

At a Work Session of the Board of Supervisors of Warren County held in the Warren County Government Center on June 03, 2025, at 5:30 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; Chase Lenz, Zoning Administrator; Zachary Henderson, Deputy Clerk to the Board of Supervisors

Discussion - Upcoming Zoning and Subdivision Text Amendments

Mr. Lenz stated that As part of the upcoming consent agenda, Planning staff is requesting authorization to advertise for public hearings for several zoning text amendment items related to recent changes to the Code of Virginia and County Taxation Code.

Z2025-05-03 - Zoning Text Amendments for Agricultural Pursuits in the Commercial and Industrial Districts

Zoning text amendment Z2025-05-03 proposes modifying the Commercial and Industrial zoning district regulations to allow for the continuation of lawfully existing agricultural pursuits by right and to make new agricultural pursuits permissible only by conditional use permit in the Commercial and Industrial zoning districts. This text amendment is being requested by Planning staff at the recommendation of the County Attorney and is necessary to align with recent amendments to Chapter 160 of the Warren County Code, regarding roll back taxes. The amendments would allow for agricultural pursuits lawfully in existence at the time of a rezoning of a lot to commercial or industrial to continue without being required to apply for a conditional use permit. All new agricultural pursuits on existing lots zoned Commercial or Industrial would be subject to the conditional use permit requirement.

Z2025-05-04 - Subdivision Ordinance Text Amendments

Subdivision text amendment Z2025-05-04 updates definitions, plat submittal requirements, plat review procedures, plat approval procedures, and plat submittal, review, and approval timeframes throughout the County subdivision ordinance in accordance to recent changes to Chapter 22 of Title 15.2 of the Code of Virginia.

Recent changes to the Code of Virginia include the following: removal of the Planning Commission and governing body as the approval authority for the administrative review process for plats and plans and assigning such authority solely to a designated agent, expedition of the review process by shortening timeframe for forwarding plats and plans to state agencies for review, and shortens timeframes for various local government approvals of subdivision plats.

The text amendments remove all references to the Planning Commission and Board of Supervisors as reviewers and approving authorities for subdivisions throughout the subdivision ordinance and assigns such authority to the Administrator. The amendments also eliminate the subdivision class system currently in the subdivision ordinance which break down plat submittal requirements and approving authority based on the number of new lots created or creation of a public right-of-way. All subdivisions will be held to the same plat submittal requirements and all subdivisions will be reviewed and approved by the Administrator under the drafted ordinance.

The draft ordinance proposes the following review time periods for final subdivision plat review: the Administrator shall act on any proposed final plat within 60 days (40 days for final plats solely involving commercial or residential real estate), the Administrator shall forward the final plat to the appropriate state agencies or authorities for review within 5 days, the Administrator shall act upon a final plat within 20 days of receipt of all necessary approvals from

state agencies and authorities, and if the subdivider resubmits a previously rejected plat, a new 45-day period for review and consideration begins on the resubmission date (30 days for final plats solely involving commercial or residential real estate).

These text amendments were drafted by the County Attorney and are necessary due to the recent changes to Chapter 22 of Title 15.2 of the Code of Virginia.

Z2025-05-05 - Zoning Text Amendments for Application Requirements

Zoning text amendment Z2025-05-05 proposes the removal of subdivisions from application requirements of the zoning ordinance. The application requirements of the zoning ordinance are not applicable to subdivisions. Subdivision application requirements are covered under Chapter 155 of the Warren County Code. These text amendments are being requested by Planning staff at the recommendation of the County Attorney upon their review of the County Codes to identify amendments necessitated by the recent changes to the Code of Virginia.

With the necessary removal of subdivisions from the application requirements of the zoning ordinance, staff believe it is appropriate to update the language of the waiver provision to better align with Department practices for waiving application requirements for environmental and community impact statements for land uses which are elementary and uncomplicated in nature. The Warren County Code requirements for environmental and community impact statements necessitate a substantial assessment of impacts. Such assessments often require engineered studies of traffic impacts and impacts on endangered species and can place an unnecessary burden on an applicant pursuing a land use that will have little to no impact on the environment or community. For all zoning-related applications that require a public hearing before the Planning Commission and Board of Supervisors, the Planning Commission and Board of Supervisors may still require a community or environmental impact statement during the course of the public hearing process.

