

FARMLAND PRESERVATION, INC.
MINUTES – NOVEMBER 15, 2021

The regular meeting of the Lower Makefield Farmland Preservation, Inc. (Farmland) Board of Directors (Board) was held remotely on November 15, 2021. Mr. Blank called the meeting to order at 6:00 p.m.

Those present:

Farmland Preservation, Inc.: Michael Blank, President
Dennis Steadman, Vice President and Acting Secretary
Daniel Bankoske, Treasurer
Sean Carney, Member

Absent: James McCartney, Supervisor Liaison

APPROVAL OF MINTUES: Mr. Steadman

Mr. Blank moved, Mr. Carney seconded and it was unanimously carried to approve the Minutes of October 18, 2021 as written.

TREASURER’S REPORT: Mr. Bankoske

The 2020 tax return was filed, and the financial compilation is complete. A copy will be provided to the Board. Mr. Bob Small, the accountant, will attend the December meeting of the Board to answer any questions.

A bill has not yet been received from Apex for the fence work at 1201 Bridle Estates Drive.

APPROVAL OF LMFP GROUND RULES FOR TREE REMOVAL: Mr. Bankoske

These were developed for the Board’s approach for tree removal of trees bordering Farmland and neighboring properties. An Executive Session was held on October 26 to discuss a number of items including the Lower Makefield Farmland Preservation Property Line Trees Policy and Practices. The Policy was drafted initially by Mr. Steadman as to how to handle trees bordering Farmland property, both trees right on the property and on either side of the property line. The Board has seen the final version of the Policy and will use this as ground rules going forward.

Mr. Steadman stated that having consistent ground rules generates equity and fairness amongst neighbors and gives this Board and future Boards parameters to guide decision-making and he is in favor of the Policy.

Mr. Carney asked if the document should include a line that proof of insurance be provided in instances where a tree is going to be removed at the neighbor’s expense?

Mr. Steadman stated that he is in favor of the Policy indicating that it needs to be an insured, bonded contractor; but he is ambivalent as to whether it should be specified in the Policy or not.

FARMLAND PRESERVATION, INC.
MINUTES – NOVEMBER 15, 2021

Mr. Blank stated he would be in favor of including this and attempting to get a Certificate of Insurance, which should be requested. He added that the Policy shows the Board's intent, and it is not a legal document.

With the 'live' document, in front of him, Mr. Bankoske suggested edits that the Policy state that any contractors or landscapers (landscapers and/or tree removal companies) hired by the homeowners to be licensed and insured and that the homeowner provide a copy of the Insurance Certificate. This was acceptable to the Board.

Mr. Bankoske also suggested modifying the Policy as follows: "Should Farmland Preservation hire somebody on their side of the property, it will be an insured and licensed contractor." Mr. Steadman stated that is what they do now and this was acceptable.

Mr. Steadman moved, Mr. Carney seconded and it was unanimously carried to approve the Policy as last seen and as corrected at this meeting by Mr. Bankoske.

FENCING AT 1201 BRIDLE ESTATES DRIVE: Mr. Steadman

This is the fencing at 1201 Bridle Estates Drive that was replaced by Apex. Mr. Steadman stated he was on the property with the homeowner and the position of the property is on a deer trail going into the Farmland property leased to Mr. Wright. The fence on the Lefthand back corner was damaged in the past by deer crossing there routinely, and on occasion in the spring small fawns get entangled into the fence. There is no way to stop the deer from using this path.

Mr. Steadman stated he was not impressed with the job Apex had done in replacing a section of the fence that was damaged by a tree fall. Mr. Wright, assisted by the neighbor, Mr. LeDonne, removed the fallen tree. Of note: Mr. Wright does a nice job in maintaining the buffer behind the fence. A photo of the fence was shown with the corner end fastened to old perpendicular wire, rather than to the corner post. Thus, it could never be drawn tight. Mr. Steadman tightened some of the wires to improve it, but it was not fully rectified, which was communicated to the homeowner. The new post that was installed is fine, but Mr. Steadman proposes that Apex come out to put in another post in the middle of the other 2 posts and open the fence so that the new post would constitute the end of the wire. This opening will allow the deer to pass through the area without becoming entangled or damaging the fence. The area is behind a shed in the corner of the property so it is not visible from the street or the homeowner's house.

