

2) Adoption of Agenda

- Add miscellaneous item Discussion on Supporting Parents & Students for Upcoming School Year.
- Add Closed Session §2.2-3711-A1 Specific Employees or appointees of the Board
- Add Closed Session §2.2-3711-A5 Discussion of unannounced business location

Vice-Chair McKay moved to adopt the agenda as amended. The motion carried by the following vote:

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

3) Citizens Comment Period

Jacob White, Bluemont: appeared to address the Board on the Fire & Rescue staffing. He put forth the following points:

- Board of Supervisors, today, you will be voting on one of several options to address my letter from July 29, requesting immediate 24-hour staffing for Blue Ridge Volunteer Fire Company.
- None of the options address the request for 24-hour staffing.
- There are options for 12-hours a day; this is a step in the right direction but does not fully address the request for the problem.
- Blue Ridge Volunteer Fire Company membership is unique; most of our operational members' work in other jurisdictions as professional firefighters; because of this, those members are away from the area for an extended amount of time.
- Director Brian Lichty has decided several reasons on why not to include a 24-hour staffing option.
- Would like to let you know that Blue Ridge Volunteer Fire Company is committed to ratifying these issues as soon as possible.
- This should not be looked at as a temporary measure but as a standard moving forward.

- Taxpayers demand better service, volunteering is on the decline, the firehouse is no longer the center of the community, cost of apparatus has risen, training requirements have increased, and the availability of the average volunteer with a family has gone down.
- Members are not giving up; they are still here and want to do what they love; just need some help.
- Directed Supervisor Catlett stating that her district contains some of the most difficult areas to access during an emergency. Due to road design and distance, response times to these areas are increased.
- Placing staff at Blue Ridge Volunteer Fire Company would reduce current response times and provide fast service to the citizens and visitors of Clarke County.
- Outcomes of critically ill or injured will be directly affected by the placing of staff.

Jason Burns, Bluemont: appeared to address the Board on the lack of response to 911 call. He put forth the following points:

- Speaking as a citizen.
- On April 16, 2019, the Board approved the County budget that included the staffing of the Blue Ridge Fire Department.
- This was again confirmed at the following Commission meeting by Sheriff Roper. Quoting those minutes, “Mr. Roper verified that the position was funded in the new budget as of July 1, 2019, in a waiting response from the SAFER Grant for filling the position. Mr. Lichty confirmed that due to this, there is no need to vote on the topic anymore.” Which they were approving every month for the staffing.
- The County did not want to hire a full-time staff until results were in for the SAFER Grant, which was smart, to make sure they did not spend money and then have to hire additional people on top of that.
- Clarke County was awarded the SAFER Grant to staff the outline stations to provide better service.
- He then read the following narrative from the SAFER Grant that the County sent in when applying for the grant:
 - To further evaluate the system, a temporary position was established at the volunteer station, staffing prior had only one station with career assistance.

- This evaluation has shown a decline in 15% response times over the last six months.
- In addition, we have seen the volunteers in the system increase their time at the station when a career person is present.
- The staffing will include four persons; two career and two volunteer; at our busiest station, and two personnel; one career and one volunteer; at the other two stations.
- By adding these SAFER Grant positions, we will be able to respond and arrive on the scene within 10-12 minutes, 90% of the time.
- These critical SAFER Grant positions, in addition to volunteers, would bring the average daily staffing to eight, two firefighters at one station, and four at the other stations.
- Additionally, one of the SAFER Grant positions will be able to assist and reduce overtime costs.
- However, the personnel responding is often delayed waiting on a driver, with the request of the SAFER Grant, a driver will always be at the station; therefore, further helping units meet the goal of six personnel arriving on the scene within 14 minutes.
- The estimated breakdown, if awarded the SAFER Grant, would be four personnel from one station and two personnel from the other two stations, for a total of eight.
- From the current location of each station, the distance traveled; with these critical SAFER Grant positions, we would be able to meet the goals. Currently, with only one station with staffing, it leaves big gaps in providing adequate fire protection and coverage.
- In a cardiac arrest a life can be saved if critical elements are received early, such as defibrillation, high-quality CPR, medical administration, and ventilation.
- The reason I am here today, is because that staffing request was for Blue Ridge, the body at the top of the County agreed to remove the staffing from Blue Ridge Fire Company.
- Last Friday, a family member had a heart attack in Pine Grove and no one from Blue Ridge Fire Company showed up; Enders was the only one to respond with their career staff. With a major heart attack seconds go by and the heart muscle dies, 100% blockage widows heart attack and the staffing was not in the Blue Ridge Fire Company station.

- My question is why, why was there no staffing in that firehouse; because the Board decided that data ruled and pulled that staffing out of the station.
- Believe that you need to take a strong look at the staffing and what the Board is responsible for in the County. There is no need for people to sit and wait ten minutes for medical attention.
- Yesterday, people waited approximately 17 minutes to get to the Frogtown area.
- The volunteers built the station because there was no service there; they put in the hours and the training; they have tried their best; and all they did was ask for staffing to assist to make sure that citizens receive care.
- Most times, Counties have to force career staff into the station, but we ask for help.
- The reason I volunteer is because I have family and friends that I care about, and I happen to have the certifications, so I provide the time to help.
- My family member sat there in excruciating pain with a fire station less than a mile away, and it is because you pulled the staffing out of the station.

