

May 16, 2017

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, May 16, 2017.

#### Board Members

Present: Mary L.C. Daniel – Berryville District; David S. Weiss - Buckmarsh / Blue Ridge District; Terri T. Catlett - Millwood / Pine Grove District; Bev B. McKay – White Post District; Absent: Barbara J. Byrd – Russell District

#### County Staff Present

David Ash, Tom Judge, Brian Lichty, Brandon Stidham, Lora Walburn

#### Constitutional / State Offices

Anthony “Tony” Roper, Pam Hess

#### Press

Cathy Kuehner - The Winchester Star

#### Others Present

Clif Balderson, Katherine Baker, Jason Burns, Leonard Clowser, Sam Miller, Wade Wilson, and other citizens

#### 1) Call to Order

Chairman Weiss called the afternoon session to order at 1:02 p.m.

#### 2) Adoption of Agenda

**Vice Chair McKay moved to adopt the agenda as presented. The motion carried by the following vote:**

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

3) Consent Agenda

2017 Emergency Medical Services Week May 21 thru 27 Proclamation 2017-01P

**2017 Emergency Medical Services Week May 21 thru 27 Proclamation  
2017-01P**

**WHEREAS**, emergency medical services is an essential service; and

**WHEREAS**, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and,

**WHEREAS**, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and,

**WHEREAS**, the emergency medical services system consists of physicians, nurses, emergency medical technicians, paramedics, firefighters, law enforcement officers, dispatchers, medical volunteers, and others; and,

**WHEREAS**, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and,

**WHEREAS**, the residents of Clarke County benefit daily from the knowledge and skills of these highly trained individuals; and,

**WHEREAS**, it is appropriate to recognize the value and accomplishments of emergency medical services providers by designating Emergency Medical Services Week.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Supervisors of the County of Clarke that the week of May 21-27 is so proclaimed

**EMERGENCY MEDICAL SERVICES WEEK**

**ADOPTED** by the Board of Supervisors, County of Clarke, Commonwealth of Virginia on this day 16<sup>th</sup> Day of May, Two Thousand and Seventeen by unanimous vote.

ATTEST 2017-01P

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

**Supervisor Daniel move to approve the Consent Agenda. The motion carried by the following vote:**

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

Cathy Kuehner, Winchester Star journalist, took a group photograph of emergency medical staff, volunteers, and the Supervisors.

All the Supervisors expressed their individual thanks and appreciation.

Chairman Weiss commented that the Fire, EMS and Emergency Management Department restructured in 2014 was coming together and moving in the right direction.

4) Citizens Comment Period

No persons addressed the Board.

5) Set Public Hearing TA-17-02 Wireless Communication Facilities [WCF's]

Brandon Stidham provided background, map of existing towers in the county, goals and objectives, and summary of changes and objectives for text amendment TA-17-02. He advised that staff had no outstanding concerns and the Planning Commission approved on a 9-0-2[absent] vote.

Vice Chair McKay opined that broadband was critical to the south end of the County. He asked for consideration of broadband providers.

Supervisor Daniel added that the Broadband Implementation Committee meets next week. She said that Committee discussion had touched on potential zoning issues for some structures.

Brandon Stidham commented that while currently there is no language specifically addressing wisps this could be added to committee discussions.

Supervisor Catlett requested the tower map be modified to reflect zoning districts for the public hearing.

There was discussion on goals and objectives, which per Brandon Stidham were developed to guide the process and not included elsewhere in the documentation.

Mr. Stidham said that the Planning Commission had provided comment on properties in easement.

