

May 21, 2019

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, May 21, 2019.

#### Board Members

Present Afternoon / 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 / Evening Session: None

#### County Staff Present

David L. Ash, Barbara Bosserman, Cathy Kuehner, Brian Lichty, Brianna Taylor, Alison Teetor

#### Constitutional / State Offices / Other Agencies

Scott Alexander, Tom Judge, Tony Roper, Brian Rosenberry

#### Press

Mickey Powell – The Winchester Star

#### Others Present

Joyce Arthur, Warren Arthur, Mr. and Mrs. Trip Hardesty, CT Hardesty, Matt McLaren, Jeff Hinson, Doug Lawrence, Mary Beth Price, Johnson Williams Middle School - Ms. Yvonne Rivera's History class: Joseph Ziercher, Matthew Pankratz, Makenna Scaia, Campbell Neiman, McKinlee Lambert, Kelsey Elrod, Ash King, Nicholas Lynn, Ethan Marchanisano, Henry Myers, Emily King

#### 1) Call to Order

Chairman Weiss called the afternoon session to order at 1:09 pm.

2) Adoption of Agenda

- Under Miscellaneous, add audit presentation by Mr. McLaren to immediately follow the consent agenda.

**Supervisor Byrd moved to adopt the agenda as amended. 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

None

4) Johnson Williams Middle School Seventh-Grade Students Yvonne Rivera, English and History/Social Studies

- Clarke County Schools awarded the NOAA (National Oceanic Atmospheric Association) grant for more than \$300,000.
  - Specific to Clarke County for a three year period
- Teaching Elementary, Middle, and High School students about the Chesapeake Watershed
- Over the last year, sixth and seventh grad activities include:
  - English- Read the Novel "A Long Walk to Water"
  - Math- calculations
  - History- apply knowledge from Progressive Era to the Watershed
  - Stations around school to analyze the watershed
  - Field Trips – Blandy Experimental Farm
- Posed the question to the students: Should we allow more houses or businesses in Clarke County.
- Sent 15 student letters to the Board of Supervisors

**Letter presented by Joseph Ziercher:**

To Whom It May Concern,

The Chesapeake Bay Watershed is affected by people in Virginia, Maryland, Delaware, and Washington D.C. Each person that lives in these states affects the Chesapeake Bay. In Clarke County we have the Shenandoah River. It pours into the Chesapeake Bay. Our county is growing. In 2002 there were 12,000 people in Clarke County and in the 2010 there were about 14,000. People who live here pollute the air, land, and water. This means that as the population grows it affects our river's health. I don't want Clarke County to grow, but I know it might some day. I would like us to stop growth for a while until we have a plan.

When more people move into an area more land is cleared for agriculture and development. That means building roads, parking lots and buildings. The more stuff on top of the ground the more water that doesn't soak into the ground. So the water has to flow across a lot of stuff and pick up chemicals before it goes into the ground. Some people call this polluted stormwater. That is one source of pollution another is farmland from livestock and fertilizers running into the river.

I would like Clarke County to stay a small town but with all the growth around us I think we will have to probably grow too. I think after talking to older people that I am for controlled growth. I think it should be planned out ahead of time. I was talking to my coach the other day and he said that when he grew up in the city, developers would buy land and in order to develop it they had to put in green space and parks and that way the developers each had to put in parks then the people in the town didn't have to pay for more park space. If Clarke County is ever going to let more developers in, I hope we have a plan like that so that we still have some nice areas not just houses. I also would like businesses to be agricultural to help preserve green space and preserve some of the county's agriculture. The other good thing about Clarke County is that we have Conservation Easements where those places won't ever get developed. But if we don't develop some of our land we won't get taxes that can get our county nice things like an indoor pool and nicer sports fields.

So I guess I don't want our county to get more developed but if we need to some day I hope that we have a plan in place where it is not out of control growth that happens other places. If we have a plan we can keep Clarke County nice and keep our river healthy.

**Letter presented by Matthew Pankratz:**

To Whom It May Concern,

In Mrs. Rivera class (History) at ~~In the school of JWMS,~~ we learned about when there was a time that bad people and companies were doing crimes that were horrible (1880-1910). They were crazy for the money. Some of them did stuff that they didn't even know that they got caught with. Like how slaughterhouse meat was full of dirt and bacteria that made people sick or even killed. They would not stop, these people. Until the Muckrakers came. Journalists that demanded the truth for the people and take these bad people down. When some of these people were caught from the Muckrakers and sent to prison, the rest of them backed off, so they wouldn't be caught. This was a major problem back in those days when crimes were everywhere, Then they had the solution, and all was well. Now we have a problem in Clarke County about where and if we should build more houses and buildings for companies. Well, I think that we should have more companies near Clarke County but not has many houses. Here are my reasons why.

If we had let's say Costco in Clarke County, then we have a big store, pharmacy, gasoline place, and a restaurant all in one spot ~~County~~. That's truckloads of money and we use less gas for getting there. In fact, we the people of Clarke County could bike there. Or another famous store that has a good reputation that could change Clarke. We could make millions. We could be more popular and maybe get the chance to expand Clarke County. Also, think about the people here that need all of this stuff. To the foods all the way to medicine. Think about a grandma who needs a special kind of pills that are in Costco, who's not able to drive anymore, and will have to ask a family member to go get it for her. Now think about that Costco was here. If she was capable, she could walk there, if not, the family member would save money and time to get it. People would be happy, safer and save money and time to get there needs and wants. Also, Clarke would get more money for the schools and the hospitals and more.

