



Clarke County Board of Supervisors Regular Meeting Agenda

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

Item

August 16, 2011

Packet
Page

Afternoon Session 1:00 PM

- | | |
|--|----|
| 1) Call To Order | 4 |
| 2) Adoption Of Agenda | 5 |
| 3) Clarke County School Board Update | 6 |
| 4) Approval of Minutes | 7 |
| – July 14, 2011 Regular Meeting | |
| – Verification of July 14, 2011 Closed Session Supervisor Dunning | |
| 5) Consent Agenda | 21 |
| A. Northwestern Community Services FY2012 Performance Contract | 22 |
| B. LODA Eligibility for Volunteer Fire and Rescue Companies | 35 |
| 6) Citizen's Comment Period | 36 |
| 7) VDOT | |
| – Regular Update | 37 |
| 8) Additional Discussion and to Consider Setting the Regional Water Supply Plan and Ordinance Implementing the Drought Response and Contingency Plan CC-11-04 for Public Hearing at the September 27, 2011 Regular Meeting at 2:00 pm or as Soon Thereafter as the Matter May Be Heard. | 41 |
| 9) Additional Discussion Chesapeake Bay TMDL Local Responsibility | 53 |
| 10) Board of Supervisors Personnel | 60 |
| – Expiration of Term for appointments expiring through October 2011. Action: Approve Committee recommendations. | 62 |
| √ Appointment of John Turkel to the remainder of a four-year term effective 9/15/2011 and ending 4/30/2015 on the Clarke County Planning Commission. | |
| √ Appointment of John Milleson as an additional member of the Economic Development Advisory Committee for term ending 12/31/2014 thereafter being a four-year term. | |
| √ The term of the Town of Berryville representative, Christie Dunkle, be adjusted from 8/31/2011 to 12/31/2011 in order to coincide with the expiration dates of all other members. | |
| – Appointee Information Feedback Update. Action: The Personnel Committee instructed staff to clarify a number of apparent omissions and/or inconsistencies in the document. The Personnel committee will be provided with the requested changes and/or explanations at the September 19, 2011 Committee meeting. | 60 |

Note: The order in which Agenda items are considered may be changed to assure that public hearings are started as close as possible to the scheduled time Page 1 of 4

8/12/2011 11:37 AM



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101 Chalmers Court, 2nd Floor, Berryville, Virginia

Item	August 16, 2011	Packet Page
11) Board of Supervisors Work Session		69
– Regional Water Supply Plan. Action See Item No. 8		41
– Chesapeake Bay TMDL Local Responsibility. Action: See Item 9.		53
– Building Automation Status. Action: Matter referred to the Finance Committee at its August 11, 2011 meeting for additional discussion and recommendation at the August 16, 2011 regular Board meeting.		71, 77
– Project Updates. Action: The Board entered Closed Session pursuant to 2.2-3711-(A)(7) regarding negotiations / litigation pertaining to the Berryville Clarke County Government Center HVAC System. No action was taken on matters discussed in Closed Session.		69
12) Board of Supervisors Finance		74
– Discussion Building Automation referred to Finance Committee at 08/08/2011 Work Session. Action: The Finance Committee recommends that the Board direct staff to continue with the preparation of an agreement that would provide the Board with the ability to review the proposed installation at the Johnson Williams Middle School prior to identifying a County-facility; and further, to provide the Board with the opportunity to opt out of additional installation should the building automation systems not prove beneficial.		71, 77
– FY2012 One-time Payment to General Government Employee. Action: The Finance Committee recommends that the County Administrator's recommendation be accepted provided that payout does not exceed more than \$450 per person.		80
– Supplemental Appropriations. Action: The Finance Committee recommends Board adopt the following resolution: "Be it resolved that FY 11 budgeted expenditures and appropriations be reduced \$37,867 in the General Fund and \$7,689 in the Social Services Fund, and be it further resolved that FY 12 budgeted expenditures and appropriations be increased \$37,867 in the General Fund and \$7,689 in the Social Services Fund. "		74
– Funeral Expenses for Indigent Persons. Action: The Committee discussed the matter with the Sheriff and recommends the Board charge these expenses to the Medical Examiner account as recommended by the Finance Director.		81
– VRS Deferred Compensation Program.		82
Be it resolved that Nationwide Retirement System Deferred Compensation Program be administered after October 1, 2011 as follows:		
1. Balances can remain in the program, or be transferred to the VRS Deferred Compensation Plan.		
2. Employees currently contributing on October 1 can continue to contribute to the Nationwide Plan.		
3. The Nationwide Plan will be closed to new participation as of October 1.		

Note: The order in which Agenda items are considered may be changed to assure that public hearings are started as close as possible to the scheduled time Page 2 of 4

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4. If an employee contributing to the Nationwide Plan as of October 1 begins contributing to the VRS Plan, they can maintain their Nationwide balances, but cannot continue contributions to the Nationwide Plan. "		
Action: Subject to provision of information confirming the ease with which employees can transfer balances within the VRS program, the Finance Committee recommends that the Board adopt the Joint Administrative Services Board recommendation to implement the VRS program for future use.		
– Cooperative Extension Request for Supplemental Appropriation of \$3,000 to Fund a Proportionate Share of a Horticultural Agent Position. Action: The Finance Committee recommends that the Board approve the funding request.		86
– Resolution In Support of Restoration of state Funding for Aid to Localities. Action: The Finance Committee recommends that the Board approve adoption of the proposed resolution.		88
– Update from Sharon Keeler, Treasurer. Action: The Finance Committee was made aware that the Treasurer had revised the calculation of the distribution of sales tax for Fiscal Years 2009, 2010 and 2011 to reflect school-age population as estimated by the Weldon Cooper Center resulting in the distribution of an additional \$70,000 distribution to the Towns of Boyce and Berryville.		90
– Acceptance of July 2011 Bills and Claims. Action: The Finance Committee recommends acceptance of the July Bills and Claims.		76
– Standing Reports: Reconciliation of Appropriations (FY2011). General Fund Balance (FY2011). Capital Projects (FY2011). General Fund Expenditure Summary Action: Information Only		93
13) Government Projects Update		96
14) Miscellaneous		97
15) Summary Of Required Action		98
16) Board Member Committee Status Reports		99
17) Closed Session <i>as necessary</i>		100
18) Adjournment		101

No Evening Session

Reports in August Packet:	102
1. Building Department	103
2. Commissioner of the Revenue	109

Note: The order in which Agenda items are considered may be changed to assure that public hearings are started as close as possible to the scheduled time

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Item	August 16, 2011	Packet Page
3. Cooperative Extension – 4-H		115
4. Virginia Transit Report		123
Reminder: September 2011 Board of Supervisors Meeting Schedule		124
<p>Board of Supervisors Committee Meetings will be held Monday, September 19 at the regularly scheduled times and location.</p> <p>Board of Supervisors' Regular Meeting will be held Tuesday, September 27 at 1 PM. Note: Due to a scheduling conflict, the meeting room is not available for an evening session.</p>		

Note: The order in which Agenda items are considered may be changed to assure that public hearings are started as close as possible to the scheduled time

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Clarke County Board of Supervisors

Call To Order

Clarke County Board of Supervisors

Adoption of Agenda

Clarke County Board of Supervisors

Clarke County Public Schools School Board Update

CLARKE COUNTY BOARD OF SUPERVISORS
July 14, 2011 Regular Meeting 1:00 p.m.
Main Meeting Room

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held in the Main Meeting Room, 2nd Floor Berryville Clarke County Joint Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia on Thursday, July 14, 2011.

Board Members Present

Barbara Byrd; A. R. Dunning, Jr.; J. Michael Hobert; John Staelin; David Weiss

Board Members Absent

None

Staff Present

David Ash, Chuck Johnston, Alison Teetor, Tom Judge, Lora B. Walburn

Others Present

Barbara Lee; Robina Rich Bouffault; Keith Dalton; Becky Lane; Ed Leonard and other citizens

Call to Order

Chairman Hobert called the meeting to order at 1:04 p.m.

Adoption of Agenda

Supervisor Staelin moved to adopt the agenda as set forth. The motion carried by the following vote:

J. Michael Hobert, Chair	-	Aye
David S. Weiss, Vice Chair	-	Aye
Barbara J. Byrd	-	Aye
A.R. Dunning, Jr.	-	Absent

John R. Staelin - Aye

Supervisor Dunning joined the meeting at 1:10 pm.

Clarke County Public Schools Update

Barbara Lee, Chair - Clarke County School Board, appeared before the Supervisors to provide the monthly update for Clarke County public schools. Highlights include:

- With the funds returned by the Supervisors to the Schools, it was possible to pay a \$446 one-time payment to all employees.
- Both new administrators are hard at work.
- Eleven members of the honor society will be going to Baton Rouge.
- Wellness initiative, Clarke In Motion, will include such perks as gym discounts, fitness challenges, healthy diets and menus. At some point, the Schools hope to extend this program to County employees.
- New web site hosting program is being developed and should be ready by the beginning of the next school.
- Investigating replacement of software for transportation and field trip management.
- Ordered 465 new computers for the new high school.
- Wireless networks fully installed at all schools.
- Supervisors are invited to tour the new high school.
- A meeting is planned this afternoon with representatives from Lord Fairfax Community College to discuss programs.

Robina Rich Bouffault provided an update on the new high school project.

- Continue to make progress.
- Considerable coordination is required with 13 contractors and sub-contractors currently working on the project: 11 contractors/sub-contractors in the building and 2 contractors/sub-contractors on the site.
- Project is still on schedule. The written schedule is a six-page detailed document updated on a monthly basis by Shockey and the program managers.
- January 23, 2012 continues to be the substantial completion date.
- The greenhouse has been integrated in schedule with an anticipated September completion.
- Base asphalt will be complete at end of this week for the entire project including roads, parking lots and other paved areas.

- VDOT will provide revised plat.
- Property fencing has been up since last week. Fencing is six-foot tall, board on board.
- Ten-foot landscaping buffer will be placed around area adjacent to Battlefield Estates.
- Just started working on FFE schedule with Mr. Baggett, Director of Technology.
- In response to two on-site robberies, Shockey has ramped up security. Losses are covered under the contractor's insurance.
- Supervisor Staelin urged the School Board to start thinking about the impending renovations projects. Barbara Lee responded that renovation project phasing discussion had begun. She also confirmed that a project manager had not yet been selected.
- No serious damage from yesterday' rainstorm but contractors will need to stabilize the site and gather up topsoil spread by the winds and rain.

Approval of Minutes

Supervisor Staelin moved to approve the June 21, 2011 Regular Meeting minutes as presented. The motion was approved by the following vote:

J. Michael Hobert, Chair	-	Aye
David S. Weiss, Vice Chair	-	Aye
Barbara J. Byrd	-	Aye
A.R. Dunning, Jr.	-	Aye
John R. Staelin	-	Aye

Verification of May 24, 2011 Closed Session Supervisor Dunning

Supervisor Dunning confirmed the following Certification of Closed Session for the May 24, 2011 Regular Meeting:

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

Board of Supervisors Meeting Minutes For July 14, 2011 – Regular Meeting

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.

Consent Agenda

- A. Reschedule Regular September Board of Supervisors' meeting for September 27 at 1 PM rather than the originally scheduled date of September 20 [Note: Meeting room is not available for an evening session due to scheduling conflict.]

- B. Reschedule Committee Meetings to September 19 at their regular time from the originally scheduled date of September 12

- C. 2011-14R Resolution in Appreciation of Service Clarke County Parks and Recreation Advisory Board Member

**Resolution in Appreciation of Service
Clarke County Parks and Recreation Advisory Board
Lawrence W. White, Jr.
2011-14R**

WHEREAS, Lawrence W. White, Jr. first served as the Board of Supervisor's liaison to the Clarke County Parks and Recreation Advisory Board beginning in January of 1992;

WHEREAS, Mr. White became an official voting member of the Clarke County Advisory Board on March 19, 1996 and served on this Board for an additional period of over 14 years;

WHEREAS, Mr. White served as Vice Chairman of this Board from October 8, 1997 – July 5, 2000 and as chairman from July 5, 2000 to August 2010.

WHEREAS, throughout his tenure on the board, Mr. White demonstrated the character of a true leader, helping to guide the Park through a multitude of positive changes;

WHEREAS, during this time, Mr. White also assisted on the completion of many Park Master Plan projects which enhanced the recreational opportunities for the citizens of Clarke County;

NOW THEREFORE BE IT RESOLVED, by the Clarke County Board of Supervisors that Lawrence W. White, Jr. be recognized and congratulated for his service on the Clarke County Parks and Recreation Advisory Board and the impact this service has made on Clarke County;

BE IT FURTHER RESOLVED, that his dedication, loyalty, and service to the citizens of Clarke County be hereby memorialized and that a suitable copy of this resolution be presented to Mr. White as a token of the respect and high esteem in which he is held by the Clarke County Board of Supervisors, Constitutional Officers, and the staff of Clarke County.

APPROVED AND ORDERED ENTERED in the official records by the unanimous vote of the members of the Clarke County Board of Supervisors assembled in regular session on the 15th day of June 2010.

Attest:

J. Michael Hobert, Chairman

D. Request for Easement Purchase Approval: Arkfeld Farm; Buckley Farm; Moore & Dorsey Farm: Authorization Subject to the Availability of Designated State and Federal Grant Funding and Limits of Available Local Funding

MEMORANDUM

TO: Board of Supervisors, David Ash

FROM: Clarke County Conservation Easement Authority
Alison Teetor, staff

SUBJECT: Request for Easement Purchase Approvals

DATE: July 5, 2011

The Clarke County Easement Authority has approved the following easements for purchase. The Authority requests the Board of Supervisors to authorize the Chairman of the Board of Supervisors to execute deeds, easements, and other documents necessary to the transactions, subject to the property owners and lenders signing the Deed prior to the Chair where appropriate. All of the funds requested are well within the current Easement Authority budget and the proposed expenditure of \$55,000 in local funds will leverage \$1,191,370 in state and federal funds.

DUR PURCHASE

Arkfeld Farm

Tax Map Parcel; 1-((A))-2, 200 acres with 6 remaining DUR's. Placing a conservation easement on this property will:

- 1) protect 200 acres of farmland currently used primarily as a cattle farm;
- 2) protect 85 acres (43%) soils identified as Prime and 25 acres (12%) local importance;
- 3) retire four of the remaining 6 development rights and allowing no further subdivision so as to maintain the integrity of this working farm;

- 4) protect nearly a mile of riparian area along an EPA designated impaired waterway, the Opequon Creek;
- 5) protect a farm enrolled in the County Agricultural/Forestral District, dedicated to preserving farm and forestland; and
- 6) protect numerous sinkholes on the property from disturbance associated with development;
- 7) protect a state and federally endangered species, the Madison Cave isopod by protecting runoff into sinkholes and limiting land disturbance;
- 8) protect a Virginia Department of Game and Inland Fisheries (VDIF) "Threatened and Endangered Species Water, the Opequon Creek, which may have Wood Turtles, a threatened species, by maintaining the existing forest buffer along the riparian corridor;
- 9) protect an area identified by the Department of Natural Heritage, Virginia Conservation Lands Needs Assessment (VCLNA) as a landscape corridor which link cores with the greatest Ecological Integrity to facilitate movement of animals, seeds, and pollens between cores; and
- 10) not effect the County tax base as the farm is currently enrolled in use-value taxation for agriculture.

Moore & Dorsey – Johnson & Bell Tracts:

Tax Map #'s 15-((A))-64 & 15-((A))-65, 151 acres, 8 remaining DURs, 3 existing houses
Placing a conservation easement on this property will:

- 1) protect 151 acres of farmland, originally used for apple production the current use is for the production of landscape nursery stock.
- 2) Retire 7 of the remaining 8 dwelling unit rights;
- 3) preserve 104.4 acres (69%) prime farmland, 14.1 acres (9%) statewide importance, and 30.3 acres (20%) locally important soils
- 4) protect a family farm, owned by Moore and Dorsey for more than 50 years. Preservation of family farms is a primary objective of the CEA.
- 5) Protect a farm within the Longmasrh Rural Historic District with two structures contributing to that district;
- 6) Moore and Dorsey own an additional 800 acres, a portion of which may also be placed in conservation easement, pending the outcome of the proposed purchase;
- 7) not effect the County tax base as the farm is currently enrolled in use-value taxation for agriculture/horticulture.

M.S. Buckley & Son

Tax Map #'s 28-((A)-13, 121 acres, 6 remaining DURs, vacant land
Placing a conservation easement on this property will:

- 1) result in the retirement of 4 of the 6 remaining dwelling unit rights (DURs), protecting the farm from future development or subdivision;
- 2) protecting a family farm, M.S. Buckley & Son have owned this property and surrounding parcels totaling 491 acres near White Post in Clarke County Virginia since the 1930's and farmed it since 1882, three previous generations;
- 3) Preserving a farm primarily used for as a cow calf operation the Buckley's also utilize the farm for crop, hay, and pasture production;
- 4) protecting 60% important soils including 18 acres (15%) Prime soils, 30 acres (25%) statewide importance, and 26 acres (21%) locally important;
- 5) protecting a viewshed from a primary highway (Route 340, Lord Fairfax Highway);
- 6) protecting open space immediately adjacent to the Greenway Rural Historic District;
- 7) protecting the headwaters of Westbrook Run, a tributary in the Spout Run watershed, an EPA designated impaired waterway and has practiced best management practices including no till planting along with the use of grass filter strips to improve water quality and reduce runoff;
- 8) protecting a farm enrolled in the Clarke County Agricultural and Forestal District and use value taxation program thus not impacting the County tax base.
- 9) The County is funding the purchase with multiple sources including a Farm and Ranchland Protection Program FY10 grant (50%), landowner donation (25%), Virginia Department of Agriculture and Consumer Service and local (25%), and if successful Virginia Land Conservation Fund monies (25%).

E. FY2012 One-time Payment General Government Employee Recommendation

To: Board of Supervisors
From: David Ash
Re: One-time Employee Payment
Date: July 5, 2011

I propose that the sum of \$35,716, representing the compensation portion of the amount established by the board to provide a one-time payment to general government employees be distributed in a fixed amount of \$500 each, to full-time employees on the general government payroll on August 1, 2011 and to permanent part-time employees working an average of 30 hours or more per week as general government employees as of August 1, 2011, provided that general government employees that have received

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promotions or increases in compensation since January 1, 2010 not be included in this one-time distribution.

I further propose that part-time employees who regularly work reduced hours to cover positions normally covered by full-time employees of the general government as well as full-time employees not qualifying for the distribution recommended above, be granted a one-time payment of \$100.

These proposals would not include contract, seasonal, or casual employees who work on specific projects or activities of limited duration.

Said compensation to be added to the regular payroll and disbursed along with the regular pay for the month of August 2011.

Chairman Hobert requested Item E FY2012 One-time Payment General Government Employee Recommendation be removed from the Consent Agenda and added to the August 2011 Finance Committee Agenda. Approved by consensus of the Board.

Supervisor Staelin moved to approve Items A through D on the Consent Agenda. The motion carried by the following vote:

J. Michael Hobert, Chair	-	Aye
David S. Weiss, Vice Chair	-	Aye
Barbara J. Byrd	-	Aye
A.R. Dunning, Jr.	-	Aye
John R. Staelin	-	Aye

VDOT

Edwin Carter, Program Manager, appeared before the Supervisors to provide the monthly update.

- Maintenance work completed in June/July:
 - o Repaired low shoulders on primary's;
 - o Repaired sink holes on Rte. 50 and an abandoned well on State R/W in Berryville;
 - o Completed mowing and performed patching on secondary's;
 - o Performed brush trimming around signs on primary's and secondary's and started bridge sweeping on primary's;
 - o Did some prep work for the box on Rte. 604;
 - o Repaired low shoulders on Rte. 608 south of Hillendale Farm.

- Maintenance work planned for July/August:

- Continue shoulder work on primary's and secondary's including Rte. 601;
 - Conduct mowing operations behind guardrails;
 - Continue bridge sweeping operations on primary's and brush trimming on primary's and secondary's;
 - Clean pipes and ditches on various secondary's;
 - Schedule contractor for leaning tree on Rte. 601.
- Other Projects:
- Mosby Boulevard is still on schedule.
 - Route 604 waiting on right of way clearance to place box; Letters to property owners for second phase were sent out 6/30/2011.
 - Route 7 crossovers notified this morning that District Traffic Engineering has completed the design.
 - 723 Bridge the status is unchanged.
 - Route 761 Bridge project has been advanced from 2017 to 2015 due to the enhancement package from the state. Project is in the preliminary scooping/design stage.
 - Route 340 District Traffic is reviewing accident history and hopes to have a recommendation by the next meeting. Mr. Carter advised that no funds were available at this time for a major project; but if recommended, the process could be started.
 - Cannot come up with warrants to justify placement of requested guardrails on Route 7.

Citizens Comment Period

No citizens appeared before the Supervisors.

Notification: Code of Virginia Change Effective July 1, 2011 Chapter 180 § 15.2-1418 Relating to Calling of a Special Meeting; Provide Written Request for File Purposes.

David Ash reviewed the amendment of the Code of Virginia specific to special meeting notice that took effective July 1, 2011. He distributed the following form to the individual Supervisors for their review, completion and submission.

*County of Clarke
Special Meeting Notification Authorization*

To:

*[Send to Clerk of the appropriate
body.]*

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With this document, I authorize the following means of notice for a special meeting pursuant to §15.2-1418, of the Code of Virginia, as amended.

Name: _____
 Title: _____
 Body: _____
 Notice Method: Email Fax Served By Sheriff
 Date: _____
 Signature _____

Return completed form to the Clerk of the above-listed body.

The executed notification authorization shall be valid for all special meeting notifications until such time as withdrawn by the requestor.

F1211-36

Rev Date: 07/07/2011

Board of Supervisors Personnel Committee

Expiration of Term for appointments expiring through October 2011

Chairman Hobert advised that action on personnel matters would be held until after the August Personnel Committee meeting.

Board of Supervisors Finance

Acceptance of June Bills and Claims.

Supervisor Staelin moved to accept the June General Government Bills and Claims as presented. The motion carried by the following vote:

- J. Michael Hobert - Aye
- David S. Weiss - Aye
- Barbara J. Byrd - Aye
- A.R. Dunning, Jr. - Aye
- John R. Staelin - Aye

Standing Reports

The Board briefly reviewed the financial standing reports.

Government Projects Update

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Highlights of the monthly project update provided by David Ash included:

Circuit Courthouse:

- o Project almost complete with only punch list work left.
- o Sound continuation panel for courtroom dome was shipped in one piece. Manufacturer will have to remanufacture or find some way to disassemble to enable installation.

Convenience Center:

- o Review of the RFP's by David Weiss and he has been delayed.

Summary Of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process approved minutes.	Lora B. Walburn
2.	Coordinate change for the September meeting regular and committee meeting dates.	Susanne Vaughan
3.	Process 2011-14R.	Lora B. Walburn
4.	Notify Alison Teetor of BOS approval of easement purchase.	Lora B. Walburn
5.	Add discussion of FY2012 one-time payment to general government employees to August Finance Committee agenda.	Tom Judge
6.	Process completed F1211-36 Special Meeting Notification Authorization.	Lora B. Walburn
7.	Add confirmation by Supervisor Dunning of the July 14, 2011 Certification of Closed Session to the August 16, 2011 Regular Meeting Agenda.	Lora B. Walburn
8.	Relay to Library Director County Administrator's request to extend wireless service to the entire Government Center.	Barbara Byrd

Board Member Committee Status Reports

Clarke County Humane Foundation by Barbara Byrd

- o Ready to proceed with the addition of a run-in shed in the field at the Animal Shelter for the temporary housing of rescued livestock.
- o Animal cruelty reporting brochures are complete and have been distributed.

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Clarke County Library Advisory Committee by Barbara Byrd

- o Chairman Hobert said that he had heard that the Library wished to install a wireless system.
- o David Ash indicated that he had not heard this but would suggest if wireless is added that it be extended to the entire building.
- o Supervisor Byrd will relay Mr. Ash's request to the Library Director.

Barns of Rose Hill by Barbara Byrd

- o The Barns will have their first event this Friday evening at 7 pm.
- o A temporary occupancy permit has been issued.

Economic Development Advisory Committee by John Staelin

- o Working on brochure that will focus on the county's website.
- o Need to identify distribution areas for the brochures.
- o Website is being reworked to maximize key word search.
- o Bonnie Jacobs is the brochure photographer.

Regional Water Resource Policy Committee by John Staelin

- o Alison Teetor continues to work on the County's submission to the regional water supply planning process.

Conservation Easement Authority by David Weiss

- o More applications than funds.

Northern Shenandoah Valley Regional Commission by David Weiss

- o Nothing to report.

Joint Building Committee by David Weiss

- o Moving ahead on fiscal agent designation.
- o Progress is being made on artwork selection.
- o Lower-level atrium photographs will be sepia with captions.
- o Upper-level atrium photographs will be modern without captions.

Clarke County Sanitary Authority by A.R. Dunning, Jr.

- o Still in the black.

Closed Session

Supervisor Staelin moved to convene into Closed Session pursuant to:

- **§2.2-3711 A3 Potential litigation specific to the Berryville Clarke County Government Center; and a matter resolving a negotiated agreement with Warren County relating to shared services from Shenandoah Farms Volunteer Fire and Rescue Company.**
- **§2.2-3711 A29 Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body specific to the Shenandoah Area Agency on Aging and the proposed Active Living / Senior Center.**

J. Michael Hobert, Chair	-	Aye
David S. Weiss, Vice Chair	-	Aye
Barbara J. Byrd	-	Aye
A.R. Dunning, Jr.	-	Aye
John R. Staelin	-	Aye

Supervisor Dunning left the meeting at 2:25 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 Byrd moved to reconvene in open session. The motion carried as follows:**

J. Michael Hobert, Chair	-	Aye
David S. Weiss, Vice Chair	-	Aye
Barbara J. Byrd	-	Aye
A.R. Dunning, Jr.	-	Absent
John R. Staelin	-	Aye

Supervisor Byrd 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:

J. Michael Hobert, Chair	- Aye
David S. Weiss, Vice Chair	- Aye
Barbara J. Byrd	- Aye
A.R. Dunning, Jr.	- Absent
John R. Staelin	- Aye

No action was taken on matters discussed in Closed Session.

