

At a regular meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on December 12, 2017 at 9:00 AM.

Present: Linda P. Glavis, Chair (South River District); Tony F. Carter, Vice-Chair (Happy Creek District); Archie A. Fox (Fork District); Daniel J. Murray, Jr. (North River District); and Thomas H. Sayre (Shenandoah District); also present Douglas P. Stanley, County Administrator; Robert B. Childress, Deputy County Administrator; Dan N. Whitten, County Attorney; André T. Fletcher, Finance Director; Taryn Logan, Planning Director; Richard Mabie, Chief of Fire and Rescue Services; Brandy Rosser, General Services Director; Emily A. Mounce, Deputy Clerk of the Board; Roger Bianchini, Royal Examiner; Alex Bridges, Northern Virginia Daily; Tupper Cowles, *The River 95.3*; Josh Gully, Warren Sentinel; and Tim Ratigan, Warren Report

Absent: None

### **Special Presentation by E. Wilson Morrison Elementary School Chorus – Haley Wills**

The E. Wilson Morrison Elementary Chorus, under the direction of Haley Wills, presented the Board with a preview of the choir's winter concert.

### **Adoption of Agenda – Additions or Deletions**

Mr. Stanley requested that Item M-1 be added for Fire and Rescue Services to request authorization to enter into a lease/purchase agreement for Physio emergency medical equipment for ambulances and service vehicles.

On a motion by Mr. Sayre, seconded by Mr. Murray, and by the following vote, the Board of Supervisors adopted the agenda as amended:

Aye: Carter, Fox, Glavis, Murray, Sayre

### **Public Presentations – Public Presentation time is intended as an opportunity for the public to give input on relevant issues and not intended as a question and answer period**

There were no presentations from the public.

### **Report – Virginia Department of Transportation – Ed Carter**

Mr. Carter was unable to attend the meeting but submitted the following report.

#### Maintenance:

- Conducted brush cutting operations on Routes 639, 610, and 611 and plan to continue this month

- Performed ditching operations on Routes 632, 633, and 637 and will continue with ditching on Route 55 east this month
- Removed hazard trees on Route 624
- Installed new pipe on Route 619 and opened pipes with flusher on Routes 611 and 622
- Conducted grading operations on various non-hard surfaced roads throughout the County and will continue this month
- Will be performing shoulder repairs along various routes this month

Projects:

- South Fork Bridge – The project is nearing completion. Final paving is complete. Pavement markings should be complete this week. Signal contractor is installing the permanent signal and should complete this week. Signal timings will be monitored and adjusted as needed over the next few weeks. The contractor will be working on site cleanup and incidental issues over the next couple of weeks.
- Morgan Ford Bridge – Is on schedule. Base pavement has been laid and the contractor is working on the concrete railing. Weather allowing, the contractor is hoping to open the road early. Once opened, the detour can be removed until all work is complete with some lane closures during the final stages.
- Happy Creek Road – Status unchanged.
- Reliance Road Truck Restrictions – Awaiting final approval.

Mr. Sayre asked about the status of the new Morgan Ford Bridge and whether it would be intermittently open beginning in January 2018. Mr. Stanley responded the contractors are still working on pouring the concrete railing, and the hope is the contractor can complete enough of the work to open the bridge to traffic in mid to late January and finish the remaining work in the spring as temperature allows. Additionally, the opening of the new bridge would remove the subsidy provided by VDOT for the staffing at Fire and Rescue Station 6 (Shenandoah Farms).

Mr. Fox asked about the status of the South Fork Bridge. Mr. Stanley replied that after the week ending December 16<sup>th</sup>, all in-right-of-way lane closures should be complete, and the contractor should be finishing punch list items off the right-of-way in the next few weeks.

**Swearing-In Ceremony for Board of Supervisors and Warren County School Board**

The Honorable Judge Ronald Lee Napier presided over the swearing-in ceremony for returning Warren County School Board member Catherine R. Bower and returning Board of Supervisors members Tony F. Carter and Archie A. Fox.

