

At a Closed Meeting and Work Session of the Board of Supervisors of Warren County held in the Warren County Government Center on February 18, 2025, at 5:00 PM.

Present – Warren County Board of Supervisors and County Staff: Cheryl L. Cullers, Chair (South River District); Jerome K. Butler, Vice Chair (Happy Creek District); Victoria L. Cook, (Fork District); Richard A. Jamieson, (North River District); John W. Stanmeyer, (Shenandoah District), also, Jason J. Ham, County Attorney; Edwin C. Daley, County Administrator.

Present at 5:50 PM – Warren County Library Board: Eric Belk, Dean Jaques, Victoria L. Cook, (Fork District); Veronica Ranieri, Frank Gresham

At 5:00 PM, on a motion by Ms. Cook, seconded by Mr. Stanmeyer, and the following vote, the Board entered into a closed meeting under Section 2.2-3711(A)(1) for the discussion or consideration of the assignment, appointment, promotion, performance, demotion, salaries, and resignation of specific public officers of the public body. The subject matter being citizen appointments to the Industrial Development Authority of the Town of Front Royal and the County of Warren, Virginia.

Additionally, the Board entered into a closed meeting under Section 2.2-3711(A)(7) for the purpose of consultation with legal counsel pertaining to actual litigation. The subject matter is Samuels Library Incorporated, et al of v. Warren County Board of Supervisors, et al CL25000155-00.

Lastly, the Board entered into a closed meeting under Section 2.2-3711(A)(8) for the purpose of the provision of legal advice regarding specific legal matters requiring such advice. The subject matters are the providing of library and broadband services.

Ms. Cook, Aye; Dr. Jameison, Aye; Mr. Butler, Aye; Mr. Stanmeyer, Aye; Ms. Cullers, Aye

At 5:50 PM, on a motion by Mr. Belk, seconded by Mr. Jaques, and the following vote, the Warren County Library Board entered into a closed meeting under Section 2.2-3711(A)(8) for the purpose of the provision of legal advice regarding specific legal matters requiring such advice. The subject matter is the providing of library services.

Mr. Belk, Aye; Mr. Jaques, Aye; Ms. Ranieri, Aye; Ms. Cook, Aye; Mr. Gresham, Aye

At 6:30 PM, on a motion by Mr. Belk, seconded by Mr. Jaques, and the following vote, the Warren County Library Board certified to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711(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.

Mr. Belk, Aye; Mr. Jaques, Aye; Ms. Ranieri, Aye; Ms. Cook, Aye; Mr. Gresham, Aye

At 6:53 PM, on a motion by Ms. Cook, seconded by Mr. Stanmeyer, and the following vote, the Board 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)(1), (7) and (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.

Ms. Cook, Aye; Dr. Jameison, Aye; Mr. Butler, Aye; Mr. Stanmeyer, Aye; Ms. Cullers, Aye

At a Regular Meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on February 18, 2025, at 7:00 PM.

Present: Cheryl L. Cullers, Chair (South River District); Jerome K. Butler, Vice Chair (Happy Creek District); Victoria L. Cook, (Fork District); Richard A. Jamieson, (North River District); John W. Stanmeyer, (Shenandoah District), also, Jason J. Ham, County Attorney; Edwin C. Daley, County Administrator; Chase Lenz, Zoning Administrator, Kelly Wahl, Planner; Todd Jones, Director of Information Technology; Zachary Henderson, Deputy Clerk to the Board of Supervisors

Call to Order and Pledge of Allegiance of the United States of America:

Mr. Butler called the meeting to order at 7:00 PM with an opening prayer from Pastor Bill Orndoff.

Adoption of Agenda – Additions or Deletions:

Ms. Cullers added the appointment of Jon Martz – DSS Director, to the Community Policy and Management Team as an alternate to Genel Clarke – CSA Coordinator as Item T.

Mr. Butler added the citizen appointment of James Fox to the Economic Development Authority.

On a motion by Dr. Jamieson, seconded by Mr. Stanmeyer, and the following vote, the Board adopted the agenda as amended.

