

PERSONNEL & BUDGET COMMITTEE MEETING

Richard J. Sullivan Center
Terrence D. Moore Room
15C Springfield Road
New Lisbon, New Jersey
June 19, 2018

MINUTES

Members Present

Alan W. Avery (Committee Chairperson), Mark Lohbauer, Richard Prickett, Bill Pikolycky, and Gary Quinn.

Members Absent

Giuseppe Chila, Jane Jannarone, and D'Arcy Rohan Green.

Staff Present

Executive Director Nancy Wittenberg, Jessica Lynch, Stacey Roth, Jessica Noble and Zobeida Concepcion.

Committee Chairperson Avery called the meeting to order at 9:34 a.m.

Adoption of Minutes from the February 27, 2018 Personnel and Budget Committee Meeting

Commissioner Avery moved the adoption of the minutes (open and closed session) of the February 27, 2018 Personnel and Budget Committee meeting. Commissioner Prickett seconded the motion. The minutes were approved and Commissioner Pikolycky obtained.

Financial Updates:

Jessica Lynch provided details on a number of noteworthy checks the Commission issued over the passed several months. She said a check was recently issued to the Attorney General's office for a bill spanning two years. ED Wittenberg explained the negotiations regarding the DAG fees for 2016-2017. Jessica Lynch answered various questions regarding checks paid and refunded.

Jessica Lynch provided an update on using the new Edmunds accounting system.

Employee Actions

ED Wittenberg informed the Commission of the hiring of Zobeida Concepcion, Human Resources Manager. ED Wittenberg also mentioned the hiring of an MIS Specialist, Matthew Martin and the recruitment of a Scientist to begin employment in July. ED Wittenberg mentioned the State level hiring freeze.

FY 2019 Pinelands Budget

ED Wittenberg introduced the preliminary budget for FY 2019. ED Wittenberg will be meeting with staff regarding requests for the year. ED Wittenberg stated that the State has not approved the budget. The attached budget is in draft form.

Operating Budget - ED Wittenberg reviewed the operating budget noting that the anticipated FY 2019 State Appropriation increased by \$150,000. ED Wittenberg discussed the painting of Fenwick Manor.

Pinelands Conservation Fund (PCF) - ED Wittenberg explained the PCF funds received over the years and its use. Two projects will be closed out.

Conservation Planning and Research - ED Wittenberg explained funds used in this budget. Commissioner Prickett questioned soliciting donations from the public. Stacey Roth responded that it could be problematic because of ethical concerns and tax liabilities. ED Wittenberg stated that different avenues were researched.

Kirkwood Cohansey Study Budget - Larry Liggett explained the budget and its use.

Public Comment

There was no public comment.

Closed Session

Stacey Roth read a resolution to retire into closed session to discuss litigation.

A motion to go into Closed Session was moved by Commissioner Lohbauer, seconded by Commissioner Quinn and unanimously approved at 10:15 a.m.

Return to Open Session

The Committee returned from Closed Session at 10:55 a.m.

With no further items to discuss, Committee Chairperson Avery asked for a motion for adjournment. The motion was moved by Commissioner Lohbauer, seconded by Commissioner Pickolycky and unanimously approved.

The meeting was adjourned at 10:55 a.m.

Certified as true and correct:



Zobeida Concepcion, Human Resources Manager

Date September 6, 2018