## **Report – Economic Development Authority – Jennifer McDonald**

Jennifer McDonald, Executive Director of the Economic Development Authority, highlighted the following updates from her written report:

- All permits have been received from the Department of Environmental Quality (DEQ) for the Workforce Housing project; waiting on a sign easement from a neighboring property owner as well as fire suppression line and water line approval from the Town
- ITFederal has site plan approval on its project
- The developer for the Afton Inn is conducting a feasibility study comparing the cost of renovating or demolishing the property, the deadline for which is January 15<sup>th</sup>
- Working with the Town of Front Royal on traffic study and design plans from Pennoni Engineering for the West Main Street Extended project
- Submitted a grant application for computer equipment for the new Town of Front Royal Police Department headquarters
- Conducted two site visits with potential business owners during November

Mr. Carter thanked Ms. McDonald for a very informative joint EDA/Board of Supervisors/Town Council meeting on Friday, December 8<sup>th</sup>.

Mr. Sayre asked about the cost and status of the ITFederal project, and Ms. McDonald replied that ITFederal has pulled \$625,562 to date from the \$10 million loan it received to cover the costs associated with permitting, engineering services, design services, dirt hauling, and other miscellaneous items. She also confirmed that the pad site for the proposed pump station is ready.

## **Report – Town of Front Royal – Joe Waltz**

Joe Waltz, Town Manager, highlighted the following updates from his written report:

- Corridor Water Upgrade – Preliminary engineering review is complete, and the hydraulic study will be complete in January 2018
- Criser Road Bridge Replacement Project – Construction easement issue was not resolved until late summer 2017; limited responses to the Request for Proposals (RFP) for the project along with cost estimate concerns; the Town plans to reissue the RFP in late February/early March 2018 with construction during summer 2018
- Criser Road Trail Project – Almost 50% complete with estimated completion date by the end of January 2018
- East Main Street (One Way) – The Town asked the Planning Commission to evaluate a proposal for making East Main Street one-way to traffic; the current concerns are the width of East Main Street and truck loading for the shops and restaurants
- ITFederal – Preliminary design for pumping station will be completed by December 15<sup>th</sup>; the current cost estimate for the station is \$500,000

- The Town has broken ground on the new Town of Front Royal Police Department headquarters with plans for the building to be complete by November 30, 2018
- Discussions on the Property Maintenance Code program will resume in early 2018

Mr. Carter commented on a conversation he had with a property owner on East Main Street who was not in favor of the proposed one-way concept. For the shops that do not have a rear entrance, loading and unloading on a one-way street would be difficult.

### **Report – Department of Social Services – DeAnna Cheatham**

DeAnna Cheatham, Director of the Department of Social Services, reported the following updates:

- One vacancy in Benefit services and three vacancies (almost four) in Protective services; difficulty finding eligible and qualified candidates
- Received an email stating the Children’s Health Insurance Program (CHIP) funding, which provides for the Family Access to Medical Insurance Security (FAMIS) and Medicaid programs, has not yet been renewed; still waiting on an accurate number for how many Warren County residents this would effect, but Ms. Cheatham estimated in the thousands; there is cautious optimism CHIP will be re-funded, but if not, insurance under CHIP will end as of January 18, 2018
- Held a candlelight vigil on November 17<sup>th</sup> to remember and bring awareness to victims of child abuse; if you see something, say something
- Held its first Seniors for Santa luncheon on December 10<sup>th</sup> at the Front Royal Volunteer Fire Department, Station 1
- The Department is partnering with Front Royal Rotary Club for Coats for Kids program; the coats have been shipped and will be sent out with Doc Smith baskets

Mr. Sayre asked Ms. Cheatham to repeat the slogan from the candlelight vigil: “See Something? Say Something!” She stressed that preventable deaths should not occur, but if the Department does not know, they cannot act. The citizens of Warren County are the eyes and ears of the Department.

