

August 16, 2016

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, 2nd Floor, Berryville, Virginia conducted on Tuesday, August 16, 2016.

Board Members Present

Mary L.C. Daniel – Berryville District; David S. Weiss - Buckmarsh / Blue Ridge District;
Terri T. Catlett - Millwood / Pine Grove District; Barbara J. Byrd – Russell District

Board Members Absent

Afternoon Session: Bev B. McKay – White Post District

Staff Present

David Ash, Frank Davis, Tom Judge, Brandon Stidham, Alison Teetor

Constitutional / State Offices

Barbara Bosserman, Tony Roper

Press

Cathy Kuehner - The Winchester Star

Others Present

George Archibald, Kelli Dayrit, Keith Dalton, and other citizens

1) Call to Order

Chairman Weiss called the afternoon session to order at 1:00 p.m.

2) Adoption of Agenda

David Ash requested the addition of the following item under Miscellaneous:

- Set Joint meeting with Berryville Town Council

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

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Absent
Beverly B. McKay	-	Absent
David S. Weiss	-	Aye

Supervisor Daniel joined the meeting at 1:04 pm.

3) Citizens Comment Period

George Archibald, Berryville: Provided the Deputy Clerk with 26 pages of material for the record and distributed documents to each member of the Board, as well as the County Administrator. Mr. Archibald read from the following prepared statement

August 16, 2016

Prepared Comments and Documentation Submitted at Regular Meeting of the Clarke County Board of Supervisors, Tuesday, August 16, 2016.

Mr. Chairman and Members of the Board of Supervisors, I rise to express concern and object to the failure to honor my pending Freedom of Information Act request regarding your Legal Services vendor history over the past year, which recent correspondence between me and the County Administrator's office you have received.

I wish to avoid litigation over the mistaken claim for \$167 nonpayment in the prior 2012 FOIA case, and use of this claim to avoid facing the serious conflict-of-interest involving the joint Town of Berryville-Clarke County attorney who simultaneously serves as attorney advisor for The Winchester Star newspaper and its respected publisher, a county resident. The attorney should not be representing both the county government newsmaker and the community's major newspaper. That is a forbidden conflict.

As to the 2012 non-payment issue that has been used to cobble my focus on the conflict-of-interest, allow me to explain very simply:

The excellent work by Joint Administrative Services Director Tom Judge was much appreciated to respond to the issue of yearly school division surpluses that I raised four years ago, and which led to those leftover funds being used for the new ERP networking system from Tyler Technologies which upon inception was used for my FOIA response sent by email.

But there was a glitch documented in the county's correspondence attached to my statement herein for the official record of this meeting. The Tyler Technologies ERP network configuration software did not properly translate the emailed online document stream that JAS

Director Tom Judge created by way of six separate Public Document Files (PDFs) and special hyperlinks for transmission of the 2,200 responsive FOIA documents copied electronically.

The several boxes of separate responsive documents were individually unstapled and scanned on a large copying machine, instead of copied as identical hard-copy paper files at a lower cost of \$385.03. Those scanned pages were then turned into the six separate PDF files and provided to me as hyperlinks, which was like pouring the copied documents chronologically into an electronic funnel. I was never consulted about this beforehand.

But these six new hyperlinks created for PDF streams lacked consistent organized break-points or known computer software indicators for end-user search and selection ability for reading, organization, and printing of the stream documents contained in the funnel.

Judge Jay Wetsel stated in his Order four years ago, which County Administration is now using to infer non-payment by me of \$167, that the requested documents in my case were provided. This was based upon the county attorney's oral argument back then, but did not explain how the 2,200 pages of raw paper files had been turned into new electronic PDF files that I was unable to use.

I'm now told the county hyperlinks were zapped, even though my \$450 court deposit ultimately paid out to the county paid for permanent accessibility of the copied documents. That means the evidence of the unworkable system has been destroyed and paid accessibility permanently denied.

This bizarre scenario is reminiscent on the local level to the email scandal that continues to haunt the national presidential debacle – the problem being that we are all victim of the stress and continued waste of taxpayer resources caused by the stubborn staff intransigence.

At the final court proceeding on June 13, 2012, county attorney Robert Mitchell rebuffed my protests about the unworkable PDF files. Judge Wetsel then regrettably permitted Mr. Mitchell to provide the wording for his own Final Order. I am still suffering the consequences.