At a Closed Meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on June 03, 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

At 6:02 PM, on a motion by Mr. Stanmeyer, seconded by Ms. Cook, and the following vote, the Board entered into a closed meeting under Section 2.2-3711(A)(29) for the discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body. The subject matter is Library Services. 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, FOIA matters, matters related to the lease dated 1/22/2008 with the Board of Trustees of Samuels Public Library, and matters regarding agritourism, agricultural use, and subdivision.

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

At 7:01 PM, on a motion by Mr. Stanmeyer, seconded by Ms. Cook, 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)(29) 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 June 03, 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; Zachary Henderson, Deputy Clerk to the Board of Supervisors

Call to Order:

Mr. Butler called the meeting to order at 7:02 PM with an opening prayer from Dr. Christy McMillan Goodwin

Adoption of Agenda – Additions or Deletions:

Mr. Stanmeyer stated that he would like to add, “Citizen Appointment to the Board of Equalization” as item H14. Ms. Cullers suggested having the Public Comment Period combined for this meeting due to the larger crowd present, but due to the adopted Policy and Procedure, it was decided to keep the Public Comment as is.

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

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

Public Comment Period for Items on the Agenda:

1. **Aileen Dierig** – voiced her support for Samuel’s Public Library, emphasizing their current lease and their assets and questioned the Board’s true motives and intentions.
2. **Bill Grewe** - voiced his support for Samuel’s Public Library, emphasizing the longevity of their services and questioned the rationale of hiring a for profit library service that will cost the County more than Samuel’s.
3. **Lee Meadows** – commented on real estate tax being kept level but that the Board is “handicapping” essential services that the County provides and commented on the pros and cons of doing away with rollback taxes and implementing a homesteader’s hub on County Property.
4. **Samantha Good** – spoke critically of Dr. Jamieson’s position on the library and his motives and emphasized the total voter count and percentages of North River as well as information regarding the number of donors for Samuel’s.
5. **Robert Hill** – questioned Dr. Jamieson’s goals and priorities for the County, emphasizing the costs of the suggested skating rink and the new library services and how they will be run. Additionally, commented on how frequently houses within the community are modified without permits.
6. **Bethany O’Neil** - voiced her support for the library and questioned the Board’s true motives and emphasized other departments such as schools, fire & rescue, and the Sheriff who are struggling for support.
7. **John Jenkins** – spoke critically of members of the Board for their actions regarding Samuel’s Library, emphasizing violations to County and State Codes with the appointment of the Library Board.
8. **Julieta Hernandez** – voiced her support for Samuel’s Public Library and stated that she was disappointed by four of the Board members actions, emphasizing other issues in the County, and the upcoming costs this will have on the taxpayers.

9. **Jackie Masella** – spoke critically of members of the Board for their actions regarding Samuel’s Library, emphasizing the longevity of the current lease and the ownership of the books and assets, further commenting that the motive is control and not the library.
10. **Sue Lawrence** – voiced her support of Samuel’s Public Library and emphasized the motive of financial oversight arguing that it more about “retribution” and further commented on the costs to the taxpayers if this new contract is approved.

Board Members:

- **Ms. Cullers reported the following:**
 - On May 21st, attended the Samuel’s Library Question and Answer Forum
 - On May 24th, attended the Dogs of War event at the Humane Society, and went to the gazebo for the salute to service.
 - On May 26th, attended the Memorial Day event at the Courthouse Lawn.
 - On May 28th, attended the Joint County and School Building Committee meeting regarding the tennis court repairs and summer job listings.
 - On May 29th, attended a Town / County Transportation and Infrastructure meeting to discuss various road and infrastructure issues.
 - Provided an update on Thompson Hollow which included moving the no parking signs from one side of the road to the other and is in the process of getting towing signs to increase awareness.
 - On May 30th, attended a Root to Table event at Reitano Winery for farmers and homesteaders.
 - Acknowledged National Public Works Recognition Week from May 18th through the 24th.
 - Acknowledged National Child Safety Week and National Volunteer Week.
 - Commented on her position as the South River Supervisor and her willingness to work with fellow Board members cooperatively on issues despite disagreements regarding Samuel’s Public Library. Additionally, clarified information regarding the cost of legal fees and staff time regarding the library issue with how much has been spent and the potential on how much could be spent approximately. Furthermore, addressed the Thompson Hollow parking concerns and stated that she facilitated a meeting with all stakeholders, and contacted the Park Service to find a solution.
- **Mr. Stanmeyer reported the following:**
 - On May 22nd, attended the RSW Regional Jail Committee meeting where their annual budget was passed.
 - Thanked Sheriff Cline for her press release response to Warren County’s wrongful designation as a sanctuary county.
 - On May 26th, attended the Memorial Day event at the Courthouse Lawn.
 - On May 29th, attended a Box Hangar discussion virtually with personnel at the airport.
 - On May 28th, attended the Joint County and School Building Committee meeting with Ms. Cullers and is pleased with the compromise for Thompson Hollow.
- **Mr. Butler reported the following:**
 - Commented on his visit to Thompson Hollow with Ms. Cook stating that the reason he went there was to get an idea on what the road looked like and the signage etc. and commented that it would be a good thing to place Towing Enforced Signage at that location.
 - On May 26th, attended the Memorial Day event at the Courthouse Lawn.
 - On May 29th, attended a Box Hangar discussion at the Airport to discuss expansion and hangar availability.
- **Dr. Jamieson reported the following:**
 - On May 22nd, met with a representative of a prospective developer on Reliance Road who is looking at the possibility of a by-right cluster subdivision with 38 homes.
 - On May 26th, attended a commemoration at the courthouse for Memorial Day.

