

November 20, 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, 2nd Floor, Berryville, Virginia conducted on Tuesday, November 20, 2018.

Board Members

Present Afternoon/ No Evening 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/No Evening Session: None

County Staff Present

David L. Ash, Cathy Kuehner, Brian Lichty, Brandon Stidham, Brianna R. Taylor, Lora B. Walburn

Constitutional / State Offices / Other Agencies

Travis Sumption

Press

Mickey Powell – The Winchester Star

Others Present

Dana Waring, Mr. & Mrs. Flockhart, Sarah Casey, Keagan Bragg, Skylar Bragg, Kimmy Cruz-Ramirez, Sarah Flockhart, Sydney Jacobson, Maeve Lyman, Charlotte Smith, Kateri Thorne, Madison Webster, Ryleigh Webster; Mary F Veilleux, Deloris Hausenfluck; Pete Maynard, Jeff Hinson

1) Call to Order

Chairman Weiss called the afternoon session to order at 1:03 p.m.

2) Adoption of Agenda

- Move Consent Agenda before Citizens Comment Period.

Vice Chair McKay moved to adopt the agenda as modified. 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 persons appeared to address the Board.

4) Virginia Department of Transportation [VDOT]

Ed Carter, Residency Administrator, Scott Alexander, Assistant Residency Administrator. Mr. Carter provided the following update:

Maintenance:

- VDOT have performed grading operations and stone application on various non-hard surfaced routes in the County. VDOT will continue this month as weather and road conditions allow.
- VDOT began its fall mowing on primaries and will continue this month as weather permits.
- VDOT was able to clean out some pipes for drainage concerns and remove storm-related debris. This will continue in December.
- VDOT did some trash pickup on various route and had our tree-trimming contractor working on brush removal. They will be in here another two weeks.
- VDOT mobilized for a major early snow and ice event; expect to have pothole repairs this month.

Board Issues:

- Speeding concerns: Millwood, Triple J, and Crums Church Roads: The speed data has been collected for all three roads and forwarded to the Sheriff's office for analysis and resolution. VDOT did not find any concerns in Millwood but did detect some concerns on Triple J, where 51% of traffic was traveling over 5 MPH above the speed limit. Crums Church had 9% that were traveling over 5 MPH above the speed limit.

- Supervisor Byrd expressed concern for excess speed detected in the study.
- Morgan Mill No Parking: VDOT met with stakeholders at noon on the 20th to discuss possible options to parking on the Roadway.
 - VDOT has identified a path to explore.
 - Supervisor Catlett thanked Mr. Carter for meeting with constituents.

Supervisor Comments:

- Supervisor Byrd:
 - Brine Treatment: Ed Carter advised treatment application is determined by temperature and precipitation type. Cost for brine treatments in the Staunton residency for interstates and primaries is approximately \$43,000 per treatment. For last week's event, only Interstate 81 was treated with brine.
 - Supervisor Catlett:
 - Route 50 and 255 Intersection: Will be striped when temperature allows.
 - Bridge on Route 723 close to the Mill: Spalling located and maintenance scheduled.
 - Supervisor McKay:
 - Route 624: Constituent believes there are too many trucks. Ed Carter will check.
 - Route 624: Needs center line striping. Ed Carter will check road width; road must be of a certain width to be striped.
 - Route 522 by Lake Frederick: Flooding / sheeting across is freezing. VDOT will check for clogged drain.
 - Supervisor Weiss:
 - Trees: Still waiting for trees to be cut. Ed Carter advised that the crew is scheduled to be in the area for the next two weeks.
- 5) Request by Berryville Town Council for a Joint Meeting on Tuesday, December 11, 6:30 pm

David Ash provided a brief overview of the Town's request for a joint meeting advising that the meeting would take place before a Town Council meeting.

Supervisor Byrd asked that maps, with appropriate routes delineated, be made available for the meeting.

David Ash advised that the reason for the meeting is to discuss conducting a study to identify potential routes.

Supervisor Daniel asked if a textured map of the area could be provided.

Brandon Stidham suggested bringing area maps drafted for the Berryville Area Development Authority during its update.

Supervisor Daniel agreed that these would be excellent.

David Ash reaffirmed that the meeting was to discuss need, timing, funding, etc. Mr. Ash stated that the question before the Board was whether it wished to meet with Town Council.

Vice Chair McKay opined that the County did need to study the impact and benefit of such an expenditure.

