

# Jefferson County Farmland Protection Board

## Board Meeting – February 14, 2022.

### MEETING MINUTES

#### **Start:**

- 6:01 PM. Meeting held via Zoom and Conference Call.
- Meeting called to Order and Opening Remarks by Mr. Glenn (President)
  - Mr. Glenn announced he was stepping down as President, effective at the end of this meeting and that he will continue to serve on the Board until his replacement has been approved by the County Commission.
  - All board members thanked Mr. Glenn for his years of outstanding service and wished him well in his new business venture.
  - See New business Item 5 for additional information
- Attendees – Ms. Wheeler, (Executive Director), Mr. Glenn, Dr. Hetzel, Mr. Perry, Mr. Jarvis, (JCDA Representative), Ms. Tabb (JCC Representative), Mr. Kercheval and Ms. Johnson
- Absent – None.

#### **Approval of Minutes of Previous Meeting**

- Reviewed Meeting Minutes from January, 2022.
  - The Minutes of the previous meeting were approved by unanimous consent, after incorporating the corrections provided by Mr. Glenn

#### **Introduction of Guests:**

- Grant Smith, LTEP President. See New Business Item 1 for additional information

#### **Treasurer's Report**

- Consider for approval the January 2022 Treasurer's Report.
  - Mr. Glenn moved to approve the report.
  - Dr Hetzel seconded the motion.
  - The motion passed unanimously.

#### **Administrator's Report**

- No further additions to the written report.

## **New Business:**

**1. Consider for approval: Memorandum Of Understanding (MOU), Farmland Conservation Easement Co-Holding: Stewardship, Monitoring and Enforcement Policies \***

The MOU presented to the board is similar to one that was developed a number of years ago, but never signed. The new MOU now includes information on the obligations of each party in regard to Terrafirma insurance.

- Mr. Glenn moved to approve and implement the MOU.
- Dr. Hetzel seconded the motion.
- The motion passed unanimously.

**2. Consider for approval: Acceptance of IRS Form 8283 for Snyder easement donation\***

- Mr. Glenn moved to accept the IRS Form 8283.
- Mr. Jarvis seconded the motion.
- The motion passed unanimously.

**3. Consider for approval: F. M. Schiavone Proposal for the Easement Documentation Report (Baseline Report) for Property HFD02 for \$1,875.00 \***

- Mr. Glenn moved to approve the proposal.
- Mr. Perry seconded the motion.
- The motion passed unanimously.

**4. Consider for approval: Personnel compensation – possible Executive Session. WV Code § 6-9A\***

- Mr. Glenn moved that the board go into Executive Session to discuss the director's compensation. Ms Wheeler left the meeting.
- Mr. Jarvis seconded the motion.
- The motion passed unanimously.

- Mr. Glenn moved to leave the Executive Session.
- Mr. Perry seconded the motion.
- The motion passed unanimously.

**5. Consider for approval: Acceptance of resignation from Robert E. Glenn \***

- Mr. Glenn's resignation was accepted unanimously by the board.
- Mr. Kercheval will act as President until new officers are elected.
- Ms Wheeler will start the process to obtain candidates to be considered as board members.
- Mr. Glenn said he will be available to help the board in the future, depending on time and circumstances.

- **Public Comment**
  - There were no public comments.
- **Closing Remarks**
  - There were no closing comments.
- **Adjourn: 7.32pm**

*The Jefferson County Farmland Protection Board reserves the right to re-arrange items on the agenda if necessary to accommodate time constraints of the public or the Board.*