



NEW JERSEY PINELANDS COMMISSION

MONTHLY MANAGEMENT REPORT



Bright blue skies above Batsto Lake in Wharton State Forest in the Pinelands in February

FEBRUARY 2022

1 EXECUTIVE OFFICE

1.1 ACTING EXECUTIVE DIRECTOR

1.1A COMMITTEE MEETINGS

- **Personnel & Budget Committee:** The Committee did not meet in February.
- **Pinelands Climate Committee:** The Committee met on February 25, 2022. Staff provided updates on the Local Government Energy Audit, rain garden installation and several state initiatives that the Commission is or hopes to be involved with. These include the Governor's Interagency Council on Climate Resilience, Senator Smith's newly formed Forest Stewardship Task Force and the New Jersey Department of Environmental Protection (NJDEP) and New Jersey Department of Agriculture's Natural and Working Lands Strategy. Finally, the Committee reviewed and recommended Commission approval of a resolution to clarify the Commission's objectives and the Committee's responsibilities relative to climate change in the Pinelands Area.
- **Policy & Implementation (P&I) Committee:** The Committee met on February 25, 2022. The Committee reviewed and recommended that the Commission certify Tabernacle Township Ordinance 2021-10, which revises the boundaries of the Township's Infill Commercial District and permits solar energy facilities in the Preservation Area District zone. The Committee also recommended the Commission's adoption of a resolution supporting the State's continued funding of the Payment in Lieu of Taxes (PILOT) Program. Finally, Commission staff provided an update on several matters that will be discussed at upcoming Committee meetings.

1.1B RULEMAKING

- **Stormwater Management:** Staff conducted a webinar on the new stormwater rules on February 10, 2022. At the request of the New Jersey Society of Professional Engineers, an additional webinar has been scheduled for April 1, 2022.

1.1C OPEN PUBLIC RECORDS ACT

- A total of nine Open Public Records Act (OPRA) requests were received in February. One was provided responsive material, two were advised that there was no responsive material, two were advised that the information requested was not subject to disclosure under OPRA and the remaining four will be responded to in March.

1.1D PINELANDS MUNICIPAL COUNCIL

- The Pinelands Municipal Council did not meet in February.

1.1E OTHER

- Staff conducted an orientation session for new Commissioners Matos, Meade, Lettman, McCurry and Holroyd on February 7, 2022 at the Commission's office. The Commission's new representative from the Governor's Authorities Unit, Janice Venables, also attended.

- Former Pinelands Commission Chairman, Rick Prickett, visited the Commission’s office on February 23, 2022 and received a signed copy of the resolution recognizing his years of service to the Commission as well as framed Pinelands photographs.

1.2 LEGAL AND LEGISLATIVE AFFAIRS

1.2A Legislation:

- **S757/A2772** - Authorizes Special Occasion Events at Certain Farms on Preserved Farmland Under Certain Conditions – This bill would authorize special occasion events (wedding, lifetime milestones events, or other cultural or social events) conducted in whole or in part on preserved farmland on a commercial farm. The number of events is dictated based on the agricultural/horticultural output of the farm. Commercial farms that produce agricultural/horticultural products worth between \$10,000 and \$100,000 annually may conduct up to 15 Special Occasion Events per calendar year, of which 2 may have more than 250 guests. Commercial farms that produce agricultural/horticultural products worth more than \$100,000 may conduct up to 26 Special Occasion Events per calendar year, of which 6 may have in excess of 250 guests. The bill requires the owner or operator of the farm to seek permission from the grantee of the farm (the entity to which the development rights from the farm were conveyed) pursuant to the Right to Farm Act or other law enacted for farmland preservation purposes. If the grantee is also the owner of the preserved farm, s/he is required to apply to the State Agriculture Development Committee (SADC) to seek approval to conduct the Special Occasion Event. The bill will require counties and municipalities that hold the development rights on preserved farmland to develop an application process for special events. The bill also charges SADC to adopt rules to implement the provisions of the bill. S757 was passed by the Senate and A2772 has been introduced and referred to the Assembly Agriculture and Food Security Committee.
- **P.L. 2021, c. 371** - Amendments to Daniel’s Law (P.L. 2020, c.125) - On January 12, 2022, Governor Murphy signed into law amendments to Daniel’s Law. This law was named for Daniel Andriel, the late son of U.S. District Judge Esther Salas, who fell victim to gun violence when an individual, who had compiled personal information about the Judge, including her home address, went to her home with a gun. Daniel’s Law amended the Open Public Records Act (OPRA) to exclude from the definition of government record the portion of any document which disclosed the home address of any active or retired judge, prosecutor or law enforcement official. Daniel’s law also prohibited government agencies, individuals and businesses from knowingly publishing on the internet or making otherwise available the home address or unpublished phone number of any active or retired judge of prosecutor. Although the provisions in Daniel’s Law pertaining to active or retired judges or prosecutors were to be implemented immediately, the provisions pertaining to law enforcement were to go into effect 18 months after enactment of the law. The difficulty with the implementation of Daniel’s Law was ascertaining to whom the law specifically applied. The amendments to Daniel’s Law recently enacted address this issue through the creation of an Office of Information Privacy (OIP) in the Department of Community Affairs. The Amendments require the Director of OIP to establish a secure portal through which persons covered by the Act (active, formerly active or retired judicial officer or law enforcement officer, as those terms are defined in 47:1A-1.1, or a prosecutor and any immediate family member residing in the same household as the judicial officer, law enforcement officer or prosecutor), are