Scott and Lisa Seeberger, Bluemont: appeared to address the Board on a fence issue. He put forth the following points:

- Lived here for five years, moved from the city to get away from hustle and to avoid instances such as this.
- Our neighbor constructed this fence last month; we contacted the Clarke County Planning & Zoning to see if the fence was authorized.
- We were told by Ryan Fincham that as long as the fence did not exceed seven feet, then it is perfectly legal to construct.
- We live within the Bears Den Historic District; we were shocked to see this fence erected within a historic district.
- There is a rock wall that this fence is adjacent to that we were told was built over two hundred years ago.
- We have asked questions regarding restrictions within the historical district; apparently, there is none.
- Started a petition with neighbors and so far have over seventy signatures; they are also shocked that it could be built.
- It disrupts the scenic view and the landscape.
- Our intent is to approach the Board down the road and hopefully work with the Clarke County Historical Preservation Society and craft legislation to

protect the landscape on the mountain from fences and other things that disrupt the natural landscape of the mountain.

4) VDOT

The following update was provided to the Board of Supervisors by Matt Smith, Assistant Residency Engineer.

Maintenance:

- Completed mowing on primaries and began mowing on secondaries.
- We will continue mowing on secondaries this month.
- Performed patching operations in preparation for 2021 surfacing schedule and will continue this month.
- Removed hazard trees on Rt. 340 and Rt. 632.
- Graded various non-hard surfaced roads and will continue this month.
- Cleaned up storm debris and performed pothole patching and will continue this month as the need arises.
- Painted over derogatory lettering on Crums Church Rd.

Board Issues:

- Rode Pyletown Rd. with Roadside Maintenance Manager to review complaints about over-spraying along the right of way. Did not see the damage initially described off of the right of way. It is possible that summer growth has repaired some of the damage.
- The spraying contractor is directed to not spray above 15' in height or beyond the right of way line.
- The Roadside Manager is coming back to look at tree replacement on VA Rt. 7 at the bridge for Chairman Weiss.
- Signs on order for Pedestrian Crossing signs for Lockes Mill Road, Watermelon Park.
- Plan to start Janeville Road next week.

Fatality at Tripps on US Route 340

- VDOT took all of the steps.
- Changed message board to state that DMV is closed until further notice.

Supervisor Lawrence asked if there was any way to change the speed through that area to 35MPH during this time. Matt Smith stated that we would have to bring traffic engineering to do an official study, adding that changing the signs may not change people's actions on the speeds. Supervisor Lawrence stated that this would be temporary, so instead of doing the traffic study, if a majority of the Board thinks it is a good idea to do during the time, if we could ask you all to do it. Matt Smith stated that VDOT could look at it.

Chair Weiss clarified that Supervisor Lawrence questions are not to do a speed study because the Board knows that a speed study would say that 35 MPH is not sufficient for that area. What he is asking is if it is possible because of the intensified use of Trips, when it does reopen, that a 35 MPH could be looked at for a fixed period of time; that the Board could work out with DMV and VDOT.

Chair Weiss opined that the Board would like Trips to reopen, it is a service that is necessary for our citizens and other localities citizens, and it is a good business for the Hardesty family and the personnel who work there. If VDOT can partner with the Board to make that a safe area, that is what we are asking.

Supervisor Catlett

- Reminder that a constituent on Janeville Road would like to harvest a tree when it gets cut down during the project.

Vice-Chair McKay

- On Pyletown road they sprayed and killed everything when it was first done.
- Within the last two weeks, VDOT sprayed trees that are above the bridge in Millwood; now, there are dead trees, and also, whatever was sprayed most likely ended up in the creek.

5) Approval of Minutes

July 14, 2020, Joint Meeting with Berryville Town Council and July 21, 2020, Regular Meeting

Vice-Chair McKay moved to approve the July 14, 2020, Joint Meeting with Berryville Town Council and July 21, 2020, Regular Meeting minutes as presented. The motion carried by the following vote:

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

6) Consent Agenda

2020-15R Resolution Recognizing the 100th Anniversary of Women’s Right to Vote

**Resolution Recognizing the 100th Anniversary of Women’s Right to Vote
2020-15R**

Whereas, an organized movement to enfranchise women began in July 1848, at a convention in Seneca Falls, New York;

Whereas, through the efforts of brave and courageous women referred to as suffragists who sacrificed family, their personal life and their financial resources for over seventy years to gain equal rights for women, especially the right to vote;

Whereas, women and men, black and white, supported the woman's suffrage movement for women to gain the constitutional right of having a voice in making the laws that govern them;

Whereas, the woman's suffrage movement led to the passage of the 19th Amendment to the Constitution of the United States in 1919, with ratification of the last state necessary on August 26, 1920;

Whereas, women today constitute a majority of voters in the nation and are running for office in higher numbers and more active in the election process than ever before in history;

Now, Therefore Be It Resolved, that the 100th anniversary of women gaining the right to vote in the United States is recognized by the Clarke County Board of Supervisors for the impact these historic accomplishments have on citizen engagement and the civic life of the community, the state, and the nation.

