

# Cape-Atlantic Conservation District Minutes

November 17, 2021

## ***MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT***

Chairman Allen Carter, Jr. called the meeting to order at 8:00 a.m. at the District office in Mays Landing, NJ.

Chairman Allen Carter, Jr. 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, Allen Carter, Jr. led the salute to the flag of the United States of America.

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

Supervisors: Allen Carter, Jr., Robert Fenton, Cormac Morrissey, Joseph Lomax, and Richard Dovey

Staff: Michael Kent, Glenn Ward, Chelsea Steffes, Rachel Thornton, and Marie Rogowski

## ***MINUTES***

### ***A. Minutes of October 27, 2021 Meeting***

After Board review, a motion was made by Richard Dovey and seconded by Robert Fenton to approve the minutes from the October 27, 2021, meeting. The motion passed unanimously.

### ***B. Executive Session Minutes of October 27, 2021 Meeting***

After Board review, a motion was made by Joseph Lomax and seconded by Cormac Morrissey to approve executive session minutes from the October 27, 2021 meeting. The motion passed unanimously.

## ***FINANCES***

### ***A. Treasurers Reports***

#### ***1. District Financials – October 2021***

After Board review and discussion, a motion was made by Joseph Lomax and seconded by Robert Fenton to approve the District's October 2021 treasurer's report, balance sheet and expenses in the amount of \$44,679.15. The motion passed unanimously.

2. **PMC Financials – October 2021**

After review of the PMC monthly expense report for October 2021, a motion was made by Richard Dovey and seconded by Cormac Morrissey to approve treasurer's report, balance sheet and account balance of \$12,548.29. The motion passed unanimously.

**NEW BUSINESS**

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

**1. October 2021 Certifications**

A motion was made by Joseph Lomax and seconded by Richard Dovey approving all Plan Certifications listed on the October 2021 Application Report except for application 439-21, 478-21, 494-21 495-21 and 504-21. The motion passed unanimously.

A motion was made by Cormac Morrissey and seconded by Robert Fenton approving applications 439-21, 478-21, 494-21 495-21 and 504-21. Joseph Lomax recused. The motion passed.

**2. October 2021 Re-certifications**

A motion was made by Joseph Lomax and seconded by Cormac Morrissey approving all applications listed on the October 2021 Re-Certification Application Report except for application 363-14. The motion passed unanimously.

A motion was made by Cormac Morrissey and seconded by Robert Fenton approving application 363-14. Joseph Lomax recused. The motion passed.

**B. Farmland Program-None**

**C. 2022 Board of Supervisors Meeting Schedule**

Copy of 2022 Board of Supervisors Meeting Schedule was distributed for review. A motion was made by Joseph Lomax and seconded by Richard Dovey to approve schedule with change to December's meeting date. The motion passed unanimously.

**D. Cape May County 4-H Foundation**

Cape May County 4-H Foundation is seeking support for their 2022 4-H Fair that is scheduled to take place July 21-23, 2022. A motion was made by Cormac Morrissey and seconded by Robert Fenton to donate \$250.00. The motion passed unanimously.

**E. David Reilly-Retirement**

A motion was made by Cormac Morrissey and seconded by Richard Dovey to authorize the purchase of a camping knife and a gift card in the amount of \$500.00 for David Reilly's retirement. The motion passed unanimously.

**CORRESPONDENCE**

None

## **OLD BUSINESS**

### **A. Education**

Glenn Ward

-As suggested at last meeting, hard copies of education survey have been mailed out.

### **B. Grants**

Michael Kent

-Update on grants being filled by Zachary Nixon and Ashley Hines.

-The District will be applying for a grant being offered by NACD for new attendees to the annual meeting in Orlando Fl.

### **C. NACD Annual Meeting**

NACD Annual Meeting is scheduled for February 12-16, 2022, in Orlando, Florida. Deadline for early bird registration is December 15, 2021. Any Board member wishing to attend will need to notify Michael Kent by December 2, 2021.

### **D. Ocean County Soil Conservation District (SCD) Shared Service Agreement**

Updated shared service agreement was distributed to the Board. After discussion, a motion was made by Cormac Morrissey and seconded by Joseph Lomax to enter into shared service agreement as outlined. The motion passed unanimously.

## **COMMENTS**

### **A. Staff**

#### ***Rachel Thornton***

-Continuing plan review, site inspections and meetings with municipal construction officials.

-Created Facebook page for Coastal Resources Conservancy Inc. (CRCI) and will be updating the District's Facebook page on a regular basis.

