



Agenda
Board of Supervisors
Tuesday, July 11, 2023 at 4:00 PM
Administration Building Auditorium
414 North Main Street, Madison, Virginia 22727

Call to Order, Pledge of Allegiance & Moment of Silence

Determine Presence of a Quorum/Adoption of Agenda

Public Comment

Constitutional Officers, Departments, Agencies, and Committee Reports

Consent Agenda

1. Approve: Minutes from 06-13-23
2. Supplemental Appropriations – FY24 #1 and FY24 #2

Special Appearances

Old Business

3. Proposed Amendments to Local and Regional Water Supply Planning Regulation
4. Sign Ordinance Update – Under Legal Review
5. Rt. 231 North VDOT Safety Review Report

New Business

5. a. Social Services Board - Shelly Banks
6. Taste of the Mountain Street Festival – Trash Disposal Fee Waiver
7. EMS Renovation Engineering Proposal
8. Development Committee

Discussion

9. EMS Ambulance Replacement
10. Zoning Fees

Information/Correspondence

11. Hoover Ridge Project Committee Update
12. Rappahannock – Rapidan Region 2023 Legislative Issues

Public Comment

Closed Session

2.2-3711(A)(1) and 2.2-3711(A)(7)

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 4:00 PM — Tuesday, July 11th, 2023

Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #27 — July 11

At a regular meeting of the Board of Supervisors on Tuesday, July 11th at 4:00 PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair
Carty Yowell, Vice-Chair
Charlotte Hoffman, Member
Dustin Dawson, Member
James Jewett, Member
Jonathon Weakley, County Administrator
Sean Gregg, County Attorney
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

ABSENT: Hannon Wright, County Attorney

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

➤ *Chairman Jackson called the Board to order. Chairman Jackson stated he would like to start with the Pledge of Allegiance and follow with a moment of silence. After the Pledge of Allegiance, Chairman Jackson notified the Board of the passing of a previous Board of Supervisor, Jerry Butler.*

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

➤ *Chairman Jackson advised that a quorum was present and inquired if anyone had anything to add to the agenda.*

The County Administrator stated for clarification that 5. a. was added to the agenda, which is a recommendation of the Social Services Board. Due to the passing of Jerry Butler, there is a vacancy, and it was added to the agenda per DSS recommendation.

Supervisor Yowell made a motion to approve the agenda as amended, seconded by Supervisor Dawson.

Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

PUBLIC COMMENT

With there being no public comment, the public comment section was closed.

CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS

Jerry Carpenter: Mr. Carpenter, Parks & Recreation Director, gave a monthly report for Parks & Recreation. Mr. Carpenter stated they had a very busy month. They hosted the Baseball Rookies All-Star Tournament, a 13-team District All-Star Tournament for softball, a 11-team UVA Lacrosse Tournament, and numerous American Legion baseball games. Mr. Carpenter stated they have over 40 kids a week for their summer camp and employed 20 counselors with nine counselors per week. Out of 444 spots for summer camp, they have 443 kids signed up. Mr. Carpenter stated on July 22nd and 23rd they are hosting a disc golf tournament. Mr. Carpenter mentioned that someone stopped him at the park, from Destin Florida Parks & Recreation, and stated how nice the disc golf course was and that it was professional grade. Mr. Carpenter stated that July 22nd they are hosting the Skip Castro Band for music in the park. On July 30th, they will have the Hoover Ridge birthday celebration with a picnic in the park. On August 11th, they will have movies in the park and August 12th will be their last music in the park this summer with the Road Ducks.

- *Chairman Jackson inquired if anyone had any questions for Mr. Carpenter, which they did not. Chairman Jackson stated Mr. Carpenter had quite a list.*

Ligon Webb: Mr. Webb, County Planner and Zoning Administrator, gave a monthly report for the Zoning Department. Mr. Webb stated it was still to be determined if the Planning Commission would meet on August 2nd for a workshop, but there would not be a joint public hearing. Mr. Webb stated they will meet August 16th and will have a public hearing on September 16th. Mr. Webb stated he is going to meet with the County Administrator to give an update on where they are with the Comprehensive Plan. Mr. Webb stated he feels they are doing okay, but most likely won't finish until late fall.

- *Chairman Jackson inquired if the Planning Commission workshop in July was canceled.*

Mr. Webb stated it was canceled since they do not have any hearings in August.

- *Chairman Jackson stated that Alvin Esh wants to talk about his case that is in Brightwood. Chairman Jackson stated Mr. Esh would like some direction for when to talk about it and time is of the essence. Chairman Jackson stated the Planning Commission needs to discuss if they are going to go down the path of discussing how access to the site is going to be allowed. Chairman Jackson inquired if Mr. Webb's recommendation is to wait until August.*

Mr. Webb stated he thinks they can wait until August but stated it might be best if Mr. Esh came to the Board and the Board can send it to the Planning Commission to review it if it were something they would like to pursue.

- *Chairman Jackson and Supervisor Yowell recommended sending Mr. Esh to the new Development Committee they will discuss later under new business.*

The County Administrator stated that was a great recommendation. He believes Mr. Esh has had plans done and that would help further along the process. The County Administrator stated that was a good suggestion and depending on what the Board decides on item eight, they can make that an agenda item.

Jennifer Warren: Mrs. Warren, Finance Director, gave a monthly report for the Finance Department. Mrs. Warren stated the county is officially in the fiscal year 2024. Mrs. Warren mentioned they have two periods open in Tyler Munis for fiscal year 2023. Mrs. Warren stated that fiscal year 2024 is open and purchase orders are being done now. They plan to have a soft close pre-audit done by the end of next week and she will be able to report some numbers at the next Board of Supervisors' meeting. Mrs. Warren stated she is working with Mary Earhart, the pre-audit team, on some upcoming GASB changes they are planning for. Mrs. Warren stated her team has been very busy with the two fiscal years.

