

Public Hearing Notice

The Clarke County Board of Supervisors will conduct a public hearing in the Berryville Clarke County Government Center Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, VA, on Tuesday, August 20, 2024, at 6:30 pm to hear public comments on the following matter:

PH 2024-13: Budget Amendment to the Approved FY25 Budget: The Clarke County Board of Supervisors intends to amend the FY 2025 budget to include the receipt of an \$850,000 state grant from the Virginia Department of Historic Resources. Upon receipt of the grant, the County will transfer the funds to the Clarke County Historical Association for dam and water wheel restoration work at the Burwell-Morgan Mill. The Historical Association is responsible for the completing the project and the County is serving as a fiscal conduit by receiving and then transferring the grant funds.

Information regarding the above matter is available to the public in the Clarke County Administration Office at 101 Chalmers Court, Suite B, Berryville, Virginia, and on the county website www.clarkecounty.gov. Any person desiring to speak on the above matters should appear at the appointed time and place. Written copies of statements are requested but not required. Clarke County does not discriminate on the basis of handicapped status in admission to its programs and activities. Accommodations will be made for handicapped persons upon prior request.

Chris Boies – County Administrator

Clarke County Board of Supervisors



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Russell Voting District
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County Administrator
Chris Boies
(540) 955-5175

To: Board of Supervisors

From: Chris Boies

Re: Historical Association Public Hearing

Date: July 18, 2024

The Clarke County Historical Association has been awarded an \$850,000 grant from the Commonwealth of Virginia for dam and water wheel restoration work at the Burwell-Morgan Mill. A detailed project narrative can be found in the attached Virginia Department of Historic Resources grant form. We were recently notified that these funds need to flow from the Commonwealth to the County, and then be provided to the Historical Association. The County's only role in this process is to serve as a conduit for the funds to go from the state to the association.

In order for the County to receive these funds and transfer them to the Historical Association, a budget amendment must be approved. Code of Virginia Section 15.2-2507 allows a locality to amend its budget but requires a public hearing to be held before amendments exceeding one percent of the total expenditures in the currently adopted budget are approved. The \$850,000 grant exceeds one percent of the approved 2024-25 County operating budget. At the July 16, 2024 Board of Supervisors meeting, the Board authorized a public hearing to be held on August 20, 2024 at 6:30 p.m.

Following the public hearing on August 20, the Board can approve the budget amendment. The Commonwealth is also requiring approval of a Memorandum of Understanding (MOU) between the Commonwealth, the County, and the Historical Association. This MOU details the responsibilities of each party involved. In addition, the County has drafted a simple MOU that further clarifies the Historical Association is responsible for completing the project, submitting all required paperwork to the Commonwealth, and assumes all liability for the project. Staff would recommend approving both MOU's if the budget amendment is adopted.



FY 2024-2025 STATE GRANT

Grant recipients should complete and sign this information form and submit via email to Sarah Spota, Deputy Director, at sarah.spota@dhr.virginia.gov

All inquiries for information should be directed to Sarah Spota at 804-482-8098 or via email.

Project Title	<u>Burwell-Morgan Mill Historic Preservation</u>
GRANTEE INFORMATION	
Applicant Organization	<u>Clarke County Historical Association</u>
Street Address	32 East Main Street, Berryville, VA 22611
Mailing Address (if different from above)	P.O. Box 306, Berryville, VA 22611
Primary Contact Name and Title	Nathan Stalvey, Director
Email Address	director@clarkehistory.org
Telephone #	540-955-2600
Organization FEI/FIN #	54-6044234
Project Coordinator (if different from primary contact) and email address	Click here to enter text.
Award Amount(enter amount found in your award letter)	\$850,000
LOCAL GOVERNMENT INFORMATION	

Street Address	<u>101 Chalmers Court, Suite B, Berryville, VA 22611</u>
Mailing Address (if different from above)	Click here to enter text.
Point of Contact Name and Title	<u>Chris Boies, County Administrator</u>
Email Address	<u>cboies@clarkecounty.gov</u>
Telephone #	<u>540-955-5191</u>
PROJECT INFORMATION	
Total Project Cost	<u>\$850,000</u>
Matching Share (amount & source) if applicable	Click here to enter text.

