

Cape-Atlantic Conservation District Minutes

November 18, 2015

MEETING CALLED TO ORDER

Vice-Chairman, Daniel Galletta called the meeting to order at 8:07 A.M. at the District office in Mays Landing, NJ.

ROLL CALL & DETERMINATION OF QUORUM

Supervisors: Daniel Galletta, Joseph Lomax, Robert Fenton and Allen Carter, Jr. (via telephone)

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

NRCS: Nicholas Saumweber

Supervisor not in attendance: Richard Dovey

MINUTES

A motion was made by Robert Fenton and seconded by Joseph Lomax to approve minutes from the October 28, 2015 meeting.

FINANCES

A. Treasurer's Report - October 2015

After review of the October 2015 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 \$30,847.36.

After review of the Plant Material Center monthly report for October 2015, a motion was made by Joseph Lomax and seconded by Robert Fenton to approve report and expenses in the amount of \$270.55.

B. FY-2015 Audit

Copy of FY-2015 Audit was previously distributed to the Board for review. A corrected audit was distributed prior to meeting. After review and discussion a motion was made by Robert Fenton and seconded by Joseph Lomax to accept corrected audit as presented.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. October 2015 Certifications

A motion was made by Joseph Lomax and seconded by Robert Fenton approving all Plan Certifications listed on the October 2015 Application Report except for applications 390-15, 407-15, 417-15, 422-15, 423-15, 433-15 and 447-15.

Joseph Lomax stepped out of meeting so a motion could be made on recused applications.

A motion was made by Robert Fenton and seconded by Daniel Galletta to approve applications 390-15, 407-15, 417-15, 422-15, 423-15, 433-15 and 447-15. Joseph Lomax recused since plans were submitted by past or current clients.

B. Rowan University - Statewide & Regional Assistance Grant Program

Richard Dovey and David Reilly attended a meeting on November 10, 2015 to discuss participation in Rowan University's Statewide & Regional Assistance Grant Program. David Reilly distributed a draft support letter. After board review and discussion a motion was made by Joseph Lomax and seconded by Robert Fenton to send support letter with edits based upon board members comments.

CORRESPONDENCE

NONE

OLD BUSINESS

A. Education

Glenn Ward reported on the following:

The 2016 poster contest theme has been released. It will be "We All Need Trees." The board agreed for the District to participate in the contest and to award total prizes in the amount of \$300, \$50.00 for each 1st place winners and \$25.00 for each 2nd place runner-up.

Envirothon planning committee met on November 12th at the North Branch Park in Somerset County, the site of the 2016 NJ Envirothon. The NJ Envirothon was held at the same location in 2005. The current issue for 2016 is "Invasive Species: A Challenge to the Environment, Economy and Society." It will be held on May 14th, with tent camping overnight on May 13th. The 2016 North American Envirothon will be held at Trent University in Ontario, Canada from July 24 – July 29th, 2016. A motion was made by Joseph Lomax and seconded by Robert Fenton approving mini grants of \$100 for schools in Atlantic and Cape May Counties who participate in the 2016 NJ Envirothon, to a maximum of 5 schools. Planning on heading-up Envirothon training again. Possible date is April 21st but, date is to be confirmed.

B. Update – New Jersey Conservation District Workgroups.

Workgroups are on hiatus. Meetings will resume in the new year.

C. Update – CIG Project

Copy of Filtrexx proposal was previously forward to board for review. After discussion a motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to approve proposal and budget as presented.

David Reilly stated that he and Joseph Lomax met November 9, 2015 to set up framework for presentation in Reno, NV.

Joseph Lomax reported on presentation preparations.

David Reilly stated that site documentation visits are complete. Staff is working on data organization and report preparation.

D. RCPP-NFWF

David Reilly received agreement from NFWF. Copy was forwarded to board for review. After discussion a motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to submit to district solicitor for review.

Draft copy of the Memorandum of Agreement between the Cape Atlantic Soil Conservation District and USDA, NRCS was previously forwarded to the board for review and comments. David Reilly and board discussed with Nicholas Saumweber changes needed. Motion to enter into agreement was tabled until December meeting giving additional time for USDA, NRCS to amend agreement and for District Solicitor to review revised agreement.

Draft copy of the Cooperative Working Agreement between the Cape Atlantic Soil Conservation District and USDA, NRCS was previously forwarded to the board for review. David Reilly and board addressed changes needed to agreement with Nicholas Saumweber. Motion to enter into agreement was tabled until December meeting giving addition time to amend agreement and for District Solicitor to review revised agreement.

Nicholas Saumweber, David Reilly and Board discussed job description and salary range for Agriculture Conservationist Specialist position. A motion was made by Robert Fenton and seconded by Joseph Lomax to approve position subject to changes as discussed. It was also noted that David Reilly and Nicholas Saumweber will sit on Interview Committee. All recommendations will be forwarded to the board prior to any hiring.

E. NACD Northeast Regional Meeting

Theme for meeting will be "Recipe for Success-Adapting to Changing Environments". Joseph Lomax discussed planning strategies for meeting. Sub-committees have been formed to handle various tasks.

Joseph Lomax and David Reilly discussed possible field trip locations.

COMMENTS

A. Staff

David Reilly

-Seasonal employee Kristy Northrup injured eye while working at the Plant Materials Center. She received medical treatment at Urgent Care and followed up with an eye doctor. David Reilly contacted workers compensation insurance agent to process claim. Joseph Lomax suggested Kristy Northrup return to eye doctor for final check-up and that she forward all medical records to the District.

-Stated that Districts across the State received an OPRA request from Smart Procure, a Florida based company. They are looking to obtain vendor lists for the past 5 years. After contacting Frank Minch for guidance, a response letter was sent based upon recommendations of Department of Agricultural Attorney General Representative and Custodian of Records.

-Along with Michael Kent, interviewed 3 possible interns for spring semester. Very impressed with the students. One intern is a member of the Army National Guard

and the other two students are seeking to do their GIS certification as part of their internship. David Reilly and Michael Kent are coordinating with the faculty of Stockton University.

Michael Kent

-Updated board on 251 activities in the District. Discussed Price's Pit and Garden State Parkway interchange projects.

-Discussed permit extension act. Will contact Frank Minch, SSCC to put on December's agenda for clarification.

B. Supervisors

Robert Fenton

-Attended Farm Bureau annual meeting. Commented on resolutions that were reviewed

-Farm Bureau will no longer offer health insurance for its members.

Daniel Galletta

-Will not be able to attend annual meeting in Reno, NV.

C. NRCS

Nicholas Saumweber

-Distributed NRCS Monthly Report for review.

-Updated Board and Staff on 2016 programs and applications received.

-Discussed EQIP, AMA and new Aquaculture Initiative. Signup cutoff of April 1, 2016.

-Vineland office will have Quality Assurance Review July 19-21, 2016. District board may be asked to participate.

-Partners Program training will be held December 8, 2015 in Somerset. If you wish to attend you must pre-register by November 20, 2015.

-State Technical Committee Meeting is scheduled for today in Somerset.

D. Public

Opened meeting to public comment.

No comments from public.

Executive Session

No executive session

ADJOURNMENT

Motion was made by Joseph Lomax and seconded by Robert Fenton to adjourn meeting at 10:30A.M. The next meeting will be held December 16, 2015 at 4:00 PM 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