

DelAtlantic Conservation District Minutes

August 18, 2025

MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT

Michael Kent called the meeting to order at 6:04 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 (via telephone), Valarie Brown, Richard Dovey and Michael Rigolizzo

Staff: Michael Kent and Craig McGee

NRCS: Michelle Pedano and Nicole Ciccaglione

Others Present: Robert Fenton

MINUTES

A. Minutes of July 21, 2025, Meeting

After Board review a motion was made by Joseph Lomax and seconded by Valarie Brown to accept minutes from the July 21, 2025, meeting. The motion passed unanimously.

B. Executive Session Minutes of July 21, 2025, Meeting

After Board review a motion was made by Richard Dovey and seconded by Joseph Lomax to accept the executive session minutes from the July 21, 2025, meeting. The motion passed unanimously.

FINANCES

A. Treasurers Reports

1. District Financials – July 2025

After Board review and discussion, a motion was made by Richard Dovey and seconded by Valerie Brown to approve the District's July 2025 treasurer's report,

balance sheet, and expenses in the amount of \$177,661.42. The motion passed unanimously.

2. **PMC Financials – July 2025**

After reviewing the PMC monthly expense report for July 2025, a motion was made by Richard Dovey and seconded by Joseph Lomax to approve treasurer’s report, balance sheet, and account balance of \$25,831.01. The motion passed unanimously.

B. Certificates of Deposit

Two Certificates of Deposit matured and were reinvested into one 11-month CD at 4.4% and one 12-month CD at 4.0%.

C. Opening of New DelAtlantic SCD Bank Account

A motion was made by Cormac Morrissey and seconded by Richard Dovey to open a new DelAtlantic SCD checking account with TD Bank. The motion passed unanimously.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. July 2025 Certifications

A motion was made by Joseph Lomax and seconded by Richard Dovey approving all Plan Certifications listed on the July 2025 Application Report except for 239-25, 240-25, 310-25, 329-25, and 7761. The motion passed unanimously.

A motion was made by Joseph Lomax and seconded by Richard Dovey approving application 7761. Valerie Brown recused. The motion passed.

A motion was made by Richard Dovey and seconded by Valerie Brown approving applications 239-25, 240-25, 310-25, and 329-25. Joseph Lomax recused. The motion passed.

2. July 2025 Re-Certifications

A motion was made by Joseph Lomax and seconded by Valerie Brown approving all applications listed on the June 2025 Re-Certification Application Report except for 501-21. The motion passed unanimously.

A motion was made by Richard Dovey and seconded by Valarie Brown approving application 501-21. Joseph Lomax recused. The motion passed.

3. 251 Updates

The Board was updated on notable projects throughout the district.

B. USDA-NRCS

1. Farmland Program

A. Conservation Plans

1. Hammonton, 2.5 acres, Soil Health Practices
2. Winslow Twp., 11 acres, Soil Health Practices

B. Conservation Agreement

None

After Board review and discussion, a motion was made by Valerie Brown and seconded by Richard Dovey approving conservation plans. The motion passed unanimously.

2. USDA-NRCS Comments

-Distributed and commented on monthly activity report.

C. Mileage Reimbursement

Discussion was had on the mileage reimbursement submittal process.

CORRESPONDENCE:

NONE

OLD BUSINESS

A. Education

-Discussed the results of the National Envirothon.

B. Grants/Agreements

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

C. Meetings

-Commented on previously attended or upcoming meetings.

A motion was made by Joseph Lomax and seconded by Richard Dovey to approve up to five supervisors and staff to attend the NJ Shade Tree Federation Conference. The motion passes unanimously.

A motion was made by Joseph Lomax and seconded by Richard Dovey to approve John Hooven's attendance to the SAF National Convention. The motion passes unanimously.

D. Forestry Update

-Commented on Forestry Activities Report prepared by John Hooven.
-Tyler Savage presented a Heat Island Assessment to Egg Harbor City.

E. Agriculture Update

-None

F. Coastal Zone Soil Survey

Updated Board on the status of the project.

G. Merger

Updated the Board on the continuing process of the merger.

H. Employee Handbook

A draft has been completed and will be forwarded to a labor attorney for review and comment.

COMMENTS

A. Supervisors

Joseph Lomax

- Commented on new District Directory distributed by the SSCC.
- Save the Date for NACD annual meeting February 14-19, 2026 in San Antonio, Texas

Richard Dovey

- Commented on Tyler Savage’s Heat Island Assessment presentation and noted that he did an excellent job.
- Commented on Egg Harbor City’s continuing investment into forestry programs.

Valarie Brown

- Suggested that we have a meet-and-greet with the staff.

B. Others

No comments

EXECUTIVE SESSION

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

A motion was made by Joseph Lomax and seconded by Valerie Brown 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 Valerie Brown to hire a part time Outreach/Education coordinator. The motion passed unanimously.

ADJOURNMENT

A motion was made by Valerie Brown and seconded by Joseph Lomax to adjourn the meeting at 9:10 p.m. The next meeting will be held on Monday September 29, 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
August 18, 2025

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

Attendees:

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

District Staff: Michael Kent

Personnel:

1. Discussion was had about the vacant position for the Outreach/Education Coordinator and the interview of a potential candidate.

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