

April 17, 2018

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, April 17, 2018.

#### Board Members

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

Absent Afternoon: None

#### County Staff Present

David Ash, Brian Lichty, Brandon Stidham

#### Constitutional / State Offices / Other Agencies

Barbara Bosserman, Tony Roper; Tom Judge, Annette Gilley

#### Press

Cathy Kuehner - The Winchester Star

#### Others Present

George Archibald, Bre Bogert, Robina Rich Bouffault, Jason Burns, John Crockett

#### 1) Call to Order

Chairman Weiss called the afternoon session to order at 1:04 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	- Aye
Terri T. Catlett	- Aye
Mary L.C. Daniel	- Aye
Beverly B. McKay	- Aye
David S. Weiss	- Aye

3) Citizens Comment Period

No citizens addressed the Board during the designated period.

4) VDOT Update

Ed Carter, Assistant Residency Administrator, with Cliff Balderson Residency Administrator, provided the following update:

Maintenance

- VDOT removed hazardous trees on Rt. 601 and cut brush along Rt. 654 and will continue this month along Rt. 674.
- Picked up large trash items along various routes thru-out the county and began grading and stone application on non-hard surfaced routes.
- VDOT will continue with grading operations this month as weather permits.
- Conducted pipe flushing operations on routes 606 and 640.
- VDOT will be replacing pipe on Rt. 638.
- VDOT will be performing patching operations in preparation for surface treatment this summer.
- VDOT mobilized for a couple of weather events and repaired numerous potholes.

Projects:

- Rt. 671 Bridge Replacement: On schedule
- Morgan Ford Bridge Replacement: Scheduled for completion in June
- SSYP: Seeking Board direction for future expenditures.

Supervisor Comments:

- Supervisor Byrd:
  - Culvert at Crossover on Route 340 by 340 Depot: David Ash sent a photograph of the area to VDOT. Repair options under consideration.
  
- Vice Chair McKay
  - Route 522 Shoulders: Huge drop-off on the shoulders on the north side needs repair. VDOT will review.
  
- Chairman Weiss
  - Raven Rocks Road Speed Limit Issue:
    - Road did not meet warrants for speed limit change during a review conducted by VDOT several years ago.
    - Cautionary signage is specific to a geometric attribute of a particular section of highway.
    - Another formal study can be initiated at a cost of \$5,000.
    - Chairman Weiss asked that a speed trailer be set up to aid in determining whether another formal study is necessary.

Set Public Hearing SSYP

Highlights of Ed Carter's review and Board discussion include:

- Distributed a map of a portion of Lockes Mill Road that is currently funded for hard surface treatment just past the main entrance of Watermelon Park.
- Consider hard surfacing the remaining portion of Lockes Mill from Watermelon Park to Chilly Hollow Road – an additional 1.2 miles at an estimated \$301,000.
- Janesville Road:
  - Hard surface is scheduled for 2023/2024.
  - Board can move funds to complete Lockes Mill Road; however, this would move back Janesville Road 2024/2025 or later.
  - Funds in County-wide can be applied.
  - Can be moved forward on the priority list placing the additional 1.2-mile section of Lockes Mill Road after Janesville.

- Tele-fee funds are not included for 2019-2024, projected \$32,000 per year.
- Like gravel roads, the speed limit on rural rustic roads is 35 MPH.
- VDOT uses a brine solution for dust control. IT does not use hard salt or oil-base treatments.
- The Board agreed to revise the Priority List as follows:
  - Lockes Mill 1<sup>st</sup> portion
  - Move Janesville up.
  - Add Lockes Mill 2<sup>nd</sup> portion following Janesville.

**Supervisor Catlett moved to set joint public hearing with VDOT on the Secondary Six Year Plan and Priorities as revised, paving Lockes Mill Road, followed by Janesville Road, then going back and finishing the second portion of Lockes Mill Road, for Tuesday, May 15, 2018, at 6:30 pm or as soon thereafter as the matter may be heard. The motion carried by the following vote:**

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

Ed Carter informed the Board that Cliff Balderson, Residency Engineer, is retiring May 15, 2018; and, he will be acting Residency Administrator until the position replaced.

Cliff Balderson addressed the Board and expressed his gratitude for it being such a great Board to work with including its former members, A.R. "Pete" Dunning, Jr., Mike Hobert, and John Staelin. He remarked that Clarke is a great county and wished all the best.

Mr. Carter and Mr. Balderson advised that Charlie Monroe, VDOT's Maintenance Superintendent for Clarke County, had accepted the position of Maintenance Operations Manager over a four-county area. Mr. Monroe will work out of the Winchester office.

Chairman Weiss expressed the Board appreciation to Mr. Balderson for his service, assistance, and pleasant demeanor. He wished him well in future endeavors.

- 5) Request to Amend Special Event Permit Application Watermelon Park Fest, River & Roots, and Single-day Event Large Event Years 2018, 2019, 2020 Approved February 20, 2018

*Shepherds Ford Productions LLC would like to amend its special event permit to include the sale of beer within a fenced area commonly referred to as a "beer garden". All required*

*licensure, and procedures would be acquired and provided at the State standards by the vendor. Additional security will be scheduled during the regulated hours of operation. We believe that there is no significant change to operation of our event. We are also not sure how to apply the Agri-tourist aspect as these are local Farm Breweries bringing product to market, just as all our other Farmers Market participants do. We are not sure what approval if any is actually required. Your guidance on this matter would be greatly appreciated.*

*Our best regards to You and your staff,  
Frazer Watkins*

*§ 57.7. Special Event requirements. J) Food & Beverage. The applicant shall provide for adequate preparation and provision of any food or beverage for consumption during the Special Event to the satisfaction of the Health Department (and the Virginia Alcohol Beverage Control Board, if alcoholic beverages are to be served) with a plan for preparing and providing food and beverages).*

David Ash reviewed the request to amend. Highlights of Board discussion include:

- Other approved events where alcohol was/is served include Rhythm and Brews, Vintage Wine Festival, Balloon and Wine Festival.
- Alcohol is currently allowed on premises during Watermelon Parkfest but the requested amendment would allow the sale of alcohol by vendors.

**Supervisor Byrd moved to accept the amendment. The motion carried by the following vote:**

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

6) FY2019 Budget Review and Adoption 2018-03R with 2018-04R Appropriations Resolutions

Tom Judge reviewed the FY2019 proposed budget. Highlights include:

- Changes made from the advertised budget were reviewed by the Finance Committee at its April 9 meeting.
- Ruling on solar farm excluded portions of the frame as machinery and tools resulting in a \$35,000 reduction.

