

Warren County, Shenandoah Farms Sanitary District Advisory Committee

Agenda

Meeting on 11/10/2025

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Call to Order; Roll Call

Rex Christensen; Chair
Craig Tabor; Vice-Chair (Acting Secretary)
Doris Harrington
Patrick Skelley
(Amy Barnes)

POSF Representative(s):

Ralph Rinaldi

County Representative(s):

John Stanmeyer; Warren County BOS (Absent)

Mike Berry; Director, Public Works

Travis Jones; SFSD Maintenance Manager

Public in Attendance:

Introduction of New SFSDAC Member: Amy Barnes

Review Last Meeting's Minutes, Amend/Approve

Approve Agenda; Additions if Needed

Reports on Tasks From Last Meeting

- Mr. Berry: Collect data and compile a report of findings to support any proposed changes in HR classification of Maintenance Crew positions and compensation.
- Mr. Christensen: Send an email to Mr. Berry proposing that the Youngs Drive paving project be changed from a VDOT project to "internal."
 - *Note: Mr. Christensen sent this email on 10/01/2025.*
- Mr. Christensen: Send an email to the Board of Supervisors proposing approval of the SFSD/AC Mission Statement.
 - *Note: Mr. Christensen sent this email on 10/01/2025.*
- Mr. Christensen: Send an email to the Board of Supervisors recommending the appointment of Amy Barnes to the SFSD/AC.
 - *Note: Mr. Christensen sent this email on 10/01/2025.*
- Mr. Jones: Prepare a list of Maintenance Crew activities and accomplishments since inception of the SFSD/AC and forward to Mr. Tabor.

- *Note: Mr. Jones sent this email to Mr. Tabor on 10/12/2025.*
- Mr. Tabor: Prepare draft of SFSD/AC progress report and forward to Committee members for comment by 10/15/2025.
 - *Note: First draft prepared by Mr. Tabor and submitted to SFSDAC members for review on 10/13/2025.*
- Mr. Christensen: Send email to Committee members with draft of proposal for SFSD engineering study.
 - *Note: Mr. Christensen sent this email on 10/01/2025.*

Public Works Report

Public Discussion (Limit 3 Minutes Per Item/By Chair)

Old Business

- Proposed Simplified Financial Statements (update/discussion)
- Youngs Drive Paving Project (update)
 - Savings from cost-sharing vs. internal
 - Balance of Special Projects Account
- Mission Statement (update – approved by BOS? Published to website?)
- Recruitment of additional SFSD/AC member(s):
 - Amy Barnes (status?)
 - Additional members?
- Spring Lake Repairs (update)
- New Maintenance Shed (update)
- Postmaster/Expansion of Rural Delivery (update)
- Venus Branch Pothole Repair, re-paving (update)
- Proposed “HR” Study of Classification of Maintenance Crew and Pay Parity (update)
- SFSDAC Progress Report (review/discussion/edit)

New Business

- Budget Discussion (Last year’s; current year to date; any changes needed).
- 2026 Budget Discussion
 - Sanitary District Fees
 - Capital Improvements
- Election of Secretary

Review Tasks

Adjourn

Next Meeting Date: