

At a regular meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on October 5, 2021 at 9:00 AM.

Present: Cheryl L. Cullers, Chair (South River District); Archie A. Fox, Vice Chairman (Fork District); Tony F. Carter (Happy Creek District); Walter J. Mabe (Shenandoah District); and Delores R. Oates (North River District); also present were Edwin C. Daley, County Administrator; Taryn G. Logan, Deputy County Administrator; Jason J. Ham, Interim County Attorney; Dr. Chris Ballenger, Superintendent of Warren County Public Schools; David Beahm, Building Official; Mike Berry, Public Works Director; Michael Coffelt, Sanitary District Manager; Kayla Darr, Human Resources Office Associate; Samantha Edwards, Assistant Director of Social Services; Jeff Hayes, Project Manager; Gerry Maiatico, Fire Marshal; Jon Martz, Director of Social Services; Jane Meadows, Human Resources Director; Joe Petty, Planning Director; Matt Robertson, Finance Director; and Emily M. Ciarrocchi, Deputy Clerk of the Board

Adoption of Agenda

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors adopted the agenda as presented:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

Report – Virginia Department of Transportation – Ed Carter

Matt Smith, Assistant Resident Engineer with the Virginia Department of Transportation (VDOT), presented Ed Carter's monthly report to the Board:

Maintenance:

- Completed 80% of the mowing on secondary routes and should complete 100% this month and all primary routes
- Performed grading and stone application operations on various non-hard surfaced roads in the County
- Conducted ditch cleaning and shoulder repair operations in the Rockland and Reliance area
- Placed shoulder stone on the newly paved portion of Route 619 (Rivermont Drive)
- Cleaned up downed trees/debris from storm damage and picked up trash bags collected by the Regional Correctional crews
- Will be skin patching on various routes and asphalt patching on Route 340 and Toray Drive

- Have begun brush cutting for the continuation of the Rural Rustic project on Route 628 (Rocky Hollow Road)

Board Issues: VDOT has received some additional safety funds for Route 55 between Linden and Front Royal. They are currently looking at safety measures that they can use them for. Included for consideration are guardrail upgrades, centerline inlaid markers, rumble strips, intersection stop bars, and additional signage. VDOT will evaluate the options over the next 30 days and apprise the Board.

Mr. Mabe thanked Mr. Smith for the work VDOT did along Freezeland Road to clear the brush around the guardrails.

Mr. Carter asked Mr. Smith to look into repairing or replacing the guardrails on Dismal Hollow Road near the Interstate 66 bridge as they are in fairly bad shape. He also asked if VDOT could replace/redo the rumble strips on Route 55 (John Marshall Highway) on either side of the High Knob Road entrance.

Mrs. Cullers voiced a number of road concerns, including the status of the Browntown Road paving project, low-hanging trees and branches along Browntown Road that are damaging travel trailers, the state of the pavement along Route 340, and the fact that the lower truck speed signs have not been installed yet on Route 340 South. Mr. Smith said he would look into her concerns.

Public Comment Period (60 Minute Time Limit)

There were no presentations from the public.

Report – People, Inc. – Samantha Barber

Samantha Barber, Director of Community Engagement for People, Inc., provided an overview of the services offered by People, Inc., including business loans, foreclosure prevention counseling, affordable housing, and early childcare education. She also introduced Marshall Williams with Virginia Cares who spoke about the pre- and post-release services being offered by Virginia Cares. The incarcerated individual who is about to be released has an assessment completed, which helps to determine what services are needed to help them with reentry into the community and provides them with an advocate. They are working with groups and agencies in the area to determine what services are currently in place and how to decrease recidivism.

Mrs. Cullers asked if all the services released inmates required would be ready when they step out or if they would have to wait to start until they are released. Mr. Williams responded it was a combination of both; the inmates receive an assessment prior to being released in addition to a post-release reentry meeting.

Mrs. Oates mentioned the work of the Drug Prevention Committee to establish a Drug Court in Warren County and expressed her desire to meet with Mr. Williams for potential collaboration.