### **Reports – Board Members, County Administrator, County Attorney**

Mr. Sayre reported the following:

- Attended the Salvation Army Thanksgiving dinner on November 23<sup>rd</sup>
- Noted the performance dates for the Silent Monks on November 31<sup>st</sup> and December 2<sup>nd</sup>
- Attended the Chamber Mixer event in November
- Attended the Music Park Dedication Ceremony at Rockland Park on November 29<sup>th</sup>
- Attended the joint EDA/Town Council/Board of Supervisors meeting on December 8<sup>th</sup>

- Voiced his condolences on the recent passing of several friends and neighbors
- Invited the public to the Station 5, Shenandoah Shores fundraising breakfast on December 16<sup>th</sup>

Mrs. Glavis reported the following:

- Attended the joint EDA/Town Council/Board of Supervisors meeting on December 8<sup>th</sup>
- Participated in the ribbon cutting ceremony for Brooklyn's Marketplace on Main Street on December 11<sup>th</sup>
- Thanked Board members for their support during her tenure as Chair
- Wished everyone a Merry Christmas and Happy New Year

Mr. Murray reported the following:

- Participated in the ribbon cutting ceremony for Brooklyn's Marketplace on Main Street on December 11<sup>th</sup>
- Attended the joint EDA/Town Council/Board of Supervisors meeting on December 8<sup>th</sup>
- Attended the funeral service for Jim Eastham
- Attended a Warren Coalition discussion on the opioid crisis
- Attended a Christmas gathering at Sly Fox Golf Course
- Went to a trustees luncheon for Riverton United Methodist Church
- Rockland Road, concerned about railroad track crossing
- Met with Elks Lodge regarding the renovation of the lodge building
- Attended the Music Park Dedication Ceremony at Rockland Park on November 29<sup>th</sup>
- Attended both the Salvation Army Red Kettle Kickoff and the Thanksgiving dinner
- Fielded HOA questions regarding the Reliance Road tractor-trailer restriction
- Received a request from Riverton United Methodist Church, blessing of the bridge
- Attended a Christmas Show put on by Steve Foster
- Attended a 52-piece wind ensemble performance at Riverton United Methodist Church on December 10<sup>th</sup>

Mr. Carter reported the following:

- Invited the public to attend one or more of the festive concerts and activities going on in the community during this time of year
- Commented that it has been a pleasure serving with Mrs. Glavis as Chair for the past two years
- Wished everyone a Merry Christmas and Happy Holidays

Mr. Stanley reported the following:

- Holiday Closures – County offices will close at noon on December 22<sup>nd</sup> and remain closed on December 26<sup>th</sup> and 27<sup>th</sup> for the Christmas Holiday and will close on January 1<sup>st</sup> and 2<sup>nd</sup> for the New Year's Holiday. On December 25<sup>th</sup> the compactor

sites will have open top containers available at each site for citizens needing to dispose of garbage, but no attendants will be on site.

- Front Royal Golf Club – The County received one proposal for management and use of the Front Royal Golf Club property. The proposal was reviewed and ultimately rejected by the Advisory Committee. The RFP is currently being re-advertised with a few changes. The deadline for submittal of proposals is January 25, 2018 at 2:00 PM.
- Proposed Sanitary District – The County received a petition for the creation of a sanitary district for a portion of the Aspen Hill Farms subdivision. This will be the first application received by the County since the change to the State Code that took effect on July 1, 2017 requiring a Board of Supervisors vote to establish such districts. In addition, following the receipt of a petition of 50 qualified voters (or 50% if there are fewer than 100 in the proposed district), the Board must survey the proposed district to ensure that it is supported by at least 50% of the property owners in the proposed district. The petition has been certified, and a survey has been mailed out to all property owners to confirm support for the proposed district.
- Zoning Officer Position – Joseph W. Petty has been hired as the new Zoning Officer and will begin work on January 3, 2018. Joey joins the County after nine years with the Crystal City Business Improvement District (BID), most recently serving as the Vice President of Programs. He has a Bachelor of Fine Arts from George Mason University. This is a bit of a homecoming for Joey, as he also previously worked for Warren County as a Parks and Recreation Maintenance Worker during his high school and college years. He replaces Charlie Morrison who left the County to move to South America.
- FY 2018-2019 Capital Improvement Plan – Work has started on the FY 2018-2019 Capital Improvement Plan. The Planning Commission has received a total of 23 projects and will start working on reviewing and scoring the projects at its meeting on December 13<sup>th</sup>. The Commission is slated to hold a public hearing of the draft plan in February and present the final plan to the Board in March.
- Building Inspections – Through November, the County has seen a total of 162 new home starts. This eclipses the total of 145 for 2016 and represents the seventh consecutive year of growth in new home starts since the end of the great recession.
- DuPont Grant Proposals – Working with the NSVRC and the EDA, the County submitted grant proposals for the Morgan Ford Boat Landing Project and the Avtex Conservancy Trail. The grants are being awarded as part of the settlement with DuPont in response to the pollution of the South Fork of the Shenandoah River from its Waynesboro facility. The first round of grant awards will be announced on December 8<sup>th</sup> and neither project received funding.
- Ressie Jeffries Elementary School – Roof/Addition/Parking Lot Project – The building addition and roof project is 91% complete, and the site work project is 99% complete. At this point, staff is waiting on the delivery of the bus and parent drop-off/pickup canopies to complete the project. The canopies are currently scheduled to ship from the factory on January 12, 2018. All work is slated to be completed by March 1<sup>st</sup>.