Chairman Weiss commented that that the Town had received many negative comments about traffic on Routes 7 and 340 reminding that concerns have been raised as far back as the development of the business park beginning in the late 1990s. He opined that a good scope of work had been developed by Town and County staff. Chairman Weiss expressed his desire to see the project started noting that the project could be delayed for another year if the Town did not fund in this fiscal year.

Supervisor Byrd agreed that a meeting with Town Council was important.

Supervisor Daniel concurred; and, noting that the requested meeting would only be an hour long, she opined there could be no expectation that the governing bodies will get too deeply into the details.

Chairman Weiss concluded that he hoped that the governing bodies would leave the meeting with a clear scope, a clear directive from which each could move forward, in other words a plan to get a plan. He stated that would like to see a financial break down for the study.

By consensus, the Board agreed to a joint meeting with the Berryville Town Council on Tuesday, December 11, 6:30 pm, in the Main Meeting Room at the Berryville-Clarke County Government Center.

6) Legislative Priorities 2019

During its review, the Board agreed to the following:

- Add Under Issue: Availability and Quality of Water Resources: Clarke supports the Commonwealth allowing localities to regulate quantity.

- Add Under Issue: State Tax Reform, Cost and Revenue Shifting, and State Year-end Surplus Funds: Clarke opposes permanent tax exemptions; and, if the Commonwealth gives specific tax exemptions, a sunset clause be included in the agreement.
- Invite the mayors and chief executive officers of the Town of Berryville and the Town of Boyce and to invite the School Board Chair and School Superintendent to attend the Legislative Priorities Work Session.

For the record, Chairman Weiss expressed the Supervisors' thanks to Congresswoman Barbara Comstock for her years of services opining that she helped in a myriad of ways within Clarke County attending many local functions and supporting the Sheriff's Office, public safety, the Barns of Rose Hill, and various other projects and entities.

The Board voiced interest in meeting with newly-elected Congresswoman Jennifer Wexton in the coming year.

7) Approval of Minutes

Vice Chair McKay provided the following statement in reference to the letter distributed by Jay Arnold and included in the Board minutes beginning Book 23 Page 459. *"Jay accredits me with, and I realize that what is in the minutes is what the letter said, but I did not exactly say this. What I intended for people to take away, I don't think that I said that Boyce favored raising its own funds to reduce tax burden and other companies preferred to seek tax funding from the County. What I think that I said, and what I intended to say is, that I think that different fire companies have different cultures they develop. I think that the County needs to figure out a way for the County to help companies develop a culture where they have a larger membership and where they get members, not necessarily to run fire calls and rescue calls, but to assist in the fundraising and so on. I genuinely believe that that is what we intended to do; and, I think actually, Brian and I were talking about it, is that your take on what I said."*

Brian Lichty responded, "yes sir."

Vice Chair McKay, *"that we should be helping companies perform fundraising and whatever else they need not that they have just chosen to go off the reservation on their own. So, I would just like for that to be noted."*

Chairman Weiss clarified that the October minutes would not be amended and Vice Chair McKay's statement would be included in the November 20, 2018, minutes.

Supervisor Byrd requested a correction to Book 23 Page 486 changing the number of volunteers from 150 to 160.

Supervisor Catlett moved to approve the minutes for October 16, 2018, as corrected. 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

8) Consent Agenda

A. Resolution in Recognition of FISH of Clarke County 2018-14R

**RESOLUTION IN RECOGNITION OF
FISH OF CLARKE COUNTY
November 2018**

WHEREAS, a small group of concerned county residents gathered in the late 1960s to study existing community resources and identify ways they could help their neighbors in times of need; and

WHEREAS, led by Jane Harrison and Gertie Watkins, the group officially formed FISH of Clarke County in 1968; and

WHEREAS, FISH volunteers have staffed a 24-hour helpline every day for 50 years, responding to county residents who have experienced house fires, floods, and other disasters; and

WHEREAS, for five decades FISH of Clarke County volunteers have distributed food and clothing as well as provided housekeeping, babysitting, transportation, financial counseling, firewood, and more to residents who need such help in times of trouble; and

WHEREAS, FISH of Clarke County volunteers give without charging any fees, and give with love and compassion; and

WHEREAS, FISH of Clarke County celebrated its golden anniversary in October 2018;

NOW, THEREFORE BE IT RESOLVED, the Clarke County Board of Supervisors does hereby issue this resolution in recognition of the many FISH of Clarke County volunteers past, present, and future who give their time and talents in order help others in our community.