The bad news is, is that we would need more roads for no traffic jams. People would want to live here so that would take up more space and money. Also are water level for flooding would rise, and that's why I am saying to not build the houses but build the buildings for the companies. The high schoolers who want to work can work and those stores and they already have houses. Or people from other ~~c~~Counties can work there too.

There are many other problems out there in this world, but I think this little change can make a big difference to are County. There are many good things about this and some bad thing about this, but think about what I said and think about how this can change not only you're life but many more.

Letter presented by Makenna Scaia:

To Whom It May Concern...

Hello, I am a seventh grade student at Johnson Williams Middle School. Currently, my history class and I are studying Muckrakers and Political Bosses.

A Muckraker is a brave reporter that exposed injustices. A Political Boss however, was similar to a mayor of a city or town. I believe I am a Muckraker, but I don't want any new buildings. I would like new businesses, but I don't want them building new buildings for it. I would prefer if they used buildings we already have here in Berryville.

I believe in having more businesses, but the thing that makes Clarke County well Clarke County is the grass and the farms. I don't want any new apartments or any new houses. Being a small town makes us safer from crime and harm. Opening our town up will bring more traffic, new construction, and unwanted people. If we add too many new buildings, we will be a overpopulated non grassy area...

I agree we should have more necessary businesses. For example, cute small boutiques, original affordable restaurants, Delis, bakeries, a butcher, local farmers markets. Those things people would go to. It would be fascinating if they started to do ghost tours at our local historic buildings. Like Battletown Inn. They should open up those buildings and make them into hotels or profitable businesses.

They should have more fun activities for children, like a roller rink, Ice rink, trampoline park. We already have the buildings necessary for those changes.

At 300 1st st. Berryville Va there is a large building that will fit possibly a roller rink, laser tag arena, trampoline park. It's 2 million dollars but it's worth it. That would be using empty space without having to build new buildings. There are ways to improve the town without overbuilding. By using what we have and using it in a smart way we can make this town live up to its potential.

### Letter presented by Campbell Neiman:

To Whom It May Concern,

Thank you very much for reading my letter, I have come to you with this letter because as you know there are concerns stating whether or not new businesses should come to our small, rural county. I have come to you to bring the proposal stating that new businesses should be allowed to come into Clarke County. Now bringing new establishments into Clarke County can and will have its consequences, but I think the positives on having the new establishments will overpower the negatives. Bringing in new businesses will mean more land needs to be modernized, or taken over. Some things that could happen as a response could be that the watersheds could get contaminated, toxins could be released, the pollution levels could rise, and some plants could die off. There could also be some other environmental issues. Having new issues could also mean that us citizens would be more proactive, and work more to prevent pollution and be more concerned about things and the environment. As new businesses come here, new housing will more than likely need to become available. I think we should expand the housing departments as well as business development.

There will be many things that the people will appreciate when businesses develop more and when housing expands. Some of those things are people won't have to drive all the way across the country to see their family. Their family could be right next door. Another positive is that why make people end up having to drive an hour or more to get groceries, or go to a restaurant! Why not just have a nice restaurant right in town? I am not saying that there should be some kind of fast food restaurant in town, we don't need a McDonalds, we really don't, but we do need some kind of dining option that's new! People would be more satisfied with timing and many other topics if there was more in Clarke County. The only issue with that thought is that if we knock down so many trees and plants in order to expand, then how will oxygenation happen? How will the watersheds stay healthy? Will the environment still be okay if land is being taken over? There is proof that if the population increases, and more developments happen, then the environment can take a toll. The solution to this problem is you could simply pass a policy that every house or business should be required to have some sort of plant indoors or outdoors. In the policy you could

also preserve the land that has active water sources, like the Shenandoah river, or the Chesapeake Bay! That would prevent the very needed land from getting destroyed.

Some people will also enjoy modernization. Modernizing things can be exciting, I know for me it is. Seeing and knowing about new things happening and growing can be an amazing thing! I think that many people would be happy to find that Clarke County is modernizing, and coming together with the future! Now there may also be some people who will want to honor what we have made, and just sit back and remember why we have made Clarke County how it is, and I totally agree with that! I mean knowing that the first settlement in Virginia that would eventually become Clarke County was in 1736 can be important to some people! The only thing I'm saying against that is that yes people have made history here, and yes nobody wants to just destroy that and never remember that, but it's very fun to expand and build new things too! But dwelling and living in the past isn't too good, and it's not that fun either, but moving forward is more fun, but just don't forget the past!

New housing and new businesses should come to Clarke County, and there are many reasons why. New housing would equal more people, more people would equal more relationships between people, and as a response to that, there would be more happiness. The environment could suffer in ways such as pollution levels increasing, watershed health decreasing, and toxin releasement. But these things are only possibilities, they might happen, or they might not, but the positives for expansion, I believe overcome those possibilities. People will be less irritated, when it comes to things like timing, availability, and many more. I know as a Clarke County citizen, sometimes having to drive 30 minutes to a simple restaurant or something in that manner can get irritating. Also having small, little businesses can get a little frustrating. Why can't we expand? Why can't we have more opportunities in our county? Why can't we modernize more? Those are some questions that I know personally, that many people ask. Thank you for reading and accepting my letter, I hope you understand my message and my point of view on things, and I hope you take my proposal into consideration.