**Supervisor Daniel moved to set public hearing for Tuesday, June 20, 2017, at 6:30 pm or as soon thereafter as the matter may be heard. The motion carried by the following vote:**

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

#### 6) Memorandum of Understanding Discussion

David Ash advised that the packet contained the text of the agreement adopted by the Town of Berryville and the County in 2014. Highlights of discussion reviewed:

- The Joint Committee, during its last few meetings, reviewed the criteria and made recommendations.
- Seeking Board direction and priorities other than those currently assigned.
  - o The Board intends to continue working from the original document during the next year.
  - o Most items are ongoing.
  - o Economic Development Director will now be providing a weekly update of events.
  - o Joint Committee meets will be conducted quarterly.
  - o Contact information is available to the development community.
  - o Joint development of agricultural strategies – Item 16:
    - Berryville is sensitive to the fact that the County likes agricultural businesses coming into the area such as breweries, coffee grinding, etc.
    - The agricultural community does the majority of the marketing and has its own strategies.
    - The Town provides housing to The Barns of Rose Hill.
    - The Town contributes to Berryville Main Street.
    - Town Council Member Jay Arnold is pursuing funding possibilities.
  - o By consensus, the Board agreed to stay the course and respond to issues as necessary.

7) Approval of Minutes

Supervisor Catlett corrections:

- Book 22 Page 976 change from Route "55" to "255."
- Book 22 Page 997 change from "mets" to "meets."

Supervisor Daniel corrections:

- Book 22 Page 981 "add paid for by Town taxes."
- Book 22 Page 999 change from "Cabot's" to "Kafritz" Trust.

**Supervisor Catlett moved to approve the minutes for April 18, 2017, Board of Supervisors Regular Meeting as amended. The motion carried by the following vote:**

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

8) Board of Supervisors Personnel Item

A. Expiration of Term for appointments expiring through July 2017

05/08/2017 Summary: The Personnel Committee recommends appointment:

- Bryan Conrad to the Lord Fairfax Emergency Medical Services Council to an additional three-year term expiring June 30, 2020 as a volunteer representative.
- Patricia James to the Shenandoah Valley Workforce Investment Board to an additional four-year term expiring June 30, 2021.

The Personnel Committee was made aware of Pat McKelvy's resignation from the Clarke County Board of Zoning Appeals.

05/16/2017 Action: **Supervisor Daniel moved to approve the appointments as recommended by the Personnel Committee. The motion carried by the following vote:**

Barbara J. Byrd	- Absent
Terri T. Catlett	- Aye
Mary L.C. Daniel	- Aye

Beverly B. McKay - Aye  
David S. Weiss - Aye

B. Personnel Policy Update

5/08/2017 Summary: The Personnel Committee discussed the status of the Personnel Policy and made two modifications and recommended the policy be adopted at the next Board of Supervisors' meeting to become effective July 1, 2017.

05/16/2017 Action: David Ash briefly reviewed the Personnel Committee's recommendation. Further discussion highlights:

- Finance Committee did look at the financial impact is \$30,000 to \$90,000 additional per year.
- Agencies committed to using overtime in a way that will minimize overtime.
- Annual leave maximum accumulation increased to 280.

**Vice Chair McKay moved to adopt the Personnel Policy to take effect July 1, 2017. The motion carried by the following vote:**

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

Chairman Weiss thanked staff from Joint Administrative Services, the Sheriff's Office, and County Administration for their hard work and dedication during the Personnel Policy revision process.

9) Board of Supervisors Work Session

A. Millwood Parking Issue

05/08/2017 Summary: The Supervisors discussed the issue and requested that it be referred to the Planning Commission for further review and recommendation.

05/16/2017 Action: No action taken.

B. Personnel Policy Review 04/04/2017 Revision

05/08/2017 Summary: The Supervisors accepted the Personnel Committee's recommendation for modifications and adoption at the next Board of Supervisors' regular meeting.

05/16/2017 Action: See Personnel Item B.

C. Consideration of Joint Meeting with the Clarke County Planning Commission to Review Special Use Permit

05/08/2017 Summary: The Board agreed to add this item to the regular meeting agenda.

05/16/2017 Action: Brandon Stidham, with Patty Shorr – Hecate attorney, addressed the Board concerning Hecate's request for modification to its special use permit. Mr. Stidham explained that the proposed modification required public hearing and asked the Board to set for July 18.

Patty Shorr stated that Hecate was respectful of the process. She informed the Board that the mechanical completion date was June 7.

