

DelAtlantic Conservation District Minutes

October 20, 2025

MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT

Joseph Lomax called the meeting to order at 6:10 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: Joseph Lomax, Cormac Morrissey, Valarie Brown, and Richard Dovey

Staff: Michael Kent and Craig McGee

Others Present: Robert Fenton

MINUTES

A. Minutes of September 29, 2025, Meeting

After Board review a motion was made by Richard Dovey and seconded by Cormac Morrissey to accept minutes from the September 29, 2025, meeting. The motion passed unanimously.

FINANCES

A. Treasurers Reports

1. District Financials – September 2025

After Board review and discussion, a motion was made by Cormac Morrissey and seconded by Joseph Lomax to approve the District's September 2025 treasurer's report, balance sheet, and expenses in the amount of \$117,459.45. The motion passed unanimously.

2. PMC Financials – September 2025

After reviewing the PMC monthly expense report for September 2025, a motion was made by Cormac Morrissey and seconded by Richard Dovey to approve treasurer's report, balance sheet, and account balance of \$22,088.92. The motion passed unanimously.

B. TD Bank

1. The District is in the process of opening a new checking account with TD Bank and will be meeting with bank representatives
2. The DelAtlantic Soil Conservation District board authorizes the Camden County Soil Conservation District to change its authorized signatures on current TD Bank accounts. A motion was made by Richard Dovey and seconded by Valerie Brown to officially assign Craig McGee, Michael Rigolizzo, and Margaret Tharp as authorized signatures. The motion passed unanimously.

NEW BUSINESS

A. Soil Erosion and Sediment Control Plans

1. September 2025 Certifications

A motion was made by Cormac Morrissey and seconded by Valerie Brown approving all Plan Certifications listed on the September 2025 Application Report. Joseph Lomax recused from applications 377-25 and 425-25. Valerie Brown recused from application 7785. Cormac Morrissey recused from applications 377-25 and 433-25. The motion passed.

2. September 2025 Re-Certifications

A motion was made by Richard Dovey and seconded by Valerie Brown approving all applications listed on the September 2025 Re-Certification Application Report. Cormac Morrissey recused from application 106-20. The motion passed.

3. Fee Schedule

A new fee schedule for the DelAtlantic Soil Conservation District was presented to the Board. The fee schedule was approved by the SSCC. A motion was made by Cormac Morrissey and seconded by Valerie Brown to approve the new fee schedule which will go into effect on January 1, 2026. The motion passed unanimously.

4. 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

None

C. Staffing

1. NRCS Partner Employees

Discussion was had about the NRCS Partner Employees currently working that are unable to report to NRCS field offices due to the Federal Government shutdown. A motion was made by Cormac Morrissey and seconded by Richard Dovey to allow

NRCS Partner Employees to continue to work on District programs while being paid until October 31, 2025 or the Federal Government shutdown ends. If the Federal Government shutdown continues beyond October 31, 2025, NRCS Partner Employees will be furloughed without pay and benefits until the Federal Government shutdown ends and said employees can return to the NRCS field offices to which they were assigned. The motion passed unanimously.

2. Resource Conservationist Position

There was a discussion about hiring a Resource Conservationist to work in the SESC Chapter 251 program. A motion was made by Cormac Morrissey and seconded by Valerie Brown to begin the interview process. The motion passed unanimously.

3. Field Tech Position

Discussion was had about creating a new District position that would aid programs within the District in data collection, analysis and reporting. This position would allow an employee to engage in any program where assistance is needed. A motion was made by Cormac Morrissey and seconded by Valerie Brown to create the Field Tech position and begin the interview process. The motion passed unanimously.

D. 251 Database

Morris SCD inquired about the District's 251 database and wanted to see if we would be willing to share the database with them. The board agreed to share as long as there is an MOA in place. Michael Kent will discuss with Morris SCD.

E. FY 2025 Audit

The 2025 Cape Atlantic SCD audit was distributed for review. The Camden SCD 2025 is completed and will be distributed for review once copied are received.

F. Mileage Reimbursement

Mileage reimbursement forms were emailed to Board members to be completed for FY-26 quarter one.

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.
- Commented on the status of grant reimbursements.
- There was discussion about current South Jersey RC&D grants that Craig McGee is working on and a request was made that the DelAtlantic SCD consider paying South Jersey RC&D grant related expenses with the expectation of full reimbursement as per the agreement between the South Jersey RC&D and NJDEP. A motion was made by Cormac Morrissey and seconded by Richard Dovey to pay grant related expenses with the expectation of full reimbursement. The motion passed unanimously.

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. Employee Handbook

Handbook will be distributed to the Board for final comments before being presented to for final approval.

COMMENTS

A. Supervisors

Joseph Lomax

-Expressed the importance of the District creating a business plan.

B. Others

No comments

EXECUTIVE SESSION

None

ACTION ON ITEMS FROM EXECUTIVE SESSION

None

ADJOURNMENT

A motion was made by Richard Dovey and seconded by Cormac Morrissey to adjourn the meeting at 8:40 p.m. The next meeting will be held on Monday November 17, 2025, 6:00 p.m. at the District Office, Mays Landing, NJ.

Michael Kent
District Manager