

**MINUTES OF THE
NATURAL LANDS TRUST MEETING**

March 4, 2016

12:00 PM

Office of Natural Lands Management, Trenton, New Jersey

Chairman Catania called the meeting to order at 12:00 PM and roll was taken. A quorum of trustees was present. At least one of the trustees was a state governmental representative.

The Open Public Meetings Act notice was read as follows: Notice of the date, time, location and agenda, to the extent known, was forwarded to three newspapers of general circulation, and provided to the Secretary of State in accordance with the Open Public Meetings Act. It was also noted that such notice was provided on the Trust's website in compliance with the Act requiring State, regional, and local authorities, boards, and commissions to establish a website providing specific information in order to facilitate transparency in government.

In attendance were:

Michael Catania, Chairperson
James Hall, Vice Chairperson
Theresa Lettman, Trustee/Secretary-
Treasurer
Judeth Yeany, DEP Trustee
Larry Torok, DEP Trustee
Steve Eisenhauer, Trustee
Emile DeVito, Trustee, arrived at 12:10 PM

Matt Spayth, Trustee representative for the
State Treasurer
Lynn Fleming, alternate for Rich
Boornazian, Trustee representative for the
DEP Commissioner
Ryan Benson, DAG, Trust Counsel
Robert J. Cartica, Executive Director
Martin Rapp, Trust Staff
Cari Wild, Trust Staff

Absent were:

Thomas Gilmore, Trustee
State House Commission representative (not appointed)

Guests: None

General Public Comment: None

Financial Report: Mr. Cartica outlined the Financial Statements for the quarters ending September 30, 2015 and December 31, 2015. Mr. Hall motioned to approve the Financial Statements. Ms. Fleming seconded the motion and the Financial Statements were unanimously approved by a vote of 7 to 0.

The **October 16, 2015 minutes** were reviewed. Mr. Hall motioned to approve the minutes. Mr. Spayth seconded the motion and the minutes were unanimously approved by a vote of 8 to 0.

Unfinished Business:

Ms. Wild provided the Board with a **Petty's Island, Pennsauken Township, Camden County Status Report**. The Trust and New Jersey Audubon Society (NJAS) held the annual Petty's Island stakeholder meeting on February 5, 2016. In December 2015, the Trust received a historical research report from Hunter Research that is now available on the Trust's website. The recent \$175,000 William Penn Foundation grant to the Trust will fund Petty's Island educational programming for this year and next year. This year is the fourth and final renewal year of the Trust's contract with NJAS. Later this spring we plan to bid out another one year contract with the provision to renew for four additional one-year terms. Mr. Catania reported that CITGO and Crowley are discussing the terms of an extension of their lease not to extend beyond 2017.

Mr. Catania updated the Board that the Endangered and Nongame Species Program (ENSP) and the Conserve Wildlife Foundation (CWF) were still working out the details of the **Delaware Bay Migratory Shorebird Project 2016 Budget Request**. At its October 16, 2015 meeting, the Board approved the 2016 budget up to \$102,500, the specifics of which subject to approval by the Executive Director and the Chair, with a reallocation rider and upfront \$35,000 payment.

New Business:

Mr. Cartica presented the **Spending Authorization for Calendar Year 2016**. This year's authorization includes a full biodiversity inventory at the Warren Grove Preserve and a number of species- or habitat-specific inventories at other preserves. Mr. Hall motioned to approve the Spending Authorization for Calendar Year 2016. Ms. Fleming seconded the motion and the 2016 Spending Authorization was unanimously approved by a vote of 8 to 0.

Ms. Yeany presented the **Nominating Committee Recommendations** for Chairperson, Vice Chairperson, Secretary/Treasurer Officers and motioned their approval. Nominated for Chairperson was Michael Catania, Vice Chairperson was James Hall, and Secretary-Treasurer was Theresa Lettman. The motion was unanimously approved by a vote of 8 to 0.

The Board considered the **Reinhardt-Bender/GA Land Management Assignment Offer in Montague Township, Sussex County**. Mr. DeVito motioned to approve the land management assignment. Mr. Torok seconded the motion and the offer was approved by a vote of 7 to 0. Ms. Yeany recused herself from the matter based on the advice from the NJ Attorney General's Office that her vote may present an appearance of conflict notwithstanding that she has no personal or financial stake in Trust management assignments.

The Board considered the **Hirst Ponds-Widmaier in Land Donation Offer in Galloway Township, Atlantic County**. Mr. DeVito motioned to approve the land donation. Ms. Lettman seconded the motion and the offer was unanimously approved by a vote of 8 to 0.

The Board considered the **Wildcat Branch Project Area in Franklin Borough and Hardyston and Sparta Townships, Sussex County**. Mr. Hall motioned to approve the Wildcat Branch Project Area on the condition that lands within the Project Area that would present management concerns, such as structures, improvements or contamination, or that would require the expenditure of Trust funds, be brought to the Board for specific approval before acquisition. Mr. DeVito seconded the motion and the offer was accepted by a vote of 7 to 0 with Ms. Yeany abstaining.

Mr. Cartica presented the Board with the **Tennessee Gas Pipeline (TGP) Plant Fund-2016 Work Plan**. Mr. Torok motioned to approve the TGP Plant Fund-2016 Work Plan. Ms. Fleming seconded the motion and the 2016 Work Plan was unanimously approved by a vote of 8 to 0.

Mr. Cartica presented the Board with the **New Jersey Wetlands Mitigation Council Resolution Approving Expenditures**. Mr. Cartica explained that on December 1, 2015, the Trust received a memorandum and signed resolutions dated April 1, 2014 and August 5, 2014 by the Acting Chair of the Wetlands Mitigation Council (Council) requesting disbursements totaling \$976,240.04 from the Wetlands Mitigation Fund to the Green Trust Alliance. In accordance with the Trust's April 18, 2004 MOU with the Council, the Executive Director of the Trust shall disburse moneys for projects approved by a resolution of the Council; provided, however, that disbursements exceeding \$250,000 shall require the authorization of the Trust's Board, which shall act on any request for such authorization within ten working days after the Executive Director's receipt of a request for disbursement from staff to the Council. Per Trust bylaws, in the event a decision by the Board is required and a special meeting cannot be held due to time constraints or lack of a quorum, the Executive Director may poll the members of the Board to determine their preference on an issue. In such a circumstance, the Executive Director shall supply to each Board member, in writing, a draft resolution and information sufficient for Board consideration. With the concurrence of at least seven (7) members of the Board, the Executive Director may take action in accordance with the resolution. On December 2, 2015, Mr. Cartica polled the Trust's Board to determine their preference on the resolution. After seven Board members, with at least one of them being an official of state government, responded affirmatively to approve the resolution, Mr. Cartica made the requested disbursements. This resolution, having been presented to the Board at today's meeting and there being no objection, was affirmed.

The Board considered the **Draft 2015 Annual Report**. Ms. Wild noted that two guest articles may be added to the 2015 Annual Report, one by Jim Wright, a trustee of The Nature Conservancy, about the High Mountain Preserve, and the other by David Snyder, State Botanist, about the Bennett Bogs Preserve. It was requested that the Board provide any comments/changes on the draft report within the next thirty days. Mr. Hall motioned to approve the draft report subject to Board members and staff having flexibility to incorporate changes, including the addition of noted articles. Ms. Yeany seconded the motion, and the 2015 Annual Report was unanimously approved by a vote of 8 to 0.

The **2016 Board meeting dates** are: June 3, 2016, September 16, 2016, and December 2, 2016.

Ms. Fleming motioned for the meeting to be adjourned. Mr. Hall seconded the motion, and the meeting was adjourned at 1:25 PM by a unanimous vote of 8 to 0.

Respectfully submitted,



Theresa Lettman
Secretary/Treasurer