

At a regular meeting of the Board of Supervisors of Warren County held in the Warren County Government Center on July 18, 2017 at 7:00 PM.

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; Andre T. Fletcher, Finance Director; Taryn G. Logan, Planning Director; David C. Beahm, Building Official; Matt Wendling, Planner; Emily A. Mounce, Deputy Clerk of the Board; Tim Ratigan, Warren County Report; Alex Bridges, Northern Virginia Daily; Roger Bianchini, Royal Examiner and The River; and Josh Gully, Warren Sentinel

Absent: None

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

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

Aye: Carter, Fox, Glavis, Murray, Sayre

#### **Adoption of Resolution re: Special Recognition of H. Elizabeth "Beth" Reavis**

On a motion by Mr. Murray, seconded by Mr. Fox, and by the following vote, the Board of Supervisors adopted the resolution honoring H. Elizabeth "Beth" Reavis as shown below:

Aye: Carter, Fox, Glavis, Murray, Sayre

#### RESOLUTION OF THE BOARD OF SUPERVISORS OF WARREN COUNTY HONORING H. ELIZABETH "BETH" REAVIS

WHEREAS, H. Elizabeth "Beth" Reavis has served as Director of the Warren County Department of Social Services since February 7, 2011 and announced her retirement effective June 30, 2017, and

WHEREAS, Ms. Reavis supervised and managed the daily activities of various functions of the Warren County Department of Social Services with enthusiasm and passion in protecting those most vulnerable and those who need assistance in our community, and

WHEREAS, Ms. Reavis has demonstrated exceptional dedication and integrity in the management of the Department of Social Services and has been integrally involved in bringing much-needed stability to the Department. She has been attentive to the needs of her staff and was instrumental in the building design of the Health and Human Services Complex, which is now home to the Department of Social Services. This building offers a much more user-friendly atmosphere to staff and visitors alike and is far cry from the once dreary conditions that were present in the former building, and

WHEREAS, Ms. Reavis is held in high regard by her peers and the members of the Community Management and Policy Team and was instrumental in establishing the County's Youth Advisory Board, which has been meeting since January of 2014 with Ms. Reavis as its Chair to develop and evaluate youth services in the community. For the development of the Youth Advisory Board, Warren County was a recipient of a 2016 Achievement Award from the Virginia Association of Counties (VACO), and

WHEREAS, in addition to her duties as Director of Social Services, Ms. Reavis truly became part of the community, demonstrating her commitment by serving on the Boards of Samuels Public Library and the House of Hope Men's Shelter, and actively volunteering with the St. Luke Community Clinic and the Rotary Club of Front Royal, and

WHEREAS, the Warren County Board of Supervisors holds Ms. Reavis in very high esteem as a valued employee who has repeatedly demonstrated her knowledge of the operations of the Warren County Department of Social Services, commitment to public service, and has gone out of her way to assist staff and citizens of Warren County during her career.

NOW, THEREFORE, BE IT RESOLVED that the Warren County Board of Supervisors hereby congratulates and commends H. Elizabeth Reavis upon her retiring from Warren County after forty-four years in the social services field and six years of dedicated service to the citizens of Warren County, and

BE IT FINALLY RESOLVED that the Warren County Board of Supervisors extends to H. Elizabeth Reavis deep personal appreciation and sincere gratitude for her dedicated efforts on behalf of the community for the benefit of all our citizens.

**Presentation - Rotary Club of Front Royal - Jennifer McDonald**

Jennifer McDonald, Past President of the Rotary Club of Front Royal, presented the Board a check for the Rotary Club's fifth and final payment of \$5,000 for construction of the Rockland Park Shelter. Mrs. Glavis thanked the Rotary Club for its support of the project and of the Parks and Recreation Department.

**Report - Virginia Department of Transportation - Ed Carter**

Maintenance:

- Completed first round mowing operations on primary and secondary routes in the County and plan to begin second round throughout July
- Beginning for sight distance clearance with the boom axe at the intersections of Routes 649/607, 649/605, and new Linden Park/Road
- Performed grading and stone application on various non-hard surfaced routes in the County and will continue this month as warranted
- Repaired base and asphalt on Route 705, Fishnet Road
- Performed asphalt patching on Routes 649, 619, 660 and 1023
- Opened pipes on Routes 642, 639, 647 and 622 and used a pipe flusher to open additional pipes on Routes 55 E/W, 638, and 603
- Conducted brush cutting operations for sight distance on Routes 619 and 673
- Swept intersections on Routes 659, 603, 624 and 604 and made shoulder repairs on Route 340/522
- Applied dust control on non-hard surfaced routes and will continue this month as warranted

Projects:

- Morgan Ford/South Fork Bridges - Both bridges are still on schedule. Morgan Ford is awaiting delivery of beams due in mid-August

- Blue Mountain Road - Pipe replacement and grading was restarted in June; pipe replacement is now complete, and grading is nearing completion. Stone placement will begin this month in preparation for surface treatment
- Totten Lane - Complete with the exception of some cosmetics and fencing
- Happy Creek Road - Status unchanged
- Route 658 (Rockland Road) Railroad Crossing - Stakeholders met on June 19<sup>th</sup> to discuss issue. Following the meeting, railroad officials met on site with Supervisor Sayre. VDOT has not heard anything back from the railroad

Mr. Carter commented that he had received some options from the planning group in the district to help with the blockages in the area: 1) a radio communication alert sent directly to the emergency operation center in the County if the rail is blocked, 2) equipment placed at the Rockland Road signal on Route 340/522 that would notify the traveling public of a blockage, or 3) a notification sent to VDOT's traffic operations center informing them of a blockage, which would be relayed to the County's emergency operations center. Mr. Carter stated that these options will be researched further.

Mr. Fox expressed his appreciation for the new turn lane on Totten Lane. He also voiced his concern about a damaged guard rail on Mountain Road over Passage Creek that has yet to be repaired and is causing a traffic hazard due to its proximity to the already narrow pavement of the bridge. Mr. Carter made a note of this needed repair.

Mr. Murray asked about the tractor-trailer restriction on Route 627 (Reliance Road). Mr. Carter stated that the County has furnished all the necessary data from our end, but VDOT is waiting on adjoining localities to provide additional information stemming from the public hearings they had.

Mr. Sayre commented that the Virginia State Corporation Commission (SCC) representative at the stakeholder meeting reviewed a nearby crossing on Fairground Road and deemed it satisfactory. Mr. Carter responded that VDOT can only go so far with the approaches, and it is the portion in the middle of the tracks needs to be addressed.

## **Report - Shenandoah National Park - Jennifer Flynn**

Jennifer Flynn introduced herself to the Board as the new Superintendent of Shenandoah National Park, Cedar Creek and Belle Grove. Ms. Flynn had served as Deputy Superintendent for the last seven years and has been with the National Park Service (NPS) for 26 years. The NPS celebrated its 100<sup>th</sup> anniversary last year, which raised Shenandoah National Park's admission up by 8.3% from 2015 with 1.45 million visitors. This increase in admission translated to \$96.2 million spent in surrounding communities, which in turn generated almost 1,300 jobs. Ms. Flynn commented on the success of various organizations that promote the caring for and appreciation of Shenandoah National Park, including Celebrate Shenandoah, Blue Ridge Committee on Park Relations, and the Blue Ridge Heritage Project. The Blue Ridge Heritage Project is honoring the families who were displaced by the establishment of the park by erecting monuments celebrating the sacrifice of these families.

Ms. Flynn reported that Delaware North Corporation is currently in year five of a ten-year contract for the operation of the commercial facilities within Shenandoah National Park. Delaware North has made significant financial investment with major renovations to the public restrooms, dining room, and lodging facilities, which have garnered largely positive comments from visitors to the Park. The Potomac Appalachian Trail Club continues to help the Park maintain 300 miles of the 500 miles of trails through 30,000-40,000 volunteer service hours per year. The Shenandoah National Park Association continues to operate the two bookstores and the Visitors Centers in the Park, and the Shenandoah National Park Trust was able to sponsor seventeen projects within the Park with grants totaling over \$400,000.

Ms. Flynn thanked the County for its support of the "Ride the Drive" event in April that closed the north district of the Park to cars and opened it to any other mode of transportation without a motor. The Park is continuing to work on the Front Royal Greenway project with the County with construction slated to begin in early 2018. Ms. Flynn reported that the fee increase from \$15.00 to \$25.00 is complete and reminded the Board and the public of the final fee-free days this year: August 25<sup>th</sup>, September 30<sup>th</sup>, and November 11<sup>th</sup> and 12<sup>th</sup>.

**Public Hearing - Conditional Use Permit 2002-12-02 Modification for Name Change from Andrea and James Stuart to John Matthew McGovern and Condition Change Request - Charlie Morrison**

Charlie Morrison reported that the requested lots are referenced on Tax Map 15B, Section 1, Block 1, Parcels 8 and 9 and are 1.39 acres in total. They are located on Farms River Road in the Shenandoah Farms Riverview subdivision and are zoned Residential One (R-1). The lots were inspected and found to be in compliance with the conditions of the existing permit for lot 9 that was issued to Andrea and James Stuart in December 2002. During the annual permit review period, staff of the Planning Department noted that lot 9 had changed ownership during the previous year, and the new owner has requested lot 8 to be included in the new permit.

The Planning Commission recommended approval of the conditional use permit with the following conditions:

1. The campers are to be kept in road worthy condition with valid tags and inspection decals.
2. Materials associated with the camper(s) are to be stored in a neat and orderly fashion during the time of use and are to be removed from the site when not in use.
3. Camper(s) shall be on site fewer than 180 consecutive calendar days per year.
4. No more than two (2) major recreational vehicles, as defined by Section 180-10(B)(1) of the Warren County Zoning Ordinance, or tents shall be parked, stored, or used on any lot or combination of contiguous lots under one (1) ownership.
5. An approved means of sewage disposal must be provided (self-contained units or an approved onsite sewage disposal system).
6. This permit shall be reviewed by the Warren County Planning Staff annually for compliance.
7. The applicant shall post the property with a lot/parcel number for Fire and Emergency Rescue Services and have an emergency egress plan for removal of the recreational vehicles prior to a predicted flood event.

Mrs. Glavis opened the public hearing. There was no input from the public. Mrs. Glavis closed the public hearing.

On a motion by Mr. Murray, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the conditional use permit request of John Matthew McGovern for

Private Use Camping (non-commercial) with the conditions as shown below and further approved the inclusion of Tax Map number 15B-1-1-8 with the original lot 9:

Aye: Carter, Fox, Glavis, Murray, Sayre

1. The campers are to be kept in road worthy condition with valid tags and inspection decals.
2. Materials associated with the camper(s) are to be stored in a neat and orderly fashion during the time of use and are to be removed from the site when not in use.
3. Camper(s) shall be on site fewer than 180 consecutive calendar days per year.
4. No more than two (2) major recreational vehicles, as defined by Section 180-10(B)(1) of the Warren County Zoning Ordinance, or tents shall be parked, stored, or used on any lot or combination of contiguous lots under one (1) ownership.
5. An approved means of sewage disposal must be provided (self-contained units or an approved onsite sewage disposal system).
6. This permit shall be reviewed by the Warren County Planning Staff annually for compliance.
7. The applicant shall post the property with a lot/parcel number for Fire and Emergency Rescue Services and have an emergency egress plan for removal of the recreational vehicles prior to a predicted flood event.

#### **Report - Warren County Public Schools - Greg Drescher**

Greg Drescher, Superintendent for Warren County Public Schools, reported that the new Warren County Middle School has partial occupancy, and its dedication is planned for July 31<sup>st</sup> at 9:00 AM. The dedication for the newly renamed Skyline Middle School is scheduled for July 31<sup>st</sup> at 11:30 AM. He further reported that the outdoor renovations to Ressie Jeffries Elementary School are coming along well in addition to the interior renovations, which include new casework, windows, HVAC system, flooring, and ceiling. This work is on schedule for completion before the 2017-2018 school year begins.

Mr. Drescher reported that sixty-eight (68) new teachers have been hired of the seventy-eight (78) needed along with the appointment of one new principal and one new assistant principal. He commented on the reinstatement of the welding program last year and the expansion of the agricultural sciences

program to the middle schools. Future Farmers of America clubs were successfully created last year, and the computer programming courses as well as the Career and Technical (CT) courses continue to be popular. Mr. Drescher commented that of the 400 high school seniors in the County, 389 have taken at least one CT course.

Mr. Drescher noted an increase in the number of students enrolled in Advanced Placement courses, totaling 477. Additionally, seven high school seniors earned Associate's Degrees while concurrently earning their high school diploma, 28 students attended Mountain Vista Governor's School, and 94 seniors are early college scholars with at least 15 college credit hours upon graduation.

He further reported that the County has 167 English language learners and 63 students are identified as homeless, which means they have no permanent home. Additionally, 42% of students participate in the Free and Reduced Lunch program.

**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**

Larry Johnson, 582 Simons Way, thanked the Board for marking the death of General Joseph Warren with the County flag at half-mast as well as the ongoing project of installing plaques giving the history of General Warren that will be placed in each County school. He hoped that Warren County would be the first locality in the country to support the placement of a national monument in Washington, D.C. marking the Common Soldier of the American Revolution. The Common Soldier was an individual who fought in the Revolutionary War and came home, unlike other such monuments that memorialize the soldiers who perished in the war. He presented the Board with a draft resolution for review.

There were no further presentations from the public.

**Reports - Board Members, County Administrator, County Attorney**

Mr. Sayre reported the following:

- Attended the ribbon cutting for Leach Run Parkway on June 26<sup>th</sup>
- Attended a retirement luncheon for Beth Reavis on June 28<sup>th</sup>



- Attended the 4-H Center's fireworks celebration for Independence Day on July 1<sup>st</sup>
- Attended the Samuels Public Library Ad-Hoc Committee meeting and the Samuels Public Library Board meeting on July 10<sup>th</sup>
- Commented that the new Warren County Middle School is very beautiful and something of which the County should be proud

Mr. Fox reported the following:

- Attended the ribbon cutting for Leach Run Parkway on June 26<sup>th</sup>
- Attended the Building Committee meeting on June 26<sup>th</sup> and discussed the following topics:
  - Registrar's Office space needs
  - Holding cells and replacement of damaged sidewalks at Courthouse
  - Community Center and Youth Center roofing projects
  - Site plan for the convenience site at Shenandoah Farms
  - Transfer Station asphalt repairs
  - Thompson Kiss-and-Ride
  - Stabilization report and new fire station design update for the new Rivermont Fire Station
  - Samuels Public Library Used Book Store
  - Fire and Rescue Training Facility
  - Chamber of Commerce project update
- Attended the Airport Commission meeting on July 10<sup>th</sup>

Mrs. Glavis reported the following:

- Attended the Samuels Public Library Ad-Hoc Committee meeting on July 10<sup>th</sup>
- Attended the Youth Advisory Board meeting and the Community Policy and Management Team meeting on July 18<sup>th</sup>
- Youth Advisory Board will deliver report to Board on August 1<sup>st</sup> regarding an update to its strategic plan
- Announced that the Town/County Liaison Committee meeting will be hosted by the County in the Government Center on July 20<sup>th</sup> at 6:00 PM

Mr. Murray reported the following:

- Attended the ribbon cutting for Leach Run Parkway on June 26<sup>th</sup>
- Attended Warren County Night at Bing Crosby Stadium

- Attended the Elks Lodge Independence Day celebration on July 3<sup>rd</sup>
- Spoke with concerned citizens about feral cat issues at River Ridge subdivision, over-dumping at the Transfer Station, tractor trailers on Reliance Road, and concerns regarding the Economic Development Authority
- Attended the Breakfast at Station 10 and the Chamber of Commerce Mixer
- Spoke about the work that Potter's House is doing for abused women and their families who need a place to stay; focused on retaining normalcy by purchasing houses for families to stay in as opposed to transient places such as motels or apartment complexes

Mr. Carter reported the following:

- Attended a retirement luncheon for Beth Reavis on June 28<sup>th</sup>
- Attended the ribbon cutting for Leach Run Parkway on June 26<sup>th</sup>
- Attended Warren County Night at Bing Crosby Stadium
- Invited the public to visit the Front Royal Volunteer Fire Department's Carnival next to Bing Crosby Stadium and mentioned the parade and fireworks display that would take place later in the week

Mr. Stanley reported the following:

- Front Royal Golf Course - The County has advertised a Request for Proposals (RFP) for management of the Front Royal Golf Course. A copy of the RFP is available on the County's website. Responses are due by August 31<sup>st</sup>
- Lake Front Royal Sanitary District - Project to remove hazardous trees is completed. The County has a contractor coming into the sanitary district this week to mow along the roads
- Building Inspections - Year-to-date, the County had a total of 87 new home starts. Of that number, 6 were in Town limits and the remaining 81 outside of Town limits. As a comparison, in 2016 the County had a total of 145 new home starts for the year and 75 through June 30th. Based on a projected total of 174 new starts, it represents an annual growth rate in housing stock of 1.03%. As projected, 2017 would be the 7<sup>th</sup> straight year of an increase in new home starts. The growth rate is well below the 2-3% maximum outlined in the Warren County Comprehensive Plan but is

slightly above the .80% average experienced since January 1, 2006. For FY 2016-2017, the number of total permits was down slightly from 2,498 to 2,410 (3.52%) in addition to the total inspections that were also up significantly from 10,528 to 10,090 (-4.16%). These numbers reflect the completion of the Dominion Power project

- Development Review Committee - The Development Review Committee met on June 28<sup>th</sup>. The Committee discussed projects in the County including:
  - Proposed contractor's storage yard (Walker and Brugh)
  - Capital One Bank building in Riverton Commons
  - Rappahannock Electric Cooperative - Proposed Fuel Canopy and other permits
  - Proposed short-term rentals
  - Holtzman property in Linden

The Committee also discussed Town projects including:

- Proposed bed and breakfast (Tanglewood)
- New café/eatery on Main Street (Old Dance Studio)
- Barnhart properties on Main Street
- New Thai restaurant on Main Street (Weaver Building)

The Committee will meet again on July 26<sup>th</sup>.

- 2nd Middle School - The project is approximately 99.9% complete. The building will be completed in July to allow for staff to move into the facility in July ahead of the August opening
- Ressie Jeffries Elementary School - The building addition and roof project is 79% complete, and the site work project is 92% complete
- Playground Project - Staff is working with the Landscape Architect to finalize plans. It is anticipated that site work will start by mid-July. Phases I and II of the project should be completed in fall 2017
- Rivermont Fire Station - Moseley Architects is working on two conceptual design options for the facility. The survey of the property and associated topo has been completed by the surveyor. The permit application to expand the existing airport sewage system has been approved by the Health Department
- Pine Ridge/Copenhaver Road/Western Lane Rural Addition Projects - The three projects have been completed and added

to the VDOT maintenance system as of July 10<sup>th</sup>. The projects transfer maintenance of 0.51 mile from the sanitary district to VDOT and take the County another step further to the goal of getting a state road through the middle of the Shenandoah Farms Sanitary District. Thanks to Deputy County Administrator Bob Childress and the Sanitary District staff for their oversight of the project

- Leach Run Parkway - Project is complete, and the ribbon cutting ceremony was held on June 26<sup>th</sup>
- VDOT/Totten Lane Turn Lane Project - Project is complete
- 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 3<sup>rd</sup> lane and right turn lane. The project will also extend the left turn lane for the crossover. The EDA did not receive any bids for the project. Staff is currently evaluating using the County's on-call contractor or re-bidding the project. Target completion date is October 2017
- VDOT/Morgan Ford Bridge - The project is approximately 36% complete based on earnings and remains on schedule for completion in June 2018. The contractor has completed constructing all substructures including both abutments and MSE walls. They are currently working on grading the southern approach and waiting on beams to be manufactured. Later this summer they will install the temporary work bridge that will provide construction access over the river in order to set the precast box beams and place the concrete deck
- VDOT/South Fork Bridge - The project is approximately 84% complete and still on schedule for completion in December 2017. The Contractor is working on Stage II of the new bridge. This stage will widen the structure and provide 2 additional lanes, a bike lane and sidewalk to the west. They began concrete placement of the Stage II deck on June 5, with completion in early September. The contractor is continuing grading work along Route 55 for the shared use path and driveways
- Route 340/522 Trolley Project - County staff have worked with the NSVRC and Virginia Regional Transit to develop a proposed trolley schedule. The proposed schedule will include morning and afternoon stops at Lord Fairfax Community College. Service to the corridor will start on July 31<sup>st</sup>. County staff will be blanketing the corridor over

the next several weeks to get advertisement of the new service up

Mr. Fox asked if there was any progress being made with the ITFederal project. Mr. Stanley replied that the EDA is waiting on Town to approve the Main Street Extension Project to tie in the elevation with the proposed ITFederal site.

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

- Collected \$31,359.33 in June 2017
- Collected \$138,668.38 since January 1, 2017
- Collected \$4,803.59 in attorney fees since January 1, 2017

Mr. Sayre asked about the extension of contracts with both Pond Law Group and TACS for delinquent real estate taxes and whether or not the third-party collections were going well. Mr. Whitten responded affirmatively and noted that the collection totals for both agencies were included in the Board packets, which indicate the total amounts collected since the original contracts were effective August 1, 2016.