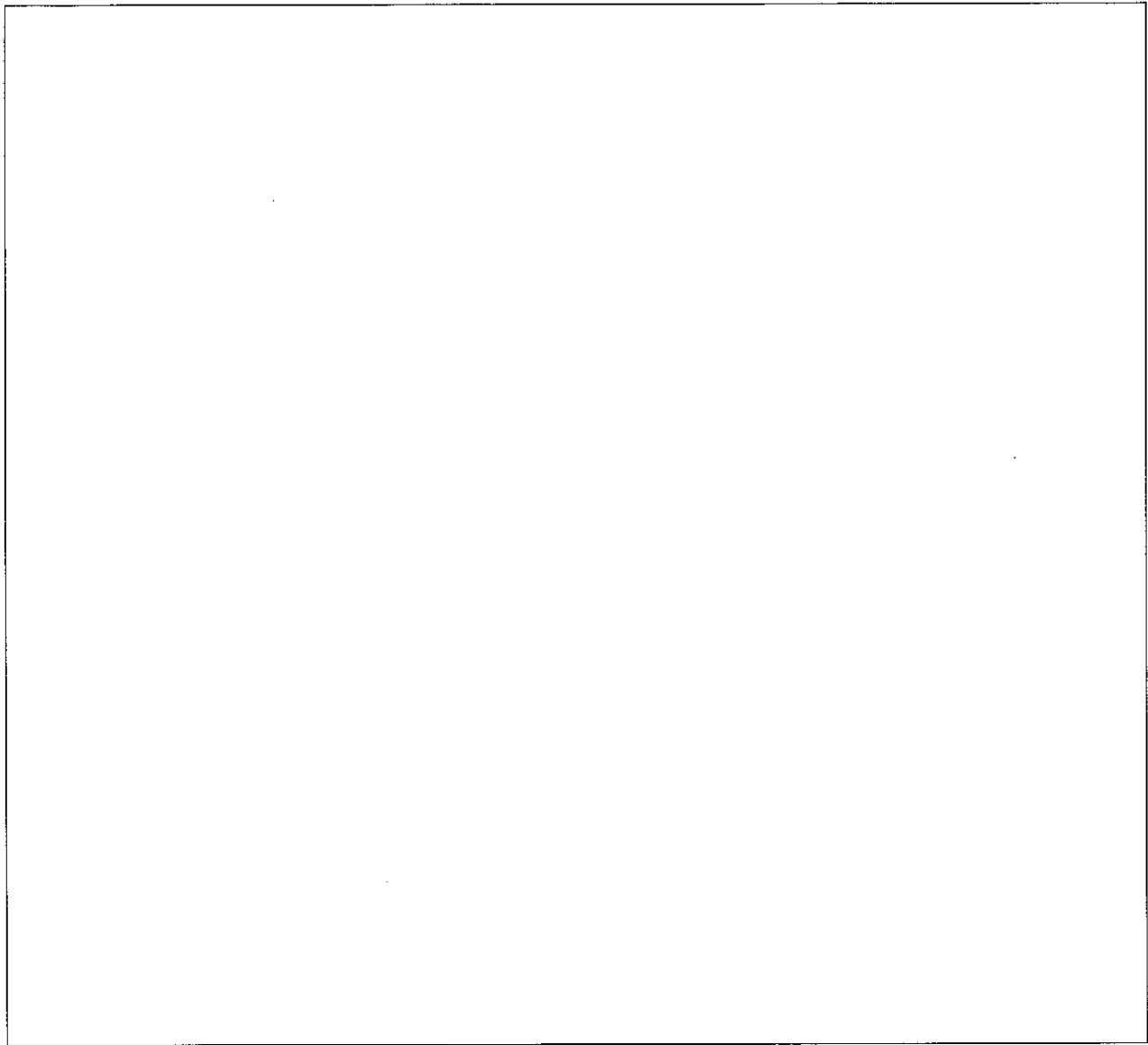
Project Type:

- Construction/Development/Pre-Development Project
- Education & Outreach / Exhibition

Narrative Statement of Project Description and Design

Instructions: Provide a brief description of the project. Please explain how project will be carried out. Describe all work products that will be produced. If your project has already been initiated, please indicate what work is already underway or been completed.

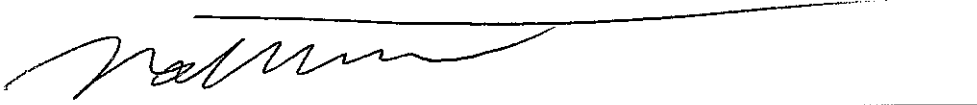
The Burwell-Morgan Mill Preservation project will allow us to implement our dam restoration project, which is critical to both the operation of the Mill and the safety of the Millwood community. Work includes the replacement of timbers along the dam spillways, creating a path to access the dam, creating a coffer dam to allow work to be done on the leaking section of the dam, and repointing the stone buttresses to stabilize the dam. Funds will also go towards needed repairs to the water wheel at the Mill and the replacement of deteriorating mill gears. Once funds arrive, work will begin immediately on the Mill dam, as it is the most critical project. Contractors have been lined up, have provided a scope of the work, and are standing by to begin.



