

# Cape-Atlantic Conservation District Minutes

November 16, 2016

## **MEETING CALLED TO ORDER**

Chairman, Daniel Galletta called the meeting to order at 8:05 A.M. at the District office in Mays Landing, NJ.

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

Supervisors: Daniel Galletta, Joseph Lomax and Robert Fenton

Staff: David Reilly, Michael Kent and Marie Rogowski

NRCS: Nicholas Saumweber

SSCC: John Showler

Rutgers Coop. Ext.: Jenny Carleo

## **MINUTES**

After Board review, a motion was made by Robert Fenton and seconded by Joseph Lomax to approve minutes from the October 26, 2016 meeting.

## **FINANCES**

### **A. Treasurer's Report – October 2016**

After review of the October 2016 Treasurer's Report a motion was made by Joseph Lomax and seconded by Robert Fenton to approve treasurer's report and expenses in the amount of \$41,911.97

After review of the Plant Materials Center monthly report October 2016, a motion was made by Joseph Lomax and seconded by Robert Fenton to approve report and expenses in the amount of \$735.00.

## **NEW BUSINESS**

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

#### **1. October 2016 Certifications**

A motion was made by Joseph Lomax and seconded by Robert Fenton approving all Plan Certifications listed on the October 2016 Application Report except for applications 365-16, 419-16, 423-16, 424-16, 440-16 and 441-16.

Chair passes to Joseph Lomax

A motion was made by Daniel Galletta and seconded by Robert Fenton to approve applications 365-16, 419-16, 423-16, 424-16 and 441-16. Joseph Lomax recused since plans were submitted by past and current clients and former employers.

Chair passes to Daniel Galletta

## **2. October 2016 Re-Certifications**

A motion was made by Joseph Lomax and seconded by Robert Fenton approving Plan Re-Certification listed on the October 2016 Application Report.

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

#### **1. Conservation Agreements**

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

- a. Zachary DeStefano, Buena Vista Township, 10 acres.
- b. Zac Bohm, Dennis Township, 8 acres.
- c. MPS Properties, Buena Vista Township, 60 acres.

### **C. NACD 2017 Membership**

After review and discussion a motion was made by Joseph Lomax and seconded by Robert Fenton to authorize payment of annual membership in the amount of \$775.00 as budgeted.

## **CORRESPONDENCE**

**NONE**

## **OLD BUSINESS**

### **A. FY-16 Audit**

Copy of FY-16 Audit was previously distributed to board for review. After discussion a motion was made by Robert Fenton and seconded by Joseph Lomax to accept audit as presented.

### **B. Training Survey**

Training survey was forwarded to all staff and supervisors to be completed. After review and discussion the survey was ranked and will be submitted as one by the District.

Joseph Lomax suggested including the following write-ins; Outreach and initiation of local workgroups and District strategic planning, long and short term.

### **C. Education**

David Reilly

-Glenn Ward attended Envirothon Planning meeting on November 14, 2016. A follow-up meeting will be schedule for sometime in January.

-The 2017 poster contest information has been released. Theme will be "Healthy Soils are Full of Life". A motion was made by Robert Fenton and seconded by Joseph Lomax to have District participate in the contest and to award total prizes in the amount of \$300.00, \$50.00 for four (4) 1<sup>st</sup> place winners and \$25.00 for four (4) 2<sup>nd</sup> place winners.

**D. RCPP-NFWF**

David Reilly

-Processed and submitted second payment request. District should receive payment shortly.

-Explored conservation boot camp and payment options for Celia Rodrigues.

Announcements for 2017 have not been released. NJACD has been contacted and will provide a letter of support for Celia to attend.

**E. Strategic Plan**

Joseph Lomax, Richard Dovey and David Reilly had a teleconference on October 6, 2016 to discuss strategic plan. Joseph Lomax and David Reilly will meet today to further develop strategic plan. Committee will meet again in the coming months. Strategic plan should be complete by late spring.

Joseph Lomax discussed District workgroup outreach opportunities.

Daniel Galletta discussed having a day long retreat as part of the strategic planning process.

**F. Cape May Plant Materials Center Seasonal Employees**

David Reilly

-Submitted payment reimbursement request for phase one of the agreement. Received email that request has been processed and payment should be received shortly.

-Working with Chris Miller on finding candidates for next two phases that will have one employee working March 15<sup>th</sup> through May, 2017 and 2 employee's May through August, 2017.

**COMMENTS**

**A. Staff**

**David Reilly**

-Discussed early registration for supervisors and staff that will attend NACD Annual Meeting.

-Updated board on meeting with Nicholas Saumweber and Jeremy Sahl on October 26, 2016 to discuss Mr. Sahl's participation in Soil Health Champion.

**Michael Kent**

-Current interns last day will be December 9, 2016. Interviewed several candidates for next semester and two interns have been chosen for the spring.

-Reported on 251 activity in the District.

**B. Supervisors**

**Joseph Lomax**

-Discussed a follow-up meeting with PMC to review tier rating so the center may hire new employees. Under current tier rating the center is unable to hire new help.

-Working with Allen Carter Jr. to set up a meeting with Assemblyman Andrzejczak to discuss per diem for supervisors.

- Finalizing NACD Strategic Plan. Reviewing and updating Employee Manual.
- With administration change, NACD will be getting a group together to review programs and to review what impact it may have on the Districts.

**Robert Fenton**

- Attended and commented on Farm Bureau Annual meeting held November 14-15, 2016.

**Daniel Galletta**

- Asked if the District had any resolutions to submit to the NJACD. None were offered.

**C. NRCS**

**Nicholas Saumweber**

- Distributed NRCS Monthly Report for review and comment.
- Reviewed program signups and cutoff dates.
- Discussed two new RCPP initiatives that were announced.
- NRCS operating under a continuing resolution until December 9, 2016.

**D. State Soil Conservation Committee**

**John Showler**

- Standard rule changes are in NJ Registrar's office. Last day for comments is November 20, 2016.
- Discussed implementation of soil restoration standards.
- Working with DEP on MS4 permit and how it pertains to the H&H database.

**E. Rutgers Cooperative Extension**

**Jenny Carleo**

- Discussed programs and upcoming workshops.
- Looking at corn genetics from a local farmer in Cape May County.
- Will continue with monthly workshops instead of a Master Gardener's program.
- Native plant class was postponed. Class will be rescheduled.
- Thomas Beaver is replacing Alfred Murray as Assistant Secretary of Agriculture.

**F. Public**

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

**ADJOURNMENT**

Motion was made by Joseph Lomax and seconded by Robert Fenton to adjourn meeting at 10:10 a.m. The next meeting will be December 14, 2016 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