Be It Further Resolved, that August 2020 be declared Women’s Suffrage Month in Clarke County, Virginia.

Adopted this 18th day of August, 2020, by the Board of Supervisors, County of Clarke, Virginia.

David S. Weiss, Chair

Supervisor Catlett made the comment that this time last year there were three women on the Board. One has retired after many years of service, and one became a Judge; therefore, making me the only woman left on the Board. Thinking one hundred years, means that my grandmother could not vote. Started in 1848, on August 18, Tennessee was the 36th state to ratify the amendment. This almost did not pass, at the last minute the youngest member changed his vote. Took 72 years, and 28 times it was voted down by Congress.

Vice-Chair McKay expressed that he remembers his grandmother telling him how she was excited to be able to register to vote, adding that she went on to serve on the School Board for many years.

Supervisor Catlett stated that more women have voted in the Presidential election since 1980 than men.

Supervisor Catlett moved to adopt the items on the Consent Agenda as presented. The motion carried by the following vote:

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

7) Board of Supervisors Personnel Committee Items

A. Expiration of Term for appointments expiring through October 2020.

2020-08-10 Summary: Following review, the Personnel Committee had no recommendation at this time.

2020-08-18 Action: Information Only.

B. Overtime Contingency for Fire & EMS.

2020-08-10 Summary: Following review, the Personnel Committee recommends the following:

- Hiring an additional full-time Firefighter/ EMT position to cover the duties of an employee on long term medical leave.

2020-08-18 Action: Chris Boies reviewed the Personnel Committee recommendation. Adding that there should be no financial impact, short-term believe we can cover some cost by the CARES Act funding, and long-term, we will have a few vacancies that this hire will transition and fill in.

Supervisor Catlett moved to hire an additional full-time Firefighter/EMT position. The motion carried by the following vote:

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

C. LEOS Study Update.

2020-08-10 Summary: The Personnel Committee heard an update on the LEOS study:

- Director Brian Lichty has worked with the Virginia Retirement System (VRS) to provide all of the data needed for the study; the consultants will now perform their work and provide the information back to the County via VRS.

2020-08-18 Action: Information Only.

8) Board of Supervisors Work Session Items

Board of Supervisors Work Session Agenda
Berryville/Clarke County Government Center, 2nd Floor

101 Chalmers Court, Berryville, Virginia 22611

August 10, 2020, 10:00 AM, Main Meeting Room

Board Members Present: Matthew E. Bass, Terri T. Catlett, Doug M. Lawrence, Beverly B. McKay (via phone), David S. Weiss

Officers / Staff Present: Chris Boies, Cathy Kuehner, Brian Lichty, Brandon Stidham

Others Present: None

Press Present: Mickey Powell

08-10-2020 Summary: At 10:00 am, Chairman Weiss called the meeting to order.

A. Capital Improvements Plan

The Board discussed potential CIP items, including a new health and human services building. Input will now be sought from County department heads and Constitutional Officers. A draft plan will be submitted to the Planning Commission who will make a recommendation to the full Board.

B. Discussion on proposed short-term residential rentals regulations

The Board discussed the different aspects of the proposed program. After some discussion, there was consensus that a special use permit was excessive for this type of use, and proactive enforcement would be difficult given current staffing levels. The board also asked the Economic Development Director, Felicia Hart, to obtain input from existing bed and breakfasts and other permitted lodging establishments as well as obtaining input from existing short term rental operators.

C. Fire & EMS Staffing

The Board heard from Director Brian Lichty on a request by the Blue Ridge Volunteer Fire & Rescue Company for the County to provide 24/7 staffing at the station. Blue Ridge has experienced a recent decline in volunteers running calls due to Covid-19. Director Brian Lichty presented the Board three options for 12-hour coverage, five to seven days a week. The first

option involved hiring part-time seasonal staff, the second option included four full-time staff, and the third option proposed the use of hiring a private company to provide Fire, EMS, or both services. The proposal will be reviewed by the Fire & EMS Commission on Thursday. There was consensus by the Board to use CARES funding to provide coverage until December.

At 11:05 am, Chairman Weiss adjourned the meeting

2020-08-18 Action: Chris Boies reviewed the work session summary and recommendations.

Director Brian Lichty stated that Fire & EMS uses a 6:1 ratio for part-time to full time; therefore, it takes a lot to fill a request. Currently working with other departments to be able to advertise effectively, there is concern about reaching qualified candidates. Spoke with employees and all agree that when there are two part-time employees available, then we will start that staffing, hopefully grows to a 12:7 ratio before the end of the year.

Vice-Chair McKay asked if there was a group that could look at operations of different fire companies and independently, without bias, decide what the fire company could do to help itself. Afraid that if we fund this with 100% taxpayer money, is this the best place for it, or would putting a company in Frogtown be better. Director Brian Lichty stated that we could look into that, but most of that has been looked at and volunteering is declining. Adding that the company is asking for assistance and that is what we are requesting to help them, it would be great to get 24/7 staffing at Blue Ridge, but we are not a large organization therefore; that would be hard to fulfill for the fact that we currently use part-time staff to cover our annual and sick leave.

