

At a Closed Meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on September 16th, 2025, at 6:30 PM.

Present – Warren County Board of Supervisors and County Staff: Jerome K. Butler, Chair (Happy Creek District); Cheryl L. Cullers, (South River District); Richard A. Jamieson, (North River District); also, Jason J. Ham, County Attorney; Bradley N. Gotshall, County Administrator.

Present Remotely - John W. Stanmeyer, Vice Chair (Shenandoah District)

At 6:30 PM, on a motion by Dr. Jamieson, seconded by Ms. Cullers, and the following vote, the Board of Supervisors entered into a closed meeting under the provisions of Section 2.2-3711(A)(3) for the discussion or consideration of the disposition of publicly held real property, such real property being 0 Hillidge Street, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

Additionally, move that the Board enter 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 non-conforming use rules.

Dr. Jamieson, Aye; Mr. Butler, Aye; Mr. Stanmeyer, Aye; Ms. Cullers, Aye

At 6:56 PM, on a motion by Dr. Jamieson, seconded by Ms. Cullers, and 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)(3) 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.

Dr. Jamieson, 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 September 16th, 2025, at 7:00 PM

Present – Warren County Board of Supervisors and County Staff: Jerome K. Butler, Chair (Happy Creek District); Cheryl L. Cullers, (South River District); Richard A. Jamieson, (North River District); also, Bradley N. Gotshall, County Administrator; Jason J. Ham, County Attorney; Dr. David Martin, Superintendent; Kelly Wahl, Planner; Chase Lenz, Zoning Administrator; Zachary Henderson, Deputy Clerk to the Board of Supervisors

Present Remotely - John W. Stanmeyer, Vice Chair (Shenandoah District)

Call to Order:

Mr. Butler called the meeting to order at 7:00 PM with an opening prayer from Pastor Harold Brown. Mr. Stanmeyer stated that he is participating remotely from Atlanta Georgia for personal business.

Adoption of the Agenda:

Ms. Cullers added the following item:

- Contract for services with Brute LLC as Item N
- Appointment of Board of Supervisor Representative to the RSW Jail Board as Item M-17
- Highway Safety Grant – Law Enforcement – FFY2026 – Traffic Services as Item M-18
- Highway Safety Grant – Law Enforcement – FFY2026 – Alcohol M-19

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

Dr. Jamieson, Aye; Mr. Butler, Aye; Mr. Stanmeyer, Aye; Ms. Cullers, Aye

Presentation - Superintendent David Martin update on Warren County Public Schools:

Dr. Martin began by stating the Warren County Middle School FAA chapter has earned the National Chapter Award for Gold Rating with 3 Stars, the highest honor a chapter can receive from the National FAA Organization. He then commended SRO Officer, Deputy Brown who purchased a bicycle for a student in need.

Dr. Martin then stated, in reference to tennis court repairs, the School Board has received the Geotechnical report that will be shared officially at the upcoming School Board meeting when he will be recommending that the tennis courts be repaired for the upcoming season. However, based on the report, there is no way to do the necessary long-term repairs needed for it to be ready when the season starts in February. This is based on improper and insufficient compaction of the asphalt pavement itself, poor surface drainage, asphalt deterioration etc. He anticipates the upcoming budget will have a long-term fix outlined. Dr. Martin then discussed the Roof Capital Summary that was completed by the Garland Company in March of 2025, and the two priority roofs are Hilda J. Barbour elementary and Skyline middle school and commented on roofs leaking throughout their facilities.

Dr. Martin then commented on the 11 unfilled positions, which are substantially less than the previous year, and emphasized that the funding for those positions will be used for the substitutes. Lastly, Dr. Martin invited the Board to go on a tour of the school buildings with the School Board and is hoping for a joint work session in November or December to discuss the budget.

Public Comment Period for Items on the Agenda (30-Minute Time Limit):

1. **Lewis Moten** – discussed his concerns regarding transparency with the Finance/Audit Committee stating that there are missing minutes from May and June and would like to see the audio recordings posting for the public and additionally commented on the flooring at the Senior Center that is in need of repairs.
2. **Kathleen Mancini** – voiced her support for Samuel's Public Library and spoke critically of the Board and their decision to appropriate funds from the library and give it to Economic Development and urged for greater responsibility with citizen tax dollars.