Thank you,

### Letter Presented by McKinlee Lambert:

To Whom it May Concern,

In my history class, we have been learning about political bosses and muckrakers. We have also been talking about how the Shop - n - Save is becoming a Martins. We are learning about the differences between a muckraker and a political boss. A muckraker is someone who wants change in certain things. ~~A~~ A political boss is a very different person, they don't want change. They usually disagree with everything a muckraker says. I am a muckraker because I believe that there should be more housing and business development. ~~N~~ Not to the point where Clarke County becomes overcrowded but there should still be a little bit more than there is now. I do think there should be rules against certain types of businesses. For example, an industry that gives off pollution should not be able to come here, because of the impact on our agriculture, rivers and our Chesapeake Bay watershed. If a business wants to be approved, they should be able to show that their company would not impact our agriculture and watershed.

There are not a lot of stores in Clarke County. If you need to buy clothes or shoes you need to go to Winchester or Charles Town! Having more business development would also bring more jobs. For example, for teenagers here it's usually harder to find jobs when they have little experience. More business development would help with that because they could find something close to home to get work experience. Also, the small town businesses on Main St would make more money because if we had more business development people would come into Clarke for shopping but they would get hungry and maybe stop at a place to eat or another store on Main St.

There have been many small businesses in Berryville that close because they don't make enough money to stay open. This is because everyone has to go to other towns to buy most needed items! If we had a few larger stores like Martins or Target, a lot more people would come to shop which would help the small businesses too. I believe there could be a little more housing but should follow the rules of the town when building housing. Housing would be more affordable if there were more choices here.

In cOnclusion, I do believe Berryville and Clarke County should allow some business and housing growth. I think a little growth, while following guidelines, would be beneficial to the town and citizens who live here. It would bring more money to our town and more jobs without impacting our agriculture.

**Letter presented by Kelsey Elrod:**

To Whom it may concern,

Recently, in my history class, we have been learning about muckrakers and political machines. Berryville, in my opinion has all the attractions to keep all the people in the town. But if we want to bring more people into Berryville, I think there should be more stores, shops, and restaurants. I also think there should be more athletic programs.

If we want more people to move to Berryville, or make people excited about living here, then we should add a more common grocery store along with additional retail stores and restaurants. I think the town of Berryville will appreciate this change because with more common stores there are people who go all the way to Winchester to get to a decent shop. Some shops we could add would be Martin's, Starbucks, Chick-fil-a, Simply Charming, Aeropostale, and many more.

I think we should add more athletic programs because a lot of kids like to play sports. Adults can play sports too. Athletic programs are very important to some kids and students because that might be what they're relying on for college. This will improve Berryville because more athletic programs means more kids come to play sports in Berryville. Some sports we could add would be volleyball, gymnastics, and wrestling.

Adding or replacing all these things will make great improvement in Berryville but it will also cost. As we all know Berryville is even now having draining issues so if we add all the stores, or put in fields or buildings, that's just taking up more land. So I think before we add all this stuff we should put in more draining lines and even out the land where the draining is really bad. In conclusion, I think we should add more stuff to Berryville, but first we need to assist the draining issue.

- Ms. Rivera opined that she hoped the Board of Supervisor enjoyed the letters and that it gave an idea of how the students think.
- Ms. Rivera thanked the Board of Supervisors for their time.
- Chairman Weiss opined that the students are all future Planners / Supervisors.
- Chairman Weiss provided a brief history of the Clarke County Comprehensive Plan.
- Chairman Weiss stated that he was very impressed and thanked the entire class.
- Supervisor Catlett thanked the class for coming and stated that they all had good thoughts.
- Supervisor Daniel pointed out Alison Teeter- Natural Resources Planner. Stating that having that position in the County has always been a reassurance that we take our impact on the watershed very seriously.
- Supervisor Byrd thanked the students for presenting. She is pleased that the students are thinking about Clarke County.
- Vice Chairman McKay thanked the students and encouraged them to get to know their Board of Supervisor and talk to them.
- Chairman Weiss congratulated the School and thanked all of the students for coming.

5) Consent Agenda

2019-05 Resolution of Appreciation for Charles "Trip" Hardesty

**RESOLUTION IN RECOGNITION OF CHARLES "TRIP" HARDESTY III**

May 2019

**WHEREAS**, Clarke County native Charles Triplett Hardesty III began selling cars as a teenager in the 1940s and opened Trip's Auto Sales in 1956 while also working a full-time job during the week to support his family; and

**WHEREAS**, Mr. Hardesty has partnered with the Virginia Department of Motor Vehicles as a DMV Select office since May 4, 1959; and

**WHEREAS**, Mr. Hardesty — 89-years old as of July 2019 — is the longest-standing License Agent for the Virginia DMV, serving as a private contractor on behalf of the state; and

**WHEREAS**, in recent years, his DMV Select office annually conducts more than 40,000 DMV transactions, including registrations, titles, plates, registration renewals, disabled and wheelchair accessible parking tags; and

**WHEREAS**, the DMV2Go mobile office arrives at Trip's Auto Sales one day each month to provide additional services such as identification cards, learner permits, driver's licenses; and

**WHEREAS**, Trip's Auto Sales is one of only two DMV Select offices in Virginia open on Saturday as well as Monday through Friday to best serve our residents; and

**WHEREAS**, Trip's Auto Sales at 6103 Lord Fairfax Highway has been a family-owned and operated business, offering exemplary service to Clarke County residents for more than 60 years;

**NOW, THEREFORE BE IT RESOLVED**, the Clarke County Board of Supervisors does hereby issue this resolution in recognition of Charles "Trip" Hardesty III, a well-respected businessman and beloved member of 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 21st day of May 2019.

