

Approved Minutes
Conservation Easement Authority
2010

CLARKE COUNTY
Conservation Easement Authority
Minutes – 20 January 2010

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 20 January 2010, in the A/B Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith, J. Radford, R. Buckley, G. Ohrstrom, D. Weiss, P. Engel

Absent: P. McKelvy

Staff: A. Teetor

Call to Order Alison Teetor, Clerk to the Easement Authority, called the meeting to order at 4:00 p.m.

Election of Chairman, Vice Chairman, and Treasurer

Ms. Teetor asked for nominations of Chairman to the Authority. Mr. Ohrstrom nominated Wingate Mackay-Smith for the position of Chairman for 2010. Ms. Radford seconded. Mr. Buckley requested the nominations be closed. The Authority voted unanimously to elect Wingate Mackay-Smith as Chairman of the Authority for 2010.

Ms. Teetor asked for nominations of Vice Chairman to the Authority. Ms. MacKay-Smith nominated Mr. Ohrstrom for the position of Vice Chairman of the Authority for 2010. Mr. Buckley seconded. Ms. Radford requested that the nominations be closed. The Authority voted unanimously to elect Mr. Ohrstrom as Vice Chairman of the Authority for 2010.

Ms. Teetor asked for nominations of Secretary/Treasurer to the Authority. Ms. Mackay-Smith nominated Ms. McKelvy for the position of Secretary/Treasurer for the Authority for 2010. Mr. Buckley seconded. Ms. Radford requested that the nominations be closed. The Authority voted unanimously to elect Ms. McKelvy as Secretary/Treasurer of the Authority for 2010.

Agenda On motion of Mr. Ohrstrom, seconded by Ms. Radford, the Authority unanimously approved the agenda.

Minutes On motion of Ms. Radford, seconded by Mr. Ohrstrom, the Authority unanimously voted to approve the minutes. Mr. Weiss and Mr. Engel abstained.

Ms. Teetor reported that Mr. David Weiss has replaced Mr. Hobert as the liaison to the Board of Supervisors. Ms. Mackay-Smith reported that Mr. Pete Engel has replaced Mr. Bieschke who resigned January 1.

Bank Account Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$6,352.02 as of 31 December 2009. The Local Government Investment Pool (LGIP) account balance was \$32,350.35 as of 31 December 2009. On motion of Mr. Ohrstrom, seconded by Mr. Buckley, the Authority unanimously voted to approved the following payments:

Stuart Dunn – survey Pleasant View Farm, \$3,950

Kate Petranech for stationary \$373.58, follow-up newsletter to donors \$96.80,
and quarterly payment \$1,890 – total = \$2,360.98

Ruth Pritchard for reimbursement title search by John Friant - \$375

John Friant for title search Pleasant View Farms - \$300

BB&T Merchant Services for Credit Card setup - \$100

Report on status of the Campaign for the Authority

Ms. Petranech provided a status report but did not attend the meeting. The status report detailed the response to the Photo Contest and as of the meeting date 65 entries were received. In addition, Ms. Petranech summarized the donations received to date as a result of the mailings, indicating that more were received this year as compared to this time last year. She will provide a more detailed summery at the February meeting.

Easement Purchase

On motion of Mr. Ohrstrom, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Ms.

Radford, seconded by Mr. Ohrstrom, the Authority unanimously approved reconvening in Open Session. Mr. Ohrstrom moved, seconded by Ms. Radford, to certify that to the best of the member's knowledge:

- (xi) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
 - (xii) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:
- | | | | | | | |
|--------------------|-----|-------------|--------|-------------|-----|-----|
| Chair Mackay-Smith | Aye | Mr. Weiss | Aye | Ms. Radford | Aye | |
| Mr. Engel | Aye | Ms. McKelvy | Absent | Mr. Buckley | Aye | Mr. |
| Ohrstrom | Aye | | | | | |

The following easement purchase applications were preliminarily approved as indicated. Funds for all easement purchases are 50% from a Virginia Department of Agriculture and Consumer Services grant and 50% local appropriation:

Circle Hill Farm, Tax Map# 2-((A))-1: The parcel is 232.25 acres, approx 145 acres are in Clarke County. The parcel is located off of Swimley Road on the Frederick County border. In reviewing the parcel 3 of the four criteria have been met. The Property Resource Score is 119+, all five of the remaining DURs are being extinguished. The parcel is greater than 40 acres and is not adjacent to an exiting easement. Parcel borders the Opequon for nearly 1 mile. The property has been in the Pidgeon family for more than 50 years. There is an 1800 farmhouse that could be a contributing structure in a future historic district. An endangered species block is within a portion of the parcel, it has several sinkholes.

On motion of Mr. Ohrstrom, seconded by Ms. Radford, the Authority unanimously voted to approve a purchase offer of \$140,000.

Pleasant View Farms, Tax Map# 28-((A))-5: The parcel is 138 acres located off of Chrismore Road in the southwest section of the County. In reviewing the parcel all four of the criteria have been met. The Property Resource Score is 98.04, 6 of the potentially remaining 8 DURs would be extinguished; it is adjacent to existing easements (Russell), and the parcel greater than 40 acres in size. Conservation features include sinkholes, wetlands, a 1890 farmhouse that would be a contributing structure in a future rural historic district. The property has been in the Shiley Family for more than 50 years.

On motion of Mr. Engel, seconded by Ms. Radford, the Authority voted to approve a purchase offer of \$240,000. Mr. Buckley abstained.

Irmengard Lewis, Tax Map# 39-((A))-79: This parcel is 167.3 acres located on the mountain just north of Route 50 on the south side of Mt. Carmel Road. In reviewing the parcel three of the four criteria have been met. The parcel is larger than 40 acres, the Property Resource Score is 77.47, 2 of the 5 remaining DURs would be extinguished. The parcel is not next to an existing easement. The existing house was built in 1942 and could be a contributing structure in a future rural historic district. The parcel has approximately 3,000 feet of frontage on a perennial stream and approximately 16 acre of slope > 25%. Mrs. Lewis has owned the property for between 30 and 50 years.

On motion of Mr. Buckley, seconded by Mr. Ohrstrom, the Authority voted to approve a purchase offer of \$80,000, with a potential for subdividing 3 lots of a minimum size as allowed by zoning (2 acres).

