MADISON COUNTY VIRGINIA
2023
MINUTEBOOK

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MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 9:00AM — Tuesday, January 3rd, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #1 — January 3rd

At the organizational meeting of the Board of Supervisors on Tuesday, January 3rd at 9:00AM 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
Alan Berry, Deputy Clerk

ABSENT:

CALL TO ORDER, DETERMINE PRESENCE OF A QUORUM

Sean Gregg, the County Attorney, serving as the Parliamentarian, called the 2023 Organizational Meeting of the Madison County Board of Supervisors to order. A quorum was established.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

DESCRIPTION OF MEETING & ELECTION PROCEDURES

The Parliamentarian provided a brief overview of the meeting and the election procedures that will be utilized for today's session. Once a Chairman has been selected, this individual will complete the remaining agenda items for today's meeting as listed on the agenda.

ELECTION OF THE CHAIRMAN

The Parliamentarian opened the floor for nominations for the office of Chairman of the Madison County Board of Supervisors.

Supervisor Hoffman made a motion to nominate R. Clay Jackson as the Chairman, seconded by Supervisor Jewett.

Supervisor Jewett moved to close nominations for the position of Chairman.

With no further nominations being brought forth, the floor was closed to nominations of the Chairman.

The Parliamentarian called for a vote on the nomination of Clay Jackson as Chairman to the

Board of Supervisors. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0)***

ELECTION OF THE VICE-CHAIRMAN

Chairman Jackson opened the floor for nominations for the office of Vice-Chairman of the Madison County Board of Supervisors.

Supervisor Hoffman made a motion to nominate Carty Yowell as the Vice-Chairman, seconded by Supervisor Dawson.

With no further nominations being brought forth, the floor was closed to nominations of the Vice-Chairman by motion of Supervisor Hoffman.

Chairman Jackson called for a vote on the nomination of Carty Yowell as Vice-Chairman to the Board of Supervisors. ***Aye: Jackson, Hoffman, Dawson, Jewett. Abstain: Yowell. Nay: (0)***

ADOPTION OF AN AGENDA

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0)***

PUBLIC COMMENT

Chairman Jackson opened the floor to public comment. With there being no public comment brought forth, the public comment opportunity was closed.

CONSIDERATION OF AN ORGANIZATIONAL RESOLUTION FOR CALENDAR YEAR 2023

Supervisor Dawson made a motion to approve Resolution 2023-1, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0)***

COMMITTEE, LIAISON, AND OTHER APPOINTMENTS

A detailed list of appointments for all Boards/Commissions/Authorities was presented for review and consideration.

The following changes were requested:

COMMITTEE	REMOVE	ADD
Tourism Committee	Alan Webb	Cheryl Yowell
Blue Ridge Committee For Shenandoah National Park Relations	Jim Ballard (Alternate)	Clay Jackson (Alternate)
Blue Ridge Committee For Shenandoah National Park Relations	Clay Jackson	Jim Ballard
Rapidan River Basin		Jonathon Weakley (Alternate)
Rappahannock Rapidan Regional Commission	Clay Jackson	Dustin Dawson

Regional Preparedness Advisory Committee for Interoperability		Gavin Helme
Madison Town Council Liaison	Carty Yowell	Dustin Dawson

- *Chairman Jackson advised that Planning Commission, Piedmont Workforce Development Board, Community Services Board, Thomas Jefferson Area Criminal Justice Board, CPMT, and FAPT vacancies would be reviewed on the 10th at the first regular meeting in January.*

The County Administrator advised of a correction to the provided Committees Sheet in the packet for the Rappahannock Juvenile Detention Board: rather than Supervisor Hoffman, he is the appointee alongside Nan Coppedge.

- *Chairman Jackson advised that the Board will need to keep the Social Services Board on its radar once March rolls around to appoint new members due to a few current appointees having served their maximum number of terms.*

Supervisor Hoffman made a motion to approve the listed changes to the Committee Appointment list, seconded by Supervisor Dawson.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0)

PUBLIC COMMENT

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

CLOSED SESSION

ADJOURN

With there being no further business to conduct, Supervisor Jewett made a motion to adjourn, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

_____
R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____
Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: January 24, 2023

Agenda
Board of Supervisors Organizational Meeting
Madison County Board of Supervisors
Tuesday, January 3, 2023 at 9:00 AM
Administration Building Auditorium
414 North Main Street, Madison, Virginia 22727

Call to Order / Determine Presence of a Quorum ..... Parliamentarian

Pledge of Allegiance & Moment of Silence ..... Parliamentarian

Description of Meeting & Election Procedures ..... Parliamentarian

Election of the Chairman ..... Parliamentarian

Election of the Vice-Chairman ..... Chairman

Adoption of an Agenda ..... Chairman

Public Comment ..... Chairman

Consideration of an Organizational Resolution for Calendar Year 2023 .... Chairman

i. Bylaws
ii. Code of Ethics
iii. Freedom of Information Act Policy
iv. Personnel Policy
v. Purchasing and Surplus Asset Policy

Committee, Liaison, and Other Appointments ..... Alan Berry

Public Comment ..... Chairman

Closed Session

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 4:00PM — Tuesday, January 4th, 2022
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #02 — January 4th

At a joint meeting of the Board of Supervisors and Planning Commission on Wednesday, January 4th at 7:00PM 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
Alan Berry, Deputy Clerk

ABSENT:

The Board's portion of the meeting took place after the Planning Commission had adjourned their meeting.

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

Supervisor Yowell made a motion to approve the agenda as presented, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0)***

PUBLIC COMMENT

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

PUBLIC HEARINGS

A. **Case No. SU-12-22-32**: Rooted Land Company LLC (Mr. Zachary Whitman) has applied for a special use permit to operate six (6) short-term rental units on two adjoining parcels which he owns. The two parcels combined contain roughly 257-acres and are identified on Madison County's Tax Maps as 37-7C and 37-11; the 100-acre parcel 37-7C is zoned A1 (agriculture), and in this zoning district more than one short-term rental on a single parcel requires a special use permit. Currently, this parcel contains one (1) by-right three

(3) bedroom short-term rental unit, and an additional three (3) bedroom short-term rental unit is proposed. The adjoining 157-acre parcel 37-11 is split zoned C1 (conservation) and A1 (agriculture) and a special use permit is required for more than one short term rental unit on a single parcel. Currently, this parcel is undeveloped but four (4) short-term rental units are proposed. The proposed four (4) short-term rental units would be a three (3) bedroom unit, and three (3) one-bedroom units. The subject parcels are located on Graves Mill Road (Rt. 662), the existing dwelling located on parcel 37-7C contains a postal address of 2410 Graves Mill Road, Madison, Virginia.

- *Supervisor Jackson: Asked for clarification if the nine conditions go with the special use permit.*

The County Planner replied that they can impose that condition.

- *Supervisor Jewett: Asked for clarification on where the state maintained road ended and if Berry Lane Road became a private road at the end of that maintenance. Also asked if the emergency access right-of-way was contained in a right-of-way that connected to the public part of Berry Lane Road.*

Mr. Whitman responded that the right-of-way connects on his property.

- *Supervisor Jewett: Asked if the right-of-way that goes through Mary Shifflett's property also crossed Mr. Clark's property.*

Mr. Whitman responded that it did.

- *Supervisor Jewett: Stated that he appreciated that there were no promises of vague and unrealistic benefits to the County within the proposal. Thanked the County Planner and Mr. Whitman for their work on the matter.*

- *Supervisor Yowell: Stated that he thought the conditions were specific. Also stated that approving the current proposal was not going to set a precedent just as the proposals refused in November did not set a precedent. Stated that he was not in favor of the last condition added by the Planning Commission that involved the County Planner continuing to work with VDOT.*

- *Chairman Jackson: Commended Mr. Whitman for the agreements he has made regarding the proposal.*

- *Supervisor Yowell: Pointed out that around 70% of the roads in the County were similar to Graves Mill Road.*

Supervisor Yowell made a motion to approve Case No. SU-12-22-32 with the conditions listed in the packet, seconded by Supervisor Hoffman.

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

INFORMATION/CORRESPONDENCE

PUBLIC COMMENT

Chairman Jackson opened the floor to public comment. With no public comment being brought forth, the public comment opportunity was closed.

CLOSED SESSION

ADJOURN

With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

_____

R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____

Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: January 24, 2023

Agenda
Board of Supervisors Meeting
Madison County Board of Supervisors
Wednesday, January 4, 2022 at 7:00 PM
Admin. 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

Public Hearings

A. Case No. SU-12-22-32: Rooted Land Company LLC (Mr. Zachary Whitman) has applied for a special use permit to operate six (6) short-term rental units on two adjoining parcels which he owns. The two parcels combined contain roughly 257-acres and are identified on Madison County's Tax Maps as 37-7C and 37-11; the 100-acre parcel 37-7C is zoned A1 (agriculture), and in this zoning district more than one short-term rental on a single parcel requires a special use permit. Currently, this parcel contains one (1) by-right three (3) bedroom short-term rental unit, and an additional three (3) bedroom short-term rental unit is proposed. The adjoining 157-acre parcel 37-11 is split zoned C1 (conservation) and A1 (agriculture) and a special use permit is required for more than one short term rental unit on a single parcel. Currently, this parcel is undeveloped but four (4) short-term rental units are proposed. The proposed four (4) short-term rental units would be a three (3) bedroom unit, and three (3) one-bedroom units. The subject parcels are located on Graves Mill Road (Rt. 662), the existing dwelling located on parcel 37-7C contains a postal address of 2410 Graves Mill Road, Madison, Virginia.

Information/Correspondence

Public Comment

Closed Session

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 4:00PM — Tuesday, January 10th, 2022
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #03 — January 10th

At a regular meeting of the Board of Supervisors on Tuesday, January 10th at 4:00PM 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
Alan Berry, Deputy Clerk

ABSENT:

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

The County Administrator advised the Board that he had been informed that Billy Mitchell had passed away.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

The County Administrator advised that 3.2-3711(A)(1) would need to be added to the list of items for tonight's closed session.

ADD: Closed Session
3.2-3711(A)(1)

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

PUBLIC COMMENT

Chairman Jackson opened the floor to public comment.

Shawn Merideth: Introduced himself as a representative of Abigail Spanberger's office and advised that their office would be open to assisting the Board with grants and other items.

With there being no further public comment brought forth, the public comment opportunity was closed.

CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS

Finance: Jennifer Warren was present and advised of the following:

- Tyler-Munis has gone live
- FY22 Audit has completed
- Outside Agencies and Departments have been returning budget documents

➢ *Chairman Jackson: Asked what date the documents would be due on.*

Ms. Warren responded that they would all be due on the 13th of January.

Parks & Rec: Jerry Carpenter was present and advised of the following:

- Winter sports underway; Spring sports signups start on January 15th

Commissioner of the Revenue: Brian Daniel was present and advised of the following:

- Finishing up revenues and transfers

Clerk of Court: Leeta Louk was present and advised of the following:

- $836,000 to the state, $377,800 to the County
- Began e-Pay in January
- Anita Shifflett is retiring at the end of the month.
- Received State Library grant for $27,000.

Treasurer: Stephanie Murray was present and advised of the following:

- Finishing conversion with Avenity
- Starting collections the last week of January

➢ *Chairman Jackson: Asked about the Outside firm to be used for collections.*

Ms. Murray responded that they are currently in a holding position with that company.

Commonwealth's Attorney: Clarissa Berry was present and advised of the following:

- Burglary alarm set up; still working on cameras.
- Working on getting light switches fixed
- Was elected to represent the 5th Congressional district in the Commonwealth's Attorney Services Council
- Advised that Mr. Hamilton will be leaving at the end of the month.
- Thanked the Board for her PRA appointment.

Sheriff: Erik Weaver was present and advised of the following:

- Still having personnel issues with staffing

- SRO in the middle school on January 17th
- Met with VDOT to discuss communication issues with radios.

Emergency Management: Gavin Helme was present and advised of the following:
- Still working on shelter upgrade grant
- Stop the Bleed program cabinets have been delivered; will begin training with school staff.

- *Chairman Jackson: Asked if Gavin's work should be included with the joint CIP with the schools.*

The County Administrator responded that it would have to be a discussion with the school.

E911: Brian Gordon was present and advised of the following:
- Was fully staffed, not anymore.
- Still working on radio projects, but nearing completion on Hoover Ridge; Hughes River is on hold.
- 3868 total calls for the year

Building and Zoning: Ligon Webb was present and advised of the following:
- Fully staffed.
- Advised that there will be no hearings in February.

IT: Bruce Livingston was present and advised of the following:
- Working on upgrading the County's computers
- Will get Alan working on building new accounts.
- Tyler Admin training in progress
- Zendesk rollout
- Fiber should be coming.

EMS: Noah Hillstrom was present and advised of the following:
- 1924 calls for the year.
- 1223 transports for the year
- Fully staffed.
- Strategic Plan ready

Planning Commission: Steve Carpenter was present and advised of the following:
- Two SUP applications being looked at.
- Working on the Comp Plan review

Tourism & Economic Development: Tracey Gardner was present and advised of the following:
- Another hair salon coming in; Front Porch Salon
- General Store can still be bought.
- Tourism Committee meeting next Tuesday.

- *Chairman Jackson: Asked if Tracey was still renting out offices in her building.*

Ms. Gardner responded in the affirmative.

CONSENT AGENDA

1. Approve: Minutes from 12-13-22
2. Approve: Minutes from 12-27-22

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

SPECIAL APPEARANCES

3. 2022 Audit Presentation – David Foley (Robinson, Farmer, Cox)

David Foley was present and provided the Board with a review of the FY22 audit.

3a. FY22 Capital Rollover – Finance Director

Jennifer Warren, the County's Finance Director, was present and advised the Board of the following:

- Closing out all school projects related to funds 32 and 25
- Carrying forward all leftover capital money for capital projects
- Adjustment (true-up) to be made for radio project item

4. American Red Cross – Bill Brent

Bill Brent was present and provided the Board with a presentation regarding free emergency preparedness training for the Madison County community.

OLD BUSINESS

5. Committees & Organizations

The Deputy Clerk was present and advised the Board on the Committees and Organizations that still needed review as per the Board's previous meeting. The following changes were made as a result of Board discussion:

Supervisor Dawson made a motion to appoint Rodney Lillard to the Board of Zoning Appeals, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Hoffman made a motion to appoint Dustin Dawson to the CPMT, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Hoffman, Jewett. Nay: (0). Abstain: Dawson.***

Supervisor Hoffman made a motion to reduce the number of appointees on the Planning Commission to seven and approving Nathan Cowan and Steve Carpenter, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

The County Administrator asked the Chairman for clarification on a statement made at the previous Board meeting regarding the Chairman's position on the Blue Ridge Committee.

Supervisor Yowell made a motion to appoint Bruce Bowman to the Blue Ridge Committee for Shenandoah Park Relation with Jim Ballard and Carty Yowell serving as alternates, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Dawson made a motion to appoint Supervisor Jewett and Annette Hyde to the Piedmont Workforce development Board and to begin advertising for someone to possibly take Supervisor Jewett's spot in the future, seconded by Supervisor Yowell.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

Supervisor Dawson made a motion to appoint Lisa Paine-Wells to the RRCSB, seconded by Supervisor Yowell. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Dawson made a motion to advertise for the Rappahannock-Rapidan Division of Court Services, seconded by Supervisor Jewett.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

Supervisor Yowell made a motion to appoint Steve Hoffman to the Thomas Jefferson Area Criminal Justice Board, seconded by Supervisor Dawson.
Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0). Abstain: Hoffman.

NEW BUSINESS

6. Social Services Building HVAC – County Administrator
7. Social Services and Madison County MOU – County Administrator

The County Administrator recommended that the Board authorize the County's finance department to pay the two existing invoices while the Board and DSS work out the terms of the MOU.

- *Supervisor Yowell: Asked how old the invoices are.*

The County Administrator advised that the $60,000 invoice was due today.

- *Supervisor Yowell: Asked if DSS agreed to pay, but that it would be over a 20-year time period.*

The County Administrator advised that the supervisor's interpretation was correct.

- *Supervisor Dawson: Asked who signed the contract.*

The County Administrator advised that DSS has signed the contract.

The County Attorney commented that the contract states that DSS should pay for all direct building and operating costs as incurred.

Supervisor Yowell made a motion to authorize the County to pay the 2 invoices totaling 84770 and to have the County Administrator work with the County Attorney to draft a new MOU, seconded by Supervisor Hoffman.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

8. EMS Strategic Plan – Chief Hillstrom

Noah Hillstrom was present and provided the Board with a presentation regarding his department's strategic plan.

- *Supervisor Yowell: Commented that he though improving Community Relations would help with the strategic plan's Goal #1.*

- *Supervisor Dawson: Complimented the County's emergency services for being flexible in doing the work to provide for the County.*

9. Cordico Mental Health Program – Chief Hillstrom

Noah Hillstrom was present and advised the Board of the feedback and usage of the Cordico Mental Health program.

- *Chairman Jackson: Asked the date of the currently engaged contract.*

Mr. Hillstrom replied that it started on February 1st, 2022.

- *Supervisor Yowell: Asked about the date listed on the invoice being presented.*

Mr. Hillstrom responded that the listed date was incorrect, but that the invoice being presented was what was provided to him.

- *Chairman Jackson: Asked if there was an option to add additional users down the road if the Board desired.*

Mr. Hillstrom responded that he would research the question and get back to the Chairman.

Supervisor Yowell made a motion to renew the service agreement with Lexipol for a period of 2 years for $12,000 a year, seconded by Supervisor Dawson.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

10. Graves Mill Road Speed Study – County Administrator

The County Administrator advised the Board he would need direction from the Board if they wished to conduct a speed study on Graves Mill Road.

- *Supervisor Jewett: Commented that 40-45 seemed to be the natural speed for the area; suggested extending the 45mph speed limit up to the driveway of the individual previously brought up in the last meeting.*

The Sheriff commented that he thought 45 would be appropriate for that area.

Supervisor Dawson made a motion to extend the 45mph speed limit and put up signs regarding a hidden driveway on Graves Mill Road, seconded by Supervisor Yowell.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

11. DEQ – Public Comment Period for RSA Permit Modification

The County Administrator advised the Board of the proposal by RSA to modify their permit and advised that the comment period will end on the 23rd of January.

DISCUSSION

INFORMATION/CORRESPONDENCE

12. COIA – State and Local Statement of Economic Interest Filing – Deputy Clerk

The County Administrator advised the Board of the of COIA filing dates coming up.

13. 01/24/23 Public Hearing - Considering the Sale of the former Criglersville School

The County Administrator advised the Board that they have an upcoming public hearing regarding the potential sale of the former Criglersville school.

PUBLIC COMMENT

Chairman Jackson opened the floor to public comment. With there being no public comment being brought forth, the public comment opportunity was closed.

CLOSED SESSION

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

- 2.2-3711(A)(1) for personnel

Seconded by Supervisor Hoffman.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (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) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Dawson.

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

ADJOURN

With there being no further business to conduct, Supervisor Dawson made a motion to adjourn, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

_____

R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____

Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: February 14th, 2023.

Agenda
Board of Supervisors
Tuesday, January 10, 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, County Departments, Committees & Organizations

Consent Agenda

1. Approve: Minutes from 12-13-22
2. Approve: Minutes from 12-27-22

Special Appearances

3. 2022 Audit Presentation – David Foley (Robinson, Farmer, Cox)

3a. FY22 Capital Rollover – Finance Director

4. American Red Cross – Bill Brent

Old Business

5. Committees & Organizations

New Business

6. Social Services Building HVAC – County Administrator
7. Social Services and Madison County MOU – County Administrator
8. EMS Strategic Plan – Chief Hillstrom
9. Cordico Mental Health Program – Chief Hillstrom
10. Graves Mill Road Speed Study – County Administrator
11. DEQ – Public Comment Period for RSA Permit Modification

Information/Correspondence

12. COIA – State and Local Statement of Economic Interest Filing – Deputy Clerk
13. 01/24/23 Public Hearing - Considering the Sale of the former Criglersville School

Discussion

Public Comment

Closed Session

3.2-3711(A)(1)

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 6:00PM — Tuesday, January 24th, 2022
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #04 — January 24th

At a regular meeting of the Board of Supervisors on Tuesday, January 24th at 6:00PM 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
Alan Berry, Deputy Clerk

ABSENT:

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

PUBLIC COMMENT

Chuck Jackson: Advised the Board of Senate Bill 1237 that will recently come up before the Judiciary Committee; if passed, online media will be able to legally accept public notices from Counties.

CONSENT AGENDA

1. Approve: Minutes from 01-03-23
2. Approve: Minutes from 01-04-23

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

PUBLIC HEARING

3. Consideration of Adopting an Ordinance for the Sale of Criglersville School

The County Administrator advised the Board of the draft ordinance up for consideration.

The County Attorney advised of presentations by both the proposed purchaser and those against the proposed purchase.

Felix Schapiro: Stated his belief in the development potential of Criglersville Elementary; advised that his plan would depend a lot on what the people of Madison would like to do and that he would try to be a good community partner. Stated that he thought the amendments proposed tonight provide real value to the County. Stated that they would renovate the school by-right with regards to FEMA flood regulation and County ordinances with or without the historic designation. Advised that a Hunt Club is being looked at for a by-right opportunity. Also advised that he is ready to move forward with the building as a single-family home as well.

Ashley Kyle: Stated that they were looking at by-right options for the property and that her client was looking to the community for ideas including the hunt club, farmer's market, agriculture, and a single-family house. Advised that she and her client believed the contract amendments would benefit the County in the following ways: the County would retain a perpetual easement over the museum portion of the property and the option, rather than the obligation, to repurchase the property from her client if a certificate of occupancy is not obtained within four years. Also advised that her client must begin renovation of the school within a certain time frame as spelled out in the amended contract. Also advised that they believe the current contract is valid and are prepared to enforce the terms of the original contract if the amendments are not adopted. In response to the January 17th letter from the Robinson Rose Community Alliance, Ms. Kyle advised that one individual did not give his consent to have his name added to the letter. Also advised that the FEMA floodplain rules would be a challenge, but not a barrier to the redevelopment by her client. Stated that a historic designation would not be required for the redevelopment. Also advised that placing a new flooring system above the FEMA plan would remove them from the FEMA substantial improvement rule.

Chairman Jackson opened the floor to public comment regarding the current case.

Reynold Auckenthaler: Stated that the rehabilitation clause and restrictive covenants have been substantially changed from the original contract; stated that the amended contract does not require him to get a certificate of occupancy on the existing primary structure and would enable him to tear down the school. Said he would likely not be successful in getting FEMA to redraw the maps and acquire a historical district. Stated that he did not think Mr. Schapiro had a good rebuild or restore option with the school.

Rene Balfour: Expressed concern that the contract is not clear about what exactly is going to be done. Said that a winery would have many problems at the site. Said the foundation of the school was compromised and that she was concerned about the suggestion of "raising the floor". Stated that there had been no group meeting with Mr. Schapiro to discuss what to do with the property. Stated that she believed Quinton Robbins was likely the one who did not give his consent to be named in the letter. Stated that she did not support a contract that did not have an extensive plan on what's to be done.

Judy Auckenthaler: Said Mr. Schapiro had never had a meeting with anyone in the community and never talked to anybody about the historic designation. Stated that, in the first meeting that was held at the Smoots' house, the idea was to save the school and that Mr. Schapiro's plan was changed into having an event venue. Said the plan proposed by the Criglersville Community was viable and would just need some support to work. Stated that the camaraderie between Mr. Schapiro and the County Planner was suspect and that she questioned whether there had been fair and ethical treatment of all parties involved.

Scott Elliff: Advised that the land at Criglersville would not be viable for a winery.

Henry Quinn: Stated that he had never spoken to Mr. Schapiro. Said that many people used the school as a public space and that many things were currently going on there. Supported the idea of using the area as a park. Stated that Mr. Schapiro did not seem to know what to do with the property.

Laura Smoot: Said that there is very little development that can be done without the help of the community. Stated that she had researched the previous offers made for the school which were all refused. Advised that there were people who used the school property every day. Suggested the RFP route for figuring out what to do with the school.

Luisa Berr: Stated that the school is essential for the Criglersville community and that it would be against the people of Criglersville if the Board went ahead with the contract.

Samantha Guerry: Stated that Mr. Schapiro's friend had been removed from the January 17th letter. Said that the benefits to the County from the proposal were not clear and that anything put there would require community support.

Bill Guerry: Advised that he believed that the previous contract had expired, and that Mr. Schapiro's attorney's threat was contrary to Virginia law.

Robin Hoehn: Said the original contract referenced the public benefit to Madison County; stated that the proposal from the community was more of a public benefit. Said no commercial lender will give money to a development in a floodplain.

Reynold Auckenthaler: Stated that the key issue was that the demolition could be potentially dangerous for other residents and requested oversight of the process if the Board went with the proposal.

Rene Balfour: Stated that it was very clear what the community wants and that his investment was to try to move the process forward and made of his own volition. Asked Mr. Schapiro to cut his losses and leave the decision to the community.

Gary Misch: Said the threat of legal action was likely overblown. Stated that the property was essentially a park to the northern Madison community and that he would not like to see the property sold for commercial use.

Bonnie Dixon: Said that her concern was that the whole process would be detrimental to the community, but that, in a way, the spirit against the proposal has brought the community together.

Felix Schapiro: Stated that he had sat down with members of the Criglersville community and called many people to talk extensively on the proposal. Stated that the structural problems would not prevent them from putting in a new floor. Said that Quinton Robbins was his friend and sat on a committee with him. Stated that legislation is moving through Virginia's government regarding winery development and the building could be used as a winery rather than a vineyard the under proposed rules.

Ashley Kyle: Stated that her client is not trying to circumvent anything and would be working within the parameters of A1 zoning. Stated that the amended contract required Mr. Schapiro to begin rehabilitation and would be enforceable against him if he did not begin the process. Advised that they believed the original contract was still valid.

Bill Guerry: Asked the Board if counsel for Mr. Schapiro was directly working with non-lawyers and circumventing the County Attorney.

The County Attorney responded that the contract was reviewed by the County, certain members of the Board, and by himself.

Samantha Guerry: Stated that the contract did expire and that the threat of a lawsuit was the only reason they were there. Stated her belief that Mr. Schapiro still wanted an event venue site and that his expertise on development was lacking.

Judy Auckenthaler: Said that Mr. Schapiro had little life experience and did not like being told no. Said that she resented his suggestion that she had been on board before changing her mind later.

John & Angela Quinn: Said they were against the contract and did not appreciate the threat from Felix's lawyer to the Board.

With no further public comment being brought forth, the public comment opportunity was closed.

- *Supervisor Yowell: Said that the Board would not consider any proposal until the consideration for Mr. Schapiro's proposal was complete. Asked what "support" meant with regards to the Robinson Rose Community Alliance. Defended the County Planner*

and said that the contract was not the place to put the plan (where the proffers would be). Said that his concern was that, in the County's Code, every use requires 3 acres and Criglersville would only be able to support 1 use per County Code. Stated that the County did not close on the date in the previous contract and is approaching the current proposal as a new contract. Said that the County has sought a purchaser for several years and the proposed sale creates some potential uses. Said he was concerned about the constraints Mr. Schapiro would face and that the uses available under County Code would limit his ability to be successful.

- *Supervisor Hoffman: Said that she did not appreciate the questioning of Mr. Schapiro's or the Boards ethics; said that he did not need to give a full plan as he would be constrained by the zoning. Stated that there had been no viable offers for the property; the previous offers were turned down by a previous Board, not the current one. Said that the County cannot support another community center in Criglersville. Said that schools in surrounding counties had been renovated and turned into viable commercial ventures and that she supported giving Mr. Schapiro his chance.*

- *Supervisor Jewett: Commended Mr. Schapiro for putting forth a proposal to do something for Criglersville. Stated that his chances for success had been damaged by the restrictions placed on his original proposal. Advised that he had concerns about the plan being changed somewhat frequently. Also advised that he had concerns about losing control of the building that hosts the museum and voting precinct. Said that there may be a purpose for EMS in the building. Said the Board needed to sit down and figure out what they wanted to do with the property which may involve getting RFPs.*

Supervisor Jewett made a motion to not sell the property to Mr. Schapiro and withdraw the property from the market pending review, seconded by Supervisor Yowell.

- *Chairman Jackson: Said that the other offers had no plan. Said the Rose River plan had some good ideas but would not hold up to same standards as Mr. Schapiro had been held to. Criticized the personal attacks that had been made on Mr. Schapiro. Said the public never has anything to say about any business that looks to come into Madison. Said he was concerned about the viability of the project and the uses permitted under the current zoning.*

Aye: Jackson, Yowell, Dawson, Jewett. Nay: Hoffman.

OLD BUSINESS

NEW BUSINESS

DISCUSSION

INFORMATION/CORRESPONDENCE

4. FY23 VATI Grant Update

The County Administrator advised the Board that the governor's office may make the announcements on the grant in February.

5. Firefly Fiber Hut Update

The County Administrator advised the Board that staff has vetted the location for the fiber hut with Firefly and are looking at a lease agreement.

6. VDOT Update

The County Administrator advised of some recent adjustments that had been made to Fishback Road and Route 29. Also advised that VDOT will be present next month for their quarterly update and that the Pratts roundabout made the scoring round in the SmartScale program.

7. February 1, 2023, Joint PC Meeting

The County Administrator advised the Board that there are currently no cases on the docket for the joint meeting.

Supervisor Yowell made a motion to cancel the February 1st meeting with the Planning Commission, seconded by Supervisor Dawson.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

PUBLIC COMMENT

Chairman Jackson opened the floor to public comment.

Kevin McHaney: Commented that there was an elderly tax deferment program in the County and advised that all of the surrounding counties had a tax relief program to patch some of the issues with the current program. Said that he would like to see this on the agenda for the Board next month.

CLOSED SESSION

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

- 2.2-3711(A)(1) for personnel
- 2.2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation;
- 2.2-3711(A)(29) for discussion of the award of a public contract

Seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (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), and 2.2-3711(A)(29) and 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).***

As a result of the Closed Session:

Supervisor Yowell made a motion to ratify the lease contract for the northern radio tower site and authorize the Chairman to sign, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Yowell made a motion to authorize Jonathon to terminate the previous contracts, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

ADJOURN

With there being no further business to conduct, Supervisor Yowell made a motion to adjourn, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

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R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____

Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: February 14th, 2023

Agenda
Board of Supervisors
Tuesday, January 24, 2023 at 6:00 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

Consent Agenda

1. Approve: Minutes from 01-03-23
2. Approve: Minutes from 01-04-23

Public Hearing

3. Consideration of Adopting an Ordinance for the Sale of Criglersville School

Old Business

New Business

Information/Correspondence

4. FY23 VATI Grant Update
5. Firefly Fiber Hut Update
6. VDOT Update
7. February 1, 2023, Joint PC Meeting

Discussion

Public Comment

Closed Session

3.2-3711(A)(1), 3.2-3711(A)(7), 3.2-3711(A)(29)

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 3:00PM — Tuesday, February 2nd, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #05 — February 2nd

At a Budget Workshop (#1) of the Board of Supervisors on Thursday, February 2nd at 3:00PM 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 Kimberly Turner, Deputy Clerk
ABSENT:	Sean Gregg, County Attorney

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

Chairman Jackson called for people to use their moment of silence in remembrance of the late Mrs. Carpenter who was one of the previous Registrars.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

The County Administrator advised removing financial policies from the agenda and moving it to March 2nd.

Alteration:

1. ***Review of FY23 YTD Figures, CIP, FY24 Priority Issues, Goals & Strategies.***

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

PUBLIC COMMENT

Chairman Jackson opened the floor to public comment. With there being no public comment brought forth, the public comment opportunity was closed.

FY 24 BUDGET WORKSESSION

The County Administrator started by introducing two of the newest Madison County employees and one newly promoted employee.

- Jennifer Warren, Director of the Finance Department
- Kimberly Turner, Deputy Clerk
- Alan Berry, promoted to System Administrator I

The County Administrator established the Board would review the FY23 YTD figures, go over the FY24 priorities and goals, and review the CIP report.

The Director of the Finance Department reviewed the FY23 YTD.

- Supervisor Yowell followed up by asking if the YTD percentage was accurate due to fluctuating expenditures by month.

The Director of the Finance Department stated that yes, it was accurate.

- Chairman Jackson mentioned that he would like to look at the spreadsheet more in depth.

The Director of the Finance Department encouraged The Board of Supervisors to reach out with any questions they may have once they are able to look at the spreadsheet more in depth.

The County Administrator reviewed the policies and goals starting with ongoing projects.

1. Improve access to broadband services.
2. Complete major capital projects.
3. Complete a facilities inventory and needs assessment.

- Supervisor Dawson followed up by asking if the County would be joining the school's computer maintenance management software (CMMS) program, as discussed in the past. Supervisor Dawson also inquired about the cost if the County had to purchase their own CMMS.

The County Administrator responded that the County is still exploring it, but either way there would still be some cost.

- Chairman Jackson clarified with the Supervisors to confirm that they wanted to make it a priority to start working on implementing a CMMS program.

The County Administrator requested direction for the EMS building renovation project.

- The Supervisors decided to renovate the newly purchased Rescue Squad Building rather than create a public safety campus.

The County Administration inquired about the surplus properties.

- The Supervisors decided the Criglersville property was not a high priority at this time, and they will come back to it at a later date.

4. Establish and maintain an ongoing CIP.
5. Negotiate an optimal exit of Greene County from RSA and review and discuss future RSA plans and policies.
6. Increase human resource support and employee assistance.
7. Comprehensive Plan Update.

- Chairman Jackson asked The County Administrator if they would be looking back at the Goals and priorities.

The County Administrator agreed that they would come back and discuss them again.

The County Administrator went over the CIP Report and the board discussed department requests.

- Chairman Jackson proposed finding more cost-effective HVAC systems so they could reduce the amount of HVAC systems for the animal shelter and the other supervisors agreed.

- Chairman Jackson inquired about the price of the sink from the Animal Shelter.

- The Supervisors discussed and agreed to explore selling the Madison Arcade. They plan to come back to it later.

- Chairman Jackson inquired about the pricing for replacing the Circuit Court windows.

The County Administrator clarified what was requested under the CIP projections.

- The Supervisors agreed to not move forward with building an addition for the Sheriff Department at this time.

- The Supervisors inquired about security camera prices and needs at various locations.

The County Administrator explained that they were still pricing different options.

- The Supervisors agreed to do repairs to the transfer station, but that it did not need all of the items requested.

The County Administrator asked the Supervisors what they wanted to do with the Red Barn for PRA.

- The Supervisors agreed to not spend the asking amount of money on fixing the barn at this time.

- Supervisor Dawson proposed refilling fire extinguishers rather than buying new ones for the facilities.

The County Administrator agreed to look into this possibility.

- The Supervisors agreed to remove the playground equipment at the Criglerville school due to safety concerns.

- Supervisor Yowell expressed that he would like to focus on the Madison County School CIP items and circle back to many items discussed during the meeting.

- Chairman Jackson feels they will know more information for school funding needs with plenty of time to finish the rest of the CIP reports. Chairman Jackson also went over his notes of the schools' building needs.

- The Supervisors agreed that they would like to contribute money to the PRA Outdoor Recreation Center, but it is too early to decide a total or timeframe.

- The Supervisors approved the Sheriffs request for 4 new vehicles. The Supervisors will talk more about the TASER request. The Supervisors also decided to agree to half of the AED request. The Supervisors are not pursuing the drone request.

- The Supervisors agreed that they will follow through with the last two phases of implementing the Tyler-Munis Project.

- The Supervisors agreed to purchase the water fountain for the Court House.

- The Supervisors went over a summary of their decisions before finishing the CIP discussion.

PUBLIC COMMENT

Kim Smith: Mrs. Smith asked if the Budget Meeting agenda packets will be available on the County website for future Budget Meetings.

The County Administrator responded that it would in fact be available on the county website.

Jim Smith: Mr. Smith inquired what the Electoral Board should provide to the Board and County Administrator regarding their budget. Mr. Smith stated that he had a list of items from the Electoral Board prepared and asked if it would be helpful.

The Director of the Finance Department responded that the list would be helpful.

CLOSED SESSION

ADJOURN

With there being no further business to conduct, Supervisor Yowell made a motion to adjourn, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

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R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____
Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: February 14th, 2023.

Agenda
Budget Workshop #1
Thursday, February 2, 2023 at 3:00 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

FY23 Budget Workshop

1. Review of FY23 YTD Figures, CIP, FY24 Priority Issues, Goals & Strategies, and Finance Policies

1. Review of FY23 YTD Figures, CIP, FY24 Priority Issues, Goals & Strategies.

Public Comment

Closed Session

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 3:00 PM — Thursday, February 9th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #06— February 9th

At a Budget Workshop (#2) of the Board of Supervisors on Thursday, February 9th at 3:00 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 Kimberly Turner, Deputy Clerk
ABSENT:	Sean Gregg, County Attorney

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

Supervisor Hofman made a motion to approve the agenda as presented, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

PUBLIC COMMENT

Joe May: Joe May stated that he feels nonprofits should be required to show a 990 form.

The County Administrator stated that this was a requirement this year, like years past. It was not included in the agenda packet due to a request from the Board last year to condense the information presented.

FY 24 BUDGET WORKSESSION

The County Administrator went over the FY24 Goals and Priorities updates from the previous meeting.

1. Improve access to broadband services.
2. Complete major capital projects
3. Complete a facilities inventory and needs assessment.

4. Establish and maintain an ongoing CIP.
5. Negotiate an optimal exit of Greene County from RSA and review and discuss future RSA plan and policies.
6. Increase human resource support and employee assistance.
7. Comprehensive Plan Update

The Board of Supervisors participated in a budget workshop involving presentations made by various outside agencies and County Departments.

Econ-Dev & Tourism, Tracey Gardner: There was not a lot of change added to her budget. One small change was they put $7,500 under advertising for economic development. Last year, they used the County Administrator's budget to purchase various advertisements.

- *Supervisor Yowell inquired about the ARPA Grant funds. He was asking if they would be in the budget for the departments they come out of or will there be a separate fund for it.*

The Finance Director responded that the Tourism Department budget has an ARPA section because they are able to keep is separated out. However, the other ARPA funds, they do have a separate fund for. The Finance Director also wanted to clarify to the Board that the change on advertising line was only $5,703.

DSS, Valerie Ward: Valerie went over their numbers and how many people in the community received resources from DSS. DSS is asking for an increase in $48,295 in local funds. This is reflected in administration fees related to compensation due to being fully staffed. The increase also reflects their new HVAC system as well as an increase in cost for legal services related to cases within Juvenile and Domestic Relations Court.

CSA, Tiffany Woodward: CSA has seen an increase in meth and domestic violence cases which causes an increase in funds to aid these families. There has also been an increase in funds when it comes to the services, they offer families due to providers increasing their costly rate.

- *Chairman Jackson asked for clarification on the total reductions from the County.*

Ms. Woodward explained how much money they have spent locally and how much has been state funded. Ms. Woodard then went to explain that the CSA need funds to help with Medicaid funded services for various needs. For example, they are seeing an increase in children who are rehomed out of state and Medicaid does not cover all their expenses.

- *Chairman Jackson stated how much the DSS data has improved in Mrs. Wooward's time at DSS.*

Skyline CAP, Simon Fiscus:

- *Supervisor Yowell requested not to comment on this presentation due to working for Skyline CAP.*

Skyline is requesting almost $50,000 for new funding. Most of their funding is through Grants, but to receive these said Grants, they must receive a match. Simon stated that Skyline CAP is filling apartments, conducting home repairs, and offering housing counseling. They run the Head Start Program which has increased in need. They have low staff turnover and gave thanks to the Board for the funding to make that happen. They also have many other services that they are not requesting money for such as: offering services to DSS, services to new moms, providing safety supplies an education to families, and a Project Discovery Program that helps students with their studying skills and career development.

- *Supervisors Jewett is on the Board of Skyline CAP and can attest that it is very impressive and spoke highly of Simon.*

- *Chairman Jackson thanked Simon for his clear presentation.*

Board of Supervisors, County Attorney, County Administration, and Rappahannock River Basin, Jonothan Weakley: The County Administrator covered a few topics. The first one being the Board of Supervisors which was requesting level funding from last year. Next, he discussed that the County Attorney has a slight change due anticipating usage of legal services coming soon. There is a slight increase in hiring a new attorney due to the current attorney leaving this year. There may be some overlap where both may be onboard for training purposes. Next was the County Administration's budget, which has a slight increase. This is reflected by a fuel increase and an increase in health insurance. Next was the River Basin and they are requesting level funding from last year which is $1,000.

- *The Supervisors agreed that the River Basin is a great project with a strong group supporting it.*

Building, Jamie Wilks:
Mr. Wilks stated they had a few changes this year. He would like to add the Fire Department to the exemption line because in years past, they have done so when the need arises. They would like to attach a fee if people do not start projects with permits for building and erosion and sediment control due to the challenges they face if they start those tasks before receiving permits. They would like to start charging based on square footage for plumbing and HVAC systems.

The County Administrator asked if Mr. Wilks had anything specific to bring forward on their budget. He thanked Mr. Wilks for covering the fees and stated they would be covering them during the revenue portion.

- *Chairman Jackson asked for Mr. Wilks to go over any increases in the budget.*

Mr. Wilks stated it was due to the new position.

The Finance Director agreed that the new position was a large reason for the change in the budget and a fuel increase along with additional training needs.

- *Supervisor Yowell inquired about how many staff were qualified for E and S.*

Mr. Wilks explained who all was certified and who was currently working on their certification.

Zoning, Ligon Webb: Mr. Webb is asking for a $1,000 increase for advertising and had a few slight decreases in other areas.

- *Supervisor Yowell asked if the advertising fee is for signs.*

Mr. Webb explained they had already purchased the signs he was referring to and explained what the advertising needs were.

ECC & MCVFD, Brian Gordan: For ECC, Mr. Gordon did have a net increase of $11,000 but also had a few decreases. Some increases for ECC were for onboard training and testing. One specific training is to complete licensing for the power phone program (giving CPR medical instructions over the phone) Mr. Gordon would also like to license not only EMS, but law enforcement dispatch and fire services dispatch. There is also an increase for the Geo-Con tracking improvements. Next, Mr. Gordon spoke for the Fire Department. He did not have anything to add to the budget. He shared that the Fire Department recently put a roof on last year and recently paid the truck off.

- *Chairman Jackson inquired about new membership numbers.*

Mr. Gordon stated that they had 4 new and active members.

Circuit Court, Leeta Louk: There are several Grants that will reimburse the county. Currently, Mrs. Louk is not sure what the Legislature is going to decide regarding the jury's money. Mrs. Louk is also requesting $4,000 for a storage and network device.

- *Supervisors Yowell asked why the Judge's Secretary position was not budgeted in the last budget.*

The Finance director explained the MOU and stated it would be in the new budget.

The Conty Administrator explained the MOU expectation for Madison now that Greene County is no longer apart of the MOU.

- *Chairman Jackson asked why Greene County backed out of the MOU.*

Mrs. Louk explained that this is due to their current judge not traveling to Greene like the previous judge. Mrs. Louk expressed her concerns for the Jury fees and the unknown possible changes.

The Finance Director explained to the Board how the number is established for health insurance purposes and how it may be different for the different departments.

At 4:00 pm, a few departments and outside agencies' presenters were not here and the Board was ahead of schedule. The Board took a pause on presentations to cover other items to allow time for the presenters to arrive.

The County Administrator went over the upcoming budget schedule.

The Finance Director went over the Fund Balance Report.

The County Administrator touched on a few pages in the Board's Audit booklet, that refers to the financial policies, and encouraged them to look over them for the remainder of the budget process.

The Board returned to presentations at 4:23 pm.

Juvenile Probation, Darlene Lewis, and Megan Hood: Mrs. Hood stated that one main change in this year's budget request was looking at office supplies. Due to inflation, there has been an increase in supply costs. The state has pulled some of their state vehicles, so they have access to two less vehicles for transportation needs. This has increased the mileage they must pay which is why they will need additional funding.

- *Supervisor Yowell asked why they spent more time in Madison than Greene County.*

Hood responded that they have been down a staff in Greene and the Madison employee had only been lending a hand in Green.

Commonwealth's Attorney & Victim Witness, Clarissa Berry: One of the biggest changes is the reimbursements for the conferences. Finance requested Ms. Berry to put the total cost down. In the past they would put a minimum cost, use it, and then reimburse it.

The Finance Director agreed and stated in the future she would like true reimbursements not to be added to the budget, but the financial policies would need to change to do so.

Ms. Berry stated that they are currently down an attorney and would like a new one budgeted. Ms. Berry stated if they do not get a new one, then they will not be able to prosecute misdemeanors. Ms. Berry requested pay increases for other positions that she feels are not paid adequately.

- *Supervisor Yowell asked if other counties must abide by the Compensation Board as Madison does.*

Ms. Berry agreed but stated that other localities choose to supplement comfortable salaries to Commonwealth Attorney's Offices. Ms. Berry also stated that the County pays for most of the Commonwealth Attorney Office, not the state.

- *Supervisor Hoffman inquired about the third attorney's duties.*

Ms. Berry went over the duties and task the third attorney would be responsible for.

- *Supervisor Hoffman asked if someone, who was not an attorney, could be hired to watch the video footage, which is one the main duties of the third attorney.*

Ms. Berry stated that she could have someone watch it and flag items, but an attorney would still have to go back and watch it. Ms. Berry also brought up the Grant that provided funding for the position is a possibility, but they are waiting on the General Assembly.

- *Supervisor Yowell asked how the grant money with the general assembly will affect things if approved.*

Ms. Berry stated that it wouldn't go into effective most likely until FY25.

- *Supervisors Yowell asked who decided that the County was going to prosecute misdemeanors.*

Ms. Berry responded that she didn't think it was decided by the Board, but that it was a need in the County that the Commonwealth Attorney's Office saw was important to prosecute misdemeanors.

- *Chairman Jackson asked if Ms. Berry knew if we would still have the grant that they previously used to pay the third attorney.*

Ms. Berry does not know because they are not actively paying anyone from the Grant.

- *Supervisor Dawson asked who prosecutes misdemeanors if a new attorney is not hired.*

Ms. Berry said she does not know for sure regarding the outcome. Police officers can do some smaller cases and the General Office may be able to do some.

- *Supervisor Jewett stated it he thinks it very important to not let misdemeanors go without being prosecuted, because that will increase felonies. Public safety is a number one priority for him and the Board.*

Ms. Berry also discussed the Victim Witness request for this year. They are asking for an increase to salaries to compare with nearby jurisdictions.

- *Chairman Jackson: asked the other supervisors what they would like to do about the third attorney at this time.*

- *Supervisor Dawson asked if they could advertise for the position as a temporary position.*

Ms. Berry stated that it would not be helpful to post a temporary job below the pay rate of surrounding counties until the Board decided what they plan to do.

Legal Aid Works, Ann Kloeckner: Mrs. Kloeckner would like to request to restore receiving money again from the county. The county stopped paying them after a lawsuit many years ago. They do not have the resources to serve all request they receive due to serving other counties. She knows that the county may worry that they will be sued by them, but it is a need for the citizens of the county.

- *Supervisor Yowell asked how a Madison County Citizen can be referred to them.*

Mrs. Kloeckner responded that a citizen can call them without a referral, DSS, the court system, and SAFE can also refer them.

RRRC, Patrick Mauney: Mr. Mauney had two requests. One being housing and homelessness and the other is the per capita rates. RRRC works with the county departments like DSS to provide a network of resources to the County. Their second request enables them to serve as a regional coordinator of programs and projects.

- *Supervisor Yowell stated that RRRC made it possible for Skyline CAP to purchase one of their houses.*

- *Chairman Jackson complemented Patrick and his team and feels they are a good organization to fund an invest in.*

Foothill Child Advocacy, Cynthia Hurst: Foothill Child Advocacy helps children who have experienced abuse in some way. Children come to them from the Sheriff's department, the Commonwealth Attorney's Office, and DSS. They are asking the County for funding for one child.

RRCSB, Jim: RRCSB is asking for the continuation of last year's funds with a 5% cost adjustment.

TJEMS, Peppy Winchel: Asking for an increase from last year, but a decrease from the year before that. Training is a focus this year. Other reasons for the increase are regional plans and health and wellness improvement plans.

- *Supervisor Hoffman asked how often they meet with our EMS Director.*

Mr. Winchel answered at a minimum, every two months.

Aging Together, Ellen Phipps: Aging Together is a partnership organization who helps with the older generation. There are a lot of organizations for the elderly in our county but Aging Together finds the gabs in resources for the older generation. One area of need they found is finding information and resources. They created a directory to share that information with the older adults. They also run programs for older adults and their caregivers. This year, they are asking for the same funding. The funding helps them have a presence in Madison County.

Madison County Learning Center, Frances Lacey:

- *Carty Yowell is on this Board and will not contribute to this conversation.*

Mrs. Lacey is asking for funding this year due to staffing challenges. Due to these challenges, they are not able to enroll as many children, which means they are not receiving as much revenue for enrollment fees.

- *Chairman Jackson asked if they are asking for fund just this year or if they are hoping for it to be reoccurring.*

Mrs. Lacey said she would love to be able to receive each year, but this year is more substantial due to their staffing needs.

The Finance Director asked about specific capital needs that they may have.

Mrs. Lacy gave examples of items they have had to replace recently and how they would like to renovate their floors, but it wasn't at the top of their priority list this year.

