

Cape-Atlantic Conservation District Minutes

May 26, 2021

MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT

Chairman Allen Carter, Jr., called the meeting to order at 8:13 a.m. via video conference.

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, Cormac Morrissey, Joseph Lomax and Richard Dovey

Staff: Michael Kent, Glenn Ward, Chelsea Steffes and Marie Rogowski

Natural Resources Conservation Service (NRCS): Michelle Pedano

State Soil Conservation Committee (SSCC) : John Showler

MINUTES

A. Minutes of April 28, 2021 Meeting

After Board review, a motion was made by Joseph Lomax and seconded by Robert Fenton to approve the minutes from the April 28, 2021 meeting. The motion passed unanimously.

B. Executive Session Minutes of April 28, 2021 Meeting

After Board review, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve executive session minutes from the April 28, 2021 meeting. The motion passed unanimously.

FINANCES

A. Treasurers Reports – April 2021

After Board review and discussion, a motion was made by Joseph Lomax and seconded by Robert Fenton to approve the Districts April 2021 treasurer's report,

balance sheet and expenses in the amount of \$52,584.18. The motion passed unanimously.

After review of the PMC monthly expense report for April 2021, a motion was made by Robert Fenton and seconded by Joseph Lomax to approve treasurer's report, balance sheet and account balance of \$12,968.03. The motion passed unanimously.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. April 2021 Certifications

A motion was made by Joseph Lomax and seconded by Robert Fenton approving all Plan Certifications listed on the April 2021 Application Report except for applications 540-20 and 160-21. The motion passed unanimously.

A motion was made by Richard Dovey and seconded by Robert Fenton approving applications 540-20 and 160-21. Joseph Lomax recused having a conflict of interest. The motion passed.

2. April 2021 Re-certifications

A motion was made by Joseph Lomax and seconded by Richard Dovey approving all applications listed on the April 2021 Re-Certification Application Report except for applications 151-98, 17-90 and 361-88. The motion passed unanimously.

A motion was made by Cormac Morrissey and seconded by Robert Fenton approving applications 151-98, 17-90 and 361-88. Joseph Lomax recused having a conflict of interest. The motion passed.

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. Joseph Chaim, Clear Indigo, LLC, Mullica Twp., 9.72 acres

The motion passed unanimously.

C. District Vehicle Bids

Michael Kent commented on research for two new District vehicles. After board review and discussion topic was tabled until further research can be conducted.

D. National Conservation Planning Partnership (NCP)

Michael Kent reported that he was invited to join a virtual meeting with NRCS and other Districts to discuss strengthening partnership opportunities between agencies.

E. Local Working Group Questionnaire

Michael Kent reported that in lieu of NRCS holding an in-person local working group they have created an online survey. They are asking all District Supervisors and staff to complete the survey by July 6, 2021.

Joseph Lomax inquired about obtaining a hard copy of questions prior to completing online survey.

F. *FY-21 Audit Engagement Letter*

District received the FY-21 Audit Letter of Engagement from Nightlinger, Colavita & Volpa, P.A. After board discussion, a motion was made by Joseph Lomax and seconded by Richard Dovey to accept the charge of \$4,214.00 for the FY-21 audit and to authorize Michael Kent to sign and return engagement letter. The motion passed unanimously.

CORRESPONDENCE

A. *South Jersey Resources Conservation & Development (SJRC&D)*

District received notice for annual dues. After discussion, a motion was made by Joseph Lomax and seconded by Robert Fenton to pay annual dues in the amount of \$300.00 as budgeted. The motion passed unanimously.

B. *Atlantic County Annual 4-H Advertisement*

Atlantic County 4-H Association is seeking support for their 2021 4-H Yearbook. A motion was made by Robert Fenton and seconded by Joseph Lomax to purchase a half page ad for \$100.00 as budgeted. The motion passed unanimously.

OLD BUSINESS

A. *Education*

Glenn Ward

-Update on 2021 Envirothon that took place virtually on May 22, 2021. Cedar Creek High School placed 5th and will be moving forward to participate in the Team Presentation on June 5, 2021.

Joseph Lomax

-Suggested the District reach out to schools to encourage more participation in future Envirothon competitions.

