

August 18, 2015

Clarke County Board Of Supervisors  
Regular Meeting  
Main Meeting Room

1:00 p.m.

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2<sup>nd</sup> Floor, Berryville, Virginia conducted on Tuesday, August 18, 2015.

Board Members Present

Barbara Byrd; J. Michael Hobert; Bev McKay; John Staelin; David Weiss

Board Members Absent

None

Staff Present

David Ash; Barbara Bosserman; Lisa Cooke; Frank Davis; Tony Roper; Brandon Stidham;  
Alison Teetor; Lora B. Walburn

Others Present

Warren Arthur; Keith Dalton; Pat Dickinson; Alton Echols; Terry Catlett; Val Van Meter and  
other citizens

1) Call to Order

Chairman Weiss called the afternoon session to order at 1:01 p.m.

2) Adoption of Agenda

**Add to Miscellaneous: Berryville Area Plan Amendment Request**

**Supervisor Staelin moved to adopt the agenda as modified. The motion carried by the following vote:**

Barbara J. Byrd	- Absent
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

## 3) Citizens Comment Period

Supervisor Byrd joined the meeting at 1:07 pm.

Alton Echols, Berryville resident and developer: *"Members of the Board, my name is Alton Echols. I live at 400 Custer Court in the Town of Berryville. I received word yesterday that they'll be closing on the 73 unit assisted care. The firm will probably have a press release. It is out of Carolina. They probably are the most advanced in the art, if there is an art, of assisted care in that their goal is to raise the average stay to five years. They are at 3.9 and they are climbing every year.*

*There are several things that others don't do. You have your own kitchen in your rooms. You can eat in the cafeteria or in your own room. They encourage more trips out of there. They first try get them out on their feet every day and out. I think you will find, although I am very proud of the first one we had, I think you'll be very happy with this one that will be the first of its type. The other is you don't have to pay anything to get I and you pay as you go and you leave when you want.*

*The second thing I want to do is to share with you the map that I presented to, down here in the right-hand corner, you can see a blank space. The announcement I received last Tuesday that McDonalds has definitely concluded a deal there and they will be coming in on that space. This was very important to us because we have a gas/convenience that would be coming in next where it indicates McDonalds; and now, we can put the gas/convenience. McDonalds has their site. I've already seen the traffic pattern. Everything meets good high standards. But, particularly, what we are trying to do in this area, we want to take advantage of the north/south highway, which in front of Mosby Boulevard is in excess of 20,000 auto trips a day most of which are traveling north and south. There is over 40,000 east and west. We are the first good light in the intersection after Purcellville and the only one that would have facilities right there.*

*What we are doing is we're planning a project we are going to call Berryville Crossings. We wanted to look more like a 1880's creek side road rather than a Williamsburg. Our theme will be two-story buildings even our fast foods will look like a two story. We don't have any control over McDonalds but I think the Town can probably get them to at least tone McDonalds down.*

*We are hopeful to develop this as a stopover point first traffic north and south; then, as we build up what is there, hopefully, we'll get more east and west traffic, which is commuter but many of them coming through Mosby go out Senseny in the route to their homes in Winchester. There is no reason you can't get 'em to stop off at the Food Lion.*

*This plan does allow for an expansion of Food Lion. They are going to do about 75 auto spaces if they expand, which they probably will, particularly now that they're energized. We have the hotel right by that area as where overflow parking, for the hotel would normally be in the evening, and the food store there. I think those work out well.*

*We are attempting, as you can see, to have an either / or. We are attempting to open up 12 acres north of us and I think there is a good shot we can. Then, we also have planned a 13,500 square foot medical / dental building. We are going to place it close and offer it locally; but, we really do need a couple more dentists and a couple more doctors. National average is about 1 per 1,000 is a good ratio for doctor to patients.*

*Anything else you would like to know about this, I will be happy to give you a personal tour. I thank you."*

Chairman Weiss thanked Mr. Echols for the update.

#### 4) VDOT

Ed Carter appeared before the Board to provide the monthly update.