I pray that your own response to this matter will be swift and firm in order to settle this impasse once and for all. Retention of a local attorney would be appropriate, particularly as your own former chairman, known and trusted by all, is now available and would make a superb county attorney.

Please consider this outcome.

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Mr. Archibald added that certainly the appointment of a county attorney, as I recommended, you all know Michael Hobert, and I believe he would be an excellent choice and I urge your consideration. Thank you.

Chairman Weiss offered that he believed that staff acted appropriately and that there were no attempts to dissuade Mr. Archibald or keep him from getting the requested information. He stated that he had seen all Mr. Archibald's correspondence. He said that he would stress that in the last one where Mr. Archibald stated that he was going to take the County to court that that statement on Mr. Archibald's part restricts the Board in some ways from

commenting. He offered that there were many things in this world that are wrong and that there were big troubles in our world. Chairman Weiss continued that Mr. Archibald was an intelligent and passionate man and this it seemed to him that Mr. Archibald should direct his interest and actions toward things that are more serious and more important because the people that are serving you are doing so in a fine and honorable manner.

Chairman Weiss restated that he was not speaking for the Board. He then opined that he believed Mr. Archibald respected all of the Board individually. He continued that he would ask that Mr. Archibald think and look to himself and figure out if these paths he was taking, and have taken in the past, are really necessary and justified.

Chairman Weiss concluded that the Board and staff would continue to work with him anyway they could and do the best they could.

George Archibald thanked the Chairman. He stated I honor you very, very highly and all of you and this was the reason I came this evening. I certainly hope that this will open a discussion. I do not want to litigate this and I intend not to litigate this but I do want the documents that I have requested. I do not want that old four-year old case to be used to hold them up and I have explained why and I hope you will consider this very carefully because I have gone to great lengths to put this out in an explanatory form so that it is readily understandable. I certainly appreciate you sir and I definitely understand what you are saying and I agree with you wholeheartedly. Thank you very much. I appreciate your courtesy.

4) VDOT Update

Clif Balderson, Residency Administrator, appeared before the Board to provide the monthly update.

Maintenance:

- Performed plant mix
- Spot leveling on routes 611, 621, 656 and 761 from Rt. 661 to Frederick County line;
- VDOT will continue with Rt. 761 this month;
- Repaired drop inlet in Berryville on West Main St.;
- Mowed business Rt. 7 for Johnson grass spraying;
- Began litter pick up and second round mowing on primary's;
- VDOT plan to complete primary mowing and begin secondary mowing;
- Perform plant mix leveling on Rt. 620 and patching on various routes.

Projects:

- First phase of Allen Rd. (R/R) has been completed.
 - Fund savings will help fund completion next year.

Board issues:

- Board issues: Lake Frederick – Warrants study in September.
- Parking on Rt. 340 North – Old Cigarette Store: Parking on private property but VDOT is examining alternatives to discourage usage.
 - Supervisor Byrd suggested asking the property owner for ideas.

Supervisor Catlett

- Crosswalks in Millwood: Clif Balderson will try to have complete before the end of August.
- Route 340 Removal of GPS Sign: Thanked VDOT for removing the sign.

Supervisor Byrd

- Overgrown Area Cross over before Summit Point Road south bound lane by cigarette store: Overgrown shoulders are obscuring the view. Clif Balderson encouraged the Supervisor to report similar safety issues created by overgrown areas.
- Summit Point Road and Old Charlestown Road: Thanked VDOT for making the shoulders wider.

Supervisor Daniel

- Moose Road: Before the July Regular meeting, VDOT put chevrons in place. VDOT has done all it can to address traffic calming now it is up to law enforcement to monitor.

Chairman Weiss

- Shepherds Mill Road Route 612:
 - On the stretch on the north end near Cannon Ball Lane where the double line ends and passing is allowed there have been several near collisions with persons turning left. Clif Balderson advised that he was looking establishing a consistent speed limit for the entire length, which current has speeds ranging from 35 MPH, 55 MPH and 45 MPH. He further noted that a recent traffic review revealed no accident history supporting closing of the passing zone.