Hackman, Tax Map# 24-((A))-13A: The parcel is 40.1 acres located on Wiley Neck. In reviewing the parcel three of the four criteria have been met. The Property Resource Score is 62.03, the three remaining DURs would be extinguished. They have 1600 feet of river frontage.

On motion of Mr. Ohrstrom, seconded by Mr. Weiss, the Authority voted to approve a purchase offer of \$55,200.

Unger, Tax Map# 3-((A))-11A: The parcel is 38.1 acres and located off of Swimley Road approximately ½ mile north of Old Charlestown Road. In reviewing the parcel, two of the four criteria have been met. The Property Resource Score is 61.12 and the two remaining DURs are being extinguished. The parcel is not adjacent to any existing easement, and is less than 40 acres in size. The parcel has a sinkhole and a 1852 farmhouse that could be a contributing structure in a future rural historic district.

On motion of Mr. Ohrstrom, seconded by Ms. Radford, the Authority voted to approve a purchase offer of \$80,000.

Wyatt, Tax Map# 31-((A))-8D: This application includes two parcels. Both are located off of Calmes Neck Lane. One parcel is 47.59 acres and has three DUR s. It meets 3 of the 4 criteria. The property resource score is 54.91. The owner would retire two of the three remaining DURs. It is larger than 40 acres in size and is not adjacent to an existing easement. The second parcel is 15.81 acres. This parcel meets 2 of the 4 criteria. The Property Resource Score is 48.59; the one remaining DUR would be extinguished. The property is not next to an existing easement and is less than 40 acres in size. No lien.

On motion of Mr. Buckley, seconded by Ms. Radford, the Authority voted to approve a purchase offer of \$60,800 for the 47.59-acre parcel. The applicant is encouraged to reapply at another time for the smaller property.

Site visits for Pleasant View, Lewis, Hackman, and Wyatt are scheduled for January 27th.

In addition, the Authority gave final approval and authorized the chair to sign the necessary documents for closing on the following 3 properties:

Kern, Tax Map# 20-((A))-22: The parcel is 22 acres north of Route 50 on the Opequon Creek. In reviewing the parcel two of the four criteria have been met. The Property Resource Score is 68.28, two of the two remaining DURs are being extinguished. The parcel is less than 40 acres and is not adjacent to an exiting easement. Parcel borders the Opequon for ½ mile. The property has been in the Kern family for more than 50 years.

On motion of Mr. Ohrstrom, seconded by Mr. Buckley, the Authority voted to approve a purchase offer of \$80,000. Mr. Weiss and Mr. Engel abstained.

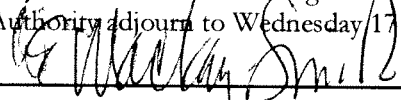
Canterbury, Tax Map# 6-((3))-4: The parcel is located on the south side of Russell Road approximately 2/10 mile east of the intersection of Pierce Road. It consists of 11.48 acres and has one DUR and an existing house. It meets 3 of the 4 criteria. The property resource score is 44.28. The owner would retire the one remaining DUR and is adjacent to an existing easement (Nelson). It is less than 40 acres in size. The parcel has 51% important soils and does qualify for FRPP funds.

On motion of Mr. Ohrstrom, seconded by Mr. Buckley, the Authority voted to approve a purchase offer of \$25,000. Mr. Weiss and Mr. Engel abstained.


Grimm, Tax Map# 3-((3))-1: This parcel is 10.5 acres located on the south side of Old Charlestown Road approximately ½ mile east of the intersection with Long Marsh Road. In reviewing the parcel two of the four criteria have been met. The Property Resource Score is 47.48, and the one remaining DUR would be extinguished. The parcel is not next to an existing easement and is not larger than 40 acres. The existing barn was built in early 1900's and would be a contributing structure to a future Rural Historic District.

On motion of Mr. Ohrstrom, seconded by Mr. Weiss, the Authority voted to approve a purchase offer of \$28,000. Mr. Weiss and Mr. Engel abstained.

Adjournment There being no further business, Mr. Ohrstrom moved and Ms. Radford seconded that the Authority adjourn to Wednesday 17 February 2010 at 4:00 pm. The motion was approved unanimously.



Wingate Mackay-Smith, Chair



Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 17 February 2010

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 17 February 2010, in the A/B Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith, J. Radford, R. Buckley, G. Ohrstrom, D. Weiss, P. Engel, P. McKelvy
Absent: No one
Staff: A. Teetor
Call to Order Ms. Mackay-Smith, Chair, called the meeting to order at 4:00 p.m.
Agenda On motion of Mr. Ohrstrom, seconded by Ms. McKelvy, the Authority unanimously approved the agenda.
Minutes On motion of Mr. Ohrstrom, seconded by Ms. Radford, the Authority unanimously voted to approve the minutes.

Bank Account Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$6,141.02 as of 31 January 2010. The Local Government Investment Pool (LGIP) account balance was \$32,356.43 as of 31 January 2010. On motion of Ms. McKelvy, seconded by Mr. Buckley, the Authority unanimously voted to approved the following payment:

John Friant for title search Randall Canterbury, Sr. - \$300

Report on status of the Campaign for the Authority

Ms. Petranec provided a status report (attached). The first item for discussion was the results of the Photo Contest. Sixty-five entries were received from 24 photographers. Members viewed the photos, which were amazing. An exhibit of the photos will be on display at the new Firehouse Gallery, opening night is scheduled for March 19th. In addition, Ms. Petranec summarized the donations received to date as a result of the mailings, indicating that more were received this year as compared to this time last year. The winter newsletter will be mailed in early March. Ms. Petranec suggested potential articles to include the photo contest and new DUR purchase option. Finally, she indicated that new stationery would be ordered to reflect the current members.

Mr. Ohrstrom left at 4:30pm

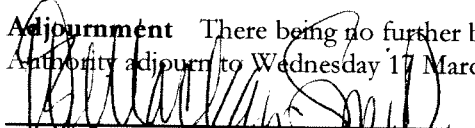
Easement Purchase

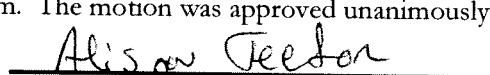
On motion of Ms. McKelvy, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Ms. McKelvy, seconded by Mr. Engel, the Authority unanimously approved reconvening in Open Session. Ms. McKelvy moved, seconded by Mr. Weiss, to certify that to the best of the member's knowledge:

- (ix) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (x) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

Chair Mackay-Smith	Aye	Mr. Weiss	Aye	Ms. Radford	Aye
Mr. Engel	Aye	Ms. McKelvy	Aye	Mr. Buckley	Aye
Mr. Ohrstrom	Absent				

Adjournment There being no further business, Ms. McKelvy moved and Ms. Radford seconded that the Authority adjourn to Wednesday 17 March 2010 at 4:00 pm. The motion was approved unanimously.


