

**HONEY BROOK LAND PRESERVATION COMMITTEE
APPROVED MINUTES - January 4, 2013**

Nov 1—Dec 31, 2012
Land Pres Fund
Receipts \$126,955.56
Land Pres Fund
Expenditures \$158,835.70

Annual revenue from Open Space Tax		\$600,000.00
annual pmts for loan		\$331,997.00
annual pmts for commitments		\$253,801.70
tax collection fee annual		\$15,000.00
closing fees		\$33,110.24
Bank Account	Remaining	-\$33,908.94

Bank balance Land Preservation account as of December 31, 2012 **\$1,260,523.67**

This special meeting of the LPC was called to order at 4 pm. Max Dobles, Chip Jones, Dave Rotelle, and John R. Stoltzfus were present along with John Goodall from the Brandywine Conservancy and Township Administrator Toni Antonini.

Discussion of finances and farms.

Motion by Max Dobles, seconded by Dave Rotelle, to recommend to the Board of Supervisors that the Jonas B. and Deborah Ann Stoltzfus farm, tax parcels 22-4-11, 22-4-47.1, 22-4-47.2 and 22-4-77.1A , (69 acres) be preserved. All in favor. The motion passes.

Motion by Chip Jones, seconded by John R. Stoltzfus, to recommend to the BOS that the Daniel S. and Rebecca Z. Stoltzfus farm, tax parcel 22-9-19, (73.9 acres) be preserved. All in favor. The motion passes.

Motion by Dave Rotelle, seconded by Chip Jones, to recommend to the BOS that the Daniel S. and Melinda E. Stoltzfus farm, tax parcel 22-4-67, (30.6 acres) be preserved. All in favor. The motion passes.

Meeting adjourned at 4:45 pm.

Respectfully submitted,

Max Dobles, Secretary LPC

HONEY BROOK TOWNSHIP LAND PRESERVATION COMMITTEE
Approved Minutes - January 15, 2013

Nov 1—Dec 31, 2012

Land Pres Fund	
Receipts	\$126,955.56
Land Pres Fund	
Expenditures	\$158,835.70

Annual revenue from Open Space Tax		\$600,000.00
annual pmts for loan		\$331,997.00
annual pmts for commitments		\$253,801.70
tax collection fee annual		\$15,000.00
closing fees		\$33,110.24
Bank Account	Remaining	-\$33,908.94

Bank balance Land Preservation account as of December 31, 2012 **\$1,260,523.67**

This meeting of the LPC was called to order at 8:15 am. Max Dobles, Chip Jones, Dave Rotelle, and John R. Stoltzfus were present along with John Goodall from the Brandywine Conservancy.

Motion by Chip Jones, seconded by John R. Stoltzfus, to approve the minutes of November 20, 2012. All in favor. The motion passes.

Motion by Dave Rotelle, seconded by Max Dobles, to approve the minutes of January 4, 2013. All in favor. The motion passes.

Motion by John R. Stoltzfus, seconded by Max Dobles, to recommend to the BOS that Chip Jones and Dave Rotelle be appointed co-chairman and co-secretaries of the LPC. All in favor. The motion passes.

Discussion of the Farmers' Breakfast.

Meeting adjourned at 8:55 am.

Respectfully submitted,

Max Dobles, Secretary LPC

Land Preservation Committee Approved Minutes

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Those in Attendance: Co-Chairman Dave Rotelle, John R Stoltzfus, Susan Lacy, Co-Chairman Chip Jones, and John Goodall representing the Brandywine Conservancy

1. Review Meeting Minutes

The January Minutes were reviewed and Dave Rotelle made a motion to pass the minutes, seconded by John R Stoltzfus, all approved.

Jan 1—Feb 28, 2013

Land Pres Fund

Receipts \$133,174.16

Land Pres Fund

Expenditures \$55,363.40

Annual revenue from Open Space Tax		\$600,000.00
annual pmts for loan		\$331,997.00
annual pmts for commitments		\$268,328.70
tax collection fee annual		\$15,000.00
closing fees		\$16,555.12
Bank Account	Remaining	-\$31,880.82

Bank balance Land Preservation account as of February 28, 2013 **\$1,310,988.10**

2. Financial Report

The financial report was reviewed. Since there are so many projects currently in motion the committee recommended asking Toni to organize an audit with the accounting company that the Township uses to insure accuracy and to see if there is a better format available to track the projects. Motion was made By Chip Jones seconded by Dave Rotelle all approved.

