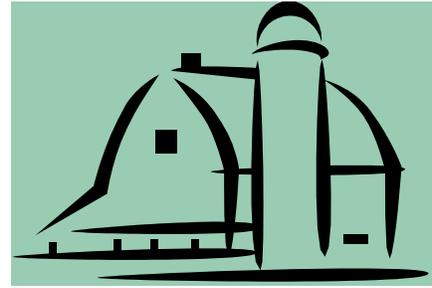


Greene County Farmland Preservation  
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GREENE COUNTY FARMLAND PRESERVATION  
MINUTES  
December 19, 2012

**I. CALL TO ORDER AND INTRODUCTION OF GUESTS**

The meeting was called to order by Chairman Bill Cree at 6:15 p.m. at Thistlethwaite's Vineyard, 148 Thistlethwaite Lane, Jefferson, Pennsylvania. **Board members** present were William Cree III, Chairman and wife Ami; Dave Shipman, Vice Chairman and wife Marilyn; Rick Thistlethwaite, Treasurer; Archie Trader, Greene County Commissioner and wife Jeanette; Jim Willis, Director and son Doug; Corbly Orndorff, Director and wife Christy and daughter Katelyn. **Guests:** Blair Zimmerman, Greene County Commissioner; Bradley Eisiminger, Chairman, Greene County Conservation District and wife Shirley; Bill Cree, Jr., and wife Lura Ann; Dick Belding, Barb Zalar, and Cora Ellen Phillips. **Staff:** Robbie Matesic, Executive Director, Greene County Economic Development; Lisa Snider, District Manager, Greene County Conservation District and Laurel Rush, Ag Technician, Greene County Conservation District and daughter Leah.

**II. PUBLIC COMMENTS**

Chairman Cree thanked everyone for attending. He read information regarding the number of preserved acres (470,155 acres) in 57 counties across the state engaged in the Farmland Preservation Program (FLP). He also recognized and thanked the owners of the two properties preserved in Greene County; Bill and Lura Ann Cree of the Cree Dairy Farm in Cumberland Township and Jim and Doug Willis with the Jim and Pearl Willis Living Trust Farm also in Cumberland Township.

Commissioner Trader commended and thanked the Board and staff for their efforts in advancing the program in Greene County over the past year.

Chairman Cree also thanked the Greene County Commissioners, Greene County Conservation District Board and staff, and Robbie Matesic, Executive Director, Greene County Economic Development for their support of the program.

### III. APPROVAL OF MINUTES

*A motion was made by Corbly Orndorff to approve the Minutes of the December 19, 2012 meeting. Jim Willis seconded. (Motion Passed)*

### IV. TREASURER'S REPORT

Treasurer Thistlethwaite read the Treasurer's Report as follows:

FLP Board Fundraising Account - \$7,548.01

Easement Funds – Dept. of Agriculture & County of Greene - \$132,935.49

*A motion was made by Dave Shipman to accept the treasurer's report as presented. Jim Willis seconded. (Motion Passed)*

Ms. Rush noted that Check # 114 to the Observer Reporter for a total of \$24.86 for a Public Meeting Notice appeared on the Treasurer's Report. The approval of the Treasurer's Report also includes approval of this payment.

### V. CORRESPONDENCE

#### 1. Dry Tavern Sewer Authority, Wastewater Collection System Expansion Project

Periodically, proposals are received from consultants regarding Agricultural Security Areas (ASA) to determine whether their project will have an effect on an ASA. With the assistance of David Craft, GIS Coordinator, Department of Economic Development, a map was prepared showing Greene County ASA's near the project area. Ms. Rush uses this map to determine if a project may have a potential impact on farmland. In this case, the project is occurring in an area where housing already exists so no impacts are anticipated for the surrounding farmland. All future requests will be brought before the GCFLP Board.

2. A thank you note was received from the family of Robert Shipman for the floral arrangement sent to the funeral home.

### VI. OLD BUSINESS

#### 1. ASA, Cumberland, Franklin and Jefferson

Franklin Township – Does not have the minimum 250 acres needed to create an ASA. Currently the formation of the new ASA is on hold due to the fact that interested landowners have only identified 73 acres for inclusion. ASA law (Act 43) requires a minimum of 250 acres to create an ASA.

Mr. Orndorff noted that the Franklin Township ASA may be placed on the January meeting agenda of the Board of Supervisors as an item for discussion.

Jefferson Township – They now have the required 250 + acres to create an ASA. Currently applications totaling 423 acres for the formation of the ASA have been

received from interested landowners. The township is moving forward with the creation of the ASA.

## **2. County Program Evaluation**

Work has been done over the past several months for the programs seven year review, the majority of which involved the revision of the GCFLP by-laws to meet all the current standards. The revisions were completed and submitted to the state for review and at the meeting of the PA Bureau of Farmland Preservation PAFLP on December 13<sup>th</sup>, 2012, all revisions were approved. This approval re-certifies the county program for an additional 7 years.

