

# DelAtlantic Conservation District Minutes

September 29, 2025

## ***MEETING CALLED TO ORDER AND PUBLIC NOTICE ANNOUNCEMENT***

Michael Rigolizzo called the meeting to order at 6:12 p.m. at the District Office in Mays Landing, NJ.

## ***FLAG SALUTE***

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

## ***ROLL CALL & DETERMINATION OF QUORUM***

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

Staff: Michael Kent and Craig McGee

NRCS: Michelle Pedano

Others Present: Robert Fenton

## ***MINUTES***

### **A. Minutes of August 18, 2025, Meeting**

After Board review a motion was made by Richard Dovey and seconded by Joseph Lomax to accept minutes from the August 19, 2025, meeting. The motion passed unanimously.

### **B. Executive Session Minutes of August 18, 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 August 19, 2025, meeting. Cormac Morrissey Abstained. The motion passed.

## ***FINANCES***

### **A. Treasurers Reports**

#### **1. District Financials – August 2025**

After Board review and discussion, a motion was made by Cormac Morrissey and seconded by Joseph Lomax to approve the District's August 2025 treasurer's report, balance sheet, and expenses in the amount of \$125,042.62. The motion passed unanimously.

#### **2. PMC Financials – August 2025**

After reviewing the PMC monthly expense report for August 2025, a motion was made by Joseph Lomax and seconded by Richard Dovey to approve treasurer's

report, balance sheet, and account balance of \$25,663.10. The motion passed unanimously.

**NEW BUSINESS**

**A. Soil Erosion and Sediment Control Plans**

**1. August 2025 Certifications**

A motion was made by Joseph Lomax and seconded by Cormac Morrissey approving all Plan Certifications listed on the August 2025 Application Report. Joseph Lomax recused from application 348-25. Valerie Brown recused from application 7768. The motion passed.

**2. August 2025 Re-Certifications**

A motion was made by Joseph Lomax and seconded by Cormac Morrissey approving all applications listed on the August 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

1. Hazel Farms, .91 acres, Dennis Twp
2. Pancake Hollow Farm, LLC, 20 acres, Corbin City

**b. Conservation Plans:**

None

**c. State Cost Share Payment Request:**

1. Dennis Twp., 520.9 LF Center Pivot

After Board review and discussion, a motion was made by Joseph Lomax and seconded by Richard Dovey approving all NRCS Farmland Programs. The motion passed unanimously.

**2. USDA-NRCS Comments**

-Distributed and commented on monthly activity report.

**C. Continuing Education**

Discussion was had on the possibility of offering continuing education assistance to employees.

**CORRESPONDENCE:**

NONE

**OLD BUSINESS**

**A. Education**

-Charles Garrison started his position as a part time Education/Outreach Coordinator.  
-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.
- Discussed grants and agreements that will be available for the District to apply for in the coming months. A motion was made by Cormac Morrissey and seconded by Joseph Lomax for the District to apply for the NACD Technical Assistance Grant. The motion passed unanimously.

**C. Meetings**

- Commented on previously attended and upcoming meetings.

A motion was made by Richard Dovey and seconded by Valerie Brown to approve all supervisors and staff (at Michael Kent's discretion) to attend the NJACD Annual Meeting on November 24<sup>th</sup>. The motion passes unanimously.

A motion was made by Valerie Brown and seconded by Joseph Lomax to approve supervisors and 2 staff to attend the NACD Annual Meeting February 14-19, 2026. The motion passes unanimously.

**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**

Changes were made to employee handbook according to Labor Attorney feedback. Minor additions and changes will be made before presenting to the Board for final approval.

**COMMENTS**

**A. Supervisors**

**Joseph Lomax**

- Working on a project with the American Littoral Society at Higbee's Beach
- Expressed the importance of documenting merger procedures that others will be able to use should the need arise.

**Cormac Morrissey**

- Commented on the District's vision moving forward and how far we have come so far.

**Valarie Brown**

- Commented on the current building fund and how it can be used.

**B. Others**

No comments

***EXECUTIVE SESSION***

None

***ACTION ON ITEMS FROM EXECUTIVE SESSION***

None

***ADJOURNMENT***

Michael Rigolizzo adjourned the meeting at 9:06 p.m. The next meeting will be held on Monday October 20, 2025, 6:00 p.m. at the District Office, Mays Landing, NJ.

Michael Kent  
District Manager