

Cape-Atlantic Conservation District Minutes

November 14, 2018

MEETING CALLED TO ORDER

Chairman, Allen Carter, Jr. called the meeting to order at 8:30 a.m. at the Rutgers Cooperative Extension office in Cape May Court House, NJ.

ROLL CALL & DETERMINATION OF QUORUM

Supervisors: Allen Carter, Jr., Robert Fenton, Daniel Galletta and Joseph Lomax

Staff: David Reilly, Michael Kent, Glenn Ward, Marie Rogowski, Celia Rodrigues and Briana Nagengast

NRCS: Michelle Pedano

Rutgers Coop. Ext.: Jenny Carleo

MINUTES

A. Minutes of September 26, 2018 meeting

After Board review, a motion was made by Joseph Lomax and seconded by Robert Fenton to approve minutes from the September 26, 2018 meeting. Daniel Galletta abstained from motion.

B. Executive Session Minutes of September 26, 2018 meeting

After Board review, a motion was made by Joseph Lomax and seconded by Robert Fenton to approve executive session minutes from the September 26, 2018 meeting. Daniel Galletta abstained from motion.

FINANCES

A. Treasurer's Reports – September 2018

After review of the District's September 2018 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 \$51,237.17.

After review of the Plant Materials Center monthly report for September 2018, a motion was made by Daniel Galletta and seconded by Robert Fenton to approve report and account balance of \$21,200.84.

B. Treasurer's Reports – October 2018

After review of the District's October 2018 Treasurer's Report, a motion was made by Robert Fenton and seconded by Joseph Lomax to approve treasurer's report and expenses in the amount of \$57,197.26.

After review of the Plant Materials Center monthly report for October 2018, a motion was made by Daniel Galletta and seconded by Robert Fenton to approve report and account balance of \$20,866.02.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. September 2018 Certifications

A motion was made by Joseph Lomax and seconded by Daniel Galletta approving all Plan Certifications listed on the September 2018 Application Report except for applications 377-18, 394-18 and 342-18.

A motion was made by Daniel Galletta and seconded by Robert Fenton approving applications 377-18 and 394-18. Joseph Lomax recused since plans were submitted by past or current clients. Joseph Lomax abstained from motion.

A motion was made by Joseph Lomax and seconded by Robert Fenton approving application 342-18. Daniel Galletta recused having a conflict of interest. Daniel Galletta abstained from motion.

2. September 2018 Re-certification

A motion was made by Daniel Galletta and seconded by Robert Fenton approving application 52-15 listed on the September 2018 Re-Certification Application Report. Joseph Lomax recused from motion.

A motion was made by Joseph Lomax and seconded by Robert Fenton approving application 396-06 listed on the September 2018 Re-Certification Application Report.

3. October 2018 Certifications

A motion was made by Joseph Lomax and seconded by Robert Fenton approving all Plan Certifications listed on the October 2018 Application Report except for applications 404-18, 415-18, 419-18, 422-18, 424-18, 426-18, 435-18 and 449-18.

A motion was made by Daniel Galletta and seconded by Robert Fenton approving applications 415-18, 419-18, 422-18, 424-18, 426-18, 435-18 and 449-18. Joseph Lomax recused since plans were submitted by past or current clients. Joseph Lomax abstained from motion.

Chair passes to Joseph Lomax

A motion was made by Robert Fenton and seconded by Allen Carter, Jr. approving application 404-18. Joseph Lomax and Daniel Galletta recused having a conflict of interest. Joseph Lomax and Daniel Galletta abstained from motion.

Chair passes to Allen Carter, Jr.

4. October 2018 Re-certification

A motion was made by Joseph Lomax and seconded by Daniel Galletta approving applications 85-15 and 116-14 listed on the October 2018 Re-Certification Application Report.

A motion was made by Daniel Galletta and seconded by Robert Fenton approving applications 109-15, 116-82 and 115-82 listed on the October 2018 Re-Certification

Application Report. Joseph Lomax recused since plans were submitted by past clients. Joseph Lomax abstained from motion.

B. Farmland Program

1. Conservation Agreements

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

- a. Summersweet Native Plants, Hamilton Twp., 10.13 acres
- b. Gary Sprague, Buena Vista Twp., 50 acres

2. Conservation Plan

After board review and discussion, a motion was made by Daniel Galletta and seconded by Robert Fenton approving the following Conservation Plan:

- a. Hamilton Twp., 7.3 acres, Vegetable farming and animal husbandry operation.

C. NACD Annual Survey

Survey was email to board for review. After discussion, David Reilly will complete administrative sections. Survey will then be sent to supervisors to comment on remaining sections. David Reilly will then compile all comments, complete survey and submit to NACD prior to the December 3, 2018 deadline.

