

At a Closed Meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on April 15, 2025, at 6:00 PM.

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

Closed Session:

On a motion by Ms. Cook, seconded by Dr. Jamieson, and the following vote, the Board entered into a closed meeting under Sections 2.2-3711(A)(7) and (A)(8) for the purpose of consultation with legal counsel pertaining to actual or probable litigation and the provision of legal advice regarding specific legal matters requiring such advice. The subject matters are the Industrial Development Authority of the Town of Front Royal and the County of Warren, Virginia (the “EDA”), the recovery of EDA funds and assets, the outstanding indebtedness of the EDA, bank actions and potential actions related to the same, the Forbearance and Support Agreements, and Lewisburg Way, LLC v. the EDA. Additionally, 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 services and matters related to health insurance.

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

On a motion by Ms. Cook, seconded by Dr. Jamieson, 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)(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

Work Session - Discussion - Baenziger & Associates - Progress update with County Administrator Recruitment:

Mr. Colin Baenziger of Baenziger & Associates provided a tentative schedule for the recruitment of the County Administrator position which includes meeting with members of the Board of Supervisors individually in late April for potential selections in late July 2025.

At a Regular Meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on April 15, 2025, at 7:00 PM.

Present – Warren County Board of Supervisors and County Staff: Jerome K. Butler, Chair (Happy Creek District); John W. Stanmeyer, Vice Chair (Shenandoah District); Cheryl L. Cullers, Chair (South River District); Victoria L. Cook, (Fork District); Richard A. Jamieson, (North River District); also, Jason J. Ham, County Attorney; Edwin C. Daley, County Administrator; Kelly Wahl, Planner; Matt Wendling, Planning Director; Zachary Henderson, Deputy Clerk to the Board of Supervisors

Call to Order:

Mr. Butler called the meeting to order at 7:04 PM with an opening prayer from Pastor Bobby Stepp

Adoption of the Agenda:

On a motion by Ms. Cullers, seconded by Mr. Stanmeyer, and the following vote, the Board adopted the agenda as amended to include items N-23 (Resolution Honoring the Warren County Sheriff's Office Animal Control Deputies for the National Animal Care and Control Association Week), N-24 (Resolution Honoring the Emergency Communications Center Team for National Public Safety Telecommunications Week), and N-25 (Emergency Procurement Notification for Courthouse Sewer Line Repairs).

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

Treasurer - Update on Investment Accounts:

Ms. Cook stated, reading from the report, \$5 Million was contributed to complete the VIP Liquidity pool and \$1 Million will be deposited in the United Bank to cover expenditures. On April 11th, 2025, the balance of the VIP Liquidity pool was \$10,027,573, the funds over \$10 Million in interest income.

Public Comment Period for Items on the Agenda:

1. **David Fogle** – spoke regarding the property on 714 Rivermont Drive and voiced his support for the property owner and their ongoing applications, inviting the Board to visit the property and speak with him. Additionally, voiced his concerns regarding misinformation on social media to cause confusion and fear.

Board Reports:

- **Ms. Cullers reported the following:**
 - On April 5th, attended the Blue Bell festival at the Andy Guest Shenandoah River State Park
 - On April 7th, met with Ms. Meadows for a discussion on Warren County Tourism.
 - On April 7th, attended the first meeting of the Warren County Sheriff's Office Police Athletic League to work with children and urged citizens to volunteer if interested.
 - On April 10th, attended a Tourism Committee meeting
 - On April 10th, attended a Building Committee meeting to discuss ongoing upkeep.
 - On April 10th, attended the Rail Trail Community forum and stated that it was a very informative meeting.
 - On April 12th, attended the girls softball opening day and commented on the broad age range of participants and the need for additional fields.
 - On April 14th, attended the Browntown Community meeting and discussed the upcoming Red Bud Festival on April 26th.
 - Acknowledged the Warren County 911 Dispatchers and the Animal Control Officers for their hard work for their recognition week.
 - Announced an upcoming Fire Wise Seminar on May 1st from 6:30PM – 8:30PM with the discussion on the Wildfires and how to prepare and protect oneself.
 - Addressed the misinformation on social media regarding comments pertaining to costs of legal fees, staff time, total monies spent and posted conversations that were incomplete.
- **Mr. Stanmeyer reported the following:**
 - Visited and toured the 714 Rivermont property with the owner and addressed the correspondence from constituents regarding this topic.
 - Attended the Rail Trail Community forum at the Government Center.
 - Complimented Warren Memorial Hospital for their services and compassion while he was a recent patient there.

