

Cape-Atlantic Conservation District Minutes

November 16, 2022

MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT

Vice Chairman, Robert Fenton called the meeting to order at 8:05 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, Cormac Morrissey and Richard Dovey

Staff: Michael Kent, Glenn Ward, Chelsea Steffes, Marie Rogowski, Riley Blankenship and Sarah Champion.

Natural Resources Conservation Service (NRCS): Michelle Pedano

MINUTES

A. Minutes of October 26, 2022, Meeting

After Board review, a motion was made by Cormac Morrissey and seconded by Robert Fenton to approve minutes from the October 26, 2022, meeting. Joseph Lomax and Richard Dovey abstained from motion. The motion passed.

FINANCES

A. Treasurers Reports

1. District Financials – October 2022

After Board review and discussion, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve the District's October 2022 treasurer's report, balance sheet and expenses in the amount of \$48,647.42. The motion passed unanimously.

2. PMC Financials – October 2022

After review of the PMC monthly expense report for October 2022, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve treasurer's

report, balance sheet and account balance of \$19,295.28. The motion passed unanimously.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. October 2022 Certifications

A motion was made by Joseph Lomax and seconded by Richard Dovey approving all Plan Certifications listed on the October 2022 Application Report except for applications 449-22, 450-22 and 564-22. The motion passed unanimously.

A motion was made by Richard Dovey and seconded by Cormac Morrissey approving applications 449-22, 450-22 and 564-22. Joseph Lomax recused. The motion passed.

2. October 2022 Re-certifications

A motion was made by Joseph Lomax and seconded by Richard Dovey approving all applications listed on the October 2022 Re-Certification Application Report except for application 79-19. The motion passed unanimously.

A motion was made by Cormac Morrissey and seconded by Richard Dovey approving application 79-19. Joseph Lomax recused. The motion passed.

B. Farmland Program

1. Conservation Agreement

After Board review and discussion, a motion was made by Cormac Morrissey and seconded by Richard Dovey approving the following Conservation Agreement.

- a. Nope Farm, LLC – 22 acres, Egg Harbor Twp.

The motion passed unanimously.

C. Board Reorganization

Chair – A motion was made by Richard Dovey and seconded by Cormac Morrissey to nominate Robert Fenton to serve as District Chairman.

Vice-Chair – A motion was made by Richard Dovey and seconded by Cormac Morrissey to nominate Joseph Lomax to serve as Vice-Chairman.

Secretary – A motion was made by Joseph Lomax and seconded by Cormac Morrissey to nominate Richard Dovey to serve as Secretary.

Treasurer – A motion was made by Richard Dovey and seconded by Joseph Lomax to nominate Cormac Morrissey to serve as Treasurer.

Appointments were accepted by nominees and all motions passed unanimously.

D. NRCS Memorandum of Agreement (MOA)

Updated MOA between NRCS and the District was distributed. MOA will be reviewed, and action taken at next meeting.

CORRESPONDENCE

None

OLD BUSINESS

A. Education

Glenn Ward

-Update on 2023 Envirothon. In person event will be taking place. More details forthcoming.

Sarah Champion

-Preparing questions for Current Issue portion of Envirothon test.

B. Grants

Michael Kent

-Riley Blankenship started work on October 31, 2022. He will be filling the NACD Technical Assistant Grant position. His time will be split between the District and NRCS Vineland field office.

-Update on NACD's 2023 grants. Additional information forthcoming.

C. Meetings

Michael Kent

-Distributed and commented on Professional Development Reimbursement form. A motion was made by Cormac Morrissey and seconded by Richard Dovey to utilize reimbursement form effective immediately. The motion passed unanimously.

-Update on Coalition for the Delaware River Watershed's annual forum attended on November 3rd-4th in Philadelphia, PA.

-Partnership for the Delaware Estuary Science & Environmental Summit is scheduled for January 30-February 1, 2023 at Harrah's Resort, Atlantic City. The cost to attend is \$450.00 per person. A motion was made by Richard Dovey and seconded by Cormac Morrissey to authorize registration and lodging for staff and supervisors who wish to attend. The motion passed unanimously.