- *Chairman Jackson stated Mary Jane Costelle was doing a lot of the pre-audit work and inquired if it is the same work that will take place with Ms. Earhart.*

Mrs. Warren stated that due to being in the two systems for fiscal year 2023, they're going to use Mary Earhart's team for pre-audit services and her goal next year, during audit season, is to not need pre-audit services.

The County Administrator stated the Finance Department is active in Tyler Munis phase two and will soon be starting phase three. The County Administrator stated there will be a year-end report at the next meeting. The County Administrator mentioned that the Finance Director has been crunching a lot of numbers and they are working on a lot of future things too.

- *Chairman Jackson asked the Board if they had any more questions for the Finance Director, which they did not.*

Erik Weaver: Mr. Weaver, Madison Sheriff, gave a monthly report for the Sheriff's Department. The Sheriff thanked Mr. Frazier, Facilities & Maintenance Manager, and the County Administrator for their help with their 20-year-old AC unit that went out. The Sheriff

stated the Madison County Fair and Fireman's Parade are both this week. The Sheriff encouraged everyone to attend the Madison County Fair.

Brian Daniel: Mr. Daniel, Commissioner of Revenue, gave a monthly report for the Commissioner of Revenue's Department. Mr. Daniel stated the County Administrator just executed the contract with Wingate Appraisal Services for the 25 reassessments. Mr. Daniel stated he had a conversation today with a few members from the Wingate team and he believes the reassessment will go smoothly. Mr. Daniel stated they are working on personal property, business tangible property, and getting ready to fire up for land use.

➤ *Chairman Jackson inquired how tracking Airbnbs was going.*

Mr. Daniel stated there is a lot going on at the state level for Airbnb's. Legislatively they are required to report, however they're fighting federal legislation regarding secrecy of information. Mr. Daniel stated they are giving them the money, but they are not able to align it perfectly.

➤ *Chairman Jackson inquired if the County is actively trying to make sure they are catching everybody.*

Mr. Daniel stated that is correct. Mr. Daniel stated Airbnbs are required to report, but some are either ignorant about it or are trying to avoid it.

➤ *Chairman Jackson asked the Board if they had any questions for Mr. Daniel, which they did not.*

Gavin Helme: Mr. Helme, Emergency Medical Services Assistant Chief - Administration/Emergency Management, gave a monthly report for the Emergency Management Department. Mr. Helme stated the emergency shelter grant is in progress. The engineer has been out to the site and made an assessment and it looks like they are going to be well on budget. Mr. Helme stated that once the generator is ordered, they are looking at 28 weeks for delivery. A lot of the work will be completed before it arrives so it will be in operation in a week or two after it arrives. Mr. Helme stated they are planning to submit two grants this year from the SHSP Grant. They are still waiting for a third quote from one of their vendors, but he has been in communication with Chief Coppage, who is applying pressure. Mr. Helme stated they have numerous letters of support from surrounding jurisdictions for the command center and some for the message boards. This will be funded by the SHSP Grant with no cost to the county. Mr. Helme stated that final preparation for the emergency action plans (EAP) for the Madison County Fair has been completed with Chief Hamm. They will be set up at gate A this year, which is a different format because there are more vendors present this year. Overall, he is expecting a safe special event with good coverage.

- *Supervisor Yowell asked Mr. Helme if the message board is something that the Sheriff's Department can use. Supervisor Yowell inquired if the boards are like traffic messaging systems.*

Mr. Helme stated they are similar to the VDOT signs that you see on the side of the road and the county's boards will be included in VDOT's contract. Mr. Helme mentioned that the Sheriff's Department will use them the most and they are looking to purchase four.

- *Supervisor Yowell inquired how long it would take to deploy the message boards for a bad accident.*

Mr. Helme stated very quickly. They are actively discussing where they would store them around the county so they will be easy to grab in an emergency.

The County Administrator stated they would be used for emergencies and/or special events. Currently, they must ask VDOT to use their boards and they will only have access if VDOT is not in need of them. The County Administrator stated this would be a resource for the public safety team. The County Administrator stated as far as accidents are concerned, they would need to clarify the line between VDOT's traffic control and the counties.

Mr. Helme confirmed with the Sheriff that they are limited to how many times a year they can use VDOT's message boards.

The Sheriff agreed.

Mr. Helme stated this is something they don't have, and it would be a resource for the county and regionally.

- *Chairman Jackson inquired how much a messaging board cost.*

Mr. Helme stated for four it cost \$79,000. Mr. Helme stated he thought these ones were around \$17,000.

The County Administrator stated they are bumper pulled, so it does not require a special vehicle to pull them.

Mr. Helme stated they are sophisticated for a simple device. Mr. Helme believed the A-frame of the bumper comes off so someone cannot hook up and tow it away.

- *Chairman Jackson inquired if the Board had any questions, which they did not.*

Noah Hillstrom: Mr. Hillstrom, Emergency Medical Services Chief, gave a monthly report for the Emergency Medical Services Department (EMS). Mr. Hillstrom stated June was busy with 173 calls with an average response time of nine minutes. They assisted Greene County with mutual aid and the other localities did not have a request. Mr. Hillstrom stated they are down four FTEs, and they have several applications. They are fully staffed on their part-time roster and at the beginning of this year they increased their hour requirement from 12 to 24 hours to help with full full-time vacancies and standby by events. Mr. Hillstrom recognized Jack McKeen for being promoted to EMS Lieutenant. In June, EMS did several standby events including Graves Mountain Music Festival and Madison Youth Softball. Jack McKeen went out to Camp Varsity and gave an overview of CPR to the youth. Mr. Hillstrom stated that Chief Hamm will present later the ambulance replacement claim. Mr. Hillstrom stated he would be happy to answer any questions.