required to request redaction or non-disclosure of their home address. The address of the covered person making such request is only subject to redaction or non-disclosure if the request is submitted and approved by the Director of OIP. The Act also modifies the redaction and disclosure obligations on public agencies and requires the redaction of the home address of a covered person under OPRA not later than 30 days following the approval of request by the OIP. Additionally, the amendments now require that a State or local agency not knowingly post, repost, publish or republish on the internet the home address of any covered person, whose request has been approved by OIP, 31 days or more following the approval.

- **Forest Stewardship Task Force** - On February 10, 2022, Senator Bob Smith announced the formation of the New Jersey Forest Stewardship Task Force. The purpose of the Task Force is to study and identify ways in which the State can best protect and manage its forests in order to fight climate change, prevent forest fires, improve ecosystems, and protect soil and water quality, among other things. The hope for the Task Force is that it will come to a consensus on how to move forward with forest management in New Jersey by the end of the year and that any reforms it proposes could form the basis for future legislation. The Task Force will take feedback from interested parties and then compile a report on consensus and non-consensus issues with respect to forest stewardship, which will be submitted to the Senate Environment and Energy Committee. The Task Force is co-chaired by Anjuli Ramos-Busot – Director, New Jersey Chapter, Sierra Club; Tom Gilbert, Co-Executive Director, New Jersey Conservation Foundation; Eileen Murphy; VP, Government Relations, New Jersey Audubon; and Andrew Bennett, Board Member, New Jersey Forestry Association. Commission staff sent an email to the Task Force expressing interest in participating. The staff also contacted the legislative aid to the Senate Environment and Energy Committee to ensure the Task Force was aware of the Commission’s desire to participate.

1.3 HUMAN RESOURCES

- **Return to Office:** In accordance with the Pinelands Commission Return to the Office plan, all staff began reporting to work at the office on a full-time basis starting January 31, 2022. No weekly COVID-19 testing of unvaccinated employees was required throughout February. The office remains closed to the public and all meetings continue to be conducted remotely.
- **Recruitment:** The Commission completed the recruitment process for five vacant positions. Offers were made and accepted by five well-qualified candidates, including two environmental specialists, two planning specialists and one planning assistant. Four employees began their employment on February 14th. One other employee will start in late March.
- **New Hire Orientation:** An orientation for new employees was held on February 14, 2022. All new hire policies and procedures were reviewed. Processing of paperwork is ongoing. Training was held on February 24, 2022, covering timekeeping and an overview of the CATS system.