Wingate Mackay-Smith, Chair


Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 17 March 2010

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 17 March 2010, in the A/B Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith, J. Radford, G. Ohrstrom, D. Weiss, P. Engel, P. McKelvy

Absent: R. Buckley

Staff: A. Teetor

Call to Order Ms. Mackay-Smith, Chair, called the meeting to order at 4:00 p.m.

Agenda On motion of Mr. Ohrstrom, seconded by Mr. Engel, the Authority unanimously approved the agenda, with the amendment (Item 5a) that Ms. Radford present information on the Land Trust of Virginia and watershed protection efforts.

Minutes On motion of Ms. McKelvy, seconded by Ms. Radford, the Authority unanimously voted to approve the minutes.

Bank Account Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$4,370.00 as of 28 February 2010. The Local Government Investment Pool (LGIP) account balance was \$32,361.89 as of 26 February 2010. On motion of Ms. Radford, seconded by Mr. Engel, the Authority unanimously voted to approved the following payment:

Kate Petranech for expenses related to the photo contest, stationery, and the winter newsletter - \$1,891.02
Mr. Ohrstrom requested that deposits be itemized on next month's bank statement to insure that proper credit is received for those donating their meeting earnings.

Report on status of the Campaign for the Authority

Ms. Petranech provided a status report (attached). The primary effort this month has been promoting and publicizing the photo contest and exhibit at the Fire House Gallery. The opening night is scheduled for March 19th. Ms. Petranech reported that invitations were printed and distributed, a window exhibit at Lockes Store in Millwood has a large poster publicizing the event, and the Winchester Star and Channel 3 news are scheduled to report on the event. Members were encouraged to take additional invitations for friends and family.

Ashby Run Watershed Protection

Ms. Radford reported that she had spoken to representatives from the Land Trust of Virginia, a nonprofit, easement holding entity based in Marshall, Virginia. She is hoping that the land trust will begin work in the Ashby Run Watershed to encourage landowners to preserve this fragile ecosystem. In addition to the perennial stream, the Appalachian Trail traverses the area along with numerous tributaries. Ms. Mackay-Smith stated that she had lunch with Mr. Don Owen, the Executive Director, and the discussion was cordial. She indicated that the Authority would work with any private land trust but suggested that their criteria and restrictions should be compared to the County's.

Easement Purchase

On motion of Mr. Ohrstrom, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Mr. Ohrstrom, seconded by Ms. McKelvy, the Authority unanimously approved reconvening in Open Session. Ms. Radford moved, seconded by Ms. McKelvy, to certify that to the best of the member's knowledge:

- (vii) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (viii) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

Chair Mackay-Smith	Aye	Mr. Weiss	Aye	Ms. Radford	Aye
Mr. Engel	Aye	Ms. McKelvy	Aye	Mr. Buckley	Absent
Mr. Ohrstrom	Aye				

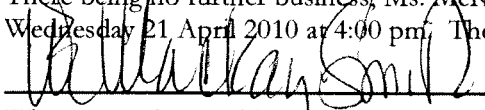
On motion of Mr. Ohrstrom, seconded by Ms. McKelvy, the Authority unanimously voted to give preliminary approval for an easement purchase on property owned by M.S. Buckley and Sons. An application will be submitted to the Farm and Ranchland Protection Program for funding as the farm has greater than 50% prime soils.

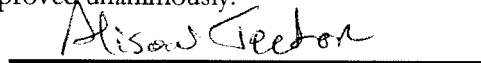
Easement Inspection Schedule

Ms. Teetor reported that several properties were in need of monitoring and inspection over the next several months. Materials describing the process were provided. Ms. Page Mitchell has agreed to continue assisting by scheduling the site visits, Ms. Nancy Olin, Code Enforcer for the County, will document the visits and take photographs. Each Authority member will be assigned two or more sites. Materials including Deeds, aerial photos, and past monitoring reports will be provided to members prior to each scheduled inspection.

Adjournment

There being no further business, Ms. McKelvy moved and Ms. Radford seconded that the Authority adjourn to Wednesday 21 April 2010 at 4:00 pm. The motion was approved unanimously.


Wingate Mackay-Smith, Chair


Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 21 April 2010

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 21 April 2010, in the A/B Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith, J. Radford, G. Ohrstrom, D. Weiss, P. Engel, P. McKelvy, R. Buckley
Absent: No one
Staff: A. Teetor
Call to Order Ms. Mackay-Smith, Chair, called the meeting to order at 4:00 p.m.
Agenda On motion of Mr. Ohrstrom, seconded by Ms. McKelvy, the Authority unanimously approved the agenda.
Minutes On motion of Mr. Engel, seconded by Ms. McKelvy, the Authority unanimously voted to approve the minutes, with a correction to the verbiage describing the Land Trust criteria.

Bank Account Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$5,393.65 as of 31 March 2010. The Local Government Investment Pool (LGIP) account balance was \$32,368.09 as of 31 March 2010. On motion of Ms. McKelvy, seconded by Ms. Radford, the Authority unanimously voted to approved the following payments:

Kate Petranech for expenses related to the photo contest - \$1,649.98

Dunn Land Survey for surveys completed for Nelson & Winston Sipe and Circle Hill Farm - \$8,800

Ms. Teetor explained that the Authority would be reimbursed 30% or \$1,590 for the Circle Hill Survey due to the owners income bracket.

In order to cover the approved expenses, Mr. Ohrstrom suggested that the Authority transfer \$9,000 from the LGIP account to the Bank of Clarke County account.

Report on status of the Campaign for the Authority

Ms. Petranech provided a status report (attached). She stated that the Newsletter had been completed and was awaiting distribution with the tax bills in Lynchburg. She suggested that it was time to begin thinking about this year's fifth annual donor reception. A new concept would be to have all the donors invite a friend to attend to increase awareness of the Authority. Ms. Petranech also expressed a desire to host the annual planning meeting at her home to discuss new initiatives for getting the Authority's message out; she indicated she would be sending an email to schedule the dinner. A couple of ideas she has had include looking at how to make more money from the sale of the photo contest winning pictures and would like to work with both the Authority and the photographers to see how best to market the images. Another concept is to have photographers take pictures of the land currently held in easement by the Authority to showcase the beauty of open space.

Easement Purchase

On motion of Mr. Engel, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Ms. McKelvy, seconded by Mr. Ohrstrom, the Authority unanimously approved reconvening in Open Session. Mr Engel moved, seconded by Ms. McKelvy, to certify that to the best of the member's knowledge:

- (v) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (vi) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

Chair Mackay-Smith	Aye	Mr. Weiss	Aye	Ms. Radford	Aye
Mr. Engel	Aye	Ms. McKelvy	Aye	Mr. Buckley	Aye
Mr. Ohrstrom	Aye				

The following actions were taken subsequent to the Closed Session:

On motion of Mr. Ohrstrom, seconded by Mr. Engel, the Authority unanimously voted to deny approval for an easement purchase for Irmegard Lewis, as presented by the applicant.

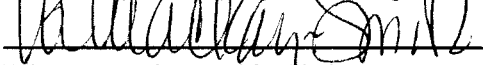
On motion of Mr. Weiss, seconded by Ms. McKelvy, the Authority unanimously voted to give preliminary approval for an easement purchase in the amount \$70,400 on property owned by Christine Ehlers, provided the applicant agreed to no further subdivision, and to retire both of the remaining DUR's.

On motion of Mr. Engel, seconded by Mr. Ohrstrom, the Authority unanimously voted to give preliminary approval for an easement purchase in the amount of \$30,400 for retirement of the one remaining DUR on property owned by Jimmy Wyatt and Kathleen Clark.


On motion of Ms. McKelvy, seconded by Ms. Radford, the Authority unanimously voted to give preliminary approval for an easement purchase in the amount of \$50,000 for the retirement of 2 DURs on property owned by Swimley Road Enterprises.

Adjournment

There being no further business, Ms. McKelvy moved and Ms. Radford seconded that the Authority adjourn to Wednesday, 19 May 2010, at 4:00 pm. The motion was approved unanimously.



Wingate Mackay-Smith, Chair



Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 19 May 2010

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 19 May 2010, in the A/B Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith, J. Radford, G. Ohrstrom, D. Weiss, P. McKelvy, R. Buckley
Absent: P. Engel
Staff: A. Teetor
Call to Order Ms. Mackay-Smith, Chair, called the meeting to order at 4:00 p.m.
Agenda On motion of Mr. Weiss, seconded by Ms. Radford, the Authority unanimously approved the agenda.
Minutes On motion of Ms. McKelvy, seconded by Ms. Radford, the Authority unanimously voted to approve the minutes of April 21, 2010.

Bank Account Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$4,205.07 as of 30 April 2010. The Local Government Investment Pool (LGIP) account balance was \$23,373.40 as of 30 April 2010.

Discussion – Greenway Court Renovation

Chuck Johnston briefed the Authority on the current status of the Greenway Court Renovation effort. The report is detailed in the attached email from Robert Stieg. Mr. Johnston explained that he wished to involve the Authority as they are coholders with DHR on the Deed. Currently the Project Committee working with experts to develop the best approach for stabilizing several of the historically significant structures. Mr. Johnston will request approval from the Authority once the approach is finalized. He encouraged members to visit the site and see first hand the issues regarding the stabilization.

Discussion – Meeting with Virginia Land Trust

Ms. Radford summarized a meeting between Don Owen and Ashton Cole of the Virginia Land Trust and herself and Ms. Teetor. The purpose of the meeting was to explore the opportunity for a cooperative approach to protecting mountain watersheds through conservation easements. After a hike around the Ashby Run watershed, Mr. Owen shared a powerpoint presentation that was recently given to homeowners in the Waterford area. The presentation provided information about the Virginia Land Trust and Conservation Easements in general and then focused on identifying properties with conservation values around Waterford. Using GIS they were able to identify parcels with 2-8 conservation values which helps to focus limited resources on those properties with the highest conservation value. In addition they provided financial and tax credit information through a presentation by Keith Troxell, a Leesburg attorney. Ms. Radford asked if they would be willing to give the same presentation to the Easement Authority. They agreed to attend the June meeting.

Report on status of the Campaign for the Authority

Ms. Petranech was not present but prepared a written recap of the efforts completed last year. Ms. Petranechs contract is up for renewal. Authority members expressed sincere appreciation for her efforts and felt that it was very important to continue the contract. On motion of Ms. McKelvy, seconded by Ms. Radford, the Authority unanimously voted to approve the contract for \$7,560 annually. On motion of Ms. Radford, seconded by Mr. Buckley, the Authority unanimously voted to approve the first quarterly payment of \$1,890 to Ms. Petranech.

Easement Purchase

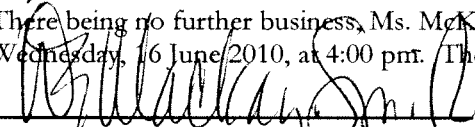
On motion of Mr. Weiss, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Ms. McKelvy, seconded by Ms. Radford, the Authority unanimously approved reconvening in Open Session. Ms. McKelvy moved, seconded by Mr. Buckley, to certify that to the best of the member's knowledge:

- (iii) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (iv) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

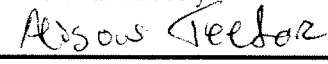
Chair Mackay-Smith	Aye	Mr. Weiss	Aye	Ms. Radford	Aye
Mr. Engel	Absent	Ms. McKelvy	Aye	Mr. Buckley	Aye
Mr. Ohrstrom	Aye				

Adjournment

There being no further business, Ms. McKelvy moved and Ms. Radford seconded that the Authority adjourn to Wednesday, 16 June 2010, at 4:00 pm. The motion was approved unanimously.



 Wingate Mackay-Smith, Chair



 Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 16 June 2010

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 16 June 2010, in the A/B Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith (arrived 4:20pm), J. Radford, D. Weiss, P. McKelvy, P. Engel

Absent: R. Buckley, G. Ohrstrom

Staff: A. Teetor

Call to Order Ms. McKelvy, Treasurer, called the meeting to order at 4:00 p.m.

Agenda On motion of Mr. Weiss, seconded by Ms. Radford, the Authority unanimously approved the agenda.

Minutes On motion of Ms. Radford, seconded by Mr. Weiss, the Authority unanimously voted to approve the minutes of May 19, 2010.

Bank Account Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$6,395.07 as of 31 May 2010. The Local Government Investment Pool (LGIP) account balance was \$23,378.04 as of 31 May 2010. On motion of Ms. Radford, seconded by Mr. Engel, the Authority unanimously voted to approved the following payments:

Kate Petranech for expenses related to the Spring Newsletter - \$1,310.92 and to Ms. Petranech for expenses relating to the Donor Reception – 132.24.

Wesley Sipe for the appraisal of the Nelson & Winston Sipe property - \$3,500

In order to cover the approved expenses, Mr. Engel moved, seconded by Ms. Radford that staff transfer \$3,000 from the LGIP account to the Bank of Clarke County account.

Report on status of the Campaign for the Authority

Ms. Petranech provided a report analyzing the fund-raising and awareness building efforts of the last six years. Members discussed the results and suggested future approaches provided in the report. Ms. Petranech invited the Authority to her house for an organizational meeting and dinner at her home on June 29th at 5:30pm to further discuss future outreach efforts. In addition, Ms. Petranech noted that approximately 60 persons had favorably responded to the donor reception invitation scheduled for Friday the 18th at Greenwood.

Virginia Land Trust – Don Owen, Ashton Cole, Keith Troxell

Don Owen gave a powerpoint presentation that was recently given to homeowners in the Waterford area. The presentation provided information about the Virginia Land Trust and Conservation Easements in general and then focused on identifying properties with conservation values around Waterford. Using GIS they were able to identify parcels with 2-8 conservation values which helps to focus limited resources on those properties with the highest conservation value. Mr. Owen then showed GIS overlays developed for the mountain area of Clarke County. Mr. Keith Troxell, an attorney from Purcellville also gave a presentation regarding the tax benefits of conservation easements. The purpose of the presentations was to provide authority members with information about the land trust and their approach to encouraging landowner participation and easement donation. A discussion followed regarding the positive aspects of the powerpoint in that it was very effective at reminding property owners of the beauty and conservation values of their land. The Authority members stated that they thought it could be tailored for the County. Members talked about how best to deliver the message either at a workshop with multiple easement holders present or a joint presentation to landowners on the mountain. Due to the late hour members agreed to continue the discussion at the next meeting.

Inspection Issues – Discussion was postponed until the July meeting.

Easement Donation/Purchase

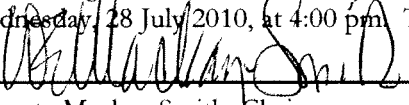
Historic Preservation Commission – Jennifer Lee

Ms. Lee was not present but had talked to staff regarding the potential for an easement donation of the Mill property to the Authority. Members asked if DHR would consider a co-hold or easement acceptance. Staff will ask Ms. Lee to be present at the next meeting to discuss the issue.

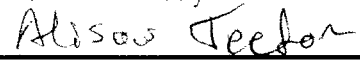
VDACS funding – staff was pleased to report that all of the VDACS funds were utilized (\$419,979.28), between September 2009 and May 2010, the County was able to acquire 11 easements, retiring 31 dwelling unit rights (DURs), and protecting 884 acres of farm and forestland in Clarke County.

Adjournment

There being no further business, Ms. McKelvy moved and Ms. Radford seconded that the Authority adjourn to Wednesday, 28 July 2010, at 4:00 pm. The motion was approved unanimously.



Wingate Mackay-Smith, Chair



Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 28 July 2010

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 28 July 2010, in the A/B Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith, G. Ohrstrom, J. Radford, P. McKelvy, P. Engel (arrived 4:15pm)
Absent: R. Buckley, D. Weiss
Staff: A. Teetor
Call to Order Ms. Mackay-Smith, Chair, called the meeting to order at 4:10 p.m.
Agenda On motion of Mr. Ohrstrom, seconded by Ms. McKelvy, the Authority unanimously approved the agenda.
Minutes On motion of Mr. Ohrstrom, seconded by Ms. Radford, the Authority unanimously voted to approve the minutes of June 16, 2010.

Bank Account Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$6,175.91 as of 30 June 2010. The Local Government Investment Pool (LGIP) account balance was \$20,382.65 as of 30 June 2010. On motion of Mr. Ohrstrom, seconded by Ms. Radford, the Authority unanimously voted to approved the following payments:

Kate Petranech for her quarterly payment - \$1,890

Report on status of the Campaign for the Authority

Ms. Petranech provided a report comparing the funds received as the result of the different outreach efforts for 2010 and 2009. She also discussed story ideas for the upcoming summer newsletter. The report also included is a recap of the action items discussed at the brainstorming session at Ms. Petranech's house in June.

Discussion – Fiscal Impact Report

Ms. Teetor provided members with a memorandum detailing the methodology and results of the fiscal impact study used to identify the cost savings to the County from conservation easements. In general the Authority agreed with the analysis but suggested staff review the numbers with Tom Judge for accuracy. In addition, members discussed the need to show the Authorities support for agricultural again emphasizing the economic benefits. These concepts will be incorporated into a final report for review. Members hope to use the information to educate citizens about the long-term financial benefits of conservation easements.

Discussion – Virginia Land Trust

This is a continuation of last month's discussion on how the Authority could work with the Virginia Land Trust (VLT) to promote conservation easements in the County. Mr. Engel told members that he had seen a fact sheet developed for the Shenandoah County Easement Authority that describes what conservation easements are, the tax implications, and what organizations can hold easements. He suggested that the Authority review this document and determine if a similar one should be developed for Clarke. He thought we could incorporate some details about easement holding organizations such as the Virginia Land Trust without necessarily endorsing one over another. Members then discussed generally what new approaches the Authority should take to encourage easements. Ms. Radford like VLT's approach with regards to map overlays that can be used to identify priority areas. Mr. Looock, PEC, stated that the Virginia Outdoors Foundations is looking to support counties that have identified priority conservation areas and suggested that Clarke consider this approach. Staff was directed to review the Shenandoah County fact sheet and look at developing map overlays that describe priority areas.

Discussion - Inspection Issues

Inspections have been completed this summer to insure compliance with the terms of the Deed of Easement. Several issues arose as a result. Of primary concern was new construction occurring without the owner being advised that the Deed may restrict certain development. Members requested staff to develop a methodology by which new owners or current owners are periodically reminded of their easement terms.

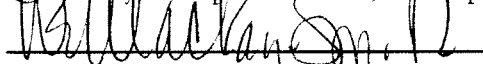
Janet Hamer's (CEA-07-20) deed states that no new structure can be constructed within 200 feet of Parshall Road, which is a scenic byway. However all of the existing structures are within 200 feet. Ms. Hamer constructed two new sheds behind the existing structures. Members agreed that the Deed should be amended to change the construction setback to no closer than structures existing as of the recordation of the easement. Page Mitchell has been coordinating the inspections and she stated that an additional concern involves Joe Hickey (CEA-05-04). Mr. Hickey constructed a new dwelling in addition to an existing barn apartment. The apartment exceeded 600 square feet and Mr. Hickey was instructed to reduce the living area to 600 sq. ft. to be in compliance with the easement as well as zoning regulations. The inspection revealed that the backroom appeared to be used as a bedroom but there were boxes on the bed. Members discussed what would be required to bring the owner into compliance. Staff stated that no specific requirement was directed to the owner. The Authority requested that this issue be reviewed by the Zoning Administrator to determine the best course of action.

Easement Donation/Purchase

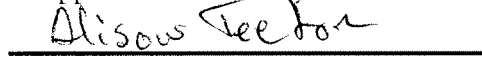
Burwell-Morgan Mill – Jennifer Lee, Director Historic Preservation Commission had requested the authority to consider the potential for an easement donation of the Mill property. Staff contacted her prior to the meeting and she stated that the HPC had decided not to proceed with an easement at this time.

Adjournment

There being no further business, Ms. McKelvy moved and Ms. Radford seconded that the Authority adjourn to Wednesday, 15 September 2010, at 4:00 pm. The motion was approved unanimously.



Wingate Mackay-Smith, Chair



Alison Teetor, Clerk to the Authority

No August Meeting

CLARKE COUNTY
Conservation Easement Authority
Minutes – 15 September 2010

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 15 September 2010, in the A/B Conference Room, 2nd Floor Government Center.

- Present:** W. Mackay-Smith, (arrived 4:15pm), R. Buckley, D. Weiss, P. McKelvy
Absent: G. Ohrstrom, J. Radford, P. Engel
Staff: A. Teetor
Call to Order Ms. McKelvy, Treasurer, called the meeting to order at 4:00 p.m.
Agenda On motion of Mr. Buckley, seconded by Ms. McKelvy, the Authority unanimously approved the agenda.
Minutes On motion of Ms. McKelvy, seconded by Ms. Mackay-Smith, the Authority unanimously voted to approve the minutes of July 28, 2010.

Bank Account Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$6,796.26 as of 31 August 2010. The Local Government Investment Pool (LGIP) account balance was \$20,392.42 as of 31 August 2010. On motion of Ms. McKelvy, seconded by Mr. Weiss, the Authority unanimously voted to approve the following payments:

Kate Petranech for donor newsletter - \$786.70

Report on status of the Campaign for the Authority

Ms. Petranech was not present but provided a report comparing the funds received as the result of the different outreach efforts for 2010 and 2009. She also asked the Authority to identify stories for the fall newsletter.

Discussion – Greenway Court Restoration

Bob Steig was present to update the Authority on the status of the Greenway Court restoration efforts. Included in the packet were project manuals developed by Steven Mallory, an Architectural Conservator. The manuals detail a second approach to stabilizing the smokehouse, Land Office and Carriage Barn. They describe a less invasive approach than previous methods and focus more on stabilization than permanent repairs. These manuals are to be used to solicit bids. A pre-bid conference is scheduled for September 24th with bids due on October 5. The work is expected to be completed within about six weeks. Members commented that they appreciated the less invasive approach and approved the proposal.

Discussion – Fiscal Impact Study article

Included in the packet was an article written by Ms. Mackay-Smith describing the fiscal impact study completed by staff. This article would be included in the fall newsletter to educate taxpayers on the financial benefits of easements. Members requested staff to have Tom Judge review the article for accuracy.

Discussion – Priority areas

Based on previous discussions members directed staff to identify parcels in the County important to consider for placement in conservation. A map was developed using the GIS that identified parcels with between 1 and 10 conservation values. A total of 2,036 parcels were included as meeting the first set of criteria (Parcel selection). The following chart details the findings.

<u># of Values</u>	<u># of Parcels</u>
1	700
2	421
3	226
4	85
5	22
6	9
7	2

After discussion the Authority agreed to use this information to solicit for applications. Those property owners having parcels with three or more values will be sent letters requesting application submittal.

Discussion - Budget

Staff detailed the current budget. The FY11 local appropriation is \$160,000. State funding from VDACS has suffered from the budget cuts dipping to just over \$10,000 per local program. There is a grant for FY10 from NRCS Farm and Ranchland Protection Program (FRPP) for \$423,930. Based on these figures most if not all of the local funds will be used to match the FRPP grant. Authority members discussed whether a solicitation should be mailed this year. Members agreed that having a pool of applicants on hand when funding is available is good. In addition the letters remind the public that the Authority is still active and pursuing easements. Based on the previous discussion regarding conservation value overlays approximately 300 letters will be sent.

Easement Donation/Purchase

Teetor – Alison Teetor, acting as the landowner, has requested the authority to consider an easement donation of her property on Salem Church Road. The parcel meets all 4 of the criteria. Mr. Johnston prepared the memo recommending approval. On motion by Ms. McKelvy, seconded by Mr. Weiss the Authority voted to preliminarily approve the donation. A site visit will be scheduled prior to the next meeting.

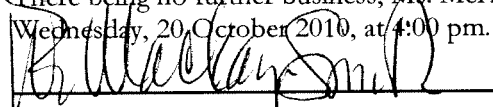
Easement Purchase


On motion of Ms. McKelvy, the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Ms. McKelvy, seconded by Mr. Weiss, the Authority unanimously approved reconvening in Open Session. Mr. Buckley moved, seconded by Mr. Weiss, to certify that to the best of the member’s knowledge:

- (i) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
 - (ii) only such public business matters as were identified in the motion by which the Closed Meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:
- | | | | | | |
|--------------------|--------|-------------|-----|-------------|--------|
| Chair Mackay-Smith | Aye | Mr. Weiss | Aye | Ms. Radford | Absent |
| Mr. Engel | Absent | Ms. McKelvy | Aye | Mr. Buckley | Aye |
| Mr. Ohrstrom | Absent | | | | |

Adjournment

There being no further business, Ms. McKelvy moved and Mr. Weiss seconded that the Authority adjourn to Wednesday, 20 October 2010, at 4:00 pm. The motion was approved unanimously.