##### Maintenance:

- Completed the second round of Primary mowing using state and contractor forces.
- Started the second round of mowing on secondary routes;
- Used boom-axe to cut banks, slopes and guardrail on Rt. 7;
- Will continue using boom-axe on rest of primaries;
- Used contractors to trim brush along various secondary's;
- Performed asphalt patching along various routes and plan to continue this month;
- Contract pipe flusher will be here for a couple of days this month.

##### Board Issues:

- Mowing/Spraying and Environmental concerns: VDOT is meeting with the Environmental group on Wednesday to discuss options.
- Allen Road – Rural Rustic: Awaiting polling results.
- Funds have been secured to address drainage issues on Main Street.

##### Supervisor Byrd:

- Trash Tree Removal Along Fence Rows: VDOT mows right up to its right-of-way; however, if trees are in the fence, they must be removed by hand.

Chairman Weiss

- Pipe Cleaning on Route 608 South - Parshall Road: Need to address the area where Water pools near Long Pond Farm where the road bends to the right going toward the river.

Vice Chairman McKay

- Crismore Road Where it Intersects with Gun Barrel Road: A resident is asking VDOT to consider adding a sign indicating "Stop Ahead." VDOT will have sign staff review.
- Truck and Bus Traffic on Gun Barrel Road: VDOT will check to see if this is a GPS issue.

5) Recreation Component Plan

MEMORANDUM

TO: Board of Supervisors, David Ash

FROM: Alison Teetor, Brandon Stidham

DATE: August 10, 2015

SUBJECT: Summary Recreation Component Plan

At the Board meeting in July action was postponed to allow the Parks and Recreation Advisory Board to comment. The advisory Board met on July 22nd and recommended adoption of the Plan by the Board of Supervisors on condition that comments proposed by Randy Trenary regarding the sections on the Public Schools are included in the final draft. The changes recommended by the schools are included on pages 9 and 16. Additional wording changes proposed by Mr. Staelin are included on page 6, clarifying the concerns with road access to the Shenandoah River and Appalachian Trail.

Recommendation

Approve adoption of the Recreation Plan as an implementing component of the Comprehensive Plan.

Alison Teetor updated the Board on activity specific to the Recreation Component Plan since the Board's July 21 meeting.

Supervisor Hobert recommended changes to passive recreation under Schools.

Supervisor Hobert suggested a friendly amendment to substitute the word “unreasonably” for “adversely” in sections b and c of Page 6 of the changes suggested by Supervisor Staelin in the draft Plan. Supervisor Staelin accepted the friendly amendment.

At the request of Supervisor Hobert, Ms. Teetor explained that the proposed change to Page 9 of the Plan as requested by CCPS Randy Trenary clarifies that policies are in effect.

**Supervisor Staelin moved to adopt the Recreation Plan as an implementing component of the Comprehensive Plan with modifications suggested by Supervisor Hobert. The motion carried by the following vote:**

Barbara J. Byrd	-	Aye
J. Michael Hobert	-	Aye
Beverly B. McKay	-	Aye
John R. Staelin	-	Aye
David S. Weiss	-	Aye

6) Agricultural and Forestal District (AFD) Review Process

**TO: Board of Supervisors**

**FROM: Brandon Stidham**

**SUBJECT: Agricultural & Forestal District (AFD) Review Process**

**DATE: August 11, 2015**

As a follow-up to last month’s overview of the upcoming expiration of the County’s Agricultural & Forestal District (AFD), Staff is recommending that the Board of Supervisors take the following actions at the August 18 meeting:

- Take action in the form of a motion to initiate the review of the Agricultural & Forestal District. Below is a sample motion for the Board’s consideration:

**Move to direct the Agricultural & Forestal District Advisory Committee and Staff to commence the six-year review of the County’s Agricultural & Forestal District to include soliciting new properties for AFD designation, and facilitating renewal and/or withdrawal of existing District properties in accordance with Code of Virginia and County Code Chapter 48 requirements.**

- Appoint/re-appoint members of the AFD Advisory Committee. Current member terms expired on July 15, 2015.

