

Cape-Atlantic Conservation District Minutes

February 22, 2024

MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT

Chairman, Robert Fenton called the meeting to order at 8:04 a.m. at the District Office in Mays Landing, 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 Counties 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, Cormac Morrissey, and Richard Dovey

Staff: Michael Kent, Glenn Ward, Haley Jackson, Lauren Tigue, Riley Blankenship, Daniel Bononcini, and Marie Rogowski

USDA-NRCS: Michelle Pedano, and Scott Snell

MINUTES

A. Minutes of January 25, 2024, Meeting

After Board review, a motion was made by Joseph Lomax and seconded by Richard Dovey to approve minutes from the January 25, 2024 meeting. The Motion passed unanimously.

B. Executive Session Minutes of January 25, 2024 Meeting

After Board review, a motion was made by Joseph Lomax and seconded by Richard Dovey to approve executive session minutes from the January 25, 2024 meeting. The motion passed unanimously.

FINANCES

A. Treasurers Reports

1. District Financials – January 2024

After Board review and discussion, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve the District's January 2024 treasurer's report, balance sheet and expenses in the amount of \$60,343.84. The motion passed unanimously.

2. **PMC Financials – January 2024**

After review of the PMC monthly expense report for January 2024, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve treasurer’s report, balance sheet and account balance of \$23,000.95. The motion passed unanimously.

B. Revised FY-2024 Budget

Discussed revisions made to the FY-2024 Budget as per last meeting. A motion was made by Joseph Lomax and seconded by Cormac Morrissey to approve the revised budget. The motion passed unanimously.

Michael Kent stated that a copy of the revised budget will be posted on the District website.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. January 2024 Certifications

A motion was made by Joseph Lomax and seconded by Cormac Morrissey approving all Plan Certifications listed on the January 2024 Application Report except for 602-23, 3-24 and 8-24. The motion passed unanimously.

A motion was made by Richard Dovey and seconded by Cormac Morrissey approving applications 3-24 and 8-24. Joseph Lomax recused. The motion passed.

A motion was made by Richard Dovey and seconded by Robert Fenton approving application 602-23. Joseph Lomax and Cormac Morrissey recused. The motion passed.

2. January 2024 Re-Certifications

A motion was made by Joseph Lomax and seconded by Cormac Morrissey approving all applications listed on the January 2024 Re-Certification Application Report. The motion passed unanimously.

B. Farmland Program

After Board review and discussion, a motion was made by Richard Dovey and seconded by Joseph Lomax approving the following conservation agreement and conservation plan. The motion passed unanimously.

1. Conservation Agreement
 - a. Graveling Point, LLC, Port Republic, 44 Acres
2. Conservation Plan
 - a. Galloway Township, 20 Acres, High Tunnel System & Wildlife Habitat Planting.

C. District Fee Schedule-Return Check Fee

After discussion, a motion was made by Joseph Lomax and seconded by Richard Dovey to approve the return check fee of \$75.00. The District fee schedule will be updated to reflect fee. The motion passed unanimously.

D. USDA-NRCS PMC Agreement

Scott Snell, Acting PMC Manager discussed updating Seed and Plant Transfer Agreement between the PMC and the District. Discussion was tabled until the next meeting giving the Board time to review and comment on agreement.

CORRESPONDENCE

NONE

OLD BUSINESS

A. Education

Haley Jackson

- Update on presentations being conducted with homeschooling groups.
- Update on Poster Contest. Information was mailed out to all schools in the District and information posted on District website.
- Commented on 2024 NJ Envirothon date and location. The current issue for this year's event is "Renewable Energy for a Sustainable Future."
- Commented on correspondence sent to Subaru Corporate for the purchase of new vehicles.
- Will be meeting with the Office of the Food Security Advocate.
- Continuing to prepare for Cape May and Atlantic County Earth Day events.

B. Grants/Agreements

Michael Kent

- Distributed and commented on report listing all District grants and obligations.
- Commented on three new staff members that started on February 5, 2024 to fill NJ NRCS Conservation Planning positions.

C. Meetings

Michael Kent

- Distributed and commented on list of upcoming meetings.

D. Forestry Update

Daniel Bononcini

- Commented on navigating online training programs.
- Commented on upcoming field training in Sea Girt, NJ.

E. Agriculture Update

Riley Blakenship

- Reported on work being completed at the District and NRCS field office.
- Continuing to conduct annual preserved farm monitoring. Interns will be assisting with data entry and issuing letters. Michael Kent commented that the District may pick up additional farm inspections in the future.

F. Vehicle Update

Michael Kent stated that the District is not required to send out bid packages for new vehicles. The District will be contacting several dealerships to obtain quotes for the new vehicles in the coming weeks.

G. 251 Staff Update

A large number of applicants applied for the inspector position. Interviews will take place in the first week of March.

COMMENTS

A. Staff

Michael Kent

- Thanked the Board for the opportunity to attend the NACD conference.
- Gave National Conservation Planning Partnership (NCP) update.
- Kasey Taylor will be serving as NRCS Northeast Regional Conservationist.

Glenn Ward

- Commented on 251 monthly application report and the larger projects coming into the District.
- Thanked the Board for the opportunity to attend the NACD conference.
- Gave intern update.

Lauren Tighe

- Update on 251 work being completed and larger plans being submitted to the District.
- Continuing to work on plan review with interns.

Daniel Bononcini

- Thanked the Board for the opportunity to transition into Forestry.

Riley Blankenship

- Thanked the Board for the opportunity to attend the NACD conference. Gained a lot of insight about the many programs.

B. Supervisors

Joseph Lomax

- Thanked the Board for their support in attending the NACD conference.
- Update on the Urban and Community grant.
- Commented on Senate No. 1934. Recommended a letter be sent from the District not supporting the legislation.
- Next SSCC meeting will be March 11, 2024.

Cormac Morrissey

- Attended and commented on NACD conference.
- Reviewed and commented on changes to the 251 Standards.

Richard Dovey

- Thanked the Board for their support in attending the NACD conference.
- Commented on SSCC and NJACD meetings.
- DC Fly-In being organized. Information forthcoming.

Robert Fenton

- Attended and commented on NACD Conference. Thanked Michael Kent for all his work while at the conference.

C. USDA-NRCS

Michelle Pedano

- Distributed and commented on NRCS monthly activity report.
- Reported on programs available, their signup and cutoff dates.
- Commented on Local Working Group meetings attended.
- Mona Peterson retiring March 1, 2024.
- Erika Boyland named Acting New Jersey State Conservationist.
- New equations being evaluated for preserved farmland offers.

Scott Snell

-Thanked the Board for the opportunity to present proposed agreement between the PMC and the District. Looking forward to meeting with Michael Kent to further discuss agreement.

H. 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 9:24 a.m. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Cormac Morrissey to end the executive session at 10:12 a.m. and return to the regular meeting. The motion passed unanimously.

ACTION ON ITEMS FROM EXECUTIVE SESSION

No action items.

ADJOURNMENT

A motion was made by Richard Dovey and seconded by Cormac Morrissey to adjourn the meeting at 10:17 a.m. The next meeting will be held Thursday March 28, 2024, 8:00am at the District office in Mays Landing, NJ. The motion passed unanimously.

Marie Rogowski
Administrative Assistant