- *Chairman Jackson inquired if any Board members have any questions, which they did not. Chairman Jackson stated these were good events for people to come to.*

Alan Berry: Mr. Berry, System Administrator I, gave a monthly report for the Information Technology Department. Mr. Berry stated the new county website is nearly complete. The back end is completely done, and they are working on a few items to be fully ready to go live. They are working on getting a quote for Social Services to run a new switch and data lines in their building. They currently have one switch which is owned by the state. If something goes wrong with the switch, the county's IT Department cannot fix it.

- *Chairman Jackson asked if they could charge the state for this.*

Mr. Berry stated he was not sure.

The County Administrator stated they can contact the Director of DSS regarding this.

- *Chairman Jackson advised having the state pay for it.*
- *Supervisor Yowell stated he was going to ask why they were in there.*
- *The other Board members agreed.*

Mr. Berry stated the lines from the switches go to the counties Mitel phones, and the phones then go into the back of the state computers. Mr. Berry stated the phones belong to the county, but the computers are through the state.

- *Chairman Jackson inquired if IT could charge the state for the phones too.*

The County Administrator stated that there are blends to the systems. As part of their upcoming cyber security efforts, they have learned what may touch different department servers and what touches the county. If departments want to maintain their isolation, they need to know how that works in and out of their system. The County Administrator stated the phones are now digital and Mr. Berry will program them now, which will save them \$72 each time. The County Administrator stated they will set up a meeting to explore options.

- *Chairman Jackson inquired about the rest of Mr. Berry's updates.*

Mr. Berry stated they are working on getting their test bed up and running to build VMs. Mr. Berry stated he needs to be trained in this, so he can maintain those himself. Mr. Berry stated the replication to the cloud, which is their backup, is now up and running. They experienced a few snags, but the only problems they are still experiencing are a few minor things with the replication from their VM servers. The IT Department is working with Unitrends to get it fixed. Mr. Berry stated they are looking into data options for the Commonwealth Attorney and the Sheriff's Departments. They currently have a shared drive where they share information back and forth, but it is not very large. They are looking at creating a SharePoint site so they will have their own dedicated file area where they can share files back and forth without any kind of risk to any of the county's systems. Mr. Berry stated Fiber will start Monday for the Commonwealth Attorney's Office and should be done that week. Once the Commonwealth Attorney's Office is done, they have approval from REC to do the 414 and 410 buildings. They currently do not have a start date for getting fiber into those buildings.

- *Chairman Jackson stated they have been talking about getting Fiber for two plus years. Chairman Jackson asked the Board if they had any questions for Mr. Berry, which they did not.*

Tracey Gardner: Mrs. Gardner, Economic Development and Tourism Director, gave a monthly report for the Economic and Development and Tourism Department. Mrs. Gardner stated the Madison County Fair would kick off tonight with the Pageant. Mrs. Gardner mentioned her granddaughter is the outgoing Baby Miss County Fair and will be riding in the Madison Parade tomorrow as Baby Miss Madison 2023. Mrs. Gardner stated there are a lot of entries, but they will not have the final line up until tomorrow afternoon because people are entering. Mrs. Gardner just came from the Regional Commission Tourism meeting and Michelle Edwards was there. Mrs. Gardner stated Michelle Edwards asked her if she would be on the Food Council, which she agreed to do. They are combining the Tween Rivers Trail with Purely Piedmont and would like to have the same members on both.

- *Chairman Jackson asked Mrs. Gardener if she was going to get Madison a restaurant.*

Mrs. Gardner stated she didn't think that is what the Food Council did, but stated she would try. Mrs. Gardner stated she is doing a ribbon cutting for Shenandoah Survival on Thursday at 10:00 am. Mrs. Gardner mentioned that the ribbon cutting at Cake Crumbs on June 10th went well. Mrs. Gardner stated she is working on the Taste of the Mountains VDOT permit and the Christmas Parade. The Local TOT Committee is meeting on Tuesday the 18th and Mrs. Gardner is also meeting with the Central Virginia Small Business Development Center at her office on the 24th, which is after the CIC meeting in Charlottesville. Mrs. Gardner stated they had the CEDS meeting with Camoin Associates. Mrs. Gardner is signed up for the Governor's Summit on Rural Prosperity in October and the Governor's Summit on Tourism in November. Effectv, which is similar to Comcast, reached out yesterday to see if Mrs. Gardner would be on their panel because they saw the video that MAP Drones did, which made a huge impression. Mrs. Gardner is working on ARPA and a Virginia Tourism Grant Application that is due on Friday. Mrs. Gardner stated that out of our region, she is the only Tourism Director who plans her own events and other Directors only promote other people's events. Which is why they are doing a free training workshop on September 20th in Culpeper, called Event Planning one-on-one with Dr. Maggie Daniels, professor of Tourism at George Mason University.

- *Chairman Jackson inquired if the county is renting any of the offices upstairs in her building.*

Mrs. Gardner stated one is rented through August, Foothills housing is renting the one in the back (has an adjoining office), and Hannon is using one. They have a small office available, the adjoining office, and one available after August.

- *Chairman Jackson stated they met with Camoin Associates about the planning district and economic development in the region. Chairman Jackson inquired when they expect to have their report back.*

Mrs. Gardner stated she had not heard yet.

- *Chairman Jackson stated he had a good time and thought it was interesting.*
- *Supervisor Yowell agreed.*
- *Chairman Jackson asked if the Board had questions for Mrs. Gardner.*

Mrs. Gardner mentioned they are in a waiting period for Broadband. They were supposed to find out the funding for Virginia June 30th and they're hoping for the BEADS funding for federal funding.

The County Administrator stated they talked to REC about make-ready work and the county's make-ready work is mostly engineering.

- *Chairman Jackson inquired if there was anyone online who needed to present, which there was not.*

CONSENT AGENDA

1. Approve: Minutes 06-13-23
2. Supplemental Appropriations – FY24 #1 and FY24 #2

- *Chairman Jackson gave an overview of the consent agenda items and asked the Board what action they would like take.*

Supervisor Hoffman made a motion to approve supplemental appropriation #01, seconded by Supervisor Dawson.

- *Chairman Jackson inquired if the motion was just for #1 or for the entire consent agenda.*
- *Supervisor Hoffman stated she would need to abstain from the minutes.*
- *Chairman Jackson stated there was a motion on the floor for FY24 #1 and asked for a second.*

Supervisor Jewett seconded.

Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

- *Chairman Jackson asked what action the Board wanted to take for the minutes.*

Supervisor Yowell made a motion to approve the minutes as presented, seconded by Supervisor Jewett.

Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: Hoffman. Absent: (0).

- *Chairman Jackson asked what action the Board wanted to take for FY24 supplemental appropriation #2.*

Supervisor Yowell made a motion to approve FY24 supplemental appropriation #2, seconded by Supervisor Dawson.

Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0). Absent: (0).

SPECIAL APPEARANCE

There were no special appearances.

OLD BUSINESS

3. Proposed Amendments to Local and Regional Water Supply Planning Regulation

- *Chairman Jackson asked the County Administrator to tell them about the amendment to the local and regional water supply planning regulations.*

The County Administrator stated he provided the information at the last meeting to make the Board aware that there is a public comment period taking place and it closes in less than two weeks. The County staff have reviewed and do not have any concerns. The County Administrator mentioned one of the changes that allowed for more interjurisdictional cooperation and gave an example. The County Administrator inquired if the Board had any comments or concerns, they would like him to relay before the close of the public comment timeframe.

- *Chairman Jackson asked the Board if they had any thoughts on this topic.*
- *Supervisor Yowell asked the County Administrator who works on the water supply plan after Madison County submits it?*

The County Administrator stated DEQ is the one who has statutory authority on requiring updates, questioning, reviewing, and approving.

- *Supervisor Yowell inquired if RSA helped them with this process.*

The County Administrator stated they may involve them when it comes to water empowerment because they own White Oak Lake, but the submittal is required by the locality.

- *Supervisor Yowell asked for clarification that staff will not be required for this.*

The County Administrator stated there would be some.

- *Supervisor Yowell inquired if it would be minimum.*

The County Administrator agreed.

- *Chairman Jackson inquired if the Board had anymore comments, which they did not.*

4. Sign Ordinance Update – Under Legal Review

- *Chairman Jackson asked the County Administrator to give the Board an update on the Sign Ordinance.*

The County Administrator stated they originally had a public hearing scheduled for tonight, July 11th, 2023, however they pulled that advertisement due to additional work needed. (Subsection 11 was deleted from prior Board action). The County Administrator stated he had given that latest draft to the registrar, who provided that to the Electoral Board, and Mr. Smith had recommendations which will be given to the legal team for review. The County Administrator stated they will get it to draft form that encompasses all concerns before bringing it to the Board for review and if they decided to move forward, they would set a new public hearing date.

The County Attorney, Sean Gregg, stated he received comments from the Electoral Board this afternoon and he will provide those to Mr. Wright, County Attorney.

- *Chairman Jackson recommended making it a goal to wrap up this topic by the second meeting in August so they can move forward.*

The County Attorney, Sean Gregg stated that is certainly feasible.

The County Administrator inquired if the Chairman would like to set the public hearing date.

- *Chairman Jackson stated he doesn't think they need to set the date.*

The County Administrator stated they will work toward that date without an official vote, he just wanted to clarify.

- *Chairman Jackson stated he would like to get it completed so they can focus on other things. Chairman Jackson inquired if the Board had any other comments on the Sign Ordinance, which they did not.*

5. Rt. 231 North VDOT Safety Review Report

- *Chairman Jackson asked the County Administrator to give an overview for the Rt. 231 North VDOT Safety Review Report.*

The County Administrator stated he was not in attendance at the May 9th meeting due to a family obligation, but there was a request made to the residence engineer at VDOT. There was a tragic fatal accident again at the intersection near Aylor Road and Route 231 North and there was a

request for a safety review report to be performed. VDOT made the Board and the public aware, in the letter in the agenda packet, that after any fatal crash they do a safety review. The County Administrator stated he notified the Coates family, who had an attorney make a request, and they received a similar response. Overall, VDOT is stating speeding is the issue and the only additional work they would do is place chevron signs out on the curve. The County Administrator stated he was not sure if this was satisfactory to the Board, but this was the safety report VDOT provided.

- *Chairman Jackson inquired if the Board had any comments on the safety report.*
- *Supervisor Yowell stated there aren't any rumble stripes there.*
- *Chairman Jackson agreed and stated that he doesn't want to drop the speed limit because no one is going to follow it. Chairman Jackson stated they currently have the advisory speed and it's a bad curve and they have seen two fatalities on it. Chairman Jackson stated it would be nice to see them do something. Chairman Jackson inquired about the possibilities of placing rumble strips on the road.*

The County Administrator stated the Board can make any extra traffic engineering or consideration request. The County Administrator gave an example of the intersection of Oak Park and Locust Dale/Rapidan Road area and stated he felt the rumble strips help that intersection a lot.