- South end has speed related issues and a review is requested. Clif Balderson advised that on Monday he had initiated review.
- Route 340 Overgrown Areas: VDOT will attend to these areas.

5) Lord Fairfax Community College Update by Kelli Dayrit

Kelli Dayrit, Outreach Specialist, and Renee Helm, Workforce Solutions Support Coach appeared before the Supervisors to present an update from Lord Fairfax Community College [LFCC]. Highlights of this update include:

- Presented the Board with tote bags as a tribute to the partnership with Clarke County. Tote bags are being distributed at local farmers' markets to encourage residents to take advantage of local opportunities.
- LFCC started in 1970.
- Workforce Solutions:
 - Began at the same time as the college and has evolved over the years into its current form serving individuals and business in the community.
 - Offers professional, business and individual development courses.
- LFCC and Clarke County High School:
 - One hundred thirty seven students have dual enrolled for a total of 812 college credits.
 - Two graduated last year with certificates: one in general studies and one in pre-allied health.
 - Two recent graduates have joined the team of student ambassadors.
 - Over \$14,000 in scholarships awarded over the past year.
 - Thirteen students inducted into Phi Theta Kappa.
 - Four out of ten students going to the trades academy at LFCC.
 - Eighth graders will be touring LFCC in September.
- Workforce Solutions for All Jurisdictions:
 - Over the past year, served 10,000 students and 1,000 employers.
 - Over the past two years, Clarke County employers served include Berryville Graphics, Berryville Service Center, Blue Ridge Insurance and Title, Cheers School Family, Clarke County Government, Clarke County Public Schools, Grafton, and others.
 - Served area schools by providing education consortium through professional development training to educators.

- Provide youth summer camps for science, technology, media design and digital arts. Offer 32 camps with over 200 participants.
 - Workforce Solutions provides various funding options to students including grants and private funding.
 - Grant funding includes on-the-job training for dislocated workers.
- Supervisors invited to a shrimp feast on Saturday September 24.

Supervisor Catlett commented that her son is dual enrolled and in a partnering program at LFCC.

Supervisor Daniel commented on the commercial driver’s license [CDL] training program.

Ms. Helms told the Supervisors about the Workforce Credential Grant that helps students cover CDL program cost.

Supervisor Byrd remarked that many parents have told her how glad they are that their children are attending LFCC opining that they receive an excellent education, while living at home and saving money.

Chairman Weiss thanked Ms. Dayrit and Ms. Helms for their update and their dedicated efforts to help the community.

6) Approval of Minutes

Supervisor Daniel moved to approve the minutes for July 19, 2016 Regular Meeting as presented. The motion carried by the following vote:

Barbara J. Byrd	- Aye
Terri T. Catlett	- Aye
Mary L.C. Daniel	- Aye
Beverly B. McKay	- Absent
David S. Weiss	- Aye

7) Consent Agenda

A. 2016-12R Resolution in Appreciation of Service

**Resolution of Appreciation of Service
Robert “Bobby” M. Levi
2016-12R**

WHEREAS, Robert “Bobby” M. Levi was first employed as the Director of Maintenance on December 18, 1995 serving in that capacity until his retirement in 2016; and,

WHEREAS, during his tenure, Bobby Levi actively aided in the construction and/or renovation of the Berryville Clarke County Government Center, the Clarke County Senior Center, Parks and Recreation offices and recreational facilities, the Joint Maintenance Facility, the Clarke County Animal Shelter, the Social Service building, District Court House, Circuit Court House, Sheriff's Office; and,

WHEREAS, on June 1, 2003, Bobby Levi assumed the duties and responsibilities of the Director of the Clarke County Animal Shelter; and,

WHEREAS, in August 2008, Bobby Levi assumed the duties and responsibilities of the Joint Maintenance Director for General Government and the Schools supervising the consolidated buildings and grounds maintenance functions for both the Government and the School and directing the maintenance activities and capital projects.

NOW THEREFORE BE IT RESOLVED, by the Clarke County Board of Supervisors that Bobby Levi be recognized and congratulated for his extraordinary service to the citizens of Clarke County and on the positive influence he has had on Clarke County; and,

BE IT FURTHER RESOLVED, that his dedication, loyalty, and exceptional service to the citizens of Clarke County be hereby memorialized and that a suitable copy of this resolution be presented to Mr. Levi as a token of the respect and high esteem in which he is held by the Clarke County Board of Supervisors, Constitutional Officers, and the staff of Clarke County.