- **Mr. Butler reported the following:**
 - On April 8th, met with a Banking Official that the County does business with for administrative tasks.
 - On April 9th, attended a Finance / Audit Committee meeting
 - On April 10th, was at the Winchester Airport as one of the Warren County Representatives for and announced their upcoming airshow at the end of April as well as announcing the wings and wheels event in May at the Front Royal-Warren County Airport.
- **Dr. Jamison reported the following:**
 - Stated that he is working on an Economic Development presentation that will be presented at the following work session.
 - Met with two founders of a new Homesteaders group in Warren County with the goal of understanding their needs and goals in their agricultural focus.
 - Attended the Rail Trail Community forum and talked about the soon to be released second phase of the VDOT study
 - Responded to a constituent from social media answering the following questions: “Why are each and every one of you a BOS, What are you supposed to be doing while holding that title, who do you represent, Are you working for the better of our community, and Are you committed to being good stewards with our tax money paid to the County?”
- **Ms. Cook reported the following:**
 - Discussed the transferring of County funds from the Virginia Investment fund and, as a result, the County can get a better return on the investment of Taxpayer Dollars, and how it will help the County with its cash flow.
 - Visited and toured the 714 Rivermont property with the owner.
- **Dr. Daley reported the following:**
 - Reminded the Board about the special meeting on the April 29th.
 - Reminded the Board on the upcoming Town/County Liaison meeting as well as the School Board Finance meeting on April 21st.
- **Mr. Ham reported the following:**
 - Wished everyone a Happy Easter.

Appropriations and Transfers:

On a motion by Ms. Cook, seconded by Mr. Stanmeyer, 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 Mr. Stanmeyer, 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 - April 1st 2025:

On a motion by Dr. Jamieson, seconded by Ms. Cook, and the following vote, the Board approved the Minutes for April 1st 2025 as previously amended and submitted to the Board of Supervisors.

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

Public Hearings:

CUP2025-02-03 - Short-Term Tourist Rental - Paul Bell:

Ms. Wahl stated that the applicant is requesting a conditional use permit for a short-term tourist rental for the property he purchased in May of 2023. The applicant would like to make the property available for short-term lodging for visitors seeking to experience the beauty of Warren County. The local property manager, Michele Simmons, will assist with maintenance and cleaning.

Mr. Butler opened the public hearing and asked about the November violation, and Ms. Wahl stated that it was due to operating a short-term rental without a CUP and believes the applicant was unaware of the process at the time.

The applicant spoke to the Board addressing a neighbor's concern regarding a driveway. The applicant stated that he put up larger sign numbers on the mailbox to provide clearer instructions for people.

There were no additional comments from the public or Board 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 Paul Bell 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

CUP2025-02-04 - Short-Term Tourist Rental - Elizabeth Baxter and Saurabh Prakash:

Ms. Wahl stated that the applicants are requesting a conditional use permit for a short-term tourist rental for the property they purchased in December of 2024. The applicants would like to make the property available for short-term lodging for visitors of Warren County when they are not using it personally as an escape from the city life in Washington, DC. The local property manager, Tammy Roberts, will assist with maintenance and cleaning.

Mr. Butler opened the public hearing and Mr. Stanmeyer asked if this was a new construction and if the owners have an occupancy permit. Ms. Wahl said yes to both and that they request all applicants to have that, or be close to obtaining, their Certificate of Occupancy prior to applying.

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 Elizabeth Baxter and Saurabh Prakash 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

Ordinance Amending Warren County Code § 160-23 and enacting § 160-23.1 regarding roll back taxes:

Dr. Jamieson stated that the Board is doing is making it possible for people to rezone agricultural land into commercial or industrial land and not have to face the rollback taxes just because the land was rezoned, but rather the rollback taxes would be instituted when the land use actually changes. When this item was discussed

during a recent working session, the discussion centered around the fact that this is something that can facilitate the movement through the zoning process and facilitate the development of the property.

Mr. Butler opened the public hearing but there were no 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 adopted the Ordinance Amending Warren County Code §160-23 and enacting § 160-23.1 regarding roll back taxes.

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

New Business:

1. Consent Agenda:

1. FY26 Operation Ceasefire Grant Funding
2. Citizen Re-Appointment - Edwin Daley to the Laurel Ridge Community College Board
3. Citizen Appointment - John Lundberg to the Warren County Finance/Audit Committee - **REMOVED**
4. Award Recommendation: Healthcare Insurance Services
5. Request for Adoption of Holiday Court and Evergreen Court in Holiday Plantation subdivision Into State System and Dedicated for Public Use.
6. Request for Release of Holiday Plantation Subdivision Bond
7. Citizen Appointment - Paul Hunt to the Board of Equalization (Alternate)
8. Amendment to Lease Agreement of Hangar B14 to Robert (JD) Ingram
9. Public Works Position Upgrade - Mike Berry
10. Cancellation of the Lake Drive Revenue Sharing Road Project
11. Authorization to Advertise for a Public Hearing - Z2024-12-01 - Training Facility & Social Hall Zoning Text Amendments - Little Boy Ventures, LLC (Rick Rumbarger) – **REMOVED**
12. Authorization to Advertise for a Public Hearing - CUP2024-12-06 - Training Facility - Little Boy Ventures, LLC (Rick Rumbarger) – **REMOVED**
13. Authorization to Advertise for Public Hearing - CUP2024-12-07 – Social Hall – Little Boy Ventures, LLC (Rick Rumbarger) - **REMOVED**
14. Authorization to Advertise for Public Hearing - CUP2024-12-08 – Private Use Camping (Up to Four (4) Recreational Vehicles) – Little Boy Ventures, LLC (Rick Rumbarger) - **REMOVED**
15. Authorization to Advertise for Public Hearing - Ordinance Amendment to Warren County Code Section 82-1 and 82-2
16. Authorization to Advertise - Ordinance to Amend and Re-Ordain Section 179-19 of the Warren County Code (Connection and Consumption Rates and Fees in the Shenandoah Shores Sanitary District)
17. Authorization to Advertise for a Public Hearing - CUP2025-03-01 - Short-Term Tourist Rental - Christopher Phair
18. Authorization to Advertise for a Public Hearing - CUP2025-03-02 - Short-Term Tourist Rental - Garrett McNamara
19. Authorization to Advertise for a Public Hearing - CUP2025-03-05 - Short-Term Tourist Rental - Vesta Properties (Theophilos Perperidis)
20. Authorization to Advertise for a Public Hearing - CUP2025-03-06 - Short-Term Tourist Rental - Rufino Maltez