Wingate Mackay-Smith, Chair


Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 20 October 2010

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 20 October 2010, in the A/B Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith, G. Ohrstrom, J. Radford, P. Engel, D. Weiss, P. McKelvy
Absent: R. Buckley
Staff: A. Teetor
Call to Order Ms. MacKay-Smith, Chair, called the meeting to order at 4:00 p.m.
Agenda On motion of Mr. Ohrstrom, seconded by Mr. Engel, the Authority unanimously approved the agenda with the addition of item 4a. Discussion of a boundary line adjustment for Bob Chandler.
Minutes On motion of Ms. McKelvy, seconded by Ms. Mackay-Smith, the Authority unanimously voted to approve the minutes of September 15, 2010 as corrected.

Bank Account Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$6,722.56 as of 30 September 2010. The Local Government Investment Pool (LGIP) account balance was \$20,396.81 as of 30 September 2010. On motion of Ms. Radford, seconded by Ms. McKelvy, the Authority unanimously voted to approve the following payments:

Kate Petranec for quarterly payment - \$1,890

Discussion – Request for Boundary Line Adjustment (BLA) – Bob Chandler

Mr. Chandler was present to explain his request. He is asking for preliminary approval of a BLA between his eased property (CEA-05-20) tax map# 11-((A))-6B, 54.09 acres, and his other property tax map# 11-((A))-3. The amount of adjustment would be approximately 1 acre to allow for a new house to be constructed in a wooded area. Authority members discussed the proposal and on motion by Mr. Engel, seconded by Ms. Radford unanimously agreed to preliminarily approve the BLA provided that the eased property acreage is increased and the Deed of Easement amended to reflect the change.

Report on status of the Campaign for the Authority

Ms. Petranec reviewed the report provided in the packet. She stated that donations were well above the amount received in 2009, this without the response from the fall newsletter and end of year letter to donors. In addition she hoped that there could be a second mailing to those persons referred to by their friends and neighbors. She stated that persons attending the Mel Kohn reception could be included and also urged Authority members to provide names. With regards to expanding press coverage, Ms. Mackay-Smith suggested contacting the Star first and then following up with the Clarke Daily News. Ms. Petranec also brought up the annual donor reception. She suggested that perhaps the Authority could consider a new location since the Mackay-Smiths had hosted for the last 5 years. Ms. Mackay-Smith stated that she didn't mind hosting, but would appreciate additional help setting up the tables. Another concern is the conflict with the annual Millwood Community Dinner. Ms. Petranec suggested that the Easement Authority event could be held on another evening such as Sunday. Members agreed to consider additional options. Finally, members discussed the credit card option for donation payments. Currently the Authority uses BB&T to manage credit transactions. Payments received have been about \$500 with expenses for fees and processing about \$250. Mr. Weiss suggested that BB&T could be approached to waive the fees. He stated he would look into this and report back to the Authority. Ms. Teetor was asked if the payments could be run through the County's system. Both report back at the November meeting.

Discussion – Greenway Court Restoration

Pete Engel was appointed to the bid committee reviewing the bids received for the Greenway Court stabilization efforts. Mr. Engel said that Peter Post was the winning contractor. Prior to accepting Mr. Post's bid, committee members checked references, and Mr. Engel stated that all had great feedback on Mr. Post's work. In addition, Mr. Post's bid was significantly lower than the other 2 bidders. Stabilization will begin with the Carrige house, then the land office, and finally the Meat House. It is anticipated that work will not begin until Spring. Mr. Engel said he will keep members updated on the project.

Discussion – Application solicitation/Budget information

Ms. Teetor stated that approximately 280 letters were sent, soliciting applications from landowners with three or more conservation values on their property. Since the letter was sent one application was received and two persons had called with inquiries. A summary of the budget was included in the packet. Staff explained that it was difficult to summarize the budget due to the fact that grant funding often was received and spent in different fiscal years. Deadline for this year's application submittal is December 17th. Staff will provide a more detailed review of the budget and current applicants at the December meeting.

Easement Donation/Purchase

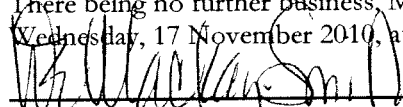
Teetor – Alison Teetor, acting as the landowner, has requested the authority to consider an easement donation of her property on Salem Church Road. The parcel meets all 4 of the criteria. Mr. Johnston prepared the memo recommending approval. The Authority preliminarily approved the donation at the September meeting. A site visit was held on October 7th. Ms. Teetor excused herself from the meeting to allow for discussion on the terms of the easement. Upon her return, Ms. Mackay-Smith agreed that she would contact Mr. Johnston in order for him to discuss wording options with Mr. Mitchell. Of concern was allowing for a subdivision but restricting boundary line adjustments so that the residual parcel could never be reduced below 50 acres.

Other

Staff provided a copy of a Conservation Alert provided by the Western Virginia Land Trust. The legislation would enhance conservation easement incentives to extend the number of years in which a taxpayer could deduct the donation. Members discussed the initiative and reviewed a proposed letter to legislators. Staff was directed to revise the letter and send to members prior to sending to legislators.

Adjournment

There being no further business, Mr. Ohrstrom moved and Mr. Weiss seconded that the Authority adjourn to Wednesday, 17 November 2010, at 4:00 pm. The motion was approved unanimously.



Wingate Mackay-Smith, Chair



Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 17 November 2010

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 17 November 2010, in the A/B Conference Room, 2nd Floor Government Center.

Present: G. Ohrstrom, J. Radford, P. Engel, D. Weiss, P. McKelvy, R. Buckley (arrived 4:20 pm)
Absent: W. Mackay-Smith
Staff: A. Teetor
Call to Order Mr. Ohrstrom, Vice-chair, called the meeting to order at 4:05 p.m.
Agenda On motion of Ms. McKelvy, seconded by Ms. Radford, the Authority unanimously approved the agenda.
Minutes On motion of Ms. Radford, seconded by Mr. Engel, the Authority unanimously voted to approve the minutes of October 20, 2010.