- *Chairman Jackson inquired what the Madison Sheriff thought.*

The Madison Sheriff stated the rumble strips wouldn't hurt and it would provide awareness.

- *Chairman Jackson asked the other Board members if they would like to ask VDOT to add rumble strips in the road.*

The County Administrator asked for clarification that they would request rumble strips on the road north and south.

- *Chairman Jackson agreed and stated VDOT would most like study it for six to seven months, but they need to do something. Chairman Jackson inquired if anyone else had anything to add, which they did not.*

NEW BUSINESS

5. a. Social Services Board - Shelly Banks

- *Chairman Jackson gave an overview of the recommendation for Shelly Banks, with the passing of Mr. Bulter, to fill his role on the Social Services Board.*

The County Administrator stated he believed it was a four-year term. For clarification, the County Administrator stated the Social Services Board had four applications submitted the last time they had two vacancies which the Board of Supervisors appointed. Due to the recent occurrence that Chairman Jackson previously stated, instead of advertising, they are considering the two remaining applicants and Ms. Banks is one of those two. The County Administrator clarified that Kerri Banks was appointed last time and this appointment is for Shelly Banks so there wasn't any confusion. The County Administrator stated Shelly Banks is the Social Services Board's recommendation and they are hoping to fill the position so they can attend the meeting next week.

- *Chairman Jackson inquired if the other members of the Board had anything to add.*

Supervisor Hoffman made a motion to approve Shelly Banks for the Social Services' Board, seconded by Supervisor Dawson.

Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0). Absent: (0).

6. Taste of the Mountains Street Festival – Trash Disposal Fee Waiver

The County Administrator stated they do this every year, and they are appreciative of the Madison County Football team, who takes the trash off. The County Administrator stated the Board would need to approve the waiving of the disposal fee for the Taste of the Mountains event. Following approval, the County Administrator will send a letter of notification to the Chamber of Commerce and the Updike Operations Manager.

- *Chairman Jackson inquired what action the Board would like to take.*

Supervisor Yowell made a motion to waive the disposal fees for the Taste of the Mountains Festival, seconded by Supervisor Hoffman.

Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0). Absent: (0).

7. EMS Renovation Engineering Proposal

- *Chairman Jackson asked the County Administrator to give an overview for the EMS Renovation Engineering Proposal.*

The County Administrator stated it has taken him a bit of time, but he wanted to be sure to vet this thoroughly. They utilized one of the two existing professional service agreements with

engineering services. The County Administrator mentioned that the renovation proposal is based on the scope of work and option one, which was initially reviewed by the renovation committee. It was also presented to the Board when they talked about the preliminary engineering report, which provided the estimate which was in the budget for \$771,000. The County Administrator stated that around \$100,00 is for engineering cost. They received an additional \$100,000 through LATCF Funds that they will consider putting toward this. The task order specification in the service agreement does not allow any individual task order to go over \$100,000 so it was broken down between two different task orders. One proposal is for the design and bid work and the other is to cover constructions administration. The County Administrator stated Supervisor Yowell made a good point that the completion timeline is different in both proposals. The County Administrator advised that if the Board approved this tonight, he would have Hurt & Proffitt align those before signing.

- *Chairman Jackson inquired what action the Board would like to take.*
- *Supervisor Yowell stated he read through the proposals, and they were thorough and easy to understand, which he appreciated. Supervisor Yowell stated he mentioned to the County Administrator the completion date because one was in March and the other in November. Supervisor Yowell mentioned Supervisor Dawson may have more to add about whether there is or is not a need to update the electrical services.*
- *Supervisor Dawson stated what is there has been used to its full potential.*
- *Supervisor Yowell asked if it was all good.*
- *Supervisor Dawson stated he did not see any concerns and mentioned it's not going to get any cheaper.*
- *Chairman Jackson asked the County Administrator if they have done a preliminary check.*

The County Administrator stated he checked around other industries to see and with square footage and the type of renovation, this price is less than other companies. The County Administrator stated the Board will approve a design, then they are going to put it out to bid, and the markets are going to tell you what it will cost them.

- *Chairman Jackson stated it is one step, but it is a very expensive one.*
- *Supervisor Hoffman stated it is a baby step.*
- *Chairman Jackson inquired what action the Board would like to take.*

Supervisor Yowell made a motion to approve the two engineering cost proposals for Hurt & Proffitt for \$149,100 and authorize the County Administrator to execute the contracts, seconded by Supervisor Dawson.

Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0). Absent: (0).

8. Development Committee

- *Chairman Jackson asked the County Administrator to tell them about the Development Committee.*

The County Administrator stated that early upon his tenure here there were a couple initiatives he wished to bring, one being the Realtor Round Table, which Tracey Gardner took and ran with. The other initiative was the Development Committee. The goal is to have a pre-applicant and learn what they are trying to do and give them advice. The County Administrator recommended the following makeup of the Development Committee: 1 or 2 BOS members, 1 member of the Planning Commission (most likely the PC Chair), County Administrator, County Planner/Zoning Administrator, Senior Building Official, County Attorney (as necessary), Director of Economic Development & Tourism, and stakeholders such as VDH and VDOT. The County Administrator stated that the Development Committee will give the applicant the ability to decide if the process is too involved, not the right parcel, or it may help shape the application to move forward. The committee will have a stand-in monthly meeting. If there are no pending applicants, the meeting would be canceled. This meeting will be coordinated by Mr. Webb, the County Planner. Emails will be sent out the week prior if they have a meeting with a brief list of what will be discussed. The County Administrator's recommendation is for the Board to consider forming the Development Committee. The County Administrator mentioned that anytime the Board votes on a committee it would be considered a sanctioned committee, added to the committee assignment list, and the Board would appoint membership.