- EMS billing: Includes balance billing and billing for non-transport situations. Finance Committee decided to include two enhanced billing options to help cover expenditures for volunteer incentives, overtime, and additional staffing.
  - o Brian Lichty provided additional information:
    - A flat fee of \$150 will be charged to persons treated without transport if assessment or care is provided by responder[s].
    - City of Winchester bills in the same manner proposed by Clarke.
- Additional \$14,016 for Victim Witness.
- All items were included in the budget resolution before the Board for action.
- Appropriation resolutions authorizes agencies to expend funds.

FY2019 Budget

Vice Chair McKay moved to accept the FY2019 Budget with modifications reviewed by Tom Judge. The motion carried by the following vote:

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

**FY2019 Budget Resolution  
2018-03R**

**BE IT RESOLVED**, by the Board of Supervisors of the County of Clarke, Virginia, in a meeting assembled this 17th day of April, 2018, a public hearing having been held on April 3, 2018, as required by statute, that the informative and fiscal planning budget for Clarke County for the fiscal year extending July 1, 2018 through June 30, 2019 be approved as follows:

	<i>FY17 Original Budget</i>	<i>FY17 Audited Actual</i>	<i>FY18 Adopted Budget</i>	<i>FY18 Revised Budget</i>	<i>FY19 Proposed Budget</i>	<i>Variance 19 Proposed- 18 Adopted</i>
<b>EXPENDITURE</b>						
Board of Supervisors	60,176	56,051	57,265	57,265	58,459	1,194
County Administrator	306,335	308,924	313,136	371,960	378,976	65,840
Legal Services	35,000	44,860	35,000	35,000	35,000	-
Commissioner of Revenue	205,850	203,428	205,595	205,595	210,490	4,895
Assessor	3,500	3,500	3,500	3,500	4,500	1,000
Equalization Board	-	3,800	-	-	-	-
Treasurer	275,354	277,071	283,229	283,229	302,167	18,938

	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	FY18 Revised Budget	FY19 Proposed Budget	Variance 19 Proposed- 18 Adopted
Information Technology	294,840	302,578	296,879	296,879	305,152	8,273
Electoral Board	40,980	37,571	44,003	44,003	44,503	500
General Registrar	73,970	77,424	78,482	78,482	82,638	4,156
Circuit Court	12,180	18,231	12,680	12,680	13,680	1,000
General District Court	4,420	4,549	4,420	4,420	4,320	(100)
Magistrate	200	17	100	100	40	(60)
Juvenile & Domestic Court	3,500	2,041	3,500	3,500	2,900	(600)
Clerk of the Circuit Court	252,874	245,478	254,374	254,374	264,897	10,523
Victim/Witness Coordinator	70,775	64,420	72,385	72,385	71,897	(488)
Blue Ridge Legal Services	1,500	1,500	1,500	1,500	1,500	-
Regional Court Services	4,494	4,494	6,179	6,179	6,500	321
Commonwealth Attorney	357,499	357,564	362,747	365,239	377,070	14,323
Sheriff	2,271,033	2,266,384	2,311,661	2,341,250	2,477,880	166,219
Criminal Justice Training Center	19,593	21,157	20,000	20,000	19,593	(407)
Drug Task Force	12,500	10,608	12,500	12,500	12,500	-
Fire and Rescue Services	767,392	783,586	804,646	804,646	993,830	189,184
Volunteer Fire Companies	140,485	116,341	118,153	154,593	172,200	54,047
Blue Ridge Volunteer Fire Company	51,200	51,050	51,200	51,200	66,250	15,050
Boyce Volunteer Fire Company	51,900	51,400	51,600	51,600	66,700	15,100
Enders Volunteer Fire Company	77,200	77,450	77,800	77,800	93,300	15,500
Lord Fairfax Emergency Medical Services	5,422	5,422	6,282	6,282	6,262	(20)
Forestry Service	2,712	2,712	2,712	2,712	2,874	162
Regional Jail	512,000	489,071	551,259	551,259	547,984	(3,275)
Juvenile Detention Service	22,595	22,098	16,254	16,254	13,179	(3,075)
Probation Office	800	47	800	800	500	(300)
Building Inspections	172,409	183,254	211,515	211,515	203,704	(7,811)
Animal Control	117,557	114,212	118,496	118,496	112,695	(5,801)
Medical Examiner & Indigent Burial	1,000	160	500	500	200	(300)
Refuse Disposal	175,500	142,851	162,000	162,000	150,000	(12,000)
Convenience Center	-	-	50,000	50,000	100,000	50,000
Litter Control	5,310	3,835	5,310	5,310	5,310	-
Sanitation	240,750	238,398	240,750	240,750	242,000	1,250
Maintenance/Buildings & Grounds	873,187	784,033	853,854	853,854	880,222	26,368
Local Health Department	220,000	220,000	221,909	221,909	154,126	(67,783)
Our Health	5,000	5,000	6,500	6,500	6,500	-
N Shen Valley Subs Abuse Coalition	15,000	15,000	15,000	15,000	15,000	-