3. Project Updates

An update of all the projects was given.

4. New Challenge Grant Projects Reviewed

- TP 22-4-66, 22-4-3. This farm is located on Todd Rd and consists of approximately 93 acres. This is a dairy farm which includes 50 dairy cows and 50 heifers. There is pasture and fields that grow alfalfa and corn
- TP 22-7-62, 22-7-50.1. This farm is approximately 88.4 acres and is on Long Lane (off of Pleasant View Rd) and is a 3 crop rotation cycle (Corn Alfalfa and wheat). There is also hay cut and some vegetables. There is an old railway line owned by Chester County running between the parcels so there will need to be a right of way given by the County.

5. 1st Headwaters Application Reviewed

TP 22-4-4.1 This is a 70 acre farm on Welsh Rd with fields in corn alfalfa and hay. There is dairy and poultry grown also. This is the 1st application to go through the Headwaters Program. Chester County, the Open Space Institute, The City of Wilmington in Delaware and The Brandywine Conservancy has committed 60% of the development value. This leaves 40% to be reviewed by the Township for funding. This is 10% less than the traditional challenge grant commitment.

After reviewing the financials to assure that the funding was available, Dave Rotelle made a motion to approve all the farms (4a, 4b, 5), seconded by Susan Lacy all approved

6. Signage Update

All agreed to continue looking into providing signs that would be available for preserved farms. John R was going to ask around to see what the Amish community felt about it. To be revisited next meeting

7. Welcome New Committee Member Susan Lacy

Susan was welcomed onto the committee. Ms. Lacy has a background in forestry and is on the township planning commission. John R mentioned that he may have another farmer interested in participating on the committee. All encourage the farmer to attend the next meeting.

Proposed 2013 Meeting Schedule

Tuesday	March 19, 2013	6:30 pm
Tuesday	May 14, 2013	6:30 pm
Tuesday	July 16, 2013	6:30 pm
Tuesday	September 17, 2013	6:30 pm
Tuesday	November 19, 2013	6:30 pm

Approved (Corrected)
Honey Brook Land Preservation Committee Minutes
Tuesday July 16, 2013 6:30 pm

Present- Co-Chairman Dave Rotelle, Co-Chairman Chip Jones, John R Stoltzfus, Susan Lacy, Supervisor Joe Fenstermacher, Mrs. Fenstermacher, Mike Zook, Shane Hadden and John Goodall (Brandywine Conservancy)

1. The March Meeting Minutes were reviewed.
Motion to approve-Dave Rotelle. Seconded John R Stoltzfus
All approved

Mar 1—June 30, 2013
Land Pres Fund
Receipts \$265,598.34
Land Pres Fund
Expenditures \$130,633.70

Annual revenue from Open Space Tax		\$633,484.54
annual pmts for loan		\$331,997.00
annual pmts for commitments		\$256,882.70
tax collection fee annual		\$15,000.00
closing fees		\$19,268.00
Bank Account	Remaining	\$10,336.84

Bank balance Land Preservation account as of June 30, 2013 **\$1,446,126.02**

2. Financial Report

- a. The LP Financial Spreadsheets were reviewed.
Motion to approve - Dave Rotelle, Second - Susan Lacy.
All approved
- b. Financial review
In April, the Township accountant reviewed the LPC spreadsheets. He found the numbers to be accurate and the format to be logical. The LPC will continue to modify the spreadsheet in an ongoing effort to make them more user-friendly. To that effort, Chip Jones discussed the need for consolidation and simplicity. Further work will continue on the format.
- c. Mr. Fenstermacher asked the LPC to consider a 5 year timeline on the current Land Preservation EIT. The EIT could possibly be cut in half to ¼% starting January 1, 2018.
- d. The 2013 Challenge Grant Match Township Commitment letter was discussed and the LPC recommended \$200,000 by consensus. LPC will forward to the Township for review and processing to Chester County.

e. Project Updates

All 9 ongoing preservation projects were reviewed

Potential new Challenge Grant Project a 49 acre farm -Tax parcel 22-7-95.6 is eligible to participate. Projected cost to the township is \$125,000.

The project was reviewed. Motion to approve - Chip Jones, Second - Susan Lacy
All approved

f. New LPC Members

Mike Zook and Shane Hadden have offered to become LPC members.