Prior to the start of public hearings, Ms. Cullers introduced representatives from Shenandoah National Park to provide additional details on item M-9 Letter of Support to Pursue Land Acquisition. Ms. Elizabeth Mazel stated that she is the Good Neighbors program manager for the Shenandoah National Park Trust and discussed the 233-acre parcel in Browntown known as the Baldwin Tract that was acquired by the trust in 2021. The land was acquired as part of the Dupont Waynesboro South River, South Fork Natural Resource Damage Assessment and Restoration funding. They are nearing the transfer completion to the National Park but there is an order from the department of interior that requires a letter of support from the local community.

Board Reports:

- **Dr. Jamieson reported the following:**
 - On September 10th: Attended the Finance/Audit Committee meeting and received an update for the completion of the Audit and stated there is reasonable chance to have the audit completed by December 15th.
 - Presented a Power Point to address how local government should serve the interest of the community, this presentation included details on:
 - Representative Governance with Transparency and Accountability and how ideas are debated.
 - Accountability Begets Good Government (Behavior/Governance/Efficiency/Transparency) consistent with public oversight and taxpayer representation.
 - Transparent Policy Development, a six-step process that serves the community and ensures decisions are made on evidence.

- The problem recognized by the Board of Supervisors in 2023 & 2025 and a timeline for the publicly funded library services in that date range, and oversight by contingency funding.
 - Transparent Policy Development with the library, and substantive debate & merits versus deliberate tactics of Board majority attacks and community division and misdirection.
 - Narratives on Victims versus Villains and the Real Focus vs False Targets.
 - Topics that were not debated on merits for the Behavior, Governance, Efficiency, and Transparency model, as well as choices made by the library and the financial picture.
 - Who speaks for the entire community with Supervisor Cullers and constituent quotes regarding who cares for the community's interests and oversight & transparency etc.
 - Questions for Warren County regarding what leaders its citizens want the information that has been presented for them.
 - *****See Appendix A and B for the full transcript and presentation*****
- **Mr. Butler reported the following:**
 - On September 10th: Attended the Finance/Audit Committee meeting and has a good reading as far as the audit goes.
 - Attended the Airport Commission Meeting and thanked Mike Berry and Jake Snider for the hard work they do there.
 - Attended the Regional Airport meeting in Winchester because Warren County is a part of that system.
 - Invited everyone to attend the "Scare-Port" Halloween event on October 25th.
- **Mr. Stanmeyer reported the following:**
 - Reported that he is working with a group of residents in the Rockland area with concerns they have regarding traffic and speeding issues. They spoke with VDOT and the Sheriff's Office proposing a speed limit study and stepped-up law enforcement presence and thanked all those who attended.
 - Attended the Airport Commission meeting in the previous week.
 - Thanked the Public Works Department for the road work they are doing in Shenandoah Farms.
- **Ms. Cullers reported the following:**
 - On September 10th: Attended the Finance/Audit Committee meeting but was not a participant and hopes to attend more of those in the future.
 - On September 11th: Attended the 9/11 ceremony at the Gazebo in the morning, then attended the staff meeting with the new County Administrator who was greeted by department heads.
 - On September 11th: Attended a Building Committee meeting to address the senior center flooring issue.
 - On September 11th: Participated in an event that was put together by the Deputy Emergency Services Coordinator regarding weather events.
 - On September 13th: Attended the Pickle Stock festival at the fairgrounds where they plan on making it an annual event.
 - On September 13th: Attended the ribbon cutting ceremony at Family Pharmacy.
 - Attended the Police Athletic Leagues first open gym event which is free for kids, and thanked Krista Beahm, Deputy Dominguez, and Alyssa Radcliffe for being there and helping with organization.
 - Attended the Shenandoah Social and commented on the good things being done for the park service.
 - Reminded the public that this upcoming Saturday, the Arc of Warren will be hosting an event at the Community center regarding training for special needs children.
 - Acknowledged September 12th as National Policewoman Day and gave a shout out to all the women officers who serve in Warren County.
- **Mr. Gotshall reported the following:**

- Introduced himself officially and provided a brief background on his public service career in Pennsylvania as both elected and appointed official.
- Commented on the various departments he's visited since arriving and learning about County operations and discussed creating an entry plan.
- **Mr. Ham welcomed Mr. Gotshall.**

Appropriations and Transfers:

On a motion by Dr. Jamieson, seconded by Mr. Stanmeyer, and the following vote, the Board approved the Appropriations and Transfers and presented.

Ms. Cullers, Aye; Mr. Stanmeyer, Aye; Mr. Butler, Aye; Dr. Jamieson, Aye

Approval of Accounts:

Ms. Cullers commented on the fuel report and mid-grade gas pumps that on occasion have errors where vehicles are getting regular gas but paying for mid-grade or premium.