2 INTERAGENCY COORDINATION

- **NJ Board of Public Utilities (BPU):** On December 29, 2021, the Commission received notification that its application to BPU for a Local Government Energy Audit had been approved. The Local Government Energy Audit program is open to local and state governments and non-profit organizations. The program provides reports on how facilities use energy, identifies energy conservation measures and guides applicants toward appropriate and available rebate and incentive programs to fund implementation of recommended energy efficiency strategies. Staff hosted the BPU consultants for a site visit on January 19, 2022. The consultants provided draft Energy Audit Reports on February 18, 2022 and will be scheduling a meeting to review the findings and recommendations contained therein with Commission staff. Upon receipt of final reports, staff will make a presentation at an upcoming Commission meeting.
- **Interagency Task Force:** The Governor’s Interagency Task Force was asked to meet and discuss the growing demand for developing large warehouses throughout the State, with the specific goal of identifying guidance for municipalities. The Acting Executive Director participated in a Task Force meeting on February 14, 2022.
- **New Jersey Department of Community Affairs (NJDCA):** The NJDCA’s Local Planning Services office is in the final stages of its work with Egg Harbor Township on a Redevelopment Plan for an area known as Cardiff Center. The Acting Executive Director continues to participate as a member of the working group charged with developing recommendations for the area. NJDCA recently released a “near final” draft of the Redevelopment Plan, which was the topic of discussion at the working group’s February 9, 2022 meeting. Commission staff completed its review of the draft plan and provided comments and suggested revisions to NJDCA on February 28, 2022.
- **Rutgers Cooperative Extension:** In February, Commission staff corresponded with the Rutgers Cooperative Extension regarding the project to install a rain garden in front of the Richard J. Sullivan Center for Environmental Policy & Education. A survey was conducted onsite in January, and the project manager with the Rutgers Cooperative Extension said that the engineering drawings for the rain garden will be provided to the Commission by mid-March. Staff has provided Rutgers with a list of native Pinelands plants that could be incorporated in the rain garden. The Commission entered into an agreement to work with Rutgers on the project in December 2021, and construction of the rain garden may occur in the spring.
- **Interagency Council on Climate Change (IAC):** The IAC met on February 8, 2022. The NJ Chief Resilience Officer noted that the IAC’s Operating Principles Document had been approved. An IAC Workplan Draft was distributed for further discussion at upcoming meetings.

3 PLANNING

3.1 CONFORMANCE ACTIVITY

	Monthly Total	Calendar Year to Date
Master Plans/Ordinances Received		
Adopted	5	8
Drafted or Introduced	9	13
Total ¹	11	15
Master Plans/Ordinances Reviewed		
Substantial Issue Finding ²	0	0
No Substantial Issue Finding	0	3
No Issue Finding	0	0
Total	3	3
Finding Letters Issued³	3	3

3.2 CULTURAL RESOURCE ACTIVITY

Activity	Monthly Total	Calendar Year to Date
Applications Reviewed	8	23
Surveys Required	0	0
Surveys Reviewed	0	1
Certificates of Appropriateness Required	0	1

¹The total accounts for unique master plans and ordinances received (i.e., it does not double count drafted, introduced, or adopted submissions for the same ordinance).

² Ordinances and Master Plans that are found to raise substantial issues with respect to the standards of the CMP require formal review and approval by the full Commission.

³ A single finding letter can pertain to multiple master plans/ordinances from the same municipality.

Notable Activity:

- **New Jersey Historic Trust (NJHT):** Staff is preparing a grant application for submission to the New Jersey Historic Trust in April 2022. The grant would provide funding for preparation of a Preservation Plan for future projects involving Fenwick Manor.

3.3 PINELANDS DEVELOPMENT CREDIT PROGRAM

Activity	Monthly Total	Calendar Year to Date
PDCs Allocated	2.11	2.86
PDCs Severed	0.25	0.25
Acres Protected	10	10
PDCs Extinguished	0	0
Acres Protected	0	0
PDCs Sold	0.50	1.505
Average Sales Price per PDC	\$77,000	\$72,312
Average Sales Price per right	\$19,250	\$18,033
PDCs Redeemed	0.25	0.50

Notable Activity:

- **PDC Allocations:** 1.50 PDCs (6 rights) were allocated to a 60-acre parcel in the Agricultural Production Area in Monroe Township. 0.50 PDCs (2 rights) were allocated to a 48.26-acre parcel located in the Preservation Area District in Tabernacle Township. An additional 0.11 PDCs were allocated to a 20.64-acre parcel in the Preservation Area District in Woodland Township.
- **PDC Severances:** 0.25 PDCs were severed from a 10-acre parcel in Shamong Township's Agricultural Production Area.
- **PDC Redemptions:** 0.25 PDCs were redeemed for the development of a single-family home in Egg Harbor Township.