PUBLIC COMMENT

Jim Smith requested that BOS take into consideration the citizens/ taxpayers when considering the Fund Balance.

CLOSED SESSION

ADJOURN

With there being so further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Yowell. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

_____

R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____

Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: February 28th, 2023

Agenda
Budget Workshop #2
Thursday, February 9th, 2023, at 3:00 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
FY24 Budget Workshop

1. Updated FY24 Goals and Priorities
2. Department heads and outside agencies

Time	Department Code Number	Department	Presenter
3:05 pm	81110	Econ-Dev & Tourism	Tracey Gardner
3:15 pm	53500/53110	DSS/CSA	Valerie Ward/ Tiffany Woodward
3:25 pm	81900	Skyline CAP	Simon Fiscus
3:35 pm	11100/12210/12110/82200	Board of Supervisors, County Attorney, and County Administration, Rappahannock River Basin	Jonathon Weakley
3:45 pm	81101/34100	Building and Zoning	Ligon Webb/Jamie Wilks
3:55 pm	31401	ECC	Brian Gordon
4:05 pm	32200	MCVFD	Brian Gordon
4:15 pm	21700/21100	Circuit Court	Leeta Louk
4:25 pm	33300	Juvenile Probation	Darlene Lewis
4:35 pm	22100/21900	Commonwealth's Attorney & Victim Witness	Clarissa Berry/Jennifer Hayes
4:45 pm	22300	Legal Aid Works	Ann Kloeckner
4:55 pm	81600	Rappahannock Rapidan Regional Commission	Patrick Mauney
5:05 pm	35800	Foothills Child Advocacy	Cynthia Hurst
5:15 pm	52200	RRCSB	Jim & Gege
5:25 pm	32400	TJEMS	Peppy Winchel
5:35 pm	81301	Aging Together	Ellen Phipps
5:45 pm		Madison Learning Center	Frances Lacey

Public Comment
Closed Session
Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 4:00PM — Tuesday, February 14th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #07 — February 14th, 2023

At a regular meeting of the Board of Supervisors on Tuesday, February 14th 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:

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

Supervisor Yowell made a motion for Supervisor Dawson to appear at the meeting remotely, pursuant to Virginia Code Section 2.2-3708.2 and Section 2.4.F of the Bylaws of Madison County, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to today's agenda:

New Business
7. Rose Park

The County Administrator advised of the following changes to today's agenda:

Information/Correspondence
Balloon Test Update

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Jewett Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

PUBLIC COMMENT

Jana Jackson and Ed Siira from the Madison Free Clinic: The Free Clinic is seeking a larger place to rent so they can see more patients. They would like to rent the building located beside the Piedmont Deli. They are requesting the Board waive the fees for the permits to conduct renovations.

- *Supervisor Yowell inquired about the renovation plan.*

Mr. Serro went through their renovation plans.

- *Supervisor Yowell, for transparency, stated he currently keeps the book for the Free Clinic. He then asked what the hours are for the Free Clinic.*

Ms. Jackson shared their hours and explained that a larger building would offer them to see more patients during these hours and to possibly add another provider to see patients on the other days.

- *Chairman Yowell asked how much the Free Clinic was requesting in the Board's budget process.*

Ms. Jackson responded that they are not requesting any money other than the permit fees to be waived.

- *Supervisor Yowell stated that the Free Clinic has not asked for money from the Board previously and would encourage considering waiving the fees for the building permits.*

The County Attorney stated that it may not be appropriate to vote on this tonight due to it being public comment.

The County Administration informed Ms. Jackson to send him an email request once the Free Clinic Board voted on the matter so he can bring it in front of the Board to vote.

CONSENT AGENDA

1. Approve:
    a. Minutes from 01/10/2023
    b. Minutes from 01/24/2023
    c. Minutes from 02/02/2023
2. Supplemental Appropriations

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

Special Appearances

3. VDOT Quarterly Update

Ed San Nicolas, who was standing in for Carrie Sheppard, presented VDOT's quarterly update to the Board.

For their preliminary engineering, they have four projects:

- Route 29-RCUT at Shelby
- Route 707-Nethers Road-Bridge Replacement
- Route 707-Pine Hill Road-Bridge Replacement
- Rout 749 Moon Road Replacement over Hughes River

For Construction Activities:

- Road Projects: they are repairing sidewalks on Route 29 Business and Route 1001 Church Street.
- No bridge construction currently.
- Rural Rustic: 606 Desert Road Phase I is under construction.

Mr. San Nicolas wanted to also give an update to the Board on the Smart Scales Project.

- Regarding the Route 230 and Route 687 Fairgrounds Road intersection, there is no further actions required for the Board.
- In the April-May timeframe there will be a draft Six Year Plan developed and a public hearing.
- In Mid-June the Commonwealth Transportation Board will look over the Six Year Plan.
- In July the funding should be available.

➢ *Supervisor Yowell asked if the Smart Scale Project will go into the Six Year Plan.*

Mr. San Nicolas agreed that it would.

The County Administrator clarified that Supervisor Yowell may be referring to the Six Year Secondary Road Plan.

➢ *Supervisor Yowell asked if the Improvement Plan came before them or a different Board.*

Mr. San Nicolas explained that the Board of Supervisors sent in their application, and it was recommended for approval. In the April-May timeframe it will be drafted.

➢ *Chairman Jackson asked if the Public Hearing for the Smart Scale Project would be in Madison.*

Mr. San Nicolas stated he thought it would be held at the district, but he could get back to the Board on that.

- *Chairman Jackson said he knows there are some concerned citizens that would like to be present for the public hearing.*

Ms. San Nicolas stated that they weren't at the public hearing stage yet.

- *Chairman Jackson inquired about possible start dates if the project was approved.*

Mr. San Nicolas stated it would be about two years from now.

The County Administrator stated that the Board would welcome to be a landing place for a public hearing or any future hearings.

- *Supervisor Jewett thanked VDOT for adding time at the signal light at Fishback and commented that it had improved the situation. He also asked if it could be a tad longer once they have the time.*

CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS

Jennifer Warren, the Finance Director: Finance is in the middle of the implementation of the Tyler Munis. They are also doing some new tasks regarding general billing of the Transfer Station and some other billing items. They are heavily in the budget cycle working with departments and outside agencies to gather their information.

Jerry Carpenter, Park & Rec: Winter Sports are wrapping up and Spring sports registration is still open and will be starting in March. Mr. Carpenter went over upcoming dates for events that will take place at Hoover Ridge Park, which can also be located on HooverRidge.com.

Ligon Webb, Building and Zoning: The Comprehensive Plan Committee had their fourth meeting last week and he thanked the Board members who were in attendance. Mr. Webb would like to have an open hearing this summer to share what the committee has prepared and to get the community's thoughts. Next Mr. Webb gave a report on Building and Zoning.

Erik Weaver, Sheriff: The SRO is up and running in the Middle School and they are applying for two other grants to support the SRO. Mr. Weaver stated that there has been an increase in mental health cases, which has caused an increase in overtime due to travel. Mr. Weaver gave an update on the Fire at Rose Park United Methodist Church and the incident with stolen vehicles.

Brian Gordon, 911: Mr. Gordon went over how many calls they ran this past month and how they compare to last years. Mr. Gordon gave an update on the Radio Project.

- *Chairman Jackson asked if there are antennas or amplifiers on the tower at Hoover Ridge.*

Mr. Gordon responded that there was. The only thing the Hoover Ridge tower still needs the microwave.

- *Chairman Jackson asked when the site in Etlan will go live if things go as planned.*

Mr. Gordon stated if everything goes as planned it will be August of 2024. He hopes to have everything done by the end of this year. They cannot test until leaves are on the trees.

- *Chairman Jackson inquired about the percentage of coverage that radio will allow.*

Mr. Gordan stated it will provide 95% coverage and it was originally 65%. Mr. Gordan stated that they are also fully staffed.

Bruce Livingston, IT: The IT Department is now located in the 410 building. There was a power outage this month which required replacements for damaged technology equipment.

- *Chairman Jackson ask if the replacement fees would be covered by insurance.*

The County Administrator stated that it would be.

Mr. Livingston stated that they are close to running the fiber in building 410, 414, and soon to have Hoover Ridge on this as well.

- *Chairman Jackson asked how Mr. Livingston's new employee is doing.*

Mr. Livingston responded that he is doing well and that he is picking things up quickly.

Noah Hillstrom, EMS: Went over their calls for the month. Mr. Hillstrom has been working closely with HR and the County Administrator on their department's job descriptions. He has also been working on updating all their standard operating guidelines. Mr. Hillstrom gave an apparatus update. Mr. Hillstrom updated the Board on the Rescue Squad's Assistance Fund Grant.

- *Chairman Jackson asked which vehicles will be replaced.*

Mr. Hillstrom stated it will be Medic 10 (2017) and Medic 20 (2019) because they are the oldest. Ms. Hillstrom also gave Gavin Helem's report for Emergency Management. Mr. Hillstrom reviewed the Shelter Generator Grant update. The Stop the Bleed program kits are in place at all the schools, and they are actively training for these. They would like to have the kits in the county government buildings as part of FY24 and would like to train all county employees.

- *Chairman Jackson asked if there are any more grants that can fund the AEDs.*

Mr. Hillstrom suggested the Culpeper Wellness Foundation, who funded the first 17, but he is still researching.

OLD BUSINESS

NEW BUSINESS

4. Opioid Settlement Update and Resolution – County Attorney

Mr. Gregg gave an update on the Opioid Lawsuit and updated the Board on the incoming funds.

The County Administrator added to Mr. Gregg's statement while going into further detail about the funds that were coming in and the steps, they are taking to use the funds.

Supervisor Yowell made a motion to approve, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

5. VRA Consent Agreement Public Hearing Request – County Administrator

The County Administrator gave the Board an update on his conversation with the Interim County Administrator for Greene County. He recommended the Board consider March 14th for a public hearing since they already have a public hearing scheduled for another resolution this day for Greene County's withdrawal from RSA.

Mr. Gregg stated he is in communication with Orange County's Council to make sure we are on the same page with Orange County.

The County Administrator asked if the Board wanted to advertise on a public hearing or wait until the 28th to bring it back as old business at the 28th meeting.

- *Chairman Jackson advised to advertise for the public hearing for March 14th.*

Mr. Gregg asked the Board if he received information stating they did not need a public hearing before it was advertised if he could notify the County Administrator that the public hearing is not needed.

Supervisor Yowell made a motion to approve, seconded by Supervisor Jewett. Chairman Jackson called for discussion.

- *Chairman Jackson stated he is going to vote against scheduling any more public hearings until Greene County drops the litigation against Madison County.*

Mr. Gregg stated that there is a possibility if Madison drops their lawsuit again Greene County, they drop theirs against Madison.

- *Supervisor Yowell stated he would like VRA to reach out to the Board directly notifying them of the status.*

Mr. Gregg agreed, but stated they wouldn't because it would be directed to RSA. He also stated it may be wise to raise this issue at the RSA meeting.

The County Administrator would like to reach out to the Executive Director of VRA regarding the status and to whom they are giving notice to.

Aye: Jackson, Hoffman, Dawson, Jewett. Nay: Yowell.

6. Graves Mountain Lodge permit application for REC picnic – County Administrator

The County Administrator explained the reason for the permit and the details of the event.

Supervisor Yowell made a motion to approve, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

7. Rose Park United Methodist Church

- *Chairman Jackson proposed waiving all permits, inspections, and tipping fees. He stated they are a part of our community, and this was a traumatic event out of their control.*

- *Supervisor Yowell agreed with Chairman Jackson.*

The County Supervisor explained next steps if it is approved.

Supervisor Jewett made a motion to approve, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

INFORMATION/CORRESPONDENCE

March 14th Public Hearing- Greene County Withdrawal from RSA

The County Administrator confirmed the public hearing date and wanted to keep the Board informed.

Balloon Test Update

The County Administrator explained that the date changed and shared the new date and further information.

- *Chairman Jackson stated there were community members who had concerns and would be attending the meeting the next day.*

The County Administrator stated that they are more than welcome to come on out. He stated that Mr. Gordon will give a presentation and the Administrator gave an overview of some of the topics Mr. Gordon planned to cover.

The Sheriff stated that this site will be a huge help for his department and public safety.

DISCUSSION

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity 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.
- 3.2-3711(A)(29) for discussion of the award of a public contract.

Seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (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).***

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), and 2.2-3711(A)(29) 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).***

As a result of the Closed Session, the Board took the following action(s):
Supervisor Yowell made a motion to authorize Sean Gregg to contact MCRS and accept the returning of citizen's funds in the amount of $70K, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

ADJOURN

With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____

Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: February 28th, 2023.

Agenda
Board of Supervisors
Tuesday, February 14, 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

Consent Agenda

1. Approve:
    a. Minutes from 01/10/2023
    b. Minutes from 01/24/2023
    c. Minutes from 02/02/2023
2. Supplemental Appropriations

Special Appearances

3. VDOT Quarterly Update

Constitutional Officers, County Departments, Committees & Organizations

Old Business

New Business

4. Opioid Settlement Update and Resolution – County Attorney
5. VRA Consent Agreement Public Hearing Re quest – County Administrator
6. Graves Mountain Lodge permit application for REC picnic – County Administrator
7. Rose Park

Information/Correspondence

March 14th Public Hearing- Greene County Withdrawal from RSA

Balloon Test Update

Discussion

Public Comment

Closed Session

3.2-3711(A)(1), 3.2-3711(A)(7), 3.2-3711(A)(29)

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 3:00 PM — Thursday, February 16th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #08— February 16th, 2023

At a Budget Workshop (#3) of the Board of Supervisors on Thursday, February 16th at 3:00 PM in the Admin. Building Auditorium:

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

Supervisor Hoffman made a motion for Supervisor Dawson to appear at the meeting remotely, pursuant to Virginia Code Section 2.2-3708.2 and Section 2.4.F of the Bylaws of Madison County, seconded by Supervisor Jewett. Aye: Jackson, Hoffman, Dawson, Jewett. Absent: Yowell Nay: (0).

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

Supervisor Jewett made a motion to approve the agenda as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Hoffman, Dawson, Jewett. Absent: Yowell Nay: (0*).

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

FY 24 BUDGET WORKSESSION

The Board of Supervisors participated in a budget workshop involving presentations made by various outside agencies and County Departments.

Commissioner of the Revenue, Brian Daniel: Mr. Daniel has been advised to allow an AS400 server to be maintained by an outside company.

- *Supervisor Jewett asked if the machine was going to be on-premise.*

Mr. Daniel responded that it is an on-premise machine, but it will be hosted in Staunton so they will oversee the maintenance. Mr. Daniel had a small increase in postage and another in mileage. There was an increase in the cost of supplies that caused an increase in the assessor and personal property budgets.

EMS, Noah Hillstrom: Mr. Hillstrom now has a new schedule in efforts to reduce overtime hours. Mr. Hillstrom went over in detail the increases/decreases in their budget.

- *Chairman Jackson asked how long you can rent a ventilator for.*

Mr. Hillstrom stated it depends, but the one he has been currently looking at is for 5 years.

- *Chairman Jackson stated that they need to purchase IT and office supplies in a different way.*

- *The Supervisors agreed that they will need to come back to this budget due to the amount requested and the complexity of it.*

Central VA Partnership for Economic Development, Helen Cauthen: Mrs. Cauthen thanked the Board for their support. This year's request is flat, with no increase.

- *Chairman Jackson asked if they are looking for site ready locations.*

Mrs. Cauthen agreed, she is currently working with Mrs. Gardner, Economic Development & Tourism Director, for a few properties in Madison.

- *Chairman Jackson asked if we are doing our due diligence.*

Mrs. Cauthen said Mrs. Gardner is doing her best. The General Assembly is looking at a large amount of money for site readiness, which will help make this process smoother.

The County Administrator stated that the Realtor Roundtable is encouraged to make sure their inventory is updated to maintain accurate site readiness.

- *Supervisor Jewett inquired about the perspective sites and what Mrs. Cauthen envisions as possibilities for businesses and industries for those sites.*

Mrs. Cauthen stated that it is up to each locality regarding the use of the sites. It depends on what the need is in the region.

Animal Shelter, Karen Hammack: Mrs. Hammack stated they are asking for less money this year. She is looking for increases to cover expenditures on electricity and telecommunication, and an increase to continue purchasing staff uniforms. Mrs. Hammack would like to change her part-time employee to full-time. They have a decrease in budget for advertising and medical supplies.

The Finance Director stated that these changes in the budget make the overall request lower.

- *Chairman Jackson inquired about the position change***.**

Mrs. Hammack stated they need extra help, and the part-time staff is a dedicated employee.

Animal Control, Greg Cave: Mr. Cave is asking for an increase in pay for various positions. He is also asking for an increase for fuel due to the increase in gas prices. Mr. Cave tried to decrease in other areas due to raising money in others. Mr. Cave has a decrease in his budget for advertisement, vehicle/equipment maintenance, record books and tags, and office furniture. In 5-6 years, they will need to replace a truck.

The Finance Director clarified that the spreadsheet does not reflect the salary changes. She did explain the request in the comment section.

- *Chairman Jackson asked if the Finance Director could create a spreadsheet that represents all pay increase request from all departments.*

The County Administrator stated that they are waiting to hear back from the state to see what the COLA percentage is. This will affect us if the county is able to make pay adjustments.

Finance/Auditor, Jennifer Warren: Mrs. Warren's budget is less this year due to having a Finance Director on board which allows the county to reduce paying for as many outside consulting services as possible for assistance like last year. There are also decreases for office equipment, mileage, postal services, software subscriptions, and IT equipment. There is an increase in our HR position due to new HR certifications.

- *Chairman Jackson asked if there is a policy for retention or payback if the person stays or goes.*

The County Administrator stated that administratively, they would have to add that to the policy, but it is legally allowed. He tends to put that in their employment letter. The Administrator also explained the reimbursement policy.

- *Chairman Jackson inquired about guidelines for staff certifications.*

The County Administrator explained that for staff increases, the department needs to be able to justify it by having them complete certificates to give back to the county.

- *Chairman Jackson asked if we could standardize this process.*

The County Administrator asked if they are looking for the same value across the board or changes depending on the certification. The Administrator stated that they could look further into this and bring it back to the Board.

Mrs. Warren covered the auditor budget. They had 2 years audited in FY23 (FY20 and FY21), but they are planning to do one audit for FY22 this coming year. The Pre-audit services rates have increased while the level of services remains the same. Mrs. Warren is trying to reduce the need to use pre-audit services due to this. She does believe this is possible now that they are getting more organized with things. There was a decrease for the OPEB valuation services.

- *Chairman Jackson is hopeful that the Tyler Munis program makes things easier.*

The Finance Director explained that she is going to need some support from pre-audit because there is half a fiscal year in RDA and the other in Tyler Munis. She does think it will be less of a need as they get more organized.

Sheriff, Erik Weaver & Candance Clatterbuck: Mrs. Clatterbuck started with court budget which has a decreased due to a decreased in hours. Next was the general fund and due to overtime, they are projecting an increase due to special events and highway safety. The Sheriff's Office has a new SRO which has caused an increase in the budget. There is also an increase for a new drug K9. There is an increase for a Cell Hawk contract, Lexipol, and an annual drone subscription. There is also an increase for 3 additional cameras and subscriptions for performance and tagging videos. There is an increase in ammo prices, and an increase in general supply cost. There is also an increase to renovate the shooting range.

- *Chairman Jackson asked if renovating the shooting range is something that Moonie Frazier can do?*

The County Administrator stated he will look to see who the last vendor used was. In the future, they will need to add this to the capital budget.

Mrs. Clatterbuck stated that they need new filing cabinets for the records room. There is also an increase to upgrade the surface pros.

- *Chairman Jackson asked the County Administrator if there are any file cabinets not in use that the county could pass along.*

The County Administrator said they would check their inventory.

- *Chairman Jackson asked what happened to the last drug K9.*

Mr. Weaver stated that the dog retired.

- *Chairman Jackson asked if the Sheriff's Office needed four new cars.*

Mr. Weaver confirmed.

- *Chairman Jackson inquired the number of AEDs they needed.*

Mr. Weaver stated they needed 10 of those and more TASERs.

- *Chairman Jackson asked how many TASERs their budget request would purchase.*

Mr. Weaver stated they budgeted for 20 new TASERs.

Extension, Brad Jarvis: Mr. Jarvis stated that there were a few increases compared to last year. There is a pay increase to be comparable with other counties. The supply budget its level funded. Mr. Jarvis discussed how the Summer Intern fits into the budget and the success they have experienced with this program. Mr. Jarvis also talked in detail about the Pesticide Container Recycling Program that is doing well and is a reimbursement program. Mr. Jarvis shared that their Grant funding was larger than the county's contribution.

- *Supervisor Jewett appreciated how thorough and detailed Mr. Jarvis' presentation was and feels he has done an excellent job.*

Registrar, Lauren Eanes: Mrs. Eanes wants to move the advertising line to the electoral board's budget because they are the ones who use the advertisement funds. There has been an increase in mileage this year. The increase in the clerical line on the budget is due to having four elections this year rather than the normal three. Mrs. Eanes is asking for a part-time employee during early election time, which is half of the year.

The Finance Director made a comment that she made an edit to the spreadsheet under the clerical line per Mrs. Eanes request.

Electoral Board, Jim Smith: The Electoral Board's main purpose is to run elections. Smith had a few increases to their budget mostly due to the additional election. Some of the increases include a request for training. Mr. Smith is asking for an increase to purchase/maintain voting machines and an increase in rental fees. Mr. Smith thanked the Sheriff's Department for their aid on the Election Day.

- *Chairman Jackson asked if other counties have their Sheriff's Office's support or do they have to order security.*

Mr. Smith stated that some Counties do order security, but we do not need to thanks to our local Sheriff's Office.

Mrs. Eanes also commented that due to number regulations, our county does not need extra security like larger areas. Mrs. Eanes also commented that a lot of their salaries and a portion of the March primary election is reimbursed.

At 4:35 pm, the Board was ahead of schedule and VA Regional Transit had not yet arrived. Due to this, Foothills Housing presented. (They were not on the original agenda but attended the meeting.)

Foothills Housing, John Reid: Mr. Reid said they have 163 rental units in total, affordable housing for seniors and income-based rentals. In Madison, they do emergency repairs for homeowners. They partner with other agencies like Skyline CAP.

- *Chairman Jackson asked if they are asking for $7,500, and confirmed in the past, they received $7,000.*

Mr. Reid agreed and stated that they would love more, and it would be used to help the community if granted.

- *Chairman Jackson inquired where the Foothills Housing office was now located in Madison.*

Mr. Reid shared that they share an office with Tracey Gardner, the Economic Development & Tourism Director.

VA Regional Transit, Mike Socha: Mr. Socha is asking for the same amount as last year. He is thankful for the county and the citizens who have been respectful and patient during the COVID restrictions and masking rules. There numbers are continually increasing, and they are eager to continue to get the word out regarding their resources.

SAFE, Cindy Hedges: SAFE provides shelters, support, and advocacy for survivors of domestic abuse. They are asking for level funding. They receive funding from state and federal grants and they both look at what the communities are funding. This shows that the county is invested in the organization and encourages them to also invest. The County's funding helps when they need money quickly to help a fleeing family. They are also trying to educate youth and the community at large on what sexual and physical abuse looks like and how to recognize signs.

- *Supervisor Hoffman asked what Counties SAFE served.*

Mrs. Hedges responded they serve Culpeper, Madison, Orange, Rappahannock, and Fauquier Counties.

- *Supervisor Hoffman asked how many employees SAFE currently had.*

Mrs. Hedges responded that they have fourteen employees serving the five counties.

- *Chairman Jackson stated he believed that Clarrisa Berry spoke highly of them in the past.*

Mrs. Hedges explained they do work closely with her office.

- *Supervisor Jewett stated his personal experience with the SAFE organization and how impactful it is in the community.*

Emergency Management, Gavin Helme: There is a small increase in telecommunication for two satellite phones. There is an increase in the seminar and tuition line for training. There is a decrease in emergency events, but Mr. Helme was not sure if it would need to change. There was a decrease in vehicle fuel and vehicle maintenance. Mr. Helme also had a decrease in IT equipment and an increase in communication equipment for the radio systems. There was a decrease in motor vehicles and an increase in other equipment like the Stop the Bleed Kits.

- *Chairman Jackson asked if upfitting the radios in the vehicles came out of the department's budget or the radio project's budget.*

The County Administrator stated he would look into it and would get back to him on that.

- *Chairman Jackson inquired about events, do to permits, where they needs are required.*

Mr. Helme stated that things have been going very well so far.

Library, Bonnie Utz: Mrs. Utz shared what they currently use their funding for. The library cannot use State Aid funding for anything other than book purchases. Mrs. Utz is asking for a $10,000 increase to cover day-to-day fees.