On a motion by Dr. Jamieson, seconded by Mr. Stanmeyer, and the following vote, the Board of Supervisors approved the accounts as presented.

Dr. Jamieson, Aye; Mr. Butler, Aye; Mr. Stanmeyer, Aye; Ms. Cullers, No

Public Hearings:

CUP2025-07-01 - Short-Term Tourist Rental - 116 Mossy Rock Lane:

Ms. Wahl stated that the applicant is requesting a conditional use permit for a short-term tourist rental for the property he purchased in September of 2022. The owner would like to make the property available for short-term lodging for visitors of the Warren County area seeking peace in nature. The property will be managed by a neighbor, Morgan Harris, who resides approximately 500 ft away. The owner applied for a conditional use permit for a short-term tourist rental in October 2023 but was denied by the Board of Supervisors in February 2024.

Mr. Butler opened the public hearing and asked why this was originally turned down. Ms. Wahl stated that she believes it was due to the applicant operating the rental without a conditional use permit. There were additional noise concerns brought up by the local HOA, but the applicant will be installing noise level detectors.

Public Comments:

- **John Jenkins** – voiced his opposition for all short-term tourist rentals on tonight's agenda as they are all zoned residential one, making these a commercial establishment in a commercial residential neighborhood. And further commented that these are causing a displacement for long-term residents who are looking to move to the area, thus creating a loss for the community.

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

On a motion by Dr. Jamieson, seconded by Mr. Stanmeyer, and the following vote, the Board approved the conditional use permit 2025-07-01 for a short-term tourist rental with the conditions as recommended by the Planning Commission and staff.

Ms. Cullers, No; Mr. Stanmeyer, Aye; Mr. Butler, Aye; Dr. Jamieson, Aye

CUP2025-07-03 - Short-Term Tourist Rental - 588 High Top Road:

Ms. Wahl stated that the applicants are requesting a conditional use permit for a short-term tourist rental for the property they recently constructed. The owners would like to make the property available for short-term lodging to offer a peaceful retreat to visitors of Warren County and contribute to Warren County's tourism economy. The

applicant will manage the property directly with assistance from a local cleaner, Tammy, with Cleaning your Chaos, LLC.

Mr. Butler opened the public hearing and Ms. Cullers asked where the property managers are located and Ms. Wahl stated that they are a local company who will be acting as both cleaners and property managers.

Public Comments:

- **Kathleen Mancini** – voiced her opposition to short-term rentals, emphasizing the Airbnb that was 50 feet from her house and stated that and that occupants were not going out to restaurants, wineries, or supporting any local industries, and that her concern is that this is a brand new dwelling, urging the Board to consider moratorium on short-term rentals for new construction.

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

On a motion by Dr. Jamieson, seconded by Mr. Stanmeyer, and the following vote, the Board approved the conditional use permit 2025-07-03 for a short-term tourist rental with the conditions as recommended by the Planning Commission and staff

Dr. Jamieson, Aye; Mr. Butler, Aye; Mr. Stanmeyer, Aye; Ms. Cullers, No

CUP2025-07-04 - Short-Term Tourist Rental - 241 Old Oak Ln:

Mr. Lenz stated that the applicant is requesting a conditional use permit for a short-term tourist rental for the property he purchased in April of 2025. The owner would like to make the property available for short-term lodging for tourists and visitors to the Warren County area. The applicants will serve as the primary property managers with assistance from a local point of contact.

Mr. Butler opened the public hearing but there were no comments from the public or Board and the hearing was then closed.

On a motion by Mr. Stanmeyer, seconded by Dr. Jamieson, and the following vote, the Board approved the conditional use permit 2025-07-04 for a short-term tourist rental with the conditions as recommended by the Planning Commission and staff.

Ms. Cullers, No; Mr. Stanmeyer, Aye; Mr. Butler, Aye; Dr. Jamieson, Aye

CUP2025-07-05 - Short-Term Tourist Rental - 208 River Oak Drive:

Ms. Wahl stated that the applicant is requesting a conditional use permit for a short-term tourist rental on behalf of his mother for the property she purchased in 2016. Due to unforeseen familial needs, the owner is not able to spend much time at the property and would like to make the property available for short-term rental to visitors wishing to decompress and reconnect with the Shenandoah Valley while not being used by her family. The property will be managed by a local property manager, Suzana Diaz Jimenez.

Mr. Butler opened the public hearing but there were no comments from the public or Board and the hearing was then closed.