IN WITNESS THEREOF, I have set my hand and caused the seal of the County of Clarke, Virginia, to be affixed this resolution on the 20th day of November 2018.

Attest: David Weiss, Chair 2018-14R

B. Resolution Congratulating the Clarke County High School Girls Cross Country Team 2018-15R

**RESOLUTION IN RECOGNITION OF
CLARKE COUNTY HIGH SCHOOL GIRLS' CROSS COUNTRY TEAM
November 2018**

WHEREAS, the 2018 Clarke County High School Girls' Cross Country team, led by Coach Jeff Webster and Assistant Coach Sarah Casey, won the Virginia High School League Class 2 State Cross-Country Meet on Nov. 9 at Great Meadow Park in The Plains, Va.; and

WHEREAS, the Eagles were represented in the meet by Keagan Bragg, Skylar Bragg, Kimmy Cruz-Ramirez, Sarah Flockhart, Sydney Jacobson, Maeve Lyman, Charlotte Smith, Kateri Thorne, Madison Webster, and Ryleigh Webster; and

WHEREAS, the Eagles scored 51 points, 18 fewer than runner-up and five-time defending Class 2 state champion Maggie L. Walker Governor's School; and

WHEREAS, the 2018 state championship title is the seventh such victory for the Clarke County High School Girls' Cross Country team, who previously won four-straight championships in 2007, 2006, 2005, and 2004 in addition to titles in 1986 and 1987; and

WHEREAS, Keagan Bragg, Skylar Bragg, Sydney Jacobson, and Madison Webster, also earned All-State honors at the Nov. 9 meet;

NOW, THEREFORE BE IT RESOLVED, the Clarke County Board of Supervisors does hereby issue this resolution in recognition of the 2018 Clarke County High School Girls' Cross Country team and its coaches for representing their school and our community with dedication, spirit, and sportsmanship.

IN WITNESS THEREOF, I have set my hand and caused the seal of the County of Clarke, Virginia, to be affixed this resolution on the 20th day of November 2018.

Attest: David Weiss, Chair 2018-15R

C. Abstract of Votes 2018

Election Tuesday, November 6, 2018

ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA
at the 2018 November General Election held on November 06, 2018 for,

United States Senate

<i>NAMES OF CANDIDATES ON THE BALLOT</i>	<i>TOTAL VOTES RECEIVED (IN FIGURES)</i>
Corey A. Stewart - Republican	3845
Timothy M. Kaine - Democratic	3210
Matt J. Waters - Libertarian	126
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	5
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 06, 2018, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the United States Senate.

ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA
at the 2018 November General Election held on November 06, 2018 for,

Member House of Representatives

District: 10

<i>NAMES OF CANDIDATES ON THE BALLOT</i>	<i>TOTAL VOTES RECEIVED (IN FIGURES)</i>
Barbara J. Comstock - Republican	4152
Jennifer T. Wexton - Democratic	3037
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	11
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 06, 2018, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Member House of Representatives.

ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA
at the 2018 November General Election held on November 06, 2018 for,

Member School Board

District: BERRYVILLE DISTRICT

<i>NAMES OF CANDIDATES ON THE BALLOT</i>	<i>TOTAL VOTES RECEIVED (IN FIGURES)</i>
Katherine F. Kerr-Hobert	1069
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	40
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 06, 2018, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member School Board.

Katherine F. Kerr-Hobert

ABSTRACT of REFERENDUM VOTES

Cast in CLARKE COUNTY, VIRGINIA
at the 2018 November General Election held on November 06, 2018 for,

Proposed Constitutional Amendment Question 1

Should a county, city, or town be authorized to provide a partial tax exemption for real property that is subject to recurrent flooding, if flooding resiliency improvements have been made on the property?

<i>QUESTION RESPONSE</i>	<i>TOTAL VOTES RECEIVED (IN FIGURES)</i>
Total YES votes	4468
Total NO votes	2546
Total Number of Overvotes for Question	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 06, 2018, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the proposed referendum.

ABSTRACT of REFERENDUM VOTES

Cast in CLARKE COUNTY, VIRGINIA
at the 2018 November General Election held on November 06, 2018 for,

Proposed Constitutional Amendment Question 2

Shall the real property tax exemption for a primary residence that is currently provided to the surviving spouses of veterans who had a one hundred percent service-connected, permanent, and total disability be amended to allow the surviving spouse to move to a different primary residence and still claim the exemption?