- Ressie Jeffries Elementary School – Playground Project – Plans for the project have been completed. County staff started work on the project in September and hope to have the site work completed by early December. Phases I and II of the project should be completed during this winter. Thanks to a \$5,000 donation and a five-year \$25,000 donation match, Phases III and IV will be fully funded if the school can raise another \$25,000-\$30,000.
- Thompson Kiss-and-Ride – The County’s contractor completed paving of the parking lot and bus turnaround. Next year the County will install a bus shelter and work with neighboring subdivisions on funding playground equipment for the site.
- Rockland Park – The County has been working with the contractor from the Royal Farms construction site to accept fill material at Rockland Park. Using this fill, two multi-purpose fields have been completed and seeded. Over the next month two additional fields, stormwater management facilities, and two gravel parking lots will be completed.
- Rivermont Fire Station – The Building Committee recommended that the County proceed with a one-story option. County staff met with Company #2 leadership on October 6<sup>th</sup> to review the proposed plan and received a final go-ahead from Company #2 membership with the proposal to construct a replacement station at the Airport Road site. At its meeting on November 21<sup>st</sup>, the Board went with the recommendation and approved the design contract with Moseley Architects. Staff hopes to complete final design plans and put the project to bid by mid-summer 2018.
- Farm View Road Rural Addition Project – The County completed work last week on the Farm View Road (Shenandoah Farms) rural addition project. Farm View Road was #8 on the County’s Rural Addition Priority list. The road is 0.31 mile long, and the estimated cost is \$260,000.
- Leach Run Parkway – Project complete. Ribbon cutting held on June 26<sup>th</sup>. The engineer is currently working with the contractor on remaining punch list items including the permanent establishment of grass.
- VDOT/Marlow-Silek Revenue Sharing Project – The project will widen a portion of Route 340/522 South from the crossover in front of Shenandoah Motors to the Crooked Run Boulevard entrance by adding a third lane and right turn lane. The project will also extend the left turn lane for the crossover. W&L Construction started work the week of October 9<sup>th</sup> and has made significant progress. It is anticipated that the third lane and turn lane work will be completed by mid-January, and W&L will come back in the spring to complete the drainage pipe replacement under Route 340/522 when we have warmer temperatures.
- VDOT/South Fork Bridge – The project is approximately 98% complete. The contractor has completed the final paving throughout the project, and final pavement markings will be completed this week. The signal subcontractor finished installing the permanent signal at the Route 55/340/522 intersection last week and is working to finish remaining signal incidental items into the week of December 11<sup>th</sup>. VDOT will monitor the signal timings and adjust as necessary over the next few

weeks to synchronize and fine-tune the system. The contractor is working on various incidental work and cleanup throughout the project. Most of the work impacting traffic should wrap up this week, but there will continue to be minor lane closures between 9:00 AM – 3:00 PM next week, as necessary, to complete the project. Motorists will be able to avoid traffic delays by using John Marshall Highway (Route 55 East) between Front Royal and Interstate 66 at exit 13 in the Linden area.