Ms. Cook, Aye; Dr. Jameison, Aye; Mr. Butler, Aye; Mr. Stanmeyer, Aye; Ms. Cullers, Aye

Chris Dillon - Brightspeed BEAD Proposal:

Mr. Chris Dillon, the director of affairs for Brightspeed, discussed their BEAD project proposal that highlighted their mission statement and plan, eligible locations in Warren County, the instillation process etc.

Mr. Stanmeyer stated that she had had a phone call with Mr. Dillon earlier and addressed some concerns over the instillation process, and protecting private roads from damage.

Ms. Cook asked if they could continue with the application if they did not receive the letter of support. Mr. Dillon said they could, and the letter would give the county “10 Points” out of the metric they have.

Richard Schollmann - All Points Broadband Letter of Support:

Mr. Richard Schollmann of All Points Broadband discussed their BEAD update highlighting the state’s implementation of BEAD, and Warren County’s tabulation areas.

Ms. Cullers emphasized that a lot of the highlighted area of the South River district has no service at all and wanted to ensure that area was going to be served given what is being requested by Brightspeed and All Points. Mr. Schollmann stated that they will go where it was agreed they will go and emphasized commitment to those areas.

Public Comment Period for items on the agenda, and not addressed in Public Hearings:

1. **John Jenkins** – voiced his concerns regarding the proposed Rockland ball parks and questioned the need for additional fields given the current debt and how much taxpayers contributed to it yearly.
2. **Lewis Moten** – voiced his concerns regarding the ongoing Broadband issue and how the South River District is not being served properly and thinks it should be a much higher priority.

Board Reports:

- **Ms. Cook had no reports.**
- **Dr. Jamieson reported the following:**
 - Met with Mr. Todd Jones as part of the IT committee meeting met with Todd and preparation updates for a new virtualization system that will be replacing VMWARE.

- Attended an IT presentation to the County by an IT consulting firm for systems between finance and the treasure office.
- **Ms. Cullers reported the following:**
 - On February 7th, attended a Coffee and Conversation meeting on the topic of Tourism.
 - Addressed the citizen comment regarding the need for additional ball fields stating that they are for softball, which currently only has 1 field and approximately 300 girls who sign up.
 - Addressed the ongoing broadband issue and emphasized the need for it in correlation the increased number of people working from home that need the service.
 - On February 8th, attended a ribbon cutting for a new dance and arts business
 - Attended a River mines banquet awards.
 - On February 10th, attended the monthly Browntown Community Center meeting
 - On February 13th, attended a Building Committee meeting.
 - Thanked VDOT and public works for their snow removal efforts
 - On February 23rd, will be attending a community meeting with the chair of the School Board at the Skyline High School Cafeteria
- **Mr. Stanmeyer reported the following:**
 - Spoke with various taxpayers about their assessment and walked them through the appeal process.
- **Mr. Butler reported the following:**
 - On February 5th, met with the Fire Chief to discuss the needs of the Fire and Rescue Department
 - On February 7th, attended the regional airport authority strategic planning meeting
 - Met with a few constituents regarding issues on taxes
 - Attended an Economic Impact data review presentation at the Warren County Airport.
- **Dr. Daley reported the following:**
 - Introduced Mr. Jones who briefed the Board on a situation regarding a downed server in the VMWARE server at the Public Safety Building.
 - Dr. Daley discussed the current vacancies in the EDA and their term limits.
- **Mr. Ham has no report**

Appropriations and Transfers:

On a motion by Ms. Cook, seconded by Dr. Jamieson, and the following vote, the Board approved the Appropriations and Transfers as presented.

Ms. Cook, Aye; Dr. Jameison, Aye; Mr. Butler, Aye; Mr. Stanmeyer, Aye; Ms. Cullers, Aye

Approval of Accounts:

On a motion by Ms. Cook, seconded by Dr. Jamieson, and the following vote, the Board approved the accounts as presented.

Ms. Cullers, Aye; Mr. Stanmeyer, Aye; Mr. Butler, Aye; Dr. Jameison, Aye; Ms. Cook, Aye

Approval of Minutes - February 4th Regular Meeting:

On a motion by Mr. Stanmeyer, seconded by Dr. Jamieson, and the following vote, the Board approved the minutes for the February 4th meeting as presented.