<i>QUESTION RESPONSE</i>	<i>TOTAL VOTES RECEIVED (IN FIGURES)</i>
Total YES votes	5766
Total NO votes	1257
Total Number of Overvotes for Question	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 06, 2018, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the proposed referendum.

Supervisor Catlett moved to adopt the Consent 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

Chairman Weiss read the Resolution in Recognition of FISH and presented to FISH Board members Mary F Veilleux and Deloris Hausenfluck.

Chairman Weiss read the Resolution Congratulating the Clarke County High School Girls' Cross Country Team and presented to each of the team members and coaches.

9) Board of Supervisors Personnel Item

A. Expiration of Term for appointments expiring through December 2018

2018-11-08 Summary: The Personnel Committee made no recommendations.

2018-11-20 Action: No action was taken at the November meeting.

10) Board of Supervisors Work Session Items

A. Clarke County Public Schools Career and Technical Education Update by Superintendent Chuck Bishop

2018-11-08 Summary: Chuck Bishop provided the update on the Schools CTE program. A copy of his presentation will be provided under separate cover.

2018-11-20 Action: David Ash informed the Supervisors that Chuck Bishop provided clarification subsequent to the meeting that CTE expanded to 70 sections.

B. Fire and EMS Update by Director of Fire, EMS, and Emergency Management Brian Lichty

2018-11-08 Summary: Due to an administrative err, this item was not discussed.

2018-11-20 Action: Brian Lichty explained to the Board that the Fire and EMS Commission requested clarification from the Supervisors on how it saw the Clarke County Fire and Rescue Association in the fire / rescue structure.

Chairman Weiss stated that the consensus of the Board at its October meeting was that the Board values the Association presences and urges them to reconfigure themselves as they were but acknowledging that it is a private organization over which the Board of Supervisors has no jurisdiction.

David Ash clarified that the request was for the Board to have a discussion at the Work Session; however, due to his failure the item was not discussed. He asked if the Board wished the item to be added to a Work Session agenda.

The Supervisors agreed that no further discussion was needed.

Supervisor Byrd remarked that the Association is a private organization that is not run by Clarke County but did want its support be it monetary or in validation.

Supervisor Daniel opined that the Clarke County Fire and Rescue Association was just like the Millwood Association, a private group not answerable to the Board of Supervisors but having comments that are valuable in the decision-making process.

C. Medicaid Implementation Update by Brittany Heine, Director Clarke County Department of Social Services

2018-11-08 Summary: Brittany Heine was introduced as the new Social Services Director. She provided the Board a brief update of Virginia's planned Medicaid expansion.

2018-11-20 Action: David Ash summarized Ms. Heine's update. He opined that this would be another state-mandated program funded by counties.

D. Comcast Request for VATI Grant Support

2018-11-08 Summary: Paul Comes, Director Government Affairs Beltway Region Comcast Cable, requested assistance in the form of staff time and expertise from the County employees to research and prepare a potential grant application to assist in providing broadband internet service to an under-served area near White Post. The Board authorized staff to provide the requested assistance.

2018-11-20 Action: David Ash summarized ComCast's request.

E. Public Information Officer Update by Cathy Kuehner

2018-11-08 Summary: Cathy Kuehner brought the Board up-to-date on her activities over the past six months. The Board requested that with the assistance of the County Administrator and the IT Director that she provide the Board with a plan with schedule for updating the County's website.

2018-11-20 Action: David Ash summarized the update provided by the Public Information Officer. He advised that in January the Public Information Officer would bring to the Board a plan on how to complete the requested update for county website and complete work on website content.

11) Board of Supervisors Finance Committee Items

A. Credit Card Convenience Fee Discussion

2018-11-08 Summary: The Committee discussed the pro and cons of passing on the credit card convenience fee to customers. This is the current practice and the Committee saw no need to change at this time.

2018-11-20 Action: David Ash summarized the Finance Committee's discussion.

Vice Chairman McKay opined that it is unfair to shift this cost onto tax payers.

Supervisor Catlett advised that during its review the Finance Committee identified no benefits for changing the current practice.

B. FY 19 Supplemental Appropriations.

a) Blue Ridge Volunteer Fire Department.