- VDOT/Morgan Ford Bridge – The project is approximately 75% complete based on earnings and remains on schedule for completion in June 2018. The bridge deck has been completed, and the temporary work bridge has been removed from the river. The initial layer of asphalt has been placed on each end of the new bridge. The contractor will continue to construct the bridge concrete railing over the next few months. All work and schedules are heavily dependent upon weather conditions.
- Commercial Projects – Work continues on the following projects:
  - Royal Farms Convenience Store – Building permit for the project was released and picked up on December 1<sup>st</sup> – Spring 2018 Completion
  - Marriott/TownePlace Suites – Summer 2018 Completion
- Reminded the Board of the Warren County staff luncheon taking place on December 13<sup>th</sup> at the Front Royal Fire Department
- Commented on the Front Royal Rotary Club’s Coats for Kids program in conjunction with the Department of Social Services; this program will provide approximately 150 coats to children in need in the community

Mr. Whitten distributed his report to the Board and further reported the following:

- Collected \$28,254 in delinquent taxes during November 2017
- Collected \$272,610 in delinquent taxes since January 1, 2017

### **Approval of Minutes – Regular Meeting of November 21, 2017**

On a motion by Mr. Murray, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the minutes of its regular meeting of November 21, 2017:

Aye: Carter, Fox, Glavis, Murray, Sayre

### **Consent Agenda**

1. 2018 Fee Schedule for Parks and Recreation Department – Robin Richardson
2. Approval of December 2017 Accounts – André Fletcher
3. Removed for separate consideration
4. Purchase of New SUV for Fire and Rescue Department – Chief Richard Mabie
5. Amendment to Architectural Services Annual Term Contract with Land Planning and Design Associates – Dan Whitten

6. Amendment to Architectural Services Annual Term Contract with Frederick Andreae Architects – Dan Whitten
7. Amendment to Professional Services Annual Term Contract with Frazier Associates – Dan Whitten
8. Amendment to Financial Advisory Services Annual Term Contract with Davenport & Company, LLC – Dan Whitten
9. Amendment to Professional Services Annual Term Contract with Moseley Architects – Dan Whitten
10. Removed for separate consideration
11. Acceptance of Deed of Gift of Easement from Stephen James Lee for Mint House Property – Taryn Logan/Dan Whitten
12. Coyote Bounties – Animal Control
  - a. Brandon Barentine (1) - \$50.00
  - b. Darryl Lee Day (1) - \$50.00
  - c. Jason King (1) - \$50.00
  - d. Jon Mark Smith (2) - \$100.00

Mr. Stanley requested that Item 10 be pulled for further discussion, and Mr. Murray requested that Item 3 be pulled for further discussion.

On a motion by Mr. Murray, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the Consent Agenda as presented with Items 3 and 10 pulled for further discussion and consideration:

Aye: Carter, Fox, Glavis, Murray, Sayre

### **Transfer of Sheriff's Office Vehicles – Sheriff Daniel McEathron**

Mr. Stanley reminded the Board of the approval of new vehicles by the Warren County Sheriff's Office at the last Board meeting. At this time, the Sheriff's Office is proposing transferring two older vehicles to the Warren County School Board and two older vehicles to the Warren County Building and Grounds Department.

Mr. Murray asked if the County was taking older vehicles to auction or building a motor pool fleet. Mr. Stanley replied that vehicles are auctioned off when no longer useful to the County.

On a motion by Mr. Murray, seconded by Mr. Sayre, and by the following vote, the Board of Supervisors approved the transfer of Warren County Sheriff's Office vehicles 14 and 22 to the Warren County School Board and further approved the transfer of Warren County Sheriff's Office vehicles 17 and 78 to Warren County Building and Grounds:

Aye: Carter, Fox, Glavis, Murray, Sayre

## **Renewal of Franchise Agreement with Comcast Cable – Dan Whitten**

Mr. Whitten reported that eventually the County will be in this agreement with Comcast for up to 30 years (15-year agreement with three optional 5-year renewal terms). Due to the extended nature of the agreement, Mr. Whitten wanted to make sure the public had adequate time to speak to the franchise renewal. He asked the Board to amend the motion to instead authorize this matter to be advertised for a public hearing on January 16, 2018. He noted that Comcast has added service to a number of areas in the County since this franchise agreement was originally executed three years ago and highlighted some of the terms of the franchise agreement as proposed. He commented that Comcast will provide the County an initial equipment grant of \$31,000 for the equipment update for the Board Room and will provide up to three government channels should there be a need.