- *Chairman Jackson stated the Committee sounds like a good idea. Chairman Jackson stated the Realtor Round Table was super positive and so is doing two workshops for the Planning Commission. Chairman Jackson stated Supervisor Yowell is interested in serving on the Committee and he thinks Supervisor Dawson would be a good fit as well and asked if he would serve on this committee.*
- *Supervisor Dawson stated he would love to.*
- *Chairman Jackson clarified the list he has for members is the County Administrator, the Economic Development & Tourism Director, the County Planner/Zoning Administrator, Supervisor Yowell, Supervisor Dawson, the Senior Building Official, Planning Commission Chair, County Attorney, and a representative from VDH. Chairman Jackson asked the other Board members if that sounded reasonable for the first year. Chairman Jackson also mentioned that this is something they would need to do as a motion.*

The County Administrator mentioned that public safety isn't being left out but won't be required to come to every meeting. When there are applications where the public safety team is needed, they will be included in those meetings. The County Administrator stated they need to make sure they are vetting things either at the Emergency Management Coordinator level or through the whole public safety group as needed.

- *Chairman Jackson stated it is an excellent team both public and private. Chairman Jackson stated he anticipates them bringing in people when needed and doing what they think is best to gather the most information to make the right decisions and give direction.*
- *Supervisor Yowell stated it could save staff time as well.*
- *Supervisor Dawson agreed.*
- *Chairman Jackson stated they potentially established tonight the first case to go through.*
- *Supervisor Jewett stated it is a great idea and should greatly improve the planning and approval process and he thinks it could be a vehicle for future implementation of Economic Development policy.*
- *Chairman Jackson agreed.*

Supervisor Jewett made a motion to implement the Development Committee with the membership as presented, seconded by Supervisor Hoffman.

Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0). Absent: (0).

DISCUSSION

9. EMS Ambulance Replacement

- *Chairman Jackson asked Billy Hamm, Emergency Medical Services Assistant Chief - Operations, to share his presentation for the EMS ambulance replacement.*

Mr. Hamm stated it has been a long process that started in January and a lot of time and effort has been put into this project. The 2017 Mercedes lasted about six years and started having electrical problems. Mr. Hamm encouraged the Board to look over the numbers of the current ambulance fleet.

- M10 –2017 Mercedes/Demers (Diesel) (Retired/No longer in service due to extensive electrical problems)
- M20 –2019 Ford F450/Braun (Diesel) (In service January 2020)
- M30 –2020 Ford F450/Braun (Gas) (In service February 2021)
- M40 –2020 Ford F450/Braun (Gas) (In service March 2021)
- M50 –2019 Ford F550/PL Custom (Diesel) (Received from MCRS, in service March 2022)

Mr. Hamm then gave an overview of the current ambulance fleet mileage and stated the year of the vehicle may seem recent, but it is important to pay attention to the milage. Mr. Hamm stated two of the ambulances were bought with covid funded money.

- M20: Current Mileage 56,977 + Miles per year 18,992.3 = Estimated Mileage by 2026 = 113,954
- M30: Current Mileage 51,241 + Miles per year 25,620.5 = Estimated Mileage by 2026 is 128,102
- M40: Current Mileage 40,214 + Miles per year 20,107 = Estimated Mileage by 2026 is 100,535
- M50: Current Mileage 17,994 + Miles per year 17,994 = Estimated Mileage by 2026 is 71,976

Mr. Hamm stated the milage numbers he presented were the milage last week and as of today it has almost a thousand more miles on it. Mr. Hamm then gave an overview of why they need a new ambulance and why now.

- We need to separate the fleet age, more budget friendly.
- Extended lead times of 36 months.
- Price increases continue with both the chassis and body manufactures. M20 was purchased in 2019 for \$229,995 vs. today's pricing in the mid \$400's.
- No guarantee of chassis allocation from Ford.

Mr. Hamm went through three proposals.

➤ *Chairman Jackosn asked if all the replacements are diesel.*

Mr. Hamm stated that was correct. This will ensure the wrong type of gas is not used.

Mr. Hamm stated the committee's recommendation is to go with proposal number one.

- Due to the extended delivery time and increasing annual costs, we recommend considering purchasing two ambulances.
- Superior insulation package –Whisper Quiet
- More storage ability than current fleet. We are out of room on the Braun ambulances due to a shorter body.
- Service centers in Charlottesville, Manassas, and Roanoke.
- Road Service ability. They come to us for maintenance.

The County Administrator stated they explored two different options for financing, which was leasing and purchasing. Leasing was about \$120,00- \$130,000 more over the extended lease term versus purchase. Overall, the committee's recommendation is to purchase and to purchase two. The County Administrator stated there is a 36-month delay and there has been discussion about whether they should stagger them, ordering one this year and one next, or order them both at one time. The County Administrator stated it is the pleasure of the Board but gave caution to purchasing both at the same time due to the price. The County Administrator stated it is staff recommendation to purchase and the county does not pay until they receive the vehicle.

➤ *Chairman Jackson inquired if the Board had any questions.*

- *Supervisor Dawson mentioned he talked with Mr. Hamm the other day, and this question did not come to mind until today. Supervisor Dawson inquired about the storage increase and if it would fit in the building.*

Mr. Hamm stated it would, they currently have one the same size. Mr. Hamm stated it still fits when they add the buck stop bumper.