2018-11-08 Summary: Request from Blue Ridge VFD for \$8,410 to reimburse them for a state grant match for purchase of a "power cot". The Finance Committee recommends that this request not be approved, and that the Fire Commission develop protocols for the consideration of such requests.

2018-11-20 Action: **Vice Chair McKay moved to accept the recommendation of the Finance Committee. 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) Conservation Easement Purchase: Sprouse.

2018-11-08 Summary: The Committee recommends approval of the DUR purchases on the property of Randy Sprouse, as follows: "Be it resolved that the FY 19 Conservation Easement Budget budgeted expenditure and appropriation be increased \$60,000, that revenue from the Commonwealth in the amount of \$30,000 be recognized, and that local funds in the Conservation Easement fund balance be utilized in the amount of \$30,000."

2018-11-20 Action: **Supervisor Byrd moved to approve the 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

c) *Convenience Center.*

2018-11-08 Summary: There was a discussion of an overage in the Convenience Center budget. The Committee will seek these funds from other existing capital budgets.

2018-11-20 Action: David Ash summarized. No action was taken.

C. FY2018 Year End.

a. Social Services

2018-11-08 Summary: The bank reconciliation revealed additional FY18 revenue for Social Services: "Be it resolved that \$37,733 transferred from the FY18 Maintenance budget to the Social Services Fund at the October meeting be reversed"

2018-11-20 Action: **Supervisor Daniel moved to approve. 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. Build America Bond revenue

2018-11-08 Summary: Final Build America Bond revenue from the Federal Government was short \$2,326: "Be it resolved that the local transfer to the School Debt Service Fund be increased \$2,326."

2018-11-20 Action: **Supervisor Catlett moved to approve. 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. Distribution of Fire Programs Grant.

2018-11-08 Summary: Please find attached a recommendation by the Fire-EMS Commission to revise the distribution of Fire Programs funds. The Committee discussed the legal standing of the Fire & Rescue Association, but recommends continuing the current practice of distributing funds to that entity, and allowing it to distribute these funds in equal allotments to the companies.

2018-11-20 Action: David Ash summarized the request advising that in the past these funds were given to the Clarke County Fire and Rescue Association for distribution. With the decision of one Association member to withdraw, the question was raised as to how that distribution might take place; and, ultimately, the recommendation was that the distribution not be made until such time as the County could get agreement on how and when it was to be made.

Chairman Weiss contributed that legal counsel reviewed the matter and determined that, at the moment, the Association does not meet certain legal requirements. He stated that the County has been giving the Association money for several decades with no issues. Bob Mitchell, Clarke's legal counsel, did indicate that should the Association get the funds as it has in previous years it must agree in writing to give the appropriate funds to Boyce Volunteer Fire and Rescue Company, as well as J. H. Enders Volunteer Fire and Rescue Company, and Blue Ridge Volunteer Fire and Rescue Company.

David Ash reminded that the Association does pay for items used by the volunteer companies such as software programs.

Brian Lichty defined the funds and the proposed uses explaining that these state funds must be used for EMS training and/or fire equipment.

Chairman Weiss remarked that the Finance Committee instructed staff to help the Association find out what it needs to do to be eligible to receive funds. He opined that the system used by the County did work; and, if the Association were unable to come into compliance in a timely fashion, the County would pay the funds out for the appropriate equipment that has been purchased. He cautioned that the process needed reviewed as a whole for future application but it was too late in the process this year to change.

Supervisor Catlett concurred adding that review of the whole picture was necessary.



County of Clarke, Virginia
Department of Fire, EMS and Emergency Management
Director Brian Lichty



MEMORANDUM

To: Tom Judge, Director of JAS
From: Brian Lichty, Director Fire, EMS and Emergency Management
Cc:
Date: October 23, 2018
RE: November Finance Committee

Per the request of the Fire – EMS Commission can you please add the following two items to the November Finance Committee agenda;

- Four-for-life, Fire Programs funding distribution
- Blue Ridge VFD spring RSAF grant reimbursement

At the October 11th meeting of the Fire – EMS Commission a discussion took place regarding the distribution of this year's Four-For-Life and Fire Programs funding. The Commission voted to recommend this year's funding be distributed as 2/3 to the Fire – Rescue Association and 1/3 to the Boyce VFD.