Supervisor Lawrence stated that having a paid driver at each location may increase the volunteering of the younger generation stating that as a kid when the station had a paid driver more volunteers would stick around that fire station because there was a chance to be able to go to an emergency.

Supervisor Lawrence expressed that recently at Company 1, John H. Enders Fire Company, there has been many volunteers, some who are capable of driving. When that happens, could we send one paid staff to Blue Ridge? There is a ton of resources at John H. Enders currently, so it may be good to look into utilizing the resources to help out.

Supervisor Catlett asked, and Director Brian Lichty confirmed that to cover 24/7 with two full-time employees using the current staffing model, we would have to hire six to seven people.

Supervisor Bass asked how well the 12-hour coverage would help assist citizens. Director Brian Lichty stated that some staffing is better than no staffing; realistically, 24/7 staffing is currently not possible because we do not have enough people. Starting with the 12-hour shifts will be a buildup approach, and hopefully, we will be able to move forward in the future to address all of the concerns.

Chris Boies, for public awareness, stated that the County is dispatching John H. Enders immediately on calls adding that no one is waiting around. It is just the distance to arrive in those locations that slows down the time.

Chair Weiss expressed that the Fire & EMS Commission discussed this concern and offered many of the same ideas. Believe that Director Brian Lichty is willing to work with the staffing we have and try different things to better staff for each station. The Fire & EMS Commission is also aware that currently at John H. Enders, there seems to be extra personnel, due to the full staffing and the volunteers. The Commissions idea was to send some volunteers to Blue Ridge, but it was decided that it would be difficult to get volunteers to go to Blue Ridge since there are not many calls. In response to Vice-Chair McKay's statement, after discussing everything with Chief White, this is a difficult decision for Blue Ridge. They are not taking anything lightly; they are working hard to get more involvement, factors are effecting all of the stations, but with Blue Ridge being a smaller station, it makes it more difficult. As a whole system, Chair Weiss believes it is important to look at more ways to help, not calling out Blue Ridge; they brought it to us in a timely fashion to address it. We are taking this seriously and will address it as quickly and as thoroughly as we can. Financially it may never end up at the 24/7 staffing level, but we will keep working to help as much as possible. The Fire & EMS Commission consensus was to do it as quickly as possible and to make sure that it was adjustable, adding that the Board is willing to step and make decisions quickly.

Chris Boies expressed that the letter was received on July 29, 2020, and put on the August 10, 2020, Finance Committee agenda to be presented here today; staff worked hard to get this item presented at the first available meeting. Chair Weiss added that the Fire & EMS Commission discussed this item last week, so this has been addressed as quickly at meeting schedules allow.

Chair Weiss expressed that currently, we have the CARES Act funding to supplement the staffing, opining that he is not opposed to supplementing from the General Fund once the Cares Act funding ends at the end of the year.

Supervisor Lawrence opined that he would like to see the Fire & EMS Commission look at ways to better recruitment and retention. Opined that the answer to all of this, is a strong volunteer system. We need to figure out ways to get more volunteers explaining that it is a great occupation. Adding that each station is working hard, but as a County is would be good too.

Supervisor Bass stated that it is a shame that the social functions and fundraising cannot occur currently due to Covid-19, adding that it is hard on all of the stations.

Vice-Chair McKay moved to authorize the use of the CARES Act funding to provide temporary staffing at Blue Ridge Volunteer Fire & Rescue Company due to the drop in active volunteers because of Covid-19, with flexibility within the implementation of staffing for the Director of Fire & EMS to use the parameters of the workforce, with the goal of as close to 24/7 staffing in the future. The motion carried by the following vote:

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

9) Finance Board of Supervisors Finance Committee Items

A. CARES Act funding:

2020-08-10 Summary: Chris Boies reviewed the following: On July 28, 2020, Clarke County was given notice that we will be receiving a second and final allocation of federal relief money through the CARES Act, in the amount of \$1,275,451, for COVID-19 related expenses. A signed certification form and survey regarding the first half allocation was required and due by August 10, 2020, in order to receive these funds.

- **Childcare Program:**

- We previously set aside \$100,000 for a childcare program; at the time we weren't sure what the school schedule was going to look like, but we knew some childcare needs would exist. Clarke County Public Schools has now approved a hybrid learning model for schools, which start in September. A registration survey, which included a question about childcare needs, was sent to parents the last week of July. The results of the survey were not available at the time of this report but Parks & Recreation is ready to quickly develop a childcare program using CARES funds for before-school, during-school, and afterschool care. The survey results will help us determine the parameters of the program, if any are needed, and what funding will be needed to implement the program.
- **Broadband Study Update:**
 - The broadband consultant said an update to the plan was not necessary at this time. He is reviewing ways CARES funding could be used to help expand broadband in the County.
- **Fire-EMS Items Update:**
 - Items approved at the last meeting are being purchased with the assistance of Mike Legge.

