

At a Regular Meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on September 2nd, 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, (South River District); Victoria L. Cook, (Fork District); Richard A. Jamieson, (North River District); also, Jason J. Ham, County Attorney; Jane Meadows, Deputy County Administrator; Kelly Wahl, Planner; Chase Lenz, Zoning Administrator; Mike Berry, Public Works Director; James Bonzano, Assistant Fire Chief; Gerry Maiatico, Assistant Fire Chief; Zachary Henderson, Deputy Clerk to the Board of Supervisors

Call to Order:

Mr. Butler called the meeting to order at 7:01 PM with an opening prayer from Pastor Randy DeSantis

Adoption of the Agenda:

On a motion by Ms. Cook, seconded by Mr. Stanmeyer, and the following vote, the Board adopted the agenda as presented.

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

Presentation - Front Royal-Warren County Airport Capital Projects:

Mr. Stanmeyer requested an update on Shenandoah Farms Road projects, and Mr. Berry stated that the Thompson Mill project is approximately 90% complete after seeing significant flooding. The only remaining task is to lay concrete around installed pipes that will add flooding protection. Additionally, there have been asphalt repairs to Blue Valley, Linden Heights, and the High-Top area.

Mr. Berry then detailed the ongoing and future capital projects for the Airport, two of which are associated with grants to be approved during this meeting. The first project being a Box Hangar project that includes the construction of six new box hangars, two of which will be 60x60 and four will be 40x42. The second project is a parallel taxiway and connector taxiway rehabilitation design.

Ms. Cook asked if any general fund money will have to be used as something up front or for grant matching etc. Mr. Berry stated that there will need to be something up front in the approximate amount of \$100,000 that it is possible to use from this fiscal year's budget but that it would be close.

Mr. Butler asked about projected revenue from the hangar rentals and Mr. Berry stated that the County sets the rate but could be approximately \$2,000 a month or more.

Ms. Cullers asked approximately how much was in the enterprise fund and expressed a reluctance committing to this when the Board does not know the full amount. Mr. Berry stated that the DOAV grant will cover 90% of the cost with 10% coming from the County that will be phased in throughout the year.

Warren County Fire and Rescue - Firefighter Challenge Participants:

Chief Bonzano shared recent accomplishments that highlighted the Warren County Firefighting team (Andrew Hoffman, Jake Walker, Joeseeph Gallivan, Jaden Tipeni) at the Northeastern Regional Classic of the Firefighter Challenge League. The firefighter challenge league offers a platform for firefighters to demonstrate their hard work, perseverance and commitment to maintaining the skills and physical fitness necessary for the demanding nature of emergency response work. These challenges are built upon the core of essential functions, which are vital to ensuring our firefighters are prepared for the long demanding calls, and emphasized that Jake Walker and Jaden Tipeni by setting the state record for the 40-49 age group for completing the course a team, and Andrew Hoffman for setting the state record as an individual.

Treasurer - July 31st, 2025, Account Balances:

Ms. Meadows provided the Board with a copy of the accounts graph that showed a summary of the cash accounts based on information provided by the Treasurer.

Public Comment Period for Items on the Agenda:

1. **Aileen Dierig** – spoke about library funding being allocated to other departments and emphasized the funding struggles for public schools and public safety as well as the programs offered by Samuel's Public Library and spoke critically on the Board's use of taxpayer funds.
2. **John Jenkins** – read from a County critical article that discussed the County's history with Avtex in correlation to the Shenandoah River pollution and impacts from livestock; then discussed the EDA scandal and then Christendom College dumping untreaded waste into the river. Lastly, he questioned the motivation of the Board to not fund the library.
3. **Amy Ratliff** – referenced an assignment from her third grader that defined what services a government provides to the public and emphasized that libraries was listed as a service, to which the child stated not in Warren County. She then emphasized that young children are watching Board decisions.
4. **Bertha Jenkins** – spoke critically of the Board of Supervisors decisions with the library and the impact that it's had on the community and its citizens and emphasized the primary election results and candidate funding from the Supervisors.
5. **Gillian Greenfield** – requested Board approval for her short-term rental application at 209 Luchase Road and emphasized her letter of support from her closest neighbor and acknowledged the neighbor at 95-feet who does not support the application. She then summarized her efforts and timeline to address Board, Commission, and resident concerns.
6. **Richard Butcher** – requested Board approval for the short-term rental application at 209 Luchase Road, commenting on the current setback rules and the neighbor who does not support their application and reasons why. He then asked for the same variance that the neighbor was granted for her own business.
7. **Mary Jane** – voiced her support for the library and commented on the proper way for the County to frame its heritage and emphasized the resources that Samuel's has to promote that.
8. **Dominic Ruibal** – commented on the meeting with the Samuel's Board of Trustees that the Supervisors claimed was illegal emphasizing that it was perfectly legal and legal to amend the dissolution clause and further commented on the Board's response and overall rationale for the ownership of library assets.
9. **Jim Barnes** – emphasized the community response and opposition to the Board's actions regarding library funding, and expressed a hope that the upcoming elections, and urged members of the Board to change their ways and support the library.

Board Reports:

- **Ms. Cook reported the following:**
 - Reported that she attended a meeting with the Finance Department to discuss the Audits for Fiscal years 23-24 and 24-25 and that progress is being made.
- **Dr. Jamieson reported the following:**
 - Attended the Finance meeting regarding the audits and further commented that the County has a projection and a new schedule for their completion and there is a reasonable chance of that happening.
- **Mr. Butler reported the following:**
 - Stated that the money that is being forwarded to Fire & Rescue is set aside for grant and asked if there have been any updates on the grant award. Deputy Chief Maiatico stated that as of now there

have been no awards given during this grant cycle and that typically awards are made each week for a finite period of time. However, they have not begun the release of any awards.

- Stated that the airport rules and regulations from the County Attorney and the Board will be receiving them soon for input.

- **Mr. Stanmeyer reported the following:**

- Read from an email correspondence with the Department of Environmental Quality with questions regarding:
 - Ammonia and PH levels that were above the limit at Christendom College, and how serious of a health hazard they represent to citizens swimming and wading downstream. Per the correspondence, DEQ stated given the characteristics of the parameters of concerns, PH and Ammonia levels would be less than 0.02% of river flow and DEQ would not expect risk to citizens wading or swimming a mile downstream.
 - Incidents of violations from time to time with sewage treatment plants that include the Town of Front Royal due to the excess stormwater etc. Per the correspondence, DEQ stated that wastewater treatment can experience a variety of operational issues and that the actions the facility takes toward compliance to avoid future non-compliance is what matters.
 - Mr. Stanmeyer then discussed various other questions including the case status of pending consent, if there are delays in the investigation, and commented that DEQ issued a notice of violation to Christendom in May of 2024 and have been working with the college on the corrective actions needed and schedule for their completion.

- **Ms. Cullers reported the following:**

- On August 21st – attended a Tourism Committee meeting and are working on ideas and events for the 250th birthday celebrations.
- Attended a presentation on Fire and Rescue History in Warren County at the Heritage Society and thanked the assistant Fire Chief for his presentation.
- On August 23rd – supported South Warren Fire Departments Chicken Barbeque and attended Skyline's football fundraiser.
- On August 26th – Attended the Business After Hours event that was hosted by Valley Health.
- On August 27th – Attended a Joint School and County Building Committee meeting where the needs of the school buildings, facilities, tennis courts etc. were discussed.
- Stated that the Arc of Warren will be having their 4th Annual Navigating the Maze on September 20th from 5:00 PM to 8:00 PM at the Warren County Community Center.
- Voiced her concerns about the decisions that the Board majority are making in regard to the budget funding decisions with taxpayer dollars. She emphasized the recent budget appropriations where funds were appropriated from the library to Fire & Rescue and Public Schools stating that they are worthy departments but worrisome in the manner of how the funds are being appropriated and further stated that she was not part of any conversation on items pertaining to the appropriations on the agenda.
- Voiced her concerns regarding the incomplete audits and discussed Treasurer accountability and what options the Board had for protentional oversight. Then discussed her concerns regarding the proposed resolution to use money for staffing but is not linked to reoccurring revenue and urged the Board to wait until the audits are complete; and finally asked if the Board had been meeting to discuss these further given that Fire and Rescue staff were not consulted on this decision.