Attest: David Weiss, Chair 2019-5R



**Supervisor Daniel moved to adopt the item on 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 opined that it was a rite of passage growing up in Clarke County to go into Trips and be told to straighten up by Mr. Hardesty. He personally thanked Mr. Hardesty for all he had done and then thanked him from the Board for all that he has done for this community over the years.

Mr. Hardesty then thanked the Board of Supervisors.

6) Memorandum of Understanding (MOU) Between the Town of Berryville and Clarke County Regarding Economic Development and Tourism

Received a letter from the Town of Berryville, indicating that they would like to change the methodology by which we pursue Economic Development within the Town and the County.

Chairman Weiss highlights include:

- In the newspaper, there seemed to be indication and comments that the County and Chair of the Board of Supervisors forgot the MOU Committee.
  - o Clarified that is not true; at the last meeting of the MOU Committee, the Town representatives indicated that the Town was in a transition and asked that action be deferred until the Town requested action in the future.
- Preferred that the MOU Committee would have reconvened to review different recommendations for the Board.
- Clarified to the Board that the Town pays nothing for the Director of Economic Development and Tourism, which was by design, it was supposed to be a County employee.
- Current makeup of the committee is the County Administrator, Board of Supervisor Chair, Town Council member, and the Town Manager or designee.
  - o Current members: David Ash, David Weiss, Jay Arnold, and Christy Dunkle.
- Originally, it was supposed to be the County Administrator and the Town Manager so that the hierarchy of employment was set.
- The Town amended to Town Manager or designee.

- While the designee, the Town Planner, is a professional, possesses the requisite skill sets, and does an excellent job, having a second person overseeing the other unnecessarily complicates the relationship.
- Stated that he would continue to serve on the MOU Committee if asked.
- The last item reviewed by the MOU Committee was the MOU document and the Committee went through to see the accomplishments and to determine what still needed to be done.
  - MOU Committee served as the Oversight Committee to recommend and then to hire the Economic Development Officer.
  - MOU Committee was established as a framework to set goals.
- Applauds the Town for taking economic development seriously.
- Personally, he believes that the Town should have a financial share in the cost of promoting economic development.

Vice Chairman McKay highlights include:

- The Town and the County are not given, nor do they give themselves, credit for all they have accomplished.
- Believes the existing membership is fine; and, if the Town would like to have more members, then, there is no reason that they cannot appoint them.
- Existing committee has been working well for us and changing drastically will not help our continuity.

Supervisor Catlett highlights include:

- Having the Town and the County work together is wonderful.
- Before creating a new committee, we should look at accomplishments and what the committee make up should be.
- Would like to hear from the Town on how the MOU Committee fits with the overall structure and goals of the other Town committees.

Supervisor Daniel highlights include:

- Good to have staff on the committee and that it would be fine to have two representatives from the Board of Supervisors and Town Council as long as we had enough people.
- Last paragraph of the letter states that it renews July 1, unless there are to be changes made.
- Currently, the existing MOU Committee is as stands.

- No harm in reconvening the existing committee.

Supervisor Byrd highlights include:

- Use this as an opportunity to move forward with the new council members.
- Work with the Town; get things done for our County to bring in more money.
- Finances should be discussed.
- New Council has good ideas and energy.
- The Committee, either the existing or a new one, should keep each member of the Board up to date via email with reports.
- Important for the Town and the County to be united.

David Ash highlight include:

- In the hierarchy of committees, this was to be a higher level of agreement between Town and County.
- Higher level of intention to keep both localities on the same page not to delve into the daily activities of the Industrial Development Authority, Economic Development Advisory Committee, and Town committees.

**Vice Chairman McKay moved for the existing MOU Committee to reconvene to discuss future options and report recommendations to their respected bodies. 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

7) Approval of Minutes

April 2, 2019, BoS Budget and Tax Rate Public Hearing

April 16, 2019, Regular Meeting

April 19, 2019, Continued Regular Meeting

**Supervisor Daniel moved to accept the minutes for April 2, April 16, and April 19 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

8) Board of Supervisors Personnel Item

A. Expiration of Term for appointments expiring through May 2019

2019-05-013 Summary: Following discussion, the Personnel Committee recommends:

- Tom Bauhan to the Clarke County Sanitary Authority to serve the remainder of the unexpired term of A.R. "Pete" Dunning, Jr., expiring January 5, 2022.
- Katherine Berger to the Clarke County Historic Preservation Commission to a four-year term expiring May 31, 2023.

2019-05-21 Action: David Ash summarized the Committee's recommendation.

**Vice Chairman McKay moved to approve the Personnel Committee recommendations. 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

9) Board of Supervisors Work Session Items

Board of Supervisors Work Session Agenda  
Berryville/Clarke County Government Center, 2nd Floor  
101 Chalmers Court, Berryville, Virginia 22611

May 13, 2019, 10:00 AM, Meeting Room AB

Present: Barbara J. Byrd; Terri T. Catlett; Mary L.C. Daniel; Beverly B. McKay, David S. Weiss

A. Historic Preservation Commission Report on the Demolition by Neglect Study by Maral Kalbian.

2019-05-13 Summary: The Supervisors changed the agenda order to allow presentation on demolition by neglect by Maral Kalbian to go first.

