

At a Closed Meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on May 5th, 2026, at 12:00 PM

Present – Warren County Board of Supervisors and County Staff: Cheryl L. Cullers, (South River District); Tony F. Carter (Happy Creek District); John W. Stanmeyer, (Shenandoah District) Hugh B. Henry, (Fork); Richard A. Jamieson, (North River District); also, J. David Martin, Interim County Administrator; Jason Ham, County Attorney; Jane Meadows, Deputy County Administrator.

Absent - Hugh B. Henry, (Fork)

At 12:02 PM, on a motion by Mr. Carter, seconded by Mr. Stanmeyer, and the following vote, the Board entered into a closed meeting under Section 2.2- 3711(A)(1) for the discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, salaries, or resignation of specific public officers, appointees, or employees of the public body. The subject matter is the County Administrator, Deputy County Administrator, and Director of Economic Development positions.

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

At 12:56 PM, on a motion by Mr. Henry, seconded by Mr. Stanmeyer, 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 Section 2.2-3711(A)(1) 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; Ms. Cullers, Aye; Mr. Carter, Aye; Mr. Stanmeyer, Aye

At a Regular Meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on May 5th, 2026, at 1:00 PM

Present – Warren County Board of Supervisors and County Staff: Cheryl L. Cullers, (South River District); Tony F. Carter (Happy Creek District); John W. Stanmeyer, (Shenandoah District) Richard A. Jamieson, (North River District); also, J. David Martin, Interim County Administrator; Jason Ham, County Attorney; Kelly Wahl, Interim Planning Director; Kayla Darr, Human Resources Manager; and Zach Henderson, Deputy Clerk to the Board of Supervisors.

Absent - Hugh B. Henry, (Fork)

Call to Order:

Ms. Cullers called the meeting to order at 1:01 PM with an opening prayer from Pastor Eric Reploeg.

Adoption of Agenda – Additions or Deletions:

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

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

Presentation - Virginia Department of Transportation (VDOT)

Mr. Matt Smith stated that in the past month they have gone through and completed grading and stone application on county non-hard surfaced roads; Performed tree trimming operations on Rt. 739, Robinson Rd. and Rt. 661, Fairgrounds Rd. They will continue on Rt. 687, Treasure Island Ln., Rt. 685, Patty Tract Ln., Rt. 791, Myers Dr., and Rt. 619, Mountain Rd. Conducted sight distance mowing on Rt. 607, Rocky Ln., Rt. 649, Browntown Rd., Rt. 619, Rivermont Rd., Rt. 679, Catlett Mountain Rd., and South River Rd.; They will begin our spring mowing cycle this month., Performed slope mowing on Rt. 658, Rockland Rd., and Rt. Rt. 55, John Marshall Hiwy; Conducted shoulder repairs on Rt. 603, Oregon Hollow Rd., Rt. 613, Panhandle Rd., Rt. 661 Fairgrounds Rd., Rt. 629, Acorn Hill Rd., and this month we will do Rt. 615, Stokes Airport Rd.; Performed Surface repairs on Rt. 725, Daughter of the Stars; They will be flushing pipes on Rt. 613, Panhandle Rd., Rt. 613, Indian Hollow Rd., Rt.629, Rt. 629, Acorn Hill Rd. Rt. 659, Hardesty Rd., and Rt. 649, Browntown Rd. as well as some ditching along this route.

Sheriff's Office Introduction - New Hires and Promotions:

Major Frank Myrtle introduced the following new hires and promotions to the Warren County sheriff's Office, Melissa Painter, Alyssa Ratcliff, Cy Webb, Brittany Seal, Deputy Carol, Deputy Weaver, Sean Dean, Lieutenant Clatterbuck, Seargent Anderson, Seargent Lang, and Deputy Zolicoffer.

Public Comment Period (60 Minute Time Limit)

1. **Lewis Moten:** thanked the Sheriff's Office for their support during the April 30th Royal Visit and would like an official recognition in the form of an annual event. He then commented on the Box Hangar project at the airport and emphasized that the public was told the County was doing a bare necessity budget, and the hangars were removed from that, and spoke against using the general fund because the County does not know what is actually stable, then called for a clear status update on the incomplete audits.
2. **Mary Flynn:** stated that she and her husband live at the property that is right next to the proposed campground and emphasized that what is being proposed had greatly improved but thinks there needs to be clarification on some of the terms because there is remnants of the old applications for the sites and just want to be clear on what they are getting. Additionally, she is asking for clarification on the proposed expectations for the onsite operator.
3. **Mike Olmsted:** stated that he has been monitoring the traffic going up and down Panhandle Road a few times a day and recently it seems that traffic has increased, and the commercial entrance to the proposed campground has a plan that says approximately 50 vehicles per day coming from that entrance. He then expressed a concern about the blind spots, the roads washing when it rains, potential accidents etc.

