

Peninsula Township
Purchase of Development Rights (PDR) Selection Committee Minutes
January 25th, 2018
8:00 AM

1. Call to order: Coulter called meeting to order at 8:07 AM
2. Pledge
3. Roll Call – Present Ginny Coulter (Chair), Dennis Arouca, Annie Floeter, Susan Tarczon, Dave Edmondson, Gordan Hayward, Steve Nichols (Appraiser), Laura Rigan. Absent: Mary Manner, Karen Cline
 - a. Discussed process if there is consistent lack of participation by a member.
 - b. Open Meeting Act review, asked to limit discussions outside and be mindful when discussing issues electronically if there is a quorum
4. Approve Agenda – Add review of Minutes between agenda items 6 and 7. Motion by Arouca, Seconded by Tarczon to approve amended agenda. Passed unanimously.
5. Citizen Comment: Nancy Heller present, no comment at this time. Edmonson discussed the best way the Committee should communicate and if email was the most effective, should a formal letter of agenda be sent out? Hayward discussed posting of agenda and minutes process. Agenda is posted at the Township office and Library at least 18 hours prior to meeting.
6. Conflict of Interest: Coulter reiterated that she is the adjacent owner to two landowners under review, will abstain from any vote.
7. Review Minutes: Discussed what is needed for minutes – details of minutes can be adjusted but motions must be captured. The committee asked if the minutes can be posted more promptly, or if draft minutes could be sent out so they can bring comments ready for the meetings. Motioned to accept minutes by Tarczon, Seconded by Edmondson, passed unanimously.
8. Reports and Updates
 - a. PDR Fund Balance: Nichols excused himself from the room for the fund balance discussion. Reviewed adopted PDR budget and what is available for spending. Discussed if the board needs to amend budget if more money is spent in the “capital overlay” line item. Question for the treasurer: Confirmation of approved budget, and a better understanding of capital overlay line item as well as fiscal year timeline and how projects will fit into upcoming fiscal year.
9. Business:
 - a. Discuss Appraisal – Nichols rejoined the meeting. Nichols commented after values have increased over the years quicker than before values, making easement values less. Comparables have been in the last two years but must understand that sale price and appraised value do not always correlate. Coulter pointed out a math error on the Weatherholt appraisal. Nichols agreed that the value was incorrect and would need to relook the overall appraisal. Would need 24 hours to correct value.

Comparing prices between the different properties. Weatherholt has more water views. General discussion of current real estate market. Discussed home site restrictions and what the difference is between existing home site and retained home site. Landowner

can retain a home site for every 20 acres. What other rights can the landowner give up (i.e. building uses such as wineries/tasting rooms.) Discussed the definition of “right to agricultural uses.” Coulter also pointed out an error on the Kelly Appraisal that Nichols agreed was incorrect. Nichols will correct both Weatherholt and Kelly Appraisals. Further discussion of existing home sites and what the landowners are extinguishing as far as development rights. Rigan will update summary sheet to separate out existing, retained and extinguished home sites.

- b. PDR Process/Letter of Understanding – Committee agreed to wait to move forward with Letter of Understanding until the corrected appraisals are complete. Discussed including a cover letter in addition to the Letter of Understanding outlining process to the landowners as well as deadline to respond.
10. Board Comments: Request it in writing a treasurer report or schedule an appointment for attendance to the next meeting for a verbal report. Discussed scheduling of next meeting and needing to make a quorum, Rigan will reach out to absent members and confirm date. Tentative date of next meeting is February 5th.
 11. Motion to Adjourn by Arouca, Seconded by Floeter, passed unanimously

Adjourned at 10:09 AM

Recorded by: Laura Rigan, Farmland Protection Specialist