	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	FY18 Revised Budget	FY19 Proposed Budget	Variance 19 Proposed- 18 Adopted
Northwestern Community Services	88,000	88,000	90,000	90,000	92,000	2,000
Concern Hotline	750	750	750	750	750	-
NW Works (Disabilities)	1,000	1,000	1,000	1,000	1,000	-
Shenandoah Area Agency on Aging	40,000	40,000	40,000	40,000	40,000	-
Virginia Regional Transit	19,302	19,302	19,302	19,302	19,302	-
FISH (human services)	1,000	1,000	1,000	1,000	1,000	-
Laurel Center (Women's Shelter)	2,000	2,000	2,500	2,500	3,000	500
Access Independence (Disabilities)	750	750	1,000	1,000	1,000	-
Tax Relief for the Elderly	-	263,906	212,501	212,501	213,396	895
Lord Fairfax Community College	16,441	16,441	15,788	15,788	18,441	2,653
Parks Administration	407,878	385,303	440,606	440,606	449,034	8,428
Recreation Center	106,143	99,491	109,130	109,130	114,384	5,254
Swimming Pool	83,756	61,127	84,214	84,214	84,934	720
Concession Stand	15,301	15,157	15,330	15,330	16,130	800
Parks Programs	252,310	188,735	241,427	241,427	244,301	2,874
Barns of Rose Hill (arts)	5,000	7,000	5,000	5,000	5,000	-
Virginia Commission for Arts	10,000	10,000	10,000	9,000	9,000	(1,000)
Regional Library	206,513	206,513	223,757	223,757	232,000	8,243
Planning Administration	412,612	403,207	398,684	406,936	426,498	27,814
Housing Services	5,400	-	2,500	2,500	2,500	-
Board of Zoning Appeals	3,270	3,321	3,519	3,519	3,520	1
Office of Economic Development	80,000	49,599	61,575	61,575	64,100	2,525
Berryville Development Authority	2,000	475	2,300	2,300	900	(1,400)
Small Business Development Center	1,500	1,500	1,500	1,500	1,500	-
Berryville Main Street	-	-	2,500	2,500	2,500	-
Blandy Experimental Farm	3,000	3,000	3,000	3,000	3,000	-
Planning Commission	9,639	11,735	14,388	14,388	14,389	1
Board of Septic Appeals	1,016	749	1,565	1,565	1,566	1
Historic Preservation Commission	11,400	11,448	7,900	7,900	9,900	2,000
NSV Regional Planning District Commission	7,384	7,383	10,273	10,273	10,273	-
Regional Airport	2,500	2,500	2,500	2,500	2,500	-
Friends of the Shenandoah	3,000	3,000	3,000	3,000	3,000	-
Water Quality Monitoring	30,000	30,000	30,000	30,000	30,000	-
Lord Fairfax Soil & Water	5,000	5,000	5,000	5,000	5,000	-



	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	FY18 Revised Budget	FY19 Proposed Budget	Variance 19 Proposed- 18 Adopted
Conservation						
Biosolids Application	10,028	618	6,990	6,990	1,001	(5,989)
Cooperative Extension	42,202	45,086	43,712	43,712	50,443	6,731
Northern Virginia 4-H Center	2,300	2,300	2,300	2,300	2,300	-
Non-Departmental Legal/Prof. Contingency	70,000	-	112,000	50,684	138,000	26,000
Social Services	1,546,124	1,478,944	1,613,733	1,651,733	1,555,824	(57,909)
School Operations	22,137,428	21,487,287	22,535,741	22,535,741	23,270,676	734,935
School Food Service Fund	838,400	816,246	832,408	832,408	844,773	12,365
Comprehensive Services Act	1,097,426	756,714	478,689	478,689	269,499	(209,190)
Public Safety Fund	-	65,875	-	-	-	-
Conservation Easement	30,000	698,391	45,000	125,000	45,000	-
Shenandoah Farms Sanitary District	20,000	4,760	-	-	-	-
General Capital Improvements	955,162	1,045,734	947,589	2,407,812	597,000	(350,589)
School Capital Improvements	4,412,000	4,287,124	842,000	4,810,193	732,000	(110,000)
General Debt Service	251,700	251,700	251,700	251,700	251,700	-
School Debt Service	3,815,812	3,815,112	2,972,014	2,972,014	2,942,715	(29,299)
Joint Administrative Services	592,619	588,395	619,461	619,461	793,131	173,670
Unemployment Compensation	17,000	914	13,000	13,000	10,000	(3,000)
<b>TOTAL EXPENDITURE</b>	<b>45,436,058</b>	<b>44,902,161</b>	<b>41,325,521</b>	<b>46,945,218</b>	<b>42,137,378</b>	<b>811,857</b>
<b>Local Funds for Schools</b>	<b>20,209,341</b>	<b>19,352,914</b>	<b>15,886,734</b>	<b>19,628,587</b>	<b>16,439,311</b>	<b>552,577</b>
<b>ESTIMATED REVENUE</b>						
<b>LOCAL REVENUE</b>						
Current Real Estate Taxes	14,500,000	14,092,010	14,693,827	14,693,827	14,854,902	161,075
Delinquent Real Estate Taxes	50,000	159,930	42,639	42,639	114,041	71,402
Land Redemptions	-	3,743	-	-	-	-
Public Service Corporation Real Estate	482,255	487,565	475,887	475,887	496,356	20,469
Current Personal Property Taxes	4,475,997	4,291,056	4,610,712	4,610,712	4,823,300	212,588
Delinquent Personal Property Taxes	64,192	162,002	15,430	15,430	105,966	90,536
Mobile Home Taxes	1,099	1,075	1,183	1,183	1,131	(52)
Machinery and Tools Taxes	164,962	176,461	220,167	220,167	166,593	(53,574)
Penalties (All Property Taxes)	134,147	150,214	134,147	134,147	140,576	6,429
Interest (All Property Taxes)	131,901	120,399	133,477	133,477	147,371	13,894
Administrative Costs Delinq	12,360	11,753	11,406	11,406	11,406	(0)

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DMV Stop Fee	453	3,460	2,340	2,340	3,460	1,120
Credit Card Fees	8,327	11,916	11,364	11,364	11,916	552
Sales and Use Taxes	886,732	898,361	959,874	959,874	950,000	(9,874)
Consumer's Utility Taxes	364,567	346,094	340,856	340,856	346,094	5,238
Consumption Tax	34,318	32,433	35,165	35,165	34,516	(649)
Business License Tax	31,135	22,890	25,172	25,172	25,172	-
Motor Vehicle Licenses	301,285	325,439	301,924	301,924	325,439	23,515
Recordation Taxes	258,490	309,762	262,385	262,385	291,749	29,364
Taxes on Wills	4,184	6,124	4,053	4,053	6,775	2,722
Transient Occupancy Tax	32,711	28,005	23,564	23,564	23,564	-
Animal Licenses	11,930	6,471	8,440	8,440	8,440	0
Animal Shelter Fees - Dogs & Cats	7,910	8,068	8,525	8,525	8,525	-
Dangerous Dog Registration	-	265	200	200	200	-
Land Use Application Fees Penalties	3,400	7,700	3,450	3,450	3,450	-
Land Use Application Fees	24,575	25,450	400	400	300	(100)
Transfer Fees	444	545	461	461	485	24
Zoning and Subdivision Permits	67,754	88,924	90,490	90,490	90,490	(0)
Building Permits	163,987	242,160	200,000	200,000	196,245	(3,755)
Road Sign Fees	275	-	-	-	-	-
Sign Permits and Inspection Fees	360	3,493	488	488	1,927	1,439
Weapons Permits	7,000	5,605	5,959	5,959	7,000	1,041
New Dwelling Address Fee	2,275	4,420	3,380	3,380	3,055	(325)
Other permits, fees, and licenses	1,900	450	1,300	1,300	1,075	(225)
Court Fines and Forfeitures	310,095	352,279	310,095	310,095	310,095	-
Courthouse Security Fees	41,285	52,890	41,285	41,285	47,088	5,803
E-Ticket Fee	30,000	26,639	25,000	25,000	30,000	5,000
Interest on Bank Deposits	67,802	38,117	20,071	20,071	78,808	58,737
Rental of Property	55,947	61,000	55,947	55,947	61,000	5,053
Sheriff's Fees	800	-	796	796	796	0
DNA Fees - Blood Test	696	257	235	235	235	(0)
Commonwealth's Attorney Fees	1,777	1,742	1,776	1,776	1,749	(27)
Court Appointed Attorney	1,228	93	1,032	1,032	947	(85)
Central Alarm - Berryville	2,000	2,000	2,000	2,000	2,000	-
Fees for Ambulance & Rescue Services	325,000	409,373	354,920	354,920	447,911	92,991
Jail Processing Fee	1,890	1,287	1,825	1,825	1,825	(0)
EMS- Berryville	79,637	50,000	33,000	33,000	16,500	(16,500)
Wireless E-911	46,009	42,798	42,038	42,038	44,700	2,662