- *Chairman Jackson asked about the library's increase for the FY23 budget from the previous fiscal year.*

Mrs. Utz stated it was $8,500.

- *Chairman Jackson asked about their status with the State Library.*

Mrs. Utz stated that the money from last year put them where they needed to be five years ago. Mrs. Utz stated that they need to keep moving forward. Mrs. Utz gave an overview of the Summer Reading Program. There is an increase in the cost for the summer shows which causes them to have an increase in their budget.

The County Administrator asked if the $1,000 in their budget, from the Town of Madison, reflected per capita.

Mrs. Utz stated she was not sure.

The County Administrator asked about the building maintenance increase.

Mrs. Utz stated they are updating their carpet.

The County Administrator inquired about the contracted services increase and wanted to know what this covered.

Mr. Jones, who attended the meeting, stated it was for painting.

Culpeper Soil & Water, Greg Wichelns: Mr. Wichelns thanked the Board for the opportunity to present. Mr. Wichelns gave an update on their ongoing projects.

- *Chairman Jackson asked why there was a decrease in their budget.*

Mr. Wichelns explained that Madison did not have any site plans reviewed last year. The workload calculations went up, but the percentage overall went down. Mr. Wichelns explained that some years fluctuate based on population and workload.

The County Administrator asked if Culpeper Soil & Water still had the Septic Program to help people who have a failing septic system.

Mr. Wichelns stated that there is but only in the Robertson Watershed area.

The County Administrator asked if there is other funding if there is a health violation for a septic system.

Mr. Wichelns stated there was not one through them, but he said the local health department may have resources for this.

Parks & Rec, Jerry Carpenter & Lindsay Vonherbulis: Ms. Vonherbulis stated they are requesting $354,017 which is an increase from last year. The biggest increase from their budget is from operations. They added funding to their payroll expenses because they have increased requirements for the Part-time custodian. They are increasing the advertising budget.

- *Chairman Jackson asked if Parks & Rec was able to fix their printer issue.*

Ms. Vonherbulis responded that they did. She continued with the budget stating there is an increase in fuel equipment and an increase for event equipment. They are mostly using credit cards in the concessions so there is an increase in their credit card processing fees. There is an increase for PRA projects for items like gravel and road repairs. There is also an increase for new signage and a roof for one of the sheds.

The County Administrator stated that the capital project for the outdoor recreation center will be captured in the overall capital plan.

- *Chairman Jackson asked when this would be discussed.*

The County Administrator stated they may touch on it on February 23rd, but for sure on March 2nd at the budget meeting.

Mr. Carpenter went over their Capital Improvement for Equipment Request Report. This year they need a new lawn mower, a new field rake, and a trailer.

Boys & Girls Club, James Compton and Graham Davidson: Mr. Compton stated the Boys & Girls Club is requesting $2,000 which covers the cost of a child for a year. Mr. Compton thanked Supervisor Yowell for visiting the Boys & Girls Club and seeing the Club in action.

Mr. Graham stated he was on the Madison Boys & Girls Club's Board, but also a Club Parent and stated how much the Club has impacted his family.

The County Administrator summarized the future budget schedule.

- *Chairman Jackson asked when the General Assembly would have a decision regarding the COLA percentage.*

The County Administrator stated the General Assembly plans to end session on February 25th and we have no indication they are leaning away from 7%.

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

CLOSED SESSION

ADJOURN

With there being so further business to conduct, Supervisor Jewett made a motion to adjourn, seconded by Supervisor Hoffman. Aye: Jackson, Hoffman, Dawson, Jewett. *Absent: Yowell* Nay: (0).

_____

R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____

Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: March 14th, 2023.

Agenda
Budget Workshop #3
Thursday, February 16th, 2023, at 3:00 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

FY24 Budget Workshop

1. Department heads and outside agencies

Time	Department Code Number	Department	Presenter
3:05 pm	12310	Commissioner of the Revenue	Brian Daniel
3:15 pm	32600	EMS	Noah Hillstrom
3:25 pm	81111	Central VA Partnership for Economic Development	Helen Cauthen
3:35 pm	35102	Animal Shelter	Karen Hammack
3:45 pm	35103	Animal Control	Greg Cave
3:55 pm	12420	Finance/Auditor	Jennifer Warren
4:05 pm	31200	Sheriff	Erik Weaver
4:15 pm	83500	Extension	Brad Jarvis
4:25 pm	13200	Registrar	Lauren Eanes
4:35 pm	13100	Electoral Board	Electoral Board
4:45 pm	81601	VA Regional Transit	Phil Thompson
4:55 pm	35600	SAFE	Cindy Hedges
5:05 pm	73100	Library	Bonnie Utz
5:15 pm	71100	Parks & Rec	Jerry Carpenter & Lindsay Vonherbulis
5:25 pm	31400	Emergency Management	Gavin Helme
5:35 pm	82400	Culpeper Soil & Water	Greg Wichelns
5:45 pm	72601	Boys and Girls Club	James Compton

Public Comment

Closed Session

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 3:00 PM — Thursday, February 23rd, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #09— February 23rd, 2023

At a Budget Workshop (#4) of the Board of Supervisors on Thursday, February 23rd at 3:00 PM in the Admin. Building Auditorium:

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

The County Administrator made a comment that the agenda packet, which is on the County's Website, has been updated due to last-minute outside agencies and county department presentations.

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

FY 24 BUDGET WORKSESSION

The Board of Supervisors participated in a budget workshop involving presentations made by various outside agencies and county departments.

Piedmont Regional Dental Clinic: Shari Landry, Executive Director of the Piedmont Regional Dental Clinic, was present.

- Provide dental care for low-income families in Culpeper, Orange, Madison, Greene, and Louisa Counties.
- In 2022, 289 Madison residences received care through Piedmont Regional Dental Care with 740 appointments.
- Work closely with the Madison Free Clinic.
- Planning school base activities in the future. The students will receive exams, x-rays, cleanings, fluoride treatments, and sealants.
- Requested $3,000, which would mean $10.38 per patient or $4.05 per visit.
- The least amount an appointment may cost is $100.

➢ *Supervisor Yowell inquired if their Dentists were paid staff or volunteers.*

Mrs. Landry responded that they have paid staff, but they just started a volunteer program.

➢ *Supervisor Yowell asked if the paid Dentists were paid at a reduced rate.*

Mrs. Landry responded that they are paid at competitive rates. Mrs. Landry stated they have 11 dental chairs and most of the time 4 of them are not used due to staffing.

➢ *Chairman Jackson asked if the Board cut their funding two years ago.*

Mrs. Landry was not sure what happened because the company had a management transition. She believed the last Executive Director did not attend the meeting where they were supposed to give their budget request. Mrs. Landry stated that the last time they received funding from the Board was 2021.

➢ *Chairman Jackson inquired the amount funded in 2021.*

Mrs. Landry stated it was $2,500.

OARJACC: Ross Carew, the Director of OAR Jefferson Area Community Corrections, was present.

- They are a regional correction agency that serves the nine jurisdictions within the 16th Judicial District.
- They are making two requests, specifically for their local Probation Department and their Criminal Justice Planner.
- The Probation Department request is for $8,797, which is a 5% increase from last year.
    - Madison allocated over $700,000 in detention cost for 2023 and the County saves a little over $4,000 in jail cost for every probation diversion.
    - Mr. Carew went over the various services they offered as part of their probation system.
- The Criminal Justice Planner request is for $ 3,768 which is a 5% increase from last year.

- The Criminal Justice Planner position is staffed through the Thomas Jefferson Area Community Criminal Justice Board. Supervisor Jewett and Clarissa Berry are members of that Board. This position is funded through local and grant funding.
- Challenges for their program are state and local funding.

- *Chairman Jackson asked how the Drug Court Program was going.*

Mr. Carew said it is going great.

- *Chairman Jackson inquired the amount of people in Madison who have been through the Drug Court Program.*

Mr. Carew stated that Madison contributes $20,000 to this program and they receive funding from Orange County, and a federal grant. This program started in August and had 4 total participants, and two of the participants are Madison County residents.

The County Administrator informed the Board that when they discuss revenue, they will discuss the local funds from the Opioid Lawsuit going towards OARJACC.

- *Chairman Jackson inquired the small numbers of participants in the Drug Court currently.*

Mr. Carew stated that it just started and there is a challenge to get people in the program due to their eligibility.

Madison County Fair: Cathy Weaver, Treasurer of the Madison County Fair, was present.

- Many families cannot afford to take a vacation, and this is something they look forward to each year.
- The County Fair this year will run from July 12th through July 15th.
- This year's theme is *Getting Carried Away at the Madison County Fair.*
- Last year they had about 8,000 people in total in attendance.
- This year they are going to be focusing on bringing back old fair events such as tug-of-war, pie eating contest, and watermelon eating contest. They will also have the derby on Saturday, and they are trying to have the Art Mobile return this year. There will be bands and music each night. They are also looking into having a mobile escape room. The pageant, the livestock shows, and the Home and Garden building will take place again this year.

- *Supervisor Hoffman asked how much they are asking for this year.*

Mr. Weaver stated that they are asking for $1,000.

Health Department: Dr. Trace Gravatte, who filled in for Dana McClelland, was present.

- Covid is down 30% diagnosis -wise and 10% hospitalization-wise.
- They offer five branches that serve Madison.

    - Epidemiology being one of those. They track every disease that comes to Madison.
- WIC program going live in May.
- Enhancing offered clinics.
- Hired a new nurse practitioner.
- Continuing Medicaid services.
- Continuing to work on water quality.
- Improving the rabies situation in Madison.
- Increase restaurant inspections due to new food safety expert.
- Downsizing for staff now that COVID has slowed.

At 3:30 pm, the Board was ahead of schedule and a few presenters had not yet arrived, Due to this a few presentations went out of order.

Central Virginia Regional Jail: Jonathon Weakley, The County Administrator, spoke on behalf of CVRJ.

- For Madison County, there is a decrease just under $24,000.

Madison Combined Court: Jennifer Warren, The Finance Director for Madison County, spoke on behalf of the Madison Combined Court.

- There is no change to their request, which is $10,550.

- *Supervisor Yowell asked if there was labor involved with this budget.*

The County Administrator answered there was not a request at the local level because the state covers that funding.

- *Supervisor Yowell inquired if it was called "Combined Court" because it covers both General District and Juvenile and Domestic Relations District Court.*

The County Administrator stated it was.

Planning Commission & Building Code Appeals Board: Jonathon Weakley, The County Administrator, spoke on behalf of the Planning Commission and the Building Code and Appeals Board.

- There is no increase to either budget.
- The Building Code Appeals Board does not meet regularly, only if someone is appealing a ruling.
- For the Planning Commission budget there is a slight decrease due to going from nine Planning Commissioners to seven.

Rappahannock Juvenile Detention Center: Jennifer Warren, The Finance Director for Madison County, spoke on behalf of the Rappahannock Juvenile Detention Center.

- There is an increase for the requested amount. That is based on the three-year calendar average on usage of the Detention Center and a COLA increase for Stafford County which affected the other Counties share.

➢ *Supervisor Yowell asked if we know what their COLA is going to be.*

The Finance Director stated that at the Finance Committee Meetings, all the Counties' Finance Directors meet with them, and they discuss the budget, and they did trim back in a few areas.

The County Administrator added that they collaborated with them to bring their COLA down to 6% so there was a reduction.

➢ *Supervisor Yowell stated he should have rephrased his question, that he originally wanted to know if Madison was at the table for their budget discussions.*

Both the County Administrator and the Finance Director said yes.

Germanna Community College: Dr. John Davis and Dr. Janet Gullickson were present.

- Discussed a program they are working on with the Madison County School System to grow their own teachers. The students will attend Germanna for two years and then go to a four-year school.
- Continuing online and Dual Enrollment classes for the residences in Madison County.
- Their request is like last year's request with a slight increase.
- They stated the amount of financial aid that they bring into the county from students which is about $105,000 so far this school year.
- Increasing in the number of male students which is rare for other colleges.
- They have about 12,000 students.

➢ *Supervisor Yowell inquired about the acronym, VG3 and asked if it was for Early Childhood Education.*

Mrs. Gullickson stated the funding was coming from the state, but yes, the acronym was correct and something on which they are working on.

IT: Bruce Livingston was present.

- There was an increase for ANS. Mr. Livingston explained how ANS assists the County.
- Mr. Livingston has a new staff member on board so he is eager for IT to be able to do more in-house, which hopefully will save money in the long run.
- Mr. Livingston went over the budget line by line to explain what the funds are used for.
- There is a large amount for the yearly subscription for Office 365.

➢ *Chairman Jackson asked if by using ANS do we get a deal on providing Microsoft licenses.*

Mr. Livingston stated he was not sure, but he could look into what it would cost if the County did it verse ANS. He was not sure how Microsoft would be about dealing directly with the County or if they would require a third party to be involved.

The Finance Director stated that some of the ANS items originally came out of different categories, and they condensed it, so all ANS expenses come out of one line.

Mr. Livingston stated that the budget is cleaned up. He then went to explain what comes of the maintenance of hardware budget line. Mr. Livingston stated there will be a decrease for the website manager, due to switching over to a different county website. Mr. Livingston explained where the cyber security line item came from.

The Finance Director stated that ANS said that the county's cyber security framework is in place. They budgeted $18,000 in case they need to pay ANS for logging reports for cyber security.

The County Administrator added to that by stating that at some point, they will need to bring a policy to the Board. He stated that this logging system needs to be all inclusive for all departments.

Mr. Livingston stated the last thing on the budget is the IT equipment budget line, that is what equipment will be needed throughout the year. The IT department is going to be working on an evaluation plan to track when equipment should be updated or replaced.

The Finance Director stated that RDA is going away gradually. There is some funding still in place because they will need access to RDA as they transfer over to Tyler Munis. After fiscal year 24, the RDA budget will be $0.

- *Supervisor Jewett stated he would like to meet with Mr. Livingston at a different time to talk more in depth about a few things regarding the IT department.*

Virginia Career Works: Sarah Morton, Regional Workforce Director, was present.

- Requesting $500 but would like more if possible.
- The State has about fourteen Workforce Boards in the state. Mrs. Morton works on our Workforce Board and is a member of the Advisory CTE Council.
- Mrs. Morton helps supports local farmers through a food security effort. One thing they do is aid in providing food to local food banks.
- They provide career readiness and career workforce development solutions to the citizens in the county.
- They help young students find internships and other workforce opportunities. They just received two grants. One will help formulate those internships for students.
- They are also collaborating with local employers to help with recruitment and retention efforts.
- They are partnering with the Minority and Veteran Farmers of the Piedmont.
- They are working with the GWC, FEC programs to provide incubators.

- *Supervisor Yowell asked if they worked with the George Washington Carver school and in what ways.*

Mrs. Morton stated they are on their Advisory Board. They work collectively with the Minority and Veteran Farmers of Piedmont to derive educations and training for farmers.

Treasurer: Stephanie Murray, the Madsion County Treasurer, was present.

- There are a few increases, one for postage and another for office supplies.
- Overall, her budget is a 2% increase.

The Finance Director stated that the bank service charges, office supplies, and postage were the three increases.

- *Supervisor Yowell stated he was surprised the bank charged the county a service charge.*

Facilities and Maintenance and Transfer Station: Moonie Frazier, Facilities and Maintenance Manager, was present.

- Increase in funds for overtime due to his new employee helping with custodian needs while they are hiring for a custodian.
- The is an increase for outside services. They currently do not have the CVRJ program and are hopeful to have it back up and running.

- *Chairman Jackson asked if the jail is making progress in getting the program back up and running.*

Mr. Frazier responded it was great when it was working, but they had a shortage of staff, they couldn't' bring people out, they didn't want them picking up trash in certain localities, and a few got into trouble.

- Increases in the training budget line for two certifications that need to be completed.
- Repair maintenance buildings had an adjustment. He asked the Finance Director what it was for.

The Finance Director stated they looked at the historical actuals for FY21 and FY22 and adjusted down accordingly.

The County Administrator commented back on the outside services budget line. This is where contractors come in for trees, painting, and other items. These are items that are beyond Mr. Frazier's time ability and labor force efforts.

- Mr. Frazier discussed rates that increased which caused his budget to go up such as electric, heating, and water and sewer.
- There is a decrease in the budget for telecommunications due to historical actuals.
- The alarm system has gone up, but Mr. Frazier believes this is where it should be.
- There is an increase for vehicle insurance due to a new vehicle.
- The uniform price went up.

- There is an increase in cleaning supplies due to a cost increase and the EMS building's cleaning supplies will now come out of Mr. Frazier's budget.

➢ *Supervisor Yowell confirmed this would mean the EMS cleaning supply budget line should go down.*

The County Administrator stated that was correct and was a request from a previous budget meeting and the EMS's budget now reflected this as well.

- Fuel charges have increased.
- They had a decrease in the tool budget line due to purchasing a lot this fiscal year.
- They decreased the other equipment due to the historical actuals.
- Decreased to the parking lot paving budget line. They currently have a lot of materials and there is a CIP line for larger projects.

➢ *Supervisor Yowell inquired about the material used to patch the parking lots.*

Mr. Frazier explained what they used and how it works.

➢ *Supervisor Hoffman asked where Mr. Frazier purchased these supplies.*

Mr. Frazier stated he purchases these materials from Fortiline but there are a lot of places where they sell them.

➢ *Supervisor Hoffman asked if it is purchased in bulk.*

Mr. Frazier stated he buys a few buckets at a time as needed. He doesn't want to store it too long because it will go bad.

The County Administrator reminded the Board to keep in mind when looking at the Facilities Department's budget, if they see increases in areas like heating, this comes from a combination of other department buildings.

Mr. Frazier also gave the presentation for the Transfer Station.

➢ The fees from Updike are increasing due to the landfill that the trash is being transported to is almost at capacity. However, it is still cheaper to stay with that company than to choose other localities.

The County Administrator added that this is correct, that in the contract they are required to use the lowest facility and they are currently trucking the trash to a location in Richmond, which is where they have almost reach capacity. He has asked about King George and Amelia Counties landfills, but our current location is still cheaper than those two.

➢ *Chairman Jackson asked if we have a 5-year contract with them.*

The County Administrator stated that yes, it is, and it runs out in the calendar year 2024.

The Finance Director went over the current tipping rates.

- *Supervisor Yowell asked Mr. Frazier what the rate would be for a farmer.*

The County Administrator stated if it is for commercial hauling it is $65 a ton.

- *Supervisor Yowell inquired about recycling.*

Mr. Frazier stated that we do pay for recycling.

The County Administrator stated that Updike receives the revenue from recycling due to the current contract structure.

- *Supervisor Yowell asked for clarification that when we send off recycling, we pay just like we do if it was trash.*

The County Administrator stated that yes, everything is weighed when it is taken off.

Mr. Frazier added that there is still life on the scales at the Transfer Station which means they do not need to be replaced.

- *Chairman Jackson asked Mr. Frazier if it has gotten cleaner at the Transfer Station.*

Mr. Frazier responded that they are trying, which is why they put up a fence to catch the trash when the wind is blowing.

The County Administrator stated that they do not currently have recommendations for a fee increase at this time but will have to come back to it.

- *Chairman Jackson asked how the building is looking because they received a lot of requests for fixing the building where the tipping is received.*

Mr. Frazier stated that the only thing he sees that needs to be replaced is the concrete wall. Mr. Frazier felt that if the structure is good and there are no gaping holes then it is serving its purpose.

At 4:27 pm the outside agencies and county department presentations were over.

- *Chairman Jackson instructed the County Administrator to discuss compensation and job positions consideration.*

The County Administrator went over the Compensation and Job Positions Consideration Report. He also stated that granting these wishes depends greatly on what the state decides as the COLA

percentage. The County Administrator did state he does not recommend changing the Animal Shelter's part-time position to full-time.

The Finance Director explained why the HR position needs a pay increase and explained the certification the HR staff is currently working on completing.

The County Administrator added to that to explain the many tasks that the HR staff completed. The Administrator went on to further explain the Compensation and Job Positions Consideration Report.

The Finance Director stated that we now have the health care renewal information, but she was provided with this information after creating this report.

- *Chairman Jackson stated that Jonathon is sending out the information for the RFP for the Rescue building and the Bureau Veritas Study and they will discuss it at the Tuesday meeting. Next Thursday they will talk about the budget with the school, and they will go through revenues and CIPs. Chairman Jackson thinks it is wise to plan for a 7% COLA as of now so they can start making decisions.*

- *The Supervisors agreed with not increasing the Animal Shelter's part-time position to full-time.*

- *Chairman Jackson also stated they needed to discuss the Commonwealth Attorney's position request and asked for the Boards thoughts. Chairman Jackson would recommend adjusting the Deputy Commonwealth Attorney, Wade Gelbert's position and to not add a third attorney.*

- *Supervisors Dawson inquired what the workload is like without the position.*

The Commonwealth Attorney who was present, answered that she has no way to know exactly how they will fill the gaps if a new attorney is not hired. The Commonwealth Attorney explained the number increases for misdemeanors. Mrs. Berry also stated the benefits of having a third Attorney.

- *Supervisors Hoffman stated that she thinks they should make an adjustment to Wade Gilbert's position, but to not move forward with the third attorney at this time.*

- *The Supervisors agreed to adjust Wade Gelbert's position and to not move forward with the third Attorney.*

The Board then discussed the Health Insurance Report that the Finance Director provided. There is an increase this year.

- *Chairman Jackson feels they cannot do a 7% COLA increase for positions and cover the increase in health insurance.*

The Finance Director went through the report for the health insurance plan coverage in detail.

- *Supervisor Yowell stated that there is no way the county can cover the increase and all the other increases.*

- *Chairman Jackson stated that if the state decided the COLA was 5%, they could roll the rest into the insurance side and that would be ideal.*

The County Administrator said they are looking at different options.

- *Chairman Jackson stated he thinks they should get a recommended budget with the 7% COLA with a zero increase for health insurance. If they can figure out a way through the Comp Board, that's allowable, to pay some of the health insurance they can go from there. Chairman Jackson stated they really need to revenue information before they make too many decisions. Chairman Jackson asked the other Supervisors if they were good with discussing the EMS facility at the next meeting.*

- *The other supervisors agreed.*

- *Supervisor Yowell asked the Finance Director about the health insurance plans and how many employees used which plans.*

The Finance Director stated she did have a spreadsheet with this information.

The County Administrator stated they will have the final Revenue Report on March 2nd but wanted to know if the Board wanted to look at it now.

- *Chairman Jackson wanted to see it so far.*

- *Supervisor Yowell stated he feels most of the departments return money they do not use at the end of the fiscal year. He asked if there is a way to see how much each department tends to return over the last three years.*

- *Chairman Jackson stated that last year they tightened everyone's budget so there was less of this. He stated they should be able to look at historical data.*

The County Administrator stated this has happened where a department needs to return money not used, but in past years the Board has allowed them to roll it into capital. This year they have some areas they are watching, for example overtime for certain departments and all-around increases. Overall, in years past departments have turned money in, but this year there will be areas where he has some concerns.

- *Chairman Jackson stated another option was to purchase vehicles needed with the extra money to save money for the following budget.*

The Finance Director pulled up the Revenue Budget and went through it with the Board. One of the big changes was for personal property which was based on valuation.

The County Administrator stated that was correct.

The Finance Director stated the cigarette tax and local sales tax are all projected in the report with some slight upticks. She also stated they have the grant revenues in the report as well. The school's numbers are in red because they were still waiting on those numbers to be finalized.

The County Administrator stated that as of now, the revenues are up from last year, but this is before they receive the schools' finalized budget.

- *Supervisor Yowell believed they will need to dip into the fund balance this year. He wanted to know how much could be used from the fund balance due to policies.*

The County Administrator stated they would look more at this at the end of the budget process. He stated the Fund Balance is healthy, but they need to be at the 14% overall, and will spend down if they are at 18% or higher and that's the analysis they will be doing when they have the final draft.

- *Supervisor Yowell asked the Finance Director what it would take for her to book grant money in the budget.*

The Finance Director stated that when she looks at the historical, she talks to the department heads to get their feedback on if they feel it will be approved. If it is a one-time grant, she doesn't include it. They have a budget line in the revenue report for miscellaneous grants that come throughout the year.

The County Administrator recapped the plan for next week. He stated the school is now coming March 2nd rather than March 9th. On March 2nd, they will also have revenue numbers and the county's CIP and operations.