Should the Board take these two actions at the August 18 meeting, Staff will coordinate a kickoff meeting of the AFD Advisory Committee to be held in early to mid-September in accordance with the proposed timeline (copy enclosed for your reference). Staff will also provide the Board and Planning Commission with monthly progress reports on this project as it progresses.

If you have questions or concerns in advance of the meeting, please do not hesitate to contact me.

Brandon Stidham presented staff recommendations.

**Supervisor Byrd moved to direct the Agricultural & Forestal District Advisory Committee and Staff to commence the six-year review of the County’s Agricultural & Forestal District to include soliciting new properties for AFD designation, and facilitating renewal and/or withdrawal of existing District properties in accordance with Code of Virginia and County Code Chapter 48 requirements. The motion carried by the following vote:**

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

**Vice Chairman McKay moved to appoint the following to serve on the Clarke County Agricultural Advisory Committee:**

- Samuel Buckley, White Post District
- Corey Childs, Berryville District
- Emily Day, Greenway District
- Tupper Dorsey, Battletown District
- Carolyn Gordon, Battletown District
- Beverly McKay, Board of Supervisors Member
- Deb Norman, Russell District
- Donna Peake, Commissioner of the Revenue
- Philip Shenk, Buckmarsh District
- Open, White Post / Millwood District

**The motion carried by the following vote:**

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

- 7) Set Public Hearing CC-2015-01 Chapter 165 Taxation Article XX Assessment of court costs to support the implementation and maintenance of an Electronic Summons System § 165-83. Fee imposed; collection; use.

David Ash reviewed the proposed amendment to the Code of Clarke County:

- The General Assembly approved the new fee last year.
- The electronic summons system allows an officer to scan information on scene, which will automatically generate a form that is given to the cited party. It also allows the Courts to collect information automatically.
- An equipment demonstration is scheduled for the September 14, 2015 Work Session.

Sheriff Roper added:

- The Town of Berryville is also considering implementation.
- System cost will be approximately \$35,000.
- The new fee will be similar to the \$5 court security fee previously adopted by the Board.
- Speeding fines go into the County's general fund.

Supervisor McKay put forth his objection to the proposed fee opining that he was fundamentally opposed to increasing taxes. He further commented that he did not see how County residents would get a return tax dollars expended for the system.

Supervisor Staelin remarked that electronic systems used technology to save labor costs and improve productivity.

Chairman Weiss commented that the proposed fee was similar to forfeiture funds, which are designated funds for specific uses. He opined that the program should pay for itself and save money in future.

Supervisor McKay added that it was expensive enough to get a speeding ticket and he could not support fees to automate the system. He opined that this was another back-door tax increase.

**Supervisor Byrd moved to set public hearing for Tuesday, September 15, 2015 at 6:30 pm or as soon thereafter as the matter may be heard. The motion carried by the following vote:**

Barbara J. Byrd	-	Aye
J. Michael Hobert	-	Aye
Beverly B. McKay	-	Nay
John R. Staelin	-	Aye
David S. Weiss	-	Aye

8) Review Blighted Property Issue

David Ash recapped the citizen comment that precipitated the Board's request for staff review and provided the following:

- Building Official conducted a site visit and took the photographs contained in the packet.
- Building is secure.
- Grass appears to be mown.
- County has authority to remove, repair or secure per § 71-4. Removal or repair of dangerous buildings or structures.
- There is a procedure in place but the question comes down to what constitutes a hazard to public health.

Chairman Weiss added that he was inclined to leave things as they are and handle on a case-by-case basis. He offered to work with Mr. Harper to see if he could facilitate conversation between the owners.

Supervisor Byrd cautioned that requiring buildings to be torn down was dangerous territory and she would prefer to facilitate discussion between property owners.

By consensus, the Board agreed to let current policy stand and to deal with blighted properties on a case-by-case basis.

