

**Peninsula Township**

**Purchase of Development Rights (PDR) Selection Committee Minutes**

**February 7<sup>th</sup>, 2018**

**8:00 AM**

Present: Ginny Coulter (Chair), Susan Tarczon, Dave Edmondson, Annie Floeter, Mary Manner, Dennis Arouca (via phone).

Township Staff: Brian VanDerBrand, Gordan Hayward, Laura Rigan (Farmland Protection Specialist)

1. Meeting called to Order: Meeting called to order at approximately 8:06 a.m. by Chair, Coulter
2. Approve Agenda: Discussion about Treasurer Report and requested Treasurer would remain on agenda. Motion by Tarczon, seconded by Floeter to approve agenda. Passed unanimously.
3. Approve minutes: Suggestion by Coulter – to just list committee members and add staff separately. Add Edmondson comments about appraisal errors under board comments. Motion by Tarczon, seconded by Floeter to approve agenda. Passed unanimously.
4. Citizen Comment: Nancy Heller present, no comments at this time.
5. Conflict of Interest: Coulter has a conflict of interest with the Weatherholt and on Kroupa property because she is an adjacent landowner. Will abstain from voting.
6. Reports: Rigan discussed the availability of spending funds, debt service and revenue from millage and how that will affect the next applicants. Funds would be sufficient to move forward with the Weatherholt's property but would need additional forecasting work for the next applicants. The committee requested the treasurer presence at the meeting to further explain. Treasurer Bickle entered meeting at 8:20 am and presented a more thorough report of the existing fund balance and the debt service obligations. Revenue from millage can be projected but varies from year to year due to delinquent tax payments. Revenue is paying down the debt each year until the millage expires in 2022.
7. Business:
  - a. Review appraisal: Arouca questioned the scoring process vs purchase price with the treasurer report. Can the committee jump ahead to applicants that are less expensive if there is not sufficient funds? Rigan and Hayward stated that the committee must work in order of the scoring unless the applicant formally drops out of the program. Steve Nichols entered the meeting 8:55 am to discuss appraisals- market values are always calculating first and then adjusted. Arouca had a question about PA 116, Hayward explained the township decided that because landowners can get out of it, appraisals did not adjust for them.
  - Weatherholt retains one future home site where the existing infrastructure is on the property. Nichols answered questions from Manner and Tarczon about the home site valuation and future splits.
  - Kelly: methodology very similar to Weatherholt's, 1 existing home site is on the property and no future sites were retained in this appraisal.
  - Kroupa (2 appraisals): No issues with the last appraisals. Two things changed- market update and included draft easement.

- b. Coulter asked for a motion to accept the Weatherholt appraisal and send to landowner and allow the chair to sign a Letter of Understanding if Weatherholt accepts the appraised value. Motion by Tarczon, Seconded by Edmondson, passed unanimously (Coulter abstained.)

The committee discussed presenting the landowners with additional information on Conservation Easement tax information and making sure they know their option when it comes to partial donations and other matching fund programs. Coulter suggested to move accept the Kelly appraisal with the communication discussed but no Letter of Understanding. Motion by Tarczon, Seconded by Edmondson, passed unanimously.

Coulter asked for a motion to accept the Kroupa (1) appraisal but no Letter of Understanding and to discuss further options. Motion by Floeter, Seconded by Tarczon, passed unanimously.

Coulter asked for a motion to accept the Kroupa (1) appraisal but no Letter of Understanding and to discuss further options. Motion by Manner, Seconded by Tarczon, passed unanimously (Coulter abstained).

8. Citizen Comment: none
9. Board Comments: Arouca requested understanding the process and details on other funding sources such as the federal ACEP-ALE program. Rigan will present more on this next meeting but brought up that it is a cost-share program and eligible entities still need to contribute no less than 50% of the easement value. Rigan will continue to look into other funding scenarios and forecasting until the end of the millage.  
Next meeting is set for March 15<sup>th</sup>, 2018 at 8:00 a.m. at the township office.
10. Motion to adjourn by Tarczon, seconded by Floeter, passed unanimously.

**Adjourned at 9:42 AM**

Recorded by: Laura Rigan, Farmland Protection Specialist