- *Supervisor Jewett commented that the budget will come back each year and they don't want it to compound to next year. He does not want to do a tax increase if there is something they can do. He feels the school system needs to examine themselves regarding what they are spending demonstratively with staff.*

- *Supervisor Yowell stated that the Veritas Report must be taken with a grain of salt to an extent.*

- *Chairman Jackson stated that the Bureau Veritas Report gives you the inventory and very rough numbers. However, it is valuable but not always accurate numbers.*

- *Supervisor Yowell encouraged Supervisors Jewett not to worry to much when he saw some of the larger numbers in that report.*

- *Chairman Jackson stated it is a good list and gave them a place to start. He then stated he wanted to go over what the plan was for next week. Next week they are going to get an administrative budget, including the 7% COLA, the HR position, the Commonwealth position adjustment. They will also be reviewing the Revenue Report, reviewing the School's Operations and CIP Reports, and the County's CIP Reports, the Bureau Veritas Report.*

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

CLOSED SESSION

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).

_____

R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____

Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: March 14th, 2023

Agenda
Budget Workshop #4
Thursday, February 23rd, 2023, at 3:00 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

FY24 Budget Workshop

1. Department heads and outside agencies

Time	Department Code Number	Department	Presenter
3:05 pm	51700	Piedmont Regional Dental Clinic	Shari Landry
3:15 pm	33403	OARJACC	Ross Carew
3:25 pm	72604	Madison County Fair	Cathy Weaver
3:35 pm	51100	Health Department	Dana McClelland
3:45 pm	66100	Germanna	Dr. John Davis
3:55 pm	81800	Virginia Career Works	Sarah Morton
4:05 pm	43200/42400	Facilities and Maintenance, and Transfer Station	Moonie Frazier
4:15 pm	12510	IT	Bruce Livingston
4:25 pm	12410	Treasurer	Stephanie Murray
4:35 pm	33402	Rappahannock Juvenile Detention Center	
4:45 pm	33401	CVRJ	Jonathon Weakley
4:55 pm	21201	Madison Combined Court	Jennifer Warren
5:05 pm	81100/81401	Planning Commission & Building Code Appeals Board	Jonathon Weakley

2. Compensation and Job Positions Consideration

Public Comment

Closed Session

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 6:00 PM — Tuesday, February 28th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #10 — February 28th

At a regular meeting of the Board of Supervisors on Tuesday, February 28th at 6:00 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:

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

PUBLIC COMMENT

Jason Summers: Mr. Summers is a business owner in Madison County. He is the owner of a company called ARiA which is a research and development company. Mr. Summers is requesting the Board of Supervisors to sign a letter of support to be sent to the federal representatives and senators regarding Section 174 of the Tax Codes.

- *Chairman Jackson stated that Tracey Gardner, Economic Development & Tourism Director, provided the drafted letter of support. Chairman Jackson asked the County Attorney if the Board chose to support this, do they need to send the letter from the Board as a whole.*

The County Attorney confirmed it would have to be from the Board as a whole. He also advised the Board not to take immediate action due to it being public comment, and it can be brought back at another meeting.

The County Administrator informed the Board that he has been in communication with Mrs. Gardner, and he encouraged Mr. Summers to come to the meeting tonight to make a public comment to formally make the Board aware of his request. The County Administrator would like the County Attorney and himself to look at Section 174 of the Tax Codes and talk to the town representatives regarding this before they complete the letter of support.

- *Chairman Jackson asked Mr. Summers if he planned to bring this to the Town of Madison as well.*

Mr. Summers stated that he had already reached out to the Town of Madison.

- *Chairman Jackson inquired about the timeline for the letter request.*

Mr. Summers stated that the filing deadline is March 15th, 2023.

- *Chairman Jackson asked Mr. Summers if he thinks a letter from the Board would make much of a difference by March 15th.*

Mr. Summer responded that he spoke with Representative Spanberger's people, and they informed him that the more support, the better.

- *Supervisor Yowell asked Mr. Summers if this was his first year experiencing this challenge.*

Mr. Summers clarified that 2022 was the first year it went into effect.

- *Chairman Jackson asked if the company was open at the post office.*

Mr. Summers stated they stopped their renovations due to this issue to save money. Mr. Summers explained what they do at ARiA in more detail. They are a research and development company that supports the Department of Defense. One example he shared was that they work on sonar algorithms that go on Navy ships or algorithms that help the Missile Defense Administration. Their average salary is $150,000.

- *Chairman Jackson inquired where the company was located while they wait for renovations to resume.*

Mr. Summers stated they are in Culpeper.

- *The Supervisors agreed they would like the County Administrator, the County Attorney, and Mrs. Gardner to look further into this and have the Board come back to it at another meeting.*

CONSENT AGENDA

1. Approve: Minutes from 02-09-23
2. Approve: Minutes from 02-14-23
3. Approve: Supplemental Appropriation- School

The County Administrator stated he met with the Finance Director that morning. The Finance Director and the Treasurer went through and verified the funding and numbers, which are accurate. This Supplemental Appropriation is a request that the school asked for at their School Board Meeting.

- *Supervisor Yowell commented that he noticed it was all revenue and expense offset.*

The County Administrator stated that out of the requested $475,820.09 they are requesting that $171,428 be from the local funds that were turned in from last year's left-over money. He also stated that on Thursday, the Board will hear their capital request. The money they plan to add, which is roughly $810,000, is remaining from their school construction funds which they want to put toward an air handling unit and other chillers so the Board will see the $171,428 number again in their request.

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0*).

OLD BUSINESS

4. VRA Consent Agreement

The County Administrator stated he wanted to thank the County Attorney for his work on this. They have received notice that Greene County has passed it and RSA, at their last meeting, passed it as well. The County Administrator saw a copy of this form with RSA's Executive Director's signature.

The County Attorney stated that they hope it is settled by the 15th of March, but it depends if it is on the State Corporation Commission's desk. He stated it takes two or three days for them to complete it. Once the Board signed the document presented today, it will be forwarded. Orange County is also completing their acknowledgment of the consent agreement at their meeting this afternoon as well. All that remains is getting the State Corporation Commission (SCC) to sign off.

The County Administrator confirmed that the Board's approval is necessary before getting the SCC signature.

The County Attorney added that VRA is eager to approve so Greene County can operate its water system and RSA will remain with Orange and Madison County.

- *Supervisor Yowell stated that in article 1.01 and 1.02, VRA still had conditions, but none of which the Board should be concerned about.*

Supervisor Yowell made a motion to approve the VRA Consent Agreement as presented, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0*).

The County Attorney asked if the motion is directing the Chairman to execute the VRA Consent Agreement on behalf of Madison County.

Supervisor Yowell made another motion to direct the Chairman to execute the VRA Consent Agreement on behalf of Madison County, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0*).

5. Radio Project Update

The County Administrator stated the Mr. Gordon, the Director of Emergency Communication, received information from Motorola that morning, which is why there was not a form in the agenda packet, but the form was presented on the projector screen. The County Administrator asked Mr. Gordon to share with the Board the progress and what he has evaluated.

Mr. Gordon stated they presented at the Planning Commission meeting to give an update on the Churchill site where they were met with some opposition. The following day, Mr. Gordon and the County Administrator went looking at other options. The folks in the area want the tower and the communication but did not like the location of the tower. Upon looking for another spot, they found three different locations. Mr. Gordon explained the microwave path survey, which was shown on the projector. Due to the measurements, the other locations would require a lit tower, which they would like to avoid. Mr. Gordon was made aware of a fourth option, which he is going to pursue, but it doesn't look too promising based on preliminary numbers. Mr. Gordon stated they are trying to do everything they can to do right by everyone.

The County Administrator reminded the Board that the balloon test is scheduled for March 14th with rain days being the 15th or the 16th and that is for the current Churchill site.

Mr. Gordon stated they will have to do another balloon test at some point, but the finish line for the project is still August of 2024.

- *Chairman Jackson stated the tower is for public safety and the tower will going up in Etlan somewhere. He stated that there was opposition at the Planning Commission meeting, and he believes everybody is hoping the balloon test proves that the tower will not be an eyesore or provide health risk. He encouraged Mr. Gordon to continue to investigate any possible sites.*

The County Administrator and Mr. Gordon agreed they would be interested in looking at various landowner's vantage points of the balloon to have a better idea of their view if a tower was placed there.

- *Supervisor Yowell confirmed that the balloon test was to take place between 10:00 am-2:00 pm and wanted to know if there was a possibility to do it longer.*

Mr. Gordon stated he would investigate the cost if they extended the time till 4:00 pm.

The County Attorney added that they would only run into legal issues if they were conducting the test in a shorter time, not a longer one than originally advertised.

Mr. Gordon encouraged the Board to send anyone that would be interested in having a tower site on their property to him. Mr. Gordon wants to do right by everyone, but he also doesn't want to put first responders in an unsafe situation due to poor communication.

- *Supervisor Yowell asked if this site is not in place, can they still fire up the radio system.*

Mr. Gordon stated that they can, but they would lose a large percentage of coverage.

- *Chairman Jackson asked if there is a delay in this site will the other sites be turned on as scheduled or will they also be delayed. He stated a tower is going up in Etlan, but he wanted to know how this site would affect the whole process if delayed due to looking at other sites.*

Mr. Gordon stated the reason they want to start it all at once is because they do not want to have to pay the Microwave folks more than once to compare and set dishes.

NEW BUSINESS

6. Madison Day Request

The County Administrator shared the details of the Madison Day Event. Karen Coppage is requesting all tipping fees and any needed permits for Madison Day to be waived.

- *Supervisor Yowell inquired about the timeline for requesting permit fees for the projects and how many permits they may need.*

The County Administrator stated they would have to do them ahead of time. He stated he can get an update from Karen regarding how many permit fees they may need.

- *Chairman Jackson advised the Board to move forward with this due to the positive impact Madison Day brings to the Madison Community.*

Supervisor Yowell made a motion to approve waiving the permit and tipping fees for the Madison Day event, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0*).

7. EMS Lease Request

The County Administrator stated he met with David James and the current lease runs out May 1st of this year. The County Administrator handed out the 12-month renewal, with a 90-day termination proposal lease with no increase of rent payment. The County Administrator stated the lease listed in the agenda packet is the old lease posted so the Board can use it to compare.

The County Attorney said the lease was changed to a month-to-month lease as opposed to a one-year lease with subsequent renewals if needed. They also have a 90-day opt-out incase construction moves quickly; they will have the ability to end the contract earlier if needed.

- *Supervisor Yowell inquired if changing to a month-to-month contract rather than a one-year lease would give Mr. James the ability to ask them to leave early. He didn't see that as an option on the new lease but wanted to confirm.*

The County Attorney stated that was correct.

The County Administrator believes Mr. James wouldn't be looking to ask them to leave. It's a big commercial space and EMS is a guaranteed customer.

The County Attorney stated, as he left in the lease, that it can be renewed for three successive years if necessary.

- *Chairman Jackson advised leaving that in the lease as insurance.*

Supervisor Yowell made a motion to authorize the Chairman to execute the lease agreement with Mr. and Mrs. James, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

8. EMS Renovation Report

The County Administrator stated the report in the agenda packet was received last week. Over the weekend, he made some quick calculations and adjustments that may be applicable for their consideration. They had several site visits from Virgina A&E, which is a wing of the Hurt and Proffitt Engineering Service Agreement. The amount of asbestos that was found in the building after the report was very minimum. When the Renovation Committee met, which is made up of county staff, Supervisor Hoffman, and Supervisor Dawson, they discussed layout options. There were three layout options that were proposed. Option one is renovating the former Rescue Squad building, which is the County Administrators recommendation. The County Administrator went through the building layout for option one. Option two was tearing down the back portion of the building, leveling grade and bringing it back up, which had an additional cost estimate. Option three is a complete tear down and a rebuild, which was the most expensive. Option one was estimated at 1.35 million, option two was at 2.25 million, and option three was at 3.65 million. The County Administrator reviewed the forms he prepared and handed out to the Board that had his notes regarding a cost estimate for demolition/renovations and his recommendations.

- *Chairman Jackson and Supervisor Dawson went and looked at the building before the meeting and gave feedback on items they felt needed to be renovated and items they did not feel needed to be renovated.*

The County Administrator made notes regarding their suggestions. The County Administrator commented that he needed to recreate a total now that he has the Boards feedback. Regarding the hoseless exhaust system, the County Administrator would like more information to see if there are different options.

- *Supervisor Dawson inquired if the clean burn vehicles needed the exhaust piece.*

The County Administrator stated that it's recommended that all future purchases be the clean burn for new ambulance.

- *Chairman Jackson stated that they still need to get rid of some exhaust fumes.*

The County Administrator agreed and commented that he would like to look at different options. He clarified that he doesn't want to ignore the exhaust issue but wants to see if there is a better solution. The County Administrator stated that they talked to the building official regarding the wet pipe sprinkler system and were informed it was not a requirement because they are not changing the use of the space. The County Administrator asked if the Board wanted to leave the existing hot water heaters.

- *Chairman Jackson stated that the current 30-gallon heater in the bay needed to be replaced.*

The County Administrator agreed but thought the one in the bunk room would be fine.

- *Chairman Jackson agreed.*

The County Administrator recommended using PEX for piping rather than copper. The County Administrator is proposing to keep the existing generator as well. He then asked the EMS staff, who were present, if they had anything to add.

Mr. Helme stated they needed a new automatic transfer switch (ATS).

- *Supervisor Dawson inquired exploring a grant to pay for this.*

Mr. Helme stated he could see if the SHSB Grant, which is the State Homeland Security Program, would cover it.

- *Supervisor Dawson stated he would like clarification on what it means when it states, "rework divided brand circuits". The amount of money listed seemed like a lot to him.*

The County Administrator stated he was making a note and would touch base with the engineering firm.

- *Chairman Jackson stated the radio room needed to be cleaned up.*

- *Supervisor Dawson agreed and recommended getting the cabinet out of the room so there is more working space.*

The County Administrator went over his estimate of the total renovation cost. The County Administrator asked the Board if they had any feedback. Next steps will be for the Board to authorize them to secure an engineering service to get them to a design and a bid package.

The Supervisors agreed that the County Administrator did a great job preparing the reports.

The County Administrator wanted to make the Board aware that option two did offer an option where the offices were away from the road, which was appealing. He asked for the EMS folk's feedback.

Mr. Helme stated he preferred option two if money was not a factor. He also inquired about renovation to the siding of the building.

The County Administrator stated it was not currently in the report. The County Administrator thought some of the funding in the sheet would cover replacing panels where there were holes in the back. He asked the Board if they wanted to add any aesthetics on the front of the building.

- *Chairman Jackson stated that any areas that are damaged need to be replaced. He also believed the building needs to be power washed and cleaned up before they can make a clear evaluation. Chairman Jackson stated that power washing and new paint will make a large difference. He would like to save money in any way possible if it is not necessary. Chairman Jackson advised putting it in the CIP Report to discuss at the Thursday Budget Meeting.*

DISCUSSION

9. DHCD/Brightspeed MOU Update

The County Administrator stated he has been working on getting the MOU signed so they know what Broadband is going to look like in the Wolftown-Hood area. They had two challenged areas in the first VATI Grant application. The northern part has been figured out and the other area is tied into the VATI 2023 Grant. The Wolftown-Hood area was challenged, and the internet server was formerly owned by CenturyLink, and then Lumens, and now they are owned

by Brightspeed. The DACD Board gave the County Administrator authority to sign the MOU once it is completed. The County Administrator spoke with David Blunt, who is with the Thomas Jefferson Planning District Commission and requested he keep him in the loop. He is hopeful to get it signed soon.

10. Local Assistance and Tribal Consistency Fund (LATCF)

The County Administrator stated that counties that were faced with any kind of negative impact of funding during Covid qualified for funding. Madison County's share is $100,000 and the county can use it for any project they would like. The County Administrator proposed pledging this funding to the EMS renovation.

- *The Supervisors agreed.*

The County Administrator asked Supervisor Hoffman about a VDOT concern she wanted to bring up.

- *Supervisor Hoffman received a request for a speed study on Beautiful Run Road due to excessive speeding. The citizen who reached out stated there weren't any posted speed limit signs.*

The County Administrator stated he would make the request to VDOT.

- *Chairman Jackson inquired if Ms. Shepard was back from maternity leave.*

The County Administrator stated he didn't think so, but he would reach out to Ed San Nicolas from VDOT with the citizen's concern.

- *Supervisor Hoffman requested to be kept in the loop regarding the status of the situation.*

INFORMATION/CORRESPONDENCE

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity 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.
- 3.2-3711(A)(29) for discussion of the award of a public contract.

Seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (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).***

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), and 2.2-3711(A)(29) 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).***

As a result of the Closed Session, the Board took the following action(s):
Supervisor Yowell made a motion to authorize the Chairman to finalize and execute the contract for Hannon Wright to provide legal services for the County of Madison, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

ADJOURN

With there being no further business to conduct, Supervisor Dawson made a motion to adjourn, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

_____
R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____
Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: March 14th, 2023

Agenda
Board of Supervisors
Tuesday, February 28th, 2023, at 6:00 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

Consent Agenda

1. Approve: Minutes from 02-09-23
2. Approve: Minutes from 02-14-23
3. Supplemental Appropriation - School

Special Appearances

Old Business

4. VRA Consent Agreement
5. Radio Project Update

New Business

6. Madison Day Request
7. EMS Lease Renewal
8. EMS Renovation Report

Information/Correspondence

9. DHCD/Brightspeed MOU Update
10. Local Assistance and Tribal Consistency Fund (LATCF)

Discussion

Public Comment

Closed Session

3.2-3711(A)(1), 3.2-3711(A)(7), 3.2-3711(A)(29)

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING

Date: 7:00PM — Wednesday, March 1st, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #11 — March 1st

At a Joint Meeting between the Board of Supervisors and the Planning Commission on Wednesday, March 1st at 7:00PM 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:

The Board of Supervisors came to order following the adjournment of the Planning Commission's portion of the meeting.

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

Chairman Jackson advised the following change to today's agenda:
Information/Correspondence
A. Support Letter regarding Section 174 of the Tax Codes

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

PUBLIC COMMENT

The County Attorney: The County has hired his replacement, Hannon Wright. Mr. Wright will start at the beginning of April.

- *Chairman Jackson thanked the County Attorney for his time and effort serving both bodies and the County.*

PUBLIC HEARING

A. **Case No. S-03-23-01 –** Kenneth Lohr Contracting LLC has applied for a by-right subdivision of a 10.3-acre A1 (agriculture) zoned parcel located on Meander Run Road (Rt. 631). The subdivision would create two "new" parcels containing 3-acres and 4.3-acres, and a residue parcel containing 3-acres. An existing single-family dwelling is located on the proposed residue parcel, and this dwelling is addressed as 2093 Meander Run Road, Locust Dale, Virginia. The subject parcel has not been subdivided in the previous 10 years, and once recorded future subdivision rights on each parcel would be exhausted. The parcel is identified on Madison County's Tax Maps as 51-45.

Supervisor Dawson made a motion to approve Case No. S-03-23-01 as recommended by the Planning Commission, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

B. **Case No. SU-03-23-02-** Mr. Simon Graff has applied for a special use permit to operate three (3) short-term rental units on a parcel which he owns. The undeveloped parcel is 10.7-aces and is zoned A1 (agriculture), and in this zoning district more than one short-term rental unit on a single parcel requires a special use permit. Each short-term rental unit would contain roughly 1,700 square feet of interior floor space with two bedrooms and two bathrooms. The subject parcel is located on Etlan Road (Rt. 643) and is identified on Madison County's Tax Map as 21-5A.

Mr. Webb shared that it is not uncommon that some communities have a requirement for an onsite owner, but it is not required by most. He recommended if the Board made a motion for approval, that it state they do not exceed six vehicles and each one would have a two-bedroom unit.

- *Supervisor Yowell responded to Mr. Yoblin's comments, stating that in the case it states, "in this zoning district more than one short-term rental unit on a single parcel requires a special use permit." Supervisor Yowell stated that Mr. Graff could approach this by dividing this property into three parcels, putting a single unit on each parcel and it would be by right. Supervisor Yowell stated 14-5-6 in their Zoning Ordinance stated, "Unless otherwise provided by conditions imposed under article 14-4-3, a special use permit shall not terminate upon the sale or transfer of the property by the applicant." Supervisor Yowell stated the ordinance already states that unless a condition is listed, if it goes with the owner, then it goes with the land.*

Supervisor Yowell made a motion to approve Case No. SU-03-23-02 as recommended by the Planning Commission which incorporated the conditions in the packet with one minor change and the addition that limited to two-bedrooms, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

C. **Case No. SP-03-23-03 –** Roger Scott and Amanda Weakley Scott have submitted a Site Plan to construct a poultry house/facility on a 99.8-acre A1-zoned parcel which they own. In the A1 zoning district, a Poultry Facility is a by-right use. Madison County's Site Plan Ordinance requires Site Plans for developments with a land disturbance area of

40,000 square feet (or more) be submitted to the Planning Commission for review, and the Board of Supervisors for approval. The subject Site Plan shows an additional (1) poultry facility measuring 63' x 804' being constructed with a total land disturbance of 6.25-acres. The applicant has submitted a Storm Water Management Plan to the Virginia Department of Environmental Quality, and approval is pending. The subject parcel contains two existing poultry houses/facilities with a postal address of 2494 Locust Grove Church Road (Rt.616). The parcel is also identified on Madison County's Tax Map as 57-53.

- *Supervisor Jewett commented that it was nice to see an increase in agricultural activity in the County particularly by young farmers who are putting a lot of work and money into it and that is to be commended.*

Supervisor Jewett made a motion to approve Case No. SP-03-23-03 as written, seconded by Supervisor Yowell.

- *Chairman Jackson asked if the motion is with the DEQ component contingency upon their approval.*

- *Supervisor Jewett stated yes.*

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

INFORMATION/CORRESPONDENCE

A. Support Letter regarding Section 174 of the Tax Codes

The County Attorney discussed a request made at the meeting the night before regarding a letter of support concerning Section 174 of the Tax Code. The County Attorney slightly modified the letter of support and saw no reason for the Board to not pass it.

- *Chairman Jackson asked the Board for their input. Chairman Jackson feels the Board should move forward because it is a local business that has been effect by the Tax Code.*

- *Supervisor Jewett referred to section 179 of the Tax Code, which relates to small business write-offs, and he feels the R & D should be able to write this off because they are in a higher risk environment, and he supports this letter.*

Supervisor Yowell made a motion to authorize the Chairman of the Board of Supervisors to sign the letter of support going to Representative Spanberger, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

PUBLIC COMMENT

Mike Fisher: Mr. Fisher is from Uno Virginia, and he is inquiring about a wedding venue on Tatum School Road with no SUP that he knows of and no site plan. He wanted to know if the Board was going to do anything about it or were they already doing something that he didn't know about.

Mr. Webb stated he has talked to the owner of Arcadia, the wedding venue, and they stated they are not going over 15 events. Mr. Webb informed them they needed to get things right with the Building Official. Mr. Wilks has been out there, and the company is doing things to comply with the Building Official for the event space.

Mr. Fisher stated that it was hard to track if there were or were not 15 events.

Mr. Webb agreed.

The County Attorney suggested Mr. Webb to check the Virginia ABC License for the number of events that are taking place.

CLOSED SESSION

ADJOURN

With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

_____
R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____
Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: March 14th, 2023.

Agenda
Joint Meeting
Madison County Board of Supervisors
Wednesday, March 1st, 2022, at 7:00 PM
Admin. 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

Public Hearings

A) Case No. S-03-23-01 – Kenneth Lohr Contracting LLC has applied for a by-right subdivision of a 10.3-acre A1 (agriculture) zoned parcel located on Meander Run Road (Rt. 631). The subdivision would create two "new" parcels containing 3-acres and 4.3-acres, and a residue parcel containing 3-acres. An existing single-family dwelling is located on the proposed residue parcel, and this dwelling is addressed as 2093 Meander Run Road, Locust Dale, Virginia. The subject parcel has not been subdivided in the previous 10 years, and once recorded future subdivision rights on each parcel would be exhausted. The parcel is identified on Madison County's Tax Maps as 51-45.

B) Case No. SU-03-23-02- Mr. Simon Graff has applied for a special use permit to operate three (3) short-term rental units on a parcel which he owns. The undeveloped parcel is 10.7-aces and is zoned A1 (agriculture), and in this zoning district more than one short-term rental unit on a single parcel requires a special use permit. Each short-term rental unit would contain roughly 1,700 square feet of interior floor space with two bedroom and two bathrooms. The subject parcel is located on Etlan Road (Rt. 643) and is identified on Madison County's Tax Map as 21-5A.

C) Case No. SP-03-23-03 – Roger Scott and Amanda Weakley Scott have submitted a Site Plan to construct a poultry house/facility on a 99.8-acre A1-zoned parcel which they own. In the A1 zoning district, a Poultry Facility is a by-right use. Madison County's Site Plan Ordinance requires Site Plans for developments with a land disturbance area of 40,000 square feet (or more) be submitted to the Planning Commission for review, and the Board of Supervisors for approval. The subject Site Plan shows an additional (1) poultry facility measuring 63' x 804' being constructed with a total land disturbance of 6.25-acres. The applicant has submitted a Storm Water Management Plan to the Virginia Department of Environmental Quality, and approval is pending. The subject parcel contains two existing poultry houses/facilities with a postal address of 2494 Locust Grove Church Road (Rt.616). The parcel is also identified on Madison County's Tax Map as 57-53.