Report – Warren County Department of Social Services – Jon Martz

Jon Martz, Director of Social Services, introduced the new Job Developer for the Department, Brooke McClung, who reported since starting on September 1st, she has served seven clients and gotten four of them employed. She assists both unemployed and under-employed residents on a walk-in and appointment basis with resume building and applying for jobs online. Her Facebook page is “Warren County DSS Employment Services”.

Mr. Martz told the story of how Ms. McClung helped a couple who had been sleeping in a tent on the Appalachian Trail and in the span of an afternoon found them food, stable housing, and employment.

Michelle Smeltzer, Community Liaison, reported the Department had received a \$35,000 community block grant from the Western Continuum of Care to provide motel stays for homeless individuals in the County. To-date approximately \$4,000 of this grant has been spent helping eleven (11) clients; she has been trying to find them permanent housing, but there is very little affordable housing in the area. The grant ends on March 30th, which will take the Department through the winter so they can help individuals and families who cannot utilize the Thermal Shelter.

Samantha Edwards, Assistant Director of Social Services, informed the Board she had accepted a position as the Assistant Director in Rappahannock County. She relayed it has been an honor and incredible opportunity to serve here in Warren County, and she is grateful for her professional development and the support of the Board and fellow staff.

Mr. Martz was happy to report that a child who has been in foster care for two-and-a-half years has had his adoption finalized.

Report – Warren County Public Schools – Dr. Chris Ballenger

Dr. Chris Ballenger, Superintendent of Warren County Public Schools (WCPS), reported the all the positive COVID-19 cases in the school system have been traced to household or community contacts, and no schools in the system are on the Virginia Department of Health’s outbreak list. Teachers and staff are performing their due diligence to mitigate the risk of potential exposure and spread of the virus. Dr. Ballenger encouraged parents and guardians to check for any symptoms before sending students to school. Last year, the hybrid in-person/virtual learning plan necessitated by the pandemic did not work for all students, so WCPS has made it a priority to protect instruction this year as much as possible. Support coaches were hired this year to help reacclimate students coming back to school in-person.

WCPS is looking into a few grant opportunities for additional staff to help with contact tracing, COVID-19 test kits, and for buses; Aaron Mitchell with the Transportation Division will be attending a webinar to review the application requirements. Dr. Ballenger said Buck Smith would be reaching out to the Board members to schedule a tour with them to view the completed renovations to A.S. Rhodes Elementary School. He also provided an overview of recent smaller projects completed or currently in progress in the school system, including a greenhouse at Skyline High School, partial fencing at E. Wilson Morrison Elementary School, concrete and pillar work and window work at Skyline Middle School, roof repairs at the Skyline High School gymnasium, and the future HVAC replacement at Leslie Fox Keyser Elementary School and Blue Ridge Technical Center.

Dr. Ballenger concluded by reiterating the main challenge WCPS is facing now is staffing. They are simply not receiving applications for the vacant positions, and they are now looking into paying teachers for when they use their planning periods to cover other classes.

Closed Session – Virginia Freedom of Information Act

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors entered into a closed meeting under the provisions of Sections 2.2-3711(A)(7) and (A)(8) of the Virginia Freedom of Information Act for consultation with legal counsel pertaining to actual or probable litigation and the provision of legal advice regarding the Industrial Development Authority of the Town of Front Royal and the County of Warren, Virginia (the “EDA”), the Town of Front Royal, the *EDA vs. Jennifer McDonald, et al.*, the *Town of Front Royal vs. the EDA, et al.*, and other potential claims and litigation relating to other possible liabilities of the EDA and the recovery of EDA funds and assets:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors certified to the best of each member’s knowledge only public business matters lawfully exempted from open meeting requirements under Sections 2.2-3711(A)(7) and (A)(8) of the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

There were no motions to come out of this closed meeting.

Reports – Board Members, County Administrator, Interim County Attorney

Mr. Carter had nothing to report.