#### **Approval of Minutes - Regular Meeting of June 20, 2017**

On a motion by Mr. Murray, seconded by Mr. Sayre, and by the following vote, the Board of Supervisors approved the minutes of its regular meeting of June 20, 2017:

Aye: Carter, Fox, Glavis, Murray, Sayre

#### **Additional Appropriations and Transfers**

On a motion by Mr. Murray, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the additional appropriations and transfers as presented and shown below:

Aye: Carter, Fox, Glavis, Murray, Sayre

#### ADDITIONAL APPROPRIATIONS

31020-5812	Sheriff's Department - Miscellaneous Grants	1,056.00
31020-5812	Sheriff's Department - Miscellaneous Grants	3,772.34
31040-7008	E-911 System - Communications Software	2,500.00
34010-5505	Building Inspections - State Training	11,400.00

81060-8833	Front Royal/Warren County Airport - Grant-Obstruction Removal/Lights	6,378.41
92000-7061	Capital Outlay - Fishnet Property	250.00
92000-7112	Capital Outlay - Health & Human Services Complex	161,679.96
92000-7112	Capital Outlay - Health & Human Services Complex	125.00
92000-7119	Capital Outlay - Ressie Jeffries School Operating Fund	231,049.13
		592,560.00

TRANSFERS

<b>FROM:</b>	12020-2005	County Administration - Hospital Medical	(4,297.99)
	12020-1008	County Administration - Deputy Clerk of Board	(151.98)
	12020-2011	County Administration - Worker's Compensation	(139.00)
	12020-3002	County Administration - Professional Services	(240.46)
	12020-3007	County Administration - Advertising	(945.61)
	12020-5201	County Administration - Postage	(626.33)
	12020-5401	County Administration - Office Supplies	(1,980.72)
	12020-5408	County Administration - Operation of Motor Vehicles	(1,686.92)
	12020-5412	County Administration - Training Supplies	(725.12)
	12020-5801	County Administration - Dues and Memberships	(1,540.88)
	12020-5899	County Administration - Unclassified	(781.54)
	12020-7005	County Administration - Motor Vehicle	(2,780.90)
	12020-7007	County Administration - Computer Equipment	(1,332.95)
	12020-7013	County Administration - Contingency	(1,000.00)
<b>TO:</b>	12020-1001	County Administration - Compensation County Administrator	3,487.81
	12020-1003	County Administration - Compensation Part-time Help	875.00
	12020-1006	County Administration - Compensation Assistant County Admin	7,306.17
	12020-1007	County Administration - Executive Office Assistant	0.32
	12020-1010	County Administration - Grants and Special Projects Coordinator	1,225.03
	12020-1111	County Administration - Office Associate	194.54
	12020-2001	County Administration - FICA	820.94
	12020-2002	County Administration - VRS	348.75
	12020-2003	County Administration - Deferred Compensation	71.16
	12020-2006	County Administration - Group Insurance	51.00
	12020-5203	County Administration - Telephone	548.13
	12020-5411	County Administration - Books and Subscriptions	1.68
	12020-5501	County Administration - Travel and Training	2,654.38
	12020-8001	County Administration - Equipment Rental	645.49
<b>FROM:</b>	12040-1001	County Attorney - County Attorney	(30,000.00)
	11010-2001	Board of Supervisors - FICA	(1,277.73)
	11010-3007	Board of Supervisors - Advertising	(3,500.00)
	11010-5401	Board of Supervisors - Office Supplies	(2,000.00)
	11010-5504	Board of Supervisors - Travel	(2,000.00)
	11010-5802	Board of Supervisors - Claims/Property Cleanup	(2,500.00)
	11010-6002	Board of Supervisors - Employee Testing	(820.50)

<b><u>TO:</u></b>	11010-3002	Board of Supervisors - Professional Services	21,990.35
	11010-5501	Board of Supervisors - Mileage	107.88
		Special Projects	20,000.00
<b><u>FROM:</u></b>	12090-3004	Commissioner of Revenue - Repairs Office Equipment	(33.75)
<b><u>TO:</u></b>	12090-5401	Commissioner of Revenue - Office Supplies	33.75
<b><u>FROM:</u></b>	12090-5201	Commissioner of Revenue - Postage	(693.73)
	12090-5411	Commissioner of Revenue - Books and Subscriptions	(237.62)
	12090-5203	Commissioner of Revenue - Telephone	(53.03)
<b><u>TO:</u></b>	12090-5504	Commissioner of Revenue - Travel and Training	984.38
<b><u>FROM:</u></b>	12090-3018	Commissioner of Revenue - Outsource Printing	(466.81)
	12090-3009	Commissioner of Revenue - DMV Computer Service	(257.00)
	12090-5203	Commissioner of Revenue - Telephone	(135.46)
	12090-5408	Commissioner of Revenue - Operation of Motor Vehicles	(122.05)
<b><u>TO:</u></b>	12090-5401	Commissioner of Revenue - Office Supplies	981.32
<b><u>FROM:</u></b>	12090-5408	Commissioner of Revenue - Operation of Motor Vehicles	(25.86)
<b><u>TO:</u></b>	12090-5504	Commissioner of Revenue - Travel and Training	25.86
<b><u>FROM:</u></b>	12110-3002	Reassessment - Reassessment Contract	(125,000.00)
<b><u>TO:</u></b>		Special Projects	124,255.57
	12110-3007	Reassessment - Advertising	390.60
	12110-5203	Reassessment - Telephone	94.83
	12110-5899	Reassessment - Misc. Supplies	259.00
<b><u>FROM:</u></b>	12130-3002	Treasurer - Computer Program Costs	(400.00)
	12130-3004	Treasurer - Repairs Office Equipment	(405.00)
	12130-5504	Treasurer - Travel	(1,504.49)
	12130-7007	Treasurer - Computer Equipment	(680.76)
	12130-5401	Treasurer - Office Supplies	(270.00)
<b><u>TO:</u></b>	12130-3007	Treasurer - Advertising	1,784.00
	12130-5203	Treasurer - Telephone	1,364.05
	12130-7008	Treasurer - Computer Software	112.20
<b><u>FROM:</u></b>	12150-1001	Finance and Purchasing - Comp Finance & Purchasing Officer	(25,886.07)
<b><u>TO:</u></b>	12150-1003	Finance and Purchasing - Compensation Part-time Help	22,102.88
	12150-1005	Finance and Purchasing - Administrative Assistant	507.61
	12150-1007	Finance and Purchasing - Compensation Payroll/Personnel Tech	1,882.16
	12150-1008	Finance and Purchasing - Compensation Clerk	34.68
	12150-3007	Finance and Purchasing - Advertising	77.75
	12150-5203	Finance and Purchasing - Telephone	405.99
	12150-5801	Finance and Purchasing - Dues and Memberships	875.00

