

Special Meeting Granville Township Trustees  
Minutes January 26, 2012

Attendance: Trustee VanNess, Trustee Mason, Open Space Committee Chair Dr. Douglas Wagner, Vice Chair Bill Wernet, and Committee Member Leonard Hubert.

Trustee Chair Bill Mason called the meeting to order at 7:05pm and the Pledge was recited.

Trustee Mason indicated he had received the attached Resolution from F.O. Kennedy which was requested by the NRCS representative to properly document the Township's participation in the Farm and Ranch Lands Protection Program and for the Trustee's to authorize the various Township signatories to the various documents. After a short period of discussion Mr. Mason called for consideration of the proposed Resolution and moved its adoption, Mr. VanNess seconded.

Resolution Authorizing Expenditures and Documents for Agricultural  
Easement Purchase Program

The Board of Granville Township Trustees met in special session at the Granville Township Service complex on January 26, 2012, with the following members present:

William R. Mason, Jr. and Dan VanNess

Mr. Mason moved adoption of the following Resolution:

WHEREAS, it is desirable to protect and preserve farmland, open space and environmentally sensitive areas in Granville Township (Licking County, Ohio), and

WHEREAS, the Board of Granville Township Trustees, the "Board", is authorized by Ohio Revised Code Sections 5301.691(B)(1) and 5301.692 to purchase and hold agricultural easements and has previously implemented an agricultural easement purchase program, and

WHEREAS, the Board intends to enter into a Cooperative Agreement with the United States of America Commodity Credit Corporation, Natural Resources Conservation Service (United States), whereby the Federal Farm Ranchlands Preservation Program (FRPP) will pay 50% of the appraisal easement value of a landowner parcel in Granville Township, whose owner is willing to apply to the program and meet all of the qualifications necessary, and

WHEREAS, the Board intends to enter into an agreement with willing Granville Township landowners who have applied and meet the standards set forth in the 2011 FRPP under which the Board will purchase 50% of the appraised easement value of their land, and

NOW, THEREFORE BE IT RESOLVED, the Board has a) expressed by this Resolution its intention to enter into a Cooperative Agreement with the U.S. CCC and NRCS, b) authorized by this Resolution the Township's Fiscal Officer to execute an Entity Application or ratified his previous actions, to permit the Board to enter into the FRPP program, and c) authorized by this Resolution any one of the Township's Trustees to execute any and all documents required to enter into such Cooperative Agreement and make or ratify signatures on previously submitted applications to submit individual parcels of property for consideration in the program, and

BE IT FURTHER RESOLVED, the Board has set aside, by proper encumbrance procedures, a sufficient amount of unencumbered funds which are available to meet the Board's portion of its financial obligation to meet the purchase of such easements.

Mr. VanNess seconded the Motion and the roll being called upon its adoption, the vote resulted as follows:

Yea: Mason, VanNess  
Nay: None

Dated this 26 day of January 2012.

\_\_\_\_\_  
Norman S. Kennedy  
Granville Township Fiscal Officer

#### FISCAL OFFICER'S CERTIFICATION

I hereby certify the foregoing is a true and accurate copy of a Resolution adopted by the Board of Granville Township Trustees in special session on 26 January, 2012.

Dated this \_\_ day of January, 2012.

\_\_\_\_\_  
Norman S. Kennedy  
Granville Township Fiscal Officer

Open Space Committee members were invited to discuss the Open Space Committee's relationship with the Township Trustees. It was unanimously agreed the Open Space Committee is a Standing Committee of the Trustees and will abide by the rules governing governmental bodies. Their objectives and goals are "To support Open Space levies and help the Board determine which properties should

be included in the program.” With input from the Committee, Trustees will determine size of the Committee, terms of its members and any requirements of the members. Falling into this category is the requirement for the Village to recommend a Committee representative to the Board. It was also agreed Trustees would provide the Committee Chair with direction regarding rules of operation for governmental committees.

Upon a motion by Mason and a second by VanNess with Mason and VanNess voting yes, the motion to declare the Open space Committee as a Standing Committee was unanimously passed.