	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	FY18 Revised Budget	FY19 Proposed Budget	Variance 19 Proposed- 18 Adopted
Humane Foundation Contribution	25,000	15,000	20,000	20,000	20,000	-
Recycling Rebate	20,011	21,311	21,311	21,311	22,109	798
Recreation Center Fees	34,995	39,027	33,931	33,931	36,500	2,569
Swimming Pool Fees	73,845	81,040	83,963	83,963	82,519	(1,444)
Concession Stand Revenue	12,500	16,834	14,336	14,336	16,500	2,164
Parks Programs Fees	275,000	261,419	277,140	277,140	265,000	(12,140)
Sale of Maps, Surveys, etc.	650	-	-	-	-	-
Sale of Publications	35	24	35	35	35	-
Mapping Fee	-	120	450	450	205	(245)
Engineer's Fees	8,670	500	10,000	10,000	10,000	-
Zoning Research Fee	1,182	-	-	-	-	-
Biosolids Application Fees	10,000	585	6,882	6,882	1,000	(5,882)
Payment in Lieu of Taxes	-	42,500	-	-	48,722	48,722
Rebates & Refunds	24,772	4,803	21,992	23,381	5,000	(16,992)
Miscellaneous Revenue	5,608	20,586	5,174	5,174	12,571	7,397
Gifts & Donations in Lieu of Taxes	2,750	45,400	31,645	31,645	2,750	(28,895)
Sale of Salvage & Surplus Property	6,075	182	3,680	3,680	3,697	17
Sale of Vehicles	6,100	2,599	4,433	4,433	4,433	(0)
Sale of Other Equipment	-	2,500	-	-	-	-
Insurance Adjustments	7,876	-	7,016	7,016	7,016	0
Cancelled Cks/NSF Fees	-	1,189	-	-	1,189	1,189
Loan Repayment	3,495	3,495	3,495	3,495	3,495	(0)
Insurance Recovery	13,058	5,982	13,002	13,002	13,002	0
Tsfr from Conservation Easement	-	2,500	-	-	-	-
Tsfr from Animal Trust	-	9,625	-	-	-	-
Welfare - Various	-	50,004	-	-	-	-
School Operations - Various	488,927	380,550	423,766	423,766	374,506	(49,260)
School Food Service Fund - Various	574,420	483,576	542,661	542,661	536,758	(5,903)
Public Safety Fund - Various	-	47,233	-	-	-	-
Conservation Easement Fund - Various	20,000	115,814	-	-	-	-
General Capital Projects - Various	-	38,218	-	653	-	-
School Capital Projects	-	25,589	-	-	-	-
Shenandoah Farms Sanitary District Fees	20,000	-	-	-	-	-
Parks Construction Fund - Donations	-	802	-	-	-	-
School Debt Service - Interest	58,075	58,075	104,231	104,231	107,731	3,500

	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	FY18 Revised Budget	FY19 Proposed Budget	Variance 19 Proposed- 18 Adopted
Joint Administrative Services - Refunds	2,000	539	2,000	2,000	2,000	-
<b>TOTAL LOCAL REVENUE</b>	<b>24,890,135</b>	<b>24,850,339</b>	<b>25,149,828</b>	<b>25,151,870</b>	<b>25,821,910</b>	<b>672,082</b>
<b>REVENUE FROM THE COMMONWEALTH OF VIRGINIA</b>						
Motor Vehicles Carrier's Taxes	23,382	22,640	24,138	24,138	25,047	909
Mobile Home Titling Taxes	-	1,207	-	-	-	-
Tax on Deeds (Grantor's Tax)	66,695	58,785	66,820	66,820	55,440	(11,380)
Quarterly Rental Tax	2,186	2,404	2,796	2,796	2,404	(392)
Personal Property Tax Relief	2,483,842	2,483,842	2,483,842	2,483,842	2,483,842	-
Communications Tax	430,180	405,302	415,390	415,390	415,390	0
Commonwealth's Attorney	192,722	189,964	195,575	195,575	194,140	(1,435)
Sheriff	768,916	752,055	771,856	771,856	782,973	11,117
Commissioner of Revenue	77,727	76,730	77,529	77,529	78,658	1,129
Treasurer	95,550	93,184	94,888	94,888	96,457	1,569
Registrar	39,797	37,029	36,601	36,601	37,700	1,099
Clerk of the Circuit Court	157,247	164,497	157,091	157,091	159,249	2,158
Spay & Neuter Fund Distribution	125	24	99	99	24	(75)
Fire Programs Fund	45,475	45,236	47,153	47,153	46,142	(1,011)
Litter Control	5,310	4,055	5,310	5,310	4,500	(810)
Virginia Commission for the Arts	5,000	5,000	5,000	4,500	4,500	(500)
Other Categorical Aid	-	1,946	-	-	973	973
Welfare - Various	1,023,207	990,156	1,072,068	1,072,068	970,388	(101,680)
School Operations - Various	8,668,432	8,699,716	8,939,299	8,939,299	9,107,288	167,989
School Lunch Program - State Match	6,980	9,801	10,862	10,862	12,015	1,153
Comprehensive Services Act - Various	550,456	285,079	239,688	239,688	138,977	(100,711)
Public Safety Fund - Asset Forfeiture	-	6,652	-	-	-	-
Conservation Easement - Grants	-	305,963	30,000	70,000	12,000	(18,000)
General Capital Projects - Various	-	200,000	147,792	126,560	-	(147,792)
School Capital Projects - Technology Bond	154,000	201,787	154,000	380,340	154,000	-
School Debt Service	-	-	-	-	-	-
<b>TOTAL COMMONWEALTH REVENUE</b>	<b>14,797,229</b>	<b>15,043,053</b>	<b>14,977,797</b>	<b>15,222,405</b>	<b>14,782,107</b>	<b>(195,690)</b>
<b>FEDERAL REVENUE</b>						