<b><u>FROM:</u></b>	21060-1003	Clerk of Circuit Court - Compensation Part-time Help	(1,500.00)
<b><u>TO:</u></b>	21060-5401	Clerk of Circuit Court - Office Supplies	1,300.00
	21060-2008	Clerk of Circuit Court - Hybrid Disability	200.00
<b><u>FROM:</u></b>	32000-5309	Volunteer Fire and Rescue - Volunteer Accident & Life Insurance	(2,381.00)
	32000-5629	Volunteer Fire and Rescue - Fire Programs Fund	(54,235.00)
	32000-3011	Volunteer Fire and Rescue - Equipment Service Contracts	2,381.00
<b><u>TO:</u></b>		Special Projects	54,235.00
<b><u>FROM:</u></b>	34010-3002	Building Inspections - Computer Program Mods	(7,300.00)
	34010-3004	Building Inspections - Repairs Office Equipment	(325.00)
	34010-3007	Building Inspections - Advertising	(730.00)
	34010-5201	Building Inspections - Postage	(1,100.00)
	34010-5205	Building Inspections - Cellular Phone	(1,400.00)
	34010-5305	Building Inspections - Auto Insurance	(30.00)
	34010-5401	Building Inspections - Office Supplies	(1,100.00)
	34010-5402	Building Inspections - Permits & Forms	(1,974.00)
	34010-5408	Building Inspections - Operation of Motor Vehicles	(2,400.00)
	34010-5411	Building Inspections - Books and Subscriptions	(1,039.00)
	34010-5501	Building Inspections - Mileage	(959.00)
	34010-5509	Building Inspections - Donated Resources	(700.00)
	34010-5801	Building Inspections - Dues and Memberships	(685.00)
	34010-7001	Building Inspections - Machinery & Equipment	(1,093.00)
<b><u>TO:</u></b>		Special Projects	20,835.00
<b><u>FROM:</u></b>	34010-7005	Building Inspections - Motor Vehicles	(4,549.00)
	34010-5305	Building Inspections - Auto Insurance	(11.00)
<b><u>TO:</u></b>	34010-5508	Building Inspections - County Identification Uniforms	360.00
	34010-5504	Building Inspections - Travel and Training	500.00
	34010-5899	Building Inspections - Unclassified	1,000.00
	34010-7007	Building Inspections - Computer Equipment	2,700.00
<b><u>FROM:</u></b>	35050-5305	Fire and Rescue Department - Auto Insurance	(3,334.00)
<b><u>TO:</u></b>	35050-3007	Fire and Rescue Department - Advertising	453.00
	35050-5201	Fire and Rescue Department - Postage	253.00
	35050-5204	Fire and Rescue Department - Mobile Radio/Pager	870.00
	35050-5401	Fire and Rescue Department - Office Supplies	1,444.00
	35050-5411	Fire and Rescue Department - Books and Subscriptions	39.00
	35050-5629	Fire and Rescue Department - Fire Prevention & Public Relations	275.00
<b><u>FROM:</u></b>	35050-5627	Fire and Rescue Dept. - Disaster Reimbursement Funds	(9,708.81)
<b><u>TO:</u></b>	43000-1003	Maint. of Bldg. & Grounds - Compensation - Part-time	5,825.29
	42040-1003	Refuse Disposal - Compensation Part-time Help	3,883.52



<b><u>FROM:</u></b>	35060-5403	Cost Recovery - Recruitment and Retention	(6,692.00)
	35060-5408	Cost Recovery - Operation of Motor Vehicles	(12,199.00)
	35060-5630	Cost Recovery - Equipment Standardization	(12,359.00)
	35060-5899	Cost Recovery - Unclassified	(5,489.00)
<b><u>TO:</u></b>	35050-1006	Fire and Rescue Dept. - Compensation Part-time Office	6,692.00
	35050-5203	Fire and Rescue Dept. - Telephone	5,489.00
	35050-5408	Fire and Rescue Dept. - Operation of Motor Vehicles	12,199.00
	35050-5410	Fire and Rescue Dept. - Protective Clothing/Uniforms	12,359.00
<b><u>FROM:</u></b>	71010-3002	Parks & Rec. Administration - Professional Services	(1,300.00)
	71010-5206	Parks & Rec. Administration - Credit Card Fee	(6,000.00)
	71010-1002	Parks & Rec. Administration - Compensation Overtime	(500.00)
	71010-5402	Parks & Rec. Administration - Food	(3,150.00)
<b><u>TO:</u></b>	71010-3005	Parks & Rec. Administration - Maintenance Service Contract	1,000.00
	71010-3007	Parks & Rec. Administration - Advertising	6,500.00
	71010-5203	Parks & Rec. Administration - Telephone	3,150.00
	71010-5504	Parks & Rec. Administration - Travel and Training	300.00
<b><u>FROM:</u></b>	71010-5402	Parks & Rec. Administration - Food	(10,000.00)
<b><u>TO:</u></b>		Special Projects	10,000.00
<b><u>FROM:</u></b>	71030-5101	Parks & Rec. Maintenance - Electric Service	(14,600.00)
<b><u>TO:</u></b>	71030-3005	Parks & Rec. Maintenance - Service Contracts & Cleaning	3,500.00
	71030-3023	Parks & Rec. Maintenance - Safety Program	1,100.00
	71030-5417	Parks & Rec. Maintenance - Lighting System	1,500.00
	71030-5407	Parks & Rec. Maintenance - Repairs and Maintenance	2,500.00
	71030-5408	Parks & Rec. Maintenance - Operation of Motor Vehicles	6,000.00
<b><u>FROM:</u></b>	71030-5101	Parks & Rec. Maintenance - Electric Service	(5,000.00)
<b><u>TO:</u></b>	71030-5407	Parks & Rec. Maintenance - Repairs and Maintenance	5,000.00
<b><u>FROM:</u></b>	92000-7019	Capital Outlay - Central Computer & Internet	(3,646.22)
	92000-7077	Capital Outlay - Linden/Dismal Hollow New Conv. Site	(93,477.58)
	92000-7047	Capital Outlay - Building Improvement Fund	(4,165.88)
	92000-7050	Capital Outlay - Bing Crosby Stadium	(750.00)
	92000-7061	Capital Outlay - Fishnet Property	(66,725.38)
	92000-7095	Capital Outlay - Route 522 Beautification Project	(3,372.60)
	92000-7114	Capital Outlay - Appalachian Trail Connector	(17,328.96)
<b><u>TO:</u></b>	92000-7002	Capital Outlay - Furniture and Fixtures	3,646.22
	92000-7115	Capital Outlay - Thompson Kiss-and-Ride	4,165.88
	92000-7117	Capital Outlay - William E. Carson Trail	66,725.38
		Special Projects	93,477.58
		Special Projects	3,372.60
		Special Projects	17,328.96
		Special Projects	750.00

