



**MINUTES OF A MEETING OF THE  
ALBEMARLE CONSERVATION EASEMENT AUTHORITY  
August 14, 2025 (Thursday)**

The Albemarle Conservation Easement Authority met on August 14, 2025 at 4:45 pm.

Members present were:

Sherry Buttrick  
Jay Fennell, Chair  
Rex Linville  
Sharon Merrick  
John Moore  
Hamilton Moses III  
Peter Taylor, Vice-chair

Members absent were:

David Emmitt  
Annie Izard

Staff members present were:

Scott Clark, Conservation Program Manager  
Richard DeLoria, Deputy County Attorney  
James Van Vranken, Natural Resources Planner

**AGENDA**

1. Call to Order
2. Other Matters Not Listed on the Agenda
3. Approval of Minutes (June 12, 2025)
4. Utility Easement Request on PRF200900004 D Kudravetz
5. Utility Easement Request on ACE200500004 Huckleberry Hill
6. Utility Easement Request on PRF201300002 Native Pond
7. ACEA202500003 Oakfields Donation Proposal
8. ACEA202500014 Carlson Donation Proposal
9. ACEA202500008 Cobham Park Donation Proposal
10. Closed Meeting
11. Certify Closed Meeting
12. New Business
13. Old Business
14. Adjournment

## **1. Call to Order**

A quorum of five was present at 5:50pm when Mr. Jay Fennell called the meeting to order.

Mr. Fennell welcomed Mr. Rex Linville as a new member of the Authority.

## **2. Other Matters Not Listed on the Agenda**

No public comments were made.

## **3. Approval of Minutes (June 12, 2025)**

Dr. Hamilton Moses moved and Mr. John Moore seconded to approve the minutes of the June 12, 2025 meeting. The motion passed by a vote of 4:0 (Mr. Linville abstained).

Ms. Sherry Buttrick joined the meeting at 5:54pm.

## **4. Utility Easement Request on PRF200900004 D Kudravetz**

Mr. James Van Vranken presented an approval request from Dominion Energy for a new underground utility easement on the parcel known as Tax Map 19 Parcel 4C and subject to the PRF200900004 D Kudravetz conservation easement. The proposed utility line would serve only this property.

## **5. Utility Easement Request on ACE200500004 Huckleberry Hill**

Mr. Van Vranken presented an approval request from Dominion Energy for a new underground utility easement on the parcels known as Tax Map 19 Parcels 1 and 4, which are subject to the ACE200500004 Huckleberry Hill conservation easement. The proposed utility line would serve this property and other properties.

Ms. Buttrick moved and Mr. Moore seconded that the Authority find the new utility lines crossing the D. Kudravetz and Huckleberry Hill properties are permitted under the conservation easements and request that any utility easements for the existing overhead line be vacated. The motion passed by a vote of 6:0.

## **6. Utility Easement Request on PRF201300002 Native Pond**

Mr. Van Vranken presented an approval request from Dominion Energy for a new underground utility easement on the parcels known as Tax Map 59 Parcels 37A, 37C, 37C1, and 37C3, and subject to the PRF201300002 Native Pond conservation easement. The proposed utility line is in two parts: the eastern portion would serve only this property; the western portion would serve other properties.

Mr. Linville moved and Ms. Buttrick seconded that the Authority find the eastern portion of the proposed underground utility easement in the application ACEA202500012 is permitted under the terms of the conservation easement. The motion passed by a vote of 6:0.

The Authority took no action regarding the western portion of the proposed utility easement.

Dr. Moses moved and Ms. Buttrick seconded that Mr. Peter Taylor be permitted to join the meeting by individual remote participation. Mr. Taylor stated he was in New York, NY, on personal business. The motion passed by a vote of 6:0.

Mr. Taylor joined the meeting remotely at 5:40pm.

**7. ACEA202500003 Oakfields Donation Proposal**

Mr. Van Vranken presented a proposal for a new donated easement on an 87.4-acre property owned by CS Farm, LLC. (Tax Map 16 Parcels 45, 45A, 46).

The Authority took no action.

**8. ACEA202500014 Carlson Donation Proposal**

Mr. Van Vranken presented a proposal for a new donated easement on a 97.14-acre property owned by Michael and Dana Carlson (Tax Map 74 Parcel 24).

Mr. Moore moved and Dr. Moses seconded that the Authority accept the proposed easement, subject to verification that the property's right of access permits Authority staff to enter the property for monitoring and enforcement purposes. The motion passed by a vote of 7:0.

**9. ACEA202500008 Cobham Park Donation Proposal**

Mr. Van Vranken presented a proposal for a new donated easement on a 277.57-acre property owned by Cobham Farms, LLC. (Albemarle County Tax Map 66 Parcel 28C and Louisa County Tax Map 19 Parcel 4A).

The Authority took no action.

**10. Closed Meeting**

Mr. Fennell recused himself from this item, as his employer has an interest in the matter. Mr. Fennell left the meeting at 7:40pm.

Ms. Buttrick was appointed Chair in Mr. Fennell's absence.

Mr. Linville moved and Dr. Moses seconded the Closed Meeting Motion, dated August 14, 2025, which can be found on Page 1 of Attachment A. The motion passed by a vote of 6:0.

**11. Certify Closed Meeting**

Mr. Moore moved and Dr. Moses seconded the Closed Meeting Certification, dated August 14, 2025, which can be found on Page 2 of Attachment A. The motion passed by a vote of 6:0.

**12. New Business**

The Chair invited new business. There being none, the meeting moved to the next item.

**13. Old Business**

The Chair invited old business. There being none, the meeting moved to the next item.

**14. Adjournment**

The Authority adjourned the meeting at 8:12pm.

Attachments:

Attachment A – Closed Meeting Motion and Certification



**Albemarle Conservation Easement Authority**

14 August 2025

CLOSED MEETING MOTION

I move that the Albemarle Conservation Easement Authority go into a closed meeting as authorized by the Virginia Freedom of Information Act, section 2.2-3711(A) of the Code of Virginia under:

- Subsection 8 to discuss and consider:

Consultation with legal counsel regarding specific legal matters related to the interpretation of conservation easement language addressing permitted land uses, which requires the provision of legal advice by such counsel.

Voice Vote Permitted

CLOSED MEETING CERTIFICATION

I move that the ACEA certify by recorded vote that to the best of each Director's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the Closed Meeting were heard, discussed, or considered in the Closed Meeting.

Roll Call Vote:

	Yes	No	
Dir. Fennell	_____	_____	DR
Dir. Taylor	✓	_____	
Dir. Buttrick	✓	_____	
Dir. Moses	✓	_____	
Dir. Emmitt	_____	_____	
Dir. Moore	✓	_____	
Dir. Izard	_____	_____	
Dir. Merrick	✓	_____	
Dir. Linville	✓	_____	

I, James Van Vranken, Secretary, certify the roll call vote tally that occurred on August 14, 2025.

  
\_\_\_\_\_  
James Van Vranken  
Secretary

8/15/25  
\_\_\_\_\_  
Date