

Cape-Atlantic Conservation District Minutes

September 27, 2017

MEETING CALLED TO ORDER

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

ROLL CALL & DETERMINATION OF QUORUM

Supervisors: Daniel Galletta, Joseph Lomax, Allen Carter, Jr. and Richard Dovey

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

SSCC: John Showler

NRCS: Michelle Pedano

Rutgers Coop. Ext.: Jenny Carleo

MINUTES

After Board review, a motion was made by Richard Dovey and seconded by Allen Carter, Jr. to approve minutes from the August 23, 2017 meeting. Daniel Galletta and Joseph Lomax abstained from motion.

FINANCES

A. Treasurer's Report – August 2017

After review of the August 2017 Treasurer's Report a motion was made by Richard Dovey and seconded by Allen Carter, Jr. to approve treasurer's report and expenses in the amount of \$47,465.32.

After review of the Plant Materials Center monthly report for August 2017, a motion was made by Joseph Lomax and seconded by Richard Dovey to approve report.

B. Disposal of District Printer

A motion was made by Richard Dovey and seconded by Joseph Lomax to remove from inventory and dispose of broken HP Photosmart 7960 printer.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans 1. August 2017 Certifications

A motion was made by Joseph Lomax and seconded by Richard Dovey approving all Plan Certifications listed on the August 2017 Application Report except for applications 319-17, 331-17, 345-17, 346-17 and 348-17.

A motion was made by Allen Carter, Jr. and seconded by Richard Dovey approving applications 319-17, 331-17, 345-17, 346-17 and 348-17. Joseph Lomax recused since plans were submitted by past or current clients.

2. August 2017 Re-Certification

A motion was made by Joseph Lomax and seconded by Richard Dovey approving the Plan Re-certification listed on the August 2017 Application Report except for applications 179-82, 75-83, 26-84, 27-84, 29-14, 103-14, 104-14.

A motion was made by Richard Dovey and seconded by Allen Carter Jr. approving applications 179-82, 75-83, 26-84, 27-84, 103-14 and 104-14. Joseph Lomax recused since plans were submitted by past or current clients.

A motion was made by Joseph Lomax and seconded by Richard Dovey approving application 29-14. Allen Carter, Jr. recused having a conflict of interest.

B. Mid-Atlantic Soil Health Conference

Celia Rodrigues has the opportunity to attend the Mid-Atlantic Soil Health Conference to meet one of her obligations towards obtaining her apprentice level conservation planning status. Conference will be held October 17-18, 2017 in Manheim, PA. A motion was made by Joseph Lomax and seconded by Allen Carter, Jr. to authorize up to \$330.00 in expenses for Celia to attend conference.

C. Chapter 251 Draft Rules

A draft copy of the Chapter 251 rules were forwarded to the staff and board for review and comments. Frank Minch is requesting all comments be submitted by October 1st. David Reilly and Michael Kent reviewed rules and discussed some of the concerns. Board will review rules and forward any comments to David Reilly. A letter will be drafted and sent to board for approval before being sent to Frank Minch.

D. Soil Compaction Mitigation Self-Certification Form

Soil Compaction Mitigation Self-Certification Form was distributed to board for review and discussion.

E. Open Public Records Act

District received 2 OPRA requests for a site in Buena Vista Township. District has complied with requests.

CORRESPONDENCE

A. Frank Minch, Exec. Sec. SSCC-Soil and Water Cost Tables

Districts are required to approve an average cost table for installation of eligible conservation practices. A copy of current and proposed cost share tables will be forwarded to the board for review. Motion tabled until next District meeting.

B. Matthew J. Ward, Chairman HEPSCD-Soil Restoration Standards

District was copied on letter from Mr. Ward to Frank Minch regarding soil restoration and compaction standards implementation. Copy of letter was distributed to board for their review.

- C. Tony DiLodovico, Pres. NJACD-2017 NACD Conservation Achievement Awards**
Nominations being accepted for the NJACD Conservation Achievement Awards. All nominations must be submitted by October 20, 2017. Joseph Lomax suggested nominating Chris Miller for Outstanding Professional Conservationist award.