APPROVED AND ORDERED ENTERED in the official records by the unanimous vote of the members of the Clarke County Board of Supervisors assembled in regular session on the 16th day of August 2016.

Attest:

David S. Weiss, Chair

B. 2016-13R Resolution in Appreciation of Service

Resolution of Appreciation of Service
Frank Davis, Jr.
2016-13R

WHEREAS, A. Frank Davis, Jr. was employed as the first Director of Fire, Emergency Medical Services and Emergency Management on September 1, 2014 serving in that capacity until his retirement August 31, 2016; and,

WHEREAS, during his tenure, Mr. Davis provided leadership and support to the Fire and EMS Commission, developed a ten-year strategic plan in conjunction with the Commission, developed a joint fire and rescue agreement with John H. Enders Fire Company, Inc., Boyce Volunteer Fire Company, Inc. and Blue Ridge Volunteer Fire Company, Inc., and developed and successfully implemented a fee-for-service program for emergency medical services.

NOW THEREFORE BE IT RESOLVED, by the Clarke County Board of Supervisors that Frank Davis be recognized and congratulated for his service to the citizens of Clarke County and on the positive influence he has had on Clarke County;

BE IT FURTHER RESOLVED, that his dedication, loyalty, and exceptional service to the citizens of Clarke County be hereby memorialized and that a suitable copy of this resolution be presented to Mr. Davis as a token of the respect and high esteem in which he is held by the Clarke County Board of Supervisors, Constitutional Officers, and the staff of Clarke County.

APPROVED AND ORDERED ENTERED in the official records by the unanimous vote of the members of the Clarke County Board of Supervisors assembled in regular session on the 16th day of August 2016.

Attest:

David S. Weiss, Chair

Supervisor Catlett moved to approve the items on the Consent Agenda as presented. The motion carried by the following vote:

- | | |
|------------------|----------|
| Barbara J. Byrd | - Aye |
| Terri T. Catlett | - Aye |
| Mary L.C. Daniel | - Aye |
| Beverly B. McKay | - Absent |
| David S. Weiss | - Aye |

At the meeting, Chairman Weiss presented Frank Davis with the framed resolution. He stated that Mr. Davis had served the County well and made a remarkable contribution. He thanked Mr. Davis personally and on behalf of the Board.

Frank Davis individually thanked the members of the Board of Supervisors. He commented.

Chairman Weiss thanked Bobby Levi for his tremendous service to the County opining that he wasn't certain how Bobby could ever be replaced but he assured that the lights would remain on.

Supervisor Daniel commented that the people who work for Bobby Levi feel that they are better at their jobs because of working under him, which is a major credit to him for being a real mentor. She also noted that Mr. Levi was assisting with the transition to the new Director of Maintenance, Joey Braithwaite.

8) Fire, EMS and Emergency Operations Update by Frank Davis

- After one year of EMS Billing on target and meeting expectations. Part of the income will be used to provide insurance coverage for the three volunteer stations and their equipment.
- We will be conducting county-wide hose, ladder and pumps testing to meet standards set forth by the National Fire Protection Association.
- All three volunteer department as well as some career staff will be participating in a regional training drill that will use an “active shooter” scenario. This is being hosted by the City of Winchester with participation from Frederick and Warren Counties as well as numerous law enforcement agencies. Date of the exercise is September 24, 2016
- We have recently hired six new part-time Emergency Medical Technicians / Paramedics. This will enable us to keep part-time employees from working over the allowed 29 hours per week.
- As I prepare for my departure, I am working on final report that will summarize our accomplishment and shortfalls during my two years with Clarke County.

Frank Davis concluded his final report by thanking the Supervisors opining that for a small county it was amazing and had some of the best people he had ever worked with in his life. Speaking of David Ash, he stated that he had never worked for anyone so sincere. He told the Board that Mr. Ash stopped every morning to ensure that he had what he needed to do his job. Mr. Davis opined that it would be difficult to walk away and again thanked the Board for accepting him and giving him the opportunity to spend time in Clarke County.

