

Jefferson County Farmland Protection Board
Board Meeting - Tuesday, August 20, 2024 - 7:00 PM

JCDA Conference Room, 1948 Wiltshire Road, Kearneysville, WV

Agenda

* Action item

7:00 PMCall to Order and Opening Remarks

Introduction of Guests

Approval of Minutes of Previous Meetings (July 8, 2024) *

Approval of Treasurer's Report: (July 31, 2024) *

Administrative Report

New Business:

1. Consider for approval: Purchase of laptop for an amount not to exceed \$600.00 *
2. Consider for approval: Office internet service, tablet and cell package (service and phone) for an amount not to exceed \$250 per month *
3. Consider for approval: Amended 2025 Budget *
4. Consider for approval: Extension of deadline to October 31, 2024 for receipt of the plan to restore damages on property 40. *
5. Consider for approval: Letter of Instruction to the Bank of Charles Town authorizing Jason A. Adams to assume banking duties. *
6. Consider for approval: That the Board authorize Jason A. Adams to sign required federal forms in order to expedite NRCS and ABPP funded conservation easements that have been approved for Board funding, including CPA-41, CPA-41A, SF-424, SF-424A, SF-424B, Certification Regarding Lobbying, SF-LLL (Disclosure of Lobbying), AD-3031 (Assurance Regarding Felony Conviction or Tax Delinquent Status for Corporate Applicants), CPA-230E, CPA-1265, CPA-1268.
7. Consider for approval: That the Board authorize Jason A. Adams' signatory approval of NRCS Conservation Plans for ACEP/ALE easements.
8. Consider for approval: Issuance of RFP for a closing attorney for FY 25 easement projects *
9. Consider for approval: Authorization of Board officers (president, vice-president, treasurer, secretary) to sign Deeds of Easement
10. Public Comment
11. Closing Remarks Adjourn

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.