

**TOWNSHIP OF LOWER MAKEFIELD
FARMLAND PRESERVATION, INC
NOVEMBER 28, 2017**

The regular meeting of Farmland Preservation, Inc. was held on Tuesday, November 28, 2017 in the Lower Makefield Township Municipal Building. Mr. Blank called the meeting to order at 7:30 pm.

Those Present

Farmland Preservation

Mike Blank

Dan Bankoske

Doug Riblet

Ross Bruch

Others

Tom McGowan

MINUTES

Motion made by Mr. Blank to approve minutes of October 24, 2017 as amended. Motion moved and approved by the board and carried.

Farmland Preservation, Inc.

November 28, 2017

TREASURER'S REPORT

Mr. Riblet handed Mr. Blank a check for Apex Fencing, that required his signature for payment. This invoice covered the cost of installation of a fence on Farmview II behind Sunnyside Lane.

Mr. Bankoske stated that per Mr. Riblet's report, the Vanguard account total balance as of November 27, 2017 is \$817,88 and the William Penn Checking account has approximately \$364.

Mr. Bankoske spoke about the following:

- *Asset Allocation* - Mr. Bankoske handed out copies of the Asset Allocation report he developed. The Board discussed and decided to redirect the Vanguard fund distributions to the Vanguard money market fund for now and they will discuss this at their next meeting in January in the broader context of an investment policy.
- *Investment Policy Draft* – Mr. Bankoske stated that Farmland does not have an investment policy. Mr. Riblet advised this policy could be found by researching previous Farmland minutes. Mr. Bankoske stated that Farmland would like to draft a new Investment policy document that is more formal. Mr. Bankoske stated the documents he received from Mr. Small pertained to formation of investment committees, role of the investment committee, role of the investment policy and role of the treasurer. However, these documents pertain to larger organizations and are not necessarily geared towards Farmland's needs.

Mr. Bankoske also discussed rebalancing and cash flows:

Mr. Bankoske stated the treasurers report should be discussed at each monthly meeting, which Farmland does, and/or an investment report could be discussed at least four times a year. Also, the treasurer should discuss at least twice a year, the asset allocations along with a discussion

Farmland Preservation, Inc.

November 28, 2017

around rebalancing. Mr. Riblet stated that starting next month he will include the money flows in and out of the Money Market account for Farmland's reports.

Mr. Blank asked the Board members to take their documents home, and look them over for discussion at the next Farmland meeting in January. Everyone thanked Mr. Bankoske for his hard work in putting the reports together.

Action: Redirect Vanguard fund distributions to the Vanguard money market fund –

Responsible: Mr. Riblet

Timeframe: Now

Action: Review Investment policy, conflict of interest, and other organizational documents handed out tonight

Responsible: All

Timeframe: January 23, 2018

FOLLOW-UP ON MR. J HIRKO'S REQUEST FOR FENCING ON LONGSHORE

Mr. Bruch spoke with Mr. Hirko and Mr. Hirko confirmed the fence does not need to be electrified. Mr. Hirko also confirmed that his homeowner's insurance policy would not cover the fence as it is not located on his property.

Mr. Bruch placed a call to Mr. Fedorchak to see if Farmland would be covered under the Township's insurance policy and he is waiting for a response back.

The Board decided to have Mr. Bruch draft an indemnification letter to Mr. Hirko and then allow him to go ahead with the fencing project.

Farmland Preservation, Inc.

November 28, 2017

Action: Draft indemnification letter for Mr. Hirko regarding goat pen on Longshore

Responsible: Mr. Bruch

Timeframe: Now

Action: Obtain and review LMT insurance policy re: Mr. Hirko's proposal

Responsible: Mr. Bruch

Timeframe: Now

TOWNSHIP CLARIFICATION OF BAMBOO ORDINANCE & FOLLOW-UP WITH NEIGHBORS

Mr. Riblet will follow-up and restate the questions Farmland has about the bamboo ordinance with Mr. Majewski.

Action: Follow-up with and restate questions we have on bamboo ordinance with Mr. Majewski

Responsible: Mr. Riblet

Timeframe: Mid-December

UPDATE ON PLANS FOR BAMBOO REMEDIATION (Kaplan, Makefield Brook and Stackhouse)

Makefield Brook property:

Mr. Bankoske stated Farmland is still waiting on the bamboo clarification from Mr. Majewski before anything can be done. The problem is if the homeowner does not put up a barrier, the bamboo will continue to grow back onto Farmlands property.

Farmland Preservation, Inc.

November 28, 2017

Stackhouse property:

Mr. Bankoske stated he received two new quotes for the removal of bamboo:

- Corcoran Landscaping - \$3,000 to remove all the bamboo on Stackhouse, which borders the Kaplan property and an area near the pipeline right of way.
- ZMS \$3,500 – same work as above but also includes additional work that Corcoran’s is not including; digging out the soil and spraying the area where the bamboo would be removed.
- Mr. Riblet will contact his own tree removal company for an additional quote for the removal of bamboo on Stackhouse and report back to the Board.
- Mr. Bankoske will re-contact the Penn State extension service for further advice on bamboo removal; specifically, regarding filler for the hole after the bamboo is removed.
- Mr. Bankoske will contact Mr. Riblet and Mr. McGowan about the outcome of the discussion.
- Mr. McGowan will also get in touch with the person he uses and report back to the Board.