Open Space Committee members were invited to discuss the previously presented list of Procedures for Securing Open Space Property. The draft proposal was reviewed and edited item by item resulting in the following agreed upon document in still draft form:

## **Procedures for Securing Open Space Property Preparation**

1. Agree on goals of program: With input from Open Space Committee and Community, Agree on a specific methodology to select properties that meet the goals and objectives of the Open Space program. (Scoring)
2. Get legal opinion on exactly how Open Space Money may be used from an attorney that specializes in land management issues.
3. Agree on a specific methodology for appraisal of properties.
4. Agree on and hire a specific appraiser AND A BACKUP APPRAISER that will enter into an agreement to work for the Township. Appraiser will agree to consistently use methodology previously agreed upon.

## **Implementation**

- 1) **Identify properties that should be included in the program** (With Open Space Chair /Vice Chair & others)
  - a) PROPERTIES ON THIS LIST WILL BE SELECTED BY VIRTUE OF THEIR SIZE, LOCATION AND LAND TYPE IN CONJUNCTION WITH GOALS OF THE PROGRAM.
  - b) Property Owner is approached to seek level of interest.
  - c) If Interested: Board meets in executive session with Open Space Committee Chair, Vice chair, OR OTHER PERSON SELECTED BY THE CHAIR and Fiscal Officer to decide whether or not to proceed with property. (Any pre conditions on the purchase by owner are discussed at this time)
  - d) If there is interest in proceeding: Board votes in open session to secure appraisal from selected appraiser, consistent with approved methodology and all conditions of owner.
  - e) Board reviews appraisal and authorizes selected representative to make offer to property owner in EXECUTIVE session.

- f) If owner accepts: Outside attorney is hired to draw up PURCHASE AND SALE AGREEMENT.
- g) Owner signs agreement, Board Representative APPROVES agreement, OUTSIDE ATTORNEY COMPLETES REMAINING DOCUMENTS.

## **2) If property owner approaches the Board**

- a) TRUSTEES SHALL PROVIDE THE LAND OWNER AN APPLICATION FORM THAT WILL ASSIST IN THE SCORING OF THE PROPERTY.
- b) Board meets in executive session with Open Space Committee Chair, vice chair, OR OTHER PERSON SELECTED BY THE CHAIR and Fiscal Officer to decide whether or not to proceed with property. (Any preconditions on the purchase by owner are discussed at this time)
- c) If there is interest in proceeding: Board votes in open session to secure appraisal from selected appraiser consistent with methodology and all conditions of owner.
- d) Board reviews appraisal and authorizes selected representative to make offer to property owner in open session.
- e) If owner accepts: Outside attorney is hired to draw up PURCHASE AND SALE AGREEMENT.
- f) Owner signs agreement, Board Representative APPROVES agreement, OUTSIDE ATTORNEY COMPLETES REMAINING DOCUMENTS.

A motion was made by Chair Mason with a second by Trustee VanNess with Mason and VanNess voting yes to adopt the refined Procedures discussed, contingent upon review for accuracy, by Committee members in attendance as agreed.

Trustee Mason indicated he anticipates there could be addition refinements to this policy at a later date.

Committee Members and Trustees developed a joint news release which was supported in the form of a motion by Mason to approve the release with a second by VanNess, with both Mason and VanNess voting yes. The release reads:

Bill Mason, Chairman of the Granville Township Board of Trustees and Dr. Douglas Wagner, Chairman of the Granville Township Open Space Committee are pleased to announce Trustees have agreed to implement a set of refined procedures to govern how properties are selected for inclusion in the Township's Open Space Program. The refined procedures demonstrate everyone's desire to standardize the process of selection and acquisition and make it more orderly, objective and understandable. The Trustees reaffirm their commitment to the Open Space Program and it's importance to the Greater Granville Community.

Trustees also took action on a motion by Mason and a second by VanNess, with both Mason and VanNess voting yes to approve expenditures for Open Space signs to be

installed on all properties throughout the Township procured with Open Space funds. The signs are to be paid for from a \$10,000 donation received in 2011 from the Havens Family Charitable Foundation, as concurred with by Mr. Havens.

The meeting was adjourned at 8:55pm.