Motion to approve - Dave Rotelle, Second - Chip Jones

All approved

g. Signage Update

No update

There being no further business, the meeting was adjourned.

Honey Brook Land Preservation Committee 5 ddfcj YX Minutes

September 17, 2013 6:30PM

Present: Co-Chairman Chip Jones, Susan Lacy, Shane Hadden, John Goodall
(Brandywine Conservancy)

1. Reviewed July 16, 2013 Meeting Minutes:
Motion to Approve: Shane Hadden, 2nd Susan Lacy
Approved / Not Approved: All Approved with corrections

July 1, 2013 – August 31, 2013

Land Pres Fund	
Receipts	\$143,274.20
Land Pres Fund	
Expenditures	\$105,702.29

Annual revenue from Open Space Tax		\$633,484.54
annual pmts for loan		\$331,997.00
annual pmts for commitments		\$256,882.70
tax collection fee annual		\$15,000.00
closing fees		\$19,268.00
Bank Account	Remaining	\$10,336.84

Bank balance Land Preservation account as of August 31, 2013
\$1,474,810.92

2. LPC Financial Report - Draft
 - A. Reviewed LP Financial Spreadsheet (new consolidated format 9/11/2013).
 - B. During LPC July meeting Mr. Fenstermacher asked the LPC to project a 5 year timeline on the current Land Preservation EIT. There is a possibility of the LP portion of the EIT being cut to ¼% starting January 1, 2018. The 2018 EIT projection shows this possible change. The LP statement will be changed back to ½% to reflect the current EIT amount.
 - C. Comments / suggestions – All acknowledged that the new format is understandable and will be used as a “LPC Financial Draft Working Statement” by the LPC going forward.
3. The 2013 Challenge Grant Match Township Commitment for 2014 was approved by the Supervisors for \$200,000. The previous year’s township commitment was \$500,000.
4. Project Updates –

(TP 22-7-62, 22-7-50.1) withdrew challenge grant application that returned ~\$221,000 to the Bank Fund.

The Supervisors approved (TP 22-7-95.6) grant for ~49 acres. Projected township cost is ~\$125,000.

The 9/11/2013 LPC financial statement Bank Fund reflects these amounts.

5. New LPC Members - Mike Zook (Alternate Member) and Shane Hadden (Regular Member) were approved by the Supervisors at their August meeting. Mike can vote if a quorum is not present; his term expires in August 2014.
6. Signage Update? None
7. Township Comprehensive Plan, two year update started – All are invited participate.
8. Next LPC meeting November 19 at 6:30PM.

Honey Brook Land Preservation Committee Current Minutes Tuesday November 19, 2013 6:30 pm

The November 19, 2013 meeting of the Honey Brook Land Preservation Committee was called to order at 6:30PM. Chip Jones (Co-Chair), Shane Hadden, Mike Zook (Alt) were present. John Goodall (Brandywine Conservancy) also attended.

1. Reviewed September 17, 2013 Meeting Minutes
Motion to Approve: Hadden
Second: Zook
In favor: All - Motion Carries
2. Reviewed LPC Financial Working Draft dated November 18, 2013.
3. Reviewed New LP Applications
 - A. Parcel # 22-9-19.1. This is a 57.6+/- dairy and vegetable farm. After discussion, LPC concluded that adequate funds are available to purchase the township's share of development rights.

Motion to recommend approval to the Board: Hadden
Second: Jones
In favor: All - Motion Carries
 - B. Parcels 22-4-46 and 22-4-48. This is a 79.8+/- dairy farm. After discussion, LPC concluded that adequate funds are available.

Motion to recommend approval to the Board: Zook
Second: Hadden
In favor: All - Motion Carries
4. Discussion: Where practical, payouts from the Township for all new approved applications would be made in the month of December (either lump or multiple). This is only a discussion point with new applicants and not a binding requirement.
5. Planning for the **January 21, 2014 (third Tuesday) breakfast starting at 9:00AM.**
 - A. Introduction: Jones
 - B. Remarks and map presentation: Goodall
 - C. Proposed Speakers: Wilmington Source Water Protection, Chester Counter Headwaters Program, William Penn Cluster Program. (Goodall to confirm).
 - D. Catering: Arrangements by Township Administration
6. Signage Update: Mike Zook to survey some of the participants and report sentiments to the LPC.
7. Next LPC meeting **January 21, 2014 at 8:00AM** to select Chairperson / Secretary.

Respectfully submitted, S. Jones (Co-Chair)