2019-05-21 Action: David Ash summarized Board review.

B. VDOT SSYP 2019/2020 through 2024-2025, Construction Budget FY2020

2019-05-13 Summary: Ed Carter presented six year plan options to the board. After discussion, the Board asked VDOT to prepare an option that would expedite the inclusion of Janesville Road earlier than in the current plan.

2019-05-21 Action: David Ash summarized Board review.

C. Comprehensive Services Update with Judith Blau

2019-05-13 Summary: Judi Blau and Denise Acker updated the Board on the status of the Comprehensive Services Act Programs in the County, explaining the sources of revenue and the mandated spending.

2019-05-21 Action: David Ash summarized Board review.

- Supervisor Byrd opined that the presentation was educational.
- Chair Weiss opined that it was a good update.

10) Board of Supervisors Finance Committee Items

A. FY2019 Supplemental Appropriations

a) *Conservation Easement Purchase - Rowland*

2019-05-13 Summary: *"Be it resolved that Conservation Easement Fund budgeted expenditure and appropriation be increased \$75,200, that VDACS revenue from the Commonwealth be recognized in the amount of \$37,600, that local funds currently in the Conservation Easement Fund in the amount of \$30,000 be recognized, and that the fund balance designation for Conservation Easement Purchases be decreased by \$7,600, all for the purpose of purchasing a conservation easement on the property of Katharine Rowland."*

2019-05-21 Action: Tom Judge summarized.

**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

*b) General District Court Desk purchase.*

2019-05-13 Summary: The request for funds to purchase a desk was withdrawn when a suitable desk became available in surplus.

2019-05-21 Action: Tom Judge summarized Board review.

*c) Parks Dog Park Donation for picnic tables.*

2019-05-13 Summary: *"Be it resolved that Parks Administration budgeted expenditure and appropriation be increased \$1,635, and that a donation from the Clarke County Humane Foundation be recognized in the same amount, all for the purpose of providing two picnic tables for the Dog Park."*

2019-05-21 Action: Tom Judge summarized.

**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. Overtime Reporting**

2019-05-13 Summary: There was a discussion of the need for better understanding of the factors leading departments to the use of overtime. It was suggested that departments make monthly reports to the Personnel Committee to accomplish this purpose.

2019-05-21 Action: Tom Judge summarized Board review.

There was discussion on Lucketts Spring Market at the Ruritan Fairgrounds held May 17 through 19. The Board questioned if the vendor paid for the Sheriff Deputies overtime. Supervisor Daniel thanked the Sheriff's Office for its work noting there were no complaints for the Lucketts event.

C. Bills and Claims

2019-05-13 Summary: The Finance Committee recommends approval of the April 2019 Invoice History Report.

2019-05-21 Action: **Vice Chairman McKay moved to accept the April 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 Appropriations, Fund Balance, and Capital Budget, and General Fund Expenditure Summary

11) Joint Administrative Services Board

Highlights of the update by Tom Judge include:

- Discussed Genworth Marketing
- Reviewed and approved annual staff salary increases for Joint Administrative Services.

**By consensus, the Board agreed upon Chairman Weiss suggestion to move the Closed Session Item 16 up on the schedule. For details, see Item 16 Closed Session**

12) Government Projects Update

David Ash provided the monthly project update.

- 104 Court House:
  - Engineers there last week
  - Firm is working on design
    - Move all units from attic space
    - Eliminate further cracking and leakage in ceiling
- Kohn Property:
  - Mowing completed
    - Will need to be mowed again soon
  - Repaired overflow for pond and refilling again
  - Schools are buying a skid loader so will borrow to widen the driveway
- School Board Office
  - Metal roof is complete
  - Discovered in the process that the siding on the dormers had to be removed in order to complete the roof
    - Will have to be reinstalled
- Park:
  - All old rail fence has been removed
  - New fencing has been put in except on a small section
- Pool:
  - Filling today
  - Water within six inches of the skimmers
  - Repaired filters
- Pavilion:
  - Electric and water supposed to be done but not done yet.
- Convenience Center:
  - Called Southern Scrap (only purchaser for recycling in area) to pull containers for plastic and cardboard and was told that they will not pick up anymore.
  - Negotiated with Southern Scrap and they stated that they would continue taking recycling until there is no market.
  - If we cannot recycle at the Clarke County site in the future, citizens still have the right to take their recycling to Frederick County since they are under a contract.



## 13) Miscellaneous Items

Audit Presentation by Matt McLaren

Mr. McLaren read the six significant points from the Letter of Governance.

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**ROBINSON, FARMER, COX ASSOCIATES**

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CERTIFIED PUBLIC ACCOUNTANTS

A PROFESSIONAL LIMITED LIABILITY COMPANY

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**Communication with Those Charged with Governance**

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**To the Honorable Members of  
The Board of Supervisors  
County of Clarke, Virginia**

We have audited the financial statements of the governmental activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of County of Clarke, Virginia for the year ended June 30, 2018. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 15, 2018. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters*Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by County of Clarke, Virginia are described in Note 1 to the financial statements. As described in Note 20 to the financial statements, County of Clarke, Virginia changed accounting policies related to other postemployment benefits by adopting Statement of Governmental Accounting Standards (GASB Statement) Nos. 75 *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* and 85, *Omnibus 2017*. We noted no transactions entered into by the County during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were useful lives of capital assets used to calculate depreciation, the allowance for uncollectible property taxes, accrued leave, and the net pension asset and liabilities and net OPEB liabilities and related deferred outflows of resources, deferred inflows of resources, and expenses.