Adjournment

There being no further business to be brought before the Board at 3:10 pm Chairman Hobert adjourned the Board of Supervisors meeting.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, August 16, 2011 at 1:00 p.m. in the Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, Virginia.

ATTEST: July 14, 2011

J. Michael Hobert, Chair

David L. Ash, County Administrator

Minutes Recorded and Transcribed by:
Lora B. Walburn
Deputy Clerk, Board of Supervisors

Clarke County Board of Supervisors

Consent Agenda

- A. Northwestern Community Services FY2012 Performance Contract

- B. LODA Eligibility for Volunteer Fire and Rescue Companies



NORTHWESTERN COMMUNITY SERVICES

MILLARD F. HALL, JR.
Chief Executive Officer

ADMINISTRATIVE OFFICES
209 West Criser Road
Suite 300
Front Royal, VA 22630
(540) 636-4250
Fax # (540) 636-7171
T.D.D. 800-828-1120
www.nwcsb.com

Memorandum

To: Planning District 7 / County Administrators/City Manager
From: Millard F. Hall, Jr. Chief Executive Officer
Re: Review of NWCS' Fiscal Year 2012 Performance Contract
Date: July 6, 2011

In accordance with State requirements, each locality is asked to review and endorse their area CSB's Performance Contract. Therefore, I am providing pertinent information from that document for your review as submitted to the Virginia Department of Behavioral Health and Developmental Services.

This document reflects allocated Federal, State and local funds, and other reimbursements to be received in order to carry out the work of our Board of Directors for FY 2012.

I am requesting that this be presented to your respective Board/Council for endorsement. **Please complete the bottom portion of this memo and return it to my office by September 21, 2011.**

If you have any specific questions, please do not hesitate to call.

MFHjr/keb

Attachment

pc: Mr. David J. Toth, Chief Financial Officer
File

The Board of Supervisors/City Council of _____ reviewed and endorsed
Northwestern CSB's FY 2012 Performance Contract at its _____ meeting.

County Administrator/City Manager

Exhibit A: Resources and Services

Northwestern Community Services

Consolidated Budget (Pages AF-3 through AF-7)

Revenue Source	Mental Health Services	Developmental Services	Substance Abuse Services	TOTAL
State Funds	3,997,362	158,102	1,027,088	5,182,552
Local Matching Funds	573,173	0	560,684	1,133,857
Total Fees	4,410,055	2,774,187	7,777	7,192,019
Transfer Fees In/(Out)	0	-58,193	58,193	0
Federal Funds	51,085	0	778,755	829,840
Other Funds	75,867	0	0	75,867
State Retained Earnings	0	0	0	0
Federal Retained Earnings	0		0	0
Other Retained Earnings	0	0	0	0
Subtotal Funds	9,107,542	2,874,096	2,432,497	14,414,135
State Funds One-Time	0		0	0
Federal Funds One-Time	0		0	0
Subtotal One -Time Funds	0	0	0	0
TOTAL ALL FUNDS	9,107,542	2,874,096	2,432,497	14,414,135
Cost for MH/DV/SA	7,470,677	2,874,096	1,531,809	11,876,582
Cost for Services Available Outside of a Program Area (SAOPA) (AP-4)				2,465,233
Total Cost				14,341,815

Local Match Computation	
Total State Funds	5,182,552
Total Local Matching Funds	1,133,857
Total State and Local Funds	6,316,409
Total Local Match % (Local/Total State + Local)	17.95%

Administrative Expenses	
Total Admin. Expenses	1,756,575
Total Expenses	14,341,815
Administrative Percent	12.25%

FY 2012 Performance Contract Financial Summary

Exhibit A: Resources and Services Mental Health (MH) Services Northwestern Community Services

Funding Sources	<u>Funds</u>
<u>FEES</u>	
MH Medicaid Fees	4,086,734
MH Fees: Other	323,321
Total MH Fees	4,410,055
MH Transfer Fees In/(Out)	0
MH NET FEES	4,410,055
<u>FEDERAL FUNDS</u>	
MH FBG SED Child & Adolescent (93.958)	36,204
MH FBG SMI (93.958)	14,881
MH FBG SMI PACT (93.958)	0
MH FBG SMI SWVMH Board (93.958)	0
Total MH FBG SMI Funds (Adult)	14,881
MH FBG Geriatrics (93.958)	0
MH FBG Consumer Services (93.958)	0
Total MH FBG Adult Funds	14,881
MH Federal PATH (93.150)	0
MH Other Federal - DBHDS	0
MH Other Federal - CSB	0
TOTAL MH FEDERAL FUNDS	51,085
<u>STATE FUNDS</u>	
<u>Regional Funds</u>	
MH Acute Care (Fiscal Agent)	0
MH Regional DAP (Fiscal Agent)	61,635
MH Crisis Stabilization (Fiscal Agent)	0
MH Recovery (Fiscal Agent)	0
MH Other Regional (Fiscal Agent)	950,857
MH Total Regional Transfer In/(Out)	110,900
Total MH Regional Funds	1,123,392
<u>Children's Funds</u>	
MH Child & Adolescent Services Initiative	113,382
MH Children's Outpatient	75,000
Total Restricted MH Children's Funds	188,382
MH State Children's Services	25,000
MH Juvenile Detention	65,880
MH Demo Proj-System of Care (Child)	0
Total Unrestricted MH Children's Funds	90,880
Total MH Children's Funds	279,262

FY 2012 Performance Contract Financial Summary

Exhibit A: Resources and Services

Mental Health (MH) Services

Northwestern Community Services

Funding Sources	<u>Funds</u>
<u>Other State Funds</u>	
MH Law Reform	331,492
MH Pharmacy - Medication Supports	274,679
MH Jail Diversion/Service	0
Total Restricted MH Other State Funds	606,171
MH State Funds	1,418,401
MH State Regional Deaf Services	0
MH State NGRI Funds	0
MH PACT	0
MH Discharge Assistance (DAP)	570,136
MH Geriatric Services	0
Total Unrestricted MH Other State Funds	1,988,537
Total MH Other State Funds	2,594,708
TOTAL MH STATE FUNDS	3,997,362
 <u>OTHER FUNDS</u>	
MH Other Funds	75,867
MH Federal Retained Earnings	0
MH State Retained Earnings	0
MH State Retained Earnings - Regional Prog	0
MH Other Retained Earnings	0
TOTAL MH OTHER FUNDS	75,867
 <u>LOCAL MATCHING FUNDS</u>	
MH In-Kind	0
MH Contributions	0
MH Local Other	0
MH Local Government	573,173
TOTAL MH LOCAL FUNDS	573,173
TOTAL MH FUNDS	9,107,542
 <u>ONE-TIME FUNDS</u>	
MH FBG SMI (93.958)	0
MH FBG SED Child & Adolescent (93.958)	0
MH State Funds	0
TOTAL MH ONE-TIME FUNDS	0
TOTAL ALL MH FUNDS	9,107,542

FY 2012 Performance Contract Financial Summary

Exhibit A: Resources and Services

Developmental (DV) Services

Northwestern Community Services

Funding Sources	<u>Funds</u>
<u>FEES</u>	
DV Medicaid Fees	2,773,145
DV Medicaid ICF/MR	0
DV Fees: Other	1,042
Total DV Fees	2,774,187
DV Transfer Fees In/(Out)	-58,193
DV NET FEES	2,715,994
<u>FEDERAL FUNDS</u>	
DV Other Federal - DBHDS	0
DV Other Federal - CSB	0
TOTAL DV FEDERAL FUNDS	0
<u>STATE FUNDS</u>	
DV State Funds	158,102
DV OBRA	0
Total DV Unrestricted State Funds	158,102
DV Crisis Stabilization (Restricted)	0
TOTAL DV STATE FUNDS	158,102
<u>OTHER FUNDS</u>	
DV Workshop Sales	0
DV Other Funds	0
DV State Retained Earnings	0
DV Other Retained Earnings	0
TOTAL DV OTHER FUNDS	0
<u>LOCAL MATCHING FUNDS</u>	
DV In-Kind	0
DV Contributions	0
DV Local Other	0
DV Local Government	0
TOTAL DV LOCAL FUNDS	0
TOTAL DV FUNDS	2,874,096
<u>ONE-TIME FUNDS</u>	
TOTAL ALL DV FUNDS	2,874,096

FY 2012 Performance Contract Financial Summary

Exhibit A: Resources and Services

Substance Abuse (SA) Services

Northwestern Community Services

Funding Sources	Funds
<u>FEES</u>	
SA Medicaid Fees	0
SA Fees: Other	7,777
Total SA Fees	7,777
SA Transfer Fees In/(Out)	58,193
SA NET FEES	65,970
<u>FEDERAL FUNDS</u>	
SA FBG Alcohol/Drug Trmt (93.959)	441,110
SA FBG SARPOS (93.959)	92,780
SA FBG Jail Services (93.959)	0
SA FBG Co-Occurring (93.959)	10,000
SA FBG New Directions (93.959)	0
SA FBG Recovery (93.959)	0
Total SA FBG A/D Trmt Funds	543,890
SA FBG Women (Includes LINK at 6 CSBs) (93.959)	78,127
SA FBG Prevention-Women (LINK) (93.959)	0
Total SA FBG Women Funds	78,127
SA FBG Prevention (93.959)	156,738
SA FBG Prev-Strengthening Families (93.959)	0
Total SA FBG Prevention Funds	156,738
SA Fed "Returning to Work" (93.243)	0
SA Other Federal - DBHDS	0
SA Other Federal - CSB	0
TOTAL SA FEDERAL FUNDS	778,755
<u>STATE FUNDS</u>	
<u>Regional Funds</u>	
SA Facility Reinvestment (Fiscal Agent)	0
SA Facility Reinvestment Transfer In/(Out)	0
SA Net Facility Reinvestment Funds	0
<u>Other State Funds</u>	
SA Women (Includes LINK at 4 CSBs) - Restricted	16,200
SA State Funds	966,944
SA Region V Residential	0
SA Jail Services/Juv Detention	0
SA MAT - Medically Assisted Treatment	0
SA SARPOS	43,944
SA Recovery	0
SA HIV/AIDS	0
Total Unrestricted SA Other State Funds	1,010,888
Total SA Other Funds	1,027,088
TOTAL SA STATE FUNDS	1,027,088

FY 2012 Performance Contract Financial Summary

Exhibit A: Resources and Services

Substance Abuse (SA) Services

Northwestern Community Services

Funding Sources	Funds
<u>OTHER FUNDS</u>	
SA Other Funds	0
SA Federal Retained Earnings	0
SA State Retained Earnings	0
SA State Retained Earnings-Regional Prog	0
SA Other Retained Earnings	0
TOTAL SA OTHER FUNDS	0
<u>LOCAL MATCHING FUNDS</u>	
SA In-Kind	0
SA Contributions	0
SA Local Other	0
SA Local Government	560,684
TOTAL SA LOCAL FUNDS	560,684
TOTAL SA FUNDS	2,432,497
<u>ONE TIME FUNDS</u>	
SA FBG Alcohol/Drug Trmt (93.959)	0
SA FBG Women (includes LINK at 6 CSBs) (93.959)	0
SA FBG Prevention (93.959)	0
SA State Funds	0
TOTAL ONE TIME SA FUNDS	0
TOTAL ALL SA FUNDS	2,432,497

FY 2012 Community Services Performance Contract

Exhibit A: Resources and Services

Local Government Tax Appropriations

Northwestern Community Services

City/County	Tax Appropriation
Clarke County	82,000
Frederick County	318,263
Page County	71,100
Shenandoah County	229,187
Warren County	250,000
Winchester City	183,307
Total Local Government Tax Funds:	1,133,857

FY 2012 Community Services Performance Contract

Exhibit A: Resources and Services

Supplemental Information

Reconciliation of Projected Revenues and (Core Services) Costs by Program Area

Northwestern Community Services

	MH Services	DV Services	SA Services	SAOPA *	Total
Total All Funds (Page AF-1)	9,107,542	2,874,096	2,432,497	[REDACTED]	14,414,135
Cost for MH, DV, SA, and SAOPA Services (Page AF-1)	7,470,677	2,874,096	1,531,809	2,465,233	14,341,815
Difference	1,636,865	0	900,688	-2,465,233	72,320

* Services Available Outside of a Program Area

Difference results from

Other: 72,320

Explanation of Other in Table Above:

\$72,320 not reflected in core services at it relates to Boxwood, New Hope and Arise.

FY 2012 Community Services Performance Contract

Exhibit A: Resources and Services

CSB 100 Mental Health Services

Northwestern Community Services

Report for Form 11

Core Services Code	Costs
250 Acute Psychiatric or SA Inpatient Services	\$110,900
310 Outpatient Services	\$2,230,618
320 Case Management Services	\$1,545,908
410 Day Treatment/Partial Hospitalization	\$1,578,425
425 Rehabilitation or Habilitation	\$694,769
521 Intensive Residential Services	\$796,384
551 Supervised Residential Services	\$10,562
581 Supportive Residential Services	\$503,111
Total Costs	\$7,470,677

Form 11A: Pharmacy Medication Supports	Number of Consumers
803 Total Pharmacy Medication Supports Consumers	140

FY 2012 Community Services Performance Contract

Exhibit A: Resources and Services

CSB 200 Developmental Services

Northwestern Community Services

Report for Form 21

Core Services Code	Costs
320 Case Management Services	\$1,645,952
430 Sheltered Employment	\$40,044
551 Supervised Residential Services	\$82,624
581 Supportive Residential Services	\$1,105,476
Total Costs	\$2,874,096

FY 2012 Community Services Performance Contract
Exhibit A: Resources and Services
CSB 300 Substance Abuse Services
Northwestern Community Services

Report for Form 31

Core Services Code	Costs
310 Outpatient Services	\$1,078,005
521 Intensive Residential Services	\$285,248
610 Prevention Services	\$168,556
Total Costs	\$1,531,809

FY 2012 Community Services Performance Contract
Exhibit A: Resources and Services
CSB 400 Services Available Outside of a Program Area
Northwestern Community Services

Report for Form 01

Core Services Code	Costs
100 Emergency Services	\$2,096,324
390 Consumer Monitoring Services	\$154,081
720 Assessment and Evaluation Services	\$125,000
730 Consumer Run Services	\$89,828
Total Costs	\$2,465,233

MEMORANDUM

TO: BOARD OF SUPERVISORS
FROM: DAVID ASH
SUBJECT: LODA ELGIBILITY FOR VOLUNTEER FIRE AND RESCUE COMPANIES
DATE: 8/8/2011

Notwithstanding the resolution adopted by the Board of Supervisors on June 21, 2011, specifically naming the Volunteer Fire and Rescue Companies providing service within Clarke County, the VRS has opined that members of those volunteer organizations may not be eligible for benefits offered under the program because Clarke County has not adopted a resolution specifically establishing that the Volunteer Fire and Rescue Companies within Clarke County are "integral" parts of the provision of the official safety program of the County.

Although there are agreements in place with the Fire Companies, they predate the eligibility of the members of the volunteer fire and rescue companies in the LODA program and do not contain the magic language desired by VRS.

I have discussed this matter with Mr. Mitchell and recommend that the Board of Supervisors adopt the following:

"Be it resolved that Blue Ridge Volunteer Fire Company, Inc., Boyce Volunteer Fire Company, Inc., John H. Enders Fire Company, Inc. and Rescue Squad and Shenandoah Farms Volunteer Fire Department, Inc. be hereby recognized by the Clarke County Board of Supervisors as volunteer fire, rescue and emergency medical services organizations providing services within Clarke County as an integral part of the official safety program of Clarke County for the purpose of ensuring that members of said organizations be eligible for benefits provided by the Line of Duty Act set forth in §9.1-400 of the Virginia Code, as amended"

Clarke County Board of Supervisors

Citizen Comment Period

Clarke

lwalburn@clarkecounty.gov


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Fwd: Clarke County Board of Supervisors report - August 16, 2011

From : David Ash <dash@clarkecounty.gov>

Fri, Aug 12, 2011 08:47 AM

Subject : Fwd: Clarke County Board of Supervisors report - August 16, 2011

 1 attachment

To : Walburn Lora <lwalburn@clarkecounty.gov>

Lora,

If you have the opportunity you can add this to the packet. If not, we can distribute it at the meeting.

Dave

David Ash
County Administrator
(540) 955-5100
(540) 533-0210 (cell)
dash@clarkecounty.gov

Begin forwarded message:

From: "Carter, Edwin" <Edwin.Carter@VDOT.Virginia.gov>
To: David Ash <dash@clarkecounty.gov>
Cc: "Balderson, Clifton M." <Clifton.Balderson@VDOT.Virginia.gov>, "Sager, Stacy" <Stacy.Sager@VDOT.Virginia.gov>
Subject: Clarke County Board of Supervisors report - August 16, 2011

Dave, the following is the VDOT report for the August 12, 2011 Board of Supervisors meeting. I plan to attend should there be any questions.

Maintenance:

Completed July/August : Used contractors to pave West bound Rte. 723; Completed bridge replacement on Rte. 723 at Powahatten School; Cut brush along Rte. 675 and around signs at various locations; Conducted shoulder work on primaries; Mowed for sight distance issues at various locations and began mowing behind guardrails; performed patching operations on Rtes. 606, 655, 672 and 761; Repaired drainage issues at various locations and began grading operations on non-hard surfaced roads.

Planned for August/September: Continue mowing behind the guardrails and begin mowing on the primaries, the moving to secondary's; Continue grading non-hard surfaced roads; Replace bridge deck on Rte. 603, road will be closed starting 8/22/11; conduct pipe cleaning operations on Rtes. 7, 340 and 601; Bring in contractor for hazardous tree removal on Rte. 50.

Other Projects:

Mosby Road - The Right of Way Department is proceeding with acquisition and the Environmental re-evaluation has been completed. Still waiting on final plan approval but expect any day.

Rte. 604 - Working on easements still needed for box placement. The deadline for response from the letters to the property owners on the second phase has expired. Nineteen letters were sent out and we have received 11 responses, all were for the project.

Rte 7 Crossovers - The project has been submitted for authorization to bid.

Rte. 723 Bridge - The project is proceeding on schedule however traffic engineering is requesting a change in the detour route. (see attached) The reasoning is one of geometric concerns on the original proposed route. We would like the County's input on the proposed change.

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As you digest this be aware that our distance calculations for both the old route shown in red and the new route shown in green, are based on beginning at one end of the bridge (point A) and traveling the detour route to the other end of the bridge (point A). There are 1000 average daily trips on this route. It is highly unlikely that the majority of these trips will use the entire route. It is more likely that the majority are using this route as a cut through from Rt 50/17 to Rt 340 and vice-versa. It is also likely that the traveling public will use Rt.340 and 50/17 between points C & F and E & F. And the locals will take the shortest route to their destination, B to C on the old route and D to E on the new route.

Remembering our mileage calculation methodology, the probable route usage mileage is as follows. They are a close approximate utilizing Google Earth Pro for the measurements.

A to A Red - 6.9 mi.
A to A Green - 9.2 mi.
Difference - 2.3 mi.

F to C - via 340/50 - 6.0 mi.
F to C - via 723 - 4.6 mi.
Difference - 1.4 mi.

F to E - via 340/50 - 7.2 mi.
F to E - via 723/50 - 5.8 mi.
Difference - 1.4 mi.

B to C Detour Red - 4.9 mi.
D to E Detour Green - 5.5 mi.
Difference - 0.6 mi.

In general, detours are provided for non locals as local residents tend to pick the route most convenient to their destination. A major consideration is the type of traffic currently using the route, i.e. cars, vans, trucks, etc. Our traffic engineers rode both routes and determined that the green route provided a safer alternative because of geometrics. This includes road width, turns and curves and travel surface. This is reason for the change.

Rte. 761 - Scoping and design is in progress.

Please let me know if you have any questions.

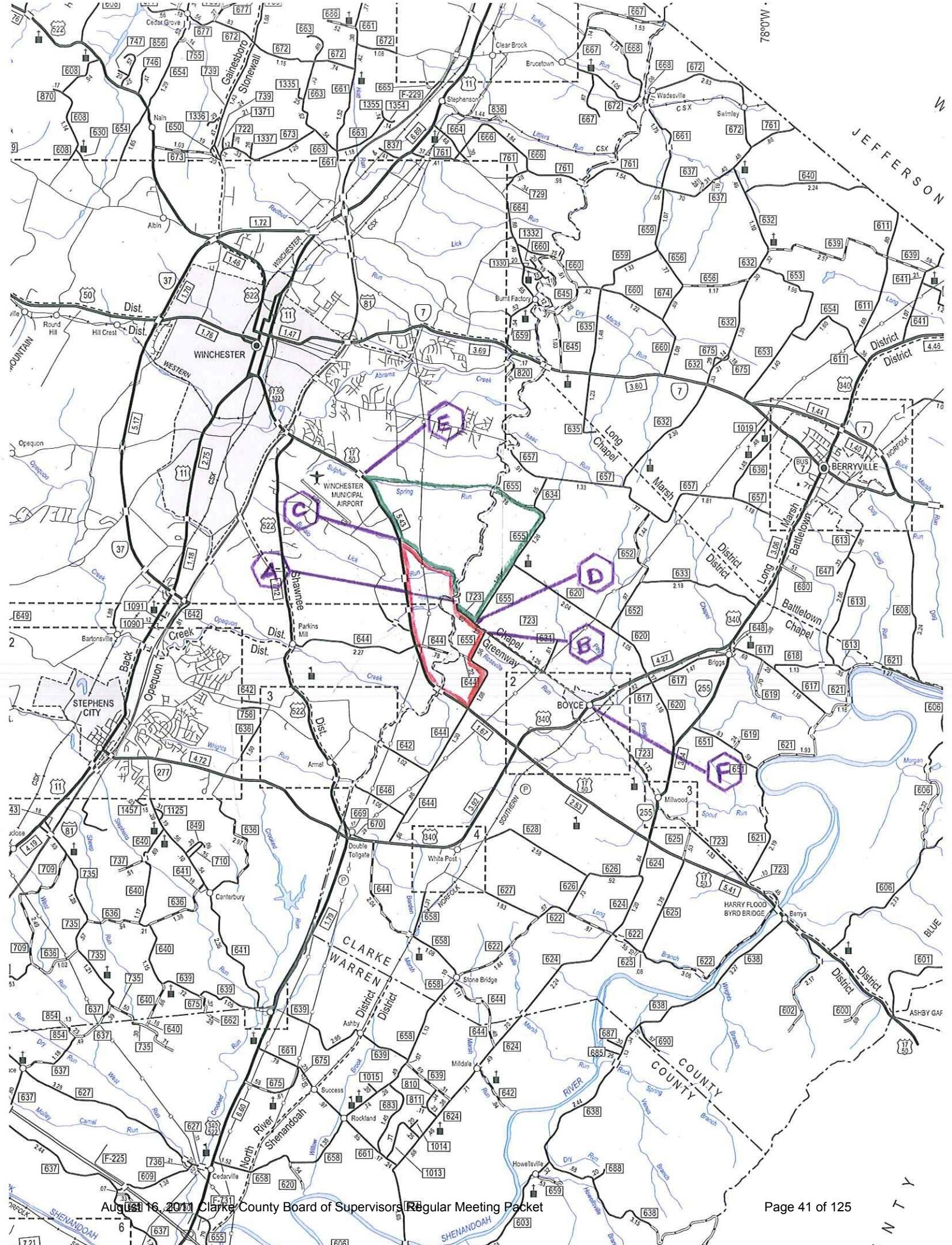
Ed

Edwin Z. Carter
Program Manager
VDOT-Edinburg Residency

(540) 984-5605
Fax (540) 984-5607
Edwin.Carter@VDOT.Virginia.Gov



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989 KB



MEMORANDUM

TO: Board of Supervisors, David Ash
FROM: Alison Teetor
SUBJECT: Regional Water Supply Plan/Drought Ordinance amendment
DATE: August 1, 2011

Localities throughout the Commonwealth are being asked to participate in Local and Regional Water Supply Planning. Communities in the Northern Shenandoah Valley Planning District have agreed to work together to submit a Regional Plan. This Plan was prepared by the Regional Commission and must be adopted by each locality in the Region. The Plan is intended to summarize current water use and identify future water demands. An additional component is a chapter detailing a Drought Response and Contingency Plan. In 2008, the Board of Supervisors adopted a Drought Ordinance and Plan for the County. All of the components of our plan have been incorporated into the Regional Plan and therefore it is recommended that the Drought Ordinance be amended to reference the Regional Drought Response and Contingency Plan rather than the local Drought Plan.

Background & Regulation

The Code of Virginia, as amended by Senate Bill 1221 in 2003 (Section 62.1-44.38:1) requires the development of a comprehensive statewide water supply planning process to (1) ensure that adequate and safe drinking water is available to all citizens of the Commonwealth, (2) encourage, promote, and protect all other beneficial uses of the commonwealth's water resources, and (3) encourage, promote, and develop incentives for alternative water sources, including, but not limited to desalinization.