**Supervisor Daniel moved to set public hearing for July 18 at 6:30 pm contingent upon the Planning Commission sending the matter forward subsequent to its public hearing. The motion carried by the following vote:**

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

10) Finance Committee

A. FY 17 Supplemental Appropriations and Transfers

A. *Planning Budget Transfer*

05/08/2017 Summary: The Finance Committee recommends: *"Be it resolved that \$150 expenditure be transferred from the Planning Department budget to the Historic Preservation Commission budget, to partially fund the cost of two reprint brochures."*

05/16/2017 Action: **Supervisor Catlett moved to approve. The motion carried by the following vote:**

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

*B. Historic Preservation Commission. Historic Resources Grant*

05/08/2017 Summary: The following action was approved in March: *"Be it resolved that the Historic Preservation Commission budgeted expenditure and appropriation be increased \$9,500 and that revenue from the Commonwealth be recognized in the same amount, all for the purpose outlining a book regarding the architectural history of Clarke County."*

At the time, it was understood that the local match was all in-kind, however only \$586 is. The remainder comes from Conservation Easement Donations \$2500, Clermont Foundation \$2000, and Board of Supervisors \$1000. The following action would correct this oversight:

*"Be it resolved that Historic Preservation Commission budgeted expenditure and appropriation be increased \$5,500, that revenue from the Conservation Easement Authority of \$2500 be recognized, that \$2,000 of revenue from the Clermont Foundation be recognized, and that the designation for government savings be decreased \$1000, all for the purpose of outlining a book regarding the architectural history of Clarke County."*

05/16/2017 Action: Supervisor Catlett moved to approve as follows: ***"Be it resolved that Historic Preservation Commission budgeted expenditure and appropriation be increased \$5,500, that revenue from the Conservation Easement Authority of \$2,500 be recognized, that \$2,000 of revenue from the Clermont Foundation be recognized, and that the designation for government savings be decreased \$1,000, all for the purpose of outlining a book regarding the architectural history of Clarke County."*** The motion carried by the following vote:

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



B. Conservation Easement Purchases.

05/08/2017 Summary: [Please find a memo attached] regarding several Conservation Easement purchases, as well as a statement of balances in the conservation easement fund. The local tax funding impact of these requests exceeds the current budget. In addition, the Committee was informed of additional pending requests, and the fact that Commonwealth funding would not be available for 8 [eight] months, if at all. The Committee will discuss a sustainable level of local support for such requests at their June meeting, and will consider funding the Fairfield request if needed.

05/16/2017 Action: Tom Judge summarized the issue. David Weiss provided background on Conservation Easement funding.

C. Projected Overtime Cost Associated with Personnel Policy Revision.

05/08/2017 Summary: The [attached] estimate shows additional annual straight time & overtime. The estimate shows a range on the low end of \$60,888 if exempt and non-exempt employees take the same amount of comp time off as they have previously, and are only paid overtime for excess earned comp time; and on the high end of \$127,928 if cash is requested for all comp time earned. Figures for exempt employees are separately provided since they may not factor into the new policy.

05/16/2017 Action: No action taken.

D. Acceptance of Bills and Claims

05/08/2017 Summary: The Finance Committee recommends acceptance.

**05/16/2017 Action: Vice Chair McKay moved to accept the April invoice history report as presented. The motion carried by the following vote:**

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

E. Monthly Reports

Reconciliation of Appropriations, Fund Balance, Expenditure Summary/YTD Budget Report, Capital Project Status

## 11) Joint Administrative Services Board Update

Highlights of update by Tom Judge include:

- Human Resource module:
  - Has not been fully developed.
  - Tracks certifications and evaluations.
- Most modules are well underway.
- System demonstration set for Monday, June 22.
- Modules to implement: state income tax, personal property tax, real estate tax, citizen self service, on-line payments, integration with GIS system.

## 12) Government Projects Update

David Ash provided the monthly project update.

- Convenience Center:
  - Continue to work with engineer.
  - Resolved VDOT issues.
  - Citing of the well is close. Meeting with Brandon scheduled for Monday.
  - Project is not a high priority for the engineering company resulting in delays..
- Reassessment:
  - Participated in regional effort.
  - Procurement completed. The Board of Supervisors need negotiate only with one company.
  - Consider returning to a four-year assessment cycle.
  - By consensus, the Board referred the matter to the Finance Committee.
- Personnel Policy
  - Grievance procedure removed from the personnel policies and re-numbered as a stand-alone policy for personnel reporting to County Administration.
  - Personnel Policy adopted earlier in the meeting applies to all employees.
- Courthouse:
  - Project complete.
  - Heating and air conditioning issues continue.
  - Ceiling repairs scheduled for August.