CORRESPONDENCE

A. Carrie Lindig, NRCS State Conservationist

Received communication from Carrie Lindig, NRCS State Conservationist thanking the District for sponsoring the Plant Materials Center Field Day Training on September 27, 2018.

B. David Specca, President, NJ Agricultural Society

Received annual membership renewal from David Specca, President, NJ Agricultural Society. A motion was made by Robert Fenton and seconded by Joseph Lomax to authorize payment of \$50.00 to renew membership.

OLD BUSINESS

A. Education

Glenn Ward

Envirothon will be held May 11, 2019 at Great Times Day Camp, Winslow Twp. Topic will be "Agricultural and Environment Knowledge and Technology to feed the World". A motion was made by Daniel Galletta and seconded by Robert Fenton to award five (5) \$100.00 mini grants to the first five schools to register and participate in Envirothon.

NACD poster contest information has been released. Theme will be "Life in the Soil-Dig Deeper". A motion was made by Daniel Galletta 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) 1st place winners and \$25.00 for four (4) 2nd place winners.

B. RCPP-NFWF

David Reilly

-Work continues to progress. Celia Rodrigues is doing a great job staffing position.

C. Nonprofit Organization

-Application still being reviewed by IRS.

D. Sick Leave Policy-Seasonal Employees

-New Jersey State Sick Leave Act went into effect October 29, 2018. This act entitles District seasonal employees the ability to earn sick leave. David Reilly distributed to the board the District's current sick leave policy along with a draft policy for seasonal employees. After discussion a motion was made by Joseph Lomax and seconded by Robert Fenton to adopt draft policy as presented.

COMMENTS

A. Staff

David Reilly

-Attended managers meeting along with Michael Kent on October 18, 2018.
-Districts nomination, NJ Turnpike Authority was chosen to receive the Outstanding Developer Award at the NJ Association of Conservation District annual meeting November 19, 2018.
-Met with Christine Raabe and Jean Baluski of the Ocean County Soil Conservation District to discuss shared services agreement that will begin December 1, 2018.
-NACD is offering Urban Conservation Grants again for 2019. After discussion it was decided that the District will not apply for grant at this time.

Michael Kent

-Distributed 251 quarterly report for review.
-Port Republic has voiced interest in the District conducting basin inspections. Will follow up with Board when more information is available.
-Commented on Bootcamp training attended back in September.
-Attended soil health training along with Celia Rodrigues and Briana Nagengast October 22-25, 2018.
-Interns this semester are doing a great job. Their last day will be December 7, 2018. Started to look for interns for the spring semester.

Glenn Ward

-Looking forward to helping implement the shared services agreement at the Ocean County Soil Conservation District.

Celia Rodrigues

-Attended soil health training October 22-25, 2018. Commented on topics discussed. Thanked the board for allowing her to attend.

Briana Nagengast

-Thanked the board for allowing her to attend soil health training.

B. Supervisors

Daniel Galletta

-Will not be able to attend annual meeting on Monday November 19, 2018.

Joseph Lomax

-Supervisors will meet at 7am for a breakfast meeting Monday November 19, 2018 at the NJACD annual meeting.
-Dan Van Abs will be the key note speaker at NJACD annual meeting.

- NACD National Meeting will be held February 2-7, 2019, San Antonio, TX. One scholarship per state will be awarded to a new attendee.
- Working with David Reilly on local workgroup report. David has done a great job putting together a draft report.
- Working on updating NACD employee handbook.
- Coastal Resource Policy Committee is looking into a pilot project on how districts can better relate to coastal issues around the US.
- 20% of NACD National Policies will sunset over the next five years.
- Working with PMC on collecting and cultivating Pine Barrens heather.
- Up for re-election on the State Soil Conservation Committee. Current term will expire 12/21/18.

Robert Fenton

- Attended Farm Bureau's 2 day 100th annual meeting.
- During Farm Bureau meeting, attended commercial fishing roundtable. Fishing industry voiced concerns over regulations.

Allen Carter, Jr.

- Commented on Farm Bureau's 100th annual meeting that was held November 12-13, 2018. Meeting was well attended with many prominent guests present. A few of the topics discussed were; minimum wages, climate, deer/wildlife, drone technology and the Farm Bill.
- Working with CMPMC on dredge spoils test plots at Tuckahoe Turf property in Estell Manor.
- Commented on funding available for farmers who want to start grape production.