3.4 SPECIAL PROJECTS

- **New Jersey Department of Environmental Protection (NJDEP) Water Supply Rules:** Staff participated in a focus group hosted by NJDEP. NJDEP sought comments on an excerpted

section of their draft rules related to establishing new passing flow requirements for surface water diversions.

- State Agriculture Development Committee (SADC):** Staff attended a meeting convened by SADC with the owner of a Pinelands Area property preserved through the State’s Farmland Preservation Program. The State’s farmland easement required all lots associated with the preserved farm to remain under a single ownership; however, one of the lots was sold to a farm employee. The State is working to enforce the terms of the easement.

4 REGULATORY PROGRAMS

4.1 APPLICATION ACTIVITY

Activity	Monthly Total	Calendar Year to Date
Pre-Application Conferences	15	22
Certificates of Filing	13	29
Public Development Reports	3	6
Forestry Certificates of Filing	1	1
PDC Letters of Interpretation	4	5
Non-PDC Letters of Interpretation	0	0
MOA Consistency Determinations	0	2
Review of Agency Determinations	68	115

4.2 NOTABLE APPLICATIONS

- Two Single Family Dwellings, Woodland Township (App. No. 2021-0277.001 & App. No. 2000-0279.002):** An application for the development of two single family dwellings on a 2.7-acre parcel was submitted to the Commission (App. No. 2021-0277.001). Based upon recent sightings of a threatened and endangered (T&E) animal species, the Commission staff determined that the application must complete a T&E species survey. In review of the application, it was determined that there were seven additional applications for a total of seven single family dwellings in the immediate vicinity that had been completed in 2008 through 2009 by the same applicant. No permits or approvals had been received for six of the seven applications. A septic permit was received on February 1, 2022, for the seventh application (App. No. 2007-0279.002). The staff advised that it would also be necessary for all seven previously completed applications to address CMP T&E species protection standards.
- 350 Single Family Dwellings, Manchester Township (App. No. 1981-1470.009):** On January 19, 2022, the Commission received an application proposing the development of 350 dwelling units

on a 225-acre parcel in the Regional Growth Area. A portion of the parcel was previously the subject of resource extraction (sand mining). The parcel and adjacent lands were previously subject of multiple T&E surveys in 2003-2005. Those surveys identified T&E animal and plant species in the area, primarily on adjacent parcels. The Commission staff is currently reviewing the results of a T&E species survey that was conducted on the 225-acre parcel in 2021.

- **Tabernacle Township Municipal Building (App. No. 1981-1383.007):** The Township has requested emergency authorization from the Commission to allow for the placement of three office trailers on the site of its existing municipal building. The Township recently determined that the existing municipal building is structurally unsafe and must be vacated. On February 28, 2022, the Commission staff conducted a pre-application conference with representatives of the Township to discuss possible sites for a new municipal complex.
- **New Egypt Speedway, Plumsted Township (App. No. 1985-0035.012):** On February 23, 2022, the Commission staff received a meeting request from the Township to discuss whether certain land uses that are occurring on the Speedway parcel require application to the Commission. In preparation for the meeting, the Commission staff provided Township officials with a copy of a prior Commission letter regarding development activities on the parcel. The staff also provided the Township with aerial photography depicting the historic and current development on the parcel. The staff is awaiting confirmation of the meeting for either March 14 or 16, 2022.
- **Landfill Capping and Solar Energy Facility, Pemberton Township (App. No. 2021-0112.001):** Information was previously provided to the Commission staff regarding the known presence of an endangered animal species on the parcel. During a telephone conference, the Commission staff provided guidance to the applicant regarding the extent of T&E species survey information that must be provided to address the consistency of the proposed landfill capping and solar energy facility with the T&E species protection standard.
- **Landfill Capping and Solar Energy facility, Berkeley Township (App. No. 1986-0127.015 & App. No. 1986-0127.001):** By letter dated January 22, 2022, the Commission staff provided extensive guidance to the applicant regarding the proposed development. The letter included the requirement to address T&E species and land development violations on the parcel. On January 26, 2022, the Commission staff met with the applicant to discuss the contents of the January 22, 2022 letter. Between January 28, 2022 and February 16, 2022, the applicant submitted additional information. That information is currently under review.
- **Three Lot Subdivision, Shamong Township (App. No. 1982-3783.003):** This matter concerns the creation of a residential lot under the cultural housing provision, which allows for the creation of a 3.2-acre lot for families with long term ties to the Pinelands. Such lots can be created throughout the Pinelands Area, regardless of zoning. The applicant for this subdivision submitted an affidavit to the Commission that the existing dwelling on a proposed lot would continue to be their principal place of residence, as required by the cultural housing provision. Within approximately one year of Township subdivision approval, the applicant sold the lot containing the existing dwelling. Neither the applicant nor the new lot owner have proposed an approach to resolve the issue. By letter dated February 23, 2022, the Commission staff suggested an approach to resolve the issue. By email dated February 28, 2022, the attorney representing the new owner proposed to modify the Commission staff's suggested approach.