21. Authorization to Advertise for a Public Hearing - SV2025-03-01 - Subdivision Variance - Michael and Tina Litwin

22. Authorization to Advertise for a Public Hearing - Request for Withdrawal from Rockland Ag-Forestal District - Milldale Farm, LLC

Ms. Cook stated that she would like to remove the following item(s) from the consent agenda for discussion

- Authorization to Advertise for a Public Hearing - Z2024-12-01 - Training Facility & Social Hall Zoning Text Amendments - Little Boy Ventures, LLC (Rick Rumbarger)
- Authorization to Advertise for a Public Hearing - CUP2024-12-06 - Training Facility - Little Boy Ventures, LLC (Rick Rumbarger)
- Authorization to Advertise for Public Hearing - CUP2024-12-07 – Social Hall – Little Boy Ventures, LLC (Rick Rumbarger)
- Authorization to Advertise for Public Hearing - CUP2024-12-08 – Private Use Camping (Up to Four (4) Recreational Vehicles) – Little Boy Ventures, LLC (Rick Rumbarger)

Ms. Cullers stated that she would like to remove the following item from the consent agenda.

- Citizen Appointment - John Lundberg to the Warren County Finance/Audit Committee

On a motion by Dr. Jamieson, seconded by Ms. Cook, 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

Citizen Appointment - John Lundberg to the Warren County Finance/Audit Committee:

Ms. Cullers expressed a concern that Mr. Lundberg has been outspoken about budgets and the school's and wants to ensure that he can participate with an open mind and unbiased.

Mr. Stanmeyer stated that while he is outspoken, he advocates for fiscal discipline and ensuring good stewardship for taxpayers' money.

On a motion by Ms. Cook, seconded by Dr. Jamieson, and the following vote, the Board appointed John Lundberg to the Warren County Finance and Audit Committee to fill an unexpired term ending December 31st, 2026.

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

Authorization to Advertise for a Public Hearing - Z2024-12-01 - Training Facility & Social Hall Zoning Text Amendments - Little Boy Ventures, LLC (Rick Rumbarger) / Authorization to Advertise for a Public Hearing - CUP2024-12-06 - Training Facility - Little Boy Ventures, LLC (Rick Rumbarger) / Authorization to Advertise for Public Hearing - CUP2024-12-07 – Social Hall – Little Boy Ventures, LLC (Rick Rumbarger) / Authorization to Advertise for Public Hearing - CUP2024-12-08 – Private Use Camping (Up to Four (4) Recreational Vehicles) – Little Boy Ventures, LLC (Rick Rumbarger):

Ms. Cook stated that the reason she removed these items for discussion is because in the information packet received, there is an email from the Building Inspection Department stating that they did not support the CUP's because there were open stop orders etc. Additionally, regarding the text amendment, there have been no changes from when it was presented during a work session and feels there should be more clarification on the terminology, emphasizing the County wide effect and not just this applicant. Ms. Cook then suggested this be sent

back to the Planning Commission to at least look at the reasons why the Building Department did not support the CUP's.

Dr. Daley stated that the Board does have the ability to send items back to the planning commission, but a public hearing still needs to be held prior and emphasize that these items were just to authorize the advertisement and is not advocacy for the items themselves.

On a motion by Mr. Stanmeyer, seconded by Ms. Cullers, and the following vote, the Board authorized Consent Agenda items 11-14 for advertisement.

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

Public Comment Period - General Comments (30Minute Time Limit):

1. **Samantha Good** – voiced her concerns about Board of Supervisors' transparency and questioned the information provided in Dr. Jamieson's Board report.

Adjournment:

On a motion by Ms. Cook, seconded by Dr. Jamieson, and the following vote, the meeting adjourned at 8:18 PM.

VC / RJ Adjourned at 8:18 PM