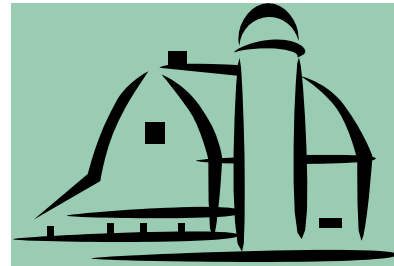


Greene County Farmland Preservation
22 West High Street, Suite 204
Waynesburg, PA 15370
724-852-5278



Greene County Farmland Preservation
Board Meeting Minutes
January 16, 2019 at 2:00 PM
GCCD Conference Room
22 West High Street, Suite 204
Waynesburg, PA

CALL TO ORDER AND INTRODUCTION OF GUESTS

The meeting was called to order by David Shipman at 2:02 PM at Greene County Conservation District Conference Room.

Greene County Farmland Preservation Board (GCFLP) Members

Members Present—David Shipman; Jim Willis; Richard Thistlethwaite; Chris Eisiminger; and Archie Trader, Greene County Commissioner.

Staff and Guests

Lisa Snider, District Manager, GCCD; Ben Schweiger, Conservation Technician, GCCD; Sara Hlatky, Conservation Technician, GCCD; David Whitacre, Conservation Technician, GCCD; and April Morris, Fiscal Officer, GCCD.

REORGANIZATION

2018 slate of officers:

1. Chairman- William Cree III
2. Vice Chairman- David Shipman
 - a. Reappointed at the January 10, 2019 Greene County Commissioners Board Meeting
3. Secretary- Charlie Day
4. Treasurer- Rick Thistlethwaite

A motion was made by Commissioner Trader for 2018 officers to retain positions for 2019. Jim Willis seconded. (Motion passed)

2019 slate of officers:

1. Chairman- William Cree III
2. Vice Chairman- David Shipman
3. Secretary- Charlie Day
4. Treasurer- Rick Thistlethwaite

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

Mr. Eisiminger noted he did not attend the December 12, 2018 meeting. The list of board members that attended will be revised to reflect this change.

A motion was made by Rick Thistlethwaite to approve both December 6 and December 12, 2018 meeting minutes. Chris Eisiminger seconded. (Motion passed)

TREASURER'S REPORT

Mr. Thistlethwaite read the treasurer's report as follows:

FLP Board Fundraising Account - \$19,370.22

1. Easement Funds – \$409,189.50
 - a. Dept. of Agriculture – \$148,846.40
 - b. County of Greene – \$37,468.10
2. Funds required for encumbrment 12/31/2019- \$148,846.40

Ms. Snider noted that the FLP Board Fundraising Account should be listed at \$17,370.22 due to Mr. Milesky's \$2,000.00 Good Faith Payment check being returned from the bank marked fraudulent. Lisa stated Mr. Milesky was coming by today to issue a new check.

Mr. Schweiger contacted the state to obtain the correct amount required for the encumbrment account. The amount is listed at \$148,527.35, not including what is issued at the states February meeting.

A motion was made by Jim Willis to approve the treasurer's report with stated changes to amounts. Chris Eisiminger seconded. (Motion passed)

CORRESPONDENCE

State Ethics Form

Mr. Snider stated the 2019 State Ethics Forms were sent with the meeting packet to the FLP board members. All forms must be completed by the end of April 2019 and returned to the Greene County Conservation District office.

OLD BUSINESS

Encumbering William Milesky's Farm

Mr. Schweiger commented the items listed below were completed to finish Mr. Milesky's farm encumbering process:

a) Items Necessary for Encumbering by 12/31/18- COMPLETED

- Tax map with Parcel Numbers - completed
- Appraisal Report – completed
- Soils Map Labeled / Color Coded - completed
- Soils Section C - completed
- Soils Classifications - completed

- Narrative Summary Section - completed
- Land Owner Application - completed
- Topographic Map - completed
- Status Table Farm Ranking Worksheet - completed
- Title Commitment with Exceptions - completed
- Agreement of Sale with Exhibits A-E – completed
- Traverse Calculations and Legal Description—completed
- Title commitment and traverse calculations—completed—
Greg Hook/Miles Davin

NEW BUSINESS

Encumbering Mr. Milesky's Farm

Mr. Schweiger listed the items still in need of completion to finish the encumbering process. The conservation plan needs obtained with amendments from Phil Evans with Natural Resources Conservation Service (NRCS). Ben spoke with Phil the day prior stating Mr. Evans is working on completing the plan.

