

**Jefferson County Farmland Protection Board**  
**Board Meeting - Monday, June 10, 2024 - 7:00 PM**

JCDA Conference Room, 1948 Wiltshire Road, Kearneysville, WV

**Agenda**

\* Action item

7:00 PM .....Call to Order and Opening Remarks

**Introduction of Guests**

**Approval of Minutes of Previous Meeting** (May 20, 2024) \*

**Approval of Treasurer’s Report:** (May 31, 2024) \*

**Administrative Report**

**New Business:**

1. Consider for Approval: FY25 Budget
2. Consider for approval: Policy manual revisions:
  - Personnel Policies
  - 6.1.3 Easement Funding Policy 2025 - 2029
  - 6.1.14 Funding Decisions for Local Applications at the Beginning of a Fiscal Year, NRCS Funding Decisions toward the End of the Fiscal Year
  - 6.7 Fundraising
  - 8.2.2 Policy on Property Currently Marketed for Sale
  - 8.2.4 Policy on Tied Scores
  - 8.4.6 Policy on Impervious Surfaces
  - 11.10 Contingency Plans for Backup Holder
  - Draft Education Policy
3. Consider for approval: JCFPB commitment of a maximum of \$1,012,500 to match Natural Resources Conservation Service offer of \$1,012,500 for Property 2024-04 easement purchase \*
4. Consider for Approval: Revised MOU for the Jefferson and Berkeley County FPB Joint Oversight Committee \*
5. Consider for approval: Promotion of Administrative Assistant/Stewardship Coordinator to Stewardship Director at a salary range of \$45,000 to \$55,000, with a starting salary of \$46,000. \*

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.

6. Consider for approval: Reimbursement of \$294.20 to Berkeley County Farmland Protection Board for salary underpayment to Administrative Assistant/Stewardship Coordinator from July 1, 2023 to the present. \*
7. Discuss research findings for current agricultural property values.
8. Discuss the feasibility of joint conservation easements with multiple property owners.
9. Discuss prioritizing applications for properties with streams.
10. Public Comment
11. Closing Remarks
12. Adjourn

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