Information/Correspondence

A. Support Letter regarding Section 174 of the Tax Codes

Public Comment

Closed Session

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 3:00 PM — Thursday, March 2nd, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #12—March 2nd, 2023

At a Budget Workshop (#5) of the Board of Supervisors on Thursday, March 2nd at 3:00 PM in the Admin. Building Auditorium:

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0*).

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment, the public comment opportunity was closed.

FY 24 BUDGET WORKSESSION

The County Administrator gave a brief explanation regarding the plan for the Budget Meeting.

1. Review school's operations and school's capital request:

Anna Graham and Tina Cropp were present and presented on behalf of the Madison County School System's budget request.

- Ms. Graham started with an overview of their summary sheet.

- The General Assembly has not yet approved their budget, so the school's budget reflects closely with the House's budget because it was the most conservative budget.
- There is a 7% raise for all employees, which is $800,504.00 in state funding and $394,505 would be their requested amount from the county.

- *Supervisor Yowell mentioned the school's original total requested amount was different than listed on the school's summary sheet, but it was close.*

Ms. Graham stated that was correct.

- The school system would like to cover the entire 10% increase for health insurance for their employees.
- The Prep Services budget line is a part of a regional program for special education children. There was a $50,000 increase in the cost for those services.
- The school system is requesting $100,000 to continue with an after-school tutoring program for the students. The last two years they received an ESSER Grant to fund this program and now the grant is ending.
- The school system is increasing their summer school funding requests. It is increasing from $75,000 to $120,000 due to the learning gap from Covid.
- The school system is requesting an increase of $500 per coach, per season.
- There is an increase in their budget for substitute teachers. They would like to increase from paying $12 an hour to $14 an hour.
- The school system would like to fund the SSO position. They have applied for a grant but would need $23,120 to fund the rest.
- There has been an increase in utilities and fuel.

- *Supervisor Yowell handed out a form that he created that gave an overview of the school's request. Supervisor Yowell mentioned that Chairman Jackson and himself attended the School Board's Budget Workshop this past Saturday. Supervisor Yowell explained how taxes would be increased if they approved the school's requested budget. Supervisor Yowell handed out another sheet he created that represents his proposed school budget. Supervisor Yowell had employees absorbing 80% of the 10% health insurance increase. Supervisor Yowell took off the $100,000 for the after-school program and he took out the increase in summer school funds, which both were funded last year by Covid relief funds. Supervisor Yowell took out the SSO position funds because the schools have SRO positions. Supervisor Yowell took out the coaches' increase stating it was not needed. The "Skinny Budget", that was approved by the General Assembly, will be returned money. Supervisor Yowell believes the Governor will give the needed money to the schools because it was a large part of his campaign. On the CIP Budget, Supervisor Yowell took off the Alternative Education's structure amount.*

- *Chairman Jackson stated the Board just granted a Supplemental Appropriation at another meeting that week.*

Ms. Graham stated that was correct and the money would be used for the air handling units, which are quite expensive. Ms. Graham stated that for health insurance, the school feels there is such a discrepancy in what the school employees pay versus what the county employees pay. Ms. Graham stated there needs to be further conversation regarding being on the same plan and the difference in coverage.

- *Chairman Jackson stated that the county adjusted their coverage last year, but in previous years, the school covered more than the county did. Chairman Jackson believes there needs to be some parallel between the two, but it has been out of bounds for a while and when they consider making changes, they need to consider both sides.*

The County Administrator mentioned that he handed out a packet to the Board that has both the school's health insurance coverage and the county's coverage so the Board can compare them. The County Administrator also stated that at the previous budget meeting, the Board discussed giving county employees a 7% increase in pay, but not picking up the 10% insurance increase.

- *Supervisor Yowell compared the fringe benefits, and he believes the percentage of fringe has a lot to do with health insurance.*

Ms. Cropp discussed the schools' VRS benefit percentages.

- *Supervisor Yowell stated that when you have a total compensation package that takes a dollar and multiplies it by 1.4097 it is not bad, and he does not see how anyone can argue how they should not participate in an increase.*

Ms. Cropp stated she can agree with Supervisor Yowell about passing some on, but the disparity right now between the county and the school is a hard sell for the school's staff.

- *Chairman Yowell stated that they are two different employers.*

Ms. Cropp stated that the county and the school share the same plan, the staff are a part of the same county, and pay the same taxes.

- *Chairman Jackson asked if the school's staff receive the 7% pay increase and pick up 80% of the increase for health insurance, would it cut into the staff's take-home pay.*

- *Supervisor Yowell mentioned he created a spreadsheet for this situation. He stated that if someone has a family plan, picked up 80% of health insurance, and they make $32,000 or less a year they would have a pay decrease.*

- *Supervisor Jewett stated that if all the school's requests were fulfilled, the county would be looking at a tax increase and they already had to have an increase this year. Supervisor Jewett stated that they have instructed other departments to streamline their*

budget request this year and the school wouldn't be any different. Supervisor Jewett stated they are in an unsustainable trajectory of spending in the county. Supervisor Jewett stated that the school's budget data is very aggregated, and he would like some clarification so he can make a better analysis on it.

- *Supervisor Yowell stated the Madison Schools have less students than surrounding counties and have 10 administrators. Supervisor Yowell went through the average administrators' salaries for Madison and compared it to other school staff. Supervisor Yowell knows a Principal from Culpeper Yowell Elementary School who has eight hundred students, one assistant principal, and she is currently making $96,000 and is about to receive the 7% COLA raise. Supervisor Yowell made a comparison of the pay for indirect staff to direct staff. Supervisor Yowell stated based on those numbers, he doesn't see how something cannot be done on the school's part.*

Ms. Graham asked Supervisor Yowell if he had the Elementary Principal and Assistant Principal as indirect verses direct.

- *Supervisor Yowell stated that in his number he did classify them as indirect.*

Ms. Graham stated that they are meeting with parents, students, and scheduling meetings all day. Ms. Graham stated that they had 10 administrators because they have two at each school, one for Alternative Education, and one as the Athletic Director.

- *Supervisor Yowell led a discussion on past budgets based on student populations and how they account for the upcoming budget. Supervisor Yowell's calculations come out to be less than the school has budgeted.*

Ms. Cropp stated that 1.1 million is due to ESSER funding that's going away after fiscal year 2024.

- *Supervisor Yowell stated that the ESSER funding is not helping with the requested money. Supervisor Yowell inquired what the ESSER funding was being used for.*

Ms. Graham stated that they rolled 6 positions into the ESSER funding. They also wrote the companion grant to cover the School Boards' Building's roof and it is being used to cover the fitness facility for the kids.

- *Chairman Jackson stated that he does not see the value in the Public Information Officer. Chairman Jackson mentioned that he doesn't see him at the meetings, and no one has met him. Chairman Jackson sees this position, along with the SSO, if the SROs are in place, as not needed. Chairman Jackson stated he would be willing to discuss the health insurance further, but feels those positions need to go. Chairman Jackson believed Supervisors Yowell's calculations are the right direction to go.*

Ms. Graham stated that at the end of the day, she wants the children to be taken care of in the county and knows it is difficult when they start talking about money. Ms. Graham stated that Madison is a great place to bring your kids and the administrators are doing good work and are worth every penny.

- *Supervisor Yowell shared a story from his past and followed up by stating that when an employee signs a contract and agrees to the salary and the benefit package, then they have agreed to that amount, and it was acceptable then and should be regardless of other factors.*

Ms. Graham asked if the Board had any questions regarding the CIP budget.

- *Chairman Jackson stated that Madison is lucky to have Dr. Timmons, the Supervisor of Facilities Management for the school system, and the CIP budget continues to get better. Chairman Jackson mentioned the Bureau Veritas and stated he values having a schedule for all the different mechanical and facility's needs. Chairman Jackson did feel that some of the numbers are a little high and went over the concerns he has for some of the numbers. Chairman Jackson stated it has been a long time since the school and the county employees did not receive a raise. Chairman Jackson feels the county does well as far as COLA and bonuses historically. Chairman Jackson feels the state put them in a tight spot this year due to the 7% COLA.*

- *Supervisor Yowell agreed with the statement that Supervisor Jewett stated earlier inquiring clarification on the aggregated data for the administrator budget line item. Supervisor Yowell stated the Supervisors do not have all the information to understand the job duties and responsibilities of the administration team.*

Ms. Graham asked Supervisor Jewett if it would be helpful to receive a form that included job titles and duties.

- *Supervisor Jewett stated that it would be helpful.*

- *Chairman Jackson stated that Ms. Cropp and Ms. Graham are easy to work with and he felt confident that they would answer any questions the Board members had.*

Ms. Graham commented that the budget they have presented to the Board is not their original request and they have had to cut many things before bringing the budget to the Board of Supervisors.

- *Supervisor Yowell stated that based on the tax rate sheet he provided, approving all of their requests is undoable.*

- *Chairman Jackson stated that the capital budget is really hurting them this year.*

The County Administrator asked the Board if they would like him to collect and make a list of all their questions, work with the school, and get the information back to them. The County Administrator stated they are going to go over the Revenues Report next and asked if the Board would like Ms. Graham and Ms. Cropp to stay for those conversations in case the Board has questions for them.

- *Chairman Jackson asked if the school wanted to stay.*

The Finance Director mentioned that Ms. Cropp left very detailed notes with her if they did want to leave, which they did.

2. Review revenue estimates

The County Administrator stated there have been many meetings between the Finance Director, the Treasurer, the Commissioner of Revenue, and himself. The report for today is an overview of revenues for the fiscal year 2024's budget.

The Finance Director stated that the Treasurer's Office and the Commissioner of Revenue assisted in creating the report she is going to go over for today's meeting. The Finance Director went over a few highlighted items in the report that showed a significant increase.

Tax Item	**Revenue Notes:**
Real Property	Increase of $172,000
Personal Property	Increase of $200,000
Merchant Capital	Increase of $45,000
Local Sales Tax	Increase of $100,000
Restaurant Food Tax	Increase of $100,000
Interest Income	Increase of $132,000
Cigarette Tax	Increase of $72,000

- *Supervisor Yowell asked if these numbers would go up more if there was a need to increase taxes.*

The Finance Director added that this report is a projection of what they think the Comp Board funding will be and they added an escalation of 5% because it is still an unknown.

- There were no large new grants added. They did remove the Virginia Domestic Violence Grant based on the Assistant Commonwealth Attorney position. The Clerk IVA Records Grant funding will be received this year, not the fiscal year 2024 so they took that off as well.
- They have received the funds this year and have zeroed out the American Rescue Plan Recovery funds (ARPA funds).

- The Opioid Settlement Funds have been earmarked to be used for the drug court match in fiscal year 2024.

The County Administrator commented on the Local Assistance and Tribal Consistency Funds (LATCF) in the report.

- Madison County was awarded $100,000. Madison County participates in PILT, Payment in Lieu of Taxes. The county has over 30,000 acres of Madison land in Shenandoah National Park. The county received $50,000 already, confirmed by the Treasurer, and anticipate the other $50,000 to hit in fiscal year 2024.
- The grant for the SRO position was pulled out of revenue because this is the last year for the grant that is funding the position. The Sherriff's Office is reapplying for the grant as well as another grant for the new SRO position at the Middle School.

The Finance Director confirmed that the county budgeted about $107,000 for the two SRO positions, but it was taken out of the Revenue Report. The Finance Director gave a summary report on the school's revenues.

- $400,000 for state fund decrease.
- ESSER Funds decreased $600,000.
- They do not have any new revenue sources.

➢ *Chairman Jackson stated that the Revenue Report works in their favor and looks better than it did in the beginning.*

➢ *Supervisor Yowell inquired about the cause of the increase of $100,000 for* Restaurant Food Tax.

The Treasurer stated that food trucks caused a lot of the increase. The Treasurer also stated that she feels confident in this revenue projection.

➢ *Supervisor Jewett inquired if the Mobile Home Fees disappeared or if they rolled into something else.*

The Treasurer stated they were merged into the Personal Property line item.

3. Review county's operation and county's capital request.

The County Administrator went over various department budgets that were presented in the County's Operation Report.

Departments:	**Budget Notes:**
Madison County Sherriff's Office	Budget went down this year due to taking off the TASERs. The Sherriff's Office is looking for newer equipment that could be available next year. Next year the Board will have the option to pay for all five years,

	which is what the original number reflected, or pay the annual lease amount. They have a significant increase due to the 7% COLA increase and taking on the SRO positions fund due to the Grant running out.
EMS	Requested funding for a new operational type of funding and the rest is the 7% COLA. The County Administrator stated they did significant trimming to EMS's budget. They flatlined the overtime request to what the fiscal year 2023 numbers were. EMS is going to bolster their part-time efforts. EMS now covers stand by events, and they may have overtime tied to it. EMS is going to be looking at downsizing the staff coverage to help with overtime but will still maintain enough staff to operate successfully.
Transfer Station	Significant increase due to the disposal rate to haul the trash to another facility going up 50%.
Emergency Operation Center (911)	Increase for 7% COLA.
Facilities and Maintenance	Cleaning supplies cost went up and the EMS cleaning supplies now comes out of the Facilities and Maintenance's budget. Increase for the 7% COLA.
County Attorney	Mr. Gregg announced that he will be retiring, and Hannon Wright will take his place. There will be a little overlap for that transitional time.
Building Official	Increase for the 7% COLA.
Commissioner of Revenue	A staff is retiring by March 2024 and there will be some overlap as they are hiring a new employee. Increase for the 7% COLA.
Circuit Court	Increase for the 7% COLA.
Treasurer Department	Increase for the 7% COLA and for postage.

- *Supervisor Yowell inquired about the Circuit Court increase.*

The County Administrator clarified that this is due to the judge's secretary that Madison and Orange County share.

Registrar	Increase was due to an additional election, ensuring proper staffing, and the 7% COLA
Economic Development & Tourism	Increase for the 7% COLA.
Planning and Zoning	The County Administrator stated he would have to go back and double check that number.
Victim Witness	Increase for the 7% COLA
Board of Supervisors	Level funded

Emergency Management	Increase for the Stop the Bleed Kits. The County Administrator stated they needed to check that number because he thought that line might be a flatline number. This budget will not have a salary line in the budget because that falls under the EMS salary budget.
Juvenile Probation	Slight increase for transportation needs.
Personal Property	Slight increase
Board Code of Appeals	Slight increase
Auditor	Level funded
Land Use Program	Level funded
Madison Combined Courts	Level funded
Examiner	Level funded
Commissioner of the Accounts	Level funded
Magistrate Office Supplies	Level funded
Confinement of Prisoners	Level funded
Board of Zoning Appeals	Reduction in budget
Finance Department	Reduction in budget
Planning Commission	Reduction in budget (Went from nine members to seven)
GIS	Reduction in budget
Commonwealth Attorney	Reduction due to not moving forward with the third attorney. The 7% COLA increase and the one adjustment to the deputy commonwealth attorney salary is reflected in the budget.
Information and Technology	Reduction in budget

The County Administrator then went through requests for outside agencies.

Outside Agencies:	**Budget Notes:**
DSS	Increase in budget
CSA	Decrease in budget
Central Virginia Regional Jail	Decrease in budget
Park & Recreation	Increase in the budget due to salaries, fuel, and electric.
Rappahannock Juvenile Detention	Major increase in budget
Madison Health Department	Slight increase in budget
CSB	Slight increase in budget
Madison County Library	Increase in budget
Madison County Volunteer Fire Department	Slight increase in the budget but this increase may be covered by grant funding.
Virginia Cooperative Extension	Increase in budget
Skyline CAP	Increase in budget
Drug Court	Increase in budget
Culpeper Soil Water Conservation	Decrease in budget

Regional Commission	Level funded
Central Virginia Partnership for Economic Development	Level funded
Foothills Housing Corporation	Level funded
Regional Transit	Level funded
Germanna Community College	The Board funded $4,000 of their request.
Aging Together	The Board funded $1,000 of their request.
Foothill Child Advocacy	The Board funded $2,000 of their request.
River Basin	Level funded
SAFE	Level funded
Boys & Girls Club	The Board funded $1,000 of their request.
Madison County Fair	The Board funded $500 of their request.
Career Works	Level funded
Legal Aid	The Board is not funding.
Piedmont Dental Clinic	The Board is not funding.
Thomas Jefferson EMS Council	The Board is not funding. (Based on staff recommendation)
Madison Learning Center	The Board is not funding.

- *Supervisor Yowell would like to cut the funding for the Boys & Girls Club due to the school offering the space they use.*

The Finance Director discussed the summary tab of the report after all the edits.

The County Administrator went through the CIP Report, which is a five-year plan, but they discussed just fiscal year 2024.

- Painting of the Court house roof.
- Various structure replacements.
- HAVAC systems at various locations.
- Paving and resurfacing
- The largest cost is the EMS Station renovation.

The Finance Director clarified the difference between rollover monies and new monies in the CIP Report.

- *Supervisor Yowell asked for clarification on why they do not use one of the columns in the report.*

The Finance Director stated the other columns are for the five-year plan, which comes from the facility study. There is another column for items that are not budgeted but were requested.

The County Administrator went back to going over CIP items.

- Parks & Recreation's Outdoor Recreation Center.
- Vehicles and Equipment
    - The Sheriff's Office is requesting four vehicles.
    - Emergency Management is requesting a generator for the High School for any large-scale event in an emergency.
- Technology has the fiber project which will have fiber going to county buildings and Hoover Ridge Park.
- Broadband (Committed Project)
- Radio Project (Committed Project)
- Tyler Munis Project, ERP implementations of phase 2 and phase 3.

The County Administrator stated they have money put away for the reassessment cycle and they will need to spend some of the money this year and some the following. The County Administrator stated that does not include the school's request of $735,572.

- *Chairman Jackson reminded the County Administrator to subtract $20,000 from the school's total CIP request.*

- The school requested two buses and various building needs.

The County Administrator stated that the fiscal year 2024 proposed Capital Budget total is 8.9 million.

The Finance Director stated that 2.7 million was new monies because they are going to be rolling over 6.3 million.

The County Administrator gave an update on the Board's Fund Balance standings. The County Administrator stated that he heard back regarding the scales at the Transfer Station, and they do not need to be replaced yet.

- *Supervisor Yowell stated he feels it is necessary to set money aside but is inquiring if the money they set aside is a part of the six-year reassessment cycle.*

The County Administrator stated he believed the last reassessment was 2018 and this money would place them in that cycle, but they would have to set money aside for the next 6-year reassessment cycle that Supervisor Yowell is referring to.

- *Chairman Jackson asked if they set separate money aside.*

The County Administrator stated they did, and they will spend some of that saved money in fiscal year 2024 and the rest in fiscal year 2025.

- *Chairman Jackson stated he feels they have made a lot of progress on the budget process and thanked the County Administrator and the Finance Director for their hard work.*

The County Administrator reminded the Board that the Radio project has an annual fee for fifteen years.

The Finance Director explained where those funds are found in the Capital Report.

The County Administrator notified the Board of the updated calendar and explained the timeframe that is needed to advertise for the public hearing for the budget. The County Administrator stated they need to start getting to a final number because the timeline is running out.

- *The Board of Supervisors agreed to have the County Administrator and the Finance Director plug in the numbers from Supervisor Yowell's sheet regarding the school's budget. The Board would like to have closer final numbers following week.*

PUBLIC COMMENT

Eleanor Montgomery: Ms. Montogomery thanked the Board for their hard work. Ms. Montgomery asked why the county's employees and the school's employees are not on the same health insurance plan.

The County Administrator stated the county, and the schools are pulled together on one plan to get a better rate, but the school was referring to the difference in the contribution shares the school pays verse what the county pays. For years, there has been a difference between who covers more.

Chris Artale: Mr. Artale spoke on behalf of the Parks & Recreation's Outdoor Recreation Center. The Parks & Recreation Board has asked for funding to support Hoover Ridge. The requested number represents the engineering and permitting for the center. The important thing is getting the ball rolling. Mr. Artale thanked the Board for considering helping with the finances for the project.

Lindsay Vonherbulis: Ms. Vonherbulis, as parent who has a child in the community, requested the Board think about the areas they are cutting in the budget that effect children's activities like after-school tutoring, the Boys & Girls Club, and the Madison Learning Center. Ms. Vonherbulis stated the benefits these programs bring to the community are huge and will certainly be missed.

Stephanie Murray: Ms. Murray mentioned the passing of Edward Berry and asked everyone to keep him and his family in their thoughts.

Jerry Carpenter: Mr. Carpenter stated that regardless of what the Board decides with the funding for the Outdoor Recreation Center, Mr. Carpenter is requesting the Board write a letter giving Parks & Recreation the go-ahead to start fundraising. A lot of grants require approval from the County.

The County Administrator asked if the MOU that is in place worked or would they need an additional form.

- *Chairman Jacson stated that he feels this is something they can do but feels they should reach out to the County Attorney for further assistance.*

The County Administrator informed Chairman Jackson he found the information in the audit on page 29 regarding the money they set aside, which was discussed previously. The County Administrator stated that they need to take the money from assigned and put it in the capital and $300,000 of the that will be spent this year.

Ms. Carpenter asked the County Administrator what he needs to do regarding equipment they need at Parks & Recreation.

The County Administrator stated he took their equipment needs off the budget, but asked if they do not fund it, what does that mean for them.

Ms. Carpenter stated they need equipment including a mower and a drag machine to maintain the fields for the County.

The County Administrator had the request from Parks & Recreation put onto the projector screen.

- *Supervisor Yowell asked Mr. Carpenter what the school pays Parks & Recreation for lining and taking care of their fields.*

Mr. Carpenter stated it was $5,000 a year.

- *Chairman Jackson stated they are putting a lot of money in the outside recreation center and this request will have to be postponed. He suggested if there is extra money, if the budget is favorable, at the end of the current fiscal year, to use that to purchase the equipment.*

The County Administrator stated he starts looking at the current budget in May and, if it is okay with the Board, he would like to take those requests and come back to them if they are favorable to budget.

CLOSED SESSION

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*).

_____

R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____

Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: March 28th, 2023.

Agenda
Budget Workshop #5
Thursday, March 2nd, 2023, at 3:00 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

FY24 Budget Workshop

1. Review school's operations and school's capital request
2. Review revenue estimates
3. Review county's operations and county's capital request

Public Comment

Closed Session

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 3:00 PM — Thursday, March 9th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #13— March 9th, 2023

At a Budget Workshop (#6) of the Board of Supervisors on Thursday, March 9th at 3:00 PM in the Admin. Building Auditorium:

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

ABSENT: Sean Gregg, County Attorney

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

PUBLIC COMMENT

Kevin McHaney: Mr. McHaney is a Madison resident and he discussed elderly relief versus elderly deferment of taxes. Madison County has a deferment package rather than a relief package unlike surrounding counties. Mr. McHaney passed out a form that stated what surrounding counties offer for their relief program. Mr. McHaney would like the Board to consider changing from a deferment to a relief package.

FY 24 BUDGET WORKSESSION

1. Tax Deferral Ordinance

Brian Daniel was present and spoke regarding the Tax Deferral Ordinance. An elderly person who is a part of this program must pay for past taxes if they either pass away, their income changes over the threshold, or they sell their property. Mr. Daniel is going to the Commissioners Association District meeting next week. Rappahannock County just overhauled their program, and he was hoping to gather information and bring that back.

- *Chairman Jackson asked how many people are enrolled in Madison's Deferral Program.*

Mr. Daniel had 15 people enrolled last year and in 2022 they had 19 people enrolled, which was the most they had.

- *Chairman Jackson asked if it is common to see people roll in and roll out of the program.*

Mr. Daniel stated it is not common, but it does take place.

- *Chairman Jackson asked if it was only retroactive for the five years.*

Mr. Daniel stated that was correct. Someone could be in the program for 25 years but would only have to pay back 5 years of taxes once they are no longer in the program.

- *Supervisor Yowell asked for confirmation that when a person in the program passes away, their loved ones must pay it back.*

Mr. Daniel stated that was correct, the five-year fee would go to the heirs.

The County Administrator stated he emailed the Board the link to the existing ordinance which was also brought onto the projector screen.

- *Supervisor Jewett asked if they made a change to this would they need a public hearing.*

The County Administrator stated that they would need a public hearing.

- *Supervisor Yowell mentioned that he would like Mr. Daniel to bring this item back once he is able to observe the meeting next week and bring back more information.*

- *Chairman Jackson mentioned that there was a change in the budget calendar and asked if there was time for Mr. Daniel to bring this back later.*

The County Administrator stated that there was time to bring it back.

- *Supervisor Dawson asked if the other counties do an exception or a relief.*

Mr. Daniel stated that Madison was one of the only counties who did the deferral, and it would be 100% exempt.