The regulation affecting the development of water supply plans in the Commonwealth is the Local and Regional Water Supply Planning Regulation (9 VAC 25-780), which became effective on November 2, 2005. The regulation requires that all counties, cities, and towns in the Commonwealth of Virginia submit a local water supply plan or participate in a regional planning unit in the submittal of a regional water supply plan to the State Water Control Board.

Local & Regional Water Supply Planning

The Draft Regional Water Supply Plan was prepared by the Northern Shenandoah Valley Regional Commission and Technical Advisory Committee members from the twenty jurisdictions participating in this Plan. Jill Keihn, Natural Resources Program Manager, for the Regional Commission, will be available to present an overview of the plan and answer questions. The contents of this Plan are draft and should be considered preliminary in nature until each jurisdiction has had the opportunity to review and approve of this Regional Water Supply Plan. The Regional Water Supply Plan was prepared to meet the mandate set forth in 9 VAC 25 780.

The regulation details the information to be included in a region's/locality's water supply plan, including:

- Existing Water Source Information
- Existing Water Use Information;
- Existing Resource Information
- Water Demand Management, or current conservation practices;
- Drought Response and Contingency Plans
- Projected Water Demand Information
- Statement of Need based on the adequacy of existing water sources to meet current and projected water demand over the planning period (a minimum of 30 years to a maximum of 50 years).
- The program was designed as a statewide partnership, localities having the lead role in identifying their future demands and the state providing technical support and oversight.

Recommendation:

At the August Board meeting set public hearing for adoption of the Regional Water Supply Plan and amendment of the Clarke County Drought Ordinance.

Northern Shenandoah Regional Water Supply Plan

07/26/11

The Draft Regional Water Supply Plan was prepared by the Northern Shenandoah Valley Regional Commission and Technical Advisory Committee members from the twenty jurisdictions participating in this Plan. The contents of this Plan are draft and should be considered preliminary in nature until each jurisdiction has had the opportunity to review and approve of this Regional Water Supply Plan. The Regional Water Supply Plan was prepared to meet the mandate set forth in 9 VAC 25 780.

Executive Summary:

Northern Shenandoah Regional Water Supply Plan:

This summary provides an overview of the following sections of the Plan:

- History and Purpose of the Plan
- Current Water Sources and Use
- Estimated Future Water Demand
- Drought Ordinance and Response Plan
- Statement of Water Need by 2040

History and Purpose:

The purpose of the regional water supply plan is to comply with the State Water Control Board regulation 9 VAC 25-780, Local and Regional Water Supply Planning. This regional water supply plan is designed to facilitate comprehensive assessment of existing water sources and uses, estimation of projected water demand in the Northern Shenandoah Valley to 2040, and a determination of water surpluses and or deficits to meet the projected water demands. The data contained in the attendant spreadsheets (found on NSVRC website) and in this Plan serve the following functions: meet the mandated requirements of a locality or region; provide documentation and estimates of all reportable water sources and uses within a jurisdiction for a statewide database; raise the awareness of the ability of a locality's existing water uses to meet the projected demand by 2040; aid information for future discussions across jurisdictions for potential future interconnected water sharing; and form one part of the Virginia Water Resources Plan to ensure an adequate supply for all users balanced with ecosystem needs.

To prepare the data for this Plan, a technical advisory committee (TAC) was assembled comprised of the twenty jurisdictions located within the Northern Shenandoah Valley planning region. Participating jurisdictions assigned members to the TAC representing the City of Winchester; five counties of Clarke, Frederick, Page, Shenandoah, and Warren; and the fourteen towns of Berryville, Boyce, Edinburg, Front Royal, Luray, Middletown, Mount Jackson, New Market, Shenandoah (town), Stanley, Stephens City, Strasburg, Toms Brook, and Woodstock. The twenty jurisdictions participating in the regional Plan signed a resolution before November 2008 for the Northern Shenandoah Valley Regional Commission to prepare the water supply plan on their behalf and submit it to the Virginia Department of Environmental Quality (DEQ) on or before November 2, 2011, per the regulation. The Northern Shenandoah Valley Regional Commission prepared this regional water supply plan with the involvement of all TAC members.

Current Water Source / Use:

Existing public and private community water supply systems were detailed for each locality. In addition homes and businesses served by groundwater wells were noted. These wells vary in quantity throughout the year.

In addition, agricultural water use was documented from users that report over 300,000 gallons per month. Agricultural water use by livestock was estimated based on the 2007 Census of Agriculture data for each county in the planning region. Estimates for livestock were calculated based on number and type of animal with a water demand based on animal type. The data from the 2007 Census of Agriculture also provided County lands in crops by acreage. This data was presented; however, is not included in water demand because the quantity of water to irrigate crops is climate dependent. In general, most agriculture in the counties of the region use surface water stream intakes for irrigation with gas-run pumps to withdraw the water. No water usage estimate was calculated for the croplands and vineyards because the use of water on crops varies with annual precipitation. Nonagricultural self-supplied users were also documented in this Plan.

Estimated Water Demand:

Residential water demand was based on future population projections for 2010, 2020, 2030, and 2040. The public community water systems were compared to the future estimated population and attendant water need. The private water supply systems were estimated to remain the same throughout the timeline to 2040 (the number serviced by a trailer park or subdivision would remain static). Future estimates of users on community water systems for commercial, industrial, water sales, and unaccounted for losses were calculated based on 2008 data, locality comprehensive plans, and patterns in an area. Self-Supplied nonagricultural and agricultural users were also included in the future water use. Most of these were considered to remain the same in 2008 as they will be in 2040 (some may close, others open with the net number of self-supplied users remaining the same). These often included golf clubs, campgrounds, and other facilities. The number of people not serviced by public or private community water systems were those estimated to be on groundwater individual wells. Estimates of the future water users not serviced with residential community water supply were determined by the projected population not within a water distribution system in the future years.

Drought Response and Contingency Plan

State regulations stipulate a minimum of three drought stages be included in the Water Supply Drought Response Sections. The Northern Shenandoah Valley Regional Water Supply Plan's Drought Response Section includes these three graduated stages of a drought:

Drought Stage	Description	Action
Watch	Drought potential if conditions persist	Increase water conservation awareness; voluntary actions by citizens
Warning	Onset of drought is imminent	Water conservation awareness; precautionary measures voluntary but encouraged by localities
Emergency	Significant drought or low water event	Mandatory responses for water conservation by localities and public

Jurisdictions will have varied declarations of a drought in part due to water sources, water demands, upstream water withdrawals, groundwater's delayed response to reflect low precipitation, equipment failure, and local variations in meteorology and soil moisture.

Local ordinances adopted by the localities within this planning region will be appended to the Water Supply Plan. The ordinances document jurisdictional commitment to water conservation implementation and enforcement of the Drought Response Section.

Local Triggers:

Each locality has selected local triggers to monitor and use to declare a drought or low water condition. Typically triggers include a stream level measured at a gage or a groundwater level measured at a specified level in a well, if available. A locality may assume a trigger is activated when either their local trigger has reached a predetermined level and / or a trigger from a neighboring jurisdiction within the same sub watershed has been reached. For localities with trigger levels set at percentile flows not posted on the NSVRC.virginia.gov website, the water purveyor will calculate flows to assess if conditions warrant a drought stage declaration.

While some drought response actions are applicable to all jurisdictions in the planning region (see list below), other drought response actions are individually determined by each locality based upon the environmental setting and their position within the watershed, water source, and political circumstances. Local water managers and staff will be apprised of Drought Stage declarations through the use of automated crew messaging / emergency notification.

Note: In the event of a prolonged, multi-seasonal drought emergency, the locality reserves the right to institute a program of water rationing.

The NSVRC will act as a clearinghouse and provide public notification of any drought stage declaration within the region. The public notices will serve to build and raise awareness of the drought status and educate the public of early water conservation steps individuals and localities can implement. Drought stage downgrading will be conducted by the local water purveyor, jurisdictional CAO, or designee as determined by each locality. Decisions to downgrade a stage will be based on the local trigger, DEQ, and other designated triggers as precipitation increases and soil moisture content and water levels rise in streams and wells.

Statement of Water Need:

The projected future water demands through 2040 were assessed.

Winchester:

The City of Winchester has two water sources (river intake and a spring) with a combined maximum capacity of 15 MGD. The future growth scenarios increase the demand to 9.11 MGD. This demand can be met by the existing sources, with an estimated 5.9 MGD surplus in water supply.

Clarke County, Towns of Berryville and Boyce:

Town of Berryville:

Berryville will meet future projected water needs through 2040 based on uses presented below. However, peak water usage in 2040 exceeds the current VDH permitted capacity of water. Therefore, a new permit would be necessary for increased water withdrawal. In addition, implementation of water conservation techniques will decrease water use by 20% thereby, resulting in future peak days demands to be met by existing sources.

Town of Boyce:

The existing supplies and permits for water for the Town of Boyce will meet future water demands to 2040 based on water uses projected below. It should be noted that a decrease in per capita usage of 132 gpd/user would also decrease water demand. A peak factor of 1.2 was used to predict water use on peak days. If a peaking rate of 1.5 were used, the peak day water use by 2040 would not be met, although the annual water demand for 2040 would be satisfied.

Frederick County, Towns of Middletown and Stephens City:

In Frederick County there are two towns, both of which purchase water from another locality or entity. The Town of Middletown purchases water from the City of Winchester. The Frederick County Sanitation Authority provides water wholesale to the Town of

Stephens City. In addition, Frederick County Sanitation Authority provides water to County residents located in the vicinity near the City of Winchester.

Estimates of future water demand for those serviced by the Frederick County Sanitation Authority include residential water demand, commercial demand, sales to Stephens City, and unaccounted for losses. Several assumptions were made including the demand by commercial light industrial users and will remain the same from 2008 through 2040. The quantity of water to be sold to Stephens City will remain the same from 2008 through 2040, and the unaccounted for system losses will remain the same from 2010 through 2040, assuming appliance efficiency and distribution upgrades occur. The projected number of residents to be serviced by the Frederick County Sanitation Authority was assumed to remain proportionate to the overall County population from 2008 and 2010. If the Sanitation Authority service area increases based on the projections below and the assumptions of water loss, sales, and commercial demand remain static, the demands projected through 2040 are as follows.

The permitted design capacity for the quarries supplying Frederick County Sanitation Authority is 4.928 million gallons per day (MGD). The Bartonsville well site has a capacity of 0.5 MGD totaling 5.42 MGD capacity. The Frederick County Sanitation Authority also purchases up to 2 MGD from the City of Winchester. Therefore, the sum total of existing water available to Frederick County Sanitation Authority is 7.92 MGD. Based on an available current supply of 7.92 MGD, a deficit of water in Frederick County is anticipated to occur between 2020 and 2030. If the Frederick County Sanitation Authority service area continues to serve the same percent of the County population as it increases over time, there will be a proportional increase in residents served by the Sanitation Authority. However, it should be noted that the Virginia Department of Health recommends that once a locality's water demand exceeds 80% of the source capacity, additional water should be secured. The water demand projected for 2020 is 7.83 MGD which exceeds 80% of the 7.92 source capacity. Therefore, it is recommended that between present time and 2020, Frederick County plan for additional water supplies to meet future demands. Either the Sanitation Authority will have to expand their water supply capacity and / or the service area will have to remain at or near the number of 2010 residential connections. Or, as population increases in the County, more residences will need to be required to use groundwater wells.

Town of Middletown:

The Town of Middletown is anticipated to use water at the rates projected below. Given those rates, the Town will need to look for sources of water by 2030 to meet the demand that will exceed the existing water purchase contract with the City of Winchester. The existing water contract is capped for Middletown at 0.238 MGD. It should be noted, these preliminary projections of water are based on a per capita water daily demand

that exceeds state averages (152 gallons per day). Calculations using state averages of 125 gpd per person would lower the demand. Measures of conservation and other reduction implementation strategies could also significantly reduce the water demand and thereby not necessitate additional water supplies for the future planning period.

Town of Stephens City:

The Town of Stephens City has water supplied by the Frederick County Sanitation Authority. Based on projections, the Town of Stephen City water use is expected to be met by the existing water system and supplies through 2040.

Page County, and Towns of Luray, Shenandoah, and Stanley

Based on the ubiquitous nature of groundwater underlying Page County, future demands are anticipated to be met with groundwater wells.

Town of Luray:

All future users for water in the Town of Luray are anticipated to be met by the existing water supplies and permitted capacity to the year 2040. The peak demand for 2040 potentially exceeds the permitted capacity by 2030; however, daily consumptive uses could implement conservation to extend the supply of the sources to satisfy future uses.

Town of Shenandoah:

Even with a higher than average per capita usage, the Town of Shenandoah is anticipated to have all future water demands met by their exiting supplies. See the summary below of future use projections and have a surplus of 0.3 MGD.

Town of Stanley:

Future water demands are anticipated to be met by existing water supplies for the Town of Stanley through 2040 with a surplus of 0.05 MGD for peak days by 2040.

Shenandoah County, Towns of Edinburg, Mt. Jackson, New Market, Strasburg, Toms Brook, and Woodstock:

Based on future water use in Shenandoah County the existing water supplies from Stoney Creek Sanitary District and groundwater wells are anticipated to meet future water use. It is assumed that future development outside water supply service areas will require well development to support housing in rural areas.

Town of Edinburg:

Future Water uses are anticipated to be met by the existing water supplies in the Town of Edinburg through the planning period to 2040. As is (with no conservation practices implemented), the 2040 average demand would be met by existing wells supplies with a surplus of 0.172 MGD.

Town of Mount Jackson:

The Town of Mount Jackson will have all water demands met by existing supplies. The per capita water usage rate was fairly low for Mount Jackson. The peaking rate was also low for the Town, at 1.2. The Town will have a surplus of 0.26 MGD in 2040 for average daily use, and a surplus of 0.172 MGD for peak days by 2040.

Town of New Market:

The Town of New Market will have all future water demands up through 2040 satisfied by existing Town water sources. By 2040, there will be a surplus of 1.238 MGD on peak days and a surplus of 1.779 MGD on average daily usage days.

Town of Strasburg:

The Town of Strasburg will have water demands met through Town supplies throughout the planning period of 2040. Based on increased permitted source to 3 MGD it is estimated that given the usage predicted in this Plan, by 2040 the Town will have a surplus of 1.713 MGD for average daily use and a surplus of 1.546 MGD for peak days.

Town of Toms Brook:

The Sanitary District has a permitted capacity of 0.241 MGD. Calculated future water use for the Town of Toms Brook will be met throughout the planning horizon of 2040 with a surplus of water from the existing source, Toms Brook-Maurertown District.

Town of Woodstock:

The Town of Woodstock will be able to satisfy all water demands through 2040 from the Town intake on the Shenandoah River. Based on demand calculations, there will be a water surplus of 0.137 MGD by 2040 on peak days and a surplus of 0.191 MGD on average daily use days.

Warren County and the Town of Front Royal:

The projected future water demands in Warren County are anticipated to be met through 2040. In general, additional rural development will require groundwater well construction to meet future needs in areas outside community water service systems.

Town of Front Royal:

Projected water use in the Town of Front Royal was calculated from 2008 water average daily water use of 2.048 MGD and peak day usage in 2008 was 3.35 MGD. Based on projected uses, the Town of Front Royal will meet residential water use and peak uses through 2040 with a permitted capacity of 4 MGD. It should be noted that disaggregated water use for other sectors such as business and system losses is not included in this estimated demand.

Chapter 180 Water and Wastewater Article X. Drought Response

Set Public Hearing: _____
Publication Dates: _____ Media: _____
Public Hearing: _____ Code Update: _____
Approved/Denied on a motion by: _____

ARTICLE X. Water Conservation / Drought Response

- 180-34.53. Purpose The purpose of this Article is to provide for the voluntary and mandatory restriction on the nonessential use of ground water during declared water shortages or water emergencies.
- 180-34.54. Scope This Article shall apply to all Clarke County residents and businesses which are served by well water. This Article shall not apply to those residents and businesses which are supplied by a public water supply system by the Town of Berryville or the Clarke County Sanitary Authority.
- 180-34.55. Drought Response Plan The Board of Supervisors (Board) shall adopt by resolution the **Regional Drought Response and Contingency Plan as stated in the Regional Water Supply Plan** ~~Drought Response Plan~~.
- 180-34.56. Drought Indicators The indicators used to indicate drought severity shall be precipitation, streamflow, and groundwater levels. When at least two indicators exceed the threshold for drought stage determination, as set forth in **Regional Drought Response and Contingency Plan as stated in the Regional Water Supply Plan**, ~~Appendix I of the Clarke County Drought Response Plan~~, the Board may declare a specific drought stage.
- 180-34.57. Drought Stages The drought stages shall be Drought Watch, Drought Warning, and Drought Emergency, as determined by the Board pursuant to the **Regional Drought Response and Contingency Plan as stated in the Regional Water Supply Plan** ~~Drought Response Plan~~.
- 180-34.58. Declaration Upon the Board finding that a drought stage exists, the Board may issue a declaration of a drought stage. The County Administrator, upon the declaration of a drought stage by the Commonwealth of Virginia, may issue a declaration of a drought stage to be in effect until the next regular Board meeting.

- 180-34.59. Drought Stage Response Upon declaration by the Board or the County Administrator of a Drought Watch or Drought Warning, voluntary conservation measures will be requested of residents and businesses as set forth in the **Regional Drought Response and Contingency Plan as stated in the Regional Water Supply Plan** ~~Drought Response Plan~~. Upon declaration of a Drought Emergency, mandatory restrictions shall apply as set forth in the **Regional Drought Response and Contingency Plan as stated in the Regional Water Supply Plan** ~~Drought Response Plan~~.
- 180-34.60. Waiver of Restrictions Upon prior written request by an individual, business, or other water user, the Board of Supervisors, or its designee, may permit less than full compliance with any drought restrictions if good cause can be shown, including evidence that the applicant is affected in a substantial manner not common to other businesses or persons generally. No waiver shall be granted by the Board or its designee unless the Board or its designee determines that the public health, safety, and welfare will not be adversely affected by the waiver. All waivers granted by the Board or its designee shall be reported at the Board's next regular or special meeting.
- 180-34.61. Penalties. Any person who shall violate any of the provisions of this Article shall, upon conviction thereof, be fined not less than one hundred dollars (\$100.00), nor more than five hundred dollars (\$500.00). Each act or each day's continuation of the violation shall be considered a separate offense.

MEMORANDUM

TO: Board of Supervisors, David Ash
FROM: Alison Teetor
SUBJECT: Chesapeake Bay TMDL
DATE: August 1, 2011

Background

On December 29, 2010, the U.S. Environmental Protection Agency (EPA) established the Chesapeake Bay Total Maximum Daily Load (TMDL), a historic and comprehensive “pollution diet” with rigorous accountability measures to initiate sweeping actions to restore clean water in the Chesapeake Bay and the region’s streams, creeks and rivers. Every community within the Bay watershed, including Clarke County, will be impacted by the enactment.¹

Establishment of a TMDL is required under the federal Clean Water Act if a waterway is impaired by pollutants and does not meet water quality standards. Most of the Chesapeake Bay and its tidal waters are listed as impaired because of excess nitrogen, phosphorus and sediment. These pollutants cause algae blooms that consume oxygen and create “dead zones” where fish and shellfish cannot survive, block sunlight that is needed for underwater Bay grasses, and smother aquatic life on the bottom. What a TMDL does is identify the maximum amount of a pollutant the waterway can receive and still meet water quality standards.¹

The primary elements of a TMDL are “wasteload allocations” for “point sources” like sewage treatment plants, urban stormwater systems and large animal feeding operations, and “load allocations” for “non point sources” such as runoff from agricultural lands and nonregulated stormwater from urban and suburban lands.¹

Loading allocations were developed for the entire watershed and then divided among the jurisdictions (New York, Pennsylvania, Delaware, Maryland, Virginia, West Virginia, and the District of Columbia). The loading allocations were developed with models based on 1) stream flow characteristics of the watershed, 2) sources of pollution, 3) distribution and acreage of the various land uses, and many other factors. These jurisdiction loads were further divided among major basins (Potomac, York, Eastern Shore, etc.) and sub-watersheds or segmentsheds based on each jurisdiction’s Phase I Watershed Implementation Plan (WIP). In Virginia, the Department of Environmental Quality (DEQ) and Department of Conservation and Recreation (DCR) worked in cooperation with EPA to develop the WIP, which outlines an implementation strategy that achieves the TMDL loading allocations for nitrogen, phosphorus and sediment. The Plan also evaluates the current legal, regulatory, programmatic and financial tools available to implement the allocations; identifies and rectifies potential shortfalls in attaining the allocations; describes mechanisms to track and report implementation activities; provides alternative approaches; and outlines a schedule for implementation.

¹ Source: EPA Mid-Atlantic Water
<http://www.epa.gov/reg3wapd/tmdl/ChesapeakeBay/FrequentlyAskedQuestions.html>

County Data

The current step in the TMDL development process is referred to as Phase II of the WIP. In this stage individual Counties, or regionally through Planning District Commissions, are being asked to:

- 1) to review the information presented in the Plan;
- 2) compare it with local data on those best management practices (BMPs) that currently exist;
- 3) identify BMP implementation scenarios and local strategies to reduce pollutant loads; and
- 4) identify the additional resources that will be required to implement the strategies and BMPs.

The preliminary data for each County is presented in a spreadsheet that will be finalized upon EPA's revision of the model, scheduled for July 2011. The preliminary data for Clarke County is shown on the attached pages. Table 1 details the model derived land use information and the loading goals and Table 2, the proposed Best Management Practices installations to achieve the goals. These tables include all land uses except for point source wastewater (sewage treatment plants). Table 1 lists the land uses in the County, current (2009) loads for nitrogen, phosphorus, and sediment for each use, the 2025 reduction goal for each pollutant. Table 2 lists the BMPs, the numbers currently installed and the proposed number that would need to be installed in order to achieve the proposed goals at the 2017 level (60%) and the final 2025 goal.

What Needs to be Done by October 1, 2011 (current date, Subject to change)

- 1) Determine desire to work independently or jointly through PDC
- 2) Review the current land use and BMP data as presented to insure accuracy and make sure we are getting the credit we deserve
- 3) Look at the proposed BMP installation recommendations and determine if these are reasonable and achievable or if there are better alternative implementation scenarios to meet the target loads
- 4) Establish, in conjunction with the water resource plan update, strategies, a timeline and targets for achieving the agreed upon installations
- 5) Identify resource requirements (funding, staff, granting of new authority by General Assembly, etc.) to achieve planned actions

What has been Done to Date

- 1) Staff has attended several meetings to gain understanding of the issues and local requirements.
 - a) TMDL Phase II Planning At The Local Level Potomac Watershed Partnership (PWP) Information Exchange June 28, 2011. This workshop was sponsored by the held in Frederick Maryland. The group heard presentations from Maryland State Natural Resource officials regarding the TMDL process and how forest best management practices can assist in pollutant load reduction.
 - b) Shenandoah County Water Advisory Committee, Woodstock Virginia, July 21, 2011. This meeting was led by James Davis-Martin, our appointed DCR Program Manager, who reviewed the process and local responsibilities in addition to answering questions.

- c) Lord Fairfax Soil & Water Conservation District, Jed Rau, and Natural Resource Conservation Service, Mike Liskey, July 29, 2011, to discuss the Ches Bay TMDL's as they apply to Clarke Co.. Specifically we looked at the tables detailing the subsources and reduction goals, and the BMP recommendation tables. I was interested to see if the recommended BMPs were the best and most reasonable approach to achieve pollutant reductions in Clarke.
- 2) Staff has determined based on discussion with SWCD and NRCS personnel and confirmation with County GIS landuse data, and the Agricultural Census (2007) that the land use data provided by the State seems reasonable.
- 3) Staff has initiated review of current BMP data as presented to insure accuracy and make sure we are getting the credit we deserve
- 4) Staff has initiated review of the proposed BMP installation recommendations to determine if these are reasonable and achievable or if there are better alternative implementation scenarios to meet the target loads

Next Steps

- 1) Continue review of BMPs and proposed installation recommendations
- 2) Attend training workshop (late August) on the Virginia Assessment and Scenario Tool (VAST), a key computer-based tool for localities that is the web based tool will be the reporting mechanism for the Land Use, Current BMPs, and 2025 BMP implementation scenario.
- 3) Do we want to work with the Regional Commission to develop implementation strategies and a timeline for BMP implementation?
- 4) Do we commit to stating we can accomplish installation of proposed BMP's particularly agricultural BMP's when we (local government) have no regulatory authority?

Questions

- 1) What is the process for making corrections to the data?
 - a. Virginia will be providing a web based tool to localities/PDC that will serve as the data collection portal. Additionally, the tool will allow the development of alternative implementation scenarios and estimate the N, P and S reductions that will result. This will aid localities as they develop local preferred implementation scenarios to ensure that the scenarios achieve the target reductions. Corrections to the land use data will be used to communicate inaccuracies in the model to EPA and to help inform EPA's decisions as they select the land use source data in future model revisions (2017). Corrections to current BMP data will be used to credit localities for the additional BMPs in the next implementation progress update.

2) How do we account for changes in land use that may negatively impact our loading allocation?

a. I think this question is about growth and development. The Bay model has growth/development rates that basically convert forest and agricultural lands to urban lands based on historic growth rates. So as we move toward 2025, there will be steady increases in urban lands in the model. These changes will produce higher loads which will require additional BMPs to offset. However, the treatment levels required in the new storm water regulations along with existing construction site E&S practices are expected to meet this offset.

Additional Questions/Concerns (raised by John Staelin):

1) In the reduction table (Table 1) describing the pollutant loading and goals are we given credit for the BMP's already installed as identified in the BMP 2009 Progress column?

a. Yes. The 2009 loads are the result of the application of the 2009 Progress BMPs. The county loads would have been higher if the BMPs were not applied. If you identify additional BMPs that are already installed, but not accounted for in the 2009 Progress BMPs, we can work with you to get credit for those as well.

2) Our County land use is primarily agriculture and as a result it looks like most of our pollutant reduction is achieved through installation of agricultural BMP's. On paper the County can certainly state that we will fence 10 miles (or whatever) of stream but if the farming community doesn't want to do that how are we suppose to achieve our reduction goals - we at the local government level simply don't have the regulatory authority to require farmers to install the recommended BMPs - how is this problem dealt with? - we don't want to go to all the trouble of identifying where and what BMPs should be installed if we have no way of requiring farmers to do it

a. I would suggest the County work closely with the Lord Fairfax Soil and Water Conservation District to identify the barriers that would stop agricultural land owners from implementing the BMPs. Once that is understood, the County and SWCD can work to develop strategies to overcome those barriers. The statewide approach to agricultural BMPs is a voluntary incentive based program. So at this point there is no mechanism to require agricultural producers to participate, though a more regulatory approach is possible if there is insufficient progress. For now, focus on ways the County and SWCD can work together to enhance participation in the voluntary programs. You can also think about what new authorities the County might use to achieve the goals if they were available. If the county did have the authority to require livestock exclusion, would they use it? What about the ability to tax agricultural lands differently depending on the level of BMPs used? Just a couple of ideas to get you started...not intended to imply any forthcoming actions/authorities.

Additional Questions/Concerns (raised by David Weiss):

1) Does the County get credit for voluntary BMPs?

- a) Currently no, however the state has initiated a study to develop a strategy for collecting the voluntary BMP data. It is anticipated that the data will be available in 2013 at which time we will get credit.
- 2) Will reduced standards for BMPs be expected?
- b. The same question was asked by Mike Liskey, NRCS, who stated that a reduced stream buffer (10 feet as opposed to 35 feet) is acceptable. As of this writing no answer has been received from DCR.

Answers provided by:
 James Davis-Martin
 Chesapeake Bay WIP II Project Manager
804-786-1795

Additional questions raised by NRCS & SWCD staff – as of yet unanswered

I met with Mike Liskey, NRCS, and Jed Rau, LFSWCD on Friday July 29th. We met to discuss the Ches Bay TMDL's as they apply to Clarke Co. Specifically we looked at the table detailing the subsources and reduction goals, and the BMP recommendation tables. I was interested to see if the recommended BMPs were the best and most reasonable approach to achieve pollutant reductions in Clarke. If possible please address the following issues:

- 1) Need definitions of the land use categories (i.e. what is an Animal Operation)
- 2) Need a list of the BMPs that apply to each landuse (subsource category)
- 3) Need clarification regarding BMP progress chart - if we exceed the number of proposed BMP's for a certain category do we get credit for them?
- 4) Will there be nutrient trading between county's?
- 5) Need better explanation of some of the BMPs - CaptureReuse?, NonUrbStmRes?, Grass Buffer - not associated with water? Land Retirement to hyo?
- 6) If a CREP is installed on a farm - do we get credit for tree planting, buffering, and pasture fence?
- 7) It would be helpful if DCR could work with NRCS to provide maps detailing existing installed BMPs to localities, and if possible shapefiles to those County's with GIS capabilities.
- 8) there we a couple of BMPs used by NRCS that aren't included - reduced till, using crop rotations, and 10' stream buffers - if these are acceptable can we get efficiency data for these since reduced tillage and crop rotations are frequently used in Clarke County and the 10' stream buffer has potential?
- 9) Is there a time frame for counting BMP installations - ie an AWMS installed for a dairy in 2000 - is this counted, I remember discussion regarding a 2006 date from the meeting in Shenandoah County - can you clarify?

Table 1

Subsource	Data												
	LU/ILC (acres)	2009 Nitrogen Load	2025 Nitrogen Goal Load	Nitrogen Reduction Goal	Nitrogen Reduction %	2009 Phosphorus Load	2025 Phosphorus Goal Load	Phosphorus Reduction Goal	Phosphorus Reduction %	2009 Sediment Load	2025 Sediment Goal Load	Sediment Reduction Goal	Sediment Reduction %
Animal Operations	134	208,861	51,924	(156,937)	-75%	9,472	2,360	(7,112)	-75%	273,245	169,749	(103,496)	-38%
Crop	7,746	371,610	258,444	(113,166)	-30%	40,323	29,204	(11,119)	-28%	4,747,452	3,267,506	(1,479,946)	-31%
Hay	17,557	303,265	255,720	(47,545)	-16%	4,791	8,030	3,239	68%	3,683,733	3,151,712	(532,021)	-14%
Pasture	29,266	390,960	341,137	(49,823)	-13%	59,688	42,315	(17,373)	-29%	11,218,621	6,669,025	(4,549,596)	-39%
Nurseries	2	696	200	(496)	-71%	219	63	(156)	-71%	4,571	4,571	-	0%
MS4Urban	-	-	-	-	0%	-	-	-	0%	-	-	-	0%
NonMS4Urban	4,750	64,904	49,739	(15,165)	-23%	6,827	4,531	(2,296)	-34%	3,422,790	2,364,621	(1,058,169)	-31%
Construction	46	2,365	1,764	(601)	-25%	612	368	(244)	-40%	877,205	526,326	(350,879)	-40%
CSS	-	-	-	-	0%	-	-	-	0%	-	-	-	0%
Septic	-	45,058	40,294	(4,764)	-11%	-	-	-	0%	-	-	-	0%
Surface Mine	166	4,282	217	(4,065)	-95%	1,117	57	(1,060)	-95%	512,096	26,008	(486,088)	-95%
Unmanaged Grass	4,884	39,470	62,899	23,429	59%	166	265	99	60%	1,106,002	1,762,799	656,797	59%
Forest	48,688	265,690	280,204	14,514	5%	10,017	10,561	544	5%	5,277,793	5,542,689	264,896	5%
Grand Total	113,239	1,697,161	1,342,542	(354,619)	-21%	133,232	97,754	(35,478)	-27%	31,123,708	23,685,006	(7,438,702)	-24%

Notes:

Loading goals for the point source wastewater sector are not currently included in these tables. TMDL allocations for this sector are addressed through the Virginia Watershed General Permit. DCR and DEQ are working to determine how best to incorporate the wastewater sector into the Phase II WIP process

Negative (red) values in the reduction goal and reduction % columns indicate reductions required by 2025. Positive values indicate forecasted increases in loads. Load increases are common for the unmanaged grass and forest land uses. This is a result of increased acres from land use conversion BMPs (ie. Grass or forest buffers)

Table 2.

BMPs	Data			
	2009 Progress	2025 WIP I Proposed BMPs	New BMPs Proposed by 2025	2017 BMPs 60%
WMS (Systems)	10	134	124	74
MortalityComp (Systems)	-	1	1	1
BarnRunoffCont (Systems)	35	134	99	59
Pastence(Linft)	197,604	2,554,975	2,357,370	1,414,422
SWnoence	5	-	-	-
PrecRotGraing	6,922	15,567	8,645	5,187
CaptureReuse (cres Treated)	-	2	2	1
ConPlan	16,921	45,704	28,783	17,270
gNutMan	8,804	22,439	13,635	8,181
CoverCrop	1,525	2,143	618	371
ContinuousNT	-	2,922	2,922	1,753
NonrbStrmRest (Linft)	500	2,513	2,013	1,208
WaterContStruc (cres Treated)	-	-	-	-
WetlandRestore	-	94	94	56
GrassBuffers	252	2,133	1,882	1,129
ForestBuffers	176	272	96	57
Land Retirement to hyo	1,920	3,423	1,503	902
Tree Planting	59	2,748	2,690	1,614
ForarvestBMP	600	457	-	-
Septic Connections (systems)	-	84	84	51
Septic Denitrification (systems)	-	1,015	1,015	609
Septic Pumpouts (systems)	-	737	737	442
StreetSweep	-	-	-	-
UrbanNutMan	3	3,798	3,795	2,277
EandS	14	248	235	141
Impervious Urban Surface Reduction	-	53	53	32
rbStrmRest (linft)	-	-	-	-
EdtDryPonds (cres Treated)	312	582	270	162
DryPonds (cres Treated)	123	276	153	92
WetPondWetland (cres Treated)	211	684	473	284
Infiltration (cres Treated)	1	169	169	101
iltration (cres Treated)	9	178	169	102



Personnel Committee Meeting

August 8, 2011, 9:30 AM

Second Floor, Conference Room AB

Berryville/Clarke County Government Center

101 Chalmers Court, Berryville, Virginia 22611

Item
No.

Description

Packet
Page No.

1. Expiration of Term for appointments expiring through October 2011.

08/08/2011 Summary: The Personnel Committee recommends the following:

- √ Appointment of John Turkel to the remainder of a four-year term effective 9/15/2011 and ending 4/30/2015 on the Clarke County Planning Commission.
- √ Appointment of John Milleson as an additional member of the Economic Development Advisory Committee for term ending 12/31/2014 thereafter being a four-year term.
- √ The term of the Town of Berryville representative, Christie Dunkle, be adjusted from 8/31/2011 to 12/31/2011 in order to coincide with the expiration dates of all other members.

2. Appointee Information Feedback Update

The Committee has asked staff to suggest a method to facilitate gathering information from appointees about the activities of the boards to which they are appointed and their level of participation and satisfaction in the process. Attached is a draft questionnaire that could be either sent to participants or used to facilitate individual discussions.

08/08/2011 Summary: With respect to the Committee Detail Listing, the Personnel Committee instructed staff to clarify a number of apparent omissions and/or inconsistencies in the document. The Personnel committee will be provided with the requested changes and/or explanations at the September 19, 2011 Committee meeting.

- Preliminary FOIA Training notification was mailed June 10. Mailing of a second notice with request for rsvp is scheduled for August 11.
- Membership requirements, bylaws and mission statements sought and database updated with requested information on May 31, 2011.
- Review of Committee Detail Report is requested.

5/9/2011 Summary: Administration is coordinating training dates with FOIA Council. The Personnel Committee:

- √ Recommended providing notice to all appointees and employees of the September 14, 2011 training date.
- √ Requested staff to verify those entities that require representation from specific election districts.
- √ Requested staff to check status of bylaws / mission statements requested of each entity on March 21, 2011.

- 04/11/2011 Summary: The Personnel Committee instructed staff to provide them with the compiled data and inquired if the chairs of the various boards and committees had been provided with the data. Suggested FOIA training dates are still needed.
- 04/11/2011: FOIA Training: On 3/21/2011, initial contact was made with Alan Gernhardt, Virginia Freedom of Information Advisory Council to arrange a training session tailored to appointees and staff representatives / employees. A two-hour training session is suggested broken into two one-hour segments to address meetings and records requirements. Committee Follow Up: A list of suggested training dates is requested. Distribution FOIA Guide: On 3/21/2011, "4th Edition 2007 Local Government Officials' Guide to the Virginia Freedom of Information Act" by Roger C. Wiley was mailed to all responders requesting a copy. Non-responders: As of 3/21/2011, 72 of 82 [88%] responding. All non-responders have been contacted several times. Staff representatives have been asked to follow up as an agenda item at their next-regularly scheduled meeting. Bylaws or Other Organizational Materials: On 3/21/2011, forwarded information to staff representatives with the request that this information be provided, where available, to those requesting; and where unavailable, to provide an explanation as to why and/or by what statute the board, commission, authority, or council operates and include that as an agenda item at their next regularly scheduled meeting. Dissemination of Findings / Additional Analysis: On 3/21/2011, forwarded compiled information to staff representatives for follow up and inclusion as an agenda item at their next regularly scheduled meeting.
- 03/07/2011: Appointee Questionnaire Summary Analysis Report has been prepared and distributed with the March 7 materials. After reviewing the report, the Personnel Committee made the following recommendations:1) Noting that a significant number of appointees expressed interest in securing additional information on FOIA, instructed staff to initiate a training session at the BCCGC and to make the session[s] available to appointees and staff. 2) Instructed staff to provide copies of the FOIA act to all responders indicating that they needed another copy. 3) Instructed staff to follow up on any non-responses asking specifically that at a minimum provide current contact information. 4) Instructed staff to follow up with any responders indicating that they were not in possession of bylaws or other organizational materials. 5) Instructed staff to further analyze the data as received and to provide letters to all members of each committee summarizing comments, general consensus and relaying any critical concerns or recommendations, as well as commendations.
- 02/07/2011: The Personnel Committee instructed staff to follow up with non-responsive appointees and to prepare a preliminary analysis for review at the March meeting with highlights of reported issues.
- 01/24/2011: Questionnaires were collated and mailed to appointees. To aid analysis, Administration developed a database to log responses. As of 2/2/2011, Administration has received 37 of 83 [45%] responses.
- 12/13/2010: The committee asked that the Appointee Questionnaire be revised to include a request for updated contact information, and to inquire about the appointee's view of the current and future most important challenges faced by the boards on which they serve. The committee also recommended that the questionnaires be mailed in January to keep them out of the holiday mail. 12/27/2011: FYI: Solicitation of Appointees - Boards and Commission web page updated for 2011.

Appointments by Expiration Thru October 2011

			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
<i>February 2011</i>					
Parks & Recreation Advisory Board		4 Yr			
White	Lawrence	Buckmarsh	12/18/2007	2/15/2011	2/15/1995
Resigned 2/15/2011 expires 12/31/2011					
<i>April 2011</i>					
Clarke County Planning Commission		4 Yr			
Wade	Robert	Millwood / Chapel	3/20/2007	4/30/2011	11/21/2000
<i>May 2011</i>					
Berryville Area Development Authority Comprehensive Plan Committee		Open-End			
Caldwell	Anne		1/7/2008	5/18/2011	1/7/2008
BADA Subcommittee					
<i>August 2011</i>					
Economic Development Advisory Committee		4 Yr			
Dunkle	Christy	Town of Berryville Rep	7/17/2007	8/31/2011	8/19/2003
<i>September 2011</i>					
Shenandoah Area Agency on Aging, Inc.		4 Yr			
Roper	Anthony	Shenff	9/18/2007	9/30/2011	9/18/2007
<i>October 2011</i>					
Clarke County Industrial Development Authority		4 Yr			
Jones	Paul	Russell District	9/18/2007	10/30/2011	3/20/2007

Clarke County Committee Listing

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Berryville Area Development Authority</i>				3 Yr
Boyles	Jerry	White Post	8/17/2010	3/31/2012
Dunning, Jr.	A.R.	BOS - Appointed Member	12/16/2008	3/31/2011
Ohrstrom, II	George	Russell	3/16/2010	3/31/2013
<i>Berryville Area Development Authority Comprehensive Plan Committee</i>				Open-End
Caldwell	Anne		1/7/2008	5/18/2011
Hobert	J. Michael		1/7/2008	
<i>Board of Supervisors</i>				4 Yr
Byrd	Barbara J.	Russell	1/1/2008	12/31/2011
Dunning, Jr.	A.R.	White Post	1/1/2008	12/31/2011
Hobert	J. Michael	Chair, Berryville District	1/1/2008	12/31/2011
Staelin	John	Millwood/Pine Grove	1/1/2008	12/31/2011
Weiss	David	Vice Chair - Buckmarsh/Blue Ridge	1/1/2008	12/31/2011
<i>Board of Supervisors Finance Committee</i>				1 Yr
Byrd	Barbara J.	BOS - Alternate	1/18/2011	12/31/2011
Dunning, Jr.	A.R.	BOS - Alternate	1/18/2011	12/31/2011
Hobert	J. Michael	BOS - Appointed Member	1/19/2010	12/31/2011
Staelin	John	BOS - Appointed Member	1/19/2010	12/31/2011
Weiss	David	BOS - Alternate	1/19/2010	12/31/2011
<i>Board of Supervisors Personnel Committee</i>				1 Yr
Byrd	Barbara J.	BOS - Appointed Member	1/18/2011	12/31/2011
Dunning, Jr.	A.R.	BOS - Alternate	1/18/2011	12/31/2011
Hobert	J. Michael	BOS - Appointed Member	1/19/2010	12/31/2011
Staelin	John	BOS - Alternate	1/19/2010	12/31/2011
Weiss	David	BOS - Alternate	1/19/2010	12/31/2011
<i>Board of Well & Septic Appeals</i>				4 Yr
Blatz	Joseph	Citizen Member	1/15/2008	2/15/2012
Dunning, Jr.	A.R.	BOS - Appointed Member	1/18/2011	12/31/2011
McKay	Beverly	Planning Commission		
Teetor	Alison	Staff Rep		
<i>Board of Zoning Appeals</i>				5 Yr
Borel	Alain F.	White Post	1/20/2009	2/15/2014
Caldwell	Anne	Millwood	1/19/2010	2/15/2015
Kackley	Charles	Russell	2/12/2008	2/12/2013
Means	Howard	Millwood	12/14/2009	2/15/2016

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			<i>Appt Date</i>	<i>Exp Date</i>
Volk	Laurie	Russell	1/20/2009	2/15/2014
<i>Clarke County Historic Preservation Commission</i>				4 Yr
Baker	H.M.	Russell	5/19/2009	5/31/2013
Bieschke	John K.	White Post	4/21/2009	5/31/2013
Fields	Betsy	Berryville District	4/20/2010	5/31/2012
Gilpin	Thomas T.	White Post	5/18/2010	5/31/2014
Hiatt	Marty	Buckmarsh/Blue Ridge	6/19/2007	5/31/2015
Nelson	Clifford	Russell/Planning Commission Rep	4/19/2011	4/30/2012
<i>Clarke County Industrial Development Authority</i>				4 Yr
Armbrust	Wayne	Secretary/Treasurer	8/19/2008	10/30/2012
Frederickson	Allan	White Post	12/15/2009	10/30/2013
Hillerson	Jay		8/18/2009	10/30/2013
Jones	Paul	Russell District	9/18/2007	10/30/2011
Juday	David	Vice Chair	12/21/2010	10/30/2014
Pierce	Rodney	Chair	8/19/2008	10/30/2012
Staelin	John	BOS - Liaison	1/19/2010	12/31/2011
<i>Clarke County Library Advisory Council</i>				4 Yr
Al-Khalili	Adeela		4/19/2011	4/15/2015
Badanes	Joyce		4/20/2010	4/15/2014
Byrd	Barbara J.	BOS - Liaison	1/18/2011	12/31/2011
Curran	Christopher		5/16/2006	4/15/2013
Foster	Nancy		4/15/2008	4/15/2012
Hudson	Kathy		4/20/2010	4/15/2013
Kalbian	Maral		4/19/2011	4/15/2015
Meeks	Robert B.		4/19/2011	4/15/2015
Wolk	Susan		6/16/2009	4/15/2012
Zinman	Maxine		4/19/2011	4/15/2015
<i>Clarke County Litter Committee</i>				1 Yr
Staelin	John	BOS - Liaison	1/19/2010	12/31/2011
Teetor	Alison	Staff Rep		
<i>Clarke County Planning Commission</i>				4 Yr
Brumback	Clay	White Post / Greenway	6/15/2010	4/30/2014
Caldwell	Anne	Millwood / Chapel; Vice Chair	4/21/2009	4/30/2013
Dunning, Jr.	A.R.	BOS - Appointed Member	1/18/2011	12/31/2011
Kreider	Scott	Buckmarsh / Battletown	3/15/2011	4/30/2012
McFillen	Thomas	Berryville / Berryville	5/1/2010	4/30/2014
McKay	Beverly	White Post / Greenway	3/18/2008	4/30/2012
Nelson	Clifford	Russell / Longmarsh	3/17/2009	4/30/2013

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			<i>Appt Date</i>	<i>Exp Date</i>
Ohrstrom, II	George	Russell / Longmarsh; Chair	4/19/2011	4/30/2015
Staelin	John	BOS - Alternate	1/19/2010	12/31/2011
Steinmetz, II	William	Berryville / Berryville	4/30/2008	4/30/2012
Thuss	Richard	Buckmarsh / Battletown	4/20/2010	4/30/2014
Wade	Robert	Millwood / Chapel	3/20/2007	4/30/2011
<i>Clarke County Sanitary Authority</i>				4 Yr
Dunning, Jr.	A.R.	BOS - Authority Member	12/15/2009	1/5/2014
Jones	Harry C.	Secretary/Treasurer	6/17/2008	6/30/2012
Legge	Michael	Staff Representative		
Mackay-Smith, Jr.	Alexander	Vice Chair	11/16/2004	1/5/2013
Myer	Joe	Town of Boyce	9/15/2009	12/31/2011
Staelin	John	BOS - Alternate	1/19/2010	12/31/2011
Williams	Ian R.	Chair	11/18/2008	1/5/2013
<i>Conservation Easement Authority</i>				3 Yr
Buckley	Randy	White Post	1/1/2011	12/31/2013
Engel	Peter		12/15/2009	12/31/2012
Mackay-Smith	Wingate E.	Chair	1/1/2011	12/31/2013
Ohrstrom, II	George	Planning Commission Rep	4/20/2010	4/30/2013
Radford	Jane		11/18/2008	12/31/2012
Teetor	Alison	Clerk - Staff Liaison		
Thomas	Walker	Fills unexpired term of Pat McKelvy	1/1/2011	12/31/2012
Weiss	David	BOS - Appointed Member	1/19/2010	12/31/2011
<i>Constitutional Officer</i>				
Arthur	Warren	Commissioner of the Revenue	1/1/2008	12/31/2011
Butts	Helen	Clerk of the Circuit Court	1/1/2008	12/31/2015
Keeler	Sharon	Treasurer	1/1/2008	12/31/2011
Perka	Suzanne	Commonwealth Attorney	1/1/2008	12/31/2011
Roper	Anthony	Sheriff	1/1/2008	12/31/2011
<i>County Administrator</i>				
Ash	David L.	County Administrator	3/19/1991	
<i>County Assessor</i>				
Peake	Donna	County Assessor	7/1/2003	
<i>Economic Development Advisory Committee</i>				4 Yr
Barb	Jim	Real Estate Rep, Business Owner	11/17/2009	12/31/2013
Conrad	Bryan H.	Agriculture, Fire & Rescue	1/1/2011	12/31/2014
Dunkle	Christy	Town of Berryville Rep	7/17/2007	8/31/2011
Dunning, Jr.	A.R.	BOS Rep, SA Rep, Business Owner	1/18/2011	12/31/2011
Hillerson	Jay	IDA Rep, Business Owner	9/15/2009	12/31/2013

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			<i>Appt Date</i>	<i>Exp Date</i>
Myer	Dr. Eric	Agriculture Rep, Business Owner	1/1/2011	12/31/2014
Pritchard	Elizabeth	Hospitality Industry	8/17/2010	8/31/2012
Staelin	John	BOS - Appointed Member	1/19/2010	12/31/2011
<i>Handley Regional Library Board</i>				4 Yr
Myer	Tamara	Town of Boyce	9/15/2009	11/30/2013
<i>Joint Administrative Services Board</i>				Open-End
Ash	David L.	County Administrator	1/18/2011	12/31/2011
Hobert	J. Michael	BOS - Appointed Member	1/19/2010	12/31/2011
Judge	Tom	Staff Representative		
Keeler	Sharon	Treasurer		
Murphy	Michael	School Superintendent		
Rhodes	Emily	JAS Chair; School Board Representative	1/1/2011	12/31/2011
Weiss	David	BOS - Alternate	1/19/2010	12/31/2011
<i>Joint Building Committee of the Joint Government Center</i>				Open-End
Ash	David L.	Building Manager		
Dalton	Keith	Berryville Town Manager		
Kitselman	Allen	Berryville Town Council Representative		
Weiss	David	Board of Supervisors Representative		
<i>Legislative Liaison and High Growth Coalition</i>				1 Yr
Hobert	J. Michael	BOS - Liaison	1/19/2010	12/31/2011
<i>Lord Fairfax Community College Board</i>				4 Yr
Lee	Barbara	Millwood / Pine Grove	3/18/2008	6/30/2012
<i>Lord Fairfax Emergency Medical Services Council</i>				3 Yr
Burns	Jason	Career Representative	5/19/2009	6/30/2012
Coffelt	Lee	Career Representative	11/30/2008	11/30/2011
Wagaman	Julie	Medical Professional	6/30/2010	6/30/2013
<i>Northern Shenandoah Valley Regional Commission</i>				3 Yr
Johnston	Charles	Citizen Representative	1/23/2010	1/23/2013
Staelin	John	BOS - Alternate	1/19/2010	12/31/2011
Weiss	David	BOS - Appointed Member	1/19/2010	12/31/2011
<i>Northwestern Community Services Board</i>				3 Yr
Harris	Lucille		12/21/2010	12/31/2012
Stieg, Jr.	Robert		11/28/2008	12/31/2012
<i>Northwestern Regional Jail Authority</i>				4 Yr
Ash	David L.	County Administrator	1/18/2011	12/31/2011

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			<i>Appt Date</i>	<i>Exp Date</i>
Byrd	Barbara J.	BOS - Liaison Alternate	1/18/2011	12/31/2011
Roper	Anthony	Sheriff	9/18/2007	12/31/2011
Wyatt	James		12/18/2007	12/31/2011
<i>Northwestern Regional Juvenile Detention Center Commission</i>				
Byrd	Barbara J.	BOS - Liaison	1/18/2011	12/31/2011
Wyatt	James		11/18/2008	12/20/2012
<i>Old Dominion Alcohol Safety Action Policy Board & Division of Court Services</i>				3 Yr
Johnson	Jerry L.		1/18/2011	12/31/2013
<i>Old Dominion Community Criminal Justice Board</i>				3 Yr
Johnson	Jerry L.		1/18/2011	12/31/2013
<i>Our Health</i>				3 Yr
Shipe	Diane		3/15/2010	3/15/2013
<i>Parks & Recreation Advisory Board</i>				4 Yr
Allison	Janelle	Millwood Rep	1/19/2010	12/31/2013
Heflin	Dennis	White Post Rep	9/16/2008	12/31/2012
Hobert	J. Michael	BOS - Liaison	1/19/2010	12/31/2010
Huff	Ronnie	Town of Berryville Rep	12/31/2007	12/31/2011
Jones	Paul	At-Large	1/1/2011	12/31/2014
Lichliter	Gary	Russell Rep	11/18/2008	12/31/2012
McCall	Michael A.	School Board Rep		12/31/2004
Rhodes	Emily	School Board Representative	1/1/2011	12/31/2011
Sheetz	Daniel A.	Berryville	5/18/2010	12/31/2013
White	Lawrence	Buckmarsh	12/18/2007	2/15/2011
Wisecarver	Steve	Appointed by Town of Boyce	2/2/2010	12/31/2013
<i>People Inc. of Virginia</i>				3 Yr
Hillerson	Coleen	Clarke County Rep Board of Directors	8/17/2010	7/31/2013
<i>Regional Airport Authority</i>				4 Yr
Ash	David L.	County Administrator	1/29/2010	12/31/2010
Crawford	John		5/20/2008	6/30/2012
Weiss	David	BOS - Liaison	1/19/2010	12/31/2011
<i>Shenandoah Area Agency on Aging, Inc.</i>				4 Yr
Hudson	John		8/17/2010	9/30/2014
Roper	Anthony	Sheriff	9/18/2007	9/30/2011
<i>The 150th Committee</i>				4 Yr
Al-Khalili	Adeela	Clarke County African-American Cultural Center / Josephine Community Museum	1/18/2011	12/31/2015

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			<i>Appt Date</i>	<i>Exp Date</i>
Davis	Dorothy	Clarke County African-American Cultural Center / Josephine Community Museum	1/18/2011	12/31/2015
Heder	Terence	Shenandoah Valley Battlefields Foundation	1/18/2011	12/31/2015
Johnston	Charles	Staff Representative HPC	1/18/2011	12/31/2015
Kalbian	Maral	Community Representative	1/18/2011	12/31/2015
Lee	Jennifer	Clarke County Historic Museum Representative	1/18/2011	12/31/2015
Means	Howard	CCHA Representative	1/18/2011	12/31/2015
Morris	Mary	Clarke County Historic Museum Representative	1/18/2011	12/31/2015
Murphy	Michael	CCPS Representative	1/18/2011	12/31/2015
Russell	Jesse	Staff Representative Economic Development	1/18/2011	12/31/2015
Sours, Jr.	John	Community Representative	1/18/2011	12/31/2015
Stieg, Jr.	Robert		1/18/2011	12/31/2015
Weiss	David	BOS - Appointed Member	2/15/2011	12/31/2011



Board of Supervisors Work Session

August 8, 2011 10:00 Am

Second Floor, Conference Rooms A & B

Berryville/Clarke County Government Center

101 Chalmers Court, Berryville, Virginia 22611

Item
No.