On a motion by Dr. Jamieson, seconded by Ms. Cullers, and the following vote, the Board approved the conditional use permit 2025-07-05 for a short-term tourist rental with the conditions as recommended by the Planning Commission and staff.

Dr. Jamieson, Aye; Mr. Butler, Aye; Mr. Stanmeyer, Aye; Ms. Cullers, Aye

New Business:

Consent Agenda:

1. Approval - Warren County Airport Commission Rules and Regulations
2. Contract for Services - Daves Diversified Services, Inc.
3. Citizen Reappointment - Airport Commission - Sean Roe
4. Citizen Reappointment - Airport Commission — Paul Kosubinsky
5. Citizen Appointment — Parks and Recreation Commission - Cory Shannon
6. Citizen Reappointment - Parks and Recreation Commission - Jim Wells
7. Citizen Reappointment - Parks and Recreation Commission - Carolyn Kissinger
8. Citizen Reappointment - Craig Tabor to the Shenandoah Farms Sanitary District Advisory Committee
9. Letter of Support to Pursue Land Acquisition — Shenandoah National Park
10. Board Appointment - Dr. Jamieson to the Warren County Finance / Audit Committee
11. Resolution - Amending Fiscal Year 2025-2026 Budget and Appropriating funds for Warren County, Virginia
12. Approval for the Finance Department to proceed with the procurement process to solicit Economic Development Consulting Services
13. Authorization to Advertise for a Public Hearing: Z2025-07-01 - Zoning Text Amendments for Building Service Establishment
14. Authorization to Advertise for a Public Hearing: CUP2025-07-06 - Building Service Establishment - 3812 Guard Hill Road
15. Authorization to Advertise for a Public Hearing: R2025-03-01 - Rezoning from Agricultural (A) and Commercial (C) to Industrial (I) - Tax Map #12-----6F, 4-----43A, 4-----44B, and a Portion of 4-----45B
16. Authorization to Advertise for a Public Hearing: CUP2025-03-01 - Building in Excess of 50,000 SF within the Highway Corridor Overlay District - Tax Map #12-----6F, 4-----43A, 4-----44B, and 4-----45B
17. Appointment of Board of Supervisor Representative to the RSW Jail Board (**added during agenda adoption**)
18. Highway Safety Grant – Law Enforcement – FFY2026 – Traffic Services (**added during agenda adoption**)
19. Highway Safety Grant – Law Enforcement – FFY2026 – Alcohol (**added during agenda adoption**)

On a motion by Dr. Jamieson, 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. Jamieson, Aye

Additional New Business:

Contract for services with Brute LLC:

Ms. Scott stated that this is a contract for services with Brute LLC who are going to be able to perform services at the site development of the Box Hangars at the airport.

Mr. Butler reminded everyone that this is part of the overall grant and that the airport is going to take a loan from the County to be able to pay the local part of that grant that they expect to pay back over a 2–3-year period via revenue from hangar rentals.

On a motion by Dr. Jamieson, seconded by Mr. Stanmeyer, and the following vote, the Board approved the contract for services with Brute LLC and authorized the chair and county administrator, either of whom may act to execute all necessary documents that have been approved by the County Attorney.

Dr. Jamieson, Aye; Mr. Butler, Aye; Mr. Stanmeyer, Aye; Ms. Cullers, Aye

Public Comment Period - General Comments:

1. **Samantha Good** – commented on Dr. Jamieson’s presentation questioning the representation statistics, emphasizing that the library board only represent 3 districts whereas the library board of trustees has multiple members of each district. She additionally commented on transparency with supervisor emails being shared with candidates, library audits, and communication with the Board of Trustees.
2. **John Jenkins** – commented that the Fork District does not have any representation and stated that appointment Mr. Henry early would prevent issues in the near future and give the Fork District true representation with different ideas and a willingness to collaborate with the community. Then questioned the rationale of not appointing Mr. Henry.
3. **Jim Barnes** – commented on the will of the County residents in correlation to Dr. Jamieson’s presentation, emphasizing citizens from each district that may or may not agree with the presentation and acknowledging the December 10th meeting and recent primary election results in favor of library support.
4. **George Cline** – commented the presentation, questioning the overall rationale of the presentation itself, and the potential responses from the community.

Adjournment:

On a motion by Dr. Jamieson, seconded by Mr. Stanmeyer, and the following vote, the meeting adjourned at 8:53 PM.

Ms. Cullers, Aye; Mr. Stanmeyer, Aye; Mr. Butler, Aye; Dr. Jamieson, Aye