Management's estimates of depreciation, allowance for uncollectible property taxes, and accrued leave are based on established guidelines and experience. The net pension (asset) liabilities and net OPEB liabilities and related items are based on calculations made by an actuary contracted by the State for the Virginia Retirement System. We evaluated the key factors and assumptions used to develop depreciation expense, the allowance for uncollectible property taxes, and accrued leave and reviewed the actuary's calculations of the net pension and OPEB liabilities (asset) and related items in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

*Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

*Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. We noted several material adjustments to the financial statements detected as a result of audit procedures which were acknowledged, reconciled and corrected by Management.

*Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated April 25, 2019.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the County's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as County of Clarke, Virginia's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to management's discussion and analysis and the schedules of pension and OPEB funding, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements.

We did not audit the RSI and do not express an opinion or provide any assurance on the RSI. Our responsibility with respect to the budgetary comparison information, which also supplements the basic financial statements, is to evaluate the presentation of the schedules in relation to the financial statements as a whole and to report on whether it is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Matters (Continued)

We were engaged to report on combining and individual fund financial statements and schedules, supporting schedules, and the schedule of expenditures of federal awards, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on statistical information, which accompanies the financial statements but is not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the use of the Board of Supervisors and management of County of Clarke, Virginia and is not intended to be and should not be used by anyone other than these specified parties.

*Robinson, Farming Co. Associates*

Charlottesville, Virginia  
April 25, 2019

- Reviewed the Financial Report.
- Page 1 is the independent auditors report issuing an unmodified / clean opinion on the accuracy of the numbers that were reported in the financial statements.
- Page 4 is the Management Discussion and Analysis. This is a narrative overview of the financial statements providing the highlights for the 185-page document.
- Briefly reviewed the main financial statements:
  - Page 14 Balance Sheet for Governmental Funds
    - General Fund is the County General Operating Fund
    - Equity term is Fund Balance
      - General Fund Balance approximately \$11.6 million at June 30, 2018
    - Fund Balances segregated by various categories, hierarchy of presenting the Fund Balance based on least available to most available for preparation.
    - Some categories are restricted for specific purpose:
      - Assigned being most restrictive, and
      - Unassigned being the least restrictive and available for appropriation by the Board.

- Page 16 Statement of Revenues, Expenditures, and Changes in Fund Balances
  - Reports the increase or decrease in the Fund Balance or Equity for the year.
  - General Fund: there is a decrease by approximately \$370,000.
- Common benchmark to compare the ending Fund Balance of June 30, as it relates to the total budgeted expenditures for the General Fund.
- Liquidity type ratio is the County ability to satisfy the impending expenditures that have been budgeted.
  - Clarke County had 34% fund balances as it compares to the budgeted expenditures for FY2018.
  - Most financial policies recommend 15-25% in that ratio.
- Chairman Weiss asked if the higher percentage was related to the pay-as-you-go policy.
- Mr. McLaren answered that certainly having a policy to preserve the fund balance equity will increase the percentage. Really a benchmark to compare what the reserves are in place.
- Supervisor Byrd asked for explanation of Virginia Public Assistance.
- Mr. McLaren stated that it is the formal name used by the Commonwealth of Virginia for Department of Social Services. He also stated that this will most likely increase due to Medicaid expansion.
- Page 71: Note 17: Notes to Financial Statements
  - Other Post-Employment Benefits (OPEB)
    - Liability that the Governmental Counties Standards Board requires every locality in the United States to measure and report in its financial statements.
    - Anything that is provided to a retiree other than pension.
    - The County offers a health benefit that retirees pay for but it allows retirees to stay on the Health Insurance until they reach Medicare age.
    - There is a liability because retirees are generally older, which increases rates.
    - The actuaries measure the cost to allow retirees to stay on the plan.
    - Total Liability
      - County \$751,000
      - School Board \$4 million
- Page 179 Independent Auditors' Report on Compliance as it relates to Federal Awards
  - Federal Government requires that each locality that receives greater than \$750,000 combined in Federal Assistance have a single audit.

- Randomly select Federal Program Awards and conduct a single audit on those programs.
- Required to report the compliance with those program audits.
- Issued a clean / unmodified opinion on the single audit for FY2018.
- Supervisor Byrd asked how many years Mr. McLaren had been serving Clarke, also how this audit compares to the past years.
- Mr. McLaren stated that he had been serving Clarke for the past 14 or 15 years and that it is remarkable how stable the County's fund balance has been, the debt is very conservative, the County has a unique financial reporting structure, and that there is a Central Finance Office that is very efficient.
- Chairman Weiss thanked Mr. McLaren for his work and thanked the Joint Administrative Services Office for their work.