- BCCGC Bench: Resolved internally without having to build or replace anything.
- BCCGC Landscaping:
  - Discussed seal at last Joint Building Committee.
  - Planning to replace some trees and perform other landscaping.
  - Discussing internal painting followed by carpet cleaning.

13) Miscellaneous Items

None identified.

14) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Develop and process public hearing for TA-17-02.	Lora B. Walburn
2.	Process approved minutes.	Lora B. Walburn
3.	Update appointment database and process notice of appointment.	Lora B. Walburn
4.	Add to Finance Committee agenda review of fiscal impact on return to a four-year reassessment cycle.	Tom Judge
5.	Revise tower map adding zoning districts.	Brandon Stidham
6.	Process SSYP resolution.	Lora B. Walburn
7.	Execute SSYP.	David Ash

15) Board Member Committee Status Reports

Supervisor Terri Catlett

- Clarke County School Board:
  - Superintendent evaluation this Thursday.
  - Dr. Bishop thanked Robina Rich Bouffault for her plasma table and training contribution.
  - Meeting an hour early in June.
  - In April, Clarke County Schools conducted a field trip to Clermont, The Mill, and Josephine Street Museum.
- Berryville Town Council

- Attended the May 9 meeting in Supervisor Byrd's absence.
- Approved the planning items requested by Rosemont.
- Established a tree board.
- Discussed water tower decoration.
- Public hearing on availability fees. A motion to change the fees from 90% to 80% for multi-family facilities failed for lack of a second.
- Blue Ridge VFC:
  - Invited Supervisors to a controlled burn training session.
  - Brian Lichty asked for advance notice for the training session so that each could be fitted with appropriate gear.

Supervisor Mary L.C. Daniel

- Library Advisory Council: Did not meet this month.
- Planning Commission:
  - Frank Lee and she are now certified planners.
  - Did not discuss Hecate request. It was received after the last meeting.

Vice Chair Beverly McKay

- Clarke County Sanitary Authority: Postponed its meeting until next week.
- NSVRC: Meeting is this Thursday.
- BCCGC JBC:
  - New projector is 1080p
  - AV rack relocated.
  - Listening devices tested and ready.
  - New television in Meeting Room AB.
  - Mobile teleconferencing system in Meeting Room C.
  - All came in on time and under budget.

Chairman David S. Weiss

- Fire and EMS Commission: Line of Duty: Brian Lichty advised that it was a good conversation and well received.
- EDAC:
  - Chris Bates spoke to the group about the importance of an agricultural survey.

- Discussed a cost-of-service survey.
- Discussion will continue this month including funding sources.
- Eagle Rock Parking Lot:
  - Parking in the area has become a safety issue.
  - No VDOT grants available.
  - Cost estimated at two hundred thousand dollars.
  - The Supervisors may be able to build a parking lot on VDOT land utilizing other funding sources.
  - If done in this manner, the parking lot would not be to VDOT standards.

Announcements:

- Habitat for Humanity sponsoring an event on July 15 from 9 to 3 on Josephine Street. Planning to perform landscaping, build picnic tables and conduct activities for young children.
- VACo Annual Meeting: David Ash working with VACo to schedule in Clarke in July or August.
- FOIA Training: Social Services coordinated training by FOIA Council on August 17. Social Services has invited from Winchester, Clarke, Frederick and Warren Counties Department of Social Services employees, Commonwealth Attorney's, Schools, Supervisors, and Council members. This training will count as continuing education.

16) Closed Session

No Closed Session conducted.

Chairman Weiss recessed the meeting at 3:09 p.m.

Chairman Weiss reconvened the meeting at 6:33 p.m.

17) Citizens Comment Period

No persons addressed the Board.

18) VDOT Update

Clif Balderson, Residency Administrator, provided the monthly update.

