



# Clarke County Board of Supervisors

## Regular Meeting Agenda Action Summary

Main Meeting Room Berryville / Clarke County Government Center  
101 Chalmers Court, 2<sup>nd</sup> Floor, Berryville, Virginia

Item	May 16, 2023	Page
<b><i>Afternoon Session 1:00 PM</i></b>		
1.	Call To Order	4
2.	Adoption Of Agenda <b>Action: On a motion by Vice Chair Catlett, the Board unanimously adopted the agenda as presented.</b>	5
3.	Citizen’s Comment Period	6
4.	Employee of the Quarter Award – 1 <sup>st</sup> Quarter 2023 <b>Action: Information only, awarded to Nancy Warczyglowa.</b>	7
5.	VDOT Update <b>Action: By consensus, the Board decided to defer any action on the Millwood traffic study recommendations.</b>	8
6.	Litter Committee Update & Citizen Award <b>Action: Information only, the Litter Committee awarded “Environmental Advocate of the Year” to Christi McMullen.</b>	9
7.	Approval of Minutes: <b>Action: On a motion by Supervisor Lawrence, the Board unanimously approved the minutes as amended.</b>	10
	– April 10, 2023 Special Meeting	11
	– April 18, 2023 Regular Meeting	30
8.	Set Public Hearing: Carter Hall Estate LLC Special Use Permit & Site Development Plan (PH2023-06: SUP22-02/SP22-03) <b>Action: On a motion by Supervisor Lawrence, the Board unanimously set a public hearing for June 20, 2023 at 6:30 pm.</b>	70
9.	Emergency Operations Plan <b>Action: On a motion by Supervisor Lawrence, the Board unanimously adopted resolutions 2023-12R and 2023-13R.</b>	124
	– Adopt Emergency Operations Plan Resolution (2023-12R)	125
	– Adopt National Incident Management System Resolution (2023-13R)	126
10.	Personnel Committee Items from May 8, 2023:	428
	A. Expiration of Term for appointments expiring through July 2023. <b>Action: Information Only.</b>	429
11.	Board of Supervisors Work Session Items from May 8, 2023:	438
	A. Sanitary Authority Code Changes & Updates <b>Action: On a motion by Supervisor McKay, the Board unanimously set a public hearing on proposed changes to Chapter 180-Water &amp; Wastewater (PH2023-07: CC2023-01) for June 20, 2023 at 6:30 pm.</b>	439
12.	Finance Committee Items from May 8, 2023:	517
	A. FY23 Department of Social Services Supplemental Appropriation Request <b>Action: On a motion by Supervisor Lawrence, the Board unanimously approved, “Be it resolved that FY23 budgeted expenditure and appropriation to the Department of Social Services fund be increased \$7,000 and that revenue from the State be budgeted in the same amount, all for the purpose of receiving additional State funding for the VIEW program”.</b>	519



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B.	FY23 Department of Social Services Supplemental Request – Overtime Funding <b>Action: On a motion by Supervisor Lawrence, the Board unanimously approved, “Be it resolved that FY23 budgeted expenditure and appropriation to the Department of Social Services fund be increased \$3,500, and that revenue from the state be budgeted and appropriated in the same amount, all for the purpose of receiving revenue from the state to cover overtime costs associated with the unwinding of medical assistance program cases for the public health emergency”.</b>	520
C.	Double Tollgate Sewer Design <b>Action: On a motion by Supervisor Lawrence, the Board unanimously approved, “Be it resolved that FY24 budgeted expenditure and appropriation to the Clarke County Capital Projects fund be increased \$441,105 and that fund balance designation for Community Facilities be decreased by the same amount, all for the purpose of providing funds for engineering and design work for the Double Tollgate pump station and force main, which are solely the responsibility of Clarke County”.</b>	521
D.	Bills and Claims <b>Action: On a motion by Vice Chair Catlett, the Board unanimously approved the April 2023 Invoice History Report.</b>	549
E.	Standing Reports: Year to Date Budget Report, Reconciliation of Appropriations, Capital Projects Report <b>Action: Information Only.</b>	557
13.	Joint Administrative Services Board Update	579
14.	Government Projects Update	580
15.	Miscellaneous Items	581
16.	Summary Of Required Action	582
17.	Board Member Committee Status Reports	583
<hr/> <b>Evening Session 6:30 PM</b> <hr/>		
18.	Citizen’s Comment Period	584
19.	Public Hearing: VDOT Secondary Six-Year Plan (PH2023-05) <b>Action: On a motion by Supervisor Lawrence, the Board unanimously approved the VDOT Secondary Six-Year Plan as presented.</b>	585
20.	Adjournment	590
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	Reports in Packet:	591
	– VATI Project	592
	– Building Department	594
	– Commissioner of the Revenue	609
	– Virginia Regional Transit	615