Airbnb: Information only – summarized by David Ash

- At the evening session, David Ash raised the issue of Airbnb. Highlights of review include:
- Mr. Mitchell approved the content for Airbnb contract.
  - Agreement between the County and Airbnb to start collecting the Transient Occupancy Tax from Airbnb bookings.
  - 30-day opt out period
  - Third-party billing between Airbnb and the Commissioner of the Revenue
  - Supervisor Byrd questioned if by collecting money from these businesses did they have to pass health and safety requirements or any other inspections.
  - Mr. Ash stated he had asked Mr. Mitchell who clarified that the tax is the tax and other concerns are other concerns. While this may be something that the County wants to pursue in the future, the Transient Occupancy Tax is not dependent upon whether the other regulations have been met.
  - Chairman Weiss opined that it is a concern noting that the County may look at it in the future but it is not a prohibited use.
  - In response to a question from a member of the audience, Mr. Ash stated that the Transient Occupancy Tax is 2.5%.
  - Supervisor Byrd clarified that each one should hold a business license, which is \$30 per year.
  - Chairman Weiss stated that the Transient Occupancy Tax is the same that is collected from Rosemont, hotels, bed and breakfast, etc.

14) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Set up MOU Committee Meeting	David L. Ash
2.	Process 2019-05R	Lora B. Walburn & Brianna R. Taylor
3.	Process and post approved minutes.	Brianna R. Taylor
4.	Update appointments database, draft notice of appointment, and notify staff representatives.	Lora B. Walburn & Brianna R. Taylor
5.	Execute letters of appointment.	David S. Weiss

15) Board Member Committee Status Reports

Due to time constraints, the Board agreed to suspend status reports.

- Vice Chairman McKay expressed interest in participating in a VaCO discussion on Solar Farms.

**By consensus, the Board agreed to Vice Chairman McKay’s participation.**

16) Closed Session

**At 2:33 pm, Supervisor Daniel moved to 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 4:09 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 Catlett 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 Catlett 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 was taken following Closed Session.

At 4:20 pm, Chairman Weiss recessed the meeting.

At 6:34 pm, Chairman Weiss reconvened the meeting.

17) Citizens Comment Period

No citizens appeared to address the Board.

18) Virginia Department of Transportation [VDOT]

– No update or comments

## 19) PH 19-07 Restriction of Through-truck Traffic on Blue Ridge Mountain Road [VA Route 601]

The County of Clarke proposes to request that the Commonwealth Transportation Board approve the restriction of Through-truck Traffic on Blue Ridge Mountain Road [VA Route 601] from John Mosby Highway [US Route 50] to Harry Byrd Highway [VA Route 7] in accordance with § 46.2-809 of the Code of Virginia. The proposed alternate route is Lord Fairfax Highway [US Route 340] from John Mosby Highway [US Route 50] to Harry Byrd Highway [VA Route 7]

At 6:36 pm, Chairman Weiss opened the citizen comment portion of the public hearing.

Tom Melgaard, 19655 Blue Ridge Mountain Rd., commented that there seems to be more truck traffic as time goes on. He expressed that he is definitely in favor of reducing through-truck traffic.

Paul Waldo, 20769 Blue Ridge Mountain Rd., commented that he would like to see a reduction in the truck traffic. He expressed concerns of safety since the road condition is mountainous and hilly and there are many blind curves. He noted that there was no opposition to the through-truck traffic and thanked the Board for their consideration.

Chairman Weiss closed the citizen comment of the public hearing at 6:38 pm.

- Supervisor Catlett stated that the road is not suitable. She expressed that she was glad that citizens did come to speak on what really happens.
- Chairman Weiss recalled that Mr. Carter indicated that VDOT had traveled that road and agreed that it was not suitable for big trucks.
- Mr. Alexander expressed that the statement was correct. As a side note, he stated that VDOT had used GPS since truck drivers tend to use GPS to get them to different locations and Route 601 is a main path used by GPS.
- Chairman Weiss asked if the Board were to take this action to ask for restrictions would there be signage that would indicate motorists should disregard GPS, etc.
- Mr. Alexander stated that if through-trucks were restricted then the specific prohibited signs would be posted.
- Supervisor Byrd asked if the “No Thru Truck Traffic” sign would be posted.
- Mr. Alexander responded in the affirmative.
- Supervisor Catlett asked what the action of the citizen would be if they see trucks on the road after the signage was up and how it would be enforced.
- Mr. Alexander stated that it would be enforced by the Sheriff and the State Police; the citizen could call the emergency or non-emergency dispatch number.
- Supervisor Daniel expressed that Vice Chairman McKay and she agreed that truck driving is not an easy job and that they could not imagine anyone who would want to be on that road with an 18-wheeler unless they had to be.



- Supervisor Catlett opined that the signs should help.
- Mr. Ash stated that once this is complete VDOT would initiate their own study and will come back with recommendation on the nature and type of restriction.
- For clarity, Vice Chairman McKay asked when this would start.
- Mr. Alexander explained that it would be several months.

**Supervisor Catlett moved to propose to request that the Commonwealth Transportation Board approve the restriction of Through-truck Traffic on Blue Ridge Mountain Road [VA Route 601] from John Mosby Highway [US Route 50] to Harry Byrd Highway [VA Route 7] in accordance with § 46.2-809 of the Code of Virginia. The proposed alternate route is Lord Fairfax Highway [US Route 340] from John Mosby Highway [US Route 50] to Harry Byrd Highway [VA Route 7]. 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

20) PH 19-08 SSYP 2019-2020 thru 2024-2025, Construction Budget FY2020

The purpose of this public hearing is to receive public comment on the proposed Secondary Six-Year Plan for 2019/2020 - 2024/2025 in Clarke County, and on the Secondary System Construction Budget for Fiscal Year 2020. Copies of the proposed Plan and Budget may be reviewed at the Edinburg Residency Office of the Virginia Department of Transportation, located at 14031 Old Valley Pike Edinburg, Virginia or at the Clarke County offices located at 101 Chalmers Court, Suite B, Berryville, Virginia. All projects in the Secondary Six-Year Plan that are eligible for federal funds will be included in the Statewide Transportation Improvement Program (STIP), which documents how Virginia will obligate federal transportation funds.