The County Administrator proposed if there wasn't enough time to complete it for the current budget to work on it for the following year. The County Administrator mentioned he would rather do it right than rush it.

- *Chairman Jackson agreed.*

2. Building Fee Schedule

Jamie Wilks was present and spoke regarding the building fee schedule. Mr. Wilks is requesting a few changes to the fee schedule. Mr. Wilks would like to add the Fire Department as an exemption as do other agencies. They would like to charge for mechanical and plumbing by square foot, which is how they charge other items.

The County Administrator supports Mr. Wilks' changes. The County Administrator asked the Board what they would like to do.

Supervisor Dawson made a motion to instruct the County Administrator to advertise these changes, seconded by Supervisor Yowell.

- *Chairman Jackson asked if the motion included adding the Fire Department.*

- *Supervisor Dawson confirmed.*

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

- *Supervisor Yowell asked if the square footage was living space or occupied space.*

Mr. Wilks stated it included conditioned space.

3. Final Budget Revisions & Scenarios

The County Administrator thanked the Finance Director for putting together the Final Budget Presentation. The County Administrator highlighted the original request increases for county departments, outside agencies, the COLA, health insurance, and the Madison County's School System. The County Administrator also highlighted the original request for the Capital Budget for the county and the school system. The County Administrator went over five fiscal year 2024 budget scenarios and their differences. The County Administrator mentioned that none of the scenarios in the presentation offer a tax increase.

- Scenario one
  - 7% COLA for all positions.
  - A 50/50 split for the 10% increase for health insurance.
  - Providing the school $585,000.
  - Using $1,684,355 of the Fund Balance for county's operation.

- The County Administrator mentioned that promotions, demotions, and new hires as of 12/1/22 were excluded from the 7% COLA increase which is the same for every scenario. The County Administrator stated he would recommend changing the proposed date to 11/1/2022.

➢ *Chairman Jackson asked the other Supervisors if they agreed to have the County Administrator read through the scenarios quickly and then they can decide.*

➢ *The Supervisors all agreed.*

The County Administrator continued reviewing the scenarios.

- Scenario two
  - A 7% COLA to all positions
  - Employees pay 100% of the 10% increase for health insurance.
  - Providing the school $585,000.
  - Using $1,614,406 of the Fund Balance for county's operation.
- Scenario three
  - A 7% COLA increase for constitutional offices and 5% for all other employees, which the County Administrator did not recommend.
  - A 50/50 split for the 10% increase for health insurance.
  - Providing the school $585,000.
  - Using $1,583,197 of the Fund Balance for county's operation.
- Scenario four
  - A 7% COLA increase for constitutional offices and 5% for all other employees.
  - Employees pay 100% of the 10% increase for health insurance.
  - Providing the school $585,000.
  - Using $1,513,249 of the Fund Balance for county's operation.
- Scenario five
  - A 7% COLA to all positions
  - Employees pay 100% of the 10% increase for health insurance.
  - Providing the school $85,000
  - Using $1,109.406 of the Fund Balance for county's operations.

The County Administrator requested the Boards direction regarding the scenarios.

The Finance Director stated she put a slide in the presentation that gave an opening balance appropriation from previous years.

➢ *Chairman Jackson stated he feels they are between scenario two and five, which means they would not cover the health insurance and all employees would receive the*

7% COLA and the difference being what the Board provides the schools. Chairman Jackson mentioned the difference in the amount they provide for the school is whether the state provides the $500,000. Chairman Jackson asked the Supervisors what their thoughts were. Chairman Jackson feels the responsible way to proceed is to put the money somewhere and not pull the money from the undesignated Fund Balance post adoption of the budget. Chairman Jackson stated the only negative is if the state does fund the school, then they have a large amount of money that goes to the contingencies fund that doesn't need to be.

- *Supervisor Yowell would rather not put the $500,000 in now and have the school come back to the Board later if the state does not fund them the needed amount. Supervisor Yowell believed Governor Youngkin will fund the money due to his campaigning stating he was going to give money to education.*

- *The Supervisors agreed with Supervisor Yowell.*

- *Chairman Jackson stated the Board agreed with scenario five. Chairman Jackson asked if the other Supervisors agreed with changing the date from 12/1/22 to 11/1/22 for the staff who were exempt from receiving the 7% COLA.*

- The Supervisors agreed with the date change.

- Supervisor Yowell stated if they are increasing staff to a 7% COLA increase, then he feels they should be able to pay the 10% insurance increase. Supervisor Yowell stated he does not want to have to increase taxes to cover the health insurance increase.

- Supervisor Jewett stated that expenses are outweighing the revenues and they can't keep taking money out of savings to pay for things because eventually the savings will run out. Supervisor Jewett also stated if the state is going to require raises, like the 7% COLA increase, then they need to pay for it, because the county cannot keep doing it. Supervisor Jewett stated he has some serious questions for the school system and what they are spending so much money on.

4. Updated Budget Calendar Discussion

The County Administrator gave an overview of the remaining dates on the calendar schedule. The County Administrator asked the Board if they want to do the public hearing on April 4th or April 11th.

- *The Supervisors agreed to have the public hearing on April 11th because they already have a meeting scheduled for that day*.

Supervisor Dawson made a motion to approve the schedule as amended, with changing the public hearing from April 4th to Aprill 11th, seconded by Supervisor Yowell. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0*).

The Finance Director stated that she has done an analysis of where they are in expenses and revenues after eight months compared to last year and they are doing better.

- *Supervisor Yowell stated that in the past years the capital budget has been ignored and he appreciated that they are maintaining things through the capital budget.*

- *Chairman Jackson agreed.*

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

CLOSED SESSION

ADJOURN

With there being so further business to conduct, Supervisor Yowell made a motion to adjourn, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

_____
R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____
Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: March 28th, 2023.

Agenda
Budget Workshop #6
Thursday, March 9th, 2023, at 3:00 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
FY24 Budget Workshop

1. Tax Deferral Ordinance
2. Building Fee Schedule
3. Final Budget Revisions & Scenarios
4. Updated Budget Calendar Discussion

Public Comment
Closed Session
Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 4:00PM — Tuesday, March 14th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #14 — March 14th, 2023

At a regular meeting of the Board of Supervisors on Tuesday, March 14th 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:

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

The County Administrator notified the Board that the agenda was edited to include the Madison County's Fair's request, but that it was updated, sent to the Board and the press, and uploaded on the website.

Supervisor Yowell made a motion to approve the agenda as amended, seconded by Supervisor Hoffman Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

CONSENT AGENDA

8. Approve: Minutes from 02-16-23
9. Approve: Minutes from 02-23-23
10. Approve: Minutes from 02-28-23
11. Approve: Minutes from 03-01-23

- *Supervisor Yowell requested to pull the minutes from the February 16th, 2023, meeting out of the consent agenda and vote on them separately because he was not in attendance at that meeting.*

- *Chairman Jackson agreed and stated they would first vote on the minutes from the February 16th meeting and then vote on the consent agenda.*

Supervisor Hoffman made a motion to approve the minutes from 2.16.2023, seconded by Supervisor Jewett. Aye: Jackson, Hoffman, Dawson, Jewett. Nay: (0). Abstain: Yowell

- *Chairman Jackson stated that they now needed to approve the consent agenda which includes minutes from 2.23.23, 2.28.23, and 3.1.23.*

Supervisor Hoffman made a motion to approve the minutes from 2.23.23, 2.28.2023, and 3.1.2023, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

SPECIAL APPEARANCES

CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS

Registrar, Lauren Eanes: Mrs. Eanes stated they are not doing primary elections, which is saving money. Mrs. Eanes stated they are cleaning up records and getting prepared for November.

Parks & Recreation, Jerry Carpenter: Mr. Carpenter stated that winter sports are completed, which they had 461 registrations total. For spring sports, there are 475 registrations and counting. They have Spring Break Camp coming up and Hoover Ridge Summer Camp registrations end April 30th. Mr. Carpenter stated they will also host several sports camps this summer. Mr. Carpenter stated they are starting a youth volleyball league with surrounding counties. Mr. Carpenter stated rentals at Hoover Ridge are doing well with fourteen rentals so far. Mr. Carpenter updated the Board on a few upcoming events at Hoover Ridge Park. Mr. Carpenter shared that he received a compliment from one of the Orange County coaches regarding the field maintenance.

- *Chairman Jackson asked Mr. Carpenter how the robot was doing for field maintenance.*

Mr. Carpenter responded that it was doing great.

- *Chairman Jackson asked Mr. Carpenter how adult yoga was going.*

Mr. Carpenter stated it was going great as well.

- *Chairman Jackson commented it sounds like they are doing a lot and it is great hearing about all the teams and activities.*

Planning Commission, Pete Elliot: Mr. Elliot stated they are working on a comprehensive plan monthly. Mr. Elliot stated they have three to four tough cases coming up.

Commonwealth Attorney, Clarissa Berry: Ms. Berry stated there is a lot going on in her department. Ms. Berry informed the Board that the Grant they used to pay the third attorney was extended incase the Board changed their mind on the third attorney position. Ms. Berry is working with the Virginia Association of Commonwealth Attorneys, and they have a Justice and Professionalism Committee and Ms. Berry is hosting one of the quarterly meetings. Ms. Berry gave an update on Drug Court. Ms. Berry notified the County Administrator there was a meeting where there was a new proposal for the state portion of the opioid abatement funds. The applications are due at the beginning of May for this.

- *Chairman Jackson asked if Madison was going to have more than two participants in Drug Court.*

Ms. Berry stated that would be the hope. Ms. Berry stated that drug court numbers are down across the state. She feels this is due to the change in the probation violation laws. Ms. Berry stated that some people are more appropriate for other programs other than Durg Court.

Emergency Medical Services, Noah Hillstrom: Mr. Hillstrom stated they had 149 calls for February with an average response time being 11 minutes. Lieutenant Carpenter is moving to Greene full-time and remaining part-time in Madison. They were able to fill Dylan's full-time spot with one of their current part-time staff. They do have additional part-time interviews. Mr. Hillstrom submitted the RSAF Grant. They retired the Medic 10 ambulance, and he will notify the Board when they are ready to find a new use for it.

- *Chairman Jackson inquired how the application process was going.*

Mr. Hillstrom stated they are having more luck with word of mouth than they are with Indeed.

The County Administrator stated that there is difficulty finding people because hospitals are filling their shortage of nurses by bringing in paramedics, which has lessened their pool of applicants.

- *Supervisor Yowell inquired how many staff they are down.*

Mr. Hillstrom responded they are down one and they have a staff currently on military leave.

Emergency Management, Gavin Helme: Mr. Helme stated they received the funds from the Public Assistance Grant (PA Grant) from the January third storm. Mr. Helme stated they are still waiting for the 2022 LEMPG Grant. Mr. Helme has been in communication with nearby counties regarding Aries to get Aries set up in Madison. Mr. Helme stated cert teams are being

recommended by FEMA and VDEM, which allows areas to be able to service themselves if they are cut off from services. Mr. Helme is hoping to apply for a grant to support this need. The Shelter Upgrade Grant should be announced on or before the end of this month.

Information Technology, Bruce Livingston: Mr. Livingston stated they are working on the new ticketing system. Mr. Livingston is in communication with the County Administrator and Mr. Frazier regarding a new Fob system.

The County Administrator stated they need to get cameras first before they can move forward but they are looking into it.

Mr. Livingston stated they are working on getting a quote together for the backup upgrade. Mr. Livingston stated they are working on a new system called PRTG, where they are adding all their critical devices and their IP addressed so they are notified if there is an outage. Mr. Berry and Ms. Strother rolled out the new onboarding form which will help notify IT of what needs to be set up for new staff. Mr. Livingston is going over the final quotes for the CCTV at the Commonwealths Attorney's Office. Mr. Livingston is buying a few extra switches to have ready in the event they do have switches blow out. This will help get the internet back up and running faster.

Finance, Jennifer Warren: Mrs. Warren stated that they have been very busy working on the fiscal year 2024 budget. Mrs. Warren stated they are working on requisition and PO policies in Tyler Munis. Ms. Strothers and Mrs. Warren are working with Tyler Munis on the payroll implementation.

Economic Development & Tourism, Tracey Gardner: Ms. Gardner stated that the Real-Life program that Ms. Berry mentioned early saved her daughter's life and she recommends it. Ms. Gardner stated she was at the CEDs meeting on February 10th at the Regional Commission (Comprehensive Economic Development Strategy). Ms. Gardner did the ribbon cutting for Cake Crumbs. Rosie Beachy, from the Small Business Development Center in Charlottesville, will be holding hours in the conference room at the visitor center on March 27th, July 24th, and September 25th for counseling with businesses. Ms. Gardner stated the next Tourism Committee meeting is April 18th. Ms. Garden gave notice of a grant deadline on March the 17th. Ms. Gardner stated the business appreciation dinner is back and it will be at Early Mountain and the Bavarian Chef will be catering. VDOT is going to be providing the special event boards so the Chamber of Commerce will fund both parades and the Street Festival. Ms. Gardner is still working on performance agreements with The Governor's Agriculture and Forestry Industries Development Grant (AFID Grant). There are also some other grants she is working on.

- *Supervisor Yowell stated he had a call from Jane Bowling Wilson, from Northern Piedmont Community Foundation, and they are gearing up for Give Local Piedmont and she has noticed that Madison has low number regarding nonprofit participation. Ms. Wilson would like to hold an event to invite nonprofits to learn how to apply and other details regarding Give Local.*

Ms. Gardner stated she could reach out to her.

The County Administrator mentioned that they have had no luck filling the spot for the Piedmont Workforce Development Committee and he has asked Ms. Gardner to help with this. The County Administrator thanks Ms. Gardner for mentioning the grant cycle and stated that Mr. Gordon is actively working applying to fund the BDA, which is an acronym for the units that are in the school that amplify radio signals for the first responders.

OLD BUSINESS

NEW BUSINESS

12. Emergency Management Proclamation

The County Administrator stated the Emergency Management Proclamation would recognize Emergency Management Professions Week, which would be from March 19th through March 25th.

Mr. Helme stated he would like to, if the Board voted in favor of it, use social media to post about it and there is a PowerPoint slide that can introduce the Emergency Management staff.

Supervisor Hoffman made a motion to approve the Proclamation that recognizes March 19th through March 25th as the Emergency Management Professionals Week, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

13. PRA Mower Purchase

The County Administrator stated a mower was on the Parks & Recreation fiscal year 2024 capital request. Parks & Recreation is in dire need to replace one and it is the start of mowing season. They have a proposed Supplemental Appropriate for approval that is the lowest price but for the equipment that is needed. The funds would come from the contingency funds.

Mr. Carpenter stated the mower they currently have is about to end.

- *Supervisor Yowell asked if Mr. Carpenter was going to sell the old mower.*

Mr. Carpenter stated that was the plan.

The County Administrator stated Parks & Recreation had other equipment needs and they are going to take on the task of funding those if the County can help with the mower.

Supervisor Yowell made a motion to approve, seconded by Supervisor Hoffman Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

6. (a) Madison County Fair Request

- *Chairman Jackson stated that the Madison County Fair is requesting the Board to waive permit and tipping fees like in years past.*

Supervisor Yowell made a motion to approve exempting the Madison County Fair from the County's landfill fees, building inspection fees, and zoning fees for the 2023 County Fair, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

INFORMATION/CORRESPONDENCE

14. DHCD/Brightspeed MOU Update

The County Administrator stated they have a fully executed MOU, which will provide Broadband to the Wolftown area. Firefly covers all but the Wolftown and Etlan area. Brightspeed is the name of the internet service provider now. They must be completed by December 2024 and the rest of the RISE Project must be completed by August 2025.

DISCUSSION

15. Sign Ordinance (Signs on County Property)

The County Administrator stated there are a lot of signs left on the County's property. The County Administrator requested the Electoral Board to discuss this issue and bring forth a recommendation. The purpose of tonight is to discuss this issue. If the Board is led to move forward, the County Administrator, the County Attorney, the Electoral Board, and the Registrar would work together to amend the current ordinance.

Leri Thomas, an Electoral Board Member, stated she would recommend banning anything other than government signage. The Electoral Board does not want it to seem that the Registrar's office is favorable to one Candidate over another.

Lauren Eanes, the Registrar, stated that once early voting is open, the Registrar office is a polling place, and it is up to the Board of Supervisors if they want political signs in the front yard.

- *Chairman Jackson feels they have a beautiful campus here and doesn't want to trash it up with signage.*

The County Attorney reached out to local Counties to see how they are managing this issue. He recommended having people post signs only on the election day. His concern for an absolute prohibition is because it is a polling place and one issue they are going to face, regarding federal election law, is candidates traditionally have been allowed to communicate at the polling place. The County Attorney stated he would do more work on it.

- *Supervisor Jewett asked the County Attorney if there is a potential challenge on the grounds of the first amendment for restricting political advertising.*

The County Attorney stated this is why he wants to ask surrounding counties what they are doing. He feels that if the county allows some signage, they would be better off.

Ms. Thomas stated that no one votes at the Registrar Office on the election day. Ms. Thomas stated that those regulations only apply to precincts and precincts are only functioning on Election Day.

The County Administrator recommend using the language, "all third-party signs" so they are not specifying a specific group, so it is neutral.

- *Supervisor Jewett stated he was concerned about restricting any type of political advertising during the early voting period. Supervisor Jewett inquired if there is a way to restrict the signs to a specific location on the property.*

The County Attorney stated that the Commonwealth of Virginia passed rules that the State Law preempts what local jurisdictions are doing with some of these.

- *Chairman Jackson stated he felt the general direction is to have the County Attorney do a little more research and get back to the Board.*

Ms. Eanes mentioned that other localities have updated their ordinance since early voting has changed. Ms. Eanes stated she could provide those to the County Attorney if that would be helpful.

- *Chairman Jackson stated he wants to be sure not to restrict the Historical Society's regarding their "Open Sign".*

The County Attorney stated that since they are lessees of the property, then it isn't government property.

- *Chairman Jackson stated he doesn't like the signs and think they make Madison look poorly. Chairman Jackson recommends having the County Attorney look further into it and bringing it back as old business at the March 28th meeting.*

PUBLIC COMMENT

Alan Berry: Mr. Berry added to IT's report from earlier stating they will be dropping Vimeo as a streaming service. Ms. Berry stated they will still stream through YouTube and GoTo Meeting, but it will save the County money and is not necessary.

- *Chairman Jackson inquired about the cost difference between Zoom and GoTo Meeting.*

Ms. Berry stated he could investigate the price difference.

The County Administrator added that the goal is to go to one streaming service. The recording is also saved on YouTube and there is a recorder set up to capture the meeting.

Ms. Thomas stated she was not able to get GoTo Meeting to work on her computer when she tried to join the meeting.

- *Chairman Jackson stated he still wanted to have access to remotely participate, but there are hardly any participants, and he agrees to cutting down to one streaming service. He would recommend seeing which is better Zoom or Go To Meeting.*

The County Administrator mentioned that most department staff watch it directly on YouTube.

- *Chairman Jackson agreed, but stated he recommended to still have a steaming service that is interactive.*

CLOSED SESSION

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

- 3.2-3711(A)(1) for personal

Seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (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).***

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) 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).

As a result of the Closed Session, the Board took the following action(s):
Supervisor Yowell made a motion to approve the contract amendment dated 14, March 2023 for Jonathon Weakley, setting his salary at $136,000 per year effective July 1, 2023, and authorized the Board Chairman to execute, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

ADJOURN

With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____

Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: March 28th, 2023.

Agenda
Board of Supervisors
Tuesday, March 14, 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

Consent Agenda

1. Approve: Minutes from 02-16-23
2. Approve: Minutes from 02-23-23
3. Approve: Minutes from 02-28-23
4. Approve: Minutes from 03-01-23

Special Appearances

Constitutional Officers, Departments, Agencies, and Committee Reports

Old Business

New Business

5. Emergency Management Proclamation – County Administrator
6. PRA Mower Purchase – County Administrator

6. (a) Madison County Fair Request – County Administrator

Information/Correspondence

7. DHCD/Brightspeed MOU Update – County Administrator

Discussion

8. Sign Ordinance (Signs on County Property) – Registrar

Public Comment

Closed Session

3.2-3711(A)(1)

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 3:00 PM — Thursday, March 16th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #15—March 16th, 2023

At a Budget Workshop (#7) of the Board of Supervisors on Thursday, March 16th at 3:00 PM in the Admin. Building Auditorium:

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

Chairman Jackson advised of the following changes to today's agenda:

1. Emergency Service Tower

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0*).

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

FY 24 BUDGET WORKSESSION

1. Emergency Service Tower

- *Chairman Jackson stated that the Balloon test took place today, and it is very visible. Chairman Jackson suggested looking further into the other possible tower sites. Chairman Jackson did not like the Douglas Coppage site and the Jimmy Ryder site due to the location.*

- *Supervisor Yowell stated he talked to Robin Wright who informed him that Jimmy Ryder and Brian Gordon were at the site and saw a spot down the hill from the original site that might work better. Supervisor Yowell recommends talking to Brian Gordan to get more information on this location.*

The County Administrator inquired about the location of the site Supervisor Yowell was discussing.

- *Supervisor Yowell stated it would be in-between 231 and Old Rag.*

- *Chairman Jackson felt that any site in the Champe Plain Valley would not work. Chairman Jackson also mentioned that it is a giant orange balloon, so it is very noticeable. Chairman Jackson stated he feels they need to stop looking at those two sites and go investigate the others. Chairman Jackson stated that one of these sites is contingent upon Fiber availability and the other one will work without Fiber. Chairman Jackson asked if they would be shorter.*

The County Administrator stated that one would be shorter and the other would be closer to 170 or just under 170. The County Administrator stated he believed the one site is about 120.

- *Chairman Jackson stated the reason he wants to bring it up today is because he knows that time is of the essence.*

- *Supervisor Hoffman stated that she feels people will not pay attention to the tower after it is built.*

- *Chairman Jackson agreed and stated that the Aylor tower sites would be better sites because they would be shorter, tucked in, and would have road access.*

- *Supervisor Jewett asked Chairman Jackson to email him the pictures from the balloon test.*

- *Supervisor Yowell stated that since they were late getting up and running, it will run past later.*

The County Administrator stated that it was a six-hour window and would close at 5:00 pm.

- *Chairman Jackson mentioned he agreed that once it is up, he doesn't feel people will notice or pay much attention to it, but also stated that the orange balloon was very noticeable.*

The County Administrator stated that when they run the microwave test on the other tower sites, they can get more accurate numbers. The County Administrator stated the tower will need to be able to get back to the Blakey tower or the Hoover Ridge tower. The County Administrator

recommended looking at those numbers to see if it has microwave paths before setting up a balloon test.

- *Chairman Jackson agreed but reminded the Board that time is of the essence, and they need to stay on this project to ensure it can start on time.*

2. Final Draft Budget Presentation

The County Administrator thanked each Board member for their time to come in separately to discuss surrounding localities and state agencies moving toward a 5% COLA projection. The County Administrator gave an update on where the General Assembly was regarding their budget process. The County Administrator mentioned that he sent the Board the Comp Board information and questions he sent to the legislative representative to get answers regarding what is not in the "skinny budget". The County Administrator feels confident that they should be moving back to the 5% COLA. The County Administrator stated that the School Board has also moved to the 5% COLA rather than the 7% COLA. The presentation for today's budget meeting represents moving away from a 7% and toward a 5% COLA. Due to this change, the presentation also has the county covering 50% of the 10% health insurance increase.

The Finance Director gave an overview of the presentations stating it would cover the fiscal year 2024 goals and priorities, overview and highlights, outside agency funding, the revenues and expenditure summary, and final remaining steps for the budget process.

The County Administrator reviewed the Goals and Priorities.

1. Improve access to broadband services.
2. Complete major capital projects
    a. Public Safety Radio System
    b. Financial Software Replacement
3. Complete a facilities inventory and needs assessment.
    a. Plan for a new EMS facility
    b. Dispose of surplus real estate
4. Establish and maintain an ongoing CIP.
5. Negotiate an optimal exit of Greene County from RSA and review and discuss future RSA plan and policies.
6. Increase human resource support and employee assistance.
    a. Develop incentive program and public safety pay scale.
    b. Provide and encourage adequate training and certifications.
7. Comprehensive Plan Update

The Finance Director stated that most spending is allocated for education and public safety. The Finance Director stated that the budget numbers reflect the 5% COLA and the county paying 50% of the 10% health insurance increase. The Budget is balanced and does not require a tax increase, and the use of the fund balance is totaling $1,205,676 for general fund and $2,685,294 for Capital Fund.

- *Supervisor Yowell stated that if they do not have to spend the contingency funds then the general fund would have a large decrease.*

The County Administrator stated that $287,820 is the 1% policy.