Board Reports

- **Dr. Jamieson reported the following:**
 - Met with Michael Whitlow of the Tourism Committee and was very insightful and educational and was a great opportunity to make a connection there.
- **Ms. Cullers reported the following:**
 - On April 15th, attended a Broadband update at the Regional Commission meeting and was reassured that the project will, for the most part, be done by December 31st, 2026.
 - On April 25th, attended the Taste for Books event at Samuel's Public Library and gave a shout out to them for the work they did at the event.
 - On April 26th, attended Lone Pine Day at the Gazebo area and it was very educational and a fun event.

- On April 26th, attended the Girls Softball League Opening Day, and commented on the new uniforms and the large number of players who attended from 3-years old to 18.
- On April 27th, met with the School Board Executive Committee
- On April 29th, Warren County and Skyline's FFA combined for a banquet to celebrate 10 years of the FFA being again in Warren County.
- Commented on the Royal visit event and thanked everyone involved and that it was a very positive experience for her and liked the idea of a yearly remembrance of that.
- Attended Coffee and Conversations on May 1st hosted by Rob MacDougall and featured Laurel Ridge Community College.
- **Mr. Carter reported the following:**
 - Gave a shoutout to the town and everyone involved in the Royal Visit, emphasizing that it was well attended and got a lot of good press.
 - Commented on the Airport Hangar project, stating that the money is not coming from the general fund per say, but from fund balance that will warrant an opportunity to replace that to borrow at a later time.
 - Stated that maybe at the next meeting the Board could receive an update on how the audit is being processed.
- **Mr. Stanmeyer reported the following:**
 - Gave a shoutout to the Town and to everyone who was involved in the County for the work they did for the Royal Visit, calling it a wonderful day for the community and emphasized King Charles' own interests in restorative agricultural and nature.
- **Dr. Martin had no report**
- **Mr. Ham had no report**

April 7th - Regular Meeting and April 14th - Special Meeting

On a motion by Mr. Stanmeyer, seconded by Mr. Carter, and the following vote, the Board approved the minutes for the April 7th Regular Meeting, and the April 14th Special Meeting as presented.

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

Consent Agenda

1. Resolution Acknowledging the Matrix Fire and Rescue Study and Strategic Plan Development
2. FY27 Individual Grant Handling Equipment Gear
3. Contract for Services - ReeSource Pest, Inc.
4. WCPS Board Supplemental Appropriation
5. Appointment of Major Frank Myrtle to the Northwestern Regional Juvenile Detention Center Commission as Alternate
6. **Approval of Job Description and Grade Placement — Director of Economic Development (removed for discussion)**
7. **Approval of Job Description and Grade Placement — Tourism Manager (removed for discussion)**

Mr. Stanmeyer stated that he would like to pull item #6 Approval of Job Description and Grade Placement - Director of Economic Development for discussion. Mr. Carter stated that he would like to pull item #7 Approval of Job Description and Grade Placement — Tourism Manager for discussion

On a motion by Mr. Stanmeyer, seconded by Mr. Carter, and the following vote, the Board approved the consent agenda as amended.

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

Approval of Job Description and Grade Placement — Director of Economic Development

Mr. Stanmeyer stated that he pulled this item to make a correction in the motion that is in the agenda packet.

On a motion by Mr. Stanmeyer, seconded by Mr. Carter, and the following vote, the Board approved the updated job description for the Economic Development Director position and assigned the position to Grade 26 on the County's salary scale with further leeway that the salary may be 10% additional.

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

Approval of Job Description and Grade Placement — Tourism Manager

Mr. Carter stated that this was for a job description and grade placement for a Tourism Manager and emphasized that this is an important component to Economic Development. He then commented that maybe this item needs further discussion when Mr. Henry returns and realized that this position would not be hired by the Board, but by the County Administrator. He would like to discuss whether or not a full-time person is needed or if the Board could work more in conjunction with the Town.