Description

Page

1. Regional Water Supply Plan

08/08/2011 Summary: On behalf of the Northern Shenandoah Valley Regional Commission, Jill Keihn and Alison Teetor made a presentation on the regional water supply plan. The Board instructed staff this matter on the August 16, 2011 regular meeting agenda for the purpose of additional discussion and to consider setting the regional water supply plan matter proposal for public hearing at the September 27, 2011 regular meeting at 2:00 pm or as soon thereafter as the matter may be heard.

2. Chesapeake Bay TMDL Local Responsibility

08/08/2011 Summary: Alison Teetor provided a presentation on the background and status of the implementation of the Chesapeake Bay Total Maximum Daily Load limitations. The Board instructed staff to place this matter on the August 16, 2011 regular meeting agenda for additional discussion.

3. Building Automation Status

08/08/2011 Summary: This matter was referred to the Finance Committee at its August 11, 2011 meeting for additional discussion and recommendation at the August 16, 2011 regular Board meeting.

4. Project Updates

Closed Session:

Vice Chairman Weiss moved to convene into Closed Session pursuant to 2.2-3711-(A)(7) regarding negotiations / litigation pertaining to the Berryville Clarke County Government Center HVAC System. The motion carried as follows:

J. Michael Hobert, Chair	- Aye
David S. Weiss, Vice Chair	- Aye
Barbara J. Byrd	- Aye
A.R. Dunning, Jr.	- Absent
John R. Staelin	- Absent

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, **Vice Chairman Weiss moved to reconvene in open session.**

The motion carried as follows:

J. Michael Hobert, Chair	- Aye
David S. Weiss, Vice Chair	- Aye
Barbara J. Byrd	- Aye
A.R. Dunning, Jr.	- Absent
John R. Staelin	- Absent

Vice Chairman Weiss 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:

J. Michael Hobert, Chair	- Aye
David S. Weiss, Vice Chair	- Aye
Barbara J. Byrd	- Aye
A.R. Dunning, Jr.	- Absent
John R. Staelin	- Absent

No action was taken on matters discussed in Closed Session.

Notes on Building Automation System Meeting and post-meeting discussion
July 27th, 2011
10 AM - Maintenance Conference Room

Object of Meeting: Presentation by AutomatedLogic "AL" (formerly Aero Integrated Solutions) concerning their bid relating to the RFP #11-0517 - Messrs. Jeff Smidler, Senior Sales Engineer and Mike Guss, VP of Sales, Support Services.

Present:

For the BOS: Michael Hobert, Chairman (until 10:45AM)
David Weiss - Supervisor
Alison Teetor - Natural Resources Planner

For the SB: Barbara Lee, Chairman
Robina Bouffault
Michael Murphy (partial presence)

For the JAS: Thomas Judge
Mike Legge

Maintenance: Bobby Levi

Messrs. Smidler and Guss of AL made a very complete presentation concerning their company and the system that they were proposing to the school division and county. (See attached RFP bid results). they indicated that Aero Integrated Solutions had been a long-time distributor of AutomatedLogic systems. They were purchased by AL on June 1st, 2011, just after they responded to our RFP in May with their bid.

AutomatedLogic is owned by Carrier Corporation, which is a subsidiary of the multi-billion dollar corporation United Technologies, a national company with \$43 billion of annual net sales via their subsidiaries Carrier heating and air conditioning, Hamilton Sundstrand aerospace systems and industrial products, Otis elevators and escalators, Pratt & Whitney aircraft engines, Sikorsky helicopters, UTC Fire & Security systems and UTC Power fuel cells.

Their introduction included their extensive experience in both Virginia schools and localities, including the public school divisions of Arlington, Alexandria, Culpeper, Hanover, Henrico, Hopewell City, and Prince Edward. For higher education, they serve the University of Virginia, the University of Mary Washington, Rappahannock Community College, Lynchburg College and Hampton-Sydney College.

Government localities were also served, including a number of "combined" (schools-counties) such as Culpeper. Their credentials and references are excellent.

The system they utilize is called the BACNET protocol (as opposed to the older LON system used by TAC/Schneider), and is compatible with our new high school system currently being installed. One server can handle the entire network, i.e. ALL of our school buildings.

Local Control: Contrary to the current TAC/Schneider installation (controlled from Texas), they will train an on-site administrator for their system, who will be in control of all the functional aspects. This training is included in the bid offer. They also have available, for a cost of \$1,500 +/- per individual, detailed additional training (1 week) if the client wants more in-depth knowledge of their system in the hands of additional employees.

Simplicity: With their system, building functions can be scheduled at the building level by the administrative office, who would need only to input in advance, the hours of operation, including scheduled outside usage of the building (such as afterhours meetings, or facility usage by outside organizations). The system would automatically program itself to turn on/off the A/C or heating as needed, without any further programming from anyone. Currently, this is not possible.

Maintenance: Control of maintenance needs are also done at the local level. Each piece of equipment in the systems is on a constant, automatic monitoring, and there are automatic alerts if any one piece of equipment is not working properly. The automatic alerts can be given as requested by the client to e-mail addresses, smart phones, or any other method requested. If there is no response to the alert within a certain time, the alerts are then sent to the next level up in the administration. If, for example, a fan motor breaks down in one of the air handling units being monitored, the alert is immediately done by computer to the people listed by the client. It is not simply discovered (as it currently is) when someone walks into an office on a Monday morning to find that the A/C is not working.

Energy Monitoring: Their system monitors the amount of energy expended on all equipment, and will send an immediate alert if normal parameters are exceeded, allowing the client to immediately intervene if necessary. This can also be done on an hourly basis if scheduled, for example for facility utilization by others - where exact energy usage for the hours leased can be recorded. This can help with calculating the usage fees for our facility usage, based upon exact energy used during the times the facilities are being used by others (after hours, week-ends, etc).

Energy Savings: When asked about how much in the way of energy savings we might expect from the system, we were told that, based upon their experience with their clients, it could vary between **2% and 40%**, depending upon the client's utilization of the system. Some of their clients are strict in their control of building utilization, others not so much. An example was used of one school division's custodians who every summer re-finished their buildings floors, including chemical stripping, and who consequently kept all doors open and the A/C going full blast to clear out the fumes while working, and also to help dry the re-finishing product. This resulted in sky-rocketing energy costs for that time period - accepted by the school division as being necessary, although very costly - and seriously decreased energy savings.

The TAC/Schneider question: AL was asked about the potential TAC proprietary issue, and indicated that TAC had in the past “on occasion” used “private messaging” systems to which they would not provide access. If so, this could impact the bid, where that item had not been taken into account. Apparently the question had not been asked of TAC, or at least they had not responded, so it was not included in the RFP. At the meeting, Dr. Murphy texted TAC, and the response (given after the meeting) is that they ARE proprietary, which will change somewhat the bid parameters.

After the meeting, when the AL representatives had left, there was a discussion (B. Lee, M. Murphy and T. Judge were no longer there) concerning the TAC/Schneider performance and their reporting of supposed savings. Bobby Levi indicated that one egregious incident was when the entire chiller system for the high school had been dismantled and sent out for repairs over the summer, and TAC had indicated for that time that there was too much energy usage at the high school because the A/C system had been one for the entire summer time - at a time when it was not even on the building!

Additionally, Alison Teetor indicated that some of the equipment indicated in the TAC schematics as being installed, had in fact not in reality been installed. Also, two years ago, after our many complaints, TAC finally came to review the situation, and it was discovered that some of the their existing equipment, although installed, had never been hooked up by them, so had never been monitored at all.

The consensus of the group was that TAC/Schneider had not been forthright or honest in their reporting about savings, and other reports, and that they needed to be replaced.

Bobby Levi and Mike Legge will be having another meeting with AL, where they can go thru the entire network to establish the extent of the need to ‘map’ it, including the actual existing equipment (as opposed to the theoretical equipment), the actual hooked-up network, and advise to what extent their bid will be affected.

Ideally, the School Board should have all results in prior to our September 6th meeting, so that it can be placed on that agenda for discussion.

RRB/7-28-2011

MEMORANDUM

TO: Board of Supervisors

FR: Thomas Judge, Director of Joint Administrative Services
David Ash, County Administration: 8/11 Update and Summary

DT: August 11, 2011

RE: August Finance Committee Report

1. Discussion Building Automation referred to Finance Committee at 08/08/2011 Work Session.

8/11/2011 Summary: Alison Teetor, Mike Legge and Bobby Levi were present for the discussion at the Finance Committee. Mr. Legge clarified for the Finance Committee that General Government contractual obligations would be separate from the School's contractual obligations. Further, that there was no savings to be realized from linking work at the School's and the General Government facilities.

The Finance Committee recommends that the Board direct staff to continue with the preparation of an agreement that would provide the Board with the ability to review the proposed installation at the Johnson Williams Middle School prior to identifying a County-facility; and further, to provide the Board with the opportunity to opt out of additional installation should the building automation systems not prove beneficial.

2. One Time Payment to Employees. The committee should discuss the terms of the one-time payment to employees, the appropriation for which was decided May 24.

8/11/2011 Summary: The Finance Committee recommends that the County Administrator's recommendation be accepted provided that payout does not exceed more than \$450 per person.

3. Supplemental Appropriations. The following action is recommended if the one-time employee payment is intended for employees on the payroll as of July 2011 or thereafter:

8/11/2011 Summary: The Finance Committee recommends Board adopt the following resolution: "Be it resolved that FY 11 budgeted expenditures and appropriations be reduced \$37,867 in the General Fund and \$7,689 in the Social Services Fund, and be it further resolved that FY 12 budgeted expenditures and appropriations be increased \$37,867 in the General Fund and \$7,689 in the Social Services Fund."

4. Funerary Expenses for Indigent Persons. As discussed in the attached Memorandum from the Sheriff, the County is responsible for funerary expenses of indigent persons. It is recommended that these

be charged to the Medical Examiner account, and that this account be supplemented as needed should the budget prove inadequate.

8/11/2011 Summary: The Committee discussed the matter with the Sheriff and recommends the Board charge these expenses to the Medical Examiner account as recommended by the Finance Director.

5. VRS Deferred Compensation Program. The Government currently has a Deferred Compensation program with Nationwide, allowing employees to invest funds for retirement with tax advantages. The Nationwide program is established through the National Association of Counties. Over time the fees charged employees on their accounts have gradually increased, and the investment options have gradually become predominated by Nationwide funds. For these reasons the Joint Administrative Services Board voted on July 24 to recommend that the Government participate in the Deferred Compensation Program offered through the Virginia Retirement System, a program available to all state employees, and many localities. It is requested that the Finance Committee recommend to the Board of Supervisors adoption of the proposed resolution permitting the County Administrator to execute documents to implement the new program. In addition, it is requested that the following resolution be recommended for adoption to the Board of Supervisors with respect to the current Nationwide program:

"Be it resolved that Nationwide Retirement System Deferred Compensation Program be administered after October 1, 2011 as follows:

1. *Balances can remain in the program, or be transferred to the VRS Deferred Compensation Plan.*
2. *Employees currently contributing on October 1 can continue to contribute to the Nationwide Plan.*
3. *The Nationwide Plan will be closed to new participation as of October 1.*
4. *If an employee contributing to the Nationwide Plan as of October 1 begins contributing to the VRS Plan, they can maintain their Nationwide balances, but cannot continue contributions to the Nationwide Plan."*

The VRS Plan requires an annual fee of \$7 per plan participant. The JAS contemplated that this fee be paid by the participant but, according to the VRS, many communities cover this cost on behalf of their employees.

8/11/2011 Summary: Subject to provision of information confirming the ease with which employees can transfer balances within the VRS program, the Finance Committee recommends that the Board adopt the Joint Administrative Services Board recommendation to implement the VRS program for future use.

6. Cooperative Extension Request for Supplemental Appropriation of \$3,000 to Fund a Proportionate Share of a Horticultural Agent Position

8/11/2011 Summary: The Finance Committee recommends that the Board approve the funding request.

7. Resolution In Support of Restoration of state Funding for Aid to Localities

8/11/2011 Summary: The Finance Committee recommends that the Board approve adoption of the proposed resolution.

8. Update from Sharon Keeler, Treasurer

8/11/2011 Summary: The Finance Committee was made aware that the Treasurer had revised the calculation of the distribution of sales tax for Fiscal Years 2009, 2010 and 2011 to reflect school-age population as estimated by the Weldon Cooper Center resulting in the distribution of an additional \$70,000 distribution to the Towns of Boyce and Berryville.

9. Acceptance of July Bills and Claims. The acceptance of this report by the Finance Committee is proposed. It will be distributed under separate cover.

8/11/2011 The Finance Committee recommends acceptance of the July Bills and Claims.

10. Standing Reports. The following are included: Reconciliation of Appropriations (FY 11). General Fund Balance (FY 11). Capital Projects (FY 11). General Fund Expenditure Summary (FY 12, to be distributed under separate cover).

Memo

To: Clarke County Government and School Officials
From: Bobby Levi and Randy Trenary
Date: 8/4/2011
Re: Building Automation Systems, RFP #11-0517

**Please note that this contract has not been awarded and is still being negotiated. So, pricing and other information should be kept confidential until an intent to award or notice of award has been posted. Thank you.*

At the request of Government and Schools officials, we solicited proposals for infrastructure improvements to existing HVAC systems and a Building Automation System that would enable the Maintenance Department to have more control over the HVAC operating system in specified Clarke County Government and School buildings in an effort to improve energy efficiency and reduce energy costs.

We chose to request proposals instead of bids for several reasons:

- The inability to design a Building Automation System internally;
- To avoid paying expensive consulting and design fees;
- To utilize the expertise of vendors that work in this industry on a daily basis;
- To ensure that we are obtaining the most up-to-date technology and software;
- To have the ability to interview and negotiate with different firms;
- To have the ability to award a contract based on price, references, experience, and overall system performance, not just price alone.

Shortly after the proposals were opened on May 17th, Bobby Levi, Joint Maintenance Director, and Randy Trenary, CCPS Director of Operations, interviewed three of the five firms that submitted proposals. Our objective was to recommend one company that could:

- Offer a system that is compatible with all of the existing equipment at the respective Government and School locations, including the new system scheduled to be installed in the new High School;

- Provide a non-proprietary, web-based system that can be accessed by Maintenance Personnel at any time and any computer;
- Provide our Maintenance Department with the most user-friendly and cost-effective system to help produce energy efficiency and cost savings.

After conducting the interviews and reviewing references from Arlington Public Schools, Culpeper School and County, Henrico County, Stafford County Government, and the University of Mary Washington, we are recommending AutomatedLogic (formerly Aero).

AutomatedLogic uses a web-based building automation system called BACnet, which is a standard open protocol system, designed specifically for building automation. BACnet is an alternative to the proprietary systems used by large companies.

Some, but not all, of the benefits of selecting AutomatedLogic include:

- One server can handle the entire network (one for the Schools and one for the Government).
- Building administrators or designees will be able to input building functions prior to scheduled events. In other words, the system would automatically program itself to turn on/off HVAC equipment, as needed, for events that were scheduled and previously inputted into the system.
- System reads outside temperature, jointly, with equipment history and determines the appropriate time to turn units on to cool or heat for a specific time.
- System alerts of equipment failure can be received by e-mail, phone, and texts at time of failure to possibly resolve issue before larger issues can occur. Alerts can even be sent to different levels of designees if there is no response by certain times.
- System monitors the amount of energy expended on all equipment, which will help Maintenance and Building Administrators observe what specific events are causing increased energy costs and thus, help control and limit energy expenses.

AutomatedLogic stated that they would be willing to sign a contract that included phases. After speaking with officials from the Government and Schools, we recommend:

- SCHOOLS:
 - FIRST PHASE-Complete the installation of the system at Johnson Williams Middle School.

- SECOND PHASE- If the JWMS system is deemed acceptable, proceed with the installation at Boyce Elementary School, D.G. Cooley Elementary School, and the current Clarke County High School.
- GOVERNMENT
 - FIRST PHASE-Complete the installation of the system at the General District Court.
 - SECOND PHASE- If the GDC system is deemed acceptable, proceed with the installation at the Circuit Courthouse and the Joint Government Center.



County of Clarke
David Ash, County Administrator

FY2012 – One-time Employee Payment

To: Board of Supervisors
From: David Ash
Re: One-time Employee Payment
Date: August 11, 2011

I propose that the sum of \$35,716, representing the compensation portion of the amount established by the board to provide a one-time payment to general government employees be distributed in a fixed amount of \$450 each, to full-time employees on the general government payroll on August 1, 2011 and to permanent part-time employees working an average of 30 hours or more per week as general government employees as of August 1, 2011, provided that general government employees that have received promotions or increases in compensation since January 1, 2010 not be included in this one-time distribution.

I further propose that part-time employees who regularly work reduced hours to cover positions normally covered by full-time employees of the general government as well as full-time employees not qualifying for the distribution recommended above, be granted a one-time payment of \$100.

These proposals would not include contract, seasonal, or casual employees who work on specific projects or activities of limited duration.

Said compensation to be added to the regular payroll and disbursed along with the regular pay for the month of August 2011.



Clarke County Sheriff's Office

INTEROFFICE MEMORANDUM

DATE: July 13, 2011
TO: David Ash
FROM: Anthony Roper, Sheriff *AR*
SUBJECT: Funeral Expense Budgetary Requirements

Per the attached, costs and disposition of an unclaimed body are the responsibilities of the County. This is an expense that the County has not budgeted for in the past. During the past fiscal year, our Office was required to bear the unbudgeted \$900 expense for an unclaimed deceased individual. I ask that this be considered during future budget preparations.

New Laws that go into effect on July 1, 2011

Every year there are over 3,000 bills introduced into the Virginia General Assembly. All go through the process of being heard by various committees that are comprised of your legislators. Some legislative endeavors fail while others succeed and head towards becoming law. In the commonwealth of Virginia new laws go into effect of July 1 of every year. Below are some of the new laws that will go into effect on July 1, 2011. All were monitored and lobbied by your IFHV lobbyist Bruce and Bo Keeney. Should you have any questions on these new laws or any other laws/regulations please contact the IFHV office at 804-643-0312 or IFHV@aol.com

HB 1464 Behavioral Health & Developmental Services, Department of; disposition of unclaimed bodies Introduced by Del. Wright

- Provides that in the case of a person who has been committed to the custody of the Department of Behavioral Health and Developmental Services and died prior to his release, whose body is unclaimed and whose body the Commissioner of Health refuses to accept for scientific study, the Department of Behavioral Health and Developmental Services shall bear the reasonable costs of disposition of the body. This bill also provides that if a claimant is unable to pay reasonable expenses of disposition, the expenses shall be born by the county or city where the claimant currently resides.

HB 1659 Funeral services; prerequisites for cremation Introduced by Del. Alexander

- Allows a sheriff to make visual identification of a body prior to cremation if no next-of-kin or other named representative is available upon court order.

HB 1661 Disposition of dead bodies; payment of expenses Introduced by Del. Alexander

- Clarifies that, following any investigation or autopsy performed by the Medical Examiner, expenses for the disposition of a dead body shall be borne by a claimant who claims the body or, if the claimant is unable to pay the reasonable expenses of disposition, the county or city in which the deceased person resided, if a resident of Virginia at the time of death, or the county or city in which the death occurred, if the deceased person was not a resident of Virginia or the location of the deceased person's residence cannot reasonably be determined. If the body is unclaimed and the Commissioner of Health does not accept the body for scientific study, the body shall be accepted by the sheriff of the county or city in which the death occurred, and the costs of disposition shall be borne by the county or city in which the deceased person resided, if a resident of Virginia at the time of death, or the county or city in which the death occurred.

HB 2018 Cemetery Board; establish requirements for resale of interment rights in cemetery Introduced by Del. Alexander

- Essentially allows, in limited circumstances, the resale of cemetery plots. Anybody can sell 4 or less per year without a cemetery license. A licensed funeral home or other cemetery may resell any annual number if the plots are at need, no more than one interment right is transferred by the transaction, requires certain paperwork, and allows cemetery to charge a reasonable transfer fee.

SB 1117 Death certificates; allows supervised nurse practitioners and physician assistants to sign.

Introduced by Senator Northam

- Allows supervised nurse practitioners and physician assistants to determine cause of death and sign death certificates, provided they have access to the decedent's medical history and the death is due to natural causes. In addition, the bill expands the description of which physicians may determine cause of death and sign a death certificate and provides civil immunity for signature and determination of cause of death on a certificate for physicians, physician assistants and nurse practitioners who sign death certificates and determine cause of death, in the absence of gross negligence or willful misconduct.

*The language in this guide resolution has been written by the VRS Benefit Council and is not subject to modification.

DEFERRED COMPENSATION PLAN RESOLUTION

WHEREAS, the Clarke County Board of Supervisors, the governing body of County of Clarke, Virginia, desires to establish a Deferred Compensation Plan for the employees of the County of Clarke; and,

WHEREAS, a Deferred Compensation Plan is permitted by the Code of Virginia, Sections 51.1-600 et seq and Internal Revenue Code section 457(b);

Now, Therefore, Be it Resolved That the County of Clarke Board of Supervisors hereby approves the establishment of a Deferred Compensation Plan for the employees of the County of Clarke in accordance with the provisions of the Virginia Code; and,

BE IT FURTHER RESOLVED That the staff is hereby directed to develop and implement a Deferred Compensation Plan at the earliest possible date but no sooner than October 1, 2011.

Michael Hobert, Chairman

WITNESS:

Date: _____

vrssrde 11/15/01

**DEFERRED COMPENSATION PLAN
OF THE COMMONWEALTH OF VIRGINIA**

EMPLOYER ADOPTION AGREEMENT

THIS AGREEMENT executed this 16th day of August, 2011, between Clarke County hereinafter referred to as the "Employer", and the Virginia Retirement System hereinafter referred to as the "Plan Sponsor".

WITNESSETH

WHEREAS, the Commonwealth of Virginia has established the Deferred Compensation Plan of the Commonwealth of Virginia (the "Plan") and the Master Trust for the Deferred Compensation Plan of the Commonwealth of Virginia (the "Trust") pursuant to Section 51.1-600 *et seq.* of the Code of Virginia (1950), as amended, and Internal Revenue Code section 457(b), and

WHEREAS, pursuant to Section 51.1-603.1 of the Code of Virginia (1950), as amended, the Employer desires to enter into an Agreement with the Plan Sponsor to permit participation in the Plan by its eligible employees, and

WHEREAS, the Employer is deemed to be an "eligible employer" within the meaning of Internal Revenue Code Section 457(e)(1)(A), and

WHEREAS, the Employer, by a Resolution of its Governing Body, has directed its responsible official to enter into the Adoption Agreement.