	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	FY18 Revised Budget	FY19 Proposed Budget	Variance 19 Proposed- 18 Adopted
Payment in Lieu of Taxes	5,700	6,135	6,464	6,464	6,697	233
Emergency Management Assistance	-	7,721	-	-	-	-
State Criminal Alien Assistance Program	921	605	775	775	775	-
Crime Victims Assistance	70,775	63,798	70,775	70,775	72,191	1,416
Violence Against Women Grant	28,053	27,629	28,053	28,053	28,053	-
DMV Alcohol Enforcement	12,870	10,913	11,859	11,859	10,000	(1,859)
DMV Speed Enforcement	8,000	2,315	5,005	5,005	5,000	(5)
Internet Crimes Against Children Task Force	4,000	4,050	4,000	4,000	4,000	-
Dept of Historic Resources	-	11,500	-	-	-	-
DOJ Vest Grant	-	-	-	-	500	500
ARRA Byrne Justice Assistance Grant	-	9,655	-	-	-	-
DOJ Local Law Enforcement Block Grant	1,510	906	1,118	1,118	500	(618)
Fire & Emergency Response Grant	-	-	-	-	7,500	7,500
Comprehensive Services Act	-	14,036	-	-	-	-
Conservation Easement - Federal Grants	-	233,625	-	-	-	-
School Operations - Various	665,632	773,248	723,071	723,071	649,259	(73,812)
School Food Service Fund - NSLP	257,000	296,987	278,885	278,885	296,000	17,115
General Capital Projects - Various	-	224,938	-	-	-	-
Sch Debt Svc - Build America Bond Subsidy	120,833	123,525	118,654	118,654	113,296	(5,358)
<b>TOTAL FEDERAL REVENUE</b>	<b>1,175,294</b>	<b>1,811,587</b>	<b>1,248,659</b>	<b>1,248,659</b>	<b>1,193,771</b>	<b>(54,888)</b>
<b>TOTAL EXPENDITURES</b>	<b>45,436,058</b>	<b>44,902,161</b>	<b>41,325,521</b>	<b>46,945,218</b>	<b>42,137,378</b>	<b>811,857</b>
<b>TOTAL REVENUE</b>	<b>40,862,659</b>	<b>41,704,979</b>	<b>41,376,284</b>	<b>41,622,935</b>	<b>41,797,788</b>	<b>421,504</b>
<b>SURPLUS (DEFICIT)</b>	<b>(4,573,399)</b>	<b>(3,197,181)</b>	<b>50,763</b>	<b>(5,322,283)</b>	<b>(339,590)</b>	<b>(390,353)</b>
<b>FROM FUND BALANCE</b>	<b>4,573,399</b>	<b>3,197,181</b>	<b>(50,763)</b>	<b>5,322,283</b>	<b>339,590</b>	<b>390,353</b>
<b>NET</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Adopted this 17<sup>th</sup> day of April 2018.

Attest

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

FY2019 Appropriations Resolutions

Supervisor Byrd moved to accept the four FY2019 Appropriations Resolutions.  
The motion carried by the following vote:

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

**FY2019 Appropriations Resolutions  
2018-04R**

1. **BE IT RESOLVED**, by the Board of Supervisors of the County of Clarke, Virginia, that the following appropriations are hereby made for the period of July 1, 2018 through June 30, 2019, for the functions and purposes indicated:

**General Fund**

To be expended only on order of the Board of Supervisors except that grants are only to be expended to the extent of available revenue:

<i>Direct Revenue to the General Fund</i>	\$	10,825,060
<b>Total Appropriation</b>	\$	<b>10,825,060</b>

**Social Services Fund**

To be expended only on order of the Board of Social Services:

<i>Direct Revenue to Social Services Fund</i>	\$	970,388
<i>Transfer from General Fund</i>	\$	585,436
<b>Total Appropriation</b>	\$	<b>1,555,824</b>

**School Operating Fund**

To be expended only on order of the School Board:

<i>Direct Revenue to School Operating Fund</i>	\$	10,131,053
<i>Transfer from General Fund</i>	\$	13,139,623
<b>Total Appropriation</b>	\$	<b>23,270,676</b>

**Comprehensive Services Fund**

To be expended only on order of the Comprehensive Services Board:

<i>Direct Revenue to Comprehensive Services Fund</i>	\$	138,977
<i>Transfer from General Fund</i>	\$	130,522
<b>Total Appropriation</b>	\$	<b>269,499</b>

**Conservation Easement Fund**

For projects under Conservation Easement Budget to be added to continuing appropriations in the Conservation Easement Fund and to be expended only on order of the Board of Supervisors:

<i>Direct Revenue to Conservation Easement Fund</i>	\$	12,000
<i>Transfer from General Fund</i>	\$	33,000
<b>Total Appropriation</b>	\$	<b>45,000</b>

**General Capital Projects Fund**

For projects under General Government Capital Projects Budget to be added to continuing appropriations in the General Government Capital Projects Fund and to be expended only on order of the Board of Supervisors:

<i>Direct Revenue to General Capital Projects Fund</i>	\$	-
<i>Transfer from General Fund</i>	\$	597,000
<b>Total Appropriation</b>	\$	<b>597,000</b>

**School Capital Projects Fund**

For projects under the School Capital Projects Budget to be added to continuing appropriations in the School Capital Projects Fund and to be expended only on order of the School Board:

<i>Direct Revenue to the School Capital Projects Fund</i>	\$	154,000
<i>Transfer from General Fund</i>	\$	578,000
<b>Total Appropriation</b>	\$	<b>732,000</b>

**School Debt Service Fund**

To be expended only on order of the Board of Supervisors or School Board:

<i>Direct Revenue to the School Debt Service Fund</i>	\$	221,027
<i>Transfer from General Fund</i>	\$	2,721,688
<b>Total Appropriation</b>	\$	<b>2,942,715</b>

**Government Debt Service Fund**

To be expended only on order of the Board of Supervisors:

<i>Transfer from General Fund</i>	\$	251,700
<b>Total Appropriation</b>	\$	<b>251,700</b>

**Joint Administrative Services Fund**

To be expended only on order of the Joint Administrative Services Board:

<i>Direct Revenue to the Joint Administrative Services Fund</i>	\$	2,000
<i>Transfer from General Fund</i>	\$	791,131
<b>Total Appropriation</b>	\$	<b>793,131</b>

**Unemployment Compensation Fund**

To be expended only on order of the Board of Supervisors or School Board:

<i>Transfer from General Fund</i>	\$	10,000
<b>Total Appropriation</b>	\$	<b>10,000</b>

TESTE:

**David L. Ash, County Administrator**

2. **BE IT RESOLVED**, by the Board of Supervisors of the County of Clarke, Virginia, that the Treasurer of Clarke County, Virginia is hereby authorized to honor Food Service warrants drawn by the School Board of Clarke County for the fiscal year 2018-2019 to the extent of the balance in such Food Service Fund as of 30, June, 2018, plus such receipts as may be deposited during the Fiscal Year 2018-2019.

TESTE:

**David L. Ash, County Administrator**

3. **BE IT RESOLVED**, by the Board of Supervisors of the County of Clarke, Virginia, that the Treasurer of Clarke County, Virginia, be and hereby is authorized to honor Public Safety Fund warrants drawn by the County of Clarke for the Fiscal Year 2018-2019 to the extent of the balance in such Drug Enforcement Fund as of 30, June, 2018, plus such receipts as may be deposited during the Fiscal Year 2018-2019.

TESTE:

**David L. Ash, County Administrator**

4. **BE IT RESOLVED**, by the Board of Supervisors of the County of Clarke, Virginia, that the

Treasurer of Clarke County, Virginia, be and hereby is authorized to honor Joint Government Center Fund warrants drawn by the County of Clarke for the Fiscal Year 2018-2019 to the extent of the balance in such Joint Government Center Fund as of 30, June, 2018, plus such receipts as may be deposited during the Fiscal Year 2018-2019.

TESTE:

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

7) CY2018 Tax Rates Review and Adoption 2018-05R

Tom Judge briefly reviewed the proposed tax rates emphasizing that the tax rates for calendar-year 2018 remained the same as calendar-year 2017.

**Supervisor Byrd moved to adopt the CY2018 Tax Rates Resolution. The motion carried by the following vote:**

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

**CY2018 Tax Rate Resolution  
2018-05R**

**BE IT RESOLVED**, by the Board of Supervisors of the County of Clarke, Virginia in meeting assembled this 17th day of April, 2018, a public hearing having been held on April 3, 2018, as required by statute, that the tax rates for calendar year 2018, to support the budget for Clarke County for the fiscal year July 1, 2018, through June 30, 2019, be and hereby are fixed at:

**All Tax Rates Are Based On Each \$100 of Assessed Valuation**

- |   |          |
|---|----------|
| 1. Real Estate, including the real estate of public service corporations**                      | \$ 0.710 |
| 2. Tangible personal property except machinery and tools and qualified Fire and Rescue Vehicles | \$ 4.496 |
| 3. Tangible Machinery and tools   | \$ 1.250 |
| 4. Tangible personal property of qualified Fire & Rescue Vehicles                               | \$ 2.248 |

\*\* Mobile Homes will be assessed as personal property, but taxed at the same rate as real estate.

Adopted this 18<sup>th</sup> day of April 2017.

**Attest**

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



Chairman Weiss, on behalf of the Board, thanked Tom Judge, Joint Administrative Services Staff, David Ash, County Administrative Staff, Constitutional Officers, and other staff that assisted in the budget process.

8) Update on Removal of Structure Identified as 1862 Millwood Road

David Ash provided the following update:

- Copies of the notice sent to the land owner, the return receipt, as well as a copy of the legal notice in the Winchester Star were included in the meeting packet.
- Owner of record died in 1995. Gretchen Edwards, heir of Lloyd Edwards, and her son, John, are working to resolve the issue.
- The property owner has been responsive and initiated contact with County Administration and the Building Department.
- Property owner was notified that a meeting between the contractor and the County's Building Official was mandatory.
- In the Friday, April 13, 2018, Winchester Star, the property owner placed an advertisement for a contractor.
- The County Administrator will bring back to the Board as necessary.

9) Approval of Minutes

- February 20, 2018, Regular Meeting. Discussed use of "proposed" for hydroponic
- March 20, 2018, Regular Meeting
- April 3, 2018, Joint Board of Supervisors and School Board FY2019 Budget and CY2018 Tax Rate Public Hearing

**Vice Chair McKay moved to approve the minutes for:**

- **February 20, 2018, as presented.**
- **March 20, 2018, as presented use of proposed is not incorrect but a restatement**
- **April 3, 2018, as presented**

**The motion carried by the following vote:**

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

10) Consent Agenda

African American Civil Rights grant for the project entitled "Josephine City School Roof Project" for \$17,855.

MEMORANDUM

TO: Board of Supervisors, David Ash

FROM: Historic Preservation Commission, Alison Teetor

DATE: April 4, 2018

SUBJECT: African American Civil Rights grant

The Historic Preservation Commission has received a grant from the National Park Service African American Civil Rights grant for the project entitled "**Josephine City School Roof Project**" for \$17,855.

This project is a straight forward replacement of an existing modern metal roof on the main portion of the historic building.

Description of work:

- 1) Remove the existing modern v-crimp metal roofing on the main building (the small side wing roof does not require repair).
- 2) Remove the guttering on the south side and four feet of spouting on the north side.
- 3) Replace the southeast rake board and eight feet of the northeast rake, which are beyond repair.
- 4) Paint the new woodwork.
- 5) Repair/replace the bottom sheathing boards as needed.
- 6) Install a three-foot wide ice and water shield along the eaves.
- 7) Install 24" 26-gauge pre-painted standing-seam roofing over underlayment.
- 8) Flash one brick chimney.
- 9) Install pre-painted RT 200 snow guards- one per seam.
- 10) Install 45 feet of 6" half round strap-hung galvanized guttering.
- 11) Install 5 feet of 4" round galvanized spouting.
- 12) Remove all debris incurred by this work.