The committee recommends to the Board allocating \$300,000 for a childcare program to be developed between Parks & Recreation and the school system. Other updates to the CARES funding were provided by staff.

2020-08-18 Action: After review, the Finance Committees recommends:

Supervisor Bass asked specifically with the younger children what do we know about the use of the childcare program and who will be available to teach the program. Chris Boies stated that parents of approximately 200 children stated that they would need childcare. Currently, Dr. Bishop is working on staffing plans and is trying to assist the County with any teacher aides that are available.

Vice-Chair McKay asked about the building and how to keep the children in school. Chris Boies responded that school building could not be utilized because even virtual teachers will teach from their classrooms.

Supervisor Catlett asked if the school buildings in use includes Upper Cooley; Chris Boies stated that Upper Cooley will house the childcare program, adding that just by using the classrooms we will be able to accommodate 200 children. Conveying that the biggest problem presented is staffing.

Chair Weiss stated that this program was done in consultation with the School and County.

Chair Weiss questioned if the \$300,000 is sufficient. Chris Boies stated that the \$300,000 has to be used by December 30, 2020, adding that we ask for some flexibility and that he will keep the Finance Committee informed while we figure out more details. Without knowing the exact number of students who will use the childcare program, it is difficult to project staffing needs and whom we would share those instruction aide cost.

Supervisor Lawrence asked if parents will have a per day or per week charge, in addition to the funding that the Board is providing. Chris Boies stated that the program that was discussed with Dr. Bishop is that teachers and county staff children would be free, free and reduced lunch children would be free, and the rest would be subsidized. Indicating that the difficulty becomes that as of January 1, 2021, the CARES Act funding will no longer be available, so we are trying to figure out how to fund items that also allows flexibility after the first of the year.

Chair Weiss indicated that the school would re-evaluate the way school will function at the end of the first quarter.

Supervisor Lawrence voiced that there is also a Social Service program that helps families that are on reduced lunch, adding that the program may be able to assist in this program. Chris Boies asserted that the one problem with that might be that the ratio for our licensing for the program and the ratio for the Social Services program may be different; adding that in many cases it requires the County to have even more staffing meaning more cost; therefore, using CARES Act funding is less expensive to cover students. Confirming that after January 1, 2021, the County needs to examine those ratio requirements for the subsidy program.

Supervisor Bass moved to allocate \$300,000 of CARES Act funding for a childcare program to be developed by Parks & Recreation and the school system. The motion carried by the following vote:

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye

David S. Weiss - Aye

B. Small Business Assistance Program (CARES funding)

2020-08-10 Summary: Following review, the Finance Committee recommends the following:

The committee discussed the recommendation of the Personnel Committee and also recommends approval.

2020-08-18 Action: Chris Boies reviewed that after review, the Finance Committee recommended approval of the Small Business Assistance Program. Adding that since the Finance Committee meeting, staff is recommending two changes; the first is the IRS issued guidelines that payments to the business will be taxable; therefore, Director Felicia Hart has updated the application so businesses understand prior to applying. This concept also requires the County to issue 1099 forms at the end of the year. This forced the change of running the payments and process to go through the Munis system. Explaining that previously, staff recommended that the Board of Supervisors shift the money to the Industrial Development Authority to have the authority issue the checks. Staff found out that the Industrial Development Authority could write the checks quickly, but they do not have the ability to produce 1099 forms; therefore, if it is all ran through the finance department, we have the capability to create 1099 forms at the end of the year. Working with Joint Administrative Services staff, they believe that it will be doable to run everything through the Munis system. The second change, the Finance Committee increased the original number of employees from 50 to 100 to be of greater service, but when that was done, the gross income in receipts was not increased; therefore, staff recommends that the amount be increased to \$10 million.

Chris Boies confirmed that in order to qualify for the program you have to be a business located within the limits of Clarke County, demonstrate at least a 25% loss in revenue because of the pandemic, employee between one and one hundred employees, for-profit independently owned company, and annual gross receipts of less than \$10 million. In addition to that, the County

will require a six (6) to twelve (12) month cash flow, with a valid business license, show payment of local taxes, and open and operational since January 1, 2020.

Vice-Chair McKay, with curiosity, questioned the decision to go from \$2.5 million to \$10 million in gross revenue receipts. Chris Boies stated that it was a judgment call, without access to gross revenue receipts, the overall reason is that staff was trying not to be too restrictive because we believe that we have adequate funds to provide to business, and we did not want to create barriers to businesses. Opining that this is not a calculated amount.

Supervisor Catlett was interested if staff knew why and how the City of Winchester listed non-profit organizations. Director Felicia Hart believed that that decision was the elected officials decision, opining that the City of Winchester does have a greater population of need in that area, so the elected officials understand the taxpayers' need is greater. Supervisor Catlett asked if that is something the Board should consider. Chris Boies stated that the guidelines from the Federal Government state that you can only give non-profit funds if they are performing work to help citizens because of the pandemic. Chris Boies added that staff has reached out to FISH to see if they had any needs to receive funds for the work they are completing because of the pandemic.

Chris Boies confirmed that, unfortunately, general help to non-profit organizations is not allowed in the regulations.