That information is currently under review.

- **Recreation Trails, Pemberton Township (App. No. 1982-3181.008):** A site inspection of the proposed trails was conducted by our staff and representatives of the applicant on January 14, 2022. The trails are proposed to be located primarily in wetlands and the required buffer to wetlands. On February 18, 2022, the Commission staff received a request to meet to discuss what materials could be used to surface trails in wetlands and the required buffer to wetlands. By letter dated February 28, 2022, the Commission staff advised of the information that must be provided for the staff to determine whether various trail surfacing materials identified by the applicant would be consistent with CMP wetlands protection standards.
- **Communications Tower, Woodland Township (App. No. 1981-0162.002):** This application proposes a FirstNet antenna and communications tower on a parcel. The development is proposed as accessory to the existing Woodland Township EMS/Fire Company located on the same parcel. Unless it is demonstrated that the proposed development is accessory to the existing Woodland Township EMS/Fire Company, it is not a permitted land use. A Township site plan approval for the proposed development is currently the subject of a scheduled Commission staff public hearing. By letter dated February 23, 2022, the Commission staff responded to the most recent submission from the applicant. The submitted information was intended to demonstrate that the proposed development qualified as accessory to the Woodland Township EMS/Fire Company and to eliminate the need for the scheduled public hearing. The Commission staff's February 23, 2022 letter indicated that based upon review of the submitted information, it had not been demonstrated that the proposed FirstNet antenna and communications tower was accessory to the Woodland Township EMS/ Fire Company as opposed to being a principal use that provided general public wireless communications service.
- **Cannabis Growing Facility, Galloway Township (App. No. 1985-0666.020):** The Commission staff is currently reviewing an application proposing a 205,000 square foot cannabis growing facility on a 7.7-acre parcel in a Pinelands Regional Growth Area.
- **Solar Energy Facility, Tabernacle Township (App. No. 1985-0653.006):** The Commission staff is currently reviewing an application proposing an approximately 11-acre solar energy facility on a 62.9-acre parcel in the Pinelands Preservation Area District. The solar energy facility is proposed to be located within an area on the parcel that was previously subject to resource extraction (sand mining).
- **Recreational Vehicle Use, Estell Manor (App. No. 1981-1947.001):** The Commission staff has received reports of recreational vehicle use on a parcel. By letter dated February 10, 2022, the Commission staff again asked a property owner for permission to conduct a site inspection. The purpose of the site inspection is to determine whether recreational site improvements have occurred within a former resource extraction (sand mining) site on the parcel. On February 10, 2022, the Commission received a petition from approximately 100 opposing the placement of motorcross tracks in the City of Estell Manor.
- **Commercial Development, Berkely Township (App. No. 2015-0083.001):** Approximately 1.0 acre of a 3.36-acre parcel has been cleared and a commercial use instituted on the 1.0 acres without application to the Commission. There are known sightings of a T&E animal species in

the immediate vicinity of the parcel. The Commission staff requested that the applicant identify an approach to address how the clearing of the area was consistent with the T&E protection standard. By email dated February 18, 2022, the applicant renewed their request for the Commission staff to provide guidance regarding how to address the T&E protection standard in the area that has already been cleared on the parcel. By letter dated February 25, 2022, the Commission staff provided guidance to the applicant regarding potential approaches to address the T&E animal species protection standard.

