

Cape-Atlantic Conservation District Minutes

April 26, 2023

MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT

Chairman, Robert Fenton called the meeting to order at 8:36 a.m. at the Rutgers Cooperative Extension of Cape May County, Cape May Court House, NJ.

Chairman, Robert Fenton 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, Robert Fenton led the salute to the flag of the United States of America.

ROLL CALL & DETERMINATION OF QUORUM

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

Staff: Michael Kent, Glenn Ward, Haley Jackson, Lauren Tigue and Marie Rogowski

Natural Resources Conservation Service (NRCS): Rebecca Acosta

Rutgers Cooperative Extension (RCE): Claudia Gilarroyo

Public: Linda Horner, CMC 4-h Program Coordinator, William Angstadt

MINUTES

A. Minutes of March 29, 2023, Meeting

After Board review, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve minutes from the March 29, 2023 meeting. The motion passed unanimously.

B. Executive Session Minutes of March 29, 2023, Meeting

After Board review, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve the executive session minutes from the March 29, 2023, meeting. The motion passed unanimously.

FINANCES

A. Treasurers Reports

1. District Financials – March 2023

After Board review and discussion, a motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to approve the District's March 2023 treasurer's report, balance sheet and expenses in the amount of \$79,508.05. The motion passed unanimously.

2. PMC Financials – March 2023

After review of the PMC monthly expense report for March 2023, a motion was made by Allen Carter, Jr. and seconded by Richard Dovey to approve treasurer's report, balance sheet and account balance of \$19,692.60. The motion passed unanimously.

B. OceanFirst Bank CD

A 12-month CD with OceanFirst Bank will expire on April 29, 2023. Michael Kent discussed alternate investment options. After discussion a motion was made by Joseph Lomax and seconded by Allen Carter Jr. to close OceanFirst CD and roll funds over into a one-year CD with Morgan Stanley. The motion passed unanimously.

Michael Kent reiterated how Morgan Stanley reports earned interest.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. March 2023 Certifications

A motion was made by Joseph Lomax and seconded by Richard Dovey approving all Plan Certifications listed on the March 2023 Application Report except for application 114-23. The motion passed unanimously.

A motion was made by Allen Carter Jr. and seconded by Richard Dovey approving application 114-23. Joseph Lomax recused. The motion passed.

2. March 2023 Re-certifications

A motion was made by Joseph Lomax and seconded by Richard Dovey approving all applications listed on the March 2023 Re-Certification Application Report. The motion passed unanimously.

B. Farmland Program

After Board review and discussion, a motion was made by Allen Carter, Jr. and seconded by Joseph Lomax approving the following conservation plans. The motion passed unanimously.

1. Conservation Plan

a. Egg Harbor Twp., 14.9 acres, Forest Stewardship Plan

b. Hamilton Twp., 540 acres, Comprehensive Nutrient Management Plan

C. Daniel's Law

Michael Kent commented on Daniel's Law, an amendment to the Open Public Records Act (OPRA). Daniel's Law protects personal information for certain persons in public service. The District will register for a Daniel's Law Redactor account to be in compliance for future OPRA requests.

CORRESPONDENCE

NONE

OLD BUSINESS

A. Education

Haley Jackson

- April 21st participated in Absegami High School Earth Day event.
- Update on District's participation at Cape May County and Atlantic County Utilities Authority (ACUA) Earth Day events.
- Creating school PowerPoint presentations.
- District will be participating in both Cape May and Atlantic Counties 4-H fairs. Meeting with Linda Horner, CMC 4-H Program Coordinator after District meeting to tour Cape May County 4-H fairgrounds and further discuss District's involvement.

Glenn Ward

- On June 1, 2023 the District will once again be participating in Galloway's Nature Fest at Reeds Road Elementary School.

B. Grants/Agreements

Michael Kent

- Update on work being conducted by Riley Blankenship under the National Association of Conservation Districts (NACD) Technical Assistance grant.
- Agreement with NRCS for the training of a Certified Conservation Planner will start July 1, 2023.
- NRCS grant applications being accepted for a Conservation Planning Assistant at the Woodstown field office. District will be applying for grant.

Haley Jackson

- Update on the following grants District submitted proposals for:
 1. NACD/NRCS-Urban and Community Conservation Grant Initiative. Award recipient's announcements have been postponed until July.
 2. USDA-Urban Agricultural and Innovative Production Competitive Grants Program. Award recipients are to be announced in May or June.

C. Meetings

Michael Kent

- May 3, 2023, the District will be hosting Conservation Opportunities Advancing Sustainable Technologies for Aquaculture Leases (C.O.A.S.T.A.L.) informational session at the District office.
- May 10, 2023, Acting State Conservationist, Katura Wright will be visiting the District office and Plant Materials Center (PMC).
- June 1, 2023 Michael Kent and Haley Jackson will be attending Delaware River & Bay Authority World Environment Day at Veterans Memorial Park, New Castle, DE.
- June 7-8, 2023 Michael Kent will be attending the Northeast Employee Association Planning Meeting.
- June 12-16, 2023 NRCS conference "Working Effectively with Organic Producers". Riley Blankenship will be attending as part of his training to become a Conservation Planner. A two-night hotel will be needed. A motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to authorize 2-night hotel accommodations for Riley Blankenship. The motion passed unanimously.
- NACD's Summer Board meeting is scheduled for July 15-21, 2023 in North Dakota. A motion was made by Richard Dovey and seconded by Allen Carter Jr. to authorize

expenses for Michael Kent and Joseph Lomax to attend conference. The motion passed unanimously.