<b><u>FROM:</u></b>	92000-7059	Capital Outlay - School Capital Improvements	(875,000.00)
<b><u>TO:</u></b>	92000-7091	Capital Outlay - VPSA- School Bonds	350,000.00
	92000-7107	Capital Outlay - 2013 Lease Rev. Refunding Bond	350,000.00
	92000-7103	Capital Outlay - Second Middle School	175,000.00
<b><u>FROM:</u></b>		EDA-Leach Run Parkway	(109,841.76)
<b><u>TO:</u></b>	92000-7105	Capital Outlay - Leach Run Parkway	109,841.76
<b><u>FROM:</u></b>		Special Projects	(14,312.16)
<b><u>TO:</u></b>	92000-7025	Capital Outlay - Revenue Sharing	14,312.16

### **Approval of Accounts**

On a motion by Mr. Murray, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved the list of accounts:

Aye: Carter, Fox, Glavis, Murray, Sayre

Check Numbers 275577 through 275909 Total: \$1,654,424.88

### **Unfinished Business - Approval of Minutes for Work Session of June 6, 2017**

On a motion by Mr. Murray, seconded by Mr. Carter, and by the following vote, the Board of Supervisors approved the minutes of its work session of June 6, 2017:

Aye: Carter, Glavis, Murray

Nay: Sayre, Fox

### **Consent Agenda**

1. Amendment to Annual Term Contract with Racey Engineering for Contract Services - Dan Whitten
2. Festival Permit - The Virginia Air Show, August 26<sup>th</sup>, 2017 - Kenneth Thurman/Doug Stanley
3. Extension of Contract with Pond Law Group for Collection of Delinquent Real Estate Tax Accounts - Dan Whitten
4. Extension of Contract with TACS for Collection of Delinquent Real Estate Tax Accounts - Dan Whitten

5. Purchase of Kubota M6060HDC Utility Cab 4WD Tractor for Public Works Road Foreman - Mike Berry
6. Award of Contract - Frederick Andreae Architect for Architectural and Engineering Services for Rockland Park Bathhouse - Brandy Rosser
7. Authorization to Advertise for Public Hearing - Ordinance to Amend and Re-Ordain Section 66-14.1 of the Warren County Code re: Dangerous Dogs - Dan Whitten
8. Erroneous Assessment - Commissioner of the Revenue - 2015 and 2016 Tangible Personal Property - Hidden Springs Senior Living, LLC
9. Coyote Bounty - \$50 Each - Animal Control
  - a. William Atwood
  - b. Edward Davidson

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:

Aye: Carter, Fox, Glavis, Murray, Sayre

**Request - Workers' Compensation and Excess Accident and Sickness Coverage for Volunteer Fire/EMS Members of the Volunteer Fire and Rescue Companies of Warren County - Dan Whitten**

Dan Whitten, County Attorney, reported that VACORP is now offering workers' compensation coverage for volunteer fire/EMS members under the Virginia Workers' Compensation Act. VACORP will provide workers' compensation statutory benefits for volunteers injured in the line of duty, which may include up to lifetime medical benefits and death benefits. The proposed annual cost of \$14,414 is based on 55 volunteer emergency responders. The proposed resolution authorizes workers' compensation coverage for volunteer fire/EMS members of the volunteer fire and rescue companies of Warren County.

In addition, VFIS has partnered with VACORP to provide excess accident and sickness benefits to supplement the workers' compensation benefits. VFIS would offer the following sample benefits to volunteer fire/EMS members: (i) accidental death benefit of \$100,000; (ii) total disability benefit weekly amount of \$1,000; (iii) medical expense benefit of \$100,000. Staff also proposes the inclusion of a long term total disability benefit that costs an additional \$3,903 but continues the total

disability benefit until the volunteer is 70 years old instead of the standard five year period. The proposed cost for the annual coverage through VFIS is \$29,927. Currently, the County purchases similar coverage through Chesterfield Insurance and has \$45,000 budgeted for volunteer accident and life insurance.

