

Cape-Atlantic Conservation District Minutes

January 25, 2023

MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT

Chairman, Robert Fenton called the meeting to order at 8:02 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 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, Cormac Morrissey, and Richard Dovey

Staff: Michael Kent, Glenn Ward, Chelsea Steffes, Riley Blankenship, Marie Rogowski, Emily Vasquez and Myla Nelson

Natural Resources Conservation Service (NRCS): Michelle Pedano

State Soil Conservation Committee (SSCC): John Showler

MINUTES

A. Minutes of December 21, 2022, Meeting

After Board review, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve minutes from the December 21, 2022, meeting. The motion passed unanimously.

B. Executive Session Minutes of December 21, 2022, Meeting

After Board review, a motion was made by Joseph Lomax and seconded by Richard Dovey to approve the executive session minutes from the December 21, 2022 meeting. The motion passed unanimously.

FINANCES

A. Treasurers Reports

1. District Financials – December 2022

After Board review and discussion, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve the District's December 2022 treasurer's report, balance sheet and expenses in the amount of \$42,914.14. The motion passed unanimously.

2. **PMC Financials – December 2022**

After review of the PMC monthly expense report for December 2022, a motion was made by Cormac Morrissey and seconded by Joseph Lomax to approve treasurer's report, balance sheet and account balance of \$19,692.11. The motion passed unanimously.

B. Annual Appropriation Bill

District received annual appropriation bill. After discussion a motion was made by Joseph Lomax and seconded by Richard Dovey to pay invoice in the amount of \$50,033.00. The motion passed unanimously.

C. Banking

Michael Kent reported on funds transferred from Parke Bank and Ocean First Bank to Morgan Stanley as previously discussed and approved by the Board.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. December 2022 Certifications

A motion was made by Joseph Lomax and seconded by Richard Dovey approving all Plan Certifications listed on the December 2022 Application Report except for application 649-22, 652-22 and 656-22. The motion passed unanimously.

A motion was made by Cormac Morrissey and seconded by Richard Dovey approving application 649-22, 652-22 and 656-22. Joseph Lomax recused. The motion passed.

2. December 2022 Re-certifications

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

B. Farmland Program

None

CORRESPONDENCE

None

OLD BUSINESS

A. Education

Glenn Ward

-Update on 2023 Envirothon. Planning meeting scheduled for later today.

B. Grants

Michael Kent

-Update on National Association of Conservation Districts (NACD) Technical Assistant grant. Waiting to hear if a 2023 grant will be offered.

- Commented on NACD's Urban and Community Conservation grants. Planning and implementation grants are available. After discussion a motion was made by Richard Dovey and seconded by Cormac Morrissey to have the District research and proceed with grant(s) appropriate for the District. The motion passed unanimously.
- No updates on NRCS grant. District is awaiting information from NRCS.

C. Meetings/Trainings

Michael Kent

- Commented on registration and travel accommodations for NACD's annual meeting that is scheduled for February 11-15 in New Orleans, LA.
- Attending Partnership for the Delaware Estuary Science & Environmental Summit being held January 30-February 1, 2023 at Harrah's Resort along with Haley Jackson.
- March 24, 2023 the Employees Association will be holding soils training at the Freehold District. Cost to attend is \$18.00. A motion was made by Cormac Morrissey and seconded by Richard Dovey to authorize expense for any staff and supervisors who wish to attend. The motion passed unanimously.

D. Local Working Group

Reviewed and discussed two local working group meetings that were held in Cumberland and Cape May Counties. Attendance and dialogue were positive. Third session scheduled for February 1, 2023 at the District. Discussed post-meeting material to be sent out.

E. FY-2022 Audit Report

Copy of FY-2022 Audit Report was previously distributed to the Board for review. After discussion a motion was made by Joseph Lomax and seconded by Cormac Morrissey to accept audit as presented. The motion passed unanimously.

COMMENTS

A. Staff

Myla Nelson

-Introduction and commented on field of studies at Stockton University.

Emily Vasquez

-Introduction and commented on field of studies at Stockton University.

Chelsea Steffes

-Resigning position. Thanked the Board and staff for the opportunity.

Riley Blankenship

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

Glenn Ward

- Update on 251 program. Distributed and commented on quarterly and end of year reports.
- Commented on interns and tasks they are working on.

Michael Kent

-Commented on how busy District staff has been and thanked them for all their hard work.

B. Supervisors

Joseph Lomax

- Retiring from all NACD functions as of February.
- Update on work with National Conservation Planning Partnership (NCPPI).
- Will be focusing more on the District and State Association initiatives.

Richard Dovey

- Retiring from ACUA in June. Replacement has been selected and are waiting on County approval.
- Update on ACUA staffing and recruiting issues.
- Looking forward to serving as First Vice President of the New Jersey Association of Conservation Districts (NJACD).
- Serves on the Stockton Foundation. Asked to Participate in interview process to select replacement for retiring University President, Harvey Kesselman.

Cormac Morrissey

- Stated how Richard Dovey will be greatly missed at the ACUA.
- Update on DEP's coastal resiliency planning efforts.
- Thanked Chelsea Steffes for her time with the District.

Robert Fenton

- Busy attending many meetings.
- Commented on upcoming Local Working Group meeting.

C. USDA-NRCS

Michelle Pedano

- Distributed and commented on NRCS Monthly Activity report. Busy assessing and ranking applications.
- Update on NJ Agricultural Convention and Trade Show being held February 7-9, 2023 at Harrah's Resort, Atlantic City.
- NRCS staffing update.

D. SSCC

John Showler

- DEP flood hazard rule update.
- Update on deer fencing funds.
- Update on the hiring a second State Engineer. Position will be re-posed in the fall.

E. Public

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

EXECUTIVE SESSION

A motion was made by Joseph Lomax and seconded by Richard Dovey to go into executive session at 9:45 a.m. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Richard Dovey to end executive session at 10:07 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 and interview for new Level I Soil Erosion Conservationist. The motion passed unanimously.

A motion was made by Richard Dovey and seconded by Joseph Lomax to hire Haley Jackson for the Education/Outreach Coordinator position with a start date of January 30, 2023. The motion passed unanimously.

ADJOURNMENT

Chairman Robert Fenton adjourned the meeting at 10:17 a.m. The next meeting will be February 22, 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
January 25, 2023

Motion to go into executive session was made by Joseph Lomax and seconded by Richard Dovey at 9:45.m. The motion passed unanimously.

Attendees:

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

District Staff: Michael Kent

Education/Outreach Coordinator:

Discussion was had about a candidate that the hiring committee felt would be suited for the position of Education/Outreach Coordinator for the District.

Soil Erosion Conservationist Position:

Discussion was had about filling the vacancy for a Level 1 Soil Erosion Conservationist due to the resignation of staff currently in the position.

A motion was made by Richard Dovey and seconded by Joe Lomax to end executive session at 10:17a.m. and return to the regular meeting. The motion passed unanimously.

Submitted by Michael Kent