

# Cape-Atlantic Conservation District Minutes

October 28, 2015

## **MEETING CALLED TO ORDER**

Chairman, Richard Dovey 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: Richard Dovey, Daniel Galletta, Allen Carter, Jr., Joseph Lomax and Robert Fenton

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

NRCS: Nicholas Saumweber

Rutgers Coop. Ext.: Jenny Carleo

## **MINUTES**

A motion was made by Joseph Lomax and seconded by Daniel Galletta to approve minutes from the September 23, 2015 meeting.

## **FINANCES**

### **A. Treasurer's Report - September 2015**

After review of the September 2015 Treasurer's Report a motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to approve treasurer's report and expenses in the amount of \$48,819.43.

After review of the Plant Material Center monthly report for September 2015, a motion was made by Joseph Lomax and seconded by Robert Fenton to approve report and expenses in the amount of \$2,997.17.

## **NEW BUSINESS**

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

#### **1. September 2015 Certifications**

A motion was made by Joseph Lomax and seconded by Allen Carter approving all Plan Certifications listed on the September 2015 Application Report except for applications 344-15, 365-15, 368-15, 386-15, 388-15 and 389-15.

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

A motion was made by Allen Carter, Jr. and seconded by Robert Fenton to approve application 344-15, 365-15, 368-15, 386-15, 388-15 and 389-15.

Joseph Lomax recused on applications 344-15, 365-15, 368-15, 386-15 and 388-15 since plans were submitted by past or current clients.

Daniel Galletta recused on application 389-15 having a conflict of interest.

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

After board review and discussion a motion was made by Joseph Lomax and seconded by Allen Carter, Jr. to approve the following Conservation Agreements;

- a. Kevin Smith c/o St. Mary's Episcopal Church, Pleasantville – 2 acres
- b. Frank & Patricia Schoenstein, Hamilton Twp., - 10 acres

After board review and discussion a motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to approve addendum to the following Conservation Plan;

- a. Hamilton Twp. 835 acres – Drip irrigation in blueberries and IWM

Daniel Galletta abstained from motion.

After board review and discussion a motion was made by Joseph Lomax and seconded by Daniel Galletta to approve the following CREP performance certification and supplemental payment request;

- a. Bellview Farms, Hammonton, Completed Grassed Waterway, \$984.99.

**C. *Track Out Control Mat***

David Reilly received email from John Showler, SSCC, with regards to the Track Out Control Mat.

Michael Kent explained that this is a new stabilized construction entrance product that is trying to obtain state approval. Robert Johnson from Track Out Control Mat would like to install the mat at two District test sites for observation. After discussion, the Board was in agreement for District to contact Robert Johnson to set up meeting to discuss test sites.

***CORRESPONDENCE***

**A. *NACD – Dues Structure***

David Reilly distributed new Dues Structure Update effective October 1, 2015 for review. Joseph Lomax gave explanation of new Dues Structure. After discussion a motion was made by Robert Fenton and seconded by Joseph Lomax to pay \$775.00 for gold membership as budgeted.

**B. *Ryck Suydam, President, New Jersey Farm Bureau, 2016 Membership***

District received 2016 membership information from NJ Farm Bureau President, Ryck Suydam. After discussion a motion was made by Allen Carter, Jr. and seconded by Robert Fenton to pay membership dues of \$60.00 as budgeted.

***OLD BUSINESS***

**A. *Education***

Glenn Ward reported on the following;

-2016 New Jersey Envirothon will be held in Somerset County. Will be attending planning committee meeting on November 12, 2015.  
-Working on Spring/Summer 2016 Newsletter.  
-Was recognized at the New Jersey Association of Conservation Districts Annual Meeting on October 27, 2015 as Outstanding Leadership as Host District Coordinator of the 2015 Envirothon.

**B. Update – New Jersey Conservation District Workgroups.**

Joseph Lomax

-251 Policy and Procedure Manual and appendices are complete and sent out for review. David Reilly stated the District had only received the appendices for review.  
-Administrative Guidance Manual will be used as an executive reference guide.  
-Policy and Procedures Committee finishing up and will have everything complete by end of year.

Daniel Galletta

-Training Committee will meet in November to focus on Supervisor Training.