Mr. Whitten stated if the proposal from VACORP and VFIS is approved, the County would pay VACORP directly for both the workers' compensation and the excess accident and sickness coverage. VACORP would then pay VFIS for the excess accident and sickness coverage. The County does not have to bid out the coverage under an exemption in the Virginia Public Procurement Act (Section 2.2-4345(A)(13) of the Code of Virginia).

Mr. Sayre asked if the volunteers were covered by workers' compensation previously. Mr. Whitten replied that Company 1 did cover their volunteers, but none of the other volunteer companies did.

Chris Carey, Executive Director of VACORP, noted this proposal was prompted by changes in legislature with respect to the Line of Duty Act, which is different from worker's compensation. There is a death and disability component that provides some continued health insurance for families of volunteers that were killed or permanently disabled in the line of duty. These changes came into effect on July 1, 2017 and relate back to earlier changes made by the General Assembly in 2011 that pushed the financial responsibility for the line of duty benefits to the localities.

Mr. Carey stated that since the County is at financial risk for volunteers under the Line of Duty Act (LoDA), the workers' compensation system gives VACORP the ability not only to provide benefits but to also be involved with the investigations, which could lead to the provision of safety resources and training (hence the partnership with VFIS). He further stated that if this workers' compensation policy mitigates even one LoDA claim, it would save the County a significant amount of money. The average VACORP workers' compensation claim for firefighters is \$8,000 as opposed to \$350,000 for the average Line of Duty Act claim.

Doug Stanley commented that in comparison with surrounding localities, Fauquier is the only neighboring locality to Warren County that currently provides workers' compensation coverage to volunteer firefighters. This exclusivity of insurance coverage

could increase the desirability of Warren County for volunteer recruitment and long-term retention.

Mr. Sayre asked Mr. Carey what would have happened ten years ago when a volunteer got injured. Mr. Carey responded that up until recently, most volunteers in Virginia had a primary Accident and Sickness policy with a capped medical limit of \$500,000. There would be a wage replacement component as well as accidental death and dismemberment portion. The current workers' compensation system removes the capped medical limit, and the wage replacement would be 66-67% of the total wages received but would be tax free.

Richard Mabie, Chief of Fire and Rescue Services, stated that the financial contribution of the County would see only a minute increase from past volunteer coverage. He also agreed with Mr. Stanley about the positive impact this coverage would have on the retention of volunteers.

Mr. Fox asked Mr. Carey to expound upon what would be covered under the excess sickness portion of the workers' compensation system. Mr. Carey replied that this portion would include firefighters suffering from damaged lungs due to smoke inhalation, infectious diseases from needle sticks for EMS volunteers, etc.

Pursuant to Section 2.2-3115(F), Mr. Carter disclosed that he is an officer or employee of Stoneburner-Carter Insurance Agency, which will act as the local agent for the Excess Accident and Sickness Coverage for Volunteer Fire/EMS Members of the Volunteer Fire and Rescue Companies of Warren County should this request be approved by the Board. He further disclosed that he has a personal interest in this transaction as defined by Section 2.2-3112(A)(1) of the Code of Virginia, as amended, and accordingly would abstain from the Board vote.

On a motion by Mr. Sayre, seconded by Mr. Fox, and by the following vote, the Board of Supervisors approved and adopted the following resolution to cover volunteer fire/EMS members of the volunteer fire and rescue companies of the County of Warren, Virginia for workers' compensation coverage. The Board further authorized the County Administrator to sign any necessary documentation to purchase workers' compensation coverage and excess accident and sickness coverage through VACORP for volunteer fire/EMS members for a total price of \$44,341:

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

RESOLUTION OF THE BOARD OF SUPERVISORS OF WARREN COUNTY  
TO COVER VOLUNTEER FIRE/EMS MEMBERS OF VOLUNTEER FIRE AND  
RESCUE COMPANIES OF THE COUNTY OF WARREN, VIRGINIA FOR  
WORKERS' COMPENSATION

WHEREAS, pursuant to the Section 65.2-101 of the Code of Virginia, as amended, the Workers' Compensation Act does not automatically provide coverage for volunteer members of fire and rescue departments serving public entities; and

WHEREAS, since coverage is desired for these volunteers, a resolution defining them as employees for the purposes of workers' compensation coverage must be adopted by the governing body; and

WHEREAS, workers' compensation benefits would only extend to work-related accidents that are within the scope of their volunteer duties.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Warren County that the volunteer fire/EMS members of the Volunteer Fire and Rescue Companies of the County of Warren, Virginia are hereby authorized to be included as employees for the purposes of the Workers' Compensation Act of the Commonwealth of Virginia and are entitled to coverage provided under said Act.

**Closed Meeting - Sections 2.2-3711.A.3 and 2.2-3711.A.7 of the Virginia Freedom of Information Act - Acquisition of Property 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 Sections 2.2-3711.A.3 and 2.2-3711.A.7 of the Virginia Freedom of Information Act for the discussion or consideration of the acquisition of real property and consultation with legal counsel:

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.3 and 2.2-3711.A.7 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. Sayre, seconded by Mr. Murray, and by the following vote, the Board of Supervisors approved the purchase of a 0.5835 acre parcel identified as Area B from Alfred Chapman for a price of \$10,000. The Board further approved the acceptance of the gift of a 0.0985 acre parcel identified as Area A from Alfred Chapman as identified on the plat titled Boundary Line Adjustment between Tax Map 22 Parcel 1A, Tax Map 22A-1 Parcel 42, and Tax Map 22A-1 Parcel 43 dated May 30, 2017:

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

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

### **Adjournment**

Mrs. Glavis adjourned the meeting.