Ms. Cook, Aye; Dr. Jameison, Aye; Mr. Butler, Aye; Mr. Stanmeyer, Aye; Ms. Cullers, Aye

Public Hearings

Public Hearing - Z2024-11-01 - Conditional Use - Warren County Planning Staff:

Mr. Lenz stated that the proposed ordinance includes a few changes to the termination, expiration, extension, and reapplication procedures for conditional uses. Currently, expiration of a conditional use is listed as a valid reason for which the Board of Supervisors may terminate a conditional use permit. Under the current format, Planning staff must issue a notice of termination procedures letter via certified mail, wait 30 days for a response, place the proposed termination request on a Planning Commission meeting agenda as new business for discussion and a recommendation to the Board of Supervisors, and then the Board of Supervisors must hold at least one public hearing prior to rendering its decision. Planning staff is recommending the expiration procedures for a conditional use permit be established under a separate subsection with procedures for administrative expiration and requesting an extension from the Board of Supervisors. This would allow for the Zoning Administrator to expire a conditional use permit if the use has not been established within three calendar years or if the use has been abandoned for three calendar years without having to pursue the full termination process. The proposed subsection will require the Zoning Administrator to send a certified notice of impending conditional use permit expiration to the permit holder and grant the permit holder 30 days from receipt of the notice to apply for a conditional use permit extension. The procedures for requesting an extension from the Board of Supervisors will remain the same; however, the proposed text amendment would add a \$100 application fee to request the extension.

The proposed text amendment will add a requirement to the termination procedures for the Planning Commission to hold at least one public hearing prior to making a recommendation to the Board of Supervisors. This change was requested by the Planning Commission and the public after hearing a request for termination of a conditional use permit earlier this year.

The draft ordinance also proposes a restriction on reapplying for a conditional use permit within one year of denial by the Board of Supervisors. The locality is granted the express power to establish such an ordinance by Code of Virginia §15.2-2310 which states (for applications for special exceptions (conditional use permits) and variances), "Any locality may provide by ordinance that substantially the same application will not be considered by the board within a specified period, not exceeding one year." This proposed change is recommended by Planning staff following a case earlier this year when an applicant immediately reapplied after their conditional use permit was denied.

Mr. Butler opened the public hearing and Mr. Hugh Henry clarified the difference between expiration and termination, emphasizing that expiration should go through a similar process to termination, and this was a lot of power for later staff to have. Additionally, he emphasized that this would include all CUP's and not just short-term tourist rentals and that some individuals have unique circumstances with their CUP's that would make this new process a larger burden on them.

There were no additional comments from the public and the hearing was then closed.

Ms. Cullers stated that during the work session she brought up concerns about this item and commented that she feels that if the Board is the only one that can grant a CUP, then the Board should be the only ones who can take a CUP away. She further stated that people need to be able to have the opportunity to speak at a public hearing and give their rationale.

Ms. Cook asked why there is a difference in the separate motions of a 6-month re-application restriction and the 1-year application restriction. Mr. Lenz stated that when the ordinance was drafted, it was with full allowance with the state code for a 1-year delay. However, the Planning Commission disagreed with the time frame and moved forward with the recommendation of approval for a 6-month delay.

Ms. Cullers suggested that the motion could be changed to have the permit holder come before the Board of Supervisors as the final determination.

Mr. Stanmeyer commented that the 30-day notice could be too short and emphasized that every form of contact should be attempted

On a motion by Ms. Culler, seconded by Dr. Jamieson, and the following vote, the Board tabled the proposed amendment to the next available regular meeting for staff to incorporate the revisions discussed during the public hearing.

