

At a Regular Meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on October 03, 2023, at 7:00 PM.

Present: Victoria L. Cook, Chair (Fork District); Cheryl L. Cullers, Vice Chair (South River District); Walter J. Mabe (Shenandoah District), and Delores R. Oates (North River District) Jerome K. Butler (Happy Creek District); also, Jane Meadows, Deputy County Administrator; Jason Ham, County Attorney; Alisa Scott, Finance Director; Chase Lenz, Zoning Administrator; Gerry Maiatico, Assistant Fire Chief; Kayla Darr, Human Resources Manager, Zach Henderson, Deputy Clerk of the Board

Call to Order:

Ms. Cook called the meeting to order at 7:02 PM with a moment of silence.

Adoption of Agenda:

On a motion by Mr. Mabe, seconded by Ms. Cullers, and the following vote, the board adopted the Agenda as amended to include consideration of the Adoption of the Library Funding Agreement as the first item of business immediately before the Public Comment Period.

Library Funding Agreement:

Prior to the Agenda Adoption vote, Ms. Cook went over the updates to the agreement since the most recent version. Samuel's Library will receive their budget for Fiscal Year 2024, the period performance has been extended for another year, and this funding agreement will end on June 30th, 2025. In terms of library Governance, the Board of Supervisors will still appoint (in accordance with the library's by-laws) a representative to their executive committee, and the Board can recommend candidates to the Board of Trustees.

On a motion by Mr. Butler, seconded by Mr. Mabe, and the following vote, the Board authorized the County Administrator to execute the library funding agreement on behalf of Warren County, Virginia.

Mr. Mabe, Aye; Ms. Oates, Aye; Ms. Cook; Aye, Ms. Cullers, Aye; Mr. Butler, Aye

Public Comment Period:

The following is a list of citizens who spoke voicing their support for Samuels Public Library and its content, funding etc.:

- Samantha Good
- Tina Marie Johnson
- Bethany O'Neil
- Michelle Kerns
- Kathy Stride
- Jackie Masella
- Connor Trevor
- Kelsey Lawrence

7:30 PM - Public Hearings:

Public Hearing - Conditional Use Permit 2023-07-02 - Shannon McCartney for a Short-Term Tourist Rental:

Mr. Lenz stated that the applicant is requesting a short-term tourist rental for a property that was purchased in August of 2022 on Reliance Road. The owner will manage the property personally with assistance from local professional services for trash disposal, cleaning, and maintenance.

Ms. Cook opened the public hearing but there were no comments from the Applicant or public and hearing was then closed.

On a motion by Ms. Oates, seconded by Ms. Cullers, and the following vote, the Board approved the conditional use permit request of Shannon McCartney for a short-term tourist rental with conditions as recommended by the planning commission and staff.

Mr. Butler, Aye; Mrs. Cullers; Mrs. Cook, Aye; Mrs. Oates, Aye; Mr. Mabe, Aye

Public Hearing - Conditional Use Permit 2023-07-03 - Elizabeth (Beth) Waller for a Short-Term Tourist Rental

Mr. Lenz stated that the applicant is requesting a conditional use permit for property she was given in December 2003. The applicant intends to rent out her finished basement while residing in the main portion of the dwelling initially and may open portions of the main levels of the dwelling in the future to the short-term rental guests. With over 20 years of experience as a realtor in Warren County, the owner will manage the property personally and since breakfast will not be served to the transients' guests, the uses are for a short-term rental and not considered a bed and breakfast establishment.

Ms. Cook opened the public hearing but there were no comments from the Applicant or public and the hearing was closed.

On a motion made by Ms. Oates, seconded by Mr. Mabe, and the following vote, the Board approved the conditional use permit request of Elizabeth Waller for a short-term tourist rental with the conditions as recommended by the planning commission and staff.

Mr. Mabe, Aye; Ms. Oates, Aye; Ms. Cook; Aye, Ms. Cullers, Aye; Mr. Butler, Aye

Public Hearing - Rivermont Volunteer Fire Department, Inc. - Financial Agreement - Community Leasing Partners - Division of Community National Bank

Mr. Maiatico stated that the Rivermont Volunteer Fire Department is seeking a Financial Agreement through the Community Leasing Partners which is a division of Community National bank for a Tanker Acquisition.

Mr. Butler asked what the interest rate is and Mr. Maiatico stated that it was 5.5%.

There were no additional comments from the Board or public and Ms. Cook closed the Public Hearing.

On a motion by Ms. Oates, seconded by Ms. Cullers, and the following vote, the Board authorized Rivermont Volunteer Fire Department, inc. to seek financing in the amount of \$429,687 for the purchase of a fire truck through the Community Leasing Partners as well as the County Administrator to execute the requirements of the IRS Section 147 F approval and written agreement requirements.

Mr. Butler, Aye; Mrs. Cullers; Mrs. Cook, Aye; Mrs. Oates, Aye; Mr. Mabe, Aye

Board Reports:

- Mr. Butler reported the following:
 - Commented on the request for reconsideration form and had inadvertently marked that it was on behalf of the Board of Supervisors but did send a correction stating that he was speaking on behalf of himself and not the Board.
 - Attended a meeting at the Airport in developing various activities and programs for people to come and enjoy.
- Ms. Cullers reported the following:
 - On September 20th, attended a Transportation Joint Committee meeting with Town Council
 - On September 20th, attended the Fire Chief's meeting to discuss station staffing.
 - On September 21st, attended the Blue Ridge Committee meeting at Big Meadows Lodge
 - On September 22nd, met with Senator Kaine about Rail Trail funding.

- On September 22nd, attended a meeting at Chester Gap Fire Department to discuss a regional approach to funding with Rappahannock County.
- On September 25th met with a representative of the Department of Wildlife resources at the Indian Hollow Boat Landing.
- On October 2nd attended a Library meeting where the Library Funding Agreement was completed and signed by their Trustees
- Ms. Oates reported the following:
 - Announced that Warren County and Shenandoah County applied for the Bureau of Justice Grant together and was awarded \$900,000.
 - Attended a fundraiser sponsored by the Warren County Rotary to raise money for Skyline HS Scholarships.
 - Thanked the Library for their work on the reconsiderations and reviews of 3,848 books.
- Mr. Mabe reported the following:
 - On September 20th, attended a 'People Inc' meeting to discuss lending opportunities in Warren County.
 - On September 22nd, attended the monthly EDA Meeting.
 - On September 27th, attended a Building Committee meeting with Ms. Cullers.
 - On September 28th, attended an RSW Jail meeting and later that same day attended a DSS Advisory Board meeting.
 - Urged the community to still be vigilant about water conservation despite the recent rainfall.
- Ms. Cook Reported the following:
 - Attended a meeting of the Airport Commission with Mr. Butler.
 - Attended various meetings with the Library Board of Trustees to discuss the MOA that was approved this evening.
 - Attended a meeting of the Fire Chief's Advisory Board with Ms. Cullers.
 - Attended the monthly EDA meeting with Mr. Mabe.
 - Commented on the ongoing Library 'journey' and spoke to the importance of civil rights and correspondence and unity moving forward.
- Ms. Meadows reported the following:
 - Reminded the Board that on Monday the office will be closed in observance of Columbus Day.
- Mr. Ham reported the following:
 - *No Report*

Approval of Minutes 8.22.23:

On a motion by Mr. Mabe, seconded by Ms. Cullers, and the following vote, the Board approved the minutes as presented:

Mr. Mabe, Aye; Ms. Oates, Aye; Ms. Cook; Aye, Ms. Cullers, Aye; Mr. Butler, Aye

Consent Agenda:

1. Authorization to Advertise for Public Hearing - Conditional Use Permit 2023-08-01 - Renee Grebe & Matthew Iden/Kyrrheim LLC for a Short-Term Tourist Rental
2. Authorization to Advertise for Public Hearing - Zoning Text Amendment Z2023-08-03 - Lighting.
3. Authorization to Advertise for Public Hearing - CUP2013-09-01 - Commercial Auto Repair Garage - William (Bill) Long Modification to remove condition #10 and Dissolve the Agreement to Provide an Easement to VDOT
4. Authorization to Advertise for Public Hearing - Z2023-08-04 - Family Subdivisions
5. Authorization to Advertise for Public Hearing - Z2023-08-05 - Definition of Family Subdivision - Warren County Code Section 155-3(B)(1)(b)
6. 2023 Annual Virginia Association of Counties (VACO) Conference Voting Credentials
7. Updated Pay and Holiday Calendar 2023 **(Removed for Discussion)**

On a motion by Mr. Butler, seconded by Mr. Mabe, and the following vote, the Board accepted the consent agenda, minus #7 removed for discussion.

Mr. Butler, Aye; Mrs. Cullers; Mrs. Cook, Aye; Mrs. Oates, Aye; Mr. Mabe, Aye

Updated Pay and Holiday Calendar 2023

Ms. Darr stated that Human Resources is proposing to change the Holiday Calendar to have the offices closed on December 26th instead of the currently scheduled day of December 22nd.

Ms. Cullers asked if there will be an impact on expenses since the County will exchange a half day off to a full day off.

Ms. Meadows stated that when the calendar was first made it was budgeted as a full day in the anticipation that the State would extend the half day to a full day, as a result, expenditures will not be impacted.

On a motion by Ms. Oates, seconded by Mr. Made, and the following vote, the Board moved the County observed the Christmas Eve Holiday from Friday, December 22nd, to Tuesday, December 26th, 2023.

Mr. Mabe, Aye; Ms. Oates, Aye; Ms. Cook; Aye, Ms. Cullers, Aye; Mr. Butler, Aye

Memorandum of Agreement for Support for Chester Gap Volunteer Fire Department Inc:

Mr. Maiatico stated that that he is seeking Board approval for the MOA for support of the Chester Gap Volunteer Fire Department Inc staffing agreement. This is an agreement between Chester Gap VFD, the County of Warren, and Rappahannock County. This will provide temporary emergency staffing for the Chester Gap VFD utilizing contractors that serve both Counties and ensure 24-hour staffing.

On a motion by Ms. Cullers, seconded by Mr. Mabe, and the following vote, the Board authorized County Administrator Dr. Edwin Daley and County Attorney Jason Ham, to execute the agreement of support for the Chester Gap Volunteer Fire Department, incorporated between the County of Warren and Rappahannock County and the Chester Gap Volunteer Fire department inc. as presented.

Mr. Butler, Aye; Mrs. Cullers; Mrs. Cook, Aye; Mrs. Oates, Aye; Mr. Mabe, Aye

Adjournment:

On a motion by Ms. Oates, seconded by Mr. Mabe, and the following vote, the Board adjourned the meeting at 8:22 PM

Mr. Mabe, Aye; Ms. Oates, Aye; Ms. Cook; Aye, Ms. Cullers, Aye; Mr. Butler, Aye