### Maintenance

- Performed asphalt patching on routes 628 and 658 (White Post);
- VDOT will continue with asphalt patching this month on routes 761, 602 and 642;
- Conducted skin patching and slurry seal operations on Rt. 255 and will continue with skin patching operations on routes 627, 628 and 658 this month;
- Repaired shoulder on Rt. 50 E. bound and trimmed brush on routes 624 and 638;
- Performed pothole repairs on routes 606 and 649;
- Relined existing pipes on Rt. 649; Mobilized and responded to road closures as a result of recent flooding event and cleaned off bridge on Rt. 671.

### Board Concerns:

- Route 340 Cigarette Store: Land/Development has been in touch with the proprietor of the cigarette mart on Rt. 340 regarding the illegal entrance and truck parking. They are working through options to resolve the issue.

### 19) PH 17-06 Secondary Six-Year Plan for 2017/2018 - 2022/2023 in Clarke County, and Secondary System Construction Budget for Fiscal Year 2018

Clif Balderson summarized the plan and construction budget. Highlights include:

- Major Projects:
  - Old Charlestown Road Bridge structure replacement. May start earlier than scheduled.
  - Old Winchester Road Route 723 Bridge– sits on line between Clarke and Frederick County. It is scheduled to start 2017.
- Construction Program
  - Unpaved Road fund discontinues in 2020 converting to the district grant program for unpaved roads.
  - The Staunton District will get its own unpaved road funds replacing the former Commonwealth Transportation Board unpaved road funds.
  - Cost per mile:
    - Rural rustic \$300,000
    - Two-lane road reconstruction \$800,000
    - Two-lane new \$2.4 million

- Four-lane new \$4.5 million
- New Hard Surface Road Projects
  - Allen Road: Complete in FY2018. Transferred approximately ninety thousand dollars from the Lockes Mill project to finish Allen Road.
  - Lockes Mill Road Route 621: Currently projecting April 2022 but should start sooner.
- Board Questions:
  - Janeville Road: Supervisor Catlett requested the addition of Janeville Road. Following discussion, Janeville Road was added to the hard surface schedule after Lockes Mill Road.
  - Millwood Bridge Rehabilitation Project: Vice Chair McKay asked for update. Clif Balderson will check on the repair schedule.

At 6:50 pm, Clif Balderson opened the public comment portion of the public hearing. Being no one present desiring to speak, he closed the public hearing.

- Vice Chair McKay commented on the recent Bishop Meade Road paving.
  - Traffic was stacked out to Route 340; and, at one point, he had to wait 20-minutes to clear.
  - Brandon Stidham informed Ed Carter of the complaints.
  - Quality of the job is excellent.
  - Clif Balderson will raise the issue of flagging and traffic control with the contractor during his scheduled meeting.
- At the request of Supervisor Catlett, Clif Balderson explained the rural rustic road paving concept:
  - Use original footprint of the road.
  - Use existing roadbed without additional right-of-ways.
  - Upgrade drainage structures, pipes.
  - Remove dangerous trees close to the road.
  - VDOT works within the existing footprint, adds stone, and surface treat with three layers.
- Westwood Road: Clif Balderson will check project status.
- Raven Rock Road: Alison Teetor will contact Ed Carter about the proposed parking lot. If the County should complete the project, it needs to know what will happen in the future as far as maintenance, ownership, and standards.
- Parking issue at cigarette store on Route 340: No update.

**Vice Chair McKay moved to approve the Secondary Six-Year Plan for 2017/2018 – 2022/2023 as amended adding Janeville Road to the rural rustic paving schedule following Lockes Mill Road. The motion carried by the following vote:**

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

***Secondary Six-Year Plan for 2017/2018 - 2022/2023 in Clarke County and the Secondary System Construction Budget for Fiscal Year 2018***  
*Resolution 2017-06R*

**At a regular meeting of the Board of Supervisors of the County of Clarke, Virginia, held in the Main Meeting Room, Second Floor, at the Berryville / Clarke County Government Center, on Tuesday, May 16, 2017 at 6:30 p.m.**

Present: Terri T. Catlett; Mary L.C. Daniel, Beverly B. McKay; David S. Weiss; Absent: Barbara J. Byrd;

On motion by Vice Chair Beverly B. McKay and carried unanimously:

**WHEREAS**, Section 33.1-23 and 33.1-23.4 of the 1950 Code of Virginia, as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan;

**WHEREAS**, this Board has previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (2017/2018 through 2022/2023), as well as the Secondary System Construction Budget for Fiscal Year 2018 on Tuesday, May 16, 2017 at 6:30 p.m. after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Construction Budget;

**WHEREAS**, Clif Balderson, Six-Year Plan Programs and Enhancement, Virginia Department of Transportation, appeared before the board and recommended approval of the Six-Year Plan for Secondary Roads (2017/2018 through 2022/2023) and the Construction Budget (FY2018) for Clarke County;

**NOW, THEREFORE BE IT RESOLVED** that since said Plan appears to be in the best interests of the Secondary Road System in Clarke County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan (2017/2018 through 2022/23) and Construction Budget (FY2018) are hereby approved as amended, adding Janeville Road, at the public hearing.

ATTEST: May 16, 2017

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David L. Ash, Clerk  
Clarke County Board of Supervisors

Secondary System  
Clarke County  
Construction Program  
Estimated Allocations

Fund	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	Total
CTB Formula - Unpaved State	\$87,791	\$100,989	\$97,058	\$0	\$0	\$0	\$285,838
Secondary Unpaved Roads	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TeleFee	\$33,859	\$33,859	\$33,859	\$33,859	\$33,859	\$33,859	\$203,154
Residue Parcels	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STP Converted from IM	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal STP - Bond Match	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Formula STP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MG Formula	\$0	\$0	\$0	\$0	\$0	\$0	\$0
BR Formula	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other State Match	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal STP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
District Grant - Unpaved	\$0	\$0	\$0	\$136,278	\$56,114	\$74,499	\$266,891
<b>Total</b>	<b>\$121,650</b>	<b>\$134,848</b>	<b>\$130,917</b>	<b>\$170,137</b>	<b>\$89,973</b>	<b>\$108,358</b>	<b>\$755,883</b>

Board Approval Date: *May 16, 2017*

Residency Administrator

Date

*[Handwritten Signature]* *5/25/2017*

County Administrator

Date

**SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)**

District: Staunton  
County: Clarke County  
Board Approval Date: 2018-19 through 2022-23