Staff will work with the procurement office to select an established roofing contractor with experience working on historically-significant buildings. The work will be carefully monitored and documented by the county's architectural historian to ensure that all work meets the Secretary of the Interior's Standards for Rehabilitation. The work will be planned and reviewed in compliance with Section 106.

Clarke County has successfully completed similar projects in partnership with the Virginia SHPO (VDHR) and is looking forward to doing this again.

**Recommendation**

Authorize the County Administrator to sign necessary grant contracts and forms related to the grant. An appropriation request will be sent to the finance committee once the contract is approved.

**Supervisor Byrd moved to adopt the Consent Agenda. The motion carried by the following vote:**

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

11) Board of Supervisors Personnel Item

A. Expiration of Term for appointments expiring through June 2018

04-09-2018 Summary: The Personnel Committee recommends reappointing the following:

- Aubrey Bogert, Clarke County Library Advisory Council, to a four-year term expiring April 15, 2022
- Francis “Frank” Lee, Clarke County Planning Commission, to a four-year term expiring April 30, 2022
- Randy Buckley, Clarke County Planning Commission, to a four-year term expiring April 30, 2022
- Doug Kruhm, Clarke County Planning Commission, to a four-year term expiring April 30, 2022

04-17-2018 Action: **Vice Chair McKay moved to approve the recommendations for appointment. The motion carried by the following vote:**

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

B. Springsted Responses to Recently-Reviewed Positions Update by David Ash.

04-09-2018 Summary: David Ash reported on status. David Ash advised that those responses were being further reviewed by the attorneys representing the County and Sheriff's Association.

04-17-2018 Action: Highlights of review and discussion include:

- This is an ongoing conversation specific to certain employees that are currently listed as exempt.
- Sheriff requests authorizing the change in class until such a time as the issue is resolved by the attorneys and counsel of the Sheriff's Association.
- FLSA status is already a complex issue made more so by recent court cases specific to first-responders.
- Requesting a short term action that would allow the County to pay overtime until resolved.
- Job descriptions approved by external contractor establish the positions as exempt; however, attorneys are suggesting that the positions are non-exempt.
- Review is ongoing and positions may be reclassified.

**Supervisor Daniel moved to approve making the exception until such a time as the matter was resolved. The motion carried by the following vote:**

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

## 12) Board of Supervisors Work Session Items

### A. Virginia Department of Transportation SSYP 2018/2019 by Ed Carter, Assistant Residency Administrator VDOT-Edinburg Residency

04-09-2018 Summary: Ed Carter distributed the draft SSYP 2018/19 – 2023/24. The matter will be on the April 17, 2018, Regular Meeting Agenda to set public hearing at the May 15, 2018, Regular Meeting.

04-17-2018 Action: See Item 4.

B. Hazard Mitigation Plan by Brian Lichty, Director Fire, Emergency Medical Services, and Emergency Management

04-09-2018 Summary: Brian Lichty and John Crockett, Northern Shenandoah Valley Regional Commission, appeared before the Board to describe the purpose of the Hazard Mitigation Plan explaining that the plan must be adopted by one jurisdiction within the region to be considered valid by FEMA. Additional discussion is planned for the April 17 Regular Meeting.

04-17-2018 Action: David Ash reminded that this is a regional plan dealing with hazardous response. The Northern Shenandoah Valley Regional Commission is looking for adoption by localities once complete.

John Crockett, NSVRC representative, informed the Board that the document was going back to the Commonwealth for edits and then to the Virginia Department of Emergency Management for review.

Chairman Weiss expressed the Board's appreciation for NSVRC's work on the plan.

C. Virginia Transit Proposed Schedule Change

04-09-2018 Summary: The Board concurred in Virginia Regional Transits request to reschedule hours to better serve its riders.

04-17-2018 Action: David Ash informed the Board that Virginia Transit had been advised to make adjustments as necessary.

D. Closed Session Pursuant to §2.2-3711-A1 Specific employees or appointees of the Board with David Ash, County Administrator

04-09-2018 Summary: Supervisor Daniel moved that the Clarke County Board of Supervisors enter Closed Session pursuant to 2.2-3711 A1 Specific employees or appointees of the Board. 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

The members of the Board of Supervisors being assembled within the designated meeting place, with open doors and in the presence of members of the public and/or the

media desiring to attend, **Supervisor Daniel** moved to reconvene in open session. **The motion carried as follows:**

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

**Supervisor Daniel** further moved to execute the following Certification of Closed Session:

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Board of Supervisors of the County of Clarke, Virginia, has convened a closed meeting on the date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3700 of the Code of Virginia requires a certification by the Board of Supervisors of the County of Clarke, Virginia that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of the County of Clarke, Virginia, hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors of the County of Clarke, Virginia. The motion was approved by the following roll-call vote:

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

No action taken following Closed Session.

04-17-2018 Action: No action taken at the regular meeting.

13) Board of Supervisors Finance Committee Items

A. Outstanding FY2019 Budget Modifications.

04-09-2018 Summary: In the proposed budget that follows, and in the budget and appropriation resolutions that appear earlier in the Board's Agenda [Items 6 and 7]:

Advertised Deficit 22,024

Sales Tax	-
Sheriff OT	50,000
RE Tax (solar farm)	35,273
EMS Billing mid option	(83,291)
Victim Witness	(1,416)
Net Change	566
Proposed Deficit	22,590

04-17-2018 Action: Tom Judge remarked these items were reviewed and incorporated in the adoption of the budget earlier in the agenda.

**B. Modifications to Purchasing Policy General Terms and Conditions.**

04-09-2018 Summary: Approval is recommended by the Joint Administrative Services Board and the BoS Finance Committee.

04-17-2018 Action: Tom Judge stated that the proposed changes provided clarification, changes in insurance amounts, and performance bonds.

**Supervisor Catlett moved to approve modifications to the Purchasing Policy General Terms and Conditions. The motion carried by the following vote:**

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

**C. Bills and Claims**

04-09-2018 Summary: The Finance Committee recommends approval of the March 2018 Invoice History Report

04-17-2018 Action: **Supervisor Catlett moved to accept the March invoice history report as presented. The motion carried by the following vote:**

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

David S. Weiss - Aye

D. Standing Reports

FYI: Reconciliation of Appropriation, General Fund Balance, Capital Projects, YTD Budget Report

14) Joint Administrative Services Board

Tom Judge provided update. Highlights include:

- Taxation Implementation:
  - o Work continues on the final modules.
  - o Go live delayed until late June.
  - o Gordon Russell working for the last several weeks to ensure accurate data transfer.
  - o The Commissioner of the Revenue and Treasurer's Offices attended more training.