B. *Grants*

Michael Kent reported on the following;

-Zachary Nixon has started work on May 24, 2021 at the NRCS Vineland Field office. Zachary will be working under the National Association of Conservation Districts (NACD) Technical Assistance grant.

-Update on Ashley Hines who is working under the Civil Engineer Technician (CET) grant at the NRCS Woodstown field office.

C. *Farm Inspections*

Chelsea Steffes reported on the following;

-The District has received payment for State Agricultural Development Committee (SADC) farm inspections that have been completed.

-Completed 50% of the Cape May County farm inspections. Remaining inspections should be complete within the next couple weeks.

D. *SADC Soil Protection Standards*

Board and staff discussed SADC Soil Protection Standards. SADC will review feedback received. Allen Carter, Jr. stated that SADC had a presentation during NJ Farm Bureau meeting on May 25, 2021.

COMMENTS

A. Staff

Michael Kent

- Covid-19 update. Commented on letter from Sec. Fisher reiterating Gov. Murphy's Executive Order No. 242 lifting major Covid restrictions.
- Thanked the Board for their attendance at the Regional Supervisor Meeting.
- John Showler will be visiting the District in July to review engineering, hydrologic and hydrology standards with new staff.

Glenn Ward

- Reported on 251 activities throughout the District.

Chelsea Steffes

- Remaining busy with 251 work and farm inspections.
- Preparing schedule for field work and site inspections for municipalities that were assigned.

B. Supervisors

Joseph Lomax

- Commented on New Jersey Association of Conservation Districts (NJACD) outreach to NJ Legislators and staff.
- Will be attending NACD Summer Board Meeting in Chicago on July 24-27, 2021.
- Update on NACD Coastal Resource Policy and Human Resource Policy Groups.
- Will be a judge for the Envirothon Team Presentations on June 5th.

Robert Fenton

- Commented on farming and fishing activity.

Richard Dovey

- Commented on Regional Supervisor meeting. Under the circumstances, thought the meeting was successful.
- Update on Atlantic County Utilities Authority (ACUA) projects taking place.

Cormac Morrissey

- Commented that the Coastal Resources Conservancy, Inc. (CRSI) website is up and running.
- Thanked Michael Kent for his work on the budget.
- Discussed electric vehicles as an option for the District.

Allen Carter, Jr.

- Attended Farm Bureau Meeting on May 25, 2021. Gave update on major topics of discussion.
- Commented on States FY-22 budget.
- Reported that 80% of agricultural workers in New Jersey have received the Covid-19 vaccine.
- Commented on a Cape May County resident that may be interested in working with CRCI.

C. USDA-NRCS

Michelle Pedano

- Update on service center staffing and workplace safety.
- Commented on Local Working Group Questionnaire.
- Update on stormwater issues on farm fields.

D. SSCC

John Showler

- Update on new DEP Green infrastructure rules.
- Commented on the large number of road and warehouse projects taking place throughout the state.
- Strategic planning meetings underway to discuss successional planning.

E. Public

Opened meeting to public comment.
No comments from public.

EXECUTIVE SESSION

A motion was made by Joseph Lomax and seconded by Cormac Morrissey to go into executive session at 10:01 a.m. to discuss FY-22 budget. The motion passed unanimously.

A motion was made by Robert Fenton and seconded by Joseph Lomax to end executive session at 10:48 a.m. and return to the regular meeting. The motion passed unanimously.

ACTION ON ITEMS FROM EXECUTIVE SESSION

A motion was made by Richard Dovey and seconded by Cormac Morrissey to accept the FY-2022 budget with adjustments as discussed during executive session. The motion passed unanimously.

A motion was made Robert Fenton and seconded by Cormac Morrissey to approve the FY-2022 salary schedule with an effective date of July 1, 2021. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Richard Dovey for the District to go out to bid for two (2) 2021 Subaru Crosstrek Sport vehicles. The motion passed unanimously.

ADJOURNMENT

Chairman Allen Carter, Jr. adjourned the meeting at 11:00 a.m. The next meeting will be held Wednesday June 23, 2021, at 8:00 a.m. at the District office in Mays Landing, NJ.

Marie Rogowski,
Administrative Assistant