Route	Road Name Project # Description	Estimated Cost	Previous Funding	Additional Funding Required	PROJECTED FISCAL YEAR ALLOCATIONS						Balance to complete	Traffic Count Scope of Work FHWA # Comments
					SSYP Funding Other Funding Total	2017-18	2018-19	2019-20	2020-21	2021-22		
PPMS ID	FROM											
Accomplishment	TO											
Type of Funds	Length	Ad Date										
Type of Project												
Priority #												
RL0639	Allen Road	PE \$0										
110962	0639021734	RW \$0	\$209,357		\$90,643	\$0	\$0	\$0	\$0	\$0	\$0	180
STATE FORCESHIRED EQUIPMENT	Allen Rd - Secondary Unpaved Road Project Phase II	CON \$300,000	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	Reconstruction w/o Added Capacity
	1.1 MI W RL 611 - Summit Point Road	Total \$300,000	\$209,357	\$90,643	\$90,643	\$0	\$0	\$0	\$0	\$0	\$0	16004
	State forces/hired equip CN Only 0004.05	7/25/2022										\$0
RL0521	Lockes Mill Road	PE \$5,000										
106051	0521021730	RW \$0	\$68,745		\$0	\$100,889	\$97,058	\$138,278	\$56,114	\$74,469		120
STATE FORCESHIRED EQUIPMENT	Lockes Mill Road - Secondary Unpaved Road Project	CON \$528,683	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	Reconstruction w/o Added Capacity
	2.09 MI E RL 608 (Parshall Rd)	Total \$533,683	\$68,745	\$464,938	\$0	\$100,889	\$97,058	\$138,278	\$56,114	\$74,469	\$0	16004
	1.89 MI E RL 608 (Parshall Rd)	4/30/2022										\$0
No Plan 0004.06	1.5											
RL0652	Janesville Road	PE \$0										
-20260	0652021739	RW \$0	\$0		\$0	\$0	\$0	\$0	\$0	\$5,000		170
STATE FORCESHIRED EQUIPMENT	Janesville Road - Rural Rustic	CON \$366,000	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	Reconstruction w/o Added Capacity
	RL 657 - Saneasy Road	Total \$366,000	\$0	\$366,000	\$0	\$0	\$0	\$0	\$0	\$5,000	\$361,000	16004
	RL 633 - Amfield Road	12/30/2024										\$0
State forces/hired equip CN Only 0004.07	1.4											
RL4003	1204003	PE \$0										
100135	COUNTYWIDE RURAL ADDITIONS	RW \$0	\$28		\$0	\$0	\$0	\$0	\$0	\$0	\$0	0
NOT APPLICABLE S	VARIOUS LOCATIONS IN COUNTY	CON \$250,000	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	Reconstruction w/o Added Capacity
	VARIOUS LOCATIONS IN COUNTY	Total \$250,000	\$28	\$249,972	\$0	\$0	\$0	\$0	\$0	\$0	\$249,972	16004
9999.99	3/1/2011											RURAL ADDITIONS - SECTION 33.1 - 72.1. ROLLOVER OF FUNDS CAN BE FOR FIVE YEARS.
RL4007	1204007	PE \$0										
100148	COUNTYWIDE TRAFFIC SERVICES	RW \$0	\$2,264		\$0	\$0	\$0	\$0	\$0	\$0	\$0	0
NOT APPLICABLE S	VARIOUS LOCATIONS IN COUNTY	CON \$250,000	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	Safety
	VARIOUS LOCATIONS IN COUNTY	Total \$250,000	\$2,264	\$247,736	\$0	\$0	\$0	\$0	\$0	\$0	\$247,736	10021
9999.99	3/1/2020											TRAFFIC SERVICES INCLUDE SECONDARY SPEED ZONES, SPEED STUDIES, OTHER NEW SECONDARY SIGNS

**SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)**

District: Staunton  
County: Clarke County  
Board Approval Date: 2018-19 through 2022-23

Route	Road Name Project # Description	Estimated Cost	Previous Funding	Additional Funding Required	PROJECTED FISCAL YEAR ALLOCATIONS						Balance to complete	Traffic Count Scope of Work FHWA # Comments
					SSYP Funding Other Funding Total	2017-18	2018-19	2019-20	2020-21	2021-22		
PPMS ID	FROM											
Accomplishment	TO											
Type of Funds	Length	Ad Date										
Type of Project												
Priority #												
RL4005	1204005	PE \$0										
100204	COUNTYWIDE ENGINEERING & SURVEY	RW \$0	\$175,757		\$31,007	\$33,859	\$33,859	\$33,859	\$33,859	\$28,859		0
NOT APPLICABLE S	VARIOUS LOCATIONS IN COUNTY	CON \$250,000	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	Preliminary Engineering
	VARIOUS LOCATIONS IN COUNTY	Total \$250,000	\$175,757	\$74,243	\$31,007	\$33,859	\$33,859	\$33,859	\$33,859	\$28,859	(\$121,059)	16015
9999.99	3/1/2011											MINOR SURVEY & PRELIMINARY ENGINEERING FOR BUDGET ITEMS AND INCIDENTAL TYPE WORK
RL4006	1204006	PE \$0										
100300	COUNTYWIDE FERTILIZATION & SEEDING	RW \$0	\$1,000		\$0	\$0	\$0	\$0	\$0	\$0	\$0	0
NOT APPLICABLE S	VARIOUS LOCATIONS IN COUNTY	CON \$250,000	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	Preliminary Engineering
	VARIOUS LOCATIONS IN COUNTY	Total \$250,000	\$1,000	\$249,000	\$0	\$0	\$0	\$0	\$0	\$0	\$249,000	16015
9999.99	3/1/2011											FERTILIZATION AND SEEDING TO IMPROVE SLOPE STABILIZATION ON SECONDARY SYSTEM

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, June 20, 2017, at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

20) Adjournment

At 7:05 pm, being no further business, Chairman Weiss adjourned the meeting.

ATTEST: May 16, 2017

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

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

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