A picture was shown of the right-hand side back of the yard, which is the not part of the new fence. There is a post which is 3' to 4' from the next-door neighbor's fence, and this is also a common thoroughfare for the deer. Mr. Steadman felt it would be best to open this up and remove this short section so that the deer can pass through, and he took out a section of fence when he was on site and re-fastened it to an existing post. He also wrapped wire around the neighbor's fence, which is a temporary solution so that the other portion of the fence does not fall in the field. and he would ask that Apex put in a second post at this location so that the

FARMLAND PRESERVATION, INC.
MINUTES – NOVEMBER 15, 2021

Farmland fence is attached to the Farmland post and not fastened onto the neighbor's post. The homeowner was in agreement with opening up the sections of fencing so that the deer can pass through.

The project proposed is for Apex to install a new 'studded post' on the both the left and right sides to secure the wire fencing. In addition, Apex should tighten the Lefthand side fencing which was not done correctly. Mr. Steadman stated he believes that Apex should reflect the fact that they would have had to come back out to fix the corner fence which was not done correctly in quoting a price for the additional work.

Mr. Steadman's proposal was acceptable to the Board. It was noted that the Apex invoice for the previous work was not yet received. Mr. Blank will provide Mr. Steadman with the Apex contact information and Mr. Bankoske will provide Mr. Steadman the Apex cost estimate for the previous work.

Mr. Steadman stated this is a good neighbor who knows Mr. Wright, who always seems to have good relationships with his neighbors.

UPDATE ON CORCORAN LANDSCAPING WINTER JOBS: Mr. Carney

Mr. Carney walked a few of the farms with Mr. Corcoran a week to ten days ago to review priority jobs. The spreadsheet on the ShareDrive has five jobs that have been identified for action, with two others that would be clean-up/buffer maintenance where time and money had been allocated. A total of ten days has been purchased from Corcoran Landscaping during the winter; and at this point potentially six to seven of the days will be used up. If no more jobs come in, Mr. Corcoran could continue to work longer at Makefield Brook to clean up the buffer area and for limb trimming. None of the jobs need to be done immediately, but all will be good to get done over the winter months.

Mr. Blank asked if Mr. Corcoran knows which job will be done first. Mr. Carney stated they will map that out, and Mr. Corcoran will be doing the work based in part on what is most efficient given his proximity to different locations. Mr. Blank asked Mr. Carney if he anticipates that Mr. Corcoran will be able to complete the full list, and Mr. Carney thought that he could. He stated the Board should consider how they prioritize limb-trimming and buffer maintenance rather than doing these jobs independently; and this will be known better closer to year end after knowing how much time has been allocated to some the larger projects.

Mr. Steadman thanked Mr. Carney for his initiative, which he feels will save money and improve the properties.

Mr. Bankoske stated the Board usually does a tour of the properties after the new year. He stated he has noticed that Mr. Stewart has harvested a number of the properties, and it may be easier for the board to tour the properties sooner rather than waiting until after the new year. Mr. Carney stated he would be willing to do this; and while he would want to be respectful of the farmers' time, he agrees that most of the harvesting has been done. Mr. Blank and Mr.

FARMLAND PRESERVATION, INC.
MINUTES – NOVEMBER 15, 2021

Steadman stated the board usually does a tour in the spring with the farmers, but both are open to walking the properties. Mr. Steadman noted that they should recognize that there could be hunters on the properties until archery season ends on November 26. Season reopens December 27.

APPROVAL OF DOCUMENT AND RECORDS RETENTION POLICY: Mr. Blank

The Officer in charge of the administration of this Policy has been changed from Treasurer/Secretary to President or his/her designee. Although some of the Policies did not pertain to Farmland Preservation, Inc. it was felt they should be included for completeness so that this document does not have to be modified; and just those that pertain to Farmland will apply.

