving applications 189-23 and 205-23. Joseph Lomax recused. The motion passed.

Chair passes back to Robert Fenton

2. April 2023 Re-certifications

A motion was made by Joseph Lomax and seconded by Cormac Morrissey approving all applications listed on the April 2023 Re-Certification Application Report. The motion passed unanimously.

B. Farmland Program

After Board review and discussion, a motion was made by Joseph Lomax and seconded by Cormac Morrissey approving the following conservation plans. The motion passed unanimously.

1. Conservation Plans

- a. Egg Harbor Twp., 2 acres, Brush Mgmt., Wildlife Habitat Planting
- b. Middle Twp., 4.5 acres, Bivalve Aquaculture Gear and Biofouling Control and Restoration of Rare or Declining Natural Communities
- c. Middle Twp. 6.9 acres, Conservation Cover, Early Successional Habitat Development
- d. Middle Twp., 3 acres, Brush Mgmt., FSI
- e. Middle Twp., 26.65 acres, CNMP development
- f. Cape May, 4.8 acres, Bivalve Aquaculture Gear and Biofouling Control

C. Soil & Water Conservation Program Cost Share Rates

The new Soil & Water Conservation Program Cost Share Rates were previously emailed to the Board for review. After discussion a motion was made by Joseph Lomax and seconded by Cormac Morrissey to accept rates as presented. The motion passed unanimously.

CORRESPONDENCE

NONE

OLD BUSINESS

A. Education

Haley Jackson

- May 13, 2023 participated in the Hamilton Sustainability Green Team Fair at Oakcrest Highschool. Visitors to the District's station were able to plant sunflower seeds. Handouts were converted to QR codes to reduce paper consumption.
- Update on NJ Envirothon that took place on May 20, 2023.
- On June 1, 2023 the District will be participating in Galloway's Nature Fest at Reeds Road Elementary School.
- Will be attending Delaware River & Bay Authority World Environment Day at Veterans Memorial Park, New Castle, DE. On June 1, 2023 with Michael Kent.
- June 6, 2023 will be participating in Slabaugh Elementary School Green Fest.
- June 7, 2023 will be attended the Upper Township Green Team Hub meeting.
- Contacted the ACUA regarding their Adopt-A-Road program. Looking into the District adopting Old Harding Highway. A motion was made by Cormac Morrissey and seconded by Joseph Lomax for the District to move forward with the Adopt-A-Road program. The motion passed unanimously.

B. Grants/Agreements

Michael Kent

- Updates on the NACD/NRCS-Urban and Community Conservation Grant Initiative and USDA-Urban Agricultural and Innovative Production Competitive Grants the District previously applied for.
- Update on NRCS grants for a Conservation Planning Assistant at the Woodstown, Salem, and Gloucester field offices.

Riley Blankenship

- Update on work being conducted under the National Association of Conservation Districts (NACD) Technical Assistance grant.
- Update on farm monitoring for State Agricultural Development Committee (SACD) and Cape May County. All work has been completed.
- Discussed searching for grant opportunities to better utilize municipal and county owned properties. After discussion, there was Board consensus to conduct research to see what is available.

C. Meetings

Michael Kent

- State Technical Committee Meeting is scheduled for June 27, 2023. Focus will be on Local Working Group meetings held.
- June 7-8, 2023 will be attending the Northeast Employee Association Planning Meeting.

COMMENTS

A. Staff

Michael Kent

- Update on daily office activity. Staff working hard and coming up with innovative ideas to help the District grow.
- Scheduling interviews for Resource Conservationist position.
- Update on David Reilly and the work being conducted.

Glenn Ward

-Update on 251 program and large 200-acre project that will be starting in Egg Harbor Twp.

-Intern update. Spring interns have completed all requirements. Fall intern has been selected. Wen Quan Chen will start the first week of September.

-Discussed how QR codes are being utilized more frequently. District will be utilizing this technology more often in the future.

Haley Jackson

-Enjoying creating classroom presentations to offer teachers throughout our District.

-Thanked Joseph Lomax and Michael Kent for the opportunity to experience the horseshoe spawning and tagging event.

Lauren Tighe

-Update on 251 activity. Busy with plan review and working alongside David Reilly conducting site inspections.

-Attended the Envirothon. The District was well represented and enjoyed the experience.

Riley Blankenship

-June 5, 2023 will be attending a NJ Dept of Ag. meeting along with Michael Kent to discuss Livestock exclusion fencing.

Marie Rogowski

-Update on daily office activity.

-Thanked Joseph Lomax for organizing the horseshoe crab event.

B. Supervisors

Joseph Lomax

-Horseshoe crab update and US Fish & Wildlife study being conducted along the shoreline to help with erosion by installing reefs.

-Commented on National Conservation Planning Partnership (NCP) publication that was released where the District was recognized.

-Commented on visit from Katura Wright, Acting State Conservationist.

Cormac Morrissey

-Commented on lack of inventory in the housing market.

-Reported on new coastal rules and coastal resiliency and how it may impact the number of applications coming into the District.

-Commented on the possibility of the District offering a summer internship.

-Praised Michael Kent and staff on their excellent job.

Robert Fenton

-Complimented the staff for a job well done.

C. USDA-NRCS

Michelle Pedano

-Distributed NRCS monthly activity report.

-Reported on several programs and their sign-ups and cut-off dates.

EXECUTIVE SESSION

A motion was made by Cormac Morrissey and seconded by Joseph Lomax to go into executive session at 9:30 a.m. The motion passed unanimously.

A motion was made by Cormac Morrissey and seconded by Joseph Lomax to end the executive session at 10:15 a.m. and return to the regular meeting. The motion passed unanimously.

ACTION ON ITEMS FROM EXECUTIVE SESSION

A motion was made by Cormac Morrissey and second by Joseph Lomax to approve the Fiscal Year 2024 budget and salary schedule as presented. The motion passed unanimously.

ADJOURNMENT

Chairman Robert Fenton adjourned the meeting at 10:20a.m. The next meeting will be June 28, 2023, 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

Executive Session Meeting Minutes
Cape Atlantic Conservation District
May 24, 2023

Motion to go into executive session was made by Cormac Morrissey and seconded by Joseph Lomax at 9:30 a.m. The motion passed unanimously.

Attendees:

District Supervisors: Robert Fenton, Joe Lomax, and Cormac Morrissey

District Staff: Michael Kent

FY 24 Budget and Salary Schedule:

Cormac Morrissey presented the proposed FY 24 budget and salary schedule, that the budget committee worked on, for review and comment.

Michael Kent informed those present that the budget and salary schedule were discussed with those board members who are not in attendance for their comments. There were no comments or changes from either board member.

A motion was made by Cormac Morrissey and seconded by Joseph Lomax to end executive session at 10:15a.m. and return to the regular meeting. The motion passed unanimously.

Submitted by Michael Kent