

## Jefferson County Farmland Protection Board

### Board Meeting - Monday, October 16, 2023 - 7:00 PM

JCDA Conference Room, 1948 Wiltshire Road, Kearneysville, WV  
Minutes

\* Action item

7:05 PM .....Call to Order and Opening Remarks

- In Attendance: Mr. Banks, Mr. Berndt, Dr. Hetzel, Ms. Johnson, Ms. Tabb (JCC representative) Ms. Wheeler, (Director)
- Absent: Ms. Benites LM (JCDA representative), Dr. Stine
- A quorum was met with at least four voting members present.

#### Introduction of Guests

**Approval of Minutes of Previous Meeting** (September 11, 2023) \* Ms. Johnson moved to accept the minutes, seconded by Mr. Berndt. The motion carried unanimously.

**Approval of Treasurer's Report:** (September 2023) Mr. Banks moved to accept the Treasurer's Report, seconded by Dr. Hetzel. The motion carried unanimously.

#### Administrative Report (attached)

#### New Business:

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1. Consider for Approval: ECS Environmental proposal for Phase 2 Environmental Site Assessment for Property 2023-02 for \$18,569.\* The Board discussed the pros and cons of ordering a "Phase 2." No action was taken. The Director was directed to obtain an updated appraisal of the easement.
2. Schedule Easement Committee meeting. Members are available to meet October 30 and November 2. The Director will provide application packages in advance.
3. Schedule Policy Committee meeting. A date will be determined when committee members have completed their reviews of the draft policy and procedures manuals.

Public Comment

Closing Remarks

Adjourn. 8:30PM

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.