

# Cape-Atlantic Conservation District Minutes

April 27, 2022

## ***MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT***

Chairman, Allen Carter, Jr. called the meeting to order at 8:32 a.m. at Cape May Plant Materials Center, Cape May Court House, 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, Richard Dovey and Cormac Morrissey

Staff: Michael Kent, Glenn Ward, Chelsea Steffes, Rachel Thornton, Marie Rogowski and Zachary Nixon

USDA-NRCS: Chris Miller, Rebecca Watson

State Soil Conservation Committee (SSCC): John Showler

New Jersey Farm Service Agency: Robert Andrzejczak

## ***MINUTES***

### ***A. Minutes of March 23, 2022, Meeting***

After Board review, a motion was made by Joseph Lomax and seconded by Richard Dovey to approve minutes from the March 23, 2022, meeting. The motion passed unanimously.

### ***B. Executive Session Minutes of March 23, 2022, Meeting***

After Board review, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve executive session minutes from the March 23, 2022, meeting. The motion passed unanimously.

## ***FINANCES***

**A. *Treasurers Reports***

1. District Financials – March 2022

After Board review and discussion, a motion was made by Cormac Morrissey and seconded by Robert Fenton to approve the District's March 2022 treasurer's report, balance sheet and expenses in the amount of \$78,342.56. The motion passed unanimously.

2. PMC Financials – March 2022

After review of the PMC monthly expense report for March 2022, a motion was made by Richard Dovey and seconded by Robert Fenton to approve treasurer's report, balance sheet and account balance of \$12,503.73. The motion passed unanimously.

**B. *OceanFirst Bank CD***

Michael Kent informed the Board that a 12-month CD with OceanFirst Bank that was due to expire on April 29, 2022, was rolled over for a term of one year at .1%.

***NEW BUSINESS***

**A. *Soil Erosion and Sediment Control Plans***

***1. March 2022 Certifications***

A motion was made by Joseph Lomax and seconded by Richard Dovey approving all Plan Certifications listed on the March 2022 Application Report except for application 140-22. The motion passed unanimously.

A motion was made by Cormac Morrissey and seconded by Robert Fenton approving application 140-22. Joseph Lomax recused. The motion passed.

***2. March 2022 Re-certifications***

A motion was made by Joseph Lomax and seconded by Richard Dovey approving application 23-13 listed on the March 2022 Re-Certification Application Report. The motion passed unanimously.

A motion was made by Cormac Morrissey and seconded by Robert Fenton approving application 364-18 listed on the March 2022 Re-Certification Application Report. Joseph Lomax recused. The motion passed.

**B. *Farmland Program***

***1. Conservation Plans***

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

- a. Hamilton Twp. 10.8 Acres, Forest Stewardship Plan Update & High Tunnel System
- b. Hammonton, 11.8 Acres, Drip Irrigation, Cover Crop & Pollinator Habitat
- c. Hammonton, 6 Acres, Soil Testing, Mulching & Forestry Activities
- d. Dennis Twp., 30.6 Acres, Forest Stewardship Plan
- e. Middle Twp., 24 Acres, Forest Stewardship Plan, Brush Mgmt., & Field Boarder
- f. Middle Twp., 5.5 Acres, Brush Mgmt. & Pollinator Habitat
- g. Middle Twp., 8.4 Acres, Bivalve Aquaculture Gear & Biofouling Control

The motion passed unanimously.

**C. Local Workgroup**

Michael Kent discussed hosting Local Workgroup meeting in June. After Board discussion a motion was made by Joseph Lomax and seconded by Robert Fenton to host Local Workgroup meeting with focus on urban agricultural. The motion passed unanimously.

**D. NACD Summer Meeting**

NACD Summer Meeting is scheduled to be held in Puerto Rico July 16-19, 2022. A motion was made by Robert Fenton and seconded by Richard Dovey to support up to three staff and supervisors to attend meeting. The motion passed unanimously.

**E. Nation Conservation Planning Partnership (NCP) Work Conference and Training Session**

NCP Work Conference and Training Session is to be held May 9-13, 2022, in Minneapolis, MN. After Board discussion a motion was made Joseph Lomax and seconded by Robert Fenton to support Michael Kent attending conference. The motion passed unanimously.

**CORRESPONDENCE**

*None*

**OLD BUSINESS**

**A. Education**

Glenn Ward

- Update on Cape May County Earth Day event.
- District poster contest winners have been selected. First place winning posters have been forwarded to the State Committee for judging on the state level.
- Commented on upcoming Envirothon scheduled to be held virtually on May 7, 2022. Team presentations are scheduled for May 21, 2022.
- Joseph Girnius has successfully completed his internship.

Chelsea Steffes

- Update on Atlantic County Earth Day event held at the ACUA.

**B. Grants**

Zachary Nixon

- Working under NACD Technical Assistance grant at the Vineland field office. Update on daily activities and projects being worked on.

Michael Kent

- Civil Engineer Technician (CET) grant being filled by Ashley Hines at the Woodstown field office will be ending in December.

**C. District Apparel**

An order has been submitted for a District apparel quote. Current clothing budget may need to be increased to accommodate new staff. After discussion, a motion was made by Joseph Lomax and seconded by Robert Fenton to authorize up to \$2,000.00 for new District apparel. The motion passed unanimously.