#### ***Chelsea Steffes***

-Staying busy with the large number of plans being submitted and site inspections.

-Working on establishing relationships with builders and contractors while out in the field.

#### ***Marie Rogowski***

-Requested supervisors submit list of meetings attended and mileage for reimbursement.

#### ***Glenn Ward***

-Busy month with 251 applications.

-Reported on larger projects being submitted.

#### ***Michael Kent***

-Thanked the staff for all their hard work.

-EPA requested list of projects in Atlantic City with one acre or more of land disturbance.

-Reported on Northeast Regional meeting attended 10/31-11/3/21, along with Joseph Lomax.

**B. Supervisors**

**Cormac Morrissey**

- Reported on meeting with Michael Kent and Ron Schmid, Absegami High School science teacher in charge of their agricultural and culinary programs.
- Commented on land clearing debris issues contractors are dealing with.

**Joseph Lomax**

- Reported on NJACD Business Meeting held November 10, 2021. Was reappointed to State Committee.
- Update on NACD Business Meeting, appointments and work being completed by the various committees.
- NJACD Annual Partnership Meeting is scheduled for March 28, 2022 at the Freehold District.
- Commented on Avalon, Ocean Drive water and sewer improvements project.
- Commented on Environmental Educational Newsletter from DEP. Grants may be available to the District, CRCI or forwarded to schools that may want to apply.
- Attending Restore America's Estuary seminar this afternoon.

**Robert Fenton**

- Busy attending meetings.
- Attended and reported on Atlantic County Board of Ag. meeting.
- Reported on issues farmers are having keeping up with demand.
- Attended 2-day Farm Bureau Convention.

**Richard Dovey**

- Commented on discussions of privatization and modernization of utilities authority.
- ACUA preparing budget and rates for next year and is continuing to deal with labor issues.
- Preparing for COVID testing mandates coming in the new year.

**Allen Carter, Jr.**

- Commented on CRDA and supermarket coming to Atlantic City.
- Attended and reported on 2-day Farm Bureau Convention.
- Update on the interview process to fill vacant Cape May County Ag. Agent position.
- Will be attending the America Farm Bureau convention in January in Atlanta, Georgia.
- Commented on new regulations to obtain commercial driving license.
- Congratulated Robert Fenton on award received at Farm Bureau Convention.
- With new administration, Farm Bureau will be losing friends of Agricultural. Will be working to create relationships with new appointees.
- Commented on a bill Sen. Sweeney is trying to get passed on the definition of "Local", regarding agricultural production.

**C. USDA-NRCS**

**Michelle Pedano**

Unable to attend meeting. Copy of monthly activity report was distributed at meeting for review.

**D. Public**

Opened meeting to public comment.  
No comments from public.

## ***EXECUTIVE SESSION***

A motion was made by Robert Fenton and seconded by Cormac Morrissey to go into executive session at 9:27 a.m. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Richard Dovey to end executive session at 9:45 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 seconded by Richard Dovey to adopt District Policy for the Waiving of Employee Health Benefits and accompanying waiver form. Policy will go into effect January 1, 2022. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Cormac Morrissey to authorize Chelsea Steffes to attend NACD Annual Meeting scheduled for February 12-16, 2022, in Orlando, Florida. The motion passed unanimously.

## ***ADJOURNMENT***

Chairman Allen Carter, Jr. adjourned the meeting at 9:50 a.m. The next meeting will be held Wednesday December 15, 2021, at 4:00 p.m. at the District office, Mays Landing, NJ.

Marie Rogowski,  
Administrative Assistant

Executive Session Meeting Minutes  
Cape Atlantic Conservation District  
November 17, 2021

Motion to go into executive session was made by Robert Fenton and seconded by Joseph Lomax at 9:27a.m. The motion passed unanimously.

**Attendees:**

District Supervisors: Allen Carter, Robert Fenton, Joseph Lomax, Richard Dovey and Cormac Morrissey

District Staff: Michael Kent

**Review of Health Benefits Waiver for District Employees and Personnel:**

Michael Kent presented to the Board for review and discussion a policy and waiver form that would allow District employees the option to waive the District Health Benefits program as long as they can provide proof of health coverage from a source other than the District.

Joe Lomax presented to the Board the idea of allowing Chelsea Steffes to attend the NACD National meeting in February 2022.

A motion was made by Joseph Lomax and seconded by Richard Dovey to end executive session at 9:45 a.m. and return to the regular meeting. The motion passed unanimously.

Submitted by Michael Kent