#### 9) FY2016 Board of Supervisors Goals Review

Chairman Weiss:

- ERP will be a full-time job for the foreseeable future.
- Responsibility not assigned prior to Board input.
- Board will lose two colleagues at the end of the year and the new members might have different goals.

Supervisor Staelin thoughts:

- Add working with the School Board on Berryville Primary renovation.
- Reword Broadband to include “continue to monitor technical advances and changes in state and federal regulations, research opportunities that are identified, and ensure the County website keeps citizens informed of existing alternatives.”
- Kohn Park Plan Development: Determine responsibility whether it belongs to the Board of Supervisors or the Parks and Recreation Advisory Committee.
- Wellness Center:
  - Not identified in any capital improvement plans.
  - Ask the Parks and Recreation Advisory Committee to look into the possibility.

Supervisor Byrd:

- Berryville Primary: Agrees with Supervisor Staelin.
- Wellness Center / Indoor Pool:
  - The community lacks this type of facility.
  - Chet Hobert Park might have sufficient size to allow it to be combined with the gym and senior center.
- Communications are important.

Vice Chairman McKay:

- Wellness Center: Supports a private sector feasibility study.
- Broadband: More critical every minute and it is the most important utility to which residents do not have excellent access.

Supervisor Hobert:

- Agreed with many of the Board member's comments.
- It would be helpful to add responsibility, status and proposed review date to the priorities list for further review at a work session.
- Suggested that the Chair and David Ash develop and present their vision of the Board's core focal areas over the next 12 to 18 months.
- Wellness Center: The demographics of the community are such that there a fair number of older persons and aqua-therapy is a very important aspect of therapy.
- Agreed with Supervisor Staelin in the delegation of certain priorities to other entities or individuals.
- Believes goal development is useful and should be done regularly.

Chairman Weiss:

- Berryville Primary Renovation: Helping the School Board solve this immediate problem is a Board priority.
- ERP: Remains a priority.
- Kohn Park Plan: Is an important issue.
- Broadband: Is an important issue.
- Indoor pool: All agree this would be good for the community.
- Consideration of reorganization of responsibilities related to management and organization of Board Committees: The responsibility lies with next year's Board Chair to work with members to set up a more structured environment.

- Will provide a status update in September and hope to have the final draft ready for Board review in October.
- Provide comments to David Ash for coordination with final draft preparation.

10) Approval of Minutes

**Supervisor Staelin moved to approve the minutes for July 21, 2015 Regular Meeting as presented. The motion carried by the following vote:**

Barbara J. Byrd	-	Aye
J. Michael Hobert	-	Aye
Beverly B. McKay	-	Aye
John R. Staelin	-	Aye
David S. Weiss	-	Aye

11) Board of Supervisors Personnel Items

A. Status Update Personnel Policy

Chairman Weiss provided the following update:

- David Ash and he continue to work on policy.
- Policy is undergoing legal review.
- Anticipate that the document will be shortened.
- Postponed discussion of leave policies.
- Hope to have draft for Board review in October.

12) Board of Supervisors Finance Items

1. Conservation Easement Authority Grant Applications.

08-18-2015: Recommend the Board of Supervisors support the filing of this grant application.

Alison Teetor reviewed the request for support of the grant application for the Cool Springs property.

**Supervisor Hobert moved to authorize submission of the grant applications. The motion carried by the following vote:**

Barbara J. Byrd	-	Aye
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J. Michael Hobert	-	Aye
Beverly B. McKay	-	Aye
John R. Staelin	-	Aye
David S. Weiss	-	Aye

2. FY2016 Budget Adjustment

08-18-2015: a. "Be it resolved that the FY 16 Sheriff's budget for salaries and benefits be increased \$14,425, the Sheriff's miscellaneous budget for refunds increased \$575, the total \$15,000 appropriated, and revenue of \$15,000 estimated, all for the purpose of providing security for the All Good music festival."

David Ash reviewed the requested budget adjustment for security provided by the Sheriff's Department for the All Good Music Festival.

