

Cape-Atlantic Conservation District Minutes

July 21, 2025

MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT

Michael Kent called the meeting to order at 6:10 p.m. at the District Office in Mays Landing, NJ.

Michael Kent 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, Courier Post, and Gazettes of Atlantic and Cape May Counties specifying time and place this meeting is to be held.

FLAG SALUTE

Michael Kent led the salute to the flag of the United States of America.

ROLL CALL & DETERMINATION OF QUORUM

Supervisors: Joseph Lomax, Cormac Morrissey, Richard Dovey (via telephone), Valarie Brown, and Michael Rigolizzo

Staff: Michael Kent and Craig McGee

Others Present: Robert Carter and Robert Fenton

BOARD REORANIZATION

A motion was made by Joseph Lomax and seconded by Cormac Morrissey to appoint Michael Rigolizzo as Chairman of the Board of Supervisors. The motion passed unanimously.

A motion was made by Cormac Morrissey and seconded by Valarie Brown to appoint Joseph Lomax as Vice Chairman of the Board of Supervisors. The motion passed unanimously.

A motion was made by Michael Rigolizzo and seconded by Joseph Lomax to appoint Cormac Morrissey as Treasurer of the Board of Supervisors. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Cormac Morrissey to appoint Valarie Brown as Secretary of the Board of Supervisors. The motion passed unanimously.

MINUTES

A. Cape Atlantic Conservation District

1. Minutes of the June 26, 2025, Meeting

After Board review a motion was made by Cormac Morrissey and seconded by Valarie Brown to accept minutes from the June 26, 2025, meeting. The motion passed unanimously.

2. Executive Session Minutes of the June 26, 2025, Meeting

After Board review a motion was made by Joseph Lomax and seconded by Cormac Morrissey to accept the executive session minutes from the June 26, 2025, meeting. The motion passed unanimously.

B. Camden County Soil Conservation District

1. Minutes of the June 16, 2025, Meeting

After Board review a motion was made by Cormac Morrissey and seconded by Valarie Brown to accept minutes from the June 16, 2025, meeting. The motion passed unanimously.

FINANCES

A. Treasurers Reports

1. Cape Atlantic Conservation District Financials – June 2025

After Board review and discussion, a motion was made by Joseph Lomax and seconded by Cormac Morrissey to approve the District's June 2025 treasurer's report, balance sheet and expenses in the amount of \$100,480.78. The motion passed unanimously.

2. Camden Soil Conservation District Financials – June 2025

After Board review and discussion, a motion was made by Valrie Brown and seconded by Cormac Morrissey to approve the District's June 2025 treasurer's report, balance sheet and expenses in the amount of \$26,486.33. The motion passed unanimously.

3. PMC Financials – May 2025

After reviewing the PMC monthly expense report for June 2025, a motion was made by Joseph Lomax and seconded by Cormac Morrissey to approve treasurer's report, balance sheet and account balance of \$23,557.15. The motion passed unanimously.

B. Fiscal Year 2026 Budget

The FY 26 DelAtlantic Soil Conservation District budget was presented to the board for approval. A motion was made by Joseph Lomax and seconded by Valarie Brown to approve the DelAtlantic Soil Conservation budget. The motion passed unanimously.

Discussion was had about reinvesting the Parke Bank CD that will mature at the end of the month into a new CD with a new bank.

- C. A motion was made by Cormac Morrissey and seconded by Joseph Lomax that allows checks in the amount of \$2500.00 or less to be signed without a board member. Any checks over \$2500.00 must have at least one signature of a board member. The motion passes unanimously.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. Cape Atlantic Conservation District June 2025 Certifications

A motion was made by Joseph Lomax and seconded by Valarie Brown approving all Plan Certifications listed on the June 2025 Application Report except for 226-25. The motion passed unanimously.

A motion was made by Cormac Morrissey and seconded by Valarie Brown approving application 226-25. Joseph Lomax recused. The motion passed.

2. Cape Atlantic Conservation District June 2025 Re-Certifications

A motion was made by Cormac Morrissey and seconded by Joseph Lomax approving all applications listed on the June 2025 Re-Certification Application Report except for 508-25. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Valarie Brown approving application 508-25. Cormac Morrissey recused. The motion passed.

