

Jefferson County Farmland Protection Board

Board Meeting - Monday, September 12, 2022 6:00 PM Minutes

Jefferson County Department of Fleet & Facilities Management (Maintenance Building),
128 Industrial Blvd. Kearneysville, WV

* Action item

6:05 PMCall to Order and Opening Remarks

- Board Attendees –, Dr. Hetzel, Ms. Johnson, Dr. Stine, Mr. Jarvis (JCDA Representative) Ms. Wheeler, (Executive Director), Mr. Berndt, Mr. Banks
- A quorum was met with at least four voting members present.
- Board Absentees – Jane Tabb (JCC Representative), with notice.

Introduction of Guests

Approval of Minutes of Previous Meeting (August 8, 2022) Moved by Mr. Jarvis, seconded by Colin Stine, approved by unanimous consent.

Approval of Minutes of Budget Committee Meeting (September 9, 2002) Moved by Mr. Jarvis, seconded by Dr. Stine, approved by unanimous consent.

Approval of Treasurer’s Report: Moved by Mr. Jarvis, seconded by Dr. Stine, approved by unanimous consent.

Administrator’s Report

New Business:

- Election of new officers: President, Vice President, Secretary, Treasurer – Mr. Banks moved to approve the slate of Officers (Jane Tabb, President; Catherine Johnson, Vice-President; Colin Stine, Secretary; Erik Berndt, Treasurer), seconded by Mr. Jarvis. Approved by unanimous consent.
- Consider for approval: New Era Legal Services, PLLC proposal for legal services, with the requirement for a continuity of operations plan in the contract for services. - Moved by Mr. Jarvis to approve the proposal, seconded by Mr. Berndt. Approved by unanimous consent.
- Consider for approval: Amendment of Policy 8A -Acquisition Policies - Moved by Mr. Jarvis to approve the proposal, seconded by Ms. Johnson. Approved by unanimous consent.

- Appoint Easement Committee members. Mr. Banks, Mr. Berndt and Dr. Stine volunteered to participate in the committee.
- Schedule Easement Committee to discuss Property 2020-05 proposed easement revisions.
 - The Director will work to schedule the committee meeting ASAP, and set a time to review new applications prior to the November 14 meeting.
- Discuss schedule for in-person and zoom meetings. – All members agreed that in-person meetings were preferable.

Public Comment – None

Closing Remarks – Ms. Johnson encouraged members to attend the WV Association of Farmland Protection Boards educational meetings as well as the Land Trust Alliance Annual conferences.

Adjourn. 7:20pm

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.