

Cape-Atlantic Conservation District Minutes

December 21, 2022

MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT

Chairman, Allen Carter, Jr. called the meeting to order at 4:02 p.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, Joseph Lomax, Cormac Morrissey, and Richard Dovey

Staff: Michael Kent, Glenn Ward, Marie Rogowski and Riley Blankenship

Natural Resources Conservation Service (NRCS): Michelle Pedano and Chris Miller

Public: William Angstadt

MINUTES

A. Minutes of November 16, 2022, Meeting

After Board review, a motion was made by Cormac Morrissey and seconded by Joseph Lomax to approve minutes from the November 16, 2022, meeting. The motion passed unanimously.

B. Executive Session Minutes of November 16, 2022, Meeting

After Board review, a motion was made by Cormac Morrissey and seconded by Robert Fenton to approve the executive session minutes from the November 16, 2022 meeting. The motion passed unanimously.

FINANCES

A. Treasurers Reports

1. District Financials – November 2022

After Board review and discussion, a motion was made by Cormac Morrissey and seconded by Joseph Lomax to approve the District's November 2022 treasurer's report, balance sheet and expenses in the amount of \$43,566.84. The motion passed unanimously.

2. **PMC Financials – November 2022**

After review of the PMC monthly expense report for November 2022, a motion was made by Joseph Lomax and seconded by Robert Fenton to approve treasurer's report, balance sheet and account balance of \$19,112.44. The motion passed unanimously.

B. Healthcare Premium

Michael Kent updated the Board on increase in healthcare premiums starting January 1, 2023.

C. FY-2022 Audit Report

Copy of FY-2022 Audit Report was distributed to the Board for review. Motion to accept was tabled until next meeting giving supervisors time to review audit.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. November 2022 Certifications

A motion was made by Joseph Lomax and seconded by Richard Dovey approving all Plan Certifications listed on the November 2022 Application Report except for application 605-22. The motion passed unanimously.

A motion was made by Cormac Morrissey and seconded by Robert Fenton approving application 605-22. Joseph Lomax recused. The motion passed.

2. November 2022 Re-certifications

A motion was made by Joseph Lomax and seconded by Cormac Morrissey approving all applications listed on the November 2022 Re-Certification Application Report. The motion passed unanimously.

B. Farmland Program

1. Conservation Agreement

After Board review and discussion, a motion was made by Joseph Lomax and seconded by Robert Fenton approving the following Conservation Agreement.

- a. Candyce Bright, 18 acres, Middle Township

The motion passed unanimously.

C. 2023 Meeting Schedule

Copy of the 2023 Board of Supervisors Meeting Schedule was distributed for review. A motion was made by Richard Dovey and seconded by Joseph Lomax to approve schedule as presented. Dates will be posted on District website. The motion passed unanimously.

D. Office Equipment Disposal Request

A motion was made by Cormac Morrissey and seconded by Joseph Lomax to authorize the disposal of all office equipment listed on request dated December 21, 2022. The motion passed unanimously.

E. Subaqueous Soils Analysis

Subaqueous soils analysis has been performed in Ocean County. Joseph Lomax would like to draft a letter requesting subaqueous soil surveys to be performed in Atlantic and Cape May Counties.

A motion was made by Cormac Morrissey and seconded by Robert Fenton to have Joseph Lomax draft letter seeking support. Draft letter will be presented to the Board for consent. The motion passed unanimously.

F. NACD Urban Ag. Grant

Joseph Lomax updated the Board on National Association of Conservation Districts (NACD) Urban Ag. Grant coming out in January. After discussion, there was Board consensus to have Mr. Lomax explore ideas with staff.

CORRESPONDENCE

A. Cape May County 4-H

Received request from Cape May County 4-H requesting the District have a hands-on display at the 2023 fair.

OLD BUSINESS

A. Education

Glenn Ward

-Update on 2023 Envirothon planning meeting. Notices will go out to all Atlantic and Cape May County High Schools in mid-January. Event will be held May 20, 2023, at YMCA, Camp Zehnder, Wall Twp.

-2023 poster contest update. Theme is "One Water". Notices will be sent to all Atlantic and Cape May County schools in the new year.

-Update on two Stockton University interns that will be starting January 18, 2023.

B. Grants

Michael Kent

-Update on Civil Engineer Technician (CET) grant. The District has met all obligations and grant is closed.

-Meeting scheduled with Morgan Devine on January 3, 2023 to discuss NACD grant.

-Contacted by Frank Minch to have the District partner with the State on an animal waste management grant. Additional information forthcoming. There was Board consensus to continue discussions.

Riley Blankenship

-Update on training and work being performed under the NACD Technical Assistance (TA) grant. Time is being split between NRCS Vineland field office and the District office.