Ms. Cullers, Aye; Mr. Stanmeyer, Aye; Mr. Butler, Aye; Dr. Jameison, Aye; Ms. Cook, Aye

Public Hearing - Z2024-11-02 - Adult Business - Warren County Planning Staff:

Mr. Lenz stated that the proposed ordinance includes an amendment to Chapter 180 of the Warren County Code to amend §180-8C to add a definition for adult business, to enact §180-27D(21) to make adult businesses permissible only by conditional use permit in the Commercial zoning district, to enact §180-28D(23) to make adult businesses permissible only by conditional use permit in the Industrial zoning district, to amend §180-63C to add supplemental procedures for adult businesses, and to amend §180-63D to add supplemental standards for adult businesses. This text amendment is being requested by Planning staff at the recommendation of the County Attorney.

Currently, the Warren County zoning ordinance does not have any definition, procedures, or standards for adult business that would differentiate such a use from other listed uses permitted by right in the Commercial zoning district, such as retail stores, convenience stores, and indoor theaters. The purpose of this proposed amendment is to add a definition for adult business, make adult businesses permissible only by conditional use permit in the Commercial and Industrial zoning districts, and to set legal criteria for denial of a conditional use permit for an adult business to avoid potential legal challenges under the first amendment. At this time, Planning staff has not received any applications for adult businesses nor any communications related to prospective adult businesses in Warren County. This text amendment is preemptive in nature so that the County has procedures and standards for adult businesses in place should an application to establish an adult business be received in the future.

Mr. Butler opened the public hearing and Mr. John Jenkins voiced his concerns regarding this ordinance, emphasizing that certain retail stores currently sell tobacco and alcohol products that all require an individual to be 21 years of age to purchase, and none of those businesses require a CUP. Additionally, he expressed concerns regarding potential infringement on first amendment rights allowing the government to interfere in free commerce.

There were no additional comments from the public and the hearing was then closed.

Ms. Cullers asked Mr. Ham to clarify what exactly the intention of this ordinance is and that this will not restrict them entirely from the County, only that they will be considered for a CUP in the Commercial and Industrial areas rather than a residential area. Mr. Ham stated that this is a recognition that this is a different type of business than a bookstore or gas station and that it was carefully written to avoid any first amendment rights.

Ms. Cullers then emphasized that the County is not restricting the availability within the County, but just trying to keep them away from residential and have in them areas that would not be offensive to those next schools or homes etc.

On a motion by Dr. Jamieson, seconded by Mr. Stanmeyer, and the following vote, the Board approved the proposed amendment.

Ms. Cook, No; Dr. Jameison, Aye; Mr. Butler, No; Mr. Stanmeyer, Aye; Ms. Cullers, Aye

Public Hearing - CUP2024-12-01 – Short-Term Tourist Rental – Isaac Rushing:

Mr. Lenz stated that the applicant is requesting a conditional use permit for a short-term tourist rental for the property he and his brothers purchased in September of 2023. The owners would like to make their property available for short-term lodging for tourists, traveling nurses, and individuals seeking a change of scenery while telecommuting. The property will be managed by the owners who all primarily reside within 15 minutes of the subject property.

Mr. Butler opened the public hearing and the applicant, Isaac Rushing, spoke on behalf of the CUP stating that the future plans are to promote agritourism.

There were no additional comments from the public and the hearing was then closed.

On a motion by Ms. Cook, seconded by Dr. Jamieson, and the following vote, the Board approved the conditional use permit request of Isaac Rushing for a short-term tourist rental with the conditions as recommended by the Planning Commission and staff.

Ms. Cullers, Aye; Mr. Stanmeyer, Aye; Mr. Butler, Aye; Dr. Jameison, Aye; Ms. Cook, Aye

Public Hearing - CUP2024-12-03 – Short-Term Tourist Rental - Allan & Christine Sylvester:

Ms. Wahl stated that the applicant is requesting a conditional use permit for a short-term tourist rental for the legal, nonconforming cottage located on the property they purchased in September 2020. The property is located on tax map 10, as parcel 99, and contains 39.32 acres. The property is zoned Agricultural (A) and is located in the North River Magisterial District. A short-term tourist rental is a use permitted by conditional use permit in the Agricultural zoning district. The owners would like to make the cottage available for short-term lodging. Residing in the main dwelling on the property, the applicants will serve as the local property managers.