Sheriff Roper confirmed that with all items accounted there would be a \$575 refund due to the festival promoters from its advanced payments.

**Vice Chairman McKay moved that be it resolved that the FY 16 Sheriff's budget for salaries and benefits be increased \$14,425, the Sheriff's miscellaneous budget for refunds increased \$575, the total \$15,000 appropriated, and revenue of \$15,000 estimated, all for providing security for the All Good music festival. The motion carried by the following vote:**

Barbara J. Byrd	-	Aye
J. Michael Hobert	-	Aye
Beverly B. McKay	-	Aye
John R. Staelin	-	Aye
David S. Weiss	-	Aye

3. Acceptance of Bills and Claims

08-18-2015: Recommend acceptance of the July Bills and Claims report.

Supervisor Hobert requested the following reporting:

- o Show percentages
- o Show salaries encumbered
- o Show expenditures
- o Provide quarterly revenue against budget report.

Chairman Weiss added that Emergency Medical Service billing data should be available in October.

**Supervisor Hobert moved to accept the July Bills and Claims [Invoice History Report]. The motion carried by the following vote:**

Barbara J. Byrd	-	Aye
J. Michael Hobert	-	Aye
Beverly B. McKay	-	Aye
John R. Staelin	-	Aye
David S. Weiss	-	Aye

4. Standing Reports

Reconciliation of Appropriations, Expenditure Summary [YTD Budget Report]

13) Government Projects Update

David Ash provided the monthly project update. Highlights include:

- 101 Chalmers Court – BCCGC
  - o Documents transmitted to attorneys representing architect and engineer.
  - o Provided additional requested information the first week of August.
  - o Expect the matter will go to arbitration.
- Convenience Center
  - o Change in contract engineer – nearest office is in Blacksburg.
  - o Brandon Stidham has arranged to meet next week to discuss status, as well as ongoing service to the Planning Commission for development review.
  - o After determination by the Board in March whether it wishes to move forward with the project, if applicable, approach the property owner prior to July 2016 to request extension.
  - o Site plan is preliminary and may need minor adjustments.
- 106 North Church Street
  - o Discussed lease with Vice Chairman McKay this morning.

14) Miscellaneous Items

Hope = Help: A Forum On PTSD, And Suicide Awareness, Prevention And Recovery by Pat Dickinson

Pat Dickinson introduced Warren Arthur, Commander of the Berryville VFW Post. Highlights of their request include:

- Several VFW members have lost family members to suicide.
- Veterans and first responders are at greater risk for PTSD and suicide.
- VFW decided to hold a community awareness event in the Clarke County High School auditorium.
- Sheriff, Concern Hotline, Valley Health, etc. will be participating.
- Event scheduled for September 26.
- Event staffed by VFW members and its auxiliary.
- Vendors will provide support.
- Conducting an aggressive media campaign that includes brochures, signs and home mailings.
- As a community mental health event, the VFW is asking the Board of Supervisors for:
  - Support and sponsorship
  - Add event notice to the County’s website.
  - Financial contribution

**Supervisor Hobert moved to support and sponsor the event; and further, the request for financial support be moved to Board of Supervisors Finance Committee for review. The motion carried by the following vote:**

Barbara J. Byrd	-	Aye
J. Michael Hobert	-	Aye
Beverly B. McKay	-	Aye
John R. Staelin	-	Aye
David S. Weiss	-	Aye

Berryville Area Plan Amendment Request

Chairman Weiss prefaced the context of the update from Mary Daniel, Berryville Town Council Ward Three Member, with Keith Dalton, Berryville Town Manager, with the following statement, “This Board acknowledges and supports the independence and sovereignty of the Town Council. We understand that you are not responsible to us. You are responsible to your citizens, to your constituents. Previously, in early spring late winter, this Board was asked about moving some agenda’s up in regards to Mr. Echols applications; and this Board, by consensus, said that the BADA [Berryville Area Development Authority] process should work through and be addressed in the updated plan. Sometime later in that timeframe, I believe, the [Town] Council took some similar action; and so, for today, I would ask that we not comment on the particulars of Mr. Echols application. That is for another day, another context. I thought this Board

would just be interested in the action that was taken and why it was taken and if it indicated some different path that we were on in regards to the BADA process. With that being said, unless there are other comments from the Board, we welcome you and thank you for taking time out of your day and rearranging your schedule for us.”