Bank Account Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$5,563.61 as of 31 October 2010. The Local Government Investment Pool (LGIP) account balance was \$20,400.91 as of 29 October 2010. On motion of Ms. Radford, seconded by Ms. McKelvy, the Authority unanimously voted to approved the following payments:

Kate Petranech for fall newsletter \$1,406.44
Wesley Woods revision to Sipe Appraisal - \$250

Report on status of the Campaign for the Authority

Ms. Petranech stated that donations were still well above the amount received in 2009. She said that letters to prior donors would go out in early December. She is still hoping that there could be a second mailing to those persons referred by their friends and neighbors. The Authority then discussed the article in the Winchester Star regarding the financial report. Although it was good to get press, Ms. Petranech felt, and others agreed, that the article was buried. She agreed to follow up with Ed Leonard at the Clarke Daily News. Ms. Petranech also brought up the annual donor reception and how it could be improved upon. She suggested that this could be a topic of discussion in January.

Discussion – Priority Areas - VOF

Ms. Teetor brought up again the idea of selecting a “priority area” to focus VOF program efforts. After discussion members felt it would be helpful to generate a map depicting the geographic areas to be considered. Mr. Engel suggested that if an area is chosen, additional points could be added to the property resource score, recognizing the significance of the area.


Easement Donation/Purchase

Teetor – Alison Teetor, acting as the landowner, has requested the authority to consider an easement donation of her property on Salem Church Road. The parcel meets all 4 of the criteria. Mr. Johnston prepared the memo recommending approval. The Authority preliminarily approved the donation at the September meeting. A site visit was held on October 7th. At the last meeting Ms. Mackay-Smith agreed that she would contact Mr. Johnston in order for him to discuss wording options with Mr. Mitchell regarding the potential subdivision. Mr. Mitchell’s recommendation was included in the packet. Ms. Teetor excused herself from the meeting to allow for discussion on the terms of the easement. Upon her return, members explained that Mr. Mitchell’s wording had been approved and the maximum lot size would be 4.95 acres in order to maintain a 50-acre residual. On motion of Mr. Engel, seconded by Ms. Radford, the Authority unanimously voted to approve the easement donation.

Adjournment

There being no further business, Mr. Ohrstrom moved and Mr. Weiss seconded that the Authority adjourn to Wednesday, 15 December 2010, at 4:00 pm. The motion was approved unanimously.


George Ohrstrom, Vice-Chair


Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 15 December 2010

A regular meeting of the Conservation Easement Authority was held at 4:00 pm on Wednesday, 15 December 2010, in the A/B Conference Room, 2nd Floor Government Center.

Present: W. Mackay-Smith, G. Ohrstrom, J. Radford, P. Engel, D. Weiss, P. McKelvy, R. Buckley
Absent: No one
Staff: A. Teetor
Call to Order Ms. Mackay-Smith, Chair, called the meeting to order at 4:00 p.m.
Agenda On motion of Ms. Radford, seconded by Mr. Engel, the Authority unanimously approved the agenda with the amendment to recognize the service of Ms. McKelvy, who has resigned effective December 31, 2010.
Minutes On motion of Ms. McKelvy, seconded by Ms. Radford, the Authority unanimously voted to approve the minutes of November 17, 2010 with corrections.

Service Recognition

Ms. Mackay-Smith presented Ms. McKelvy with a letter of recognition expressing the Authority's gratitude for her years of service on the Authority. All members articulated their appreciation for Ms. McKelvy's work.

Bank Account Ms. Teetor reported the monthly bank statement for the Bank of Clarke County showed a balance of \$8,020.02 as of 30 November 2010. The Local Government Investment Pool (LGIP) account balance was \$20,404.56 as of 30 November 2010. On motion of Mr. Weiss, seconded by Mr. Ohrstrom, the Authority unanimously voted to approve the following payments:

Kate Petranech for fall newsletter \$457.39

Report on status of the Campaign for the Authority

Ms. Petranech stated that the year-end mailing went out on schedule. A second mailing will be sent after Christmas to donors that have not contributed as yet this year. There have been 25 donations since last month donations, including two large donations of \$2,000 and \$1,500 as a result of the last newsletter. There was some discussion regarding the date of the Donor Reception. Originally there was a conflict with the Millwood Community Organization holding their annual picnic the same date, however, their date has changed this year so ours can remain on or around the summer solstice. Finally, there was discussion regarding the Rural Farm Award program, Ms. Petranech stated that this might be an opportunity to showcase one of the easements. As the submittal period has passed members agreed to consider submitting a name next year.

Mr. Ohrstrom left at 4:30pm.

Discussion – Priority Areas - VOF

Ms. Teetor prepared a map depicting the geographic areas to be considered for a "priority area" to focus VOF program efforts. Members agreed that the map was somewhat confusing and requested staff to prepare overlays of the Property Resource Score factors that could be interactively displayed. Mr. Weiss also requested that a map be prepared of parcels less than 50 acres to see if there was any pattern regarding those properties. After discussion members felt it would be helpful to generate a map.

Easement Donation/Purchase

Ellis – Todd Ellis, landowner, has requested the authority to consider an easement donation of his property on Ginns Road. The parcel is 67.96 acres and located on the west side of Ginns Road, at 1077 Ginns Road, approximately 1.1 miles north of Route 50. In reviewing the parcel, 3 of the 4 criteria have been met. The Property Resource Score is 56.81, the parcel is adjacent to an existing easement, and is larger than 40 acres in size. There are no remaining development rights to retire.

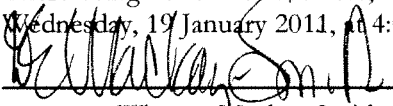
The parcel is known locally as Limestone Farm and has several historic structures. The property is primarily pasture with scattered woodland on the west side of the property. There is approximately 1,450 feet of frontage on the Opequon Creek. The property is adjacent to easements owned by Todd Kerns and Pete Dunning. The property is not in land use. There is a mortgage with Wells Fargo. On motion of Mr. Weiss, seconded by Ms. Radford, the Authority unanimously voted to preliminarily approve the easement donation. A site visit will be scheduled prior to the next meeting.

Other

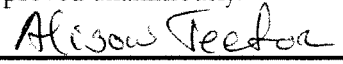
Mr. Engel provided an update on the Greenway Court rehabilitation. He stated that the contract was signed on December 8th. The stabilization of the woodwork will begin immediately with masonry work starting in May once the weather warms up.

Adjournment

There being no further business, Ms. Radford moved and Mr. Weiss seconded that the Authority adjourn to Wednesday, 19 January 2011, at 4:00 pm. The motion was approved unanimously.



Wingate Mackay-Smith, Chair



Alison Teetor, Clerk to the Authority