

DelAtlantic Conservation District Minutes

November 17, 2025

MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT

Michael Rigolizzo called the meeting to order at 6:05 p.m. at the District Office in Mays Landing, NJ.

FLAG SALUTE

Joseph Lomax led the salute to the flag of the United States of America.

ROLL CALL & DETERMINATION OF QUORUM

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

Staff: Michael Kent and Craig McGee

NRCS: Michelle Pedano

Others Present: None

MINUTES

A. Minutes of October 20, 2025 Meeting

After Board review a motion was made by Richard Dovey and seconded by Cormac Morrissey to accept minutes from the October 20, 2025 meeting. The motion passed unanimously.

FINANCES

A. Treasurers Reports

1. District Financials – October 2025

After Board review and discussion, a motion was made by Valerie Brown and seconded by Richard Dovey to approve the District's October 2025 treasurer's report, balance sheet, and expenses in the amount of \$146,681.64. The motion passed unanimously.

2. PMC Financials – October 2025

After reviewing the PMC monthly expense report for October 2025, a motion was made by Cormac Morrissey and seconded by Richard Dovey to approve treasurer's report, balance sheet, and account balance of \$21,142.99. The motion passed unanimously.

B. TD Bank

1. The District opened the new TD Bank checking account and was approved for a new TD Bank business credit card.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. October 2025 Certifications

A motion was made by Joseph Lomax and seconded by Cormac Morrissey approving all Plan Certifications listed on the October 2025 Application Report. Valerie Brown recused from applications 7797 and 7801. Cormac Morrissey recused from applications 423-25 and 472-25. The motion passed.

2. October 2025 Re-Certifications

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

3. 251 Updates

The Board was updated on notable projects throughout the district.

B. USDA-NRCS

1. Farmland Program:

- a. Conservation Agreement
None
- b. Conservation Plans
None
- c. State Cost Share Payment Request
None

2. USDA-NRCS Comments

Michelle Pedano updated the Board on the recent reopening of NRCS field offices now that the Government shutdown has ended.

C. Morris Soil Conservation District MOU

Morris SCD presented the DelAtlantic SCD a MOU for the use of the DelAtlantic 251 database. A motion was made by Richard Dovey and seconded by Joseph Lomax to approve the MOU with changes identified. The motion passed unanimously.

CORRESPONDENCE:

NONE

OLD BUSINESS

A. Education

-Commented on Education/Outreach Activities Report prepared by Charles Garrison.

B. Grants/Agreements

- Update on all current grants and agreements.

C. Meetings

-Commented on previously attended and upcoming meetings.

D. Forestry Update

-Commented on Forestry Activities Report prepared by John Hooven.

E. Agriculture Update

-Commented on Agriculture Activities Report prepared by Riley Blankenship

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. Audit

The Cape Atlantic and Camden SCD FY 25 audits were distributed and discussed. A motion was made by Richard Dovey and seconded by Joseph Lomax to accept the Cape Atlantic SCD FY 25 audit as presented. The motion passed unanimously. A motion was made by Joseph Lomax and seconded by Valerie Brown to accept the Camden SCD FY 25 audit as presented. The motion passed unanimously.

COMMENTS

A. Supervisors

Joseph Lomax

-Mentioned the upcoming State Technical Committee meeting on December 10, 2025. It will be a virtual meeting.

Cormac Morrissey

-Asked about missing tables in the SESC Standards. Craig McGee will follow up.
-Talked about the Scale House Project in Spokane Washington and how the DelAtlantic District could replicate in the future.

Valerie Brown

-Commented on the importance of having a food waste facility in the region.

B. Others

No comments

EXECUTIVE SESSION

A motion was made by Cormac Morrissey and seconded by Richard Dovey to go into executive session at 8:22 p.m. The motion passed unanimously.

A motion was made by Cormac Morrissey and seconded by Richard Dovey to end the executive session at 8:54 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 hire Sean Yeats as a full-time Resource Conservationist. The motion passed unanimously.

A motion was made by Cormac Morrissey and seconded by Joseph Lomax to hire Sean McGee as a full-time Field Technician. The motion passed unanimously.

A motion was made by Richard Dovey and seconded by Joseph Lomax to advertise for a full-time Resource Conservationist position. The motion passed unanimously.

A motion was made by Cormac Morrissey and seconded by Richard Dovey to enter into a contract with Ines Zimmerman to write a business plan for the District. The motion passed unanimously.

ADJOURNMENT

A motion was made by Joseph Lomax and seconded by Valerie Brown to adjourn the meeting at 9:12 p.m. The next meeting will be held on Monday December 15, 2025, 3:00 p.m. at the District Office, Mays Landing, NJ.

Michael Kent
District Manager

Executive Session Meeting Minutes
Cape Atlantic Conservation District
November 17, 2025

Motion to go into executive session was made by Joseph Lomax and seconded by Valerie Brown at 8:22 pm The motion passed unanimously.

Attendees:

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

District Staff: Michael Kent

Personnel:

1. Discussion was had about the interview with Sean Yeats that took place for the Resource Conservationist position.
2. Discussion was had about the interview with Sean McGee that took place for the Field Technician position.
3. Discussion was had about filling the vacancy for a Resource Conservationist position.
4. Discussion was had about entering a contract with Ines Zimmerman to help the District write a business plan.

A motion was made by Joseph Lomax and seconded by Richard Dovey to end the executive session at 8:54 pm and return to the regular meeting. The motion passed unanimously.

Submitted by Michael Kent