OLD BUSINESS

A. Education

Glenn Ward

- Envirothon planning meeting scheduled for today.
- Looking to have interns work on future education activities.

David Reilly

- Discussed the possibilities of co-hosting 2018 Envirothon with the Cumberland-Salem and Gloucester Districts. Pursuant to conversations with the other districts, the board is in consensus to co-host 2018 Envirothon.

B. RCPP-NFWF

- Celia Rodrigues updated board and staff on boot camp training. She also thanked the board for the opportunity to attend boot camp.
- David Reilly reported that the District has received reimbursement payment for Celia's boot camp training.

C. CPMC Seasonal Employees

David Reilly

- Luis Almeyda and Gerald McManus have finished their work at the PMC.
- Spoke with Dawn Maguire, the request submitted for the one year extension is with the Grants and Agreements Team. Will present agreement for board action once approved.
- Funds remain from last fiscal year that can be rolled over into this fiscal year. After discussion a motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to hire Glenn Thompson as a PMC seasonal employee to start October 16, 2017. Glenn will work 16 hours per week until all funds are exhausted.

D. Mileage Reimbursement Policy/Travel & Expenses Policy

Copies of policies were previously forwarded to board for review. After discussions the following motions were made;

- A motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to approve Travel and Expenses Policy with the recommended changes as discussed.

- A motion was made by Joseph Lomax and seconded by Allen Carter, Jr. to approved District Supervisor Mileage Reimbursement Policy with the recommended changes as discussed.

COMMENTS

A. Staff

David Reilly

- Asked board to review mileage reimbursement forms for first quarter.
- Registration now open for NACD Annual Meeting.

Michael Kent

- Reported on two new interns that started at the beginning of September.

-Updated board on permit extension act and 251 activity.

Celia Rodrigues

Thanked board for their support in allowing her the opportunity to attend boot camp.

B. *Supervisors*

Joseph Lomax

- Recommended the District write letter to the State Association requesting the National Board have more national issues at Envirothon competition.
- NACD annual meeting will be held January 27-31, 2018 in Nashville, TN.
- Participating in NACD research policy group to identify invasives.
- NACD received Capacity Building Grant from NRCS.
- Ron Tyler from Filtrexx has left the company.
- Carrie Lindig is acting as temporary Deputy Legislator of Affairs in Washington DC.

Allen Carter, Jr.

- Attend Farm Bureau meeting last night. Commented on topics discussed.
- Farm Bureau now accepting resolutions. All requests must be submitted prior to the October 10, 2017 meeting.
- Farm Bureau Bank ready for full roll out of credit cards with Farm Bureau name.
- Discussed negotiations with Farm Family.
- Attended Rutgers Board of Managers Meeting.
- Larry Katz announced that he will stepping down at the end of June 2018.

Richard Dovey

- Discussed issues with a forced main leak that the ACUA is dealing with.

Daniel Galletta

- Stated that he will not be seeking reelection to the NJ Association of Conservation Districts, and will be unable to attend next month's District meeting.

C. *NRCS*

Michelle Pedano

- Distributed NRCS Monthly Report for review and comments.

D. *SSCC*

John Showler

- All updates have been completed to the H&H database to include basin inspections. Dan Galletta suggested putting municipal basin inspection on a future agenda to authorize staff to explore the possibility of entering into agreements with municipalities.
- Two Standards training classes are scheduled for November 8th & 29th. The cost for training will be \$40.00 per person. A motion was made by Richard Dovey and seconded by Allen Carter, Jr. to approve up to four participants to attend training.

E. *Rutgers Coop. Ext.*

Jenny Carleo

- Distributed and commented on report highlighting accomplishment from the past six months.
- Commented on upcoming workshops, Farming Garlic, October 17, 2017 and Home Hydroponics October 26, 2017.

F. *Public*

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

ADJOURNMENT

Motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to adjourn meeting at 10:15 a.m. The next meeting will be October 25, 2017 at 8:30 a.m. at the Rutgers Cooperative Extension Office in Cape May Court House, NJ.

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

Marie Rogowski,
Administrative Assistant