

Cape-Atlantic Conservation District Minutes

January 16, 2025

MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT

Chairman, Robert Fenton called the meeting to order at 8:10 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, Lauren Tigue, Connor Smilon, Riley Blankenship, John Hooven, Sharon McKenna, and Marie Rogowski

USDA-NRCS: Michelle Pedano, Chris Miller

MINUTES

A. Minutes of December 17, 2024, Meeting

After Board review, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve minutes from the December 17, 2024 meeting. Cormac Morrissey abstained. The motion passed.

B. Executive Session Minutes of December 17, 2024 Meeting

After Board review, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve executive session minutes from the December 17, 2024 meeting. Cormac Morrissey abstained. The motion passed.

C. Special Open Public Meeting Minutes of December 17, 2024 Meeting

After Board review, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve special open public meeting minutes from the December 17, 2024 meeting. Cormac Morrissey abstained. The motion passed.

FINANCES

A. Treasurers Reports

1. District Financials – December 2024
After Board review and discussion, a motion was made by Richard Dovey and seconded by Cormac Morrissey to approve the District's December 2024 treasurer's report, balance sheet and expenses in the amount of \$92,585.87. The motion passed unanimously.
2. PMC Financials – December 2024
After review of the PMC monthly expense report for December 2024, a motion was made by Richard Dovey and seconded by Cormac Morrissey to approve treasurer's report, balance sheet and account balance of \$24,950.77. The motion passed unanimously.

B. CD Renewal

Michael Kent informed the Board that a CD with Farm Bureau Bank is up for renewal at the end of the month. As previously authorized, after research, the CD will be renewed with best rate available.

NEW BUSINESS

A. Board Reorganization

1. Chair – A motion was made by Cormac Morrissey and seconded by Richard Dovey to nominate Robert Fenton to serve as District Chairman.
2. Vicechair – A motion was made by Richard Dovey and seconded by Cormac Morrissey to nominate Joseph Lomax to serve as Vice-Chairman.
3. Secretary – A motion was made by Cormac Morrissey and seconded by Joseph Lomax to nominate Richard Dovey to serve as Secretary.
4. Treasurer – A motion was made by Richard Dovey and seconded by Joseph Lomax to nominate Cormac Morrissey to serve as Treasurer.

Appointments were accepted by nominees and all motions passed unanimously.

B. Soil Erosion and Sediment Control Plans

1. December 2024 Certifications

A motion was made by Joseph Lomax and seconded by Cormac Morrissey approving all Plan Certifications listed on the December 2024 Application Report except for 601-24 and 557-24. The motion passed unanimously.

A motion was made by Cormac Morrissey and seconded by Richard Dovey approving application 601-24 . Joseph Lomax recused. The motion passed.

A motion was made by Cormac Morrissey and seconded by Joseph Lomax approving application 557-24. Richard Dovey recused. The motion passed.

2. December 2024 Re-Certification

A motion was made by Richard Dovey and seconded by Cormac Morrissey approving the application listed on the December 2024 Re-Certification Application Report. Joseph Lomax recused. The motion passed.

3. 251 Updates

Glenn Ward

- Update on the 251 program and the considerable number of applications being submitted to the District.
- Distributed and commented on 251 Quarterly Report.

C. Farmland Program

NONE

D. NRCS Civil Rights Review

A copy of NRCS Civil Rights Policy was emailed to the Board prior to the meeting. Michelle Pedano conducted her annual review of NRCS Civil Rights Policies. After discussion, a motion was made by Joseph Lomax and seconded by Richard Dovey to accept policies as presented. The motion passed unanimously.

Michelle Pedano will forward an updated poster to be displayed.

E. 251 Access Database

Discussed needing to upgrade existing 251 access database. A meeting will be set up with Dawn McCall, Control Point Assoc., Inc. to review options and expenses. Anticipating proposal for Board to review at next meeting.

CORRESPONDENCE

None

OLD BUSINESS

A. Education

Sharon McKenna

- Update on Year End Report.
- Update on new website.
- Commented on upcoming Local Working Groups meetings.
- Update on the 2025 Envirothon and poster contest.
- Update on completed grants and new applications being drafted.
- Thanked the Board for the opportunity to attend the Mid-Atlantic Nursery Trade Show.

B. Grants/Agreements

Glenn Ward

- Distributed report outlining status of all District grants.

C. Meetings

Glenn Ward

- Distributed and commented on list of previously attended, upcoming meetings, conferences, and events.
- Discussed newly added upcoming meetings. Discussion was tabled until executive session.