Mr. Butler opened the public hearing and Ms. Cook asked why there was a vote against this during the planning commission meeting. Ms. Wahl stated that one commission member was opposed to it citing concerns over accessory dwelling units and if/when an ordinance is presented for them and if the County would want accessory dwellings to be used for short-term tourist rentals or not.

There were no additional comments from the Board or public and the hearing was then closed.

On a motion by Dr. Jamieson, seconded by Ms. Cook, and the following vote, the Board approved the conditional use permit request of Allan and Christine Sylvester for a short-term tourist rental with the conditions as recommended by the Planning Commission and staff.

Ms. Cook, Aye; Dr. Jameison, Aye; Mr. Butler, Aye; Mr. Stanmeyer, Aye; Ms. Cullers, Aye

Public Hearing - CUP2024-12-04 – Church - Mountaintop the Church at Skyline:

Ms. Wahl stated that the applicant is requesting a conditional use permit for a church. The property is identified as tax map 28, Lot 45B1, located at 7655 Stonewall Jackson Highway in the South River Magisterial District, and is zoned Agricultural (A). The applicant would like to construct a 10,500 square foot building as an accessory to the existing church and private school. The addition would provide office space, a fellowship hall, youth ministry activity space, Sunday school, and storage space. A concept development plan was submitted as a supplement for this application. There is currently one active Conditional Use Permit (CUP 2021-06-05) for this property for use as a private school. The private school operates Monday through Friday 8 am-3:30 pm and allows for 30 students maximum. The church operates Sundays 8 am- 1 pm and Wednesdays 6:30 pm- 8 pm. There are approximately 200-250 members in the congregation.

Mr. Butler opened the public hearing and asked that since this was originally by right, then why is a conditional use permit being requested now.

Mr. Lenz stated that they were “grandfathered” in to the extent that the church existed when the requirement came into place back in 1992. However, since they are trying to expand the footprint of the church operation, it constitutes a CUP to meet the current code.

Ms. Rebecca Altizer spoke to the Board emphasizing her concerns regarding light pollution and potential damage to her fence along her property that borders the church.

Mr. Stanmeyer asked if a requirement for dark sky compliance lighting could be added. Ms. Wahl stated that the church would be beholden to the current lighting ordinance and a final inspection will be performed before any certificate of zoning could be issued.

Mr. Butler asked if conditions could be put in place so that the lights would be off if there were no services being provided at that time. Mr. Butch Hammond stated that the structure has security lights that are kept on all night and asked for those not to be turned off and to comply with the current code.

Ms. Kathleen Mancini spoke to the Board commenting that leaving lights on may not be good for security and suggested motion sensor lights as a better alternative.

Mr. Phillip Hunt spoke to the Board stating that he was involved in the construction of the church and that his wife works there sometimes and emphasized if the lights are off then it becomes a safety issue.

There were no additional comments from the public or Board and the hearing was then closed.

On a motion by Dr. Jamieson, seconded by Ms. Cook, and the following vote, the Board approved the conditional use permit request of Mountaintop - the Church at Skyline for a church with the conditions as recommended by the Planning Commission and staff.

Ms. Cook, Aye; Dr. Jameison, Aye; Mr. Butler, Aye; Mr. Stanmeyer, Aye; Ms. Cullers, Aye

Public Hearing - CUP2024-12-05 – Short-Term Tourist Rental - Gillian Greenfield & Richard Butcher DBA 2MEXICO, LLC/B Allen Richards, LLC:

Ms. Wahl stated that the applicants are requesting a conditional use permit for a short-term tourist rental for the property they purchased in August of 2024. The applicants would like to make their property available for short-term lodging for visitors seeking to experience Warren County. Residing in Winchester, VA, the applicants have four years of experience operating three other short-term tourist rentals in Warren County. They plan on managing the property themselves with assistance from local professional services for trash disposal, cleaning, and maintenance.