- *Supervisor Yowell inquired how they budgeted for training and certification opportunities for employees.*

The Finance Director stated it was looked at department by department. The Finance Director also stated that Supervisor Yowell was correct, if they did not have to use the contingency line items the $1,205,676 number would go down significantly. The Finance Director stated she expects to have money left over from fiscal year 2023 that will fall under the Fund Balanced line items.

- *Chairman Jackson stated most departments return money at the end of the budget year.*

- *Supervisor Yowell agreed and stated they are pretty good about not dipping into the contingency fund.*

- *Chairman Jackson inquired how often they have dipped into the contingency fund.*

The Finance Director answered that they did for the mower for Parks & Recreation that week and one other time for a position in the Sherriff's Office. Overall, she thought they had dipped in around $40,000 to $45,000.

- *Chairman Jackson mentioned using the end of the year money for larger request for the fiscal year 2024 request, like the two new buses.*

The Finance Director stated there were a couple of line items of revenue that were increased for fiscal year 2023 that is helpful. The Finance Director then gave an overview of the capital budget. Next, the Finance Director gave an overview of the outside agency fund. The Finance Director went over the breakdown of revenues. The Finance Director then went through the expenditure breakdown.

- *Supervisor Yowell inquired about the Virginia Public Assistance, VPA and asked for examples.*

The County Administrator stated this was social services expenditures.

The Finance Director shared a pie chart that broke up expenditures that make up the proposed budget. The next steps for the budget would be to advertise for the public hearing which would take place on April 11th, the adoption of the budget on April 25th, and then the appropriation resolution on June 13th.

The County Administrator added that he put in the adoption of the budget for April 25th because he feels this is a safe date if the General Assembly doesn't do anything drastic. On this date, the tax rates would be set, even though they are not changing tax rates. The County Administrator stated that the school will receive $85,000 of new monies and the contingencies stays with the County. The County Administrator stated he knew the school's budget had a higher number, but he was using what the Board of Supervisors said.

Ms. Hart-Brooks inquired about the difference in the contingency amount the school had listed versus what the county had listed if the state money did not come through. Ms. Hart-Brooks asked if the lower number on the county side was meant to be the contingency number.

The County Administrator stated the School Board can approve their budget, and in their budget, they had supplemental if needed from the county.

- *Supervisor Yowell stated the answer to Ms. Hart-Brooks questions was yes it was sort of like an olive branch.*

- *Chairman Jackson inquired how the School Board approved their budget with revenues that the Board of Supervisors did not approve.*

The County Administrator stated he would check with the County Attorney regarding if they can approve their budget if it does not match with what the Board of Supervisors is providing.

- *Chairman Jackson stated the school added the contingency amount if the state does not fund them as an insurance policy, but their contingency amount does not match what the county agreed on. Chairman Jackson stated the school will have to come back before the Board if they need more money and justify that the amount is needed.*

- *Supervisor Yowell stated they should have taken the county line and changed it to the state line.*

- *Chairman Jackson stated that is what they should have done, but it is not what they did.*

The Supervisors agreed to give the school $85,000 new monies to the school with $144,192 as contingency if needed.

- *Chairman Jackson thanked the Finance Director for her presentation and how clear it was.*

- *Supervisor Jewett agreed and stated he really appreciated the hard work that was put into the budget.*

The County Administrator gave an overview of the next meeting and the topics they will be discussing. The County Administrator thanked the Finance Director and the Board for their hard work and patience during the budget process.

- *Chairman Jackson inquired about the EMS renovation process.*

The County Administrator gave an update on where they stood and explained the next steps. The County Administrator stated he would put it on the agenda for the next meeting.

- *Chairman Jackson mentioned his worry regarding the time of the year they would be putting the bid out for the renovation.*

- *Supervisor Yowell inquired about the timeline for construction.*

- *Supervisor Dawson mentioned it will be quicker since they are using the Virginia Existing Code, as long as they are making the building safer.*

- *Supervisor Yowell asked if it worked in their favor that it was an indoor project during the winter months.*

- *Supervisor Dawson stated it could be a good thing.*

- *Chairman Jackson stated the worst thing that could happen is the bids are too high and they prolong the renovation to get a good price. Chairman Jackson stated the EMS building lease works in their favor if this happens.*

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

CLOSED SESSION

ADJOURN

With there being so further business to conduct, Supervisor Dawson made a motion to adjourn, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0*).

_____

R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____

Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: March 28th, 2023.

Agenda
Budget Workshop #7
Thursday, March 16th, 2023, at 3:00 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
FY24 Budget Workshop

1. Emergency Service Tower
2. Final Draft Budget Presentation

Public Comment
Closed Session
Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 6:00PM — Tuesday, March 28th, 2022
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #16 — March 28th

At a regular meeting of the Board of Supervisors on Tuesday, March 28th at 6:00PM 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
Hannon Wright, County Attorney
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

ABSENT:

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

Supervisor Dawson made a motion to approve the agenda as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

CONSENT AGENDA

14. Approve: Minutes from 03-02-23
15. Approve: Minutes from 03-09-23
16. Approve: Minutes from 03-14-23
17. Approve: Minutes from 03-16-23
18. Supplemental Appropriation – Contingency Assessor
19. Supplemental Appropriation – School Board Grant

The County Administrator gave a brief explanation for the Supplemental Appropriations. The School Board received a grant through DCJS, but they need funding to use until they receive the

grant money. The Assessor Supplemental Appropriation is a request for use of the contingency fund.

Supervisor Hoffman made a motion to approve the consent agenda as presented, seconded by Supervisor Yowell. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

OLD BUSINESS

20. Madison County and DSS Memorandum of Understanding

The County Administrator stated that the county owns the building that the Department of Social Services operates in. The only change to this MOU is recognizing a ten-year term, versus the original two-year term, and it would reflect the ten-year depreciation schedule to pay back the HVAC expense. The County Administrator mentioned that he believed the DSS Board, which Supervisor Hoffman is a part of, approved the MOU. The County Administrator stated that the County Attorney also approved the MOU and would sign it if the Board decided to approve.

- *Supervisor Yowell inquired who the checks would come from.*

- *Supervisor Hoffman stated she believed it came directly from the state.*

The County Administrator confirmed that it would come from the state and the Madison DSS is a state agency.

Supervisor Yowell made a motion to approve the updated MOU between Madison County and Madison DSS and authorized the County Administrator to sign the MOU, seconded by Supervisor Dawson. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

21. Sign Ordinance Update

The County Attorney stated he has done some research on the Sign Ordinance. The County Attorney stated that the county can impose any rules it would like on its own property. He is still waiting to hear back from local government to see if the Registrar's Office becomes a polling place, but he does not believe it does. The County Attorney's recommendation is to prohibit any signs, other than government signs, on these premises. There would be a section that would have an exemption for the Criglersville polling site. One of his concerns is there have been changes in the law regarding restrictions you can place on political signs. The County Attorney proposed he do more research and bring the information back to the next meeting with a proposed ordinance.

- *Chairman Jackson state he wanted to be mindful of the wording of the ordinance to ensure it does not limit the Historical Society's signs.*

The County Attorney stated that once they are a tenant, it is not considered the county's property. The County Attorney stated this would prevent any proposed changes in the ordinance from restricting the Historical Society.

- *Supervisor Yowell recommended the County Attorneys touch base with the Electoral Board before they bring the ordinance back to the Board.*

The County Administrator stated that the Electoral Board's proposal is in the agenda packet. The County Administrator agreed it would be recommended to reach out to the Electoral Board for their recommendations before it is brought back to the Board.

The County Attorney gave an overview of what the current ordinance states and his recommendations for the amended ordinance.

- *Supervisor Jewett is concerned regarding the first amendment and restricting the candidates' abilities to advertise.*

The County Attorney suggested the Board consider allowing the signs, but having restrictions on where they can be placed on the property. The County Attorney mentioned that the issue they may face is running out of room if a candidate decided to use a larger sign than most.

- *Chairman Jackson agreed some candidates use very large signs.*

- *Supervisor Jewett recommended making a restriction for yard sign sizes only.*

The County Attorney mentioned that some people leave signs up year-round and the ordinance is not being enforced regarding removing signs within one month after the date of the election. The County Attorney is going to create options to be brough in front of the Board regarding updating the sign ordinance.

The County Administrator stated if they make an area for signs to be posted, to consider including restrictions for the type of signs that can be posted.

The County Attorney stated the current ordinance covers that, but they can revisit the sign ordinance entirely.

- *Chairman Jackson does not think they need to review the whole sign ordinance but would like the County Attorney to bring back options to the Board. He agrees there should be an exemption for the Criglersville polling location.*

NEW BUSINESS

22. EMS Renovation

The County Administrator gave an overview of the process so far and stated he is seeking the Boards direction regarding the next step. The County Administrator recommended securing engineering services for engineering drawings and creating a bid package. The County Administrator recommended asking one of their existing professional service agreements.

Supervisor Dawson made a motion to approve authorizing the County Administrator to solicit engineering services, utilizing the existing Professional Service Agreements, seconded by Supervisor Yowell. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0*).

23. Arcade Building

The County Administrator reminded the Board that at the beginning of the budget process, the Board asked to discuss selling the Arcade Building in March. The County Administrator is seeking direction from the Board regarding the Arcade Building moving forward.

- *Supervisor Yowell recommends not actively selling it unless someone provides an offer that is too good to pass on. Supervisor Yowell stated the Board has far more pressing issues.*

- *Supervisor Hoffman stated they do have a deteriorating building and they will need to put money into it or sell it.*

The County Administrator recommended allowing various contractors to give quotes on the price and scope of work needed.

- *Chairman Jackson ask the other Board members if they were on board with the County Administrator receiving quotes.*

The County Administrator stated receiving quotes would also help them asset the inventory list as well.

- *The Supervisors agreed.*

24. Public Hearings for the Proposed Administrative Fees and Tax Rate Ordinance

The County Administrator reminded the Board there is a public hearing April 11th for the final FY24 Budget. There will be a public hearing for the proposed administrative fees and the Tax Rate Ordinance on April 25th. There is a requirement to have two advertisements for these public hearings which will take place on March 30th and April 6th.

Supervisor Dawson made a motion to set a public hearing on April 25th for the purpose of hearing the proposed administrative fees and the Tax Rate Ordinance, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).*

DISCUSSION

INFORMATION/CORRESPONDENCE

25. VDOT Secondary Six-Year Plan (SSYP)

The County Administrator spoke with Ed San Nicholas, who will be the Board's main point of contact for VDOT, and he will present the draft SSYP on April 11th and, if the Board approves, there would be a public hearing on May 9th. For the April 11th meeting, the County Administrator will include correspondence from citizens regarding roads they would like added to the SSYP.

- *Chairman Jackson inquired if both sections of Desert Road were on the SSYP.*

The County Administrator stated he believed that Desert Road was already on the SSYP, but he would go back and look. The County Administrator stated last year they added Turner Drive to the SSYP. VDOT is currently working on widening the road, if the residents agree, so they can pave and conduct road maintenance. All residents must agree before they can start the process. The County Administrator asked the Board if they agreed to have VDOT present the Draft SSYP on April 11th with the public hearing date being May 9th.

- *Supervisor Yowell inquired what would be included in the draft report for April 11th.*

The County Administrator stated if there's left over funding, VDOT will recommend additional roads, which is based on traffic count. The draft also includes the roads that were on the plan last year and any potential new recommendation will be in the agenda packet. The County Administrator stated on April 11th he will give an overview of the suggestions in the packet, then VDOT will give their presentation, and then the Board will shape their road plan.

- *Supervisor Jewett asked the County Administrator when he is communicating with VDOT, if he could solicit an update from them regarding what their plans are for repairing route 230.*

The County Administrator stated they plan road work years in advance. East 230 is on the 2023 schedule and West 230 is going to be completed in 2024. The County Administrator was informed when they stopped patching the potholes it was due to running out of funding and they are supposed to return in July to finish. The County Administrator stated he reached out to the Sheriff's Office and received a list of roads they recommend being fixed. The County Administrator stated he also reached out to Anna Graham, the Madison County Schools' Superintendent, who passed the information to the Transportation Director. The County Administrator is waiting to hear back regarding their recommendations. VDOT needs all recommendations by April 28th so they can finalize the plan.

26. FY24 Budget Public Hearing- April 11th, 2023

The County Administrator gave an overview of the dates the advertisement for the FY24 budget public hearing was running in the local papers.

27. Motocross and Heritage Day Events

The County Administrator stated that the ordinance states that any event over three hundred participants require a permit application. Anything under seven hundred fifty participants, the Zoning Administrator is authorized to sign. Anything over seven hundred fifty, the County Administrator is required to sign after it is brought to the Board. The County Administrator has been in communication with the first responders' community, funneled through the Emergency Management Coordinator, to make sure the county has a proper action plan for the events. The County Administrator stated that Heritage Day is on Saturday and Motocross is on Sunday. Both applications had four hundred participants for each event. The County Administrator mentioned that the motocross event is smaller in size than the last one due to the level of competition.

- *Chairman Jackson asked Pete Elliot, who was present at the meeting, how many people normally participate in Heritage Day.*

Mr. Elliot responded that he felt it was more than four hundred people.

- *Chairman Jackson stated it is very popular and a great event.*

The County Administrator stated they could go by what they put on the application, or they can go up and investigate to know for next year.

Gavin Helme, the Emergency Management Coordinator, stated the number wouldn't change their action plan.

- *Chairman Jackson stated he thinks it is great there are things happening in Madison.*

The County Administrator stated the Board could change the ordinance if they thought it was necessary. The County Administrator felt it was important the Board was informed about these upcoming events.

The County Administrator stated that the Industrial Development Authority (IDA) was meeting on Thursday, March 30th, 2023, and gave an overview of the meeting's agenda.

- *Chairman Jackson asked Alan Berry, who works in the IT Department and was in attendance of the meeting, what was decided regarding the streaming platforms.*

Mr. Berry stated that both the Zoom and the GoTo Meeting platforms were similar. Both contain a chat option, call in option, and can be recorded. One difference was GoTo Meeting had larger storage for recordings compared to Zoom. However, Zoom is $40.00 cheaper a year than GoTo Meeting. The IT Department's recommendation is to stick with GoTo Meeting because they currently are using it and so are other departments.

The County Administrator agreed with IT but did request the Board to keep the streaming services to one platform. The County Administrator stated they were using GoTo Meeting and Vimeo and they stopped using Vimeo to save money since it was not necessary to have two.

- *The Board of Supervisors agreed to follow the IT Department's recommendation.*

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

CLOSED SESSION

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).

_____
R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____
Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: April 11th, 2023.

Agenda
Board of Supervisors
Tuesday, March 28, 2023, at 6:00 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

Consent Agenda

1. Approve: Minutes from 03-02-23
2. Approve: Minutes from 03-09-23
3. Approve: Minutes from 03-14-23
4. Approve: Minutes from 03-16-23
5. Supplemental Appropriation – Contingency Assessor
6. Supplemental Appropriation – School Board Grant

Special Appearances

Old Business

7. Madison County and DSS Memorandum of Understanding – County Administrator
8. Sign Ordinance Update – County Attorney

New Business

9. EMS Renovation – County Administrator
10. Arcade Building – County Administrator
11. Public Hearings for Administrative Fees and Tax Rate Ordinance

Information/Correspondence

12. VDOT secondary six-year plan (SSYP)
13. FY24 Budget Public Hearing- April 11, 2023
14. Motocross and Heritage Day Events

Discussion

Public Comment

Closed Session

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 7:00PM — Wednesday, April 5th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #17 — April 5th

At a Joint Meeting between the Board of Supervisors and the Planning Commission on Wednesday, April 5th at 7:00PM 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
Hannon Wright, County Attorney
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

ABSENT:

The Board of Supervisors came to order following the adjournment of the Planning Commission's portion of the meeting.

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

Supervisor Jewett made a motion to approve the agenda as presented, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

PUBLIC HEARING

A. Case No. RZ-04-23-4 – Blue Ridge Ag LLC (Mr. Josh Hege) has applied to rezone a roughly 8.9-acre portion of a 13.3-acre parcel from R1 (limited residential) to B1 (general business with conditions). If rezoned, the 8.9- acre B1 portion of the parcel would be utilized for a retail agricultural supply business specializing in small-scale "homestead" agricultural products, with the majority of inventory being sold via online sales. The property would be improved by a single structure not to exceed 15,000 square feet in total floor area. The applicant has submitted a visual/map showing the proposed area to be

rezoned. The subject parcel does not contain a postal address, but is located on N. Seminole Trail, Brightwood, Virginia; and is identified on Madison County's Tax Maps as 32-102.

- *Supervisor Jewett inquired if this did not pass, how many houses could be placed on the property with its current zoning.*

Mr. Webb answered that roughly eight houses could be placed on the property with its current zoning.

- *Supervisor Yowell stated that if the business took off, he doesn't see why they would want to limit the structure.*

Mr. Web stated that if the business does take off and if Mr. Hege needed a larger building, he could come in and amend it. Mr. Webb stated the size of the structure was decided to keep in mind how much traffic flow the warehouse would bring in. Mr. Webb stated that if it does take off, they would need to add a turning lane to make the entrance adequate for more traffic flow.

- *Supervisor Yowell stated this is a conditional rezoning and inquired about how Mr. Webb filed documents for conditional rezoning verse just rezoning.*

Mr. Webb stated that on the map it will show as a light pink color for that parcel. Mr. Webb stated if someone else buys the property later and wants to put a store up, they would need to come back to them for approval because they have the signed statement.

- *Supervisor Yowell stated if someone wanted to go review the conditions, he wasn't sure how it was labeled.*

Mr. Webb stated they sometimes record it in the land records, and it has only been done one time. Mr. Webb stated it is their responsibility to make sure the forms are kept and recorded so if the occasion did come up, they would have the record.

Supervisor Dawson made a motion to approve case number RZ-04-23-4 as recommended by the Planning Commission, seconded by Supervisor Hoffman.

- *Chairman Jackson stated this business is exactly what Madison needs and is looking for. Chairman Jackson congratulated Mr. Hege for his hard work on his company and thanked him for picking Madison County.*

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

INFORMATION/CORRESPONDENCE

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

CLOSED SESSION

Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections: 2.2-3711(A)(7) and 2.2-3711(A)(8), seconded by Supervisor Hoffman.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (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)(7) and 2.2-3711(A)(8) and 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).

ADJOURN

With there being no further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

_____
R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____
Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: April 11th, 2023.

Agenda
Joint Meeting
Madison County Board of Supervisors
Wednesday, April 5th, 2022, at 7:00 PM
Admin. 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

Public Hearings

A. **Case No. RZ-04-23-4** – Blue Ridge Ag LLC (Mr. Josh Hege) has applied to rezone a roughly 8.9-acre portion of a 13.3-acre parcel from R1 (limited residential) to B1 (general business with conditions). If rezoned, the 8.9- acre B1 portion of the parcel would be utilized for a retail agricultural supply business specializing in small-scale "homestead" agricultural products, with the majority of inventory being sold via online sales. The property would be improved by a single structure not to exceed 15,000 square feet in total floor area. The applicant has submitted a visual/map showing the proposed area to be rezoned. The subject parcel does not contain a postal address, but is located on N. Seminole Trail, Brightwood, Virginia; and is identified on Madison County's Tax Maps as 32-102.

Information/Correspondence

Public Comment

Closed Session

2.2-3711(A)(7) and 2.2-3711(A)(8)

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 4:00 PM — Tuesday, April 11th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #18 — April 11th, 2023

At a regular meeting of the Board of Supervisors on Tuesday, April 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
Hannon Wright, County Attorney
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

ABSENT:

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

Chairman Jackson advised for two changes to the agenda.

ADDED:
1a. Special Appearances -- Public Safety Telecommunicators Week Proclamation
13. Information/Correspondence —Opioid Abatement Authority Grant

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0)***

PUBLIC COMMENT

Kari Gaviria: Ms. Gaviria asked the Board to consider paving the remainder of Clore Road during the Secondary Six-Year Road Plan discussion. Ms. Gaviria stated she has provided a letter, which is in the agenda packet.

CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS

No oral presentations/reports were presented. Reports can be found in the agenda packet.

CONSENT AGENDA

1. Approve Minutes from 03-28-23 and 04-05-23.

Supervisor Dawson made a motion to approve the consent agenda as presented, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

SPECIAL APPEARANCES

1a. Public Safety Telecommunicators' Week Proclamation

Chairman Jackson read a letter requesting to honor Public Safety Telecommunicators' Week in the County the week of April 9th -15th, 2023.

Supervisor Hoffman made a motion to approve the proclamation for Public Safety Telecommunicators' Week, seconded by Supervisor Yowell.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

- *Supervisors Yowell stated that Emergency Medical Services were needed this past week at his neighbor's house. Sadly, his neighbor did pass, but his neighbor's loved ones wanted to thank the first responders for their quick response.*

2. Blue Ridge Governor School Student Report – Carter Rees

The County Administrator gave a brief introduction for Mr. Rees.

Carter Rees gave a presentation on his Blue Ridge Governor School project. Mr. Rees' presentation was themed Parks and Preservation with his overall topic being expansion. Mr. Rees' project focused on researching how expansion of an area influences the habitats and nature surrounding it, and ways we can deal with those effects. During his project, Mr. Rees had an internship with Joe Sexton and Jamie Wilks, who work in the Madison Building and Zoning Office. During his internship, he learned how inspections and rules and regulations of the State of Virginia can help mitigate the effects that expansion and construction have on the environment. Mr. Rees completed community service through Parks & Recreation with Lindsay Vonherbulis and Jerry Carpenter. During his community service, Mr. Rees hosted a tree planting event at Hoover Ridge Park to commemorate the accomplishments of Joyce Gentry, Bruce Parker, Valerie Miller, JT Price, and Eddie Dean for the Madison Community and the Park. During his project, Mr. Rees learned that parks play a large part in preserving the ecosystem and are great for a growing population.

- *Supervisor Yowell suggested Mr. Rees present his presentation to the Comprehensive Plan Committee who meets this week.*

Mr. Rees stated he would be interested in presenting to the Comprehensive Plan Committee.

- *Chairman Jackson inquired how Mr. Wilks' and Mr. Sexton's demeanors were when talking to folks regarding their permits.*

Mr. Rees stated they were very professional regarding whether someone was passing the inspection or if they needed to make changes.

3. Secondary Six-Year Plan Draft Presentation – Ed San Nicolas

Mr. Ed San Nicolas was present on behalf of VDOT and gave an overview of the Draft Fiscal Year 2024- Fiscal Year 2029 Secondary Six-Year Road Plan. Before the meeting started, Mr. San Nicolas provided a list of roads to the Board that VDOT suggested as qualifying unpaved roads for Fiscal Year 2028 and Fiscal Year 2029 that have proven to be a maintenance burden.

- *Supervisor Yowell asked Mr. San Nicolas why the first slide of his presentation stated, "Rural Rustic Road Program" opposed to, "Draft Secondary Six-Year."*

Mr. San Nicholas stated that the roads on the Secondary Six-Year Plan (SSYP) are all rural rustic roads. Mr. San Nicolas explained the purpose of the SSYP and how roads are considered eligible. Mr. San Nicolas went over VDOT's proposed unpaved road priorities for 2024-2029. Mr. San Nicolas explained that Turner Drive has six miles that do not qualify due to the road being too narrow. The non-qualifying section of Turner Drive will be reviewed with County staff to determine total project costs (i.e., survey, right of way recordation, environmental and storm water review, design, and construction). Mr. San Nicolas recommended leaving balances of unallocated funds in Fiscal Year 2028 and Fiscal Year 2029 until next fiscal year.

- *Chairman Jackson inquired the location of Route 4005 and Route 4006, which were on the last slide of Mr. San Nicolas' presentation, and what they would be completing on those routes.*

Mr. San Nicolas stated the funding allocation is not project specific.

- *Supervisor Yowell asked why they would not identify a road they want to put against certain monies.*

- *Chairman Jackson mentioned the list Mr. San Nicolas provided at the beginning of the meeting and read off those roads. Chairman Jackson recommended adding the rest of Emmet Road to the Draft SSYP.*

Mr. San Nicolas asked for clarification on what year the Chairman would like to add the rest of Emmet Road to the plan because if they complete it when they do the first part, the other roads will get pushed back.

- *Chairman Jackson stated that he understood. Chairman Jackson asked the other Board members their thoughts or recommendations.*

- *Supervisor Jewett expressed concern for Route 230 and inquired about the status of Route 230.*

Mr. San Nicolas stated that segments of Route 230 will be paved this summer.

- *Chairman Jackson stated that at a previous meeting the Board was told Route 230 was going to be done in 2025.*

The County Administrator stated that the 2022-2023 paving schedule states Route 230 East, Wolftown-Hood Road, is on the schedule for this year.

- *Chairman Jackson stated he believed the section of 230 that Supervisor Jewett is referring to is from Exxon to Route 15.*