**C. Update – CIG Project**

David Reilly reported on the following;

-This week staff will finish final site documentation visits for the year. Staff will now concentrate on data collected and photos to start preparing reports and presentation.  
-Daniel Galletta, Joseph Lomax and David Reilly had a teleconference with Jason Dorney of Filtrexx to review proposal seeking funding support for NACD annual meeting in Reno, NV. Also discussed additional funding for the District to continue sock documentation for an addition year and to set up test plots at the PMC.

After discussion there was consensus with the Board to amend proposal and move forward with formal request.

**D. RCPP-NFWF**

David Reilly stated that the revised narrative and budget has been submitted.

Daniel Galletta reported that he and David Reilly met with Rachel Dawson and Larry Ellsworth of NFWF to review activities of the program. It is anticipated that the process will move forward quickly with the implementation to begin in January 2016.

David Reilly stated that Nicholas Saumweber forwarded Cooperative Work Agreement between the District and NRCS for review and comments. Nicholas Saumweber stated that the standard MOA will remain. After discussion the Board will review Cooperative Work Agreement and forward all comments to David Reilly before being forwarded to Nicholas Saumweber.

David Reilly, Board and Nicholas Saumweber discussed policy, liabilities, employment and length of agreement.

**COMMENTS**

**A. Staff**

**Glenn Ward**

-Attended CPEC training at Burlington District. No date when test will be given.

**Michael Kent**

- Updated board on 251 activities in the District. Distributed Quarterly Report for review.
- Discussed permit extension act that will end December 31, 2015. Some projects will have until June 30, 2016 to renew certifications. Staff reviewing files and will be sending out letters to applicants that require recertification.
- Former District intern David Malka was hired by HEP District.
- Current intern Sarah Adkisson working on H&H data entry and will assist David Reilly in preparing for presentation in Reno, NV.

**David Reilly**

- Distributed copy of Internal Controls to Board for their records.
- Copy of FY-15 Audit was distributed to Board. Motion to accept tabled until the November meeting giving board time to review audit.
- Atlantic County Agricultural Development Board has a vacancy. Looking for farmer to sit on board. Any suggestions greatly appreciated.
- Would like to start making travel arrangements for NACD Annual Meeting in Reno, NV. After discussion, David Reilly, Daniel Galletta, Joseph Lomax, and Allen Carter, Jr. will be attending conference.

**B. Supervisors**

**Allen Carter, Jr.**

- Farm Bureau called for resolutions to be acted on at annual meeting that will be held November 16, 2015.
- Seeking geese damage information.
- Discussed SADC employee attending Farm Bureau meetings.

**Robert Fenton**

- Continuing to clean up farm. Ready to plant cover crop. Commented on prices of wheat and rye.
- With heavy acorn crop not selling much corn to hunters.

**Daniel Galletta**

- Commented on annual meeting that took place October 27, 2015 at the Rutgers Eco-Complex.
- Congratulated the District and Glenn Ward for receiving awards for work with 2015 Envirothon.
- Signed contract with Stockton Seaview Resort to host NACD Northeast Regional meeting August 14-17, 2016. Discussed coming up with a theme for event. Also discussed laying out the framework for meeting before assigning tasks.
- Recently became a Certified Tax Assessor.

**Joseph Lomax**

- Looking forward to NACD Annual Meeting. Meeting schedules and information is available on their website.
- Will be meeting with Frank Minch and Charles Buscaglia to review annual audits of all the Districts.
- NACD called for resolution on Climate Change. Proposal to be submitted for national consideration at 2016 annual meeting.
- Discussed reaching out to Ocean and Burlington Soil Conservation Districts, NRCS and NJ Department of Agricultural for assistance in planning 2016 NACD Northeast Regional Meeting.

***Richard Dovey***

- Commented on Cape May County State Water Master Plan.
- Noted that Dr. Milley discussed water issues in Atlantic City.
- ACUA has seen the lowest sewage flow since the 1988.

**C. *NRCS***

***Nicholas Saumweber***

- Distributed NRCS Monthly Report for review and comments.
- Discussed EQIP, AMA and new Aquaculture Initiative.
- Chad Cherefko has been selected as the new Assistant State Conservationist for Field Operations.

**D. *Rutgers Cooperative Extension***

***Jenny Carleo***

- Discussed and distributed Blooms for Bees fact sheet that she recently had published.
- Awarded grant to educate beginning farmers about cultivation, marketing and business management.

**E. *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 November 18, 2015 at 8:00 AM 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