- **Wetlands Clearing, Southampton Township Clearing Violation (App. No. 2021-0182.001):** This matter involves clearing of less than 5,000 square feet of wetlands. On February 14, 2022, the Commission staff site inspected the clearing violation with Southampton Township representatives. On February 24, 2022, the Commission staff issued a letter to the property owners regarding the clearing. We have been advised that an adjacent neighbor had been arrested for discharging a firearm at the property owner conducting the clearing. Although we will continue to pursue the clearing violation, neither the Township nor Commission staffs will be conducting any further site inspections of the parcel.

4.3 OFF-ROAD VEHICLE EVENT ROUTE MAP APPROVALS

- **Application # 1988-0071.040**
South Jersey Enduro Riders, Inc.
Approval Issued: 2/14/2022
Event Name: Ice Breaker Dual Sport
Event Date: 02/20/2022
Municipality: Manchester Township, Pemberton Township, Southampton Township, Woodland Township
Lands Utilized: Brendan T. Byrne State Forest
Route Length: 71 miles

5 SCIENCE

5.1 ENVIRONMENTAL MONITORING

- **Water Level Monitoring:** In February, Science and Communications staff measured water levels at forest plots and ponds in the Commission network of long-term monitoring sites. This work is completed each month with assistance from the Communications Office.
- **Pinelands-wide Water Quality Monitoring:** Staff ordered the necessary water quality supplies for the upcoming 2022 sampling season.

5.2 LONG TERM STUDIES

- **Kingsnake Study, Joint Corn Snake Study, and Rare Snake Monitoring:** In February, staff continued to enter and proof radio tracking data and other related snake data. Staff received approval from the NJDEP to build corrals around 26 corn snake and pine snake dens found in 2021, and Commission and Herpetological Associates (HA) staff built most of the

corrals. Staff continues to prepare and finalize data to submit to the NJDEP Endangered and Nongame Species Program to satisfy the annual scientific collecting permit requirements. For the past several years, the Commission has been listed on the HA snake permit in order to accomplish the snake research. NJDEP staff asked Commission staff to obtain a separate permit for Commission snake research, so staff is drafting the necessary information to submit to NJDEP to obtain a scientific collecting permit for snakes for 2022.

5.3 OTHER ITEMS OF INTEREST

- **Ground Skink eDNA Study:** In 2020, the Commission, Herpetological Associates, and Howard Reinert from The College of New Jersey began to collaborate with Dr. Julie Lockwood and Kathleen Kyle of Rutgers University. Dr. Lockwood and Ms. Kyle were interested in sampling the wood and metal cover placed along the drift fence array to determine whether they could detect environmental DNA of a small common lizard called the ground skink. Environmental DNA (eDNA) is DNA shed by organisms into their surroundings as they move, grow, breed, and decompose. The use of eDNA has the potential to revolutionize traditional labor-intensive survey and monitoring programs that rely on visual detection by an observer, especially for secretive or rare species, such as many species of reptiles. A manuscript that described the results of the study was submitted to the journal Conservation Biology, comments were received from four reviewers, and the manuscript was revised and will be resubmitted for publication soon. Staff and collaborators are working to find funding to study the possibility of detecting rare snakes, such as corn snakes, using the same methods.

6 COMMUNICATIONS

6.1 COMMUNICATIONS & PUBLICATIONS

- **Website:** The Pinelands Commission's website was viewed 12,981 times in February 2022. Staff launched a new Climate Change webpage on the Commission's website on February 9th.
- **Inquiries/Correspondence:** The Communications Office received and responded to 35 inquiries from the public in February, including phone calls, e-mails, and media inquiries.
- **Annual Report:** Staff wrote, designed, edited, and finalized the 2021 Annual Report in February. The full Commission will consider a resolution to approve the report during its meeting on



Above: Staff finalized the 2021 Annual Report in February.

March 11, 2022.