Ms. Cook then asserted that there were no meetings outside of the norm and that she did not appreciate the comments about the audit reports when Ms. Cullers had not attended any of the Finance/Audit Committee meetings. She additionally commented that Fire & Rescue and public safety have been neglected for many years

because the County had been building good debt and had been paying \$11 Million to get the debt paid down at the expense of Public Safety and Schools. She then stated that she should be looked at as an opportunity and mentioned opportunities missed by prior Boards to help build up the core services that are required by law.

- **Ms. Meadows had no report:**
- **Mr. Ham had no report.**

Approval of Minutes- August 19th, 2025:

On a motion by Mr. Stanmeyer, seconded by Ms. Cook, and the following vote, the Minutes for August 19th were approved as presented.

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

Unfinished Business:

CUP2025-04-03 – Short-Term Tourist Rental - 209 Luchase Rd

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.

The Planning Commission held a public hearing for this item on May 14th, 2025, and was forwarded to the Board of Supervisors with an approval recommendation. On July 1st, 2025, the Board of Supervisors held a public hearing for this item resulting in tabling to have a work session to discuss amending the short-term tourist rental setbacks from dwelling to dwelling. A text amendment was brought to the Supervisors on August 19th where all options were denied. The applicants have requested planning staff to add this application to the agenda for consideration.

Ms. Cullers asked for clarification on what the applicants meant by being open seasonally. The applicant stated that it would be critical to maintain the safety of the guests and to cut off bookings during poor weather and possibly blocking out at least the month of January.

On a motion by Mr. Stanmeyer, seconded by Dr. Jamieson, and the following vote, the Board approved the conditional use permit 2025-04-03 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. Jamieson, Aye; Ms. Cook, No

Public Hearings:

CUP2025-06-01 - Short-Term Tourist Rental - 2026 Drummer Hill Road:

Ms. Wahl stated that the applicants are requesting a conditional use permit for a short-term tourist rental for the property they purchased in November of 2024. The applicants would like to make the property available for short-term lodging for visitors of Warren County while creating job flexibility for themselves. Residing permanently only a half mile away from the property, the property owners will manage the property themselves, overseeing all aspects of the rental property including maintenance, cleaning, and the booking of rental requests

Mr. Butler opened the public hearing and Mr. Stanmeyer asked about something he read in the packet regarding issues with the well and if they had been addressed. Ms. Wahl stated that she was unsure but can confirm prior to issuing a certificate of zoning.

Public Comments:

1. **John Jenkins** - voiced his opposition to short term rentals in the County, emphasizing that they do not belong in a residential zone and that they create a displacement of long-term residents looking for a place to live. And further stated that there is a loss of community character and identity in residential communities when short term rentals are approved.
2. **Mary Jane** - agreed with Mr. Jenkins and emphasized that if a property is zoned residential then it should remain as such, and that short-term rentals are not a residential use.
3. **Lewis Moten** - emphasized that short-term rentals are a business and they are inviting strangers in as well as an increase in traffic etc.

There were no additional 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 2025-006-01 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. Jamieson, Aye; Ms. Cook, No

New Business:**Consent Agenda:**

1. Grant Award - Virginia Department of Aviation
2. Grant Award - Federal Aviation Administration - Airport Improvement Program Taxiway Rehab Design
3. Contract for Services - Heidelberg Materials Northeast, LLC
4. Consideration of Acceptance of Deed of Gift of Conservation Easement from DPM Mountain Property, LLC
5. Equitable Sharing Agreement & Certification
6. FY26 Grant Award/Acceptance DCJS Victim Witness Program
7. Award Recommendation - Applied Digital Solutions
8. Representative Appointment to the Community Policy and Management Team (CPMT) for the Community Services Board
9. Representative Appointment to the Community Policy and Management Team for the Warren County Sheriff's Office.
10. Authorization to Advertise for a Public Hearing - CUP2025-07-07 - Short-Term Tourist Rental - 279 Donna Court
11. Authorization to Advertise for a Public Hearing: CUP2025-06-02 - Short-Term Tourist Rental - 145 Indian Pipes Rd
12. Authorization to Advertise for a Public Hearing - CUP2025-07-02 - Short-Term Tourist Rental - 699 Sunset Village Road