NOW, THEREFORE, in consideration of the premises herein, the parties do agree as follows:

- 1) The Plan Sponsor represents and warrants to the Employer that it shall comply with all applicable laws affecting the Plan.
- 2) The Plan Sponsor represents to the Employer that it shall provide sufficient services to administer the Plan and to appropriately respond to inquires by "eligible employees" and participants.
- 3) The Plan Sponsor or its service agent shall provide the Employer with a quarterly statement that will include a listing by investment option of the total amount deferred by their participants during the quarter and the total value of deferred amounts held on behalf of the participating employees, etc.

vrsadoptdc 11/15/01

- 4) The Employer acknowledges and agrees to the terms and conditions established in the Trust and the Plan.
- 5) The Employer shall permit the Plan Sponsor's service agent to conduct group and individual meetings for the purpose of explaining the Plan or enrolling "eligible employees" on the Employer's premises during normal working hours subject to such reasonable restrictions that the Employer communicates in writing to the Plan Sponsor and which are accepted by the Plan Sponsor.
- 6) The Employer shall be responsible for remitting contributions under the Plan to the Plan Sponsor's service agent in accordance to procedures promulgated by the Plan Sponsor or its service agent. The Employer shall be responsible for the correct reporting and withholding of employees' wages under United States and Virginia income tax laws.
- 7) Should the Employer offer its employees deferred compensation plans in addition to the Commonwealth of Virginia Plan as permitted under Section 51.1-603 of the Code of Virginia (1950), as amended, then the Employer is responsible for providing sufficient information on deferrals to all plans so that assurances can be made that no participants are exceeding the maximum deferral limits under Section 457. Any "Corrective Distribution" for exceeding the deferral limits shall be made from the Employer's other deferred compensation plan(s) and not from the Commonwealth of Virginia Plan.
- 8) This Agreement may be amended from time to time by written agreement between the Plan Sponsor and the Employer.
- 9) The Terms of this Agreement shall be for a three year period beginning on the date of its execution, and thereafter may be terminated by either party upon 60 days written notice to the other party.

IN WITNESS WHEREOF, the parties have caused the Agreement to be duly executed intending to be bound thereby.

Employer

Virginia Retirement System

By: _____

By: _____

Title: _____

Title: _____


Witness: _____

Witness: _____

vrsadoptdc 11/15/01

Virginia Cooperative Extension

A partnership of Virginia Tech and Virginia State University

 VirginiaTech
College of Agriculture
and Life Sciences



Northern District Extension
2322 Blue Stone Hills Drive
Suite 140
Harrisonburg, Virginia 22801
540/432-6029 Fax: 540/432-6251
E-mail: cmarston@vt.edu

August 9, 2011

David Weiss, Vice Chair
Clarke County Board of Supervisors
Clarke County Administration Building
101 Chalmers Court, Suite B
Berryville, VA 22611

Dear David and Members of the Clarke County Board of Supervisors,

This letter is a request asking for your consideration of funding the PD7 Horticulture Agent Position. Up until this past budget cycle, Clarke has kept funding for this position in its budget. Since the position had been vacant for three years, the money was withdrawn from the budget last year. The amount needed from Clarke for the position is \$3,000. I hope you will see this as an important investment in Clarke County agriculture. Clarke's \$3,000 (5%) portion of this position is matched 66% by state funds and 29% by Frederick, Warren, and Page. Frederick pays the bulk of the 29% since the position is housed there.

The horticulture industry is the fastest growing and most diverse and changing component of Clarke's agricultural base. The agent in this position will work primarily with fruit and vegetable producers including grapes (wineries), apples, peaches, strawberries, brambles, blueberries and all vegetable crops; they will also work with the growing greenhouse and nursery industry – both for landscape use and Christmas tree producers.

This agent will use his/her knowledge of food production to help establish new market niches for existing farmers and beginning farmers. He/she will work closely with farmers' markets and the local food movement. They will bring in resources to help strengthen Clarke's agriculture economic base and develop new farming opportunities.

Clarke's website states "*Agriculture is a vital part of the Clarke County Economy and is a highly diversified local industry. The agricultural industry in Clarke County ranges from conventional beef and dairy farming to specialty fruit and vegetable processing, farmers markets, vineyards, wholesale nurseries, to horse breeding operations that range from Triple Crown racers to fox hunters, jumpers, and three day eventers. Clarke County prides itself in its agrarian past and has taken active steps to make agriculture a vital part of their Comprehensive Plan and Zoning Ordinance, so as to ensure that agriculture is not only a large part of our present day life, but will remain a large part of our future as well.*"

For an investment of \$3,000, this position can help Clarke County maintain and grow the horticultural industry referred to in the previous paragraph. I appreciate your consideration and look forward to hearing from you. Please contact me if you have further questions.

Sincerely,


Cynthia Marston
Northern District Director

www.ext.vt.edu

Extension is a joint program of Virginia Tech, Virginia State University, the U.S. Department of Agriculture, and state and local governments. Virginia Cooperative Extension programs and employment are open to all, regardless of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, or marital or family status. An equal opportunity/affirmative action employer.

Virginia Cooperative Extension

A partnership of Virginia Tech and Virginia State University

 **VirginiaTech**
College of Agriculture
and Life Sciences



Director of Extension
101 Hutcheson Hall (MC 0402)
Blacksburg, VA 24061
540.231-5299 - phone
540.231-4370 - fax

August 10, 2011

Dear County Administrators:

I appreciate the opportunity to introduce myself and to bring you up to date on happenings with Virginia Cooperative Extension.

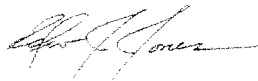
I am Ed Jones and I joined Virginia Tech April 1st as Director of Virginia Cooperative Extension. I spent the last 23 years with North Carolina Cooperative Extension at North Carolina State University, where I held several positions, but most recently I served as Associate Director and State Program Leader for Agriculture, Natural Resources and Community and Rural Development. I received both of my graduate degrees at Virginia Tech, and it is certainly a privilege for me to return to Virginia to serve the people of the Commonwealth.

During the past year Virginia Cooperative Extension completed a strategic plan and developed a restructuring plan that had been requested by the General Assembly. The restructuring plan was presented last fall, and it met with considerable resistance and was subsequently withdrawn by President Steger. The restructuring plan that you may have seen is no longer being considered. Therefore, our efforts in the future will focus on developing strategies that meet local needs with the resources available from the state and from local governments. We will work with you and other partners as we seek to strengthen Virginia Cooperative Extension for the future. The General Assembly reduced our planned budget reduction so that \$1 million could be used to fill 25 agent positions. We are in the midst of that process now as some of you may be aware. We have looked at our needs, and have consulted with many of you on how to go about getting the most for the money available. It is important to get these folks on the ground as quickly as possible. However, I recognize that we will still have additional needs and I am eager to look to the future as we determine how to build our capacity and configure our organization to meet the needs of the people. We certainly need your help and participation to make this happen.

As we go about strengthening Virginia Cooperative Extension, we have launched a new website ("Shaping Extension's Future" <http://future.ext.vt.edu/>) where we provide updates on a number of topics and also have a place to ask questions about Virginia Cooperative Extension. Please visit this website and share with those you think may be interested. I have asked the Extension Leadership Council representatives of Planning Districts to schedule a time between now and the end of the calendar year for me to come and meet with the local ELC members and others to listen to their concerns and perspectives and to provide an opportunity for us to get to know each other. I would like to invite you to participate as well. Please check with your local unit coordinator on when the meeting will be held. I am also most willing to come and meet with you individually or as a group.

Thank you so much for your support of Virginia Cooperative Extension and especially the faculty and staff in your county. I also thank Jim Campbell and VACO for this opportunity to send a letter to all of you. I look forward to meeting you and anticipate a strong partnership for the future.

Sincerely,



Edwin J. Jones, Ph.D.
Director, Virginia Cooperative Extension
Associate Dean, College of Agriculture and Life Sciences

www.ext.vt.edu

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Recum

Draft Model Resolution In Support of Restoration of State Funding for Aid to Localities

Whereas, state financial assistance for mandated and high priority programs, including public education, health and human services, public safety and constitutional officers, is \$800 million less in FY12 than in FY09; and

Whereas, cities and counties must balance their budgets during a time in which future state assistance is unreliable, federal stimulus dollars are dwindling, and real estate assessments are declining; and

Whereas, the Appropriation Act contains \$60 million in across-the-board cuts to cities and counties for both FY11 and FY12, under which localities are required to either elect to take reductions in particular state aid programs, or to send the State a check for the amounts determined by the Department of Planning and Budget (“Local Aid to the State”); and

Whereas, the reductions are applied to essential services, including law enforcement, jail administration, foster care and child protection services, election administration and social services; and

Whereas, the City (County) of _____ does not have the authority to unilaterally decide to discontinue providing services such as election administration or to refuse to house and care for State prisoners in local and regional jails; and

Whereas, the state budget cuts are not accompanied by any reductions in state-imposed mandates, standards and service requirements, nor do they provide any administrative flexibility for local agencies; and

Whereas, the City (County) of _____ remitted \$XXX in FY11 and will be required to remit another \$XXX in FY12; and

Whereas, cities and counties will have provided the State with \$220 million by the close of FY12 for this “Local Aid to the State” program; and

Whereas, these reductions shift State costs to local taxpayers and artificially increases the amount of state surplus revenue; and

Whereas, State revenues have begun to recover and the State is expecting to have a revenue surplus for the second year in a row; and

Whereas, revenue collections for the City (County) of _____ continue to reflect the struggling housing market; and

Whereas, the State should not shift its share of the costs for mandates and responsibilities to local governments; now, therefore, be it

~~Bob~~

Resolved, that the City Council (Board of Supervisors) of _____ asks Governor ~~Bob~~ McDonnell to submit a budget amendment to the 2012 session of the General Assembly to reverse the \$60 million-a-year reduction for the current year, FY12, and to eliminate the aid to localities reduction in the budget submitted for FY13 and FY14; and further, be it

Resolved, that the members of the General Assembly support a budget amendment to the 2012 session of the General Assembly to reverse the \$60 million-a-year reduction for the current year, FY12, and to eliminate the aid to localities reduction in the budget submitted for FY13 and FY14.



OFFICE OF
TREASURER OF CLARKE COUNTY

P.O. BOX 537
BERRYVILLE, VIRGINIA 22611

(540) 955-5160

Sharon E. Keeler
Treasurer

July 25, 2011

To: David Ash, County Administrator

From: Sharon Keeler, Treasurer

Due to amendments to Section 58.1-638, Code of Virginia, eliminating the triennial census of all school-age persons and Section 58.1-605, distribution of Local Sales Tax, I have performed a review of our Local Sales Tax distribution. After further study a revised calculation of distribution for the fiscal years 08/09, 09/10, 10/11 is attached.

If you have any questions, please contact me.

Revised Calculation of Sales Tax Distribution
7/22/2011

Source: Clarke County Treasurer

DATE	As Allocated			Revised Allocation			Variance					
	CC	BOYCE	BVILLE	TOTAL	CC	BOYCE	BVILLE	TOTAL	CC	BOYCE	BVILLE	TOTAL
	68.70%	2.70%	28.60%	100.00%	63.50%	3.42%	33.08%	100.00%				
Jul-08	70829.65	1133.61	12007.88	83971.14	68646.78	1436.158	13888.2	83971.14	(2,182.87)	302.55	1,880.32	-
Aug-08	78838.32	1261.79	13365.6	93465.71	76408.64	1598.544	15458.53	93465.71	(2,429.68)	336.75	2,092.93	-
Sep-08	78316.17	1253.43	13277.08	92846.68	75902.58	1587.957	15356.14	92846.68	(2,413.59)	334.53	2,079.06	-
Oct-08	67983.68	1088.07	11525.4	80597.15	65888.53	1378.453	13330.16	80597.15	(2,095.15)	290.38	1,804.76	-
Nov-08	69527.51	1112.77	11787.12	82427.4	67384.77	1409.756	13632.87	82427.4	(2,142.74)	296.99	1,845.75	-
Dec-08	67967.85	1087.81	11522.71	80578.37	65873.18	1378.132	13327.06	80578.37	(2,094.67)	290.32	1,804.35	-
Jan-09	61083.93	977.64	10355.67	72417.24	59201.42	1238.552	11977.27	72417.24	(1,882.51)	260.91	1,621.60	-
Feb-09	59467.07	951.76	10081.56	70500.39	57634.39	1205.768	11660.24	70500.39	(1,832.68)	254.01	1,578.68	-
Mar-09	48962.24	783.63	8300.66	58046.53	47453.3	992.7698	9600.461	58046.53	(1,508.94)	209.14	1,299.80	-
Apr-09	44063.42	705.23	7470.16	52238.81	42705.46	893.4404	8639.907	52238.81	(1,357.96)	188.21	1,169.75	-
May-09	58953.88	943.55	9994.56	69891.99	57137.02	1195.363	11559.61	69891.99	(1,816.86)	251.81	1,565.05	-
Jun-09	55604.27	889.94	9426.7	65920.91	53890.64	1127.445	10902.82	65920.91	(1,713.63)	237.51	1,476.12	-
Jul-09	69933.01	1119.26	11855.87	82908.14	67777.78	1417.978	13712.38	82908.14	(2,155.23)	298.72	1,856.51	-
Aug-09	70804.63	1133.21	12003.64	83941.48	68622.54	1435.651	13883.29	83941.48	(2,182.09)	302.44	1,879.65	-
Sep-09	70882.16	1134.45	12016.62	84033.23	68697.54	1437.22	13898.47	84033.23	(2,184.62)	302.77	1,881.85	-
Oct-09	65836.05	1053.69	11161.3	78051.04	63807.08	1334.907	12909.06	78051.04	(2,028.97)	281.22	1,747.76	-
Nov-09	70538.91	1128.96	11958.59	83626.46	68365.01	1430.263	13831.19	83626.46	(2,173.90)	301.30	1,872.60	-
Dec-09	64774.89	1036.71	10981.41	76793.01	62778.63	1313.391	12700.99	76793.01	(1,996.26)	276.68	1,719.58	-
Jan-10	52837.7	845.66	8957.67	62641.03	51209.32	1071.35	10360.36	62641.03	(1,628.38)	225.69	1,402.69	-
Feb-10	91502.31	1464.48	15512.55	108479.3	88682.35	1855.322	17941.67	108479.3	(2,819.96)	390.84	2,429.12	-
Mar-10	47555.47	761.12	8062.17	56378.76	46089.89	964.2459	9324.624	56378.76	(1,465.58)	203.13	1,262.45	-
Apr-10	46264.34	740.45	7843.28	54848.07	44838.54	938.0665	9071.459	54848.07	(1,425.80)	197.62	1,228.18	-
May-10	52684.46	843.21	8931.69	62459.36	51060.81	1068.242	10330.31	62459.36	(1,623.65)	225.03	1,398.62	-
Jun-10	61642.63	986.58	10450.39	73079.6	59742.9	1249.88	12086.82	73079.6	(1,899.73)	263.30	1,636.43	-
Jul-10	54556.75	873.17	9249.1	64679.02	52875.39	1106.205	10697.42	64679.02	(1,681.36)	233.04	1,448.32	-
Aug-10	58382.34	934.4	9897.66	69214.4	56583.08	1183.774	11447.54	69214.4	(1,799.26)	249.37	1,549.88	-
Sep-10	75246.48	1204.3	12756.67	89207.45	72927.49	1525.715	14754.24	89207.45	(2,318.99)	321.42	1,997.57	-
Oct-10	55480.24	887.95	9405.67	65773.86	53770.43	1124.93	10878.5	65773.86	(1,709.81)	236.98	1,472.83	-
Nov-10	72718.88	1163.85	12328.16	86210.89	70477.79	1474.465	14258.63	86210.89	(2,241.09)	310.61	1,930.47	-

Dec-10	55687.54	891.27	9440.81	66019.62	53971.34	1129.134	10919.15	66019.62	(1,716.20)	237.86	1,478.34
Jan-11	61628.77	986.36	10448.04	73063.17	59729.47	1249.599	12084.1	73063.17	(1,899.30)	263.24	1,636.06
Feb-11	65837.35	1053.71	11161.53	78052.59	63808.34	1334.933	12909.31	78052.59	(2,029.01)	281.22	1,747.78
Mar-11	49830.8	797.53	8447.91	59076.24	48295.09	1010.381	9770.767	59076.24	(1,535.71)	212.85	1,322.86
Apr-11	46890.67	750.48	7949.46	55590.61	45445.57	950.7662	9194.27	55590.61	(1,445.10)	200.29	1,244.81
May-11	69155.25	1106.82	11724.01	81986.08	67023.99	1402.208	13559.88	81986.08	(2,131.26)	295.39	1,835.87
Jun-11	61983.72	992.04	10508.21	73483.97	60073.48	1256.796	12153.7	73483.97	(1,910.24)	264.76	1,645.49
Jul-11	63380.06	1014.39	10744.94	75139.39	61426.79	1285.109	12427.49	75139.39	(1,953.27)	270.72	1,682.55
									(71,426.05)	9,899.59	61,526.45

Clarke Co. Reconciliation of Appropriations Year Ending June 30, 2011

Date	General Fund	Soc Svcs Fund	CSA Fund	Sch Oper Fund	Cafeteria Fund	GG Cap Fund	School Cap Fund	GG Debt Fund	School Debt Fund	Joint Fund	Conservation Easements	09-Aug-11 Unemploy. Fund
05/03/10 Appropriations Resolution: Total	36,430,921	8,153,177	1,397,588	1,100,583	18,931,781	759,952	390,491	364,701	3,636,438	510,810	480,000	15,000
Adjustments:												
07/20/10 High School Debt Service							86,753					
07/20/10 Cooperative Extension	1,835											
07/20/10 Emergency Operations Center	6,000					40,150						
07/20/10 Arts Grant	55,290											
09/21/10 NSV Water Study	2,118											
11/16/10 Swim Blocks												
12/21/10 Sheriff's Vehicle	3,538											
01/18/11 Seplage Tracking Software												
01/18/11 School Carryover							151,447					
02/15/11 Double Tollgate Study												
03/07/11 Victim Witness Grant	6,253											
03/07/11 Litter Control	481											
03/07/11 Chapel District Historic District Pre Application	11,000											
04/19/11 School Operations (Grants)				94,028								
05/10/11 Animal Control Cat Costs	3,443											
05/10/11 Joint Services Leave Payout										5,000		
05/24/11 One Time Employee Compensation	37,867	7,689		150,000						4,444		
08/16/11 One Time Employee Compensation	-37,867	-7,689										
Revised Appropriation	37,102,895	8,243,135	1,397,588	1,100,583	19,175,809	759,952	480,836	364,701	3,723,191	520,254	480,000	15,000
Change to Appropriation	671,974	89,958	0	0	244,028	0	90,344	0	86,753	9,444	0	0
Original Revenue Estimate	14,257,287	2,419,087	989,200	453,945	8,943,033	759,952	0	154,000	218,070	0	320,000	0
Adjustments:												
07/20/10 High School Debt Service							40,150					
07/20/10 Emergency Operations Center	3,000											
07/20/10 Arts Grant												
11/16/10 Swim Blocks												
12/21/10 Sheriff's Vehicle												
01/18/11 Double Tollgate Study							12,794					
02/15/11 Victim Witness Grant							12,400					
03/07/11 Litter Control							25,000					
03/07/11 Chapel District Historic District Pre Application												
04/19/11 School Operations (Grants)												
05/10/11 Animal Control Cat Costs												
Revised Revenue Estimate	14,553,812	2,444,487	989,200	453,945	9,037,061	759,952	90,344	0	304,823	0	320,000	0
Change to Revenue Estimate	296,525	25,400	0	0	94,028	0	90,344	0	86,753	0	0	0
Original Local Tax Funding	22,173,634	5,734,090	408,388	646,638	9,888,748	0	390,491	364,701	3,418,388	510,810	160,000	15,000
Revised Local Tax Funding	22,549,083	5,798,643	408,388	646,638	10,138,748	0	390,491	364,701	3,418,368	520,254	160,000	15,000
Change to Local Tax Funding	375,449	64,558	0	0	150,000	0	0	0	9,444	9,444	0	0

Italics = Proposed actions

Title: General Fund Balance

08/03/11

Source: Clarke County Joint Administrative Services

	<u>Previous</u>	<u>Current</u>	<u>Notes</u>
General Fund Balance Year End FY 2009	14,001,757	14,001,757	
Expenditure FY 10	(24,433,541)	(24,433,541)	
Revenue FY 10	24,586,665	24,586,665	
General Fund Balance (year end FY 10)	14,154,881	14,154,881	

Adjustments and Designations

Designations

Liquidity Designation @ 12% of FY 11 Budgeted Operating Revenue	(\$2,949,252)	(\$2,949,252)	
Stabilization Designation @ 3% of FY 11 Budgeted Operating Revenue	(737,313)	(737,313)	
Continuing Local GF Appropriations for Capital Projects	(4,955,633)	(4,955,633)	
School Capital/Debt	(1,500,000)	(1,500,000)	
Government Construction/Debt	(1,000,000)	(1,000,000)	
Property Acquisition	(265,000)	(265,000)	
Conservation Easements from Government Savings	(153,462)	(153,462)	
Community Facilities	(\$325,000)	(\$325,000)	
Comprehensive Services Act Shortfall	(262,868)	(262,868)	
Senior Center and Park Office	(400,000)	(400,000)	
Parks Master Plan	(100,000)	(100,000)	
School Operating Carryover	(343,718)	(343,718)	
Government Carryover Requests from Government Savings	(341,462)	(387,018)	Less One Time Compensation Payout (excludes FY 12 usage of \$247,227)
Energy Efficiency	(200,000)	(200,000)	Less One Time Compensation Payout for JAS only
Landfill costs	(50,000)	(50,000)	
FY 11 Original Budget Surplus (Deficit)	354,405	354,405	
TOTAL Designations	(13,229,303)	(13,274,859)	

FY 11 Expenditure Budget Adjustments
 FY 11 Revenue Budget Adjustments

(717,530)
 296,525

Undesignated Fund Balance Projected June 30

504,574

TOTAL

504,574

504,574

Government Capital Projects
As of June 30, 2011

May Not include all end of year accruals at this time

Description	FY 10 Carryover	FY 11 Original Budget/ Revenue Estimate	FY11 Supplemental Budget	Cumulative Budget With Adjusts	Outstanding Encumbrance	Year-to Date Expenditure/ Revenue	Available Balance	Notes
General Government Capital Expenditure								
Administrative Building	332,000			354,019	15,008	202,178	136,833	
Sheriff's Equipment (fingerprinting, etc.)	38,902		12,400	51,302	3,000	24,942	23,360	
Auto Replacement	33,929			33,929			33,929	
Pool Repairs			14,428	14,428		14,428	(0)	Add'l supplement appropriation of \$1,634 to be request for installation of swim blocks
Sheriff's Vehicles	37,256	24,098		61,354		45,793	15,561	
Park Expansion	30,000			30,000			30,000	
Groundwater Study		37,544		37,545	9,387	28,158	0	
Circuit Courthouse Renovation (and GD Cells)	457,217			485,692	67,840	427,853	(0)	
Social Services Building	50,093			50,093			50,093	
Economic Development	347,050		(12,100)	334,950			334,950	\$12,100 was transferred to the Double Tollgate Project
Technology Improvements	60,573	55,363		115,936		103,785	12,151	
Park to Town Utility Upgrades		210,000		209,899	7,400	15,903	186,696	
Sheriff's Building Renovation				209,995	21,100		188,895	
Roofing	265,695			196,190			196,190	
Plan Updates	198,190			11,786		40,202	5,014	
Greenway Court Preservation	11,786			79,514			53,745	
Carpeting (Includes GD Courthouse Seating)	79,514			53,745			15,375	
Landscaping	53,745			15,375			38,370	
Parks Westside Stework/Parking	63,728			63,728			63,728	
Recreation Center Additions/Wall Crack		13,486		124,588			124,588	
Systems Integration		50,000		50,000		24,100	25,900	
Mobile Data Terminals	96,385			96,385	1,063	56,959	38,363	
VDEM Emergency Operations Center			40,150	40,150		35,778	4,372	
Double Tollgate Commercial Area			37,100	37,100		34,837	2,263	The suppl includes \$25,000 plus \$12,100 transf from Economic Dev
Total Expenditure	2,280,540	390,491	91,978	2,757,803	149,095	1,054,917	1,553,791	
Revenue			482,469					
Mobile Data Terminals Grant	96,385			96,385		49,988	46,397	
VA Historic Resources (Greenway Court)	47,500			47,500			47,500	
Easement Authority Donation (Greenway Court)	10,000			10,000		5,000	5,000	
Debt Proceeds	965,736			965,736		389,935	575,801	
VDEM Emergency Operations Center Grant			40,150	40,150		35,778	4,372	
Commonwealth of Virginia-Double Tollgate Area			25,000	25,000		25,000	-	
Total Revenue	1,119,621		65,150	1,184,771		505,701	679,070	
Capital Projects Fund Balance			65,150	347,050			347,050	
Economic Development	347,050			347,050				
Total Revenue and Fund Balance	1,466,671			1,531,821			1,026,120	
Total Expenditures less Revenue and Fund Balance	813,869			1,225,982			527,672	