6.2 EVENTS, OUTREACH & INTERPRETIVE PROGRAMS

- **Pinelands Speaker Series Webinars:** Staff hosted a webinar presentation entitled, “Stormwater Management in the NJ Pinelands: A Review of Recent Amendments to the Pinelands CMP,” on February 10, 2022. The program was delivered by a member of the Planning Office staff, and it has garnered more than 340 views on the Commission’s YouTube Channel. The Commission will host a webinar on Spongy Moths (formerly known as Gypsy Moths) at 10 a.m. on March 10th.
- **Pinelands Short Course:** Throughout February, staff continued to promote and plan for the 33rd annual Pinelands Short Course. The event will be held at Stockton University’s main campus in Galloway Township on Saturday, March 12, 2022. It will feature 31 educational presentations, including 15 new programs. More than 380 people have registered to attend.

- **Social Media Enhancements:** The Commission was denied access to update its Facebook page for nine months, but regained access on February 2, 2022. During the month, staff shared 139 photos and two newly created videos on the Commission’s Facebook page, 61 photos and two Pinelands trivia contests on Instagram, and 24 tweets on Twitter.



Above: Staff shared 139 photos on Facebook in February, including this photo of snow-covered trees lining a sand road in Brendan Byrne State Forest.

- **Science Office Assistance:** A member of the Communications Office assisted the Science Office with snake corrals on February 15th, 16th, 17th and 22nd, and measured water levels at ponds and wells on February 23rd and 25th.

- **Barneгат Bay Partnership:** Staff participated in a virtual meeting of the Barneгат Bay Partnership’s Communications and Education Committee in February.

7 INFORMATION SYSTEMS

- **Pinelands Commission Information System Upgrades:** The Pinelands Commission Information System (PCIS) is the internal system of record for all applications to the Pinelands and associated transactions. Staff provided desktop support, implemented enhancements and bug fixes to

streamline operations and facilitate remote work. Specific upgrades focused on template management to simplify the process when changes need to be made to shared documents. New reports were developed to highlight staff workload. Staff also continued work on digitizing legacy documents.

- **Cybersecurity:** Vigilance to protect the internal networks, hardware, and data of the Pinelands Commission is critical in today's networked world, especially due to the added complexities of supporting employees working from home. The Information Systems coordinated with representatives from the New Jersey Cybersecurity & Communications Integration Cell (NJCCIC) regarding the heightened threat level due to conditions in Eastern Europe.
- **Permanent Land Protection (PLP) Data System:** The PLP system manages the data related to all the preserved land in the Pinelands National Reserve. Staff is continuing development of data editing and maintenance screens for the Planning Office. Functionality was tested and released to automate data flow and quality control of new deed restrictions added via the Pinelands Commission Information System (PCIS).
- **Ad Hoc Reporting:** Staff assist the Pinelands Commission by generating reports to provide insight into relevant topics of interest. Reports were generated focusing on solar application activity, as well as warehouse applications.
- **Septic Dilution Software Model:** Staff maintains and distributes software that demonstrates the performance of selected septic systems to ensure development meets the rules of the NJDEP and the Pinelands Commission. The software was updated to ensure support of all modern operating systems. Staff started developing a tool that could be hosted on the Commission's website.
- **Technology Enhancements:** Staff members continually evaluate emerging technologies for how they can impact or enhance the office environment. Staff purchased and configured a Samsung Active Tab 3 for the Science office to use while collecting information in the field. Staff also conducted an orientation to familiarize new employees with the data and systems used at the Pinelands Commission. To prepare for future hybrid meetings, staff coordinated with the Business Services and Communication office to test various hardware configurations in conference rooms for optimal video and audio performance in Zoom and Teams meetings.

8 BUSINESS OFFICE

8.1 FINANCIAL MANAGEMENT

- **Application Fees:** February 2022, Net Total: \$100,219.36; Fiscal Year to Date Total: \$725,571.98 (145% of the budgeted projection for FY2022).

8.2 FACILITIES MANAGEMENT

- The draft Energy Audit reports were received from TRC (BPU Energy Consultants). The reports will be reviewed and finalized with a presentation to follow.

- The annual fire equipment inspection was conducted on February 3rd and 4th. Three faulty smoke detectors were identified and replaced.
- Due to a merger of trash collection vendors and an unfortunate inconsistency of service, the Commission had to change the State Contract Trash Collection Vendor.
- The 18-year-old refrigerator in the Richard J. Sullivan Center kitchen was replaced with an Energy Star model.
- A Fenwick Manor 2nd floor office was cleaned and repainted in anticipation of new hires and staff changing workspaces.