C. NRCS

Michelle Pedano

- Distributed and commented on NRCS monthly activity.
- Soil Health and Organic Farming guides available for download at the Organic Farming Research Foundation website.
- NJ NO till and Cover Crop Winter Conference will be held December 13, 2018 at Hawk Pointe Gold Course in Washington Twp. David Reilly noted that Briana Nagengast will be attending conference.

E. Rutgers

Jenny Carleo

- Reported on beach plum research data.
- Invited to speak at Marlton Garden Club.
- Took Cape May County Beach Plum Association to Rutgers Food Innovation Center in Bridgeton, NJ. Commented on services provided at facility.
- Harvested the Landseair Field Corn. Will be giving to farmers next year who want to experiment with growing the corn on their farms.
- Update on Ultra Niche Crop program. YouTube channel has had over 30,000 views.
- Attended Farm Bureau conference.
- Five year performance review coming up.

F. Public

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

EXECUTIVE SESSION

A motion was made by Joseph Lomax and seconded by Robert Fenton to go into executive session at 10:02 a.m. to discuss the following;

- Personnel
- Agreement Extensions

At 10:25 a.m. a motion was made by Daniel Galletta and seconded by Robert Fenton to end the executive session and return to the regular meeting.

ACTION ON ITEMS FROM EXECUTIVE SESSION

Motion was made by Joseph Lomax and seconded by Robert Fenton to ratify the October 26, 2018 hiring of Lori Gorczynski for the position of Biological Science Aid with the position to be located at the Cape May Plant Materials Center.

Motion was made by Joseph Lomax and seconded by Daniel Galletta to authorize submittal of an application of financial assistance for the amount of \$24,822.70 to the USDA NRCS for a one year extension of the agreement to December 31, 2019 to continue funding of the Biological Science Aid positions at the Cape May Plant Materials Center.

Motion was made by Joseph Lomax and seconded by Robert Fenton to authorize submittal of an application of financial assistance for the amount of \$80,494.39 to the USDA NRCS for a one year extension of the agreement to December 31, 2019 to continue funding of the Biological Science Technician position at the Cape May Plant Materials Center.

ADJOURNMENT

Chairman Allen Carter Jr. adjourned the meeting at 10:40 a.m. The next meeting will be Wednesday December 14, 2018 at 4:00 p.m. at the District office in Mays Landing, NJ.

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

Marie Rogowski,
Administrative Assistant

Cape-Atlantic Conservation District Executive Session Minutes

November 14, 2018

Motion to go into executive session related to proposed agreement extension was made by Joseph Lomax and seconded by Robert Fenton at 10:02 a.m.

Attendance Supervisors: Allen Carter, Jr., Robert Fenton, Joseph Lomax, Daniel Galletta
Staff: David Reilly

David Reilly reported that USDA-NRCS has proposed extending the Contribution Agreement for the Biological Science Technician at the Cape May Plant Materials Center for an additional year to December 31, 2019. The original agreement is set to expire on December 31, 2018. The position would continue to be housed at the Cape May Plant Materials Center in Cape May Court House. Daniel Galletta asked if the position would continue to be fully funded. David Reilly replied that NRCS will fully fund the position under the proposed extension. For an amount of \$80,494.39.

David Reilly reported that USDA-NRCS has proposed extending the Contribution Agreement for the Seasonal Biological Science Aid positions at the Cape May Plant Materials Center for an additional year to December 31, 2019. The original agreement is set to expire on December 31, 2018. The position would continue to be housed at the Cape May Plant Materials Center in Cape May Court House. Robert Fenton asked if NRCS would fully fund these positions too. David Reilly replied NRCS will fully fund the position under the proposed extension for an amount of \$24,822.70.

David Reilly reported that the District had a candidate available to fill the Seasonal Biological Science Aid position left vacant by the resignation of Steve Garcia. Mr. Garcia has accepted a position NJ Audubon. David Reilly reported that he had been contacted by Lori Gorczynski, who was interested in the position. Ms. Gorczynski was previously an intern with the District and was available to work at CMPMC for 24 hours per week while maintaining her position as an aid at Stockton University. Allen Carter, Jr. reported that David Reilly had spoken with him regarding offering the position to Ms. Gorczynski, prior to the Board of Supervisors meeting and that he had authorized the position offer based on the recommendation of David Reilly at a rate of \$14.00 per hour for 24 hours per week. Joseph Lomax asked if Chris Miller was involved in the hiring process. David Reilly responded that Ms. Gorczynski had interviewed separately with Chris Miller and Mr. Miller recommended hiring her.

At 10:25 a.m. a motion was made by Daniel Galletta and seconded by Robert Fenton to end executive session and return to regular meeting. This motion passed unanimously.

Submitted by David Reilly