Additionally, at this meeting the Commission voted to recommend reimbursement to the Blue Ridge VFD in the amount of \$8,410.05. This is the local match for a Rescue Squad Assistance Fund (RSAF) grant received by the Blue Ridge VFD in July of this year. All supporting documentation for this grant is attached.

Should you have any further questions or concerns please feel free to contact me. In addition I will be in attendance at the Finance Committee to answer any questions.

E. Sheriff's Personnel.

2018-11-08 Summary: Sheriff Roper discussed a series of planned personnel actions that would result in savings for his department.

2018-11-20 Action: David Ash summarized the Sheriff's plans. No action was taken.

F. FY 18 Budget Designations.

2018-11-08 Summary: Approval of the attached list of fund balance designations is recommended.

2018-11-20 Action: Chairman Weiss summarized the proposed transfers.

Supervisor Byrd moved to approve the recommendation of the Finance Committee. 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

Title: General Fund Balance YE FY 18 **DRAFT** 11/09/18
Source: Clarke County Joint Administrative Services

<u>Prior Titles</u>	<u>Prior</u>	<u>Current</u>
General Fund Balance Year End 16/17 or 17/18	14,480,729	11,591,619
Expenditure 16/17 or 17/18	(31,043,062)	(29,591,089)
Revenue 16/17 or 17/18	28,153,952	29,005,656
General Fund Balance Year End FY 16/17 or 17/18	11,591,619	11,006,186

<u>Designations</u>		
Liquidity Designation @ 12% of FY 18 or 19 Budgeted Operating Revenue	(\$3,430,717)	(\$3,518,828)
Stabilization Designation @ 3% of FY 18 or 19 Budgeted Operating Revenue	(857,679)	(879,707)
Continuing Local GF Appropriations for Capital Projects	(4,411,471)	(3,347,526)
Conservation Easements from Government Savings	(150,000)	(150,000)
School Operating Transfer	-	(305,887)
Comprehensive Services Act Shortfall	(300,000)	(300,000)
Parks Master Plan	(100,000)	(130,000)
Emergency Vehicles	(50,000)	(50,000)
Government Savings (GenGov, JAS, DSS)	(370,864)	(500,000)
Data and Communications Technology	(150,000)	(150,000)
Leave Liability	(100,000)	(300,000)
Community Facilities	(300,000)	(300,000)
Economic Development	(100,000)	(100,000)
FY 17/18 or 18/19 Original Budget Surplus (Deficit)	50,762	(339,590)
TOTAL Designations	(10,269,969)	(10,371,538)
FY 17/18 or 18/19 Supplemental Expenditure	(928,539)	(336,614)
FY 17/18 or 18/19 Supplemental Revenue	114,764	185,233
Undesignated With FY 18 Supplementals	507,875	483,267

G. Bills and Claims

2018-11-08 Summary: The Finance Committee recommends approval of the October 2018 Invoice History Report.

2018-11-20 Action: **Supervisor Catlett moved to accept the October 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

H. Standing Reports

FYI: Reconciliation of Appropriation

12) Joint Administrative Services Board

Tom Judge was unable to attend the meeting and no update was given.

13) Government Projects Update

David Ash provided the monthly project update.

- Convenience Center:
 - o Most of trees planted. No grass until spring.
 - o Will work with Public Information Officer to provide notice once open date is determined.
 - o Metal bearing plates are needed in area around compactor bins.
 - o Will open on weekends only.
 - o Grand opening in December or first of January.
- Court Complex:
 - o Iron railing fixed.
 - o Iron work complete.
 - o Brick work still in process.
- Josephine Museum Roof: Should be complete by Thanksgiving Day.

- Kohn Property: Facility is accessible, useable.

14) Miscellaneous Items

None identified.

15) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Update Legislative Priorities.	David Ash
2.	Process 2018-14R.	Lora B. Walburn
3.	Process 2018-15R.	Lora B. Walburn
4.	Process and post approved minutes.	Lora B. Walburn
5.	Invite mayors, chief executives officers of Berryville, Boyce, School Board Chair, School Superintendent to attend Legislative Priorities review on December 10.	David Ash
6.	Add joint meeting with Berryville Town Council December 11.	Lora B. Walburn
7.	Process leave payout agreement.	Lora B. Walburn

16) Board Member Committee Status Reports

Supervisor Barbara J. Byrd

- Committee Policy Management Team: Declining costs may reverse due to program fluctuations.
- Northwest Regional Adult Drug Treatment Court Advisory Committee: Good meeting. Members learning by doing. Working on ways strengthen the program.
- Northwestern Regional Jail Authority: Good meeting.
- Town of Berryville:
 - o Lisa Larrick is the new Clerk of Council.
 - o Wheeler Lane issues continue.
 - o Meeting very long; left before it adjourned.
- World War I, World War II Committee: Recently returned from a tour of European battlefields.