3. At the December 13<sup>th</sup>, 2012 Greene County Commissioners, Public Meeting, Dave Shipman and Rick Thistlethwaite were re-appointed to serve a 3 year term on the GCFLP Board.

## **VII. NEW BUSINESS**

### **1. 2012 FLP Agricultural Easement**

**a. James Willis (53 acres) Cumberland Twp** – No change was reported from the October 24, 2012 GCFLP meeting. A clear title cannot be provided yet. Mr. Willis is continuing to pursue these issues. This easement application is pending.

**b. Charles Harry, Morgan Twp**

1. High Rank & Appraisal Release Letter – Completed.
2. Title Search – Pending.
3. Appraisal Report – No action
4. Survey Plot - At the GCFLP meeting on November 21<sup>st</sup>, 2012, it was noted that Mr. Harry was investigating the required process for a lot split through the Greene County Planning Commission. Since that time, he has decided not to pursue a lot split, but rather to exclude approximately 4 acres from the agricultural easement. Ms. Rush noted that the GCFLP program guidelines, would allow the exclusion. Mr. Harry has provided a survey of the area that he wishes to exclude.
5. Offer Letter – No Action
6. Agreement of Sale – No action

**c. Harley & Janet Gapen, Greene Twp County Program Evaluation**

1. High Rank and Appraisal Release Letter – Completed.
2. Title Search - Completed.
3. Appraisal Report – Completed.
4. Survey Plot – The letter received from Attorney Greg Hook regarding the title search and the acreage discrepancy was discussed at the GCFLP meeting on November 21<sup>st</sup>, 2012. Since there was a

discrepancy, additional work has been completed by Mr. Miles Davin, Licensed Surveyor, to see if the closure requirements could be met, thus increasing the cost to \$185.00. Even with the additional work completed, errors are still present on the current deed, and will need to be corrected by the landowner. If however, the corrections cannot be made through an updated legal description, a full survey of the parcel may be needed with additional costs incurred by the GCFLP.

***A motion was made by Dave Shipman to approve the payment of \$185.00 to Miles Davin. Corbly Orndorff seconded. (Motion Passed)***

After review by GCFLP's Attorney Greg Hook, a letter will be sent to the Gapen's outlining the steps needed to be taken regarding the acreage discrepancy.

5. Offer Letter – Completed.
6. Agreement of Sale – Completed.

**2. 2013 GCFLP Meeting Dates and Public Advertisement**

***A motion was made by Rick Thistlethwaite to accept the proposed meeting dates and approve the payment and publishing of the public advertisement in the Observer-Reporter. Jim Willis seconded.***

GCFLP Board meetings will be held the third Wednesday of each month.

**3. Request to Appoint GCFLP Board Chairman for FY 2013**

As outlined in the GCFLP By-Laws, the Chairman is appointed annually by the Greene County Commissioners.

***A motion was made by Corbly Orndorff to send a request to the Greene County Commissioner's to retain Bill Cree as the Chairman of the GCFLP. Dave Shipman seconded. (Motion Passed)***

A draft letter to the Greene County Commissioners, requesting the appointment of Bill Cree as Chairman was presented for signature by Vice Chairman Shipman.

Due to the upcoming holidays and vacations, Commissioner Trader requested that the letter be presented to the Commissioners in a timely manner, so the appointment can be made at the beginning of 2013.

**4. Agricultural Conservation Easement Purchase Program Records Retention Schedule**

For some time, the GCFLP Board has been following the records retention schedule of Conservation Districts, however; the programs do differ, and

their own is needed. The Pennsylvania Farmland Preservation Association (PFPA) in conjunction with the PAFLP staff worked to develop a records retention schedule specific to agricultural conservation easements. On September 26, 2012 the Pennsylvania Historical and Museums Commission, County Records Committee approved an agricultural conservation easement purchase program records retention schedule. A copy was presented to the GCFLP Board for consideration.

***A motion was made by Corbly Orndorff to adopt the records retention schedule as presented. Dave Shipman seconded. (Motion Passed).***

**5. Director's Absence**

***Since the attendance of GCFLP Board Member Carl Biddle does not meet the requirements of the by-laws, a motion was made by Corbly Orndorff to write a letter to Mr. Biddle regarding his resignation from the Board. Dave Shipman seconded. (Motion Passed).***

**IX. OUTREACH**

Ms. Rush distributed a spreadsheet tracking approximately 70 landowners in various agricultural programs that she has assisted in 2012.

Ms. Snider noted that Butch Deter, Center Township Supervisor and Keith Martin were appointed to the Greene County Conservation District Board of Directors by the Greene County Commissioners.

**X. DISCUSSION OF STAFF REPORTS**

**XI. NEXT REGULAR MEETING: Will be the reorganizational meeting on January 16, 2013 at 6:00 p.m. in the Mezzanine Conference Room. (NOTE: Meeting time was incorrectly reported it will be at 1:00PM on January 16)**

**XII. ADJOURNMENT**

***With no further business to discuss, a motion was made by Dave Shipman to adjourn the meeting at 6:45 p.m. Jim Willis seconded. (Motion Passed)***