Mr. Butler opened the public hearing and the applicant, Ms. Gillian Greenfield, spoke on behalf of her CUP request emphasizing she faced opposition from the from the Shenandoah Shores community but has since maintained a “spotless record” and have had no calls from neighbors or public safety. Additionally, the planning commission expressed concerns on the 100-foot setback, and she obtained a letter of support from a neighbor that is 40 feet away but could not get a letter from the neighbor who is 95 feet away due to “not wanting competition.” Ms. Greenfield claimed that the same waiver the neighbor was granted is now trying to be withheld from the applicant due to the competition.

Mr. Stanmeyer commented on constituent concerns regarding the topography there and visibility and understands how that could be a concern and asked if there has been any accident in that location. Ms. Wahl stated that there is none that staff are aware of. The applicant then stated that she is amenable to putting up signage for the road as well as where people can and can’t park.

Ms. Maureen Diaz spoke to the Board in opposition of the CUP emphasizing that “the best neighbors are neighbors” and not patrons who are only there to visit. Additionally, she stated that the other neighbor has been mis-characterized and declared that her opposition has nothing to do with competition.

Mr. Garry Smullen spoke to the Board in opposition of the CUP stating that their Board of Directors declined to endorse the application based on road issues and have had issues in the past with people parking on narrow roadways.

Ms. Kathleen Mancini spoke to the Board in opposition to the CUP emphasizing the poor experience of living next to an Airbnb near her home and the ongoing issues she struggled with.

Ms. Tiffany Bron spoke to the Board in support of the CUP and voiced her support for the applicant as business owners and their professionalism and dedication.

Mr. Ruchard Butcher spoke to the Board in support of the CUP emphasizing the 95-foot setback, which is from the side porch approximately 10 feet off the house, and therefore it should be considered 105 feet from house to house.

Mr. John Jenkins spoke to the Board emphasizing the setback code of 100 feet and that the County and applicants should abide by those requirements.

There were no additional comments from the public and the hearing was then closed.

Dr. Jamieson commented on how each of these permits are conditional and the hesitancy about denying a permit because of speculations while simultaneously acknowledging community responses and concerns.

RJ talked about the CUP and that it was a tough one and the conditions of the conditions themselves. Doesn't want to deny for subjective reasons but acknowledges the community responses.

On a motion by Ms. Cook, seconded by Ms. Cullers, and the following vote, the Board denied the conditional use permit request of Gillian Greenfield & Richard Butcher DBA 2MEXICO, LLC/B Allen Richards, LLC.

Ms. Cook, Aye; Dr. Jameison, No; Mr. Butler, Aye; Mr. Stanmeyer, No; Ms. Cullers, Aye

Public Hearing - CUP2024-12-10 – Short-Term Tourist Rental – Jessica Young:

Ms. Wahl stated that the applicant is requesting a conditional use permit for a short-term tourist rental for the property purchased in October of 2024. The applicant would like to make the property available for short-term lodging for visitors seeking to experience Warren County while contributing to the local economy. The property owners will manage the property themselves, overseeing all aspects of the rental property including maintenance, cleaning, and the booking of rental requests, and will have a local contact for rental emergencies.

Mr. Butler opened the public hearing and the applicants, Jessica Young and Joe Hurm, spoke on behalf of their CUP request, stating that they bought the property because of their love of nature and beauty in Warren County and would like the opportunity to share it with others when they are not using it themselves. Additionally, before they bought the property, they spoke to two members of the POA board and learned about their aversion to Short-Term Rentals, but the covenants do not restrict them.

Mr. Walter Rahn spoke to the Board in opposition to the CUP emphasizing the covenants and the and a recent comment about the County's ability to enforce them or not and the applicants attempts to not abide by them.

Mr. Bryan Jones spoke to the Board in opposition to the CUP stating that when he purchased his property that is adjacent to the applicants, he received a certificate from the state and in those bylaws, it stated that Short-Term rentals are not allowed but made a recent concession to allow them for 91 days or more.

Mr. Gage Wilson spoke to the Board in support of the CUP as the contractor for this project and stated that the applicants saved the property from foreclosure and emphasized the money that has been put into the property, making it what it is now. And spoke to their good character and professionalism.