COMMENTS

A. Staff

Michael Kent

- Met with Robert Fenton and Cormac Morrissey to discuss FY-24 budget. Will be scheduling another meeting to finalize draft budget to present to the Board.
- State Engineer position has been re-posted.
- Local Working Group follow-up meeting scheduled for May 12, 2023 with NRCS.
- David Reilly has been providing a great deal of assistance to the District and assisting with the training of new staff.

Glenn Ward

- Update on 251 program. Distributed and commented on 251 quarterly report.
- Thanked the staff for their participation in Earth Day events.
- Thanked Richard Dovey for space at ACUA Earth Day event.
- Update on interns. Their last day will be May 1, 2023.

Haley Jackson

- Thanked staff for participation in Earth Day events.

Lauren Tigue

- Reported on work being conducted in the office.
- Working alongside David Reilly conducting field inspections.
- Enjoyed working at the ACUA Earth Day event.

Marie Rogowski

- Office remains busy. Looking forward to when the building is open to the public.

B. Supervisors

Joseph Lomax

- Reported on recent Executive and State Committees meetings. Committees will be reviewing Supervisor performance and District operation standards.
- Update on virtual meeting with National Conservation Planning Partnership (NCP) operations manager for state of Arizona to review the implementation of the strategic plan.
- Invited to Washington DC to meet with the Chief.
- Update on NCP Strategic Plan
- Commented on wildlife habitat at a rest stop on the Atlantic City Expressway.

Richard Dovey

- Thanked District for participating in ACUA Earth Day event.
- Update on ACUA employment recruiting issues.

Cormac Morrissey

- Commented on recent budget meeting with Robert Fenton and Michael Kent.
- Update on climate change requirements.
- Reported on coastal rule changes.

Allen Carter, Jr.

- Attended Farm Bureau Board of Directors meeting on April 25, 2023. Reported on the many topics of discussion.
- Reported on Rutgers Board of Managers meeting.
- Commented on visits to tulip farms.
- Commented on Agricultural in the Classroom program.
- Agriculture viability meeting update.
- Carbon sequestration update.
- Hosted 4-H'ers from around the State at the Farmhouse in Trenton.

Robert Fenton

- Commented on recent budget meeting with Cormac Morrissey and Michael Kent.
- Preparing for the upcoming fishing and farming season.
- Busy attending many meetings.

**C. Rutgers Cooperative Extension of Cape May County
Claudia Gilarroyo**

- Update on the several classes/workshops being offered. Turnout has been good, and classes have been full.
- Master gardeners' program is preparing to resume field trips.
- Commented on Environment Stewards program.

**D. USDA-NRCS
Rebecca Acosta**

- Distributed and commented on NRCS monthly activity report.
- Commented of The Firman E. Bear Chapter of the Soil and Water Conservation Society scholarship program. Deadline to apply is April 30, 2023.
- Reported on several programs sign-ups and cut-off dates.

**E. Public
William Angstadt**

- Introduced Linda Horner, Cape May County 4-H Program Coordinator.

Linda Horner, CMC 4-H Program Coordinator

- Distributed handout and discussed history of the 4-H program.
- Looking forward to the District participating in this year's 4-H fair.

EXECUTIVE SESSION

A motion was made by Joseph Lomax and seconded by Allen Carter, Jr. to go into executive session at 10:15 a.m. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Allen Carter, Jr. to end executive session at 10:42 a.m. and return to the regular meeting. The motion passed unanimously.

ACTION ON ITEMS FROM EXECUTIVE SESSION

A motion was made by Joseph Lomax and seconded by Richard Dovey to advertise, interview, and hire a new employee for the Lever I Resource Conservationist position. The motion passed unanimously.

A motion was made by Allen Carter, Jr. and seconded by Joseph Lomax to apply for the NRCS NJ Conservation Planning and Data Processing grant. The motion passed unanimously.

ADJOURNMENT

Chairman Robert Fenton adjourned the meeting at 10:45 a.m. The next meeting will be May 24, 2023, at 8:00 a.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

Executive Session Meeting Minutes
Cape Atlantic Conservation District
April 26, 2023

Motion to go into executive session was made by Joseph Lomax and seconded by Allen Carter at 10:15 a.m. The motion passed unanimously.

Attendees:

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

District Staff: Michael Kent

Hiring of Level 1 Resource Conservationist:

Joe Girnius informed Michael Kent that he will not be taking the job as Level 1 Resource Conservationist on June 1, 2023. This leaves a vacancy that must be filled.

Grants:

There may be an opportunity to fill a position through a grant for a Ag Conservation Specialist in the Woodstown NRCS field office.

Budget:

There was discussion about the upcoming proposed FY 2024 District budget. The budget will continue to meet and work on budget. Proposed budget will be presented at the May District meeting.

A motion was made by Joseph Lomax and seconded by Allen Carter to end executive session at 10:42a.m. and return to the regular meeting. The motion passed unanimously.

Submitted by Michael Kent