15) Government Projects Update

David Ash provided the monthly project update.

- Convenience Center:
  - o Notice this morning that nutrient credit purchase has been processed.
  - o Need to get permit.
  - o Ground has not been broken.
  - o Surveyors have been on site.
  - o Aerial work is complete but not received.
- Park Pavilion: Contractor erecting the steel for pavilion needs 24 hours of dry weather.
- Welcome signs: Supervisor Byrd and Maintenance Director, Joey Braithwaite, met to discuss. VDOT approval is need for location.
- Animal Shelter Water heaters: County Administrator has approved.

16) Miscellaneous Items

No Miscellaneous items identified.



17) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process Resolutions 2018-03R, 2018-04R, 208-05R	Lora B. Walburn
2.	Process approved minutes.	Lora B. Walburn
3.	Process SSYP hearing notice and coordinate with VDOT.	Lora B. Walburn
4.	Compile notice of appointment and update database.	Lora B. Walburn
5.	Execute notice of appointment.	David Weiss

18) Board Member Committee Status Reports

Supervisor Barbara J. Byrd

- Board of Social Services:
  - Seeking person to fill Director position.
  - David Ash, with Tom Judge, will work together on salary.
  - Employee brunch will be held at John’s Dinner.
- Berryville Town Council: Unable to attend.
- Humane Foundation: Did not meet due to inclement weather.
- Northwestern Regional Jail Authority: Meeting at 10 am.
- Northwestern Regional Juvenile Detention Center Commission: Meeting at 11:30 following the Jail Authority.
- Drug Court: Will be able to attend this month.
- World War I and World War II: Unable to attend meetings.

Supervisor Terri T. Catlett

- Clarke County Historic Preservation Commission:
  - Attended meeting.
  - Discussed house in White Post including demolition permit and owner.
  - Reviewed Maral Kalbian’s book.
- Clarke County School Board:
  - Attended March meeting.

- Attended work session last evening.
  - Work session held in the regular meeting room.
  - Many members of staff present.
  - Staff presented and explained competent learner model.
- Career and Technical Advisory Committee:
  - Committee has a new chair.
  - Several persons are interested in becoming members
- Parks and Recreation: Meeting not held due to lack of a quorum.
- Strategic Plan Committee: Group met to review. The Plan is a “living document” that will require ongoing review.
- Village of Millwood:
  - Association recently held a clean-up event.
  - Betsy Arnett, Historic Association, spoke at a meeting conducted at Project Hope.

Supervisor Mary L.C. Daniel

- Clarke County Library Council:
  - Trivia night at the Barns tomorrow night usually done in conjunction with Historic Association.
  - Summer reading program in the works.
  - Looking for recommendations for young male volunteers to read favorite childhood books.
  - Began planning of the tenth anniversary April 17, 2019.
- Clarke County Planning Commission:
  - Hitchen major subdivision request delayed again.
  - Kentland minor event on for May meeting.
- Josephine School Community Museum Board:
  - Board agreed on the grant proposed under Item 10.
  - An excellent program was held over the weekend on desegregation of schools.
- Legislative: Nothing to report.
- Sheriff Department: Discussed issues reviewed under Item 11 B.

Vice Chair Bev B. McKay

- Broadband Implementation Committee by Bev McKay and Mary Daniel:
  - Adding fiber and cable is a long, slow, arduous process and the County does not build these networks.
  - Representatives from ComCast and Shentel attended the meeting.
  - Planning another meeting with ComCast, Shentel, and WISPS [Wireless Internet Service Provider].
  - Comcast sent three representatives to the meeting.
  - The providers present did not agree to provide internet county-wide although attempts were made to get a pledge to provide services to underserved population.
  - ComCast covered its program that provides flat-fee broadband at low cost [\$9.99] per month to any family that has a child that is eligible for the free or reduced lunch program or affordable/subsidized housing.
  - A county-wide coverage map was reviewed; while ComCast appeared interested it uses linear miles and the County uses square miles.
  - Big accomplishment that well-established service providers are coming to the table to discuss expansion.
- Economic Development Advisory Committee: Meeting scheduled for May 16.
- Northern Shenandoah Valley Regional Commission: Meets this Thursday; however, he will be unable to attend.
- Sanitary Authority:
  - Met this morning.
  - Still seeking an alternate water source.
  - Discussing possibility of a retreat to conduct facilities review.
  - Preliminary discussion on mapping of pipes / system:
    - All new construction is mapped but older portions are not in the system.
    - Need to locate valves.
    - GPS provides more nearly accurate recordation.
- Town of Boyce: Considering allowing chickens in town.

Chairman David S. Weiss

- Fire & EMS Commission:
  - Continues to review and work through issues.

- Tentative discussion of Blue Ridge Volunteer Fire and Rescue Company staffing will be continued next month.
- JAS: Tom Judge covered the meeting earlier in the meeting.
- IDA: Quarterly meeting scheduled for April 26.

19) Closed Session Pursuant to §2.2-3711-A1

**At 2:50 pm, Supervisor Catlett moved that the Clarke County Board of Supervisors enter Closed Session pursuant to §2.2-3711-A1 Specific Employees or appointees of the Board *re Individual Compensation and Leave Balance Review*. The motion carried by the following vote:**

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

**At 3:50 pm, the members of the Board of Supervisors being assembled within the designated meeting place, with open doors and in the presence of members of the public and/or the media desiring to attend, Supervisor Daniel moved to reconvene in open session. The motion carried as follows:**

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

**Supervisor Daniel further moved to execute the following Certification of Closed Session:**

**CERTIFICATION OF CLOSED SESSION**

**WHEREAS, the Board of Supervisors of the County of Clarke, Virginia, has convened a closed meeting on the date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and**

**WHEREAS, Section 2.2-3700 of the Code of Virginia requires a certification by the Board of Supervisors of the County of Clarke, Virginia that such closed meeting was conducted in conformity with Virginia law.**

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of the County of Clarke, Virginia, hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors of the County of Clarke, Virginia. The motion was approved by the following roll-call vote:

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

No action taken following Closed Session.

#### Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, May 15, 2018, at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

#### 20) Adjournment

At 3:51 pm, being no further business, Chairman Weiss adjourned the meeting.

ATTEST: March 20, 2018

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

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

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