Mr. Fox had nothing to report.

Mr. Mabe yielded his time.

Mrs. Oates yielded her time.

Mrs. Cullers reported the following:

- Reminded everyone that October is Breast Cancer Awareness month
- Encouraged all County citizens who believe they are unserved or underserved by broadband providers to fill out the All Points Broadband survey
- Extended her condolences to the Maiatico family for the tragic passing of Captain Tony Maiatico's 18-year-old son, Logan Maiatico, on Monday morning

Dr. Daley reported the following:

- Invited Fire Marshal Gerry Maiatico to provide a report; Mr. Maiatico said Sunday, October 3rd kicked off National Fire Prevention Week, and this year's theme is "Learn the sounds of fire safety". Fires kill more people in the country every year than all natural disasters combined, and the Department has been putting together a series of instructional videos for the public. The Department has donated two fire safety books to Samuels Public Library that can be checked out.

The Department has partnered with its union Local 3588, and Fire Chief James Bonzano has approved new official department apparel for the month of October – pink shirts in honor of Breast Cancer Awareness month. There are also purple ribbons flying on the Department's apparatus for Domestic Violence Awareness month in cooperation with the Phoenix Project.

- Dr. Daley reminded the Board of its work session scheduled for Tuesday, October 12th beginning at 6:00 PM featuring presentations from Frederick Water and the Parks and Recreation Department.
- The next Town/County Liaison Committee meeting is tentatively scheduled for Thursday, December 9th at 6:00 PM in the Government Center.
- Town and County staff have tentatively scheduled the joint Town/County Advance for February 5, 2022, and Dr. Daley would like to have the County Advance in late November/early December followed by a second meeting with staff.
- He was pleased to announce that Matt Robertson, Deputy Finance Director, has accepted the position of Finance Director, effective October 1st.
- Invited Taryn Logan, Deputy County Administrator, to introduce the new Human Resources staff. Ms. Logan recognized the exemplary work of Kayla Darr, Human Resources Office Associate, during the interim period following the illness and untimely passing of former Human Resources Director Jodi Saffelle. She then introduced the new Human Resources Director, Jane Meadows, who holds a Master's

degree in Human Resources Management and has over fifteen (15) years of direct human resources experience.

Appropriations and Transfers

On a motion by Mr. Mabe, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the additional appropriations and transfers as presented and shown below:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

TRANSFER

Economic Development	Transfer operational budget from Economic Development Authority Fund to General Fund	\$163,836
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DE-APPROPRIATION

Economic Development	De-appropriation of General Fund operating contribution to Economic Development Authority Fund	\$165,375
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Approval of Minutes

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors approved the minutes of its regular meetings of September 7, 2021 and September 21, 2021 as presented:

Fox, Aye; Mabe, Aye; Cullers, Aye; Oates, Aye; Carter, Aye

Consent Agenda

1. Proposed FY 2022-2023 Budget Schedule and Departmental Request Forms – Matt Robertson/Ed Daley
2. Road Naming Request – Access Road off Fort Valley Road as “Passage Valley Lane” – Emma Rusnak
3. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-08-01, Charles and Lou Ann Dotson for Private Use Camping – Matt Wendling
4. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-08-02, Jacob Lott, Jr., and Sandra Kiepfer for a Short-Term Tourist Rental – Matt Wendling
5. Authorization to Advertise for Public Hearing – Conditional Use Permit 2021-08-03, Nicole and Sean McGinn for a Short-Term Tourist Rental – Matt Wendling
6. Coyote Bounty – Gary R. White (1) – \$50.00 Each – Animal Control

On a motion by Mrs. Oates, seconded by Mr. Mabe, and by the following vote, the Board of Supervisors approved the Consent Agenda as presented:

Carter, Aye; Oates, Aye; Cullers, Aye; Mabe, Aye; Fox, Aye

Adjournment

Mrs. Cullers adjourned the meeting at 10:56 AM.