CERTIFICATIONS:

1. The matching share, if applicable, is available;
2. the grantee has the legal authority to apply for state assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-state share of project costs) to ensure proper planning, management and completion of the project described in this application;
3. the grantee shall give the VDHR and the Comptroller, if appropriate, through any authorized representatives, access to and the right to examine all records, books, papers, or documents related to the assistance;
4. the grantee shall establish a proper accounting system in accordance with generally accepted accounting standards or agency directives;

5. the grantee shall furnish a final report and such other information as is required by the VDHR or the State;
6. the grantee shall comply with all applicable requirements of all other State Laws and policies governing this program; and
7. the grantee has read and acknowledged all information and requirements regarding how this grant shall be administered and how funds shall be disbursed.



Signature of Authorized Certifying Official

Title Director Date 6-28-24

Email director@clarkhistory.org Phone 540-955-2600

Applicant/Organization Clarke County Historical Association Date Submitted 6-28-24

Memorandum of Understanding

Among

The Virginia Department of Historic Resources

And

Clarke County

And

The Clarke County Historical Association

For the

Administration of the FY 2024-2025 State Grant for Historic Preservation

The Commonwealth of Virginia through the Department of Historic Resources will provide \$850,000 to the Clarke County Historical Association for the exclusive support of the Burwell-Morgan Mill Historic Preservation (hereinafter “the Project”).

This Memorandum of Understanding (hereinafter “MOU”) establishes a partnership among the Virginia Department of Historic Resources (hereinafter “DHR”), Clarke County, an official subdivision of the Commonwealth (hereinafter “the Local Government”), and the Clarke County Historical Association (hereinafter “the Recipient”).

I. MISSION

DHR is the State Historic Preservation Office of the Commonwealth. DHR fosters, encourages, and supports the stewardship and use of Virginia’s significant architectural, archaeological, and historic resources as valuable assets for the economic, educational, social, and cultural benefit of citizens and communities. A significant responsibility is the administration and review of state and federal historic preservation grant programs for financial and programmatic compliance. DHR is authorized to administer state grants to non-state agencies under the Code of Virginia.

The Clarke County Historical Association owns and operates the Burwell-Morgan Mill, a fully operational 18th century grist mill located in nearby Millwood, Virginia. Our volunteer millers grind a variety of grains as well as give tours of this historic site every Saturday from May through November. The Clarke County Historical Association’s mission is to help preserve the historic resources and records of Clarke County and to foster their use, understanding, and enjoyment through stewardship and education. Its vision: To join with others in keeping alive the history of Clarke County.

The Burwell-Morgan Mill Preservation Project will allow us to implement the dam restoration project, which is critical to both the operation of the Mill and the safety of the Millwood community. Work includes the replacement of timbers along the dam spillways, creating a path to access the dam, creating a coffer dam to allow work to be done on the leaking section of the dam, and repointing the stone buttresses to stabilize the dam. Funds will also go towards needed repairs to the water wheel at the Mill and the replacement of deteriorating mill gears.

Together, the Parties enter into this MOU to mutually promote efforts to execute the Project. Accordingly, DHR, the Local Government and the Recipient operating under this MOU agree as follows:

II. PURPOSE AND SCOPE

DHR, the Local Government, and the Recipient will cooperate to ensure the correct and timely administration of the grant and the appropriate use and disbursement of its funds.

1. The “Partners” are forming a collaboration to comply with the provisions of The “Partners” are forming a collaboration to comply with the provisions of the 2024 Appropriation Act.
2. The collaboration is intended to benefit the citizens of Clarke County and the Commonwealth.
3. Each organization which is a party to this MOU is responsible for its own expenses related to this MOU.
4. There will be an exchange of funds between the parties for tasks associated with this MOU as outlined below.

III. RESPONSIBILITIES

Each party will appoint a person to serve as the official contact and coordinate the activities of each organization in carrying out this MOU. The initial appointees of each organization are:

DHR: Sarah Spota, Deputy Director
Sarah.Spota@dhr.virginia.gov
(804) 482-6461
2801 Kensington Ave., Richmond, VA 23221

Local Government: Chris Boies, County Administrator
Cboies@clarkecounty.gov
(540) 955-5191
101 Chalmers Court, Suite B, Berryville, VA 22611

Recipient: Nathan Stalvey, Director
Director@clarkehistory.org
(540) 955-2600
Post Office Box 306, Berryville, VA 22611

DHR will:

- Transfer award funding in the amount of \$850,000 to the Local Government upon full execution of this MOU, but no later than June 30, 2025;
- Authorize and instruct the Local Government to transfer funds to the Recipient upon full execution of this MOU;
- Instruct the Recipient on the procedures for maintaining the financial records of the grant;

The Local Government will:

EXHIBIT A

Name of Recipient:	
Project Director Name:	Project Director Title:
Project Director Phone:	Project Director Email:
Grant Period: End date ____/____/____	
Project Title:	

Final Report Instructions: Please answer all questions within this document. Label all pages with the name of the Recipient organization. The final project worksheet, and all supporting materials, including copies of all invoices and receipts, must be submitted to DHR with this report.

Project Description

1. Summarize the results of the project accomplished under this grant.
2. Describe any differences between the planned results as stated in the Project Scope of Work and the actual results. (*N/A is an allowable response*)

Financial Information

Please describe how the state funds were allocated to your project.

Note: You may indicate non-state funds that were used to complete the project, however, no matching funding is required.

Experience

Answers to the following questions will help us improve the administration of this grant program.

1. What were the major successes or obstacles you faced in implementing your grant project and what additional assistance (from partner organizations, the community, DHR, etc.) would have benefited your organization?
2. Provide a quote and citation/author that describes how this project has benefited the local community and the Commonwealth and how it has furthered the public's knowledge of significant historical/cultural event(s) that shaped the nation. This quote may be used by the Commonwealth and/or DHR in publications or other social media.

Final date due: _____ Final date submitted: _____

Recipients Official's Signature: _____ Date: _____

Printed Name: _____ Phone: _____

Email: _____

Date Final approved by DHR: _____

DHR Grant Manager Signature: _____

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County Administrator
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(540) 955-5175

Memorandum of Understanding (MOU) Between Clarke County and the Clarke County Historical Association Regarding State Funding in the Amount of \$850,000

WHEREAS the Burwell-Morgan Mill is a historic asset in our community and a destination for tourists; and

WHEREAS the Clarke County Historical Association has been awarded an \$850,000 grant from the Commonwealth of Virginia for dam and water wheel restoration work at the Burwell-Morgan Mill; and

WHEREAS the Clarke County Board of Supervisors has been asked to be the fiscal conduit for the project by receiving the grant funds from the Virginia Department of Historic Resources and transferring those funds in full to the Clarke County Historic Association; and

WHEREAS the Virginia Department of Historic Resources, Clarke County, and the Clarke County Historical Association have entered into a Memorandum of Understanding regarding the transfer of these funds; and

WHEREAS this project provides much needed safety and maintenance improvements for the mill and dam;

NOW, THEREFORE, BE IT RESOLVED that the Clarke County Board of Supervisors and Clarke County Historical Association agree to the following terms for the transfer of funds:

1. County Responsibilities. Upon approval by the Board of Supervisors, the County will execute the Memorandum of Understanding with the Virginia Department of Historic Resources and the Clarke County Historical Association. Upon approval by the Board of Supervisors, following a properly advertised and conducted public hearing, the County will amend the FY25 budget to show receipt of \$850,000 from the Virginia Department of Historic Resources and expenditure of those funds to the Clarke County Historical Association. Once the funds are received from the Commonwealth, they will be immediately transferred to the Clarke County Historical Association. The County is not providing any local funding for this project. The County is not responsible for any administrative duties required by the Commonwealth nor for the successful completion of the project.

2. Historical Association Responsibilities. The Historical Association will complete the restoration work as stipulated by the Virginia Department of Historic Resources, and will satisfy any procurement, permitting, and reporting requirements. The Historical Association will complete all grant paperwork required by the Virginia Department of Historic Resources. The Clarke County Historical Association assumes all liability for the project. Repayment of funds to the Commonwealth for any reason shall be solely the responsibility of the Clarke County Historical Association.

3. Effect of the Memorandum of Understanding. This agreement shall take effect immediately upon adoption by both parties.

WITNESS the following signatures and seals:

COUNTY OF CLARKE, VIRGINIA

David S. Weiss, Chair

CLARKE COUNTY HISTORICAL ASSOCIATION

Nathan Stalvey, Director