Action: Reconnect with Penn State extension service for further advice on bamboo removal; specifically, regarding filler for hole after bamboo is removed. Let Mr. Riblet and Mr. McGowan know outcome of discussion.

Responsible: Mr. Bankoske

Timeframe: Now

Action: Follow-up with contractors regarding bamboo removal

Responsible: Mr. Riblet and Mr. McGowan

Timeframe: Following Mr. Bankoske contact with Penn State

Farmland Preservation, Inc.

November 28, 2017

FENCING ON FARMVIEW II

The fencing was installed and the job is complete along the rear of several properties on Sunny Side Lane. The neighbors are very happy with the outcome.

MEMORIALS FOR DUANE “BUSTER” DOAN

- Patterson Farm sign – Mr. Blank stated the sign has been installed, and thanked Mr. Riblet for initiating this project and thanked the Board for all their help making sure this project was completed.
- Mr. Riblet suggested the Board about the possibility of ordering another sign (as a backup) and the Board agreed. Mr. Blank will contact Bob Shaw Signs to place the order.
- Community Center plaque – Mr. Blank attended the LMT Historical Commission’s meeting on November 13th to discuss the possibility of a sign that honors the farming families that once held properties that Farmland now manages. Mr. Blank was told that a plan has not been put in place but Farmland will be able to contribute in the future once plans are moving forward.

ATTENDING MEETINGS OF OTHER FARMLAND PRESERVATION ORGANIZATIONS AND PLANS FOR STRATEGY-SETTING DISCUSSION

Mr. Riblet spoke with Mr. Rich Harvey from the Farmland Heritage Conservancy who gave four names to Mr. Riblet to contact. One was the National Land Trusts, Inc., and Mr. Riblet was

Farmland Preservation, Inc.

November 28, 2017

unsuccessful finding this organization as it was not located in Bucks County. Another one was the Pennsylvania Land Trust Association.

Mr. Blank is going to contact Ms. Holmes to reserve a room at the Township building in February for Farmland to discuss strategic planning.

Action: Review links to Farmland Preservation, Inc. associations in Mr. Riblet's and Mr. Bankoske emails.

Responsible: All

Timeframe: January 23, 2018

Action: Send out Doodle poll for members' availability for strategic planning meeting in February 2018

Responsible: Mr. Blank

Timeframe: Now

Action: Ask Ms. Holmes for room for strategic planning session

Responsible: Mr. Blank

Timeframe: After date is selected

Action: Draft agenda for strategic planning session

Responsible: Mr. Bankoske and Mr. Riblet

Timeframe: January 23, 2018

Farmland Preservation, Inc.

November 28, 2017

OTHER BUSINESS

Mr. Blank spoke about the letter Farmland recently sent to the Weiss Grenier for LMT Supervisors campaign, asking them to stop using a Farmland Preservation, Inc. sign in their campaign literature. Farmland received a letter back from Weiss Grenier in response stating they unintentionally used Farmland's sign. This letter will be kept on file for future reference.

Mr. Bankoske handed out the following organizational documents he received from Mr. Small including conflict of interest:

- Public inspection disclosure policy and procedure.
- Document retention and destruction policy.
- Whistle blower policy.
- Conflict of interest policy and annual statement.
- Board Member conflict of interest disclosure form.

Mr. Bruch spoke about the information he researched regarding the Conflict of Interest Policy. He feels that "simple" is the way to go since Farmland is not a public company nor do they trade stock, etc., The Board decided to take home their paperwork and discuss at the January Farmland meeting.

Mr. Blank spoke about a news article in Yardley Living, discussing the Colavita family and their history in Lower Makefield. Mr. Blank said it is a very nice article well worth reading.

Mr. Bankoske stated Mr. Yeager spoke with Mr. Stewart about the Clearview property easement, which is part of the DRJTBC project. Their discussion was held before the corn had been harvested, and Mr. Stewart said it would not be an issue to harvest and, he feels that DRJTBC is

Farmland Preservation, Inc.

November 28, 2017

not encroaching on the field where he farms. Everything seems to be in line with what Mr. Stewart thought would be happening.

Mr. Bankoske would like the Board to think about asking the Bridge Commission to walk the Clearview property with one of their engineers, to discuss the current state of the project.

Mr. Riblet stated he would like to ask Mr. Stewart if he would like a fence on this property while this work is in progress for safety reasons.

Actions:

Action: Review organizational documents for next meeting

Responsible: All

Timeframe: January 23, 2018

Action: Consider a walk with DRJTBC's engineers to discuss the current state of the project

Responsible: All

Timeframe: January 23, 2018

Action: Ask Mr. Stewart if he would like a fence on the Clearview property while this work is in progress for safety reasons

Responsible: Mr. Riblet

Timeframe: January 23, 2018

There being no other business, the meeting was adjourned.

Respectfully submitted,

Michael Blank, President