Chair Weiss asked, and Director Felicia Hart confirmed that one employee means yourself or sole proprietorship.

Supervisor Bass questioned the awarded amount of \$10,000 if that would be enough for these businesses. Chris Boies explained that some businesses did receive federal funding, adding that once we receive and review applications, if we see a need for more funding we will come back to the Board before December 30, 2020, to ask for a second round of funding.

Hebie Anderson, the Custodian of the building, entered the room and the Board thanked her for her hard work in keeping the building clean.

Supervisor Catlett moved to approve the Small Business Assistance Program. The motion carried by the following vote:

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

C. Overtime Contingency for Fire & EMS

2020-08-10 Summary: Following review, the Finance Committee recommends the following:

The committee discussed the recommendation of the Personnel Committee and also recommends approval.

2020-08-18 Action: Item was discussed and action was made under Personnel Committee recommendation.

D. Refund of Personal Property tax overpayment

2020-08-10 Summary: Following review, the Finance Committee recommends the following:

“Be it resolved that the Board of Supervisors of Clarke County Virginia authorize the Treasurer of Clarke County Virginia to refund the excess tax amount of \$108,994.84 to the taxpayer.”

2020-08-18 Action: Following review, **Supervisor Lawrence moved “Be it resolved that the Board of Supervisors of Clarke County Virginia authorize the Treasurer of Clarke County Virginia to refund the excess tax amount of \$108,994.84 to the taxpayer.”. The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye

Doug M. Lawrence - Aye
Beverly B. McKay - Aye
David S. Weiss - Aye

E. Bills and Claims.

2020-08-10 Summary: The Finance Committee recommends acceptance.

2020-08-18 Action: Following review, **Supervisor Catlett moved to accept the July 2020 Invoice History Report. The motion carried by the following vote:**

Matthew E. Bass - Aye
Terri T. Catlett - Aye
Doug M. Lawrence - Aye
Beverly B. McKay - Aye
David S. Weiss - Aye

F. Standing Reports. FYI: Reconciliation of Appropriation, General Fund Balance, General Government Capital Projects, Expenditure Summary

2020-08-18 Action: Information only.

10) Government Projects Update

Chris Boies provided the monthly project update:

- Bids were received for the courthouse HVAC project; the low bid was \$109,000. We expect the contract to be awarded this week and the work to be completed in late October, early November. This project will not only replace an aging system but will also relocate this unit to prevent the access and condensation issues we have had that have created ceiling damage in the courthouse.
- The group working on options for the Kohn property will meet this week; I expect we are very close to having a recommendation for the Board on a potential use for that property, which is consistent with the donor's request and our own long term objectives. Alison Teetor has led the charge on this effort.
- I want to thank Brian Lichty for his efforts in securing another grant; this particular grant was an Assistance to Firefighters Grant for infection control kits and PPE in the amount of \$13,714.

- As you probably noticed today, most of the county office windows are now open. The Planning & Zoning window came in scratched, so we are waiting on a replacement piece before that window is able to be opened. Things seem to be running smoothly.
- I would like to recognize Brianna Taylor, Deputy Clerk, for receiving a scholarship to attend the VMCA Municipal Clerk's Institute this October and Brandon Stidham, Director of Planning & Zoning, who also received a scholarship to attend a professional development program through NACO called High-Performance Leadership. Together these programs are providing over \$2,500 in free development for our employees.
- As some of you are aware, the online FOIA training touted by the State as a way to meet the new training requirements is still not working. Brianna Taylor will let you know when it is back up and running properly.
- Would like to thank Felicia Hart, Director of Economic Development & Tourism for her work on the Small Business Assistance Program.
- Thank Lisa Cooke, Director of Parks & Recreation, and all the Parks & Recreation staff for their hard work on the childcare program.

Supervisor Lawrence questioned the Building Department's new single-family dwelling report, specifically for July in Berryville, asking if the number indicates houses that have applications or are those completed. Chris Boies and Brianna Taylor clarified that the total number indicates that the building permit was received. Chris Boies added that James Royston, Building Official, has completed preliminary work to allow the contractor to have master plans for the many houses that will be built, so they can submit and receive permits faster.

Chair Weiss expressed that there is a tree branch down on the fence at the Convenience Center.

11) Miscellaneous Items

Discussion on Supporting Parents & Students for Upcoming School Year.

Chair Weiss stated that the School Board made the decision for this school year, and no matter how or why they did it, it will have an impact on the entire community. This is not the Board of Supervisors' job, and I have not reached out to the School Board, but I believed it would be good to have a conversation of what the Board's concerns are for the community.

Chair Weiss expressed that this is a traumatic subject for many parents; there is the internet issues, there is at-risk children that need to be addressed, and many other problems that need to be looked at.

Vice-Chair McKay communicated that there are many parents that are concerned because they have multiple children and the internet that they have will not accommodate the amount of data.

Chair Weiss opined that the final decision was made because the schools did not have enough staff to manage the middle and high school students.