C. Meetings

Michael Kent

-Commented on registration for NACD's annual meeting that is scheduled for February 11-15 in New Orleans, LA.

-Commented on registration for the Partnership for the Delaware Estuary Science & Environmental Summit being held January 30-February 1, 2023 at Harrah's Resort, Atlantic City.

D. NRCS Memorandum of Agreement (MOA)

MOA was distributed at last meeting for review. After discussion a motion was made by Joseph Lomax and seconded by Richard Dovey to accept and sign MOA. The motion passed unanimously.

E. Local Working Group

Michael Kent updated the Board on work being done by District staff to prepare for local working group meetings. Invites going out next week to register for one of three meetings being held.

A motion was made Joseph Lomax and seconded by Robert Fenton to budget up to \$1,000.00 for materials and items needed for meetings. The motion passed unanimously.

Joseph Lomax commented on local working group meeting and thanked Michael Kent for all his work in preparing for meetings.

COMMENTS

A. Staff

Glenn Ward

-Update on 251 program. The District has certified a record number of applications this year.

Riley Blankenship

-Additional update on work being performed at the District office and NRCS Vineland field office.

-Commented on Atlantic City Open Public Space meeting attended.

Marie Rogowski

-Office remains busy with 251 applications being submitted.

-Preparing invites for Local Working Group meetings.

D. Supervisors

Joseph Lomax

-Looking forward to joining the board and staff at NACD's annual meeting in New Orleans.

-Stepping back from several NACD committees.

Robert Fenton

-Busy attending many meetings.

-Commented on work being performed around the farm.

Cormac Morrissey

-Interview committee met today for the conservation education and outreach coordinator position. Many good candidates. Thanked all who participated.

-Update on Emergency Flood Hazard Rules. Draft rules have been sent out for review and comments.

Richard Dovey

- Update on numerous ACUA township budget meetings attended.
- Commented on New Jersey Association of Conservation Districts (NJACD) meeting. Joseph Lomax provided update from most recent meeting.

Allen Carter, Jr.

- New Jersey Farm Bureau Convention update. Commented on topics of discussion.
- Reported on several meetings attended in Washington DC.
- Attending American Farm Bureau Convention January 6-12, 2023.
- Right-to-Farm survey available on NJ Department of Agriculture website.
- Update on right-to-farm issue on parcel of land in Upper Twp.
- Commented on Farm Bureau education outreach training.

E. USDA-NRCS

Michelle Pedano

- Distributed and commented on NRCS Monthly Activity report.
- Commented on work being conducted by Riley Blankenship.
- NRCS will have a booth and speaking at the New Jersey Agricultural Convention and Trade Show February 7-9, 2023.
- Busy completing site visits for next round of assessment and rankings. Deadline is January 27, 2023.

Chris Miller

- Attended and update on Restore Americas Estuary conference in New Orleans.
- Commented on meeting with Michael Kent regarding third party agreements. Current agreement with the District being reviewed. Revised agreement will be presented to the Board for review and approval when complete.

F. Rutgers Cooperative Extension

Allen Carter, Jr.

- Commented on the hiring of several new employees.

Joseph Lomax

- Commented on NJ Agricultural Experiment Station budget.

G. Public

Opened meeting to public comment.

No comments from the public.

EXECUTIVE SESSION

A motion was made by Cormac Morrissey and seconded by Joseph Lomax to go into executive session at 5:35 p.m. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Robert Fenton to end executive session at 5:59 p.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 Robert Fenton to close Parke Bank account and transfer funds to new Morgan Stanley account. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Robert Fenton to move \$100,000.00 from Ocean First Bank checking account to new Morgan Stanley account. The motion passed unanimously.

A motion was made by Cormac Morrissey and seconded by Richard Dovey to offer Michael Adams the position of Education/Outreach Coordinator. The motion passed unanimously.

ADJOURNMENT

Chairman Allen Carter, Jr. adjourned the meeting at 6:02 p.m. The next meeting will be January 25, 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
December 21, 2022

Motion to go into executive session was made by Cormac Morrissey and seconded by Joseph Lomax at 5:35pm. The motion passed unanimously.

Attendees:

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

District Staff: Michael Kent

District Finances:

Discussed closing Parke Bank account and moving it to Morgan Stanley as they were offering better money market and CD rates.

Discussed transferring money from Ocean First checking account into the Morgan Stanley accounts

Education/Outreach Coordinator:

The hiring committee updated the Board on the candidates they interviewed for the position.

A motion was made by Joe Lomax and seconded by Robert Fenton to end executive session at 5:59pm and return to the regular meeting. The motion passed unanimously.

Submitted by Michael Kent