- *Supervisor Yowell inquired what was causing them to run out of room in the shorter chassis for storage.*

Mr. Hamm stated they have added things that they needed and carrying bags have gotten larger. Mr. Hamm gave an example stating the pediatric bag has gotten larger.

- *Supervisor Yowell inquired if these chassis are different from the 550 Chassis at Madison Ford.*

Mr. Hamm stated they are regular 550 Chassis with the camper prep package, snowplow prep package, and with a beefed suspension up front and in the rear. (Ambulance Prep Packet)

- *Supervisor Yowell inquired what was the final determination for a replacement, is it mileage, age, or technology.*

Mr. Hamm stated it was a combination of all three. They recommend replacing it every six years and when it reaches 150,000 miles. Mr. Hamm stated first response departments put a lot of mileage on their vehicles. They also put a lot of wear and tear on the vehicles by getting in them and going quickly without time to allow them to warm up.

- *Supervisor Yowell asked if diesels extend the life of these vehicles.*

Mr. Hamm stated diesel has more torque and more power.

- *Supervisor Yowell inquired if that included more lifespan.*

Mr. Hamm stated overall they would if they were gentler with them. Mr. Hamm stated you buy diesel for longevity, but they do not drive them like a typical diesel truck.

- *Supervisor Yowell mentioned in the presentation it stated they want to have the purchases staggered.*
- *Chairman Jackson added to that and stated they know they need to buy ambulances, which are not cheap, but he is inclined to go with the committee's recommendation for proposal number one.*
- *The other Board members agreed.*

- *Chairman Jackson stated he thinks they should order one now and order another next year so not all the money comes out at once. Chairman Jackson stated they need to get on a schedule of cycling through and setting money aside like they have done with the reassessment and with social services in the past. Chairman Jackson mentioned when they had to buy around 10 Sheriff cars because the Board put off on ordering them. Chairman Jackson stated getting away from the Euro ambulances it a good way to go.*
- *Supervisor Jewett agreed and stated if you look at how much money they must put away on an annual basis to cover it is about \$250,000 verse \$330,000.*
- *Chairman Jackson asked for the EMS Department's thoughts on that decision.*

Mr. Hamm stated that is something they can take back to the dealer that they plan to buy one the following year, in hopes of building a partnership and possibly lowering the price.

- *Chairman Jackson stated they will need to buy more ambulances in the future and chances are they will be more expensive, but he thinks incremental movement in that direction that is appropriate and responsible is the directions they are at. Chairman Jackson stated they will need to make a motion to purchase on ambulance with the intent of payment in two and a half years. Chairman Jackson inquired what action the Board would like to take.*
- *Supervisor Jewett asked Chairman Jackson if this a motion would be to purchase one ambulance now and they will consider one for next year.*
- *Chairman Jackson agreed. Chairman Jackson asked Supervisor Yowell if he had any further questions.*
- *Supervisor Yowell stated he was good; he was just thinking on how to get a rotation created.*

Mr. Hamm stated that is what they are working toward on their end as well.

- *Chairman Jackson inquired if they are tracking the maintenance services and working on getting a regular schedule for that.*

Mr. Hamm stated that is correct. They are meeting with one vendor they are using to get on a regular schedule.

- *Chairman Jackson stated that seems to be the way to responsible fleets go, not how farmers take care of things.*
- *Supervisor Yowell inquired if Atlantic takes care of that.*

Mr. Hamm stated these two would be services by Atlantic and they are using another vendor with their current fleet. Once the warranties are out of date, the two new ambulances will fall into their current maintenance vendor.

- *Chairman Jackson asked the EMS staff, that were in attendance of the meeting, if they had anything to add, which they did not. Chairman Jackson asked the Board what action they would like to take.*

Supervisor Jewett made a motion to order one Road Resue ambulance, displayed as ambulance replacement proposal number one, for \$459,109.00, seconded by Supervisor Dawson.

Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0). Absent: (0).

10. Zoning Fees

The County Administrator mentioned Mr. Webb, County Planner/Zoning Administrator, was here to add to this topic as well. The County Administrator explained a recent request for a special use permit (SUP), currently zoned as A1, looking to do business on Route 29 Corridor, which is what they want to see there, but the rezoning fee does not encourage folks to rezone. The County Administrator stated it is not A1 because they're not producing or selling agriculture. The County Administrator stated good discussions have been had with Mr. Webb and a few Board members regarding zoning fees not encouraging rezoning. The rezoning fee application is currently \$2,000 and when you get over that 10-acre portion it is a hundred dollars per acre. Like the recent property on 29 they had a \$3,300 rezoning application. The County Administrator stated if they are reaching the cost of advertisement, he isn't looking to charge more than that. The County Administrator stated that Mr. Webb may have more to add.

Mr. Webb stated he meant to include this change in the fee schedule last fiscal year. They changed a few things and he meant to recommend rezoning to potentially be decreased. Mr. Webb stated it has discouraged a few people, but \$2,000 compared to other countries is not unusual. Mr. Webb mentioned that Culpeper charges \$3,000 plus \$100 per acre, Greene is high, Orange is \$500 plus the amount for the advertisement (which is about \$400), and Lousia is \$1,000. Mr. Webb stated he would recommend the rezoning fee be \$800 plus \$100 per acre over five acres.

- *Chairman Jackson inquired the difference in advertisement cost in a special use permit and rezoning.*

Mr. Webb stated there wasn't a difference.

- *Chairman Jackson asked why there isn't just a flat fee of \$500.*

- *Supervisor Yowell inquired what the difference is for staff time for a special use permit versus rezoning. Supervisor Yowell mentioned he thought there would be more staff time involved in a special use permit than rezoning.*

Mr. Webb stated they are about the same.

