

# Cape-Atlantic Conservation District Minutes

November 15, 2017

## **MEETING CALLED TO ORDER**

Chairman, Daniel Galletta called the meeting to order at 8:00 AM at the District office in Mays Landing, NJ.

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

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

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

## **MINUTES**

After Board review, a motion was made by Joseph Lomax and seconded by Robert Fenton to approve minutes from the October 25, 2017 meeting with minor changes as discussed.

## **FINANCES**

### **A. Treasurer's Report – October 2017**

After review of the October 2017 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 \$40,207.50.

After review of the Plant Materials Center monthly report for October 2017, a motion was made by Allen Carter, Jr. and seconded by Robert Fenton to approve report and expense of \$648.00.

### **B. FY-17 Audit**

Copy of FY-17 Audit was distributed to board for review.

A motion was made by Robert Fenton and seconded by Joseph Lomax to pay auditors invoice for preparation of FY-17 audit report and QuickBooks assistance totaling \$3,839.00.

## **NEW BUSINESS**

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

#### **1. October 2017 Certifications**

A motion was made by Joseph Lomax and seconded by Allen Carter, Jr. approving all Plan Certifications listed on the October 2017 Application Report except for applications 443-17, 444-17 and 448-17.

A motion was made by Allen Carter, Jr. and seconded by Robert Fenton approving applications 443-17, 444-17 and 448-17. Joseph Lomax recused since plans were submitted by past clients.

**2. October 2017 Re-Certification**

A motion was made by Joseph Lomax and seconded by Robert Fenton approving the Plan Re-certifications listed on the October 2017 Application Report.

**B. Farmland Program**

NONE

**C. NRCS Agreement-Civil Engineer Technician**

Draft copy of agreement was distributed to board for review. Joseph Lomax and David Reilly updated board on terms of the agreement. A motion was made Joseph Lomax and seconded by Allen Carter, Jr. authorizing David Reilly to accept agreement in concept with changes as discussed. Final agreement will be presented to board for approval.

**D. NACD Grant**

Joseph Lomax discussed NACD grant in cooperation with NRCS for conservation district technical assistance. A motion was made by Joseph Lomax and seconded by Robert Fenton authorizing David Reilly to pursue grant opportunity.

**CORRESPONDENCE**

NONE

**OLD BUSINESS**

**A. Education**

Glenn Ward

- Working on newsletter that will go out this Friday.
- Poster contest information was sent out all schools and posted on District website. Reminder notices will be sent out in the New Year.
- 2018 Envirothon will be held May 5<sup>th</sup> at Camp Grice in Elmer, Salem County.

**B. RCPP-NFWF**

David Reilly

- District interns had the opportunity on November 9<sup>th</sup> to work with Celia Rodrigues and NRCS soil scientists in the field. Celia will work with interns again on the 16<sup>th</sup> showing them office procedures and farm visit.
- Celia Rodrigues continues to work on receiving training leading towards certification.

**C. CPMSC Seasonal Employees**

David Reilly

- Glenn Thompson will be working until mid-December. Waiting to hear from Grants and Agreements team about the one year extension.

**D. NACD Survey**

David Reilly previously forwarded copy of survey to board for review and comments. Deadline for submittal is November 16, 2017. Survey will be completed and submitted by deadline.

## **COMMENTS**

### **A. Staff**

#### **David Reilly**

-Holding intern interviews with Michael Kent for next semester. Working with faculty at Stockton to select best candidates.

-Attended Annual Conservation Partnership meeting on November 2, 2017 where Marie Rogowski and Chris Miller received awards.

#### **Marie Rogowski**

-Thanked board for award nomination.

#### **Michael Kent**

-Discussed implementation of new soil restoration and land grading standards.

### **B. Supervisors**

#### **Robert Fenton**

-Attended 2 day Farm Bureau Convention. Reported on topics discussed.

#### **Allen Carter, Jr.**

-Attend Farm Bureau Convention. It was a packed agenda. Reported on topics discussed and the benefits of cranberries.

-Will be attending Farm Bureau National Convention.

#### **Joseph Lomax**

-Reported on NRCS National Resource Policy Groups; coastal conservation and invasive species.

-Chairs Coastal Resource Policy Group. Gave update on group.

-Discussed Farm Bill.

#### **Daniel Galletta**

-Will be stepping down as District Chairman in January.

### **C. Public**

Opened meeting to public comment.

No comments from public.

## **ADJOURNMENT**

Motion was made by Allen Carter, Jr. and seconded by Robert Fenton to adjourn meeting at 9:20 a.m. The next meeting will be Wednesday December 13, 2017 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