D. Forestry Update

John Hooven

- Distributed summary of forestry activities.
- Provided updates on site visits, field activities, and training events attended.
- Continuing to work on forest stewardship plans.
- Is now a Candidate Certified Forester (CCF) with the Society of American Foresters (SAF).
- Applying to become a NJ licensed tree expert.
- Will be presenting at the Pinelands Short Course at Stockton University on March 8, 2025.
- Commented on Pineland Nursery seedling sale. After discussion, a motion was made by Cormac Morrissey and seconded by Richard Dovey to authorize up to \$500.00 for the purchase of seedlings. The motion passed unanimously.

E. Agriculture Update

Riley Blakenship

- Distributed summary of agricultural activities.
- Continuing to assist with conservation planning and/or certifications.
- Preparing to begin 2025 farm monitoring for SADC and Cape May County.
- Attended and commented on Atlantic and Cape May County Board of Agriculture meetings.

F. Coastal Zone Soil Survey

Joseph Lomax

- Discussed needing to plan a follow up meeting with NRCS.

G. District Employee Handbook

Glenn Ward

- Handbook was forwarded to the District Solicitor for review. Minor changes were needed. Waiting for additional comment from Mr. Botcheos before Board approval.

H. District Merger

Michale Kent

- Discussed merger of the Camden and Cape Atlantic Districts and actions that need to be taken prior to merger.
- Commented on District name change. There was board consensus to move forward with the Del-Atlantic name. A motion was made by Richard Dovey and seconded by Joseph Lomax to authorize Michael Kent to move forward with the necessary paperwork to change name. The motion passed unanimously.

COMMENTS

A. Staff

Glenn Ward

- Update on two spring interns that will be starting on January 22nd.
- Commented on use of District vehicle.

Riley Blankenship

- Update on paternity leave.

B. Supervisors

Joseph Lomax

-Update from attending the Mid-Atlantic Nursery Trade Show.

Richard Dovey

-Update on recent NJACD meeting and topics of discussion.

-Commented on appointment to City Council for Egg Harbor City.

Cormac Morrissey

-Commented on recent NJACD meeting and the advancement of state initiatives throughout the District.

-Commented on anticipated District merger.

Robert Fenton

-Busy attending many meetings and conferences.

C. USDA-NRCS

Michelle Pedano

-Distributed and commented on NRCS monthly activity report.

Chris Miller

-Attended and commented on Mid-Atlantic Nursery Trade Show.

-PMC will be celebrating its 60th anniversary this year. Proposed hosting an event in September.

D. Public

Opened meeting to public comment.

No comments from the public.

EXECUTIVE SESSION

A motion was made by Joseph Lomax and seconded by Cormac Morrissey to go into executive session at 10:26 a.m. The motion passed unanimously.

A motion was made by Richard Dovey and seconded by Cormac Morrissey to end the executive session at 12:09 p.m. and return to the regular meeting. The motion passed unanimously.

ACTION ON ITEMS FROM EXECUTIVE SESSION

A motion was made by Cormac Morrissey and seconded by Joseph Lomax to purchase a \$250.00 gift card for District employee's new baby. The motion passes unanimously.

Robert Fenton appointed Cormac Morrissey and Joseph Lomax to serve on the District Merger Committee.

A motion was made by Joseph Lomax and seconded by Cormac Morrissey to hire Tyler Savage for the forester position. The motion passed unanimously.

A motion was made by Richard Dovey and seconded by Joseph Lomax to authorize one District employee to attend the 2025 Water Quality Symposium, March 11-14, 2025 in Rochester, NY. The motion passed unanimously.

ADJOURNMENT

A motion was made by Cormac Morrissey and seconded by Joseph Lomax to adjourn the meeting at 12:20 p.m. The next meeting will be held Thursday February 20, 2025, 8:00 a.m. at the District Office, Mays Landing, NJ. The motion passed unanimously.

Marie Rogowski
Office Administrator

Executive Session Meeting Minutes
Cape Atlantic Conservation District
January 16, 2025

Motion to go into executive session was made by Joe Lomax and seconded by Cormac Morrissey at 10:26 am. The motion passed unanimously.

Attendees:

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

District Staff: Michael Kent

Personnel:

Forestry Position:

Michael Kent informed the Board that a total of three interviews were conducted for the vacant forester position. Discussion was had about the three candidates.

Employee Leave:

Discussion was had about Riley Blankenship's paternity leave.

Merger:

Discussion was had about the progress and process of the proposed merger between the Cape Atlantic and Camden Districts.

Meetings:

Discussion was had about upcoming meetings that the District may be interested in attending.

A motion was made by Richard Dovey and seconded by Cormac Morrissey to end the executive session at 12:09 p.m. and return to the regular meeting. The motion passed unanimously.

Submitted by Michael Kent