Dr. Jamieson stated that he is of the opinion that Tourism is an aspect of Economic Development and that it's more of a larger umbrella under which Tourism is a factor. Additionally, as the County begins the recruiting process for Economic Development Director, that individual will have a large impact on assessing the County's strategy and how that activity and how Tourism fits into that.

Dr. Martin stated that he had recently met with the Town Manager and their Tourism Director to discuss options prior to the next joint meeting in early June.

Ms. Cullers stated that over the time she has been on the Board, they have tried to do Tourism and commented on the Tourism Committee and its success as well as the upcoming events focused around the 250th anniversary. With the amount of time that Economic Development has been dormant, this may be an overwhelming job getting that established without adding Tourism into the mix.

Ms. Darr emphasized that this position is a manager position and not a director position, which means they would not be at a department head level.

On a motion by Mr. Carter, seconded by Mr. Stanmeyer, and the following vote, the Board approved the updated job description for the Tourism Manager Position and to assign the position to grade 20 on the County Salary Scale.

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

Unfinished Business

CUP2025-02-02 - Campground - 1406, 1408, 1090, and (0) Panhandle Road, Identified on Tax Map 35

as Lots 5-1, 5-2, 5-3, 5B-1, and 10A

Ms. Wahl stated that the applicants are requesting a conditional use permit for a campground for five parcels totaling approximately 132 acres of contiguous land accessed by Panhandle Road. The owners would like to establish a campground in conjunction with the previously approved rural events facility to help promote tourism, enhance outdoor recreation opportunities, support local businesses, and to preserve the natural landscape. With over 130 contiguous acres of land and approximately 3,000 feet of river frontage along the South Fork of the Shenandoah River, the applicants are proposing 10 camping sites. The owners have specified that no private RV's will be permitted on the premises and they will minimize construction of permanent structures within the Special Flood Hazard Area (SFHA), but any development within the SFHA shall comply with the Floodplain Overlay District regulations and requirements set forth under Warren County Code §180-16. A designated individual now resides on the property to assist with campground operations and oversight.

The Board held a public hearing on July 1st, 2025, and after it was closed the Board discussed proposed conditions limiting the development of six primitive tent sites and four RV units with any future expansion requiring a condition use permit. The Board then voted to table the request to allow the applicant time to address outstanding concerns.

Mr. Ey has since revisited the entire approach and is now requesting 10 camping sites, six of which are gravel area pads for tents, two glamping pods, and two privately owned RV's and there will be no publicly available RV's coming and going from the property.

The applicant, Mr. Ey provided the Board with a PowerPoint presentation that detailed, the concerns raised at the July 2025 hearing and how they were addressed (number of campsites/the entrance/restrooms/flooding/on site presence/traffic/trash removal), and an overhead photo of the property with a key that detailed the sites, parking area, rural events etc.

Ms. Cullers asked, in reference to comments from an adjacent property owner, if there was a way he could put up a denser area to block the sound from the sites. Mr. Ey emphasized that the home she is referring to has a strip of land that belongs to a different property owner, and standing in the specific area mentioned, he cannot see the home because of that strip of land as well as trees in between them.

Mr. Stanmeyer asked if the glamping pods and tiny homes are part of the 10 camping sites or are they in addition to them. Mr. Ey stated that they are part of the 10.

Ms. Wahl clarified that the parcels that are included with this conditional use permit are tax map 35, parcel 5-1 parcel 5-2, parcel 5B-1, parcel 10A-1, and parcel 10A. Parcel 5-3 has been removed from this application, making this a total of 96 acres instead of the original 130 acres.

Dr. Jamieson asked, in reference to someone being onsite when campers are present, if there is a person that's in residence there for that purpose. Mr. Ey said there would be and there is someone who is there now who currently patrols the property with a provided ATV.

On a motion by Mr. Stanmeyer, seconded by Dr. Jamieson, and the following vote, the Board approved CUP2025-02-02 for a campground as amended to exclude tax map 35 – 5 with the conditions as recommended by the Planning Commission and staff, and with the addition of condition 15, which reads an onsite host shall be available on the premises during any period in which campers are occupying the facility and condition 16, the number of campsites permitted on the property shall be limited to a maximum of 10 campsites at any time. No additional campsites shall be established, advertised, or utilized without amendment to this conditional use permit.

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

Adjournment:

On a motion by Mr. Stanmeyer, the meeting adjourned at 2:14 PM

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