Supervisor Daniel expressed her appreciation to Mr. Davis for making the County safer.

9) Board of Supervisors Personnel Item

A. Expiration of Term for appointments expiring through September 2016

08-08-2016 Summary: The Personnel Committee recommends reappointment:

- Colleen Hillerson to People Inc. of Virginia for a three-year term expiring July 31, 2019
- Elizabeth Pritchard to Economic Development Advisory Committee for a four-year term expiring August 31, 2020

08-16-2016 Action: **Supervisor Byrd moved to approve the appointments as recommended by the Personnel Committee. The motion carried by the following vote:**

Barbara J. Byrd - Aye

Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Absent
David S. Weiss	-	Aye

Chairman Weiss thanked the appointees for their previous service and for agreeing continue to serve.

10) Board of Supervisors Work Session

08-08-2016 Summary: Supervisor Beverly McKay was absent for the following due to a previously arranged family vacation.

Supervisor Daniel moved to permit Supervisor McKay to participate at the Work Session telephonically in accordance with Section 1-12 of the Clarke County, Virginia Board of Supervisors Rules of Procedure. The motion carried by the following vote:

Barbara J. Byrd	Aye
Terri T. Catlett	Aye
Mary L.C. Daniel	Aye
Beverly B. McKay	Absent
David S. Weiss	Aye

Following the vote, Supervisor McKay joined the Supervisors via speaker telephone audible to both the public, as well as the Board members.

08-16-2016 Action: No action taken at the regular meeting.

B. Berryville Area Development Authority Discussion

08-08-2016 Summary: Board members discussed the continuation of the BADA and the potential to modify the resolutions and [amended] agreement. Board members generally supported continuation of the Berryville Area Development Authority as provided for in the resolutions and agreements with an understanding that any specific issues or problems be discussed and resolved as necessary.

08-16-2016 Action: No action taken at the regular meeting.

C. CC-2016-05 Chapter 17 Fire, EMS and Emergency Operations §17-6 Fire and EMS Commission B. Membership Composition Discussion

08-08-2016 Summary: The Board discussed possible clarifications to the proposed amendments to membership on the Fire and EMS Commission and directed staff to provided revised language.

08-16-2016 Action: No action taken at the regular meeting.

D. Ballfield Lighting Project Update by David Ash

08-08-2016 Summary: The Board discussed the bids and funding for the ballfield lighting project. Given the uncertainty of available funding and contract provisions postponed recommending any action until those issues are resolved.

08-16-2016 Action: Highlights of the update provided at the regular meeting include:

- Approximately \$40,000 short in funding for project completion.
- Two open-ended issues:
 - Addition of the excavation of rock cost
 - Redesign and additional construction cost that might result from excavation required for the pole.
- Contracts on hold until such time as the group devises how it will arrive at covering the additional cost.
- Chairman Weiss spoke with the contractor and the Little League representative. Conversations are continuing about how to cover and hope to resolve by month's end.

E. Closed Session Pursuant to §2.2-3711-A7 Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel to review the Shenandoah Farms Sanitary District Status.

08-08-2016 Summary: **Supervisor Byrd moved to convene into Closed Session pursuant to §2.2-3711-A7. The motion carried as follows:**

- | | | |
|------------------|---|-----|
| Barbara J. Byrd | - | Aye |
| Terri T. Catlett | - | Aye |
| Mary L.C. Daniel | - | Aye |
| Beverly B. McKay | - | Aye |
| David S. Weiss | - | Aye |

The members of the Board of Supervisors being assembled within the designated meeting place, with open doors and in the presence of members of the public and/or the media desiring to attend, **Supervisor Daniel moved to reconvene in open session. The motion carried as follows:**

- | | | |
|------------------|---|-----|
| Barbara J. Byrd | - | Aye |
| Terri T. Catlett | - | Aye |

Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

Supervisor Daniel further moved to execute the following Certification of Closed Session:

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Board of Supervisors of the County of Clarke, Virginia, has convened a closed meeting on the date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3700 of the Code of Virginia requires a certification by the Board of Supervisors of the County of Clarke, Virginia that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of the County of Clarke, Virginia, hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors of the County of Clarke, Virginia.

The motion was approved by the following roll-call vote:

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

The Board took no action on the matter discussed in Closed Session.

08-16-2016 Action: No action taken at the regular meeting.

11) Board of Supervisors Finance Items

1. Vehicle Decals

08-08-2016 Summary: The Committee discussed whether it made sense to continue issuing vehicle decals. Other communities, such as Frederick County, collect the tax itself, but not the decals. The committee requested that the County Administrator, Joint Services Director, and Treasurer obtain further information on the subject to include: how does the landfill determine that a vehicle is eligible to dispose waste; if the decal itself is not required, is it better to keep the motor vehicle license fee or substitute an increase in the

personal property rate for that revenue. It was agreed that any change should correspond with the FY 18 budget process.

08-16-2016 Action: David Ash briefed the Board on the matter. Highlights include:

- Decals are problematic to the Treasurer's Office.
- Clarke moved to a permanent decal some years ago.
- At this time, the decal supply is almost exhausted; and reorder could cost \$4,000 to \$5,000.
- Decals are on a separate accounting and receiving system and are a separate fee not a tax.
- Frederick County has discontinued decal use.
- While currently needed to access the landfill, Frederick County Public Works Director assures that if Clarke discontinues decal use his department will develop other means to identify local residents.

2. EMS Uniforms

08-08-2016 Summary: There was \$6,500 budgeted for EMS uniforms in FY 16, and another \$6,500 is budgeted in FY 17. The FY 16 funds were not expended before the end of the fiscal year, and request has been received to reappropriate. The Committee recommends that this be brought back in October, when final FY 16 numbers are established, and this is sufficient for the purposes of EMS.

08-16-2016 Action: No action taken at the regular meeting.

3. Victim Witness

08-08-2016 Summary: Attached [*in packet*] is a request for carryover of unspent FY 16 funds that must be spent by September 30. The Committee agreed to recommend the following action; *"Be it resolved that FY 17 budgeted expenditures be increased \$1,305, the same appropriated, and revenue from the Commonwealth recognized in the same amount, all for the purpose of providing Victim Witness services"*.

08-16-2016 Action: Following review by David Ash, **Supervisor Daniel moved to approve *"Be it resolved that FY 17 budgeted expenditures be increased \$1,305, the same appropriated, and revenue from the Commonwealth recognized in the same amount, all for the purpose of providing Victim Witness services"*. The motion carried by the following vote:**

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Absent
David S. Weiss	-	Aye

4. Acceptance of Bills and Claims

08-08-2016 Summary: Acceptance of this report is recommended.

08-16-2016 Action: Supervisor Byrd moved to accept the July invoice history report as presented. The motion carried by the following vote:

Barbara J. Byrd	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Absent
David S. Weiss	-	Aye

Joint Administrative Services Board Update

David Ash and David Weiss provided the following comments regarding the Joint Administrative Services Board:

- Moving forward with the implementation of the tax program in Munis and several training dates have been set.
- Chairman Weiss attended half the initial session with the Commissioner of the Revenue Offices. The Tyler team seemed very knowledgeable and sensitive to the County's goals.
- Tyler needs to answer user's questions even if it results in scheduling delays.
- An IRS issue is affecting the County's payroll submissions. Legal counsel will be necessary to redress.

12) Government Projects Update

David Ash provided the monthly project update.

- Convenience Center: Engineers working on sign and storm water.
- Ballfield lighting project: On hold
- General District Courthouse:

- Having issues and will be working with the new Maintenance Director, Joey Braithwaite, and the County’s engineer to stop the infiltration of water into the building in several places. Water infiltration is thought to be happening due to weakening of the mortar between the bricks.
- During budget season, the Board was asked to look into the feasibility of renovating the second floor Juvenile and Domestic Relations offices.
- Mr. Braithwaite instructed to meet with J&DR staff.
- Parks and Recreation: Meeting planned later in the month to meet with consultants to begin the master plan update, which will include the Kohn property. Mr. Kohn will be consulted in developing the master plan.

13) Miscellaneous Items

Confirm Joint Meeting with Berryville Town Council

Chairman Weiss confirmed the date time for the Joint Berryville Town Council and Clarke County Board of Supervisors Work Session to discuss the cable franchise agreement was set for 6:30 pm on Tuesday, September 13, 2016.