Mary Daniel, Ward Three Council Member, highlights of update includes:

- Appreciate the Board’s invitation and the Chair’s comments about sovereign boards and having slightly different responsibilities.
- Appreciate the Supervisors asking questions and giving the Town an opportunity to respond.
- The question is, “what is the difference between January and August?”
  - The inquiry in January that the Council supported having a study of the matter and the answer, as interpreted, was we would get to it as part of the Berryville Area Plan.
  - Both Boards are keenly aware of that the Berryville Area Plan is in the process of being reviewed.
  - Review is statutorily late based on the criteria and it is now eight months later.
  - In the interest of being able to tell the interested parties, who are under a time constraint, an answer is needed.
  - Councilwoman Daniel made the following motion at Council’s August 11, 2015 meeting based her sincere belief that it has been going on now for close to a year with the parties involved, plan review has taken an inappropriately long time and the entire area is already zoned for Older Person Residential.

*Council member Daniel moved that Council of the Town of Berryville adopt resolution the following resolution initiating a plan amendment to Chapter 5 of the Berryville Area Plan increasing the number of multifamily units from 120 to 180 and a text amendment to Section 614.5 1 the Berryville Zoning Ordinance in order to increase the number of multifamily units permitted in the Older Person Residential (OPR) zoning district from 120 to 180 therefore reducing the number of single family detached and/or single-family attached units from 180 to 120, and she further moved that the Town Council request that the Planning Commission and the Berryville Area Development Authority hold a joint public hearing in the interest of time and expense. Recorder Arnold seconded the motion which carried as follows:*

*Wilson Kirby - Aye  
Harry Lee Arnold, Jr. - Aye  
Mary Daniel - Aye  
Allen Kitselman - Aye  
Douglas Shaffer - Aye  
David Tollett – Absent*

#### RESOLUTION OF TOWN OF BERRYVILLE

*WHEREAS, the Co 11 of the Town of Berryville acknowledges the potential need for additional income- and age-restricted multi-family units in response to current demographic trends; and*

*WHEREAS, Marlyn Development wishes to develop a 120-unit multifamily apartment complex requiring modifications to the Berryville Area Plan and the Berryville Zoning Ordinance to allow 60 additional units of this type; and*

*NOW, THEREFORE, BE IT RESOLVED that the Council of the Town of Berryville, Virginia hereby initiates the process to modify the Berryville Area Plan and the Town of Berryville Zoning Ordinance, allowing an additional 60 units of multi-family apartments and directs the Town Planning Commission to review the matter and requests its recommendation regarding the proposed amendment to the text*

*WHEREAS, the Council of the Town of Berryville acknowledges the potential need for additional income- and age-restricted multi-family units in response to current demographic trends; and*

*WHEREAS, Marlyn Development wishes to develop a 120-unit multifamily apartment complex requiring modifications to the Berryville Area Plan and the Berryville Zoning Ordinance to allow 60 additional units of this type; and*

*NOW, THEREFORE, BE IT RESOLVED that the Council of the Town of Berryville, Virginia hereby initiates the process to modify the Berryville Area Plan and the Town of Berryville Zoning Ordinance, allowing an additional 60 units of multi-family apartments and directs the Town Planning Commission to review the matter and requests its recommendation regarding the proposed amendment to the text amendment to the Berryville Zoning Ordinance and directs the BADA to make a recommendation regarding the proposed Berryville Area Plan amendment.*

*Passed this 11th day of August, 2015.*

*THE TOWN OF BERRYVILLE*

- The sole question is, “is it reasonable to change 60 of those units from single-family dwellings to apartments.”
- Town Council, as a body, has not taken a position but is initiating a process in order to bring the question forward.

