

Cape-Atlantic Conservation District Minutes

June 26, 2025

MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT

Chairman, Robert Fenton called the meeting to order at 4:00 p.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, Richard Dovey and Allen Carter

Staff: Michael Kent, Glenn Ward, and Marie Rogowski

USDA-NRCS: Michelle Pedano, Chris Miller

MINUTES

A. Minutes of May 22, 2025, Meeting

After Board review a motion was made by Joseph Lomax and seconded by Richard Dovey to approve minutes from the May 22, 2025, meeting. Allen Carter abstained. The motion passed.

B. Executive Session Minutes of May 22, 2025, Meeting

After Board review a motion was made by Joseph Lomax and seconded by Richard Dovey to approve executive session minutes from the May 22, 2025, meeting. Allen Carter abstained. The motion passed.

FINANCES

A. Treasurers Reports

1. District Financials – May 2025

After Board review and discussion, a motion was made by Richard Dovey and seconded by Cormac Morrissey to approve the District's May 2025 treasurer's report, balance sheet and expenses in the amount of \$105,149.33. The motion passed unanimously.

2. **PMC Financials – May 2025**

After review of the PMC monthly expense report for May 2025, a motion was made by Allen Carter and seconded by Joseph Lomax to approve treasurer's report, balance sheet and account balance of \$21,556.24. The motion passed unanimously.

3. **Financial Reports**

Michael Kent distributed and commented on new financial reports created to show additional information required by the State. After discussion, the district will obtain confirmation from Frank Minch stating the new format meets the state's requirements.

4. **FY-2025 Budget Adjustments**

Michael Kent reviewed the FY-2025 budget. After discussion, a motion was made by Allen Carter and seconded by Richard Dovey to approve the following adjustments to balance the end-of-year budget:

Funds totaling \$1000.00 will be transferred out of category 7007-Refund SE&SC Fees, and transferred to categories 5012-NJACD (\$850.00); 5023-GIS Agreement (\$5.00); 5061-AccountingPayroll (\$25.00); 5062-Computers/Phones (\$120.00). The motion passed unanimously.

B. Fiscal Year 2026 Budget

Tabled until executive session.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. May 2025 Certifications

A motion was made by Joseph Lomax and seconded by Richard Dovey approving all Plan Certifications listed on the April 2025 Application Report except for 41-25. The motion passed unanimously.

A motion was made by Richard Dovey and seconded by Allen Carter approving application 41-25. Joseph Lomax recused. The motion passed.

2. May 2025 Re-Certification

A motion was made by Joseph Lomax and seconded by Richard Dovey approving all applications listed on the May 2025 Re-Certification Application Report. The motion passed unanimously.

3. Withdrawn Application

A motion was made by Allen Carter and seconded by Joseph Lomax to approve withdrawn application 45-25. The motion passed unanimously.

4. 251 Updates

Glenn Ward

-Commented on applications being submitted to the district.

B. USDA-NRCS

1. Farmland Program

A. Conservation Plans

1. Buena Vista Twp., 82 acres, Forest Management Practices
2. Hammonton, 50 acres, Soil Health Management

B. Conservation Agreement

1. Perry Conte, Dennis Twp., 2.5 acres

After Board review and discussion, a motion was made by Allen Carter and seconded by Cormac Morrissey approving conservation plans and conservation agreement. The motion passed unanimously.

2. USDA-NRCS Comments

Michelle Pedano

- Distributed and commented on monthly activity report.
- Update on the Return to Office Executive Order. Six employees from other USDA agencies will be housed in the Vineland Service Center.
- Update on the Breakfast with Biologist event scheduled for July 24, 2025, at the Maurice River Diner.
- NJ Ag. Convention & Trade Show scheduled for January 20-22, 2026, at Harrah's Resort, Atlantic City.

Chris Miller

- Update on the planning of the Plant Materials Center (PMC) 60th Anniversary event scheduled for September 25, 2025.

CORRESPONDENCE

NONE

OLD BUSINESS

A. Education

Glenn Ward

- Update on Galloway's Nature Fest that was held on May 29, 2025.
- Update on Go Green Egg Harbor Twp. event that was held on June 11, 2025.

B. Grants/Agreements

Michael Kent

- Update on all current grants and agreements.
- Commented on the status of grant reimbursements.

C. Meetings

- Commented on upcoming meetings that were previously approved.

D. Forestry Update

Michael Kent

- Commented on Forestry Activities Report prepared by John Hooven.
- A township has contacted the district to create a community forestry plan. A draft contract was prepared. Copy will be forwarded to the district solicitor for review before presenting to township.

E. Agriculture Update

-Copy of monthly activity report prepared by Riley Blankenship was distributed for review.

F. Coastal Zone Soil Survey

Joseph Lomax

-Update on the status of the project. Commented on a meeting held June 12, 2025, at the PMC for training and to discuss district staff participation.

Michael Kent

-The district will need to purchase supplies for staff when assisting with collecting samples. A motion was made by Cormac Morrissey and seconded by Joseph Lomax to authorize up to \$1,000.00 on supplies for staff. The motion passed unanimously.

G. District Merger

Michael Kent

-Merger process continues to move forward. Discussed state and federal business documents obtained.

-Discussed change of meeting dates and times.

-Discussed needing to obtain all new insurances under the DelAtlantic name. After discussion, a motion was made by Cormac Morrissey and seconded by Richard Dovey permitting the cancelation of all Cape Atlantic insurance policies when new DelAtlantic policies become effective. The motion passed unanimously.

-Update on legislation to allow additional district supervisors.

Joseph Lomax

-Commented on draft organization flow chart.

COMMENTS

A. Supervisors

Joseph Lomax

-Inquired about the status of Middle Township property donation.

Allen Carter

-Commented on a list of topics NJ Farm Bureau is working on.

-Commented on state budget.

EXECUTIVE SESSION

A motion was made by Joseph Lomax and seconded by Allen Carter to go into executive session at 5:40 p.m. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Richard Dovey to end the executive session at 6:00 p.m. and return to the regular meeting. The motion passed unanimously.

ACTION ON ITEMS FROM EXECUTIVE SESSION

A motion was made by Allen Carter and seconded by Cormac Morrissey to approve the Cape Atlantic Conservation District FY-2026 budget. The motion passed unanimously.

ADJOURNMENT

Robert Fenton adjourned the meeting at 6:05 p.m. The next meeting will be held on Monday July 21, 2025, 6:00 p.m. at the District Office, Mays Landing, NJ. The motion passed unanimously.

Marie Rogowski
Office Administrator

Executive Session Meeting Minutes
Cape Atlantic Conservation District
June 26, 2025

Motion to go into executive session was made by Joseph Lomax and seconded by Allen Carter at 5:40 pm The motion passed unanimously.

Attendees:

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

District Staff: Michael Kent

Financial:

1. Discussion was had about the FY 26 Proposed District budget

A motion was made by Joseph Lomax and seconded by Richard Dovey to end the executive session at 6:00 pm and return to the regular meeting. The motion passed unanimously.

Submitted by Michael Kent