Supervisor Catlett conveyed that one of the School Board members stated that they needed to be creative and figure out ideas to partner with churches and other entities to provide internet access to families. Adding that if the Board could communicate and give options to broadcast internet options. Supervisor Bass communicated that he has seen posts that indicate and suggest options for both childcare and internet access, adding that as a Board, we may not have the resources but that having the community involvement via Facebook is great. Adding that he wished there was a way to centralize that to broadcast and advertise those options. Chris Boies voiced that we need to communicate with the school staff and the School Board to make sure we are not overstepping and attempting to do something that they have planned to already accomplish.

Chris Boies asserted that staff reached out to the broadband consultant who completed the study; the consultant told staff to reach out to Shentel to see if there were any temporary fixes that they could provide during this time. Yesterday, staff had a conversation with Shentel and discovered they cannot do anything quickly, but they do plan on doing long term plans for broadband. Staff is working on setting up a call with another vendor to see if they have any temporary fix. Adding that once again this would be CARES Act funding that would end at the end of the year.

Chris Boies disclosed that from the school survey, the County realized that many of the families who stated that they did not have internet were in the Town of Berryville where internet is available. We need to look to see if the CARES Act funding could assist in providing internet service until the end of the year for those families. Adding that this still needs to be looked at so we can figure out the details and provide what we can to those students, opining that once again, this would be with the CARES Act funding, so at the end of the year, funding could stop abruptly.

Chris Boies explained that Lisa Cooke, Director of Parks & Recreation is working on after school programs for children to give them more options of activities. Also considering keeping the pool open longer since we opened it later this year.

Supervisor Catlett highlighted that Dr. Bishop mentioned setting up hot spot around the County to help with internet access for students. Chris Boies explained that that is still being discussed and examined.

Chair Weiss stated that teachers are required to come into class to teach from the classroom; therefore, students will most likely need to be connected for hours during the day to attend the classes.

Supervisor Lawrence expressed that some localities are setting up school buses as hot spot locations. Explaining that one locality allowed the students to get into the bus to access the school work, which makes no sense why allow students to sit on a school bus together but not come into a classroom.

Chair Weiss asked Sheriff Roper about what is the plan with children at risk and school resources officers. Sheriff Roper explained that at this time, there are no answers but many questions. Currently, questioning the State funding, we need to understand how long we will be functioning in his manner. Adding, we do not want to take the School Resource Officers out of the middle and high school in case the schools reopen to student's sooner; will work with Dr. Bishop and get a plan set.

Sheriff Roper opined that at a time where personnel fell reluctant to come to aide, the County firefighters and deputy sheriffs have been working hard this whole pandemic. Expressing that in the future, it would be nice to look at financial assistance to recognize all of these employees.

Chair Weiss requested that Sheriff Roper thank and continue to thank all of his staff for the hard work, emphasizing that the Board does appreciate everything that they have done and continue to do.

Chair Weiss suggested that it may be a good idea to set up a meeting with myself, the School Board Chair, the Superintendent, and the County Administrator.

Vice-Chair McKay stated that he does not want to be blamed for the decision that the School Board made. Adding that we need to ensure that our citizens are educated.

Supervisor Catlett opined that there is no real solution to this; it is a moving target. Gave the option to have Chris Boies, County Administrator express the Boards concerns, letting them know we are here to assist, encouraging them to help the community.

Vice-Chair McKay explained that the big issue is internet access, we need to find out how the school will assist those students who just are in those locations that cannot get access.

Supervisor Lawrence opined that the best option to assist currently it to look at the internet access survey and help with the ones that are in the Town of Berryville to get those children connected. Comcast is available and currently, they are offering internet for \$10 a month, if we could examine those and help them get connected it would lessen the overall number of students without internet availability. Adding that an idea of an open forum will be discussed at the Broadband Implementation Committee, tomorrow. The idea behind possibly having an open forum is to allow the community to learn more about broadband and to connect. Further explaining that broadband is an issue across the State.

Supervisor Bass agreed that an open forum is a good idea stating that citizens in the community are already reaching out to see what can be done and how to help - adding that Government can assist by having a central location to receive resources for the community.

Supervisor Catlett stated that the school may be able to give options on how to better assist the students and families - Opining that Dr. Bishop may already be working on alternatives.

By Consensus, the Board agreed to have Chris Boies set up a meeting with the Superintendent and School Board Chair, to discuss that the Board would like to help.

Chair Weiss stated that in some fashion, the Board needs to show the community that the Board and School Board are working together to solve a very serious problem.

Chris Boies stated that he would reach out to the School Board Chair, the Superintendent, and County Staff to meet as early as Thursday of this week.

12) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process approved minutes for July 14, 2020, Joint Meeting with Town Council, and July 21, 2020, Regular Meeting Minutes.	Brianna R. Taylor
2.	Execute Resolution 2020-15R	David S. Weiss
3.	Process Resolution 2020-15R	Brianna R. Taylor
4.	Hire full-time Firefighter/EMT position	Brian Lichty
5.	Start process for Blue Ridge staffing	Brian Lichty
6.	Finalize Childcare program	Chris Boies
7.	Process and Execute the Small Business Assistance Program	Felicia Hart and Tiffany Kemp
8.	Inform Treasurer to Refund Personal Property Tax Overpayment	Chris Boies
9.	Set up meeting with School Board Chair to discuss supporting parents and students for upcoming school year	Chris Boies

Chair Weiss stated that Chris Boies is preparing a letter for DMV concerning Trips to encourage them to reopen as quickly and safely as possible.

