



Clarke County Board of Supervisors

Regular Meeting Agenda Action Summary

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

Item	August 20, 2024	Page
<i>Afternoon Session 1:00 PM</i>		
1.	Call To Order	3
2.	Adoption Of Agenda Action: On a motion by Vice Chair Catlett, the Board unanimously adopted the agenda as presented.	4
	Action: On a motion by Supervisor McKay, the Board unanimously approved changing the date of the next Regular Meeting from September 17, 2024 to September 25, 2024.	
3.	Citizen’s Comment Period	5
4.	VDOT Update	6
5.	Voter Registrar Update	7
6.	Drought Monitoring Update	8
7.	Approval of Minutes:	14
	– July 16, 2024 Regular Meeting Action: On a motion by Vice Chair Catlett, the Board unanimously (4-0-1, McKay abstain) approved the July 16 minutes as presented.	15
	– July 25, 2024 Industrial Development Authority Joint Meeting Action: On a motion by Supervisor McKay, the Board unanimously approved the July 25 minutes as presented.	58
8.	Set Public Hearing: Long Branch Special Use Permit & Site Plan (PH2024-14: SUP-23-03/ SP-23-04) Action: On a motion by Supervisor McKay, the Board unanimously set public hearing PH2024-14: SUP-23-03/SP-23-04 for September 25, 2024, at 6:30 pm or as soon thereafter as the matter may be heard.	86
9.	Set Public Hearing: Regulations for Permanent Campgrounds and Temporary Camping Text Amendment (PH2024-15: TA-23-01) Action: On a motion by Supervisor Lawrence, the Board unanimously set public hearing PH2024-15: TA-23-01 for September 25, 2024, at 6:30 pm or as soon thereafter as the matter may be heard.	128
10.	Set Public Hearing: Temporary Use of Major Recreational Equipment Text Amendment (PH2024-16: TA-24-04) Action: On a motion by Supervisor Lawrence, the Board unanimously set public hearing PH2024-16: TA-24-04 for September 25, 2024, at 6:30 pm or as soon thereafter as the matter may be heard.	152
11.	Personnel Committee Items from August 12, 2024:	156
	A. Expiration of Term for appointments expiring through October 2024. Action: On a motion by Supervisor Shaffer, the Board unanimously approved the following:	157
	– Reappoint Christina McMullen to the Litter Committee for a three-year term expiring September 30, 2027.	...
	– Reappoint Tom Bauhan to the Litter Committee for a three-year term expiring September 30, 2027.	...
	– Reappoint Mary Martin to the Litter Committee for a three-year term expiring September 30, 2027.	...



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	– Reappoint John Keim to the Litter Committee for a three-year term expiring September 30, 2027.	...
	– Reappoint Ashley Harrison to the Litter Committee for a three-year term expiring September 30, 2027.	...
	– Reappoint Rodney Pierce to the Industrial Development Authority for a four-year term expiring October 30, 2028.	...
12.	Board of Supervisors Work Session Items from August 12, 2024:	167
	A. Courthouse Green Update Action: By consensus, the Board agreed to request a contract proposal from RHI for the development of construction drawings and that the Finance Committee will consider that contract in September.	171
13.	Finance Committee Items from August 12, 2024:	262
	A. FY25 Supplemental Appropriation Request for Victim Witness Grant Action: On a motion by Vice Chair Catlett, the Board unanimously approved, “Be it resolved that FY25 Victim Witness Program budgeted expenditure and appropriation be increased \$5,053 and that budgeted revenue from the State be increased and recognized in the same amount, all for the purpose of receiving additional funding from the Virginia Dept. of Criminal Justice Services, for the Victim Witness Program.”	...
	B. FY25 Capital Project Request from Clarke County Registrar/Electoral Board Action: The County Administrator will move leftover Capital funds from other projects to cover this expense in order to allow this contract to be awarded as soon as possible.	265
	C. Clarke County Public School Division Supplemental Appropriation Requests	...
	1. FY25 George Mason University Grant Action: On a motion by Supervisor Lawrence, the Board unanimously approved, “Be it resolved that Clarke County Public Schools FY25 Operating budgeted expenditure and appropriation be increased \$3,300, that budgeted revenue in the same amount be increased, all for the purpose of receiving grant funds of \$3,300 from George Mason University for STEM Club lesson writing training and workshops.”	...
	2. FY25 Claude Moore Foundation Grant Action: On a motion by Supervisor Shaffer, the Board unanimously approved, “Be it resolved that Clarke County Public Schools FY25 Operating budgeted expenditure and appropriation be increased \$30,783, that budgeted revenue in the same amount be increased, all for the purpose of receiving grant funds of \$30,783 from the Claude Moore Foundation for Certified Nursing Assistant Courses.”	...
	3. FY24 Capital Projects School Safety and Security Grant Action: On a motion by Supervisor McKay, the Board unanimously approved, “Be it resolved that Clarke County Public Schools FY24 Capital Projects Fund budgeted expenditure and appropriation be increased \$75,579, that budgeted revenue	...