Clarke County Board of Supervisors

Government Projects Update

Clarke County Board of Supervisors

Miscellaneous Items

Board of Supervisors
Summary of Required Actions Status Report

Meeting/Letter Date	Item	Description	Responsibility	Status	Date Complete	Review Date
6/21/2011	1342	Check on Shenandoah Farms Refuse Disposal.	Tom Judge	Letter received from Warren County	7/19/2011	
7/14/2011	1347	Process approved minutes.	Lora B. Walburn	Complete & uploaded	7/19/2011	
7/14/2011	1348	Coordinate change for the September meeting regular and committee meeting dates.	Susanne Vaughan	Complete	7/21/2011	
7/14/2011	1349	Process 2011-14R.	Lora B. Walburn	Complete	7/15/2011	
7/14/2011	1350	Notify Alison Teelor of BOS approval of easement purchase.	Lora B. Walburn	Complete	7/21/2011	
7/14/2011	1351	Add discussion of FY2012 one-time payment to general government employees to August Finance Committee agenda.	Tom Judge	Email notice provided to Tom Judge	7/21/2011	
7/14/2011	1352	Process completed F1211-36 Special Meeting Notification Authorization.	Lora B. Walburn	Scanned and filed in pdf in Special Meeting directory	7/14/2011	
7/14/2011	1353	Add confirmation by Supervisor Dunning of the July 14, 2011 Certification of Closed Session to the August 16, 2011 Regular Meeting Agenda.	Lora B. Walburn	Added	7/21/2011	
7/14/2011	1354	Relay to Library Director County Administrator's request to extend wireless service to the entire Government Center.	Barbara Byrd			

Clarke County Board of Supervisors

Board Member Committee Status Reports

Clarke County Board of Supervisors

Closed Session *[as necessary]*

Clarke County Board of Supervisors

Adjournment

Clarke County Board of Supervisors

Monthly Reports:

1. Building Department
2. Commissioner of the Revenue
3. Cooperative Extension – 4-H
4. Virginia Regional Transport

**COUNTY OF CLARKE
BUILDING PERMIT REPORT
FOR THE MONTH ENDING:7-31-2011**

RECEIVED AUG 04 2011

Page: 1

RESIDENTIAL RENOVATIONS

Owner/Contractor Location	Description	Est Cost
BRANHAM, LARRY J & CHERYL L/SELF CONTRACTOR 983 FEATHERBED ROAD 22663	1sty SUNROOM (REF #B-09-030549	19,000
STILES, JOHN STEVEN JR & KI/SELF CONTRACTOR 60 DAIRY LANE 22611	FINISH BSMT-1.REC/PLAY RM 2.MU	69,000
OLIVIER, CLAIRE/FRANK RITTER CUSTOM HOMES, I 784 BROWNTOWN ROAD 22620	2sty ADD-ATT GAR+MUDRM ON 1ST	196,000
MULLETT, CHARLES R & LUCIND/SELF CONTRACTOR (BRAITHWAITE 301 ARCHER COURT 22611	LAUNDRY RM ADDITION	15,000
HOCKENSMITH, MICHAEL K & LI/SELF CONTRACTOR 7 LITTEN COURT 22611	FINISH BASEMENT-1. EXERCISE/RE	72,000
CULLEY, REBECCA/SELF CONTRACTOR 238 TURTLE LANE 22611	1sty ADDITION + ELEC + MECH +	138,000
WALLACE, JAMES W & REBECCA/SELF CONTRACTOR 209 TYSON DRIVE 22611	ENCLOSE 2nd FL FOYER AREA INTO	5,000
HOEL, JOHN/ALLPHASE SERVICES 1650 TILTHAMMER MILL ROAD 22	REMODEL DWELLING (MINIMUM REMO	0
SAWYER, BENJAMIN A & TERRY,/SELF CONTRACTOR 200 NORTH BUCKMARSH STREET	REMODEL BEDROOM (MINIMUM REMOD	12,000
	TOTAL:	9 526,000

MISC BUILDING PERMITS

Owner/Contractor	Description	Est Cost
KLEIN, MATTHEW & MARY P/SELF CONTRACTOR (RON BENNETT	REAR DECK (14' x 12')	3,000
BRANHAM, LARRY J & CHERYL L/SELF CONTRACTOR	RENEWAL PERMIT FOR NEW DWELLIN	0
AMES, LINDA R & DAVID E/SELF CONTRACTOR	DETACHED GARAGE/WORKSHOP + ELE	17,000

**COUNTY OF CLARKE
 BUILDING PERMIT REPORT
 FOR THE MONTH ENDING 7-31-2011**

MISC BUILDING PERMITS

<u>Owner/Contractor</u>	<u>Description</u>	<u>Est Cost</u>
RURITAN CLUB OF CLARKE COUN/COLE SHOWS AMUSEMENT COMPANY	2011 CLARKE COUNTY FAIR-AMUSEM	0
LEHR, DAVID S & PAMELA B/SELF CONTRACTOR	ACCESSORY BLDG TO HOUSE BBQ CO	5,000
HAMMONDS, STACY L/LONG FENCE COMPANY, INC	REAR DECK (27' x 18')	8,000
HALVORSEN, DALE V & CHERYL/SELF CONTRACTOR	REAR DECK (14' x 21'4")	5,000
	TOTAL:	7 38,000

DEMOLITIONS

<u>Owner/Contractor</u>	<u>Location</u>	<u>Est Cost</u>
MORAN, MICHAEL/SELF CONTRACTOR	7010 HOWELLSVILLE ROAD 22620	0
	TOTAL:	1 0

Total # of Building Permits Issued: 17
Total Estimated Cost: 564,000
Total Revenue Collected: 7,195.50

The following permits are not included in the total # of permits and estimated costs.

Electrical: 19
 Mechanical: 13
 Plumbing: 9

COUNTY OF CLARKE

RECAP BY PROJECT TYPE FOR THE MONTH ENDING: 7-31-2011

Page: 1

<u>Project Description</u>	<u>#</u>	<u>VALUE</u>
ADDITION/REMODEL SINGLE FAMILY DECK/PORCH	6	509,000
DEMOLITION OF BUILDING	3	16,000
ELECTRIC PERMITS	1	0
MECHANICAL PERMITS	19	0
NEW SINGLE FAMILY GARAGE	13	0
OTHER NON RESIDENTIAL BUILDING	1	17,000
PLUMBING PERMITS	1	5,000
RENEWAL PERMIT	9	0
AMUSEMENT RIDES	1	0
REMODEL-MINIMUM FEE (RES)	1	0
	3	17,000
=====		
TOTALS:	58	564,000
=====		

RECAP BY DISTRICT FOR THE MONTH ENDING: 7-31-2011

<u>Name</u>	<u>#</u>	<u>VALUE</u>
GREENWAY DISTRICT	10	41,000
CHAPEL DISTRICT	10	199,000
BATTLETOWN DISTRICT	7	5,000
LONGMARSH DISTRICT	11	207,000
BERRYVILLE DISTRICT	18	104,000
BOYCE DISTRICT	2	8,000
=====		
TOTALS:	58	564,000
=====		

INSPECTIONS REPORT FOR THE MONTH ENDING: 7-31-2011

<u>Inspection Type</u>	<u>#</u>
Building:	66
Electrical:	62
Mechanical:	29
Plumbing:	18
Fire Protection:	1
=====	
TOTALS:	176
=====	

DAY	DATE	HOURS IN FIELD	HOURS OFFICE	TOTAL HOURS	BLDG INSP	ELEC INSP	GAS INSP	MECH INSP	PLBG INSP	MISC INSP	TOTAL INSP	START MILEAGE	END MILEAGE	TOTAL MILES DRIVEN	FUEL	COMMENTS
Friday	7/1/2011	4	4	8	8	4	3		1		8	96339	96374	35		
Saturday	7/2/2011			0	0						0					
Sunday	7/3/2011			0	0						0					
Monday	7/4/2011			0	0						0					
Tuesday	7/5/2011	4	4	8	8	1	4	1	1		7	96374	96455	81		
Wednesday	7/6/2011	4	4	8	8	2	6				8	96455	96510	55		
Thursday	7/7/2011	4	4	8	8	6	2	3			11	96510	96590	80	16	
Friday	7/8/2011	4	4	8	8	4	4		1		10	96590	96643	53		
Saturday	7/9/2011			0	0						0					
Sunday	7/10/2011			0	0						0					
Monday	7/11/2011	4	4	8	8	2	1				3					
Tuesday	7/12/2011	4	4	8	8	4	3	1	1		10	96643	96715	72		barns sprinkler final
Wednesday	7/13/2011	4	4	8	8	4	3	3	1		11	96715	96766	51		
Thursday	7/14/2011	4	4	8	8	2	4	2	2		10	96766	96806	40		
Friday	7/15/2011	5	3	8	8	5	8	2	2		20	96806	96886	80	17	
Saturday	7/16/2011			0	0						0					
Sunday	7/17/2011			0	0						0					
Monday	7/18/2011			0	0						0					
Tuesday	7/19/2011			0	0						0					
Wednesday	7/20/2011			0	0						0					
Thursday	7/21/2011			0	0						0					
Friday	7/22/2011			0	0						0					
Saturday	7/23/2011			0	0						0					
Sunday	7/24/2011			0	0						0					
Monday	7/25/2011	4	4	8	8	4	4	1	1		10	97151	97212	61		
Tuesday	7/26/2011	4	4	8	8	1	1				2	97212	97260	48		
Wednesday	7/27/2011			0	0						0					
Thursday	7/28/2011	4	4	8	8	2	3	3	1		10	97260	97320	60	17	
Friday	7/29/2011	4	4	8	8	1	4				6	97320	97384	64		
Saturday	7/30/2011			0	0						0					
Sunday	7/31/2011			0	0						0					
TOTALS		57	55	112	42	50	15	8	10	1	126			780	50	

DAY	DATE	HOURS IN FIELD	HOURS IN OFFICE	TOTAL HOURS	BLDG INSP	ELEC INSP	GAS INSP	MECH INSP	PLBG INSP	MISC INSP	TOTAL INSP	START MILEAGE	END MILEAGE	TOTAL MILES DRIVEN	FUEL	COMMENTS
Friday	7/1/2011			0							0	0				
Saturday	7/2/2011			0							0	0				
Sunday	7/3/2011			0							0	0				
Monday	7/4/2011			0							0	0				
Tuesday	7/5/2011			0							0	0				
Wednesday	7/6/2011			0							0	0				
Thursday	7/7/2011			0							0	0				
Friday	7/8/2011			0							0	0				
Saturday	7/9/2011			0							0	0				
Sunday	7/10/2011			0							0	0				
Monday	7/11/2011			0							0	0				
Tuesday	7/12/2011			0							0	0				
Wednesday	7/13/2011			0							0	0				
Thursday	7/14/2011			0							0	0				
Friday	7/15/2011			0							0	0				
Saturday	7/16/2011			0							0	0				
Sunday	7/17/2011			0							0	0				
Monday	7/18/2011	1.5	6.5	8	1	1	1	1	0	0	3	96886	96914	28		
Tuesday	7/19/2011	4	4	8	1	4	0	0	0	0	5	96914	96968	54		
Wednesday	7/20/2011	4.5	3.5	8	1	1	1	1	0	0	3	96968	97025	57	8.857	
Thursday	7/21/2011	6	2	8	4	3	0	1	4	1	13	97025	97119	94		
Friday	7/22/2011	1.5	6.5	8	2	3	0	1	2	0	8	97119	97151	32		
Saturday	7/23/2011			0							0	0				
Sunday	7/24/2011			0							0	0				
Monday	7/25/2011			0							0	0				
Tuesday	7/26/2011			0							0	0				
Wednesday	7/27/2011			0							0	0				
Thursday	7/28/2011			0							0	0				
Friday	7/29/2011			0							0	0				
Saturday	7/30/2011			0							0	0				
Sunday	7/31/2011			0							0	0				
TOTALS		17.5	22.5	40	9	12	2	2	6	1	32			265	8.857	

COUNTY OF CLARKE, VA
NEW SINGLE FAMILY DWELLINGS
2011

	Battletown	Berryville	Boyce	Chapel	Greenway	Longmarsh	TOTAL	COMMENTS
January	0	0	0	1	1	0	2	Hse in GW replaces demolished dwelling.
February	0	0	0	0	0	0	0	
March	1	0	0	1	2	0	4	Hse in GW replaces dwelling that burned. Hse in CH built on existing foundation.
April	0	0	0	0	1	0	1	
May	0	1	0	2	0	1	4	
June	0	0	0	0	0	1	1	
July	0	0	0	0	0	0	0	
August							0	
September							0	
October							0	
November							0	
December							0	
TOTAL	1	1	0	4	4	2	12	

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR JULY, 2011

RECEIVED AUG 02 2011

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
07/01/11	11-1158	STEVEN V DAWSON	N STEPHANIE M BRAY & EDITH OPHEL N 209 RITTER PLACE BERRYVILLE VA 22611	116,000.00	DBS	100%
		RECORDED TIME: 01:15				
		DESCRIPTION 1: LOT 25, BATTLETOWN SUBD., SECT F	TOWN OF BERRYVILLE		WR/S	
		DATE OF DEED : 07/01/11 BOOK: 535 PAGE: 897 MAP: 14A2-18F-25			PIN:	
		NUMBER PAGES : 0				
07/01/11	11-1161	MILDRED D WILSON	N CHRISTOPHER B GREEN ETUX N/A	.00	DE	100%
		RECORDED TIME: 02:05				
		DESCRIPTION 1: PLAT BK 10, PG 15				
		DATE OF DEED : 00/00/00 BOOK: 535 PAGE: 922 MAP:			PIN:	
		NUMBER PAGES : 0				
07/01/11	11-1165	BARRY S WELLS & SHELLEY J WELL	N RICHARD C, JR. & JESSICA C MCQ N 1214 BEECHWOOD LANE BLUEMONT VA 20135	343,500.00	DBS	100%
		RECORDED TIME: 03:43				
		DESCRIPTION 1: LOT 21A, SHEN. RET, BLK 2S	BATTLETOWN DIST		WR/S	
		DATE OF DEED : 06/29/11 BOOK: 535 PAGE: 954 MAP: 17A3-26-2S-21A			PIN:	
		NUMBER PAGES : 0				
07/05/11	11-1167	SCOTT T & JENNIFER M LAMBIASE	N JANE E HAGBERG 408 HANCOCK CT BERRYVILLE VA 22611	325,900.00	DBS	100%
		RECORDED TIME: 09:30				
		DESCRIPTION 1: LOT 76, HANCOCK CT, BATTLEFIELD ESTATES	PHASE 3A TOWN OF BERRYVILLE			
		DATE OF DEED : 06/28/11 BOOK: 535 PAGE: 972 MAP: 14A7-10-76			PIN:	
		NUMBER PAGES : 0				
07/05/11	11-1169	SAMUEL WHITE, TR; JESSICA A JOH	N FEDERAL HOME LOAN MORTGAGE COR Y 5000 PLANO PARKWAY CARROLLTON, TX 75010	73,013.00	DBS	100%
		RECORDED TIME: 09:40				
		DESCRIPTION 1: LOT 1-BATTLETOWN SUBD, SECT F	TOWN OF BERRYVILLE			
		DATE OF DEED : 05/16/11 BOOK: 535 PAGE: 990 MAP: 14A2-18-F1			PIN:	
		NUMBER PAGES : 0				
07/05/11	11-1173	JOHN T, JR & JUNE A FEARNOW	N JOHN T, JR & JUNE A FEARNOW, TR N 20068 BROAD RUN DR STERLING VA 20065	.00	DG	100%
		RECORDED TIME: 09:57				
		DESCRIPTION 1: 2 PARCELS - LONGMARSH DIST				
		DATE OF DEED : 03/01/11 BOOK: 536 PAGE: 1 MAP:			PIN:	
		NUMBER PAGES : 0				
07/05/11	11-1174	HOWARD W & BONNEI E LIGHTNER	N HOWARD W & BONNIE E LIGHTNER, T N 21422 MIDSUMMER WAY ASHBURN VA 20148	.00	DG	100%
		RECORDED TIME: 09:58				
		DESCRIPTION 1: 5.86 ACRES - GREENWAY DIST				
		DATE OF DEED : 06/14/11 BOOK: 536 PAGE: 8 MAP:			PIN:	
		NUMBER PAGES : 0				
07/05/11	11-1175	HARDESTY PROPERTIES LLC	N SAME N/A	.00	OPM	100%
		RECORDED TIME: 10:30				
		DESCRIPTION 1: MINOR SUBD, LONGMARSH DISTRICT				
		DATE OF DEED : 00/00/00 BOOK: 10 PAGE: 27 MAP: 2-A-10			PIN:	
		NUMBER PAGES : 0				

W/imp V
125,300

325,900
W/imp V

346,200
W/imp V

118,700
W/imp V

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR JULY, 2011

RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
07/06/11	11-1177	CINTYA CRAWFORD, ET VIR RECORDED TIME: 01:20 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 07/05/11 BOOK: 536 NUMBER PAGES : 0	N	CINTYA CRAWFORD 3 LITTEN COURT	N	.00	DG	100%
				PAGE: 16 MAP: 14A9-1-15			PIN:	
07/06/11	11-1178	PRUDENCE SQUIER RECORDED TIME: 03:30 DESCRIPTION 1: GREENWAY DIST DATE OF DEED : 00/00/00 BOOK: 10 NUMBER PAGES : 0	N	EDWARD A LEE & MONICA VILLEGAS N/A	N	.00	OPM	100%
				PAGE: 29 MAP: 23-A-30A			PIN:	
07/07/11	3783	ROBERT B WOLLOW, DECEASED RECORDED TIME: 14:20 DESCRIPTION 1: LOT 141, HERMITAGE, PHASE 3A DATE OF DEED : 07/07/11 BOOK: 89 NUMBER PAGES : 0	N/A	TOWN, BERRYVILLE D/B 400 PG 133; N/A		.00	PROBATE	00%
				PAGE: 252 MAP: 14-A8--3-141			WR/S	
07/08/11	11-1189	HARDESTY PROPERTIES LLC RECORDED TIME: 02:40 DESCRIPTION 1: 10 PARCELS - LONGMARSH DIST DATE OF DEED : 05/12/11 BOOK: 536 NUMBER PAGES : 0	N	JC HARDESTY LLC, ET ALS 517 LONGMARSH RD	N	.00	DG	100%
				PAGE: 87 MAP: 2-A-9+			PIN:	
07/08/11	11-1190	DMH I, LLC RECORDED TIME: 02:41 DESCRIPTION 1: LOT 1 - MINOR RURAL SUBD DATE OF DEED : 07/05/11 BOOK: 536 NUMBER PAGES : 0	N	DAVID M & DEBRA L HARDESTY 308 LONGMARSH RD	N	.00	DG	100%
				PAGE: 98 MAP: 2-A-10A			WR/S	
07/08/11	11-1191	DAVID M & DEBRA L HARDESTY RECORDED TIME: 02:42 DESCRIPTION 1: LOT 1 - MINOR RURAL SUBD DATE OF DEED : 07/05/11 BOOK: 536 NUMBER PAGES : 0	N	DANIEL M & MARY O HARDESTY 308 LONGMARSH RD	N	.00	DG	100%
				PAGE: 100 MAP: 2-A-10A			WR/S	
07/11/11	11-1200	JAMES & ALLISON STASIOSKI RECORDED TIME: 03:50 DESCRIPTION 1: LOT 1 - 3 ACRES DATE OF DEED : 07/07/11 BOOK: 536 NUMBER PAGES : 0	N	PAUL D & SANDRA B WILLIAMS & P 50 PROVIDENCE LANE	N	108,000.00	DBS	100%
				PAGE: 151 MAP: 16-A-36B			PIN:	
07/11/11	11-1196	JUNE A TAYLOR RECORDED TIME: 12:45 DESCRIPTION 1: CHAPEL DISTRICT, 7.7479 ACRES DATE OF DEED : 06/30/11 BOOK: 536 NUMBER PAGES : 0	N	PAUL M TAYLOR 2025 CALMES NECK LANE	N	.00	DBS	100%
				PAGE: 128 MAP: 31-6-8			PIN:	

108K
Voc 1000

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR JULY, 2011

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
07/13/11	11-1207	KRISTA HERDT TR	N KRISTA E HERDT TR (HERDT FAMIL 5704 ABERDEEN PLACE	N .00	DBS	100%
		RECORDED TIME: 10:42			BETHESDA, MD 20814	
		DESCRIPTION 1: BATTLETOWN DISTRICT, SECTION A BK 57, PG 272				
		DATE OF DEED : 06/23/11 BOOK: 536 PAGE: 167 MAP: 25B-2-7,8			PIN:	
		NUMBER PAGES : 0				
07/14/11	11-1216	PROF FORCLOSURE CORP OF VA	N FREEDOM MORTGAGE CORP 2375GLENVILLE DR. BLD 8	Y 222,500.70	DTF	100%
		RECORDED TIME: 01:05			RICHARDSON, TX 75082	
		DESCRIPTION 1: CHAPEL DISTRICT PARCEL D-1 2.42 ACRES				
		DATE OF DEED : 00/00/00 BOOK: 536 PAGE: 210 MAP: 32-6-D1			PIN: (F)	
		NUMBER PAGES : 0				
07/14/11	11-1214	SHARA L ABEL	N CINDY F IWERSEN 509 CEDAR LANE	N 250,000.00	DBS	100%
		RECORDED TIME: 12:25			BLUEMONT VA 20135	
		DESCRIPTION 1: LOTS 41,42,43,BLOCK 2K - SHEN.RETREAT BATTLETOWN DIST				
		DATE OF DEED : 07/13/11 BOOK: 536 PAGE: 192 MAP: 17A4-24-41,43,44			PIN: 216,000	
		NUMBER PAGES : 0				
07/15/11	11-1222	FEDERAL HOME LOAN MORTG CORP	Y MATTHEW THOMPSON DILLON 8 LIBERTY ST	N 148,000.00	DBS	100%
		RECORDED TIME: 02:30			BERRYVILLE VA 22611	
		DESCRIPTION 1: LOT 2 - TOWN OF BERRYVILLE				
		DATE OF DEED : 07/08/11 BOOK: 536 PAGE: 226 MAP: 14A2-A-89			PIN: (F)	
		NUMBER PAGES : 0				
07/15/11	11-1224	J FREDERICK JONES	N J FREDERICK JONES, ET AL P O BOX 817	N .00	DG	100%
		RECORDED TIME: 04:15			BERRYVILLE, VA 22611	
		DESCRIPTION 1: TOWN OF BERRYVILLE				
		DATE OF DEED : 07/15/11 BOOK: 536 PAGE: 238 MAP: 14A3-A-32 & 32A			PIN:	
		NUMBER PAGES : 0				
07/15/11	3784	SUSAN CONSTANCE VERMILLION, DE	N/A	.00	AFI	00%
		RECORDED TIME: 08:58	N/A			
		DESCRIPTION 1: RECORD AFFIDAVIT				
		DATE OF DEED : 07/15/11 BOOK: 89 PAGE: 259 MAP: 25-A-1-3			PIN:	
		NUMBER PAGES : 0				
07/15/11	11-1219	DUNVEGAN FARM LC	N JAMES A, JR & SUSAN L MERRIMAN 1982 OLD WINCHESTER RD	N 380,000.00	DBS	100%
		RECORDED TIME: 10:40			BOYCE VA 22620	
		DESCRIPTION 1: 7.25 ACRES ON RT 723 CHAPEL DIST			WR/S	
		DATE OF DEED : 06/29/11 BOOK: 536 PAGE: 217 MAP: 20-A-7A			PIN: 623,300	
		NUMBER PAGES : 0				
07/15/11	3785	R W BAYLISS, SR., DECEASED	N/A	.00	PROBATE	00%
		RECORDED TIME: 16:33	N/A			
		DESCRIPTION 1: 5 ACRES ON RT 7 - LONGMARSH DIST	WR/S		D/B 126 PG 393	
		DATE OF DEED : 07/15/11 BOOK: 89 PAGE: 261 MAP: 6-A-18			PIN:	
		NUMBER PAGES : 0				

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
07/18/11	11-1226	F&M SERVICES (SPINOSA)	N FEDERAL NATIONAL MORTGAGE ASSO P O BOX 650043	Y 345,841.21 DALLAS TX 75265	DTF	100%
		RECORDED TIME: 09:54				
		DESCRIPTION 1: GREENWAY DISTRICT				
		DATE OF DEED : 06/15/11 BOOK: 536 PAGE: 243 MAP: 38-A-31				
		NUMBER PAGES : 0				
07/20/11	11-1241	GREGORY L ELROD	N DOUGLAS A RITCHEY 304 BRECKINRIDGE COURT	N 275,000.00 BERRYVILLE VA	DBS	100%
		RECORDED TIME: 12:45				
		DESCRIPTION 1: LOT 63, PHASE 1A2, BATTLEFIELD ESTATES TOWN OF BERRYVILLE				
		DATE OF DEED : 07/19/11 BOOK: 536 PAGE: 289 MAP: 14A7-2-63				
		NUMBER PAGES : 0				
07/21/11	11-1252	BARBARA G HENKLE	N KAY C ZAMBRANA CLARKE CO	N .00 VA	DBS	100%
		RECORDED TIME: 02:20				
		DESCRIPTION 1: COPY OF DEED W/AFFIDAVIT LONGMARSH DIST				
		DATE OF DEED : 10/09/60 BOOK: 536 PAGE: 346 MAP:				
		NUMBER PAGES : 0				
07/21/11	11-1253	BARBARA GAYDOS HENKLE	N KAY C ZAMBRANA CLARKE CO	N .00 VA	DBS	100%
		RECORDED TIME: 02:20				
		DESCRIPTION 1: COPY OF DEED W/AFFIDAVIT LONGMARSH DIST				
		DATE OF DEED : 00/00/00 BOOK: 536 PAGE: 351 MAP:				
		NUMBER PAGES : 0				
07/21/11	11-1254	CLEVENGER HOLDINGS L.P., L.L.P	N CUMBERLAND PROPERTIES IV, L.L. 1390 OLD CHARLESTOWN RD	N 2,181,515.58 STEPHENSON VA 22656	DBS	100%
		RECORDED TIME: 02:22				
		DESCRIPTION 1: LAND PARTLY IN CLARKE & FRED CO 198.3532 ACRES - LONGMARSH DIST				
		DATE OF DEED : 07/18/11 BOOK: 536 PAGE: 356 MAP: 2-A-8				
		NUMBER PAGES : 0				
07/21/11	11-1255	CLEVENGER HOLDINGS LP LLP	N BARBARA C GAYDOS HENKLE, ET ALS N/A	N .00	OPM	100%
		RECORDED TIME: 02:22				
		DESCRIPTION 1: LONGMARSH DIST PARTLY IN CLARKE & FREDERICK COS				
		DATE OF DEED : 00/00/00 BOOK: 10 PAGE: 30 MAP: 2-A-8				
		NUMBER PAGES : 0				
07/22/11	11-1270	ALLEN & HUNTER MOON	N MATTHEW & TINA BROWN 441 SPRING HOUSE LANE	N 375,000.00 BERRYVILLE, VA 22611	DBS	100%
		RECORDED TIME: 03:05				
		DESCRIPTION 1: BATTLETOWN DISTRICT				
		DATE OF DEED : 07/22/11 BOOK: 536 PAGE: 466 MAP: 15-1-17				
		NUMBER PAGES : 0				
07/22/11	11-1273	ROBERT G GELINAS	N AARON K & MISTY N OMPS 224 BLUEBIRD DR	N 100,000.00 STEPHENS CITY VA 22655	DBS	100%
		RECORDED TIME: 04:01				
		DESCRIPTION 1: LOTS 50, 51, 52 - SHEN. FARMS, MTN SECT GREENWAY DIST				
		DATE OF DEED : 07/21/11 BOOK: 536 PAGE: 482 MAP: 37A4-2-50				
		NUMBER PAGES : 0				