- On May 28th, attended a development review committee meeting via zoom and attended a meeting of the Warren County Public School's Committee to address the tennis courts at the High Schools.
- **Ms. Cook had no report.**
- **Dr. Daley reported the following:**
 - Commented on the upcoming 250th Celebration of the founding of Warren County and the 17th is the anniversary of the Death of Joseph Warren.
 - Stated that on June 12th the annual ceremony recognition of Joseph Warren will be at the Courthouse.
- **Mr. Ham has no report**

Approval of Minutes - May 20th, 2025:

On a motion by Mr. Stanmeyer, seconded by Ms. Cook, and the following vote, the Board approved the minutes for May 20th 2025 as presented.

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

NEW BUSINESS:

Consent Agenda:

1. WCSO Salary Compression
2. Contract Renewal - BFI Waste Services, LLC DBA Republic Services of Winchester
3. Citizen Appointment - Paul Barnhart, Jr. to the Warren County Board of Zoning Appeals, Fork District
4. Amendment to Lease Agreement of Hangar A14 to Otis Blake Bacon
5. Festival Permit Request from the Warren County Fair Association
6. Direct Distribution - Opioid Abatement Funding to Warren Coalition for FY25
7. Direct Distribution - Opioid Abatement Funding to Northern Virginia 4-H Educational and Conference Center FY26
8. Representative Appointments to the Community Policy and Management Team (CPMT) for Parent Representative and Private Provider Representative
9. Authorization for Parks and Recreation to utilize County-Owned Property on Reliance Road for the Warren County Homesteaders. *(removed for discussion)*
10. Contract - Library Systems & Services LLC - Contract for Library Services *(removed for discussion)*
11. Authorization to Advertise for Public Hearing - Z2025-05-03 - Zoning Text Amendments for Agricultural Pursuits in the Commercial and Industrial Districts
12. Authorization to Advertise for Public Hearing - Z2025-05-04 - Subdivision Ordinance Text Amendments
13. Authorization to Advertise for Public Hearing - Z2025-05-05 - Zoning Text Amendments for Application Requirements
14. Citizen Appointment - Brian Conley to the Board of Equalization (Alternate)

Mr. Butler pulled item H-10, "Contract - Library Systems & Services LLC - Contract for Library Services" for discussion, and Ms. Cullers pulled item H-9, "Authorization for Parks and Recreation to utilize County-Owned Property on Reliance Road for the Warren County Homesteaders."

On a motion by Ms. Cook, seconded by Mr. Stanmeyer, and the following vote, the Board approved the Consent Agenda as presented.

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

Authorization for Parks and Recreation to utilize County-Owned Property on Reliance Road for the Warren County Homesteaders.

Ms. Cullers stated that she would like to table this item and request a workshop with a gathering of small farmers and homesteaders and discuss this as a larger group and feels that this item is being rushed and that it is worth it to put in extra time to have these conversations and workshops.

Mr. Stanmeyer commented that the proposed motion approves the use of the land but emphasizes that it's subject to a use agreement to be drafted and suggested that it could be approved subject to the agreement being drafted by the County attorney with input from the workshop.

Ms. Cullers acknowledged there is a lot of interest and passion for this but emphasized that the process is done correctly so that it benefits everyone, especially the farmers and homesteaders as well as their products, and commented on her concern that there may be a perception of "exclusivity" for this event.