- Police awards: Delegate David LaRock and Town of Berryville Mayor Patricia Dickinson attended.
- Virginia Association of Counties [VACo] Annual Conference:
 - Terri Catlett replacing Barbara Byrd on the Virginia Association of Counties Board.
 - Agricultural: Asked for consideration of Russian Olive to list of obnoxious trees.
 - Attended meeting specific to animal sheltering.
 - Supervisors can sign up for various steering committees.
- Board of Social Services:
 - New Director is excellent.
 - Training session for Board scheduled next month.
- Humane Foundation: Working with Board.

Supervisor Terri T. Catlett

- School Board:
 - Zara Ryan, new appointed School Board member, is a former teacher.
 - Ms. Ryan contacted Supervisor Byrd to set up meeting.
 - Working on teacher retention.
 - Mountain Vista Governor's School gave presentation.
 - Schools research where they can assist to bring broadband access to students.
 - 180 days in current calendar as far as instructional hours.
- Career and Technical: meeting scheduled for the beginning of December.
- Historic Preservation Commission: has not met since October 16 Board of Supervisors meeting.
- Village of Millwood: nothing to report.

Supervisor Mary L.C. Daniel

- Josephine Community School Museum: Working on website and is discussing credit card and convenience fees.
- Planning Commission:
 - Report provided with the packet each month.
 - Report will be forthcoming for broadband.
 - Claytor site plan approved last month.

- Juliette Lewis merged properties and site plan public hearing is set for December.
- Broadband Implementation Committee
 - Cancelled meeting on Thursday due to inclement weather.
 - Governor plans to have available to all households in ten years.
- Sheriff's Department
 - Travis Sumption is Employee of Year on deputy side.
 - Rebecca White is Employee of the Year on the Communications Specialist side.
 - New School Resource Officer started last month.
- Clarke County Library: Conducting monthly trivia night at the Barns.
- Coalition for High Growth:
 - Conducted a meeting at VACo Conference.
 - Delegate Wendy Gooditis specifically mentioned as someone working to help localities.
 - Invoice for annual fees sent at noon today.

Vice Chair Bev B. McKay

- Sanitary Authority:
 - Talked about wells. Looking for locations – landowner called last week to see if any interest.
 - Cleaned membrane at sewer plant
 - Will replace meter at Sheetz, which is located in the building. Will be relocated to the grass at the north side of the facility.
- Broad band implementation: meeting cancelled.
- Northern Shenandoah Valley Regional Commission: meeting cancelled
- Joint Building Committee: scheduling conflicts
- Board of Well and Septic Appeals: conducted public hearing.
- Veterans' Day Celebration: filled in for Chair.

Chairman David S. Weiss

- Fire & EMS Commission: update provided under previous agenda items.
- Industrial Development Authority: Approved \$10,000 appropriation to Berryville Main Street to conduct a hotel study.
- Lord Fairfax Community College Event:

- Attended event and met the college president.
- 20,000 students at LFCC.
- Career and Technical Education Committee members and Dana Waring, Principal Clarke County High School, attended the event.
- Lord Fairfax Community College's job-ready training was lauded at the recent VACo conference.
- 4H Service Awards Banquet: attended. Supervisor Byrd recognized for 55 years as a 4H leader and a 4H All Star.

17) Closed Session Pursuant to §2.2-3711-A1 Specific Employees or appointees of the Board

At 3:33 pm, Supervisor Byrd 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	-	Aye
Terri T. Catlett	-	Aye
Mary L.C. Daniel	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

At 3:58 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

Following Closed Session, Supervisor Byrd moved to approve the leave payout agreement with David Ash. 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

Vice Chair McKay moved to approve "Be it resolved that FY19 budgeted expenditure and appropriation for the County Administrator's office be increased \$30,333, and that the designation for Leave Liability be reduced in the same amount, all for the purpose of executing an agreement for the payment of leave and compensatory time." 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

18) Adjournment

Chairman Weiss adjourned the meeting at 3:59 pm.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, December 18, 2018, at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: November 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