*F 3000
11/11/imp/act*

*3700
2/11/11*

40% IN 3/11

*VOC
1,010,000*

W/IMP 5/12/11

222,700

VOC

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR JULY, 2011

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
07/22/11	11-1261	WILLIAM DEAN, ET UX RECORDED TIME: 09:55 DESCRIPTION 1: TOWN OF BOYCE DATE OF DEED : 07/21/11 BOOK: 536 PAGE: 407 MAP: 21A5-1-27 NUMBER PAGES : 0	N LEE & ANN HARVEY 224 BRADFORD DRIVE	N 300,000.00 BOYCE, VA 22620 PIN:	DBS	100% <i>399,300</i> <i>w/10/11</i>
07/22/11	11-1263	FARM CREDIT OF NORTH FLORIDA A RECORDED TIME: 10:24 DESCRIPTION 1: CERTIFICATE OF MERGER DATE OF DEED : 00/00/00 BOOK: 536 PAGE: 430 MAP: NUMBER PAGES : 0	N FARM CREDIT OF SOUTHWEST FLORI PALM BEACH	N FLORIDA PIN:	MERGER	100%
07/22/11	11-1264	FARM CREDIT OF NORTH FLORIDA A RECORDED TIME: 10:26 DESCRIPTION 1: CERTIFICATE OF MERGER DATE OF DEED : 00/00/00 BOOK: 536 PAGE: 433 MAP: NUMBER PAGES : 0	N FARM CREDIT OF SOUTHWEST FLORI PALM BEACH	N FLORIDA PIN:	MERGER	100%
07/22/11	11-1265	FARM CREDIT OF NORTH FLORIDA A RECORDED TIME: 10:27 DESCRIPTION 1: CERTIFICATE OF MERGER DATE OF DEED : 00/00/00 BOOK: 536 PAGE: 436 MAP: NUMBER PAGES : 0	N FARM CREDIT OF SOUTHWEST FLORI PALM BEACH	N FLORIDA PIN:	MERGER	100%
07/22/11	11-1266	MARTIN A & THERESA G DUNPHY RECORDED TIME: 10:43 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 2, 23.5658 ACRES DATE OF DEED : 06/20/11 BOOK: 536 PAGE: 439 MAP: 26-3-2A NUMBER PAGES : 0	N THERESA DUNPHY TR 7601 LEWINSVILLE RD STE 410	N MCLEAN, VA 22102 PIN:	DG	100%
07/22/11	11-1267	MARTIN A & THERESA G DUNPHY RECORDED TIME: 10:45 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 1, 9.8254 ACRES DATE OF DEED : 06/20/11 BOOK: 536 PAGE: 443 MAP: 26-3-2 NUMBER PAGES : 0	N THERESA G DUNPHY TR 7601 LEWINSVILLE, RD STE 410	N MCLEAN, VA 22102 PIN:	DG	100%
07/25/11	11-1287	ELLEN W DUPUY RECORDED TIME: 01:45 DESCRIPTION 1: 88 1/4 ACRES IN CHAPEL DISTRICT DATE OF DEED : 04/29/11 BOOK: 536 PAGE: 530 MAP: 24-A-25 NUMBER PAGES : 0	N ELLEN W DUPUY, TR & EDMUND M AM 119 WOODBRIDGE AVE	N SILVER SPRING MD 20901 PIN:	DBS	100%
07/25/11	11-1276	TIMOTHY D WILLIANSON RECORDED TIME: 09:40 DESCRIPTION 1: LONGMARSH DISTRICT, 11.672 ACRES DATE OF DEED : 06/15/11 BOOK: 536 PAGE: 490 MAP: 8-14-2 NUMBER PAGES : 0	N TIMOTHY D WILLIAMSON, ET AL 2363 ALLEN ROAD	N BERRYVILLE VA 22611 PIN:	DG	100%

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR JULY, 2011

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
07/25/11	11-1278	MELANIE DENIKER	N WILLIAM HENRY HONORE, JR 732 BEECHWOOD LANE	N 128,500.00	DBS	100%
		RECORDED TIME: 11:20				
		DESCRIPTION 1: BATTLETOWN DISTRICT, LOTS 3 & 4				
		DATE OF DEED : 07/22/11 BOOK: 536 PAGE: 508	MAP: 17A3-25-3 & 4			
		NUMBER PAGES : 0				
07/26/11	11-1295	BANK OF NEW YORK MELLON	N WILLIAM TAIT GOLIGHTLY & MALEI 279 MANOR RD	N 190,000.00	DBS	100%
		RECORDED TIME: 02:01				
		DESCRIPTION 1: LOT 14, SHEN. FARMS, MT SECT	GREENWAY DIST			
		DATE OF DEED : 04/19/11 BOOK: 536 PAGE: 550	MAP: 37-A3-4-14			
		NUMBER PAGES : 0				
07/28/11	11-1306	RUTH M & ANDREA M KANEN	N TIMOTHY J & KELLY A LEARY 3158 ALLEN RD	N 450,000.00	DBS	100%
		RECORDED TIME: 04:00				
		DESCRIPTION 1: 50.6206 ACRES IN LONGMARSH DIST				
		DATE OF DEED : 07/28/11 BOOK: 536 PAGE: 590	MAP: 9A-2-7B			
		NUMBER PAGES : 0				
07/28/11	11-1302	TIM & KELLY LEARY	N MATTHEW & LACY MORISE 333 HERMITAGE BLVD	N 340,000.00	DBS	100%
		RECORDED TIME: 12:30				
		DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 51				
		DATE OF DEED : 07/28/11 BOOK: 536 PAGE: 577	MAP: 14A8-2-51			
		NUMBER PAGES : 0				

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 41
TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 0
TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 3

Handwritten notes:
173
Voc 4K
(F) 388,100
691,690
340,000

**Monthly Activity Report of
Jacob L. Grove
Extension Agent, Animal Science
July 1-31, 2011**

Farm Visits

- Clarke County Farm - Tagged 4-H pigs and check on 4-H project animals (four separate Farms/families)
- Warren County Farm - Assisted with manure removal on a horse operation
- Clarke County Farm - Assisted Clarke County Farm by collecting weights on steers and heifers
- Warren County Farm - Assisted youth with market animal projects, weighing hogs and goats

Events & Programs

- Received and reviewed 4-H project books for participation in the Clarke County Fair.
- Assisted in organizing and holding the Clarke County Lamb and Goat Show, an open show for 4-H and FFA youth across Virginia and West Virginia.
- Assisted with preparations for the Clarke-Warren 4-H Summer Camp.
- Assisted with organizing the State Fair Swine show with reviewing the registration and nomination process.
- Taught the week long Outdoor Sports Class at the Clarke Warren 4-H summer camp.
- Organized a Clarke County 4-H Leaders' Association meeting and Summer Picnic.
- Assisted with developing a new rental procedure and a maintenance contract for the litter spreader purchased with funds from the Virginia Poultry Federation.
- Attended the Clarke County Fair Board Meeting.
- Assisted with the Clarke County Hay Auction and submitted the Market Report.
- Held a Forage Program "Let the Cattle Make the Hay" at Andy McIntire's Farm in Clarke County; we had over 80 people in attendance and we had speakers from Extension, Natural Resource Conservation Service, and 2 local farmers. The program was to educate farmers on the cost of making hay, and the opportunities for extending their grazing season.
- Helped organize the Wool Pool in Clarke County. The Wool Pool is a collection point for wool from sheep producers in this region of the state and in West Virginia.

Contacts**95 Phone Contacts**

Pest Management - 4	Hay Auction - 4
Forage & Feeds - 25	4-H Issues - 28
Livestock Management & Marketing - 16	Pasture Management - 18

166 Personal Contacts

Livestock Management - 16	4-H and Fair events - 65
Pasture Management - 85	

48 Emails & Letters

Livestock Production - 14	4-H Programs - 11
Ponds & Water Quality - 3	Livestock Marketing - 4
Pasture Management - 16	

Monthly Activity Report
Marsha Wright,
Frederick County Unit Administrative Assistant
July 1-31, 2011

Assisted/Served Clarke County Clientele during transition of office staff:

4-H

E-Mails:

- Forwarded information on Clarke county goat scrapie tag number correction to Jake
- Northern District Shoot information to club leaders (3)
- Typed Sale Committee minutes; emailed to committee secretary
- Sent fair buyer letter to Sale committee chair for updates
- Responded to parents' questions about when the office would be available during camp week for the kids to bring in their record books (2)
- Email to agent covering the office Monday and Tuesday morning during camp requesting that he go ahead and check in project books since he was familiar with the procedure
- Responded to parent's questions about when the office would be available during camp week for the kids to bring in their record books
- Informed parent that her child was still on the camp waiting list, and that I would return her check as soon as possible
- Informed leader that I did not have a list of 4-Hers' fundraising qualifiers; she would need to contact Hope Cather
- Forwarded email requesting leader contact information to Jake to send since I was in the Frederick County Office without this information
- Forwarded Jake's leader contact info to parent since Outlook wouldn't allow him to respond to parent directly
- Forwarded email from leader of 4-Her who had not been attending meetings to Jake for addressing the issue
- Sent Swine Weigh-in to parent as requested
- Fair Poultry Dept. pre-registration form to 4-H email list (119)
- Sent fair horse preregistration information that needed updating to Equine Enthusiast leader as requested
- Shenandoah County's Goat Show information to organizational leaders to be shared with members (22)
- Montgomery County 4-H Livestock Show information to organizational leaders to be shared with members (22)
- State Fair Swine registration procedures to organizational leaders & Vo. Ag. instructors to forward (24)
- Asked leaders to remind 4-Hers that anyone participating in the Livestock Sale should bring drinks and snacks for the buyers (21)
- Southern Region Leader Forum information to organizational leaders to be shared with members (22)
- List of those having a birthday during camp week to Warren's 4-H Program Technician
- Counselor forms and fees update to Warren's 4-H Program Technician
- Camp name tag printing clarification to Warren's 4-H Program Technician
- Regarding Fair passes to Webbers Nursery (3)
- Took survey on number of clubs/groups in Clarke and the amount of money handled in a year
- Forwarded parents question about open sheep show to Jake; cc parent (2)
- State Fair registration date reminders to leaders for distribution to members (21)
- Virginia Junior & High School Rodeo Associations to organizational leaders for distribution to 4-Hers and parents (22)
- State 4-H/FFA Dairy Youth Field Day - August 12 to dairy leaders and Vo. Ag. Instructors (4)
- Emailed sheep/goat judge for a mailing address
- Sent Jake judges, auctioneer, vet, and ultrasound tech letters for updating
- Requested list of FFA members who were eligible to participate in the pig scramble (2)
- Colonial Williamsburg reduced rates information to organizational leaders to forward to 4-hers (21)

Personal Contacts:

- Gave dairy project books to parent
- Responded to parent's questions about when the office would be available during camp week for the kids to bring in their record books
- Received 4-H project books for fair qualification (11)
- Gave horse leader Fair 4-H Show materials
- Gave parent phone number for Sheep Chair for questions about the sheep show

Mailings/Faxes:

- Final camp letters (2)
- Reconciled bank statements; mailed to club treasurers and leaders (22)
- Sent camp payment document to Controllers office for processing; posted
- Returned Sarah Mayer's horse project book
- Mailed Dairy Club deposit slip to their treasurer
- Prepared letter and labels to return checks of those who were on our camp waiting list; mailed (9)
- Prepared letter and labels to camp scholarship recipients; mailed (6)
- Poultry pre-registration entries to chair
- Swine location letter to swine committee chair
- Homemaking Dept. meeting notice per Gertie Bell (43)
- Updated letter to Fair Homemaking Dept. workers; mailed (36)
- Updated livestock judges' letters; mailed (2)
- Mailed letters to honorary, complimentary pass, and widows lists (28)
- Letter to sheep/goat judge
- Pre-registration information for the horse exhibitors (19)

Miscellaneous:

- Camp Work: posted room assignments to database; located those having birthdays during camp week; assigned Teens' meal assignments; printed notebook indexes and began printing masters of the pages that go into the book; printed name tags for counselors, CITs, Adults, campers; copied health forms
- Processed two camp payments through Hokiemark system
- Fair work: updated winner sheets; printed winner sheets, Sheep & Goat Olympics, Livestock Bowl Contest; prepared letter to Homemaking Dept. volunteers of what hours they were needed to work; prepared homemaking dept. nametags; printed labels for potential buyers, past buyers, Ruritan buyers and made comparisons; prepared mailings to potential buyers, past buyers, and Ruritan member buyers; ran sheep entry book; began preparing livestock showmanship classes
- Prepared Hokiemark forms to reimburse teen counselor, camp photographer & to pay the 4-H Center

Phone:

- Left message for parent that her camp refund was being processed but could take up to 30 days
- Left message for parent: State Fair website for scholarship form; also told her to call me at Frederick if needed the form mailed
- Informed leader that kids could still bring in their project books and gave times that I knew someone was to be in the Clarke Office
- Took information about goat biting 4Her at the Lamb & Goat Show; informed Jake
- Answered questions about 4-H ages and which project book level a child should have
- Emails for FFA Advisor to Horse Chair
- Responded to parent's questions about when the office would be available during camp week for the kids to bring in their record books
- Informed parent when I would be in the office to check in project books
- Informed Fair Poultry Dept. chair that I had not received information for the rabbit and poultry pre-registration mailing; mailing would be done as soon as I got the information
- Left message about what project book a 4-Her had signed up for
- Times for camp closing ceremony and time to pick up campers (2)

- Talked to a Sales Committee Co-chair about calling Fair president to explain the awards system
- Told 4-H parents that I would go to the Clarke office and leave entry forms for them in the envelope on our door
- Returned call to man about exhibiting at the fair
- Left message for leader to contact me with address for a fair judge per Jake; she returned call stating she only had an email and would send it to be (2)
- Left message for scramble pig committee member to call; she returned call and I asked her if she needed any supplies for the contest (2)
- Called lady wanted to pre-register for the Homemaking Dept.; left message
- Told Co-Homemaking chair where people could get the pre-registration form and who would have received the information in the mail

AGRICULTURE:

E-Mails:

- Updated beef mailing list; sent update to Page County UAA
- Dairy Pipeline (11)
- Roberts Report (21)
- Clarke County Hay Auction notice (83)
- Forward hay auction request to Jake to send results of next week's sale with note to requestor of what I'd done (2)
- Forwarded email question received via Clarke's website to Fauquier Co. agent regarding horses and trees; cc sender (2)
- Livestock Indemnity Program to beef producers who had emails (64)
- VAMWON Volunteer training information to Nick Smart per Jake

Mailings/Faxes

- Pasture Management workshop (2)
- Dairy Pipeline (16)
- Roberts Report (47)
- Mailed plant disease results to homeowners (2)

Phone:

- Phone number for Farmers Livestock Exchange
- Gave caller phone number for NRCS for pond problem
- Gave farmer phone number for FSA

Contacts

24 Phone Contacts:

4-H	14
Agriculture	3
FCS	0
Administrative	0
Fair	7

15 Personal Contacts:

4-H	15
Agriculture	0
Administrative	0
Fair	0

493 Email Contacts:

4-H	304
Agriculture	185
FCS	0
Administrative	0
Fair	4

555 Letters Sent:

4-H	65
Agriculture	67
Administrative	0
Fair	423

Quarterly Area Family and Consumer Sciences Programming Report
Karen Lynn Poff
Senior Extension Agent, Family and Consumer Sciences
Financial Management, Housing, and Consumer Education
Unit Coordinator, Shenandoah County
(540) 459-6140; kpoff@vt.edu

April to June 2011

Public Speaking/Presentations (Up to 2 ½ Hours)

- Save Energy, Save Money (two programs) – Page County

Extended Learning Programs (Three Hours or Multiple Sessions)

- Managing Your Money Series (14 sessions) – Clarke*, Frederick, Page, Shenandoah, and Warren Counties

Exhibits/Displays/Community Events

- None

Additional Accomplishments

- “County Conversations” Cable TV Program – Helping Children and Teens Learn About Money – Shenandoah County
- Living Well Blog (Northern Virginia Daily) – Developing a Spending and Savings Plan – All Counties
- WFTR The Valley Today Radio Program – Frauds and Scams – All Counties
- Living Well Blog (Northern Virginia Daily) – News Related Scams – All Counties
- Living Well Blog (Northern Virginia Daily) – A Healthy Family Plays and Laughs – All Counties

Professional Development

- Radon: Something You Can Do Without Webinar
- Financial Management Training (Two Days), Richmond
- Private Water Supplies In-Service, Richmond
- Family Financial Recovery from a Natural Disaster Webinar
- Goal-Based Investing Webinar

* Program cancelled due to lack of participants.

**Quarterly Report for Frederick and Clarke County Extension
Family Consumer Sciences
Karen A. Ridings, M.S., R.D.**

April-June 2011

April

- 2- Northern Virginia Daily Blog Postings: “Canning Anyone?”, “Bloom ‘in Fun with Healthy Foods”
- Food Safety Presentation to Northwestern Workshop students
- Nutrition Presentation to Seniors at Local Senior Center, “How to Adjust Recipes for Salt and Sugar”
- Provided 8-hour ServSafe Class for community food service workers
- Continued Management of Fit Extension – Program promotes exercise and good eating habits.
- Conducted Water Clinic Follow-up Meetings
- WIC – Frederick County Health Dept. – Presentation to Breast Feeding Support Group
- 4-H Center Camp Menu Project – Planning Meetings
- Supervised Sherando Students in Service Learning Government Project (Local Foods in Public Schools)
- Unit Coordinator Duties including district and committee meetings

May

- 1- Northern Virginia Daily Blog Postings: “2010 Dietary Guidelines for Americans – An Overview”
- 4-H Center Camp Menu Project – Planning Meeting
- Canning Classes – Co-taught 2 canning classes in PD7
- ServSafe- Taught 8 hour Food Safety Class
- Supervised Sherando Students in Service Learning Government Project (Local Foods in Public Schools)
- Unit Coordinator Duties including district and committee meetings

June

- 2- Nutrition Presentation to Seniors at Local Senior Center, “Low Cholesterol, Low Fat Cooking”, “Meal Planning with Fruits/Vegetables”.
- 3- Canner Testing Clinics in PD7
- Presentation on MyPlate for Master Food Volunteer Training
- Food Safety Presentation at Harwill Equipment
- Unit Coordinator Duties including district and committee meetings

Quarterly Agriculture Program Report
Robert A. Clark; Extension Agent, Agriculture
Shenandoah County
(540) 459-6140; raclark@vt.edu

April – June 2011

Activities Related to All Counties:

- Large Animal Mortality Disposal:
 - o Completed a full proposal for a Conservation Innovation Grant to get resources to continue addressing large animal mortality disposal issues (I wrote a pre-proposal in the winter 2011). I received \$3,500 to field test screening bones from large animal mortality compost. This work will be completed over the next year.
 - o Met with a dairy in Hanover County to provide technical advice for a large animal mortality composting demonstration.
 - o Made a presentation on composting large animal mortality at a training for NRCS staff in Harrisonburg. The meeting was attended by about 25 NRCS staff.
- Educating Farmers About No-Till:
 - o Scouted corn and soybean fields for slug damage. Activities through mid July 2011 include the following:
 - 3,083 acres of corn and soybean enrolled.
 - 230 extra acres scouted during scouting season.
 - 3,102 Total Acres scouted at this time, a few late plantings still need to be scouted.
 - 211 acres either not planted or fields were disked.
 - 244 of the 3,022 acres were authorized for slug bait.
 - Installed three test plots to evaluate the benefit of controlling slugs either using slug bait or Lannate (an insecticide that is promoted as having the ability to kill slugs).
 - Bridgemont Farm: One corn plot that has both Lannate and slug bait treatments in replicated plots.
 - Bridgemont Farm: a corn plot that is Lannate treated and not treated plots.
 - County Farm: a soybean plot that is Slug Bait treated on not treated replicated plots.
 - Pit Fall Traps: This was an extra part of the project added on due to the wet conditions and late planting. After speaking to experts from Virginia Tech and Ohio University, we decided to put out pitfall traps to look for beneficials (bugs that eat slugs). The experts said ground beetles and spiders are two beneficials to look for. The pitfall traps were constructed by using a soil auger and placing a solo cup in the hole with a water soap mixture. All traps were placed in enrolled no till fields. The samples have been preserved and will be identified later in the year.
 - 45 samples taken for presence absence of beneficial.
 - Samples taken from 20 different fields.
- Nutrient Management Technologies:
 - o Coordinated the Soil Nitrate Testing program for 2011. To date 221 samples have been analyzed at Inboden Environmental.
 - o Worked with four farmers to install simple test strips to determine how much nitrogen is needed by corn. The test strips are a single pass at a rate slightly higher or lower than the remainder of the field. We will take aerial images of these fields and collect stalk nitrate samples.
 - o Organized all information needed in order to take aerial images of cornfields for the guided stalk nitrate sampling program. This year we are planning to take pictures of 59 fields managed by 25 farmers representing 1,800 acres. This year aerial imagery will be done by the Iowa Soybean Association on Farm Network.
 - o Secured additional funds to increase aerial imagery acreage.

- Improving Persistence and Vigor of Orchardgrass:
 - o Participated in a meeting in Culpeper County to educate farmers about Orchardgrass. I served as a panel member. There were about 50 people in attendance.
- Improving Farm Profitability Through Alternative Energy Production:
 - o Traveled to Hagerstown, Pennsylvania to view a pilot system for converting poultry litter to energy.
 - o Met with a company that is planning to commercialize the technology for converting poultry litter to energy via pyrolysis.
 - o Made a presentation at two meetings of the Contract Poultry Growers Association of the Virginias to update them on technologies for converting poultry litter to energy (one in Luray and one in West Virginia).
 - o Organized a meeting titled "Poultry Litter to Energy Technologies." The meeting will be held in July.
- Attended a training meeting to begin organizing the 2011 Pesticide Disposal Program for the Northern Shenandoah Valley. I am working with Laura Shiflett in the VCE Frederick Office. There will be four drop off locations in or near the Northern Shenandoah Valley.
- Presented information about pasture management at a meeting organized by Strasburg Farm and Home.
- Collected a hay sample to determine the energy value of mixed grass hay for combustion.
- Installed a test plot beside the State Wheat Variety Test Plots to evaluate the benefit of applying fungicide to wheat.
- Assisted with harvesting the wheat variety test plots.

Activities Related to Specific Counties:

Clarke County

- Farm Visits/Client Contacts: 10/40

Frederick County

- Farm Visits/Client Contacts: 5/50

Page County

- Farm Visits/Client Contacts: 80/100
- Attended a Page County Farmers' Association Annual Meeting in Luray.

Shenandoah County

- Farm Visits/Client Contacts: 300/150
- Provided the town of Woodstock options for improving ground cover at the town waste water plant.
- Provided Central High School options for improving their practice field.
- Completed a damage assessment related to high rainfall in Shenandoah County.
- Completed a damage assessment related to the tornado that hit Shenandoah County.
- Attended one Extension leadership council meeting.
- Met with the Shenandoah County Farm Advisory Committee two times. I have been actively working with this group to develop recommendations to the county board of supervisors. To date our focus has been on the farmland.
- Met with the Shenandoah County Easement Authority two times.

Warren County

- Farm Visits/Client Contacts: 10/30
- Completed a preliminary damage assessment related to high rainfall in Warren County.

Clarke

lwalburn@clarkecounty.gov

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July Report Clarke county

From : Jill Matheson <jill@vatransit.org>

Subject : July Report Clarke county

To : dash@clarkecounty.gov, lwalburn@clarkecounty.gov

Cc : Leon Alder <leon@vatransit.org>

Thu, Aug 04, 2011 09:31 AM

MONTHLY PASSENGERS

July-11

Location	Region	Route	TOTAL
CLRK	NW	Demand Response Clark County	97

Jill Matheson

Operations Administrative Assistant

Virginia Regional Transit

Office : (540) 338-1610

Fax : (703) 777-9370

Clarke County Board of Supervisors

Reminder:

**Committee Meetings September 19 at
their regular time**

**Regular September Board of Supervisors'
meeting September 27 at 1 PM**

**Note: Meeting room is not available for
an evening session due to scheduling
conflict.**