Brandon Stidham, Clarke County Planning Director, provided the following:

- Last month, the BADA took action to preliminarily approve the final chapter of the revised draft.
- Three of four chapters are complete.
- At the next scheduled meeting, the BADA will:
  - Review the last piece, the sub-area descriptions.

- Discuss adjustments, if any, to residential and commercial yields from the original plan to the revised plan.
- Sub-area 6A will be addressed during discussion.
- If BADA is comfortable with what is presented at the meeting, the final draft plan should be ready by September or October at the latest.
- The BADA would prefer an informal review of the final draft by various agencies, boards, commissions prior to conducting public hearing
- Public hearings in January if all goes smoothly.

Councilwoman Daniel asked Mr. Stidham if he believed the question of sub-area 6A would be on the BADA's upcoming agenda.

Mr. Stidham confirmed that sub-area 6A would be discussed in the context of all the other sub-areas; and given that there were 27 sub-areas, he was uncertain if the BADA would finish discussion.

Chairman Weiss remarked that he had no opinion on the filed application. He commented that he personally supported ensuring that the planning process of the overall plan was done in the abstract. He further noted that densities were key to the issue. He stated that he was comfortable with the explanation.

Councilwoman Daniel stated her belief in the importance of the planning process. She further stated that the Comprehensive Plan was one of Clarke's primary strengths. She speculated that with public hearings potentially in January the plan would not be finalized until March.

Brandon Stidham asked if the directive to the BADA from Town Council was asking for an interim amendment to the plan or accelerated revised plan update?

Councilwoman Daniel responded that the Town Council was not yet of one mind on the matter. She clarified that the Town Council was asking that the particular section be looked at in the hundred-day timetable and review could occur independently of the overall plan review and adoption.

Supervisor Byrd remarked that at the August 11 meeting some commented that the County should be included more because of emergency services.

Chairman Weiss interjected that he would prefer that the Board of Supervisors not get into the details of a particular application during today's meeting and keep to the specifics of the plan update process.

Councilwoman Daniel commented that concerns voiced were valid and responsibility for emergency medical service rests with the County not the Town. She restated that the amendment is separate from the application.

Chairman Weiss thanked Councilwoman Daniel.

15) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Fill last opening on Ag Committee.	BoS Personnel Committee
2.	Develop PH notice and advertise CC-2015-01	Lora B. Walburn
3.	Request E-citation presentation on September 14.	David Ash
4.	Update BoS Priority List.	David Ash, David Weiss
5.	Provide quarterly revenue reports.	Tom Judge
6.	Add Hope=Help forum information to County website	Lora B. Walburn
7.	Process approved minutes.	Lora B. Walburn

16) Board Member Committee Status Reports

Supervisor J. Michael Hobert:

- CEA: Issue addressed during meeting. Meets Thursday

Vice Chairman Bev McKay:

- NSVRC: Meets tomorrow

Chairman David Weiss:

- Fire and EMS Commission:
  - o Meeting tonight.
  - o Working on strategic plan.

Supervisor Barbara Byrd

- Humane Foundation: Fall Fling in October.
- Town Council: Attended August meeting.

Supervisor John Staelin

- CCSA:
  - Meets next week.
  - Water tower is up.
- Economic Development Advisory Committee: Meets next week.
- Planning Commission: Did not meet in August.
- Barns of Rose Hill:
  - Annual Report is now available.
  - Visitor Center name and locations for sign placement are under discussion.

#### 17) Closed Session

The Board did not enter Closed Session at its August meeting.

#### 18) Adjournment

At 3:22 pm, being no further business, Chairman Weiss adjourned the meeting.

#### Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, September 15, 2015 at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: August 18, 2015

\_\_\_\_\_  
David S. Weiss, Chair

\_\_\_\_\_  
David L. Ash, County Administrator

\_\_\_\_\_  
Minutes Recorded and Transcribed by:  
Lora B. Walburn, Deputy Clerk, Board of Supervisors