- *Chairman Jackson stated he feels it is ridiculously to over charge people.*
- *Supervisor Dawson agrees.*
- *Chairman Jackson stated the county works for the people of Madison County and advised charging \$500.*
- *Supervisor Yowell stated with this specific case, it should be rezoned business and feels they should not make it challenging to do what should be done.*
- *Chairman Jackson stated if it is used inappropriately, they can always vote against it.*
- *Supervisor Hoffman agreed with charging \$500.*

The County Administrator stated that the next step would be amending the Administration Fees, which would require a public hearing. The County Administrator asked for confirmation that the Board agreed to change the rezoning fee to \$500.

- *The Board agreed.*

The County Administrator stated they would draft the necessary language to advertise a proposed change to the rezoning fee to \$500 and schedule the public hearing. The County Administrator inquired if the Board would like to schedule the public hearing for the second meeting in August with the other public hearing.

- *Chairman Jackson inquired if that was what the Board would like to do, and they agreed.*

The County Administrator asked the County Attorney if they needed a vote to set the public hearing.

The County Attorney stated they did not need to vote.

INFORMATION/CORRESPONDENCE

11. Hoover Ridge Project Committee Update

- *Chairman Jackson asked the County Administrator to give an update on the Hoover Ridge Project Committee.*

The County Administrator stated he wishes to inform the Board that since the committee was formed, by vote by the Board of Supervisors, they have had one meeting with the engineer so they can develop a scope of work and provide a cost proposal. The County Administrator stated he will be planning another project committee meeting soon to discuss a revision for the engineer. The Hoover Ridge outdoor recreation center is what drove the Board to develop a committee. The Board budgeted in the Capital Budget roughly \$212,000 to move the initiative along. If the committee gets it to a point where they are happy with the scope of work and the fee seems within reason, the committee will give the County Administrator a recommendation which will be presented to the Board of Supervisors for consideration and/or approval.

- *Chairman Jackson inquired if anyone had questions, which they did not.*

12. Rappahannock – Rapidan Region 2023 Legislative Issues

The County Administrator stated that himself and Chairman Jackson are the Madison County representatives for the Rappahannock-Rapidan Regional Commission (RRRC). Throughout the year, RRRC will discuss concerns from counties and what may be upcoming legislative issues. Patrick Mauney takes these issues and gives them to the regional lobbyist, Mr. Eldon James, who takes them to the General Assembly and lobbies on behalf of these issues. To be proactive, the County Administrator would like to inform the Board of the issues being presented and inquire if they have anything to add. The County Administrator stated he believed there was a solar one that the Chairman had concerns on. The County Administrator felt they were pretty good ones, and they want to do ones that reflect mental health, as well as improve SROs, and shorten the time that deputies must stay with TCOs which are included in there. The County Administrator stated the General Assembly budget process did not go great as they still have not approved one.

- *Supervisor Jewett stated he had a few concerns to pass along. Supervisor Jewett stated the longer Broadband is delayed the more it hurts the economic development, and they need to impress upon the federal and state representative that this must move along. Supervisor Jewett stated that when the Commonwealth of Virginia is doing its budget and looking at tax changes at the state level it can really hurt the localities with their policy changes.*
- *Chairman Jackson stated he was talking to a state lobbyist last week and she mentioned there may be a push at the legislator to make solar a buy right use, similar to how*

breweries are by right. Chairman Jackson feels it is the responsibility of localities not the state.

- *Supervisor Jewett agreed.*

The County Administrator stated he would take any contact information he had because that does take away local zoning authority.

- *Supervisor Yowell asked for clarification on why it says 2023 legislative issues. Supervisor Yowell asked if they are looking at historical issues that were presented or should this say 2024 legislative issues that are being lobbied.*

The County Administrator stated some of these issues are carried over. The County Administrator stated he knows Supervisor Underwood in Culper is pushing a lot of the transportation initiatives and how the tax goes to the state and doesn't really go to the localities for road repairs. The County Administrator stated it was his understanding this is to push forward to the upcoming session.

- *Supervisor Yowell stated he asked that because if this was issues that were discussed in 2023 legislature, he should dig around to see how that worked out.*
- *Chairman Jackson inquired if the Board had anything else to add, which they did not. Chairman Jackson then asked the County Administrator and County Attorney if they had anything to add.*

The County Administrator stated for applicants who are there to interview for the Planning Commission during closed session, to just hang tight because the Board must go through their formal process to go into closed session.

- *Chairman Jackson stated they are going to take a five-minute break before closed session.*

The County Administrator stated Mrs. Turner is going to escort them to the conference room and when the Board is ready, they are going to bring them in one at a time.

PUBLIC COMMENT

With there being no public comment, the public comment section was closed.

CLOSED SESSION

Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections:

- 3.2-3711(A)(1) for personal
- 3.2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation.

Seconded by Supervisor Hoffman.

Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

Supervisor Yowell made a motion to re-convene the Board in Open Session, seconded by Supervisor Hoffman.

Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

Supervisor Yowell made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(1), 2.2-3711(A)(7) that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Hoffman.

Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

As a result of the Closed Session, the Board took the following actions:

Supervisor Yowell made a motion to appoint Jim Smith to the Planning Commission to fulfill the term of Daniel Crigler Jr., expiring January 31, 2024, seconded by Supervisor Dawson.

Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

Supervisor Yowell made a motion to appoint Zachary Whitman as a citizen representative to the Development Committee, seconded by Supervisor Jewett.

Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0)

ADJOURN

With there being so further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Dawson.

Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

R. Clay Jackson, Chairman
Madison County Board of Supervisors

Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: August 8th, 2023.