David Ash advised that there was a correction for small deviations on Lockes Mill Rd.

Scott Alexander presented:

- Major projects:
  - Old Charlestown Rd. bridge replacement over the Opequon
    - Currently 19' wide by 80' long bridge
    - Replace with 30' wide by 136' long structure
    - Tentative end date of November 2020
  - Old Winchester Rd. bridge replacement over the Opequon

- Currently under construction
- Previously 16' wide by 80' long structure
- Replace with 28' wide by 89' long structure
- Anticipated end date November 1, 2019.

**MAJOR PROJECTS**

ROUTE	ROAD NAME UPC #	FROM	TO	AVERAGE DAILY TRAFFIC COUNT	DESCRIPTION OF WORK	VICINITY	ESTIMATED COST	TENTATIVE ADJUST DATE	COMMENTS
701	Old Charlestown Road UPC 98956	At Frederick/Clarke Co line		1200	Replace bridge structure	Opequon Creek	\$4,356,227	2020	Federal Funds
* 723	Old Winchester Road UPC 88316	.25 miles E County line	.25 miles W County line	600	Replace bridge structure	Opequon Creek	\$1,000,000	Under Constr.	Federal Funds

\*Listed in Frederick County's Secondary Plan

- Estimated Allocations by fiscal year
  - o FY2020 approximately \$130,000
  - o Zeros on top row and number amounts on bottom row is because they are changing the name of how the money is allocated.
    - Changing from Commonwealth Transportation Board [CTB] Formula - Unpaved State to District Grant Unpaved.
  - o Projecting approximately of \$100,000 per year on average

**Secondary System  
Clarke County  
Construction Program  
Estimated Allocations**

Fund	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	Total
CTB Formula - Unpaved State TeleFee	\$97,058	\$0	\$0	\$0	\$0	\$0	\$97,058
District Grant Unpaved	\$0	\$136,278	\$56,114	\$74,499	\$69,332	\$69,332	\$405,555
<b>Total</b>	<b>\$129,981</b>	<b>\$136,278</b>	<b>\$56,114</b>	<b>\$74,499</b>	<b>\$69,332</b>	<b>\$69,332</b>	<b>\$700,031</b>

- New Hard Surface Projects: Priorities:
  - o Locke Mill Rd from the old mill passed Rt. 608 to just past watermelon park
    - There is a piece that is already paved within that section.
  - o Janesville Rd expect to start in 2021
    - Moved project up from 2023 or 2024
  - o Finish Lockes Mill Rd from just past watermelon park to Chilly Hollow Rd

**NEW HARDSURFACE PROJECTS**

PROJECT	ROUTE	ROAD NAME UPC #	FROM	TO	LENGTH (miles)	APPROX DAILY TRAFFIC COUNT	VICINITY	ESTIMATED COST	TENTATIVE AD/START DATE	COMMENTS
1)	621	Lockes Mill Road UPC 106051	EHS 0.56 Miles W Rt. 608	0.02 Miles E Rt. 608	1.2	120		\$337,500	2020	Rural Rustic
2)	652	Janesville Road UPC 20260	Rt. 657	Rt. 633	1.4	170		\$315,500	2021	Rural Rustic
3)	621	Lockes Mill Road	0.02 E Rt. 608	EHS Rt. 621 (Chilly Hollow)	1.1	120		\$370,500	Beyond Plan	Rural Rustic

- Planning Estimates- Typical Sections:
  - o Generally rural rustic roads approximately \$305,000 per mile
  - o Cost can go up if have steep road, have ditch problems, etc.
  - o Other price estimations shown for higher volume highways etc.

**Planning Estimates-Typical Sections**

	<u>Cost Per Mile</u>
1. Rural Rustic	\$ 305,000
2. Avg. 2-Lane Road Reconst.	\$ 809,952
3. 2-Lane Road New Location	\$ 2,230,800
4. Avg. 4-Lane Road Reconst.	\$ 2,415,128
5. Avg. 4-Lane Road New Location	\$ 4,461,600

- Supervisor Byrd inquired as to the number of gravel roads left in Clarke County that still need paving.
- Mr. Alexander stated that there are approximately 20 miles of unpaved roads left in Clarke County.

- Supervisor Catlett asked if there were any other gravel roads that constituents have inquired to complete.
- Chairman Weiss stated that he had not been approached.
- Supervisor Byrd expressed that it took 18 years to get Allen Road paved and it now needs to be patched in a few places.

Chairman Weiss thanked Mr. Alexander for the presentation and thanked VDOT for working with the Board and moving projects up.

At 6:53 pm, Chairman Weiss opened the citizen comment portion of the public hearing. Being no persons desiring to speak, he closed the public hearing at 6:54

**Vice Chairman McKay moved to adopt VDOT Six Year Plan 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

21) Adjournment

At 7:00 pm, Chairman Weiss adjourned the meeting.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, June 18, 2019, at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: May 21, 2019

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David S. Weiss, Chair

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David L. Ash, County Administrator

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Recorded and transcribed by Brianna R. Taylor, Administrative Assistant - County Administration