On a motion by Mr. Carter, seconded by Mr. Murray, and by the following vote, the Board of Supervisors authorized the advertisement of a public hearing set for January 16, 2018 of the renewal of the Cable Franchise Agreement between the County of Warren and Comcast of California/Maryland/Pennsylvania/Virginia/West Virginia, LLC:

Aye: Carter, Fox, Glavis, Murray, Sayre

## **Request – Fire and Rescue Department Staffing Plan, Stations 3 and 6 – Chief Richard Mabie/Doug Stanley**

Mr. Stanley reported The Fire and Rescue Department made a presentation at the Board work session of November 8, 2017 regarding additional funding for staff at Station 6 (Shenandoah Farms) and Station 3 (South Warren). As a reminder, Station 6 has been fully staffed at a cost being funded by the Virginia Department of Transportation since May 2016. It is estimated that the Morgan Ford Low Water Bridge will be open to traffic and Station #6 staff funding ended by January 1, 2018 or earlier.

During the work session, Fire and Rescue Department staff offered and discussed the following Staffing Options for the Board’s consideration:

- Option #1 Approve and absorb funding for the continued staffing of Station 6 for 2017-2018 – estimated cost \$130,000 (funding set aside in current budget). Appropriate additional funding to hire 2 FF/EMT’s for the completion of 24/7 staffing at Station 3 - estimated cost \$65,000 to complete FY 2017-2018. Combined cost for staffing for Stations 6 and 3 as proposed is estimated at \$195,000 for January 1 through June 30, 2018 and \$390,000/year (\$260,000 unbudgeted) thereafter.
- Option #2 Approve and absorb funding for the continued staffing of Station 6 for 2017-2018 – estimated cost \$130,000 and an additional \$130,000 for FY 2018-2019. Relocate the two career positions at Station 2 (Rivermont) additional to Station 3 to cover C shift (this option would un-staff Station 2 until new Station 2 is completed).

Station 6 belongs to and is managed by the Warren County Fire and Rescue Department, which also owns the apparatus located there including a new engine and new ambulance. The Department also established a Logistics Division and a Rapid Intervention Team at Station 6, provides fire and EMS mutual aid response to the western portion of Clarke County, and has aid agreements with Fauquier and Loudoun Counties. Station 3 has one of the largest response areas of the County and has also provided response assistance to northern Page County.

The Department of Fire and Rescue supports Option #1 as the preferred route for optimum staffing at this time. However, due to current available funding the Administration recommendation is Option #2. Option #2 does not require any additional funding, over the \$130,000 set aside in reserve for contingencies for the two positions in the current year and will require an additional \$130,000 in FY 2018-2019. Option #1 would require \$195,000 of our \$230,000 in reserves for the current year and an additional \$260,000 in FY 2018-2019 and, given our current upcoming budget picture, Administration staff does not feel comfortable recommending the commitment of those funds until the FY 2018-2019 budget is in discussions and under consideration. If the funding is available, the Board can always appropriate an additional \$130,000 to cover the two positions at Station 2. In the meantime, Chief Mabie can use part-time funding to backfill Station 2 until FY 2019-2020 when the new station would open. At that time the plan would be to add staffing as funding permits to eventually cover 24/7.

Chief Mabie mentioned to the Board that Station 2 has been un-staffed due to vacancies in the Department with part-time staffing being provided only when the personnel are available.

Mr. Carter moved that the Board of Supervisors approve the Fire and Rescue Department Option #2, and Mr. Murray seconded this motion for discussion.

Mr. Carter commented that the Board and the Department had discussed the staffing options at length in a previous work session, and while Option #1 is more ideal, Option #2 is what is currently fiscally practicable.

By the following vote, the Board of Supervisors approved the Fire and Rescue Department Option #2 to continue staffing Fire Station 6 using set aside funds in Reserve for Contingencies in the amount of \$130,000 and relocate the two paid staff positions from Station 2 to Station 3:

Sayre, Aye; Fox, Aye; Glavis, Aye; Murray, Aye; Carter, Aye

**Request – Lease/Purchase of New Physio Control LifePak 15’s and 1000’s – Chief Richard Mabie**

Chief Mabie reported that this request is just short of an emergency request. The Department has been working on replacing monitors and AEDs on apparatus in the stations, most of which are 15 – 20 years old with their life cycle estimated around only 7

years. Maintenance agreements were placed on them to extend the life cycles, but Physio Control, the manufacturer, no longer provides maintenance agreements due to the extreme age of the apparatus. Chief Mabie stated that the Department applied for a Federal Emergency Management Agency (FEMA) grant to re-outfit the Department with new equipment, but the Department recently found out that FEMA did not approve the grant request. There were various options discussed with Physio Control, and the best route decided is a five-year lease/purchase to outfit Department with new LifePak 15's and AEDs. The lease will cost approximately \$91,000 per year with the funds to come out of the Cost Recovery Program.