Dr. Jamieson stated that there is nothing that would ever impede anyone from gathering and hosting something at a similar site, whether it was private or if another site came up, and this is a simple proposition and opportunity to really do something positive.

Ms. Cullers agreed but wants to ensure there are no unintended consequences.

Dr. Daley then introduced Mr. Wendling who stated that he spoke with a VDOT representative who did a site visit. They identified that the current entrance that is graveled does not meet the VDOT standards for distance from the intersection, the standard being 225 feet. Per VDOT, the entrance should be as far west as possible on the property, and there is another plated easement right of way on the map that may be more suitable. The representative will be speaking to his supervisor and discussing the matter further.

Dr. Jamieson asked Ms. Cullers about a timeframe for the tabling and to gather the workshop. Ms. Cullers stated that it would be at least a month due to the difficulties in gathering people on the same schedule but hopes for the July 15th regular meeting.

Ms. Cook asked if this meeting would determine if this location is good for the homesteaders to use or if this meeting is to discuss how they can better enhance the area. Ms. Cullers stated that it's more of a collaboration of groups that want to participate and could act in an advisory capacity back to the Board. Ms. Cook then asked if the item can be approved concurrently since the motion only approves the parcels for use but is subject to a release and use agreement to be drafted by the County attorney. Ms. Cullers questioned why this would be approved now with uncertainties such as the VDOT entrance and why put in the cost for the County Attorney to draft the contract when the location is not confirmed.

Dr. Jamieson affirmed that there will be no closing off collaboration and all homesteaders are welcome to participate, and the growing season is a motivator for getting this started sooner, and that this will be a good use of County assets that are currently not being utilized.

On a motion by Dr. Jamieson, seconded by Ms. Cook, and the following vote, the Board approved the use of parcels 12A-113-1 through 12A-113-14 for use as a Farmstand Hub, and that residents be allowed to use such property subject to their execution of a release and use agreement to be drafted by the County Attorney.

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

Contract - Library Systems & Services LLC - Contract for Library:

Mr. Stanmeyer stated that, based on feedback and his own reading of the contract, the delivery agreement needs some "fine tuning" before it can be voted on.

On a motion by Mr. Stanmeyer, seconded by Ms. Cook, and the following vote, the Board moved that the Library Service Agreement be referred to the Warren County Library Board for further negotiations.

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

Public Comment Period - General Comments:

1. **Sydney Patton** – voiced her concerns regarding the prioritization of data protection, emphasizing that certain contracts are being crafted where companies can take personal data for profit. Additionally, she discussed the challenges creating a 501C3 in correlation to the library services agreement.
2. **Sunni Prism** – voiced her support for Samuel’s Public Library and the services they provide and questioned the Board’s motives of costs, emphasizing the motives of the content of the books.
3. **Clare Marmalejo** – voiced her support for Samuel’s Public Library and urged the Board to reject the LS&S contract, emphasizing that is a “reckless” use of taxpayer funds, and claimed that members of the Board have neglected their duties in considering it.
4. **Angela Fritz** – spoke critically of the proposed contract with LS&S emphasizing the taxpayer cost and questioned the Board’s motives regarding book content and religious practices.
5. **Steve Foreman** – voiced his support for Samuel’s Public Library and spoke critically of the Board’s actions from 2023 onward with the ongoing library issue, emphasizing censorship, funding, taxpayer representation etc.
6. **Michelle Smeltzer** – voiced her support for Samuel’s Public Library from a community perspective, emphasizing the diverse residents coming to defend the library and support it.
7. **Hugh Henry** – spoke as a candidate for the Fork District for the Board of Supervisors, and voiced his support for the library, and urged for a different prioritization from fighting with the library.
8. **Joanne Kerneg** – urged the Board to not approve the contract with LS&S and commented on the potential consequences of privatization regarding the library and other services in the community.
9. **Chris Lee** – voiced his support for Samuel’s Public Library and their services and advocated for its full funding.
10. **Tony Carter** – voiced his support for Samuel’s Public Library and urged the Board to reconsider the contract with LS&S, emphasizing prioritization and the true amount of people who also support the library.
11. **David Silek** – urged the Board to have a declaration motion before a contract is signed to determine ownership of library assets.
12. **Rea Howarth** – voiced her support for Samuel’s Public Library and questioned the Board’s true motives and intentions, emphasizing their lease, content, and the terms of the lease.

Adjournment:

On a motion by Ms. Cook, seconded by Mr. Stanmeyer, and the following vote, the meeting adjourned at 8:51 PM

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