13) Board Member Committee Status Reports

Supervisor Matthew E. Bass

Board of Septic and Well Appeals

- Public hearing for septic system for Lockes Mill, plan to have a restroom.
- Working on having more uses for the Mill, for example field trips for the school.
- Approved variance for practical conditions, with the septic will be located below the Mill.

Library Advisory Council

- No meeting, planning to meet as soon as possible.

Planning Commission

- Did not meet in August
- Goal is to take the Boards points and concerns with respect to short-term rentals.

Sheriff Office

- Big issue is dealing with mental health issues; dealing with those issues takes a tremendous amount of time and resources. Looking into what can be done to help in that area.
- Staffing is an issue, trying to figure out what will happen with the School Resource Officers as the schools are not physically in all of the buildings.
- Another topic was pay raises, especially during this time, while staff has been out every day keeping the community safe. Chair Weiss stated that raises were in the budget and still are in the contingency list to be reviewed when there is a better understanding of financial impacts from the pandemic.
- Last topic discussed was the idea of having a human resources department.

Josephine School Community Museum Board

- No meeting, planning to meet as soon as possible.

Northwestern Regional Juvenile Detention Center Commission

- From May minutes stated that there were no Clarke County residents.
- Discussion about contracting with ICE for undocumented juveniles to bring in approximately \$300,000 per year if the contract is entered.

Legislative Updates – High Growth Coalition

- Decisions are being made today.

Northwest Regional Adult Drug Treatment Court Advisory Committee

- Met in July and planned to have a program evaluation done on August 4, waiting on the results from that. Will bring that evaluation report results to the Board as soon as they are available.

Supervisor Terri T. Catlett

Career and Technical Education Advisory

- Has not met.

Community Policy and Management Team

- Missed the meeting.

Clarke County Humane Foundation

- met via ZOOM.
- Changed fees.
- Rosehill agreed to participate in the Rabies Clinic.

Conservation Easement Authority

- Meeting scheduled for Thursday.

Parks & Recreation Advisory Board

- Did not have a quorum.

Clarke County Historic Preservation Commission

- Met but quorum left so meeting was cut short.

School Board

- Met at least two extra times trying to handle school this year.
- There is no good solution, hope they do their best to get the kids back in school.

VACo

- General Meeting has been cancelled.
- Board meeting via ZOOM scheduled for Friday.
- November conference will be virtual.

Town of Millwood

- Identifying projects for Millwood.
- Carter Hall did not sell.

Supervisor Doug M. Lawrence

Board of Social Services

- We are a non-deviating County so we have to follow State programs.
- Believe the County can use resources to help that department.

Berryville/Clarke County Joint Committee on Economic Development and Tourism

- Director Felicia Hart is going to have a meeting for hospitality.

Broadband Implementation Committee

- Will discuss Clarke Connect.
- Amazing what other Counties have done.
- Will keep making strides and working on Broadband.

Northwestern Regional Jail Authority

- The news article did not convey that the Jail has been doing a tremendous job of keeping Covid-19 out of the jail.

Vice Chair Bev B. McKay

Broadband Implementation Committee

- Supervisor Lawrence was elected Chair.
- Discussing the Open Forum.

Northern Shenandoah Valley Regional Commission

- Meeting via ZOOM tomorrow.

Clarke County Sanitary Authority

- Discussed delinquent bills and how to collect those.
- Looking at meters, authorizing a Request for Proposal.
- Had a presentation on mapping the lines.
- Voted to use the same company to look for leaks starting at the end of September or beginning of October.

Chairman David S. Weiss

Fire & EMS Commission

- Had a good meeting.

14) Closed Session

At 3:21 pm, Vice Chair McKay **moved to enter closed session pursuant to §2.2-3711-A1 Specific Employees or appointees of the Board and §2.2-3711-A5**

Discussion of unannounced business location. The motion carried by the following vote:

Matthew E. Bass - Aye
Terri T. Catlett Aye
Doug M. Lawrence - Aye
Beverly B. McKay - Aye
David S. Weiss - Aye

At 4:21 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, Vice Chair McKay moved to; reconvene in open session. The motion carried as follows:**

Matthew E. Bass - Aye
Terri T. Catlett Aye
Doug M. Lawrence - Aye
Beverly B. McKay - Aye
David S. Weiss - Aye

Supervisor Bass 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:

Matthew E. Bass - Aye
Terri T. Catlett Aye
Doug M. Lawrence - Aye
Beverly B. McKay - Aye
David S. Weiss - Aye

No action was taken following Closed Session.

15) Adjournment

At 4:23 pm, Chairman Weiss adjourned the meeting.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, September 15, 2020, at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: August 18, 2020

David S. Weiss, Chair

Chris Boies, County Administrator

Transcribed by Brianna R. Taylor, Deputy Clerk to the Board of Supervisors