Mr. Steadman moved, Mr. Bankoske seconded and it was unanimously carried to approve the Document and Records Retention Policy.

APPROVAL OF PUBLIC INSPECTION DISCLOSURE POLICY AND PROCEDURE: Mr. Blank

This is a one-page Policy stating that all Farmland records are available to the public including the Form 990, which is equivalent to a personal income tax Form 1040, and must be filed with the IRS.

Mr. Steadman asked if we are currently making these records available to the public including the Form 990. Mr. Bankoske stated as a non-profit, we have an obligation to share a copy of the tax return to anyone who requests it. He stated this Policy formalizes that in our organizational structure and our Policies. Mr. Bankoske stated if someone would ask for a copy of the 990, we have a certain number of days to provide it, and we can also charge a reasonable fee for copies and mailing of it; but an e-mail would also be sufficient. Mr. Bankoske stated a copy of our tax return gets made public by the IRS as well as a number of other organizations, which would eliminate the vast majority of needs of anyone reaching out to Farmland requesting that.

Mr. Steadman moved, Mr. Blank seconded and it was unanimously carried to approve the Public Inspection Disclosure Policy and Procedure.

Mr. Blank stated he would like these final Policies put in our Policy folder. Mr. Bankoske stated he has already moved the Tree Policy into that Policy folder and the final versions of these two Policies approved this evening will be moved there as well.

HONEYBEE UPDATE: Mr. Steadman

Mr. Steadman stated he and Mr. Blank visited the Farmland Preservation honey hives with Dr. Strnad who has established two healthy colonies in the first year. Comb honey was harvested and provided to the Board members, two Township staff members, Mr. Stewart and Mr. McCartney. This is not a commercial operation, and the honey is not intended to be sold.

FARMLAND PRESERVATION, INC.
MINUTES – NOVEMBER 15, 2021

The operation is impressive and Dr. Strnad goes into great detail and effort to keep the hives healthy. Dr. Strnad has the enthusiasm to be an educator/public communicator, and he has spent many years in education. He said that he would be able to put on programs for children and adults of the Lower Makefield community during Harvest Days, or other such forums.

Mr. Blank and Mr. Steadman had discussed with Dr. Strnad that since Dr. Strnad was so successful, Farmland may be able to support him financially in starting additional hives. Dr. Strnad indicated that he could manage up to four hives at the current location. Dr. Strnad has made personal investments into this initiative, and we wonder if the Board would consider supplementing his investment next year to off-set the cost of the new hives. Dr. Strnad indicated he was not expecting this; however, Mr. Steadman would like the Board to consider approving such an investment in helping to maintain the hives. Dr. Strnad indicated he would provide a proposal for his costs next spring of acquiring queens and a sufficient number of bees to start two more hives. This would be hundreds of dollars, not thousands; and Mr. Steadman stated he would like to show Dr. Strnad the Board's support.

Mr. Blank stated Dr. Strnad had discussed bringing over some unused hives that he had at his New Jersey location. If the Board is agreeable, Dr. Strnad will be asked to put together a cost estimate for the Board to consider. This was acceptable to the Board.

OTHER BUSINESS: All

Mr. Blank advised the Board that Mr. Tim Stewart and his wife had a baby boy. The Board offered a hardy congratulations to Tim and his family.

REVIEW OF ACTION ITEMS: Mr. Steadman

1. Mr. Blank – Provide Mr. Steadman with contact information for Apex for 1201 Bridle Estates Drive
2. Mr. Steadman will reach out to Apex on this matter.
3. All – Discuss a time to walk properties between Nov 27 and Dec 26 if possible.
4. Mr. Steadman – Ask Dr. Strnad for proposal on costs for beehives next year for consideration by the Board.
4. Mr. Blank – Put final versions of the Policies approved this evening in the Policy folder on the Board's shared drive.

There was no one from the public wishing to speak at this time.

There being no further business, the meeting was adjourned at 6:55 p.m.

Respectfully Submitted,

Michael Blank, President