## **COMMENTS**

### **A. Staff**

#### ***Chelsea Steffes***

- Very busy with plan review and site inspections.
- Update on SACD Farm Monitoring inspections and Cape May County preserved farm inspections.

#### ***Marie Rogowski***

- Office continues to remain very busy with large number of applications being submitted.

#### ***Rachel Thornton***

- Update on 251 activities. Office busy with record number of applications being submitted.

#### ***Glenn Ward***

- Gave update on 251 applications received and activity throughout the District.
- Distributed and commented on 251 quarterly report.
- Attending Barnegat Bay Environmental Educators Roundtable event this afternoon along with Joseph Lomax and Michael Kent.

#### ***Michael Kent***

- NJ Department of Agricultural asked to host NJ Aquaculture Advisory Committee meeting at the District office on July 15, 2022.

### **B. Supervisors**

#### ***Robert Fenton***

- Update on farming activities.
- In person meetings are picking up.

#### ***Richard Dovey***

- Update on ACUA Earth Day event.
- Update on ACUA staffing issues and trash collection.
- Reported on agreement with South Jersey Gas to convert gases to electricity.
- Commented on solar on landfills.
- ACUA awarded grant to purchase electric trash truck.

#### ***Joseph Lomax***

- Update on conservation movement.
- Reported on meeting with Richard Dovey and Michel Kent to review District Strategic Plan.
- Thanked staff for Earth Day efforts.
- Commented on upcoming NCPP Work Conference and Training Session.
- SSCC has a work group reaching out to legislature regarding appropriations.

#### ***Cormac Morrissey***

- Commented on legalization of marijuana and application for growing facilities.
- Commented on Total Maximum Daily Loads (TMDL) monitoring.
- Will meet with Richard Dovey and Michael Kent to review District's FY-23 budget.
- Commented on supervisor standards. Would like to see a person's profession count as credits.

**Allen Carter, Jr.**

- Commented on electric firetrucks.
- Attended and commented on South Jersey Business Association Legislative Meet and Greet.
- Attended and commented on ACUA Earth Day event.
- Update on Farm Bureau budget process taking place.
- Commented on setting up meeting with legislators and updating contact lists.
- Update on right-to-farm issue on parcel of land in Upper Twp.
- Update on sheep farm in Upper Twp.
- Reported on deer fencing funds available for non-preserved farms.

**C. USDA-NRCS**

**Chris Miller**

- Center open and can now have visitors.
- Commented on PMC activities. It has been a busy spring.
- Budget update. Money has been allocated for climate smart agricultural.
- Reported that the center can hire seasonal help.

**Rebecca Watson**

- Distributed and commented on NRCS Monthly Activity report.

**D. SSCC**

**John Showler**

- Reported that marijuana grow houses will still require 251 certifications.
- Commented on statewide solar energy on farmland and 251 standards.
- Update on staffing issues.
- Working on updating offsite stability and infiltration 251 standards.
- Update on Hydrologic Modeling database.
- Commented on pilot hybrid work from home policy.

**E. New Jersey Farm Service Agency (NJFSA)**

**Robert Andrzejczak**

- Gave introduction and commented on recent appointment as NJFSA State Executive Director.

**F. Public**

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

**EXECUTIVE SESSION**

A motion was made by Joseph Lomax and seconded by Robert Fenton to go into executive session at 10:47 a.m. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Richard Dovey to end executive session at 11:25 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 Robert Fenton to hire Joseph Girnius as a part time employee at a rate of \$20.00 per hour. Employment will begin May 2022 and will continue on an as needed basis. The motion passed unanimously.

***ADJOURNMENT***

Chairman Allen Carter, Jr. adjourned the meeting at 11:35 a.m. The next meeting will be May 25, 2022, 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 27, 2022

Motion to go into executive session was made by Joseph Lomax and seconded by Robert Fenton at 10:47a.m. The motion passed unanimously.

**Attendees:**

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

District Staff: Michael Kent

**Meeting Location for Cape May County District Board Meetings:**

Michael Kent suggested to the Board that we switch our District Board meeting at the PMC to the October meeting and move our District Board meeting at Rutgers Cooperative Extension to our April meeting. This is due to the fact that April is a very busy time of year for the PMC. The Board agreed to the suggestion.

**Field Safety:**

Joseph Lomax suggested that District staff participate in a field safety training. Mr. Lomax has the materials and is willing to be the instructor for the field safety training.

**NACD Technical Assistance Grant:**

The District was approached by Maria Collazo from the NRCS State office to request the ability of Zachary Nixon to train as a Civil Engineering Technician at the NRCS Columbus field office up to two times per week. Michael Kent explained that we would still meet the requirements set for by the NACD Technical Assistance grant. Discussion on the topic ensued.

**Part Time Summer Employee:**

Michael Kent proposed to the board the hiring of a part time position at the District for the summer of 2022. The position would then be reevaluated for future possibilities. The purpose of the position is to aid District staff in the preparation of the upcoming local workgroup and to assist District staff in identifying possible grant opportunities and education/outreach opportunities.

A motion was made by Joseph Lomax and seconded by Richard Dovey to end executive session at 11:25 a.m. and return to the regular meeting. The motion passed unanimously.

Submitted by Michael Kent