3 Camden County Soil Conservation District June 2025 Certifications

A motion was made by Valarie Brown and seconded by Joseph Lomax approving all Plan Certifications listed on the June 2025 Application Report. The motion passed unanimously.

4. Camden County Soil Conservation District June 2025 Re-Certifications

A motion was made by Valarie Brown and seconded by Cormac Morrissey approving all Plan Re-Certifications listed on the June 2025 Re-Certification Application Report. The motion passed unanimously.

5. 251 Updates

Cape Atlantic Conservation District distributed its quarterly 251 report to the Board for review.

B. 2025 Meeting Dates

A list of proposed meeting dates through December was distributed for review and comment.

C. District Organization Chart

A draft of the district organization chart was distributed for review and comment.

D. Policy and Procedures Manual

A committee consisting of Joseph Lomax, Richard Dovey, Craig McGee, and Michael Kent was formed to finalize a draft document that will be presented at the next Board meeting.

E. USDA-NRCS

1. Farmland Program

A. Conservation Plans

None
B. Conservation Agreement
None

2. USDA-NRCS Comments

-Distributed and commented on monthly activity report.

CORRESPONDENCE

2025 Partnership for the Delaware Estuary Experience the Estuary Celebration
A motion was made by Richard Dovey and seconded by Joseph Lomax to sponsor and attend the event. The motion passes unanimously.

OLD BUSINESS

A. Education

None

B. Grants/Agreements

-Update on all current grants and agreements.

-Commented on the status of grant reimbursements.

-Updated board on an amendment to the NRCS CTA grant.

A motion was made by Cormac Morrissey and seconded by Valarie Brown to accept the amendment to the NRCS CTA grant which adds additional monies to the overall grant.

C. Meetings

-Commented on previously attended or upcoming meetings.

D. Forestry Update

-Commented on Forestry Activities Report prepared by John Hooven.

-Tyler completed a Heat Island Assessment for Egg Harbor City. Passed report out to Board.

E. Agriculture Update

-None

F. Coastal Zone Soil Survey

Updated Board on the status of the project.

COMMENTS

A. Supervisors

Joseph Lomax

-Commented on field training with District staff in the Pinelands.

-Save the Date for NACD annual meeting 2/14-19, 2026 in San Antonio, Texas

-District has safety and field operation manuals for District staff and Board

Cormac Morrissey

-Commented on his enthusiasm about the merger and is looking forward to seeing how the district evolves.

Michael Rigolizzo

-Commented on the significance of the merger and is excited to see where the district goes.

Valarie Brown

-Is seeing potential with the new merger and is learning a lot on how to evolve the district.

B. Others

Robert Fenton

-Sees the value in merging the districts and is looking forward to seeing how the district evolves.

Robert Carter

-Looking forward to seeing how the district evolves and grows.

EXECUTIVE SESSION

A motion was made by Cormac Morrissey and seconded by Joseph Lomax to go into executive session at 8:52 p.m. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Richard Dovey to end the executive session at 9:00 p.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 Cormac Morrissey to interview for the vacant Outreach/Education position. The motion passed unanimously.

ADJOURNMENT

A motion was made by Cormac Morrissey and seconded by Joseph Lomax to adjourn the meeting at 9:05 p.m. The next meeting will be held on Monday August 18, 2025, 6:00 p.m. at the District Office, Mays Landing, NJ. The motion passed unanimously.

Michael Kent
District Manager

Executive Session Meeting Minutes
Cape Atlantic Conservation District
July 21, 2025

Motion to go into executive session was made by Cormac Morrissey and seconded by Joseph Lomax at 8:52 pm The motion passed unanimously.

Attendees:

District Supervisors: Joseph Lomax, Richard Dovey, Michael Rigolizzo, Valerie Brown, and Cormac Morrissey

District Staff: Michael Kent

Personnel:

1. Discussion was had about the vacant position for the Outreach/Education Coordinator.

A motion was made by Joseph Lomax and seconded by Richard Dovey to end the executive session at 9:00 pm and return to the regular meeting. The motion passed unanimously.

Submitted by Michael Kent