Mr. Schweiger finished the adjoining land owner letters and will have these mailed out.

Mr. Schweiger noted of changing the incidentals within the agreement of sale to \$0.00. The state informed Ben most counties place the incidental cost to \$0.00 and once approval is made by the state, one incidental request form will be sent with the exact incidental cost. Therefore, the change will be made to \$0.00 on the agreement of sale until the farm is purchased and then an exact reimbursement form will be issued for payment.

Mr. Schweiger stated once all required items are completed and submitted to the state board the review can take place. The deadline for submission is January 30, 2019 for the state board meeting held on February 21, 2019 at 10:00 am in Harrisburg. Ben will have items completed and submitted by Friday, January 18, 2019.

Ben updated status on the list of documents as stated:

1. Location Map- completed
2. Individual Ranking Worksheet- completed
3. Subordination Agreement-updated-not necessary
4. Lien Agreement-updated-not necessary
5. Conservation Plan Agreement- pending
6. W-9- completed
7. Signature Authority Letter- pending
8. Disbursement of Funds Letter- pending
9. Conservation Plan- pending
10. Notifications to Adjoining Landowners- pending
11. Adjoining Landowner List- pending
12. Request for Incidentals Cost Form- pending
13. Deed of Conveyance-updated-not necessary

14. Deed of Correction-updated-not necessary

Ms. Snider stated everything needed for completion before the end 2018 was finished and all items listed as pending above are what need to be finished in order to file ownership paperwork with the courthouse. The state has accepted it as an easement.

Ms. Snider noted that FLP still has \$148,000 to spend before the end of 2019. There are applications that have been ranked and a new application period should be opened to accept applications until the end of February 2019.

A motion was made by Commissioner Trader to open applications until the end of February 2019. Rick Thistlethwaite seconded. (Motion passed)

Lisa stated that any applications received by mid-February could result in site visits in lieu of a meeting for FLP in February. This will help in the ranking process of applications.

Mr. Willis questioned about his farm being ranked. Mr. Willis will need to submit an application for this upcoming application period.

Mr. Shipman asked about Mr. Bruckner's farm. Lisa stated she had visited the site in November. Lisa will have Ben and Bill stop at the site to check on the status.

Meeting Dates and Times-Revised

January 16, 2019 at 2:00 PM
February 20, 2019 at 2:00 PM
March 20, 2019 at 2:00 PM
April 17, 2019 at 2:00 PM
May 15, 2019 at 8:30 AM
June 19, 2019 at 8:30 AM
July 17, 2019 at 8:30 AM
August 21, 2019 at 8:30 AM
September 18, 2019 at 2:00 PM
October 16, 2019 at 10:00 AM-Farm Inspections;
2:00 PM meeting at GCCD Conference Room
November 20, 2019 at 2:00 PM
December 11, 2019 at 5:30 PM-Location TBD

A motion was made by Rick Thistlethwaite to advertise FLP meeting dates. Jim Willis seconded. (Motion passed)

OUTREACH

Ms. Snider noted that Jared Zinn would include the open applications in the newsletter.

Chris Eisiminger inquired about the Whitley Township Ag Security Area process and how it was coming along. Lisa stated she had not spoken with the township about updates on this project. Mr. Eisiminger asked Lisa to contact the township.

STAFF REPORTS

There were no staff reports discussed.

NEXT MEETING DATE:

February 20, 2019 at 2:00 PM – Greene County Conservation District Conference Room

ADJOURNMENT

A motion was made by Jim Willis to adjourn the meeting at 2:24 PM. Chris Eisiminger seconded. (Motion Passed)

Respectfully submitted,

<u>MEETING MINUTES CERTIFICATION</u>
We, the undersigned, agree that the minutes taken above were approved in their entirety by the Greene County Farmland Preservation on _____, 2019.
Chairman, Greene County Farmland Preservation
Executive Member, Greene County Farmland Preservation