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	from the State be increased and recognized in the same amount, all for the purpose of receiving Safety and Security Grant funds from the Virginia Department of Education.” The Board further approved, “Be it resolved that Clarke County Public Schools FY25 Capital Projects Fund budgeted expenditure and appropriation be increased \$51,805, and that budgeted revenue from the Federal Government be increased in the same amount, all for the purpose of receiving federal flow through funds from the Virginia Department of Education for a Safety and Security Grant.”	
D.	FY24 Supplemental Appropriation Request for Insurance Recovery Expenses Action: On a motion by Vice Chair Catlett, the Board unanimously approved, “Be it resolved that FY24 Sheriff’s Office operating budgeted expenditure and appropriation be increased \$3,346, and that budgeted revenue be increased in the same amount, for the purpose of receiving insurance claim revenue and covering the related auto repair expenses.”	...
E.	FY24 Supplemental Appropriation Request from Fire & EMS Action: On a motion by Supervisor Lawrence, the Board unanimously approved, “Be it resolved that FY24 Fire & Rescue Department operating budgeted expenditure and appropriation be increased \$7,500, that budgeted revenue from the Virginia Department of Emergency Management be increased and recognized in the same amount, all for the purpose of receiving State revenue for the LEMPG grant.”	...
F.	Discussion Regarding Sheriff’s Office Participation with the CITAC Center Action: The Finance Committee agreed to allow the Sheriff’s office to incur these expenses because offsetting revenues will be received to cover the costs. An update on this effort will be provided to the Finance Committee in January and an appropriation request for the actual amounts expended and received will be presented to the Committee and eventually the full Board for approval.	267
G.	Bills and Claims Action: On a motion by Supervisor Lawrence, the Board unanimously approved the July 2024 Invoice History Report.	268
H.	Standing Reports: Year to Date Budget Report, Reconciliation of Appropriations, Capital Projects Report Action: Information Only.	280
14.	Joint Administrative Services Board Update	302
15.	Government Projects Update	303
16.	Miscellaneous Items	304
17.	Summary Of Required Action	305
18.	Board Member Committee Status Reports	306
19.	Closed Session pursuant to §2.2-3711(A)(7) to consult with legal counsel regarding actual litigation concerning a zoning matter Action: No action was taken following the closed session.	307

Evening Session 6:30 PM



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20.	Citizen's Comment Period	308
21.	Public Hearing: Budget Amendment to Approved FY25 Budget (PH2024-13) Action: On a motion by Vice Chair Catlett, the Board unanimously approved, "Be it resolved that FY25 Clarke County Capital Projects fund budget and appropriation be increased \$850,000 and that budgeted revenue from the Virginia Department of Historic Resources be increased in the same amount, all for the purpose of receiving state grant funds for the dam and water wheel restoration work at the Burwell-Morgan Mill and that Clarke County, acting as the fiscal agent, will transfer the funds to the Clarke County Historical Association for the management and completion of the project." The Board further approved the "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" and the "Memorandum of Understanding Between Clarke County and the Clarke County Historical Association Regarding State Funding in the Amount of \$850,000" as presented.	309
22.	Adjournment	323
23.	Reports in Packet:	324
	– VATI Project	325
	– Building Department	333
	– Commissioner of the Revenue	341
	– Virginia Regional Transit	351
	– Fire & EMS	352