-Attending New Jersey Association of Conservation Districts (NJACD) annual meeting tomorrow at the Freehold District.

-Commented on registration for NACD's annual meeting that is scheduled for February 11-15 in New Orleans, LA.

COMMENTS

A. Staff

Chelsea Steffes

-Office continues to remain very busy with larger number of applications being submitted.

Glenn Ward

-Update on 251 program and number of applications being submitted.

-Applied for NACD's grant for new attendees to annual meeting. Selections will be announced shortly.

-This afternoon will be interviewing 3 intern candidates for spring semester.

Michael Kent

- Commented on how busy office has been and thanked staff for all their hard work.
- Update on Joseph Girnius work schedule.

Marie Rogowski

- Thanked co-workers for covering work duties while out of the office.

Riley Blankenship

- Commented on work being performed since starting on October 31, 2022.

Sarah Champion

- Update on work being performed during internship.

B. Supervisors

Joseph Lomax

- Commented on work being conducted by National Conservation Planning Partnership (NCP) and sub-committees.
- Update on NACD meetings and work being completed by various committees.

Cormac Morrissey

- Update on Emergency Flood Hazard Rules. Pending rules are out in draft form.
- Commented on staffing changes within Department of Environmental Protection (DEP).

Richard Dovey

- Commented on ACUA staffing and CDL training.
- November 19, 2022, ACUA will host an open house in honor of America Recycles Day.
- Announced retirement from ACUA on June 30, 2023.
- Commented on Pleasantville trash transfer station.

Robert Fenton

- Farm Bureau meeting update. Allen Carter, Jr. was elected New Jersey Farm Bureau President.
- Commented on New Jersey bear hunt that will take place in December.

C. USDA-NRCS

Michelle Pedano

- Distributed and commented on NRCS Monthly Activity report.
- Evan Madlinger is acting NJ NRCS Assistant State Conservation for Field Operations until Arelys Ortiz relocates from Virginia.
- State Technical Committee meeting will be held virtually on December 14, 2022.

D. Public

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

EXECUTIVE SESSION

A motion was made by Cormac Morrissey and seconded by Joseph Lomax to go into executive session at 9:28 a.m. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Richard Dovey to end executive session at 10:30 a.m. and return to the regular meeting. The motion passed unanimously.

ACTION ON ITEMS FROM EXECUTIVE SESSION

A motion was made by Joseph Lomax and seconded by Cormac Morrissey to advertise for an education/outreach coordinator. The motion passed unanimously.

A motion was made Cormac Morrissey and seconded by Joseph Lomax to apply for funding from NRCS to train District personnel to become a certified conservation planner. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Cormac Morrissey to change date of Decembers Board of Supervisors meeting to December 21, 2022 at 4:00 p.m. The motion passed unanimously.

ADJOURNMENT

Vice Chairman Robert Fenton adjourned the meeting at 10:35 a.m. The next meeting will be December 21, 2022 at 4:00 p.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
November 16, 2022

Motion to go into executive session was made by Cormac Morrissey and seconded by Joseph Lomax at 9:28a.m. The motion passed unanimously.

Attendees:

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

District Staff: Michael Kent

District Finances:

Cormac Morrissey and Michael Kent will be looking at current District investments and bank accounts to be sure the District is taking advantage of new bank rates.

Education/Outreach Coordinator:

Discussion about the creation and advertisement for additional District personnel in the roll of education, outreach and grant writing for the District.

District Board Meeting Date Change:

Michael Kent reported that there were some supervisor and employee conflicts with the schedule December 14, 2022 Board meeting. It was suggested that the meeting date be moved to December 21, 2022.

A motion was made by Cormac Morrissey and seconded by Joe Lomax to end executive session at 10:30a.m. and return to the regular meeting. The motion passed unanimously.

Submitted by Michael Kent