David Ash commented that he hoped that a representative from the Town of Boyce would attend the work session. He informed the Supervisors that a ComCast representative would provide an update to the joint bodies. He proposed that a public hearing be set for the next regular meeting of the Board of Supervisors if all agreed that the franchise agreement be readopted. He further suggested that, if possible, the public hearing be conducted jointly.

2016 Clarke County Fair - Ruritan Food Booth

Chairman Weiss informed the Supervisors that he had volunteered Supervisor Catlett and himself to work at the Ruritan food booth on Wednesday evening beginning at 6 pm.

Supervisor Byrd noted that she would be parking cars Wednesday evening.

14) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process approved minutes.	Lora B. Walburn
2.	Process 2016-12R.	David Weiss

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
3.	Process 2016-13R.	Lora B. Walburn
4.	Update appointment database and process notice of appointment.	Lora B. Walburn
5.	Schedule joint work session for 6:30 pm September 13, 2016.	David Ash
6.	Add out-of-compliance prisoners to 2017 Legislative Priorities list.	David Ash

15) Board Member Committee Status Reports

Brandon Stidham – Director of Planning

- Supervisors sent forward waterworks issue with farm breweries and farm wine; and while researching determined that State code allowed for farm distilleries. Items were packaged into one text amendment, which is scheduled for public hearing at the Planning Commission’s September 2 meeting.
- Intersection Subcommittee working on Waterloo and Double Tollgate area plans have completed drafts for both that will now advance to the Planning Commission for further review and public comment. The matter should advance to the Supervisors this fall.
- Agricultural Change will be introduced at the August 31 briefing meeting.

Supervisor Barbara J. Byrd

- Board of Social Services: Still trying to cover vacancies.
- Clarke County Humane Foundation: Meeting tomorrow to settle land issues. The Shelter currently has 38 kittens / cats.
- Regional Jail:
 - Working on documentation for the building securities update.
 - Inmate health costs continue to escalate.
 - Number of out-of-compliance prisoners stands at 89 at last meeting. Delay in transfer of prisoners to State facilities shifts cost to the locality. Add to 2017 Legislative Priorities.
- NW Juvenile Detention Center: Capacity is 25 to 28 clients and currently housing 7 inmates. Planning in progress for 20-year anniversary celebration.
- Litter Committee: still quiet

- Town of Berryville: Reviewed applicants for the Planning Commission.
- Northern Shenandoah Substance Abuse Coalition: Drug court starts this month. Continue to seek funding sources.

Supervisor Terri Catlett

- Parks and Recreation Advisory Board: Discussed the Kohn Property.
- School Board: Did not attend

Supervisor Mary L.C. Daniel

- Library Advisory Council:
 - Resignation received from Kevin Dunbar from the White Post District – moving out of area.
 - Summer programs successful.
 - Kids movies did not go over as well as anticipated.
 - In conjunction with the Barns, movie events re offered throughout the year.
 - The library is a PokémonGo location, with a gem.
 - One Book One Community was announced “Factory Man” by Beth Macy. John Bassett, the subject of the book, will also be in Winchester at the Alamo Drafthouse on September 27. Beth Macy will visit Winchester October 6 and will make a presentation to the public at 7 p.m. in the Harry F. Byrd Jr. School of Business.
- Planning Commission: No August meeting.
- Artisan Trail: Mary Daniel will be attending the 1st annual event.

Chairman David S. Weiss

- Fire and EMS Commission: Working on issues
- Town of Berryville: Met with Mayor.
- School Board:
 - Attended quarterly meeting with Chair and Superintendent.
 - Superintendent presenting to the Supervisors in September.
 - Forty new teachers this year.
 - Berryville Primary design phase is under budget and on schedule. Anticipate construction to begin in October.

- IDA: Met July 28 and approved Handsome Brook Farms agreement.
- EDAC: Did not meet in August. Joint Town and County Economic Development group – hope to meet quarterly.

16) Closed Session

No closed session was called.

No Evening Session

17) Adjournment

At 2:31 pm, Chair David Weiss adjourned the meeting.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, September 20, 2016 at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: August 16, 2016

David S. Weiss, Chair

David L. Ash, County Administrator

Minutes recorded and transcribed by: Lora B. Walburn, Deputy Clerk to the Board of Supervisors