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

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

Resolution - Appropriation of Funds to Warren County Fire and Rescue - Safer Grant Match or Alternate Staffing:

Mr. Maiatico stated that the department of Fire & Rescue services recently applied for a federal staffing for adequate fire and emergency response grant. This grant was submitted for 12 personnel to increase staffing at high call volume stations in order to help the department to move to achieve the NFPA 1720 standard. The grant

total is \$3,303,504 which will cover the normal salary and benefits of the fire fighter salaries at the first year's salary. In total the grant covers 75% for years one and two, and 35% for year three. If awarded, the local match for years one and two are \$275,292 and an additional \$715,759 for year three.

Dr. Jamieson commented that the library funding boils down to three choices. The first being public funding with public oversight that will be provided via the public library board, the second being private funding with private oversight and Samuel's has the resources and the public commitment to undertake it with complete autonomy, the third being public funding with private oversight and is what Samuel's desires. He then stated that Samuel's has chosen the second option and have stated they will continue operations with their private fundraising and million-dollar endowment. The reappropriated funds will serve taxpayers through emergency services and public schools that serve public interest under oversight and not private control. Lastly, Dr. Jamieson stated that it is inaccurate that the library or Samuel's will be "destroyed" and that Samuel's has the funding to continue their operations.

On a motion by Ms. Cook, seconded by Mr. Stanmeyer, and the following vote, the Board adopted the Resolution of the Warren County Board of Supervisors' appropriation of funds to Warren County Fire and Rescue Safer Grant match or alternative staffing and Capital Asset replacement needs.

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

Public Comment Period - General Comments:

1. **Steven Schwalb** – discussed qualifications and certifications for professional positions and commented that the Board majority with the exception of Ms. Cullers have not attended certified Supervisor training for elections office holders offered by the Virginia Association of Counties. The further voiced his support for Samuel's public library and criticized the Board's action in creating the negative publicity.
2. **Sandy Schwalb** – voiced her support for Samuel's public library and criticized the Board for their actions, commenting that they are only concerned with their own interests from the top of this County to the bottom.
3. **Lewis Moten** – commented on the Finance/Audit Committee meeting emphasizing that there is no discussion on the audit nor are the documents readily available for the public to see and stated that he would like to see them on the website as well as for the posted calendar to sync up with the website as well.
4. **Meridith Parnes** – expressed her disappointment with the Board's actions over the last few years, stating that she has not seen "good faith" measures with the Board and their relationship with the community as good faith problem solvers.
5. **Kelli Hart** – voiced her support for Samuel's public library and emphasized the community support for the library based on the recent primary elections as well as meeting attendance and public comment from library supporters.
6. **Kris Nelson** – voiced her support for Samuel's public library and their programs that are advertised on the County's website and spoke critically of the meeting structures and how they are run, emphasizing that meetings are for citizens to speak to their elected officials. Additionally commented on Mr. Stanmeyer's report on Christendom questioning the validity and authenticity of the report.
7. **Rebecca Altizer** – voiced her support for Samuel's public library and critically emphasized the Board's prior decisions to turn down additional funding requests for Public Safety and Schools and now are removing library funding to appropriate it to them, questioning the Board's true motives and intentions.
8. **Gerry Maiatico** – provided an update on the sixth citizens' fire academy, stating that they are putting the finishing touches on that program and will be a free seven-week program.

Prior to adjournment, Mr. Stanmeyer stated, in correlation to comments regarding his Board report, that Ms. Cullers, himself, and the now former Town Manager spoke regarding Christendom College extending the sewer, and that Christendom does not have any influence on him or any members of the Board. Additionally, he has been in correspondence with DEQ that he has been forwarding to many of his constituents when asked and felt it would be beneficial for his report. Furthermore, Mr. Stanmeyer commented on Samuel's Public library stating that he is willing to fund them but there needs to be engagement with the Warren County Library Board, who is idle. He is willing to negotiate and "let bygones be bygones" but wants greater transparency on their finances through the Warren County Library Board.

Adjournment:

On a motion by Ms. Cook, seconded by Dr. Jamieson, and the following vote, the meeting was adjourned at 9:23 PM.

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