Mr. Sayre asked about the new equipment and advancing technology in the future, and Chief Mabie responded the proposed lease/purchase is adaptive and will allow the Department to adjust to future advancements.

Mr. Carter asked who would be receiving the updated equipment, and Chief Mabie replied that all staffed ambulances will receive LifePak 15 monitors, and all other units will receive defibrillators. The staff vehicles will be provided AEDs, and two specialty fire trucks will be outfitted as well. If the contract with Physio Control is signed before December 27, 2017, it will save the Department \$81,000.

On a motion by Mr. Carter, seconded by Mr. Murray, and by the following vote, the Board of Supervisors authorized the Fire and Rescue Department to enter into a five-year lease agreement for the purchase of nine LifePak 15's and eight LifePak 1000's at an annual payment of \$91,615.52, which will be paid from the Cost Recovery Program:

Aye: Carter, Fox, Glavis, Murray, Sayre

**Closed Meeting - Sections 2.2-3711(A)(1) and 2.2-3711(A)(8) of the Virginia Freedom of Information Act - Personnel Matters and Consultation with Legal Counsel**

On a motion by Mr. Carter, seconded by Mr. Murray, and by the following vote, the Board of Supervisors entered into a closed meeting under the provisions of Section 2.2-3711(A)(1) of the Virginia Freedom of Information Act for the discussion or consideration of the assignment or appointment of a specific public officer of the public body and further moved that discussion be limited to the Warren County Board of Zoning Appeals, the Front Royal-Warren County Airport Commission, the Northern Shenandoah Valley Regional Commission, Northwestern Community Services Board, the Warren County Planning Commission, and the Warren County Social Services Advisory Board. On a further motion by Mr. Carter, seconded by Mr. Murray, the Board of Supervisors entered into a closed meeting under the provisions of Section 2.2-3711(A)(8) of the Virginia Freedom of Information Act for consultation with legal counsel and further moved that discussion be limited to the Front Royal Golf Club.

Sayre, Aye; Fox, Aye; Glavis, Aye; Murray, Aye; Carter, Aye

On a motion by Mr. Carter, seconded by Mr. Sayre, and by the following vote, the Board of Supervisors acknowledged that only public business matters lawfully exempted from open meeting requirements under Sections 2.2-3711(A)(1) and 2.2-3711(A)(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:

Sayre, Aye; Fox, Aye; Glavis, Aye; Murray, Aye; Carter, Aye

On a motion by Mr. Fox, seconded by Mr. Sayre, and by the following vote, the Board of Supervisors reappointed David Feiring to the Board of Zoning Appeals for a five-year term ending December 31, 2022:

Aye: Carter, Fox, Glavis, Murray, Sayre

On a motion by Mr. Murray, seconded by Mr. Carter, and by the following vote, the Board of Supervisors reappointed John Vance to the Northern Shenandoah Valley Regional Commission for a three-year term ending December 31, 2020:

Aye: Carter, Fox, Glavis, Murray, Sayre

On a motion by Mr. Carter, seconded by Mr. Murray, and by the following vote, the Board of Supervisors reappointed Robert Myers and Hugh Henry to the Warren County Planning Commission for respective four-year terms ending December 31, 2021:

Aye: Carter, Fox, Glavis, Murray, Sayre

On a motion by Mr. Carter, seconded by Mr. Murray, and by the following vote, the Board of Supervisors appointed Lorraine Brandon to the Social Services Advisory Board for a four-year term ending December 31, 2021:

Aye: Carter, Fox, Glavis, Murray, Sayre

There were no motions made as a result of this closed session.

## **Adjournment**

Mrs. Glavis adjourned the meeting at 10:50 AM.