Mr. Andrew Herter spoke to the Board in opposition to the CUP as president of the Riverbend POA emphasizing the original intended use of the area and that the letters of support from the applicants are all from residents who do not live there.

There were no additional comments from the public and the hearing was then closed.

Ms. Cullers asked where the property management individual lives. The applicant stated they are 18 minutes away and live on Shenandoah Shores Road.

Ms. Cook made a motion to approve the conditional use permit request of Jessica Young for a short-term tourist rental with the conditions as recommended by the Planning Commission and staff. However, there was no second and the motion died.

On a motion by Ms. Cullers, seconded by Mr. Stanmeyer, and the following vote, the Board denied the conditional use permit.

Ms. Cullers, Aye; Mr. Stanmeyer, Aye; Mr. Butler, Aye; Dr. Jameison, Aye; Ms. Cook, No

New Business:

Consent Agenda:

1. Virginia Local Law Enforcement Grant Program - Sheriff's Office
2. Contract Renewal - Divaris Real Estate, Inc. Contract for Real Estate Broker Services
3. Award Recommendation for Sheriff's Office Annual Physicals
4. Authorization to Advertise for Public Hearing - CUP2025-01-01 - Short-Term Tourist Rental - Natasha Nyirongo-Gaillard & Gabriel Gaillard
5. Authorization to Advertise for Public Hearing - CUP2025-01-02 - Short-Term Tourist Rental - Natasha Nyirongo-Gaillard & Gabriel Gaillard
6. Authorization to Advertise for Public Hearing - Z2025-01-01 - Bicycle Shop - Downriver Adventure Company, LLC (Mark Harris)
7. Authorization to Advertise for Public Hearing - CUP2025-01-03 - Bicycle Shop - Downriver Adventure Company, LLC (Mark Harris)
8. Authorization to Advertise for Public Hearing - CUP2025-01-04 - Artisan and Craftsman Trades Facility - W. Allen Nicholls & Kelly Walker
9. Authorization to Advertise for Public Hearing - CUP2025-01-05 - Short-Term Tourist Rental - Paul Balserak
10. Re-Appointment of Captain Robert Mumaw to the Northwestern Regional Juvenile Detention Center Commission
11. Parking Agreement Between the Lord Fairfax Health District and Warren County
12. 2025 Emergency Medical Care and Transport Fee Schedule Changes
13. Citizen Re-Appointment: David McDermott to the Industrial Development Authority of The Town of Front Royal and The County of Warren, Virginia, doing business as the Economic Development Authority
14. Citizen Re-Appointment: Robert Cullers to the Industrial Development Authority of The Town of Front Royal and The County of Warren, Virginia, doing business as the Economic Development Authority
15. Approval of Deputy Finance Director Position, Job Description and Grade Placement
16. Stafford One Investments, LLC a request for public sewer and water from the Town of Front Royal for Industrial land-use in the Rt. 340-522 Corridor.
17. Opioid Abatement Authority Award acceptance - Raymond E. Stanmyers Student Union and Activity Center
18. Proposed FY 2025 Locality Agreement between Warren County and the Virginia Department of Health
19. Letter of Support - Brightspeed BEAD Grant Application Program (**removed for discussion**)
20. Letter of Support - All Points Broadband BEAD Program (**removed for discussion**)
21. Warren Coalition - Landlord's Release & Consent (**removed for discussion**)

Ms. Cook removed items R-19, R-20, and R-21 for discussion

On a motion by Dr. Jamieson, seconded by Mr. Stanmeyer, and the following vote, the Board approved the consent agenda as amended.

Ms. Cullers, Aye; Mr. Stanmeyer, Aye; Mr. Butler, Aye; Dr. Jameison, Aye; Ms. Cook, Aye

Letter of Support - All Points Broadband BEAD Program & Letter of Support - Brightspeed BEAD Grant Application Program:

Ms. Cook stated that the Boards approval or disapproval of these letters does not prevent either company from applying for federal funding to do work in Warren County and does not want to approve either letter.

Mr. Stanmeyer stated that he has now realized how bad the Broadband issue is in Bentonville and Browntown and is appreciative that All Points will be sending a list of Zip Codes to the County Administrator. But then expressed a reluctance to approve both letters tonight without additional information and further discussion regarding South River.

Ms. Cullers stated that based on the maps from Brightspeed and All Points, the higher density areas of the Northern part of the County will be greatly benefited by the BEAD funding. However, the VATI money can then be used more in South River and stated that if they are limited from getting BEAD money then the VATI money will have to be spread out which will have a negative impact on the South River District where there is hardly any service.

Dr. Jamieson commented that the process has begun for both companies and these letters will assist them in their completion and no additional County funding will be spent on it.

Ms. Cook emphasized that not approving these letters does not mean that she does not support the efforts from these companies to bring Broadband to Warren County.

On a motion by Ms. Cullers, seconded by Dr. Jamieson, and the following vote, the Board approved items R-19 and R-20.

Ms. Cook, No; Dr. Jameison, Aye; Mr. Butler, Aye; Mr. Stanmeyer, Aye; Ms. Cullers, Aye

Warren Coalition - Landlord's Release & Consent:

Ms. Cook stated that she needed more clarification on what is being requested and wasn't sure if this was common practice and asked why it was necessary to have Warren County be a part of this. If the Warren Coalition defaults on their loan, then the bank can come onto the premises and reposes personal property that they own in the Community Center.

Dr. Daley suggested that the motion be modified to include language stating that this is subject to final approval from the County Attorney. The Bank's attorneys are working to modify this to make it clear that they can't do anything but remove Warren Coalition's property.

Ms. Cook motioned to table this item until negotiations between the two attorneys are completed and to make sure that the personal property of both entities are identified. However, there was no second and the motion died.

On a motion by Mr. Stanmeyer, seconded by Ms. Cullers, and the following vote, the Board authorized the County Administrator to execute the Landlord's release and Consent with such changes as are recommended by the County Attorney.

Ms. Cullers, Aye; Mr. Stanmeyer, Aye; Mr. Butler, Aye; Dr. Jameison, Aye; Ms. Cook, No

Public Comment Period for general comments not on the agenda (30 Minute time limit):

1. **Samantha Good** – voiced her support for Samuel's Public Library emphasizing their fiscal responsibility with their annual audits and transparency with finances and questioned board to show where the actual lack of taxpayer representation is.
2. **Leslie Mathews** – commented on the ongoing budget requests in correlation to the inflated real estate assessments and struggling families. Additionally, she commented on the homeless student while a majority of the School and DSS budget is going to staff and benefits and urged the board to scrutinize every line item with the departments and partner agencies.

3. **Bethany O'Neil** – voiced her support for Samuel's Public Library and emphasized her amazement that 110 people spoke in support of Samuel's Library but the board "didn't take that into account" but the board could be swayed by just a handful of comments about short term tourist rentals.
4. **George Cline** – stated that on January 21st, the new building code took effect and as a result there will most likely be a 10-15% increase in housing costs.

Additional New Business:

Alternate appointment to the Community Policy Management Team:

Ms. Cullers stated that the CSA Coordinator will be going out for a month for surgery and will need to have someone in place to handle her duties during her recovery and Jon Martz has been chosen to do that. He is currently not listed as a member of CPMT and so he needs to be added in order to participate.

On a motion by Ms. Cullers, seconded by Dr. Jamieson, and the following vote, the Board appointed Jon Martz – DSS Director, as an alternative on the CPMT to Genel Clarke – CSA Coordinator.

Ms. Cook, Aye; Dr. Jameison, Aye; Mr. Butler, Aye; Mr. Stanmeyer, Aye; Ms. Cullers, Aye

Citizen Appointment – Mr. Fox to the EDA:

On a motion by Mr. Stanmeyer, seconded by Ms. Cook, and the following vote, the Board appointed James Fox to the Front Royal – Warren County Economic Development Authority for a four-year term ending February 29th 2029.

Ms. Cullers, Aye; Mr. Stanmeyer, Aye; Mr. Butler, Aye; Dr. Jameison, Aye; Ms. Cook, Aye

Adjournment:

The meeting was adjourned at 10:30 PM