



# Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	April 18, 2017	Packet Page
<b>Afternoon Session 1:00 PM</b>		
1. Call To Order		5
2. Adoption Of Agenda		6
3. Citizen's Comment Period		7
4. VDOT Update		8
5. Department of Social Services Activity Update by Angie Jones		9
6. Approval of Minutes. <b>Action: Approve the following minutes:</b>		
– March 21, 2017 BoS Regular Meeting		10
– April 4, 2017 BoS & SB FY2018 Budget and CY2017 Tax Rate Public Hearing		30
7. Board of Supervisors Personnel Committee Items		35
A. Expiration of Term for appointments expiring through May 2017. <b>Action: Approve Personnel Committee recommendation to reappointment:</b>		36
– Anne Caldwell to the Clarke County Historic Preservation Commission to an additional four-year term expiring May 31, 2021.		
– Robert York to the Clarke County Historic Preservation Commission to an additional four-year term expiring May 31, 2021.		
B. Personnel Policy Update Re Overtime Estimates. Action: Information only.		35
8. Board of Supervisors Work Session Items		44
A. Personnel Policy Review 04/04/2017 Revision. Action: Information only.		46
B. Closed Session with Robert Mitchell. Action: Information only.		44
9. Finance Committee Items		101
A. FY 17 Supplemental Appropriations and Transfers		101
a. Contribution to Barns of Rose Hill. <b>Action: The Finance Committee recommends, "Be it resolved that \$2,000 be transferred from the FY 17 professional services contingency to the Barns of Rose Hill budget, and payment made in the same amount, all for a contribution to an endowment fund whose purpose is to fund capital and operating expenses of the Barns of Rose Hill."</b>		102
b. Historic Preservation Commission. <b>Action: The Finance Committee recommends, "Be it resolved that \$1,000 be transferred from the contingency for professional services to the Historic Preservation Commission for the purpose of investigating a program whereby local funding would be provided to owners meeting certain criteria for the maintenance of historic structures."</b>		104



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B. FY 18 Budget Adjustments. <b>Action: The Finance Committee recommends the following adjustments with the exceptions that "h &amp; i" became known since the Committee meeting. These changes, along with distribution of salary increases to departmental budgets, are included in the budget documents proposed for adoption:</b>		105
a. Reduce Social Services \$2,867 because benefits were inadvertently computed on the new position, which is part-time.		105
b. Sales Tax estimate Sales Tax estimate. Two additional months were considered in the estimate. However, this does not result in any meaningful change to the overall estimate.		105
c. Machinery and Tools update +\$25,000		105
d. Convenience center update To be provided at meeting.		105
e. Reduce Town of Berryville EMT contribution from \$50,000 to \$33,000.		105
f. EMS Vehicle was budgeted at \$70,000 expenditure offset by \$40,000 revenue. Request was intended to be \$110,000 expenditure offset by 40,000 revenue, an increase of \$40,000 in local funds.		106
g. Revenue for Government Capital should be reduced \$9,628 reflecting a change to a dispatch center grant.		105
h. Regional Court Services +\$1,685 (new request).		105
i. Regional Jail -\$4,297		105
C. Bills and Claims. <b>Action: The Finance Committee recommends approval of the March 2017 Invoice History Report.</b>		115
D. Standing Reports. FYI: Reconciliation of Appropriations; Fund Balance; Expenditure Summary		123
10. FY2018 Budget, FY2018 Appropriations, and FY2017 Tax Rate. <b>Action: Tom Judge will distribute material at the meeting.</b>		135
11. Joint Administrative Services Board Update		136
12. Government Projects Update		137
13. Miscellaneous		138
14. Summary Of Required Action		139
15. Board Member Committee Status Reports		140
16. Closed Session [as necessary]		141
17. Adjournment		142



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## *No Evening Session*

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Reports in April Packet:	143
1. Building Department	144
2. Commissioner of the Revenue	196
3. Economic Development	204
4. Fire & EMS	206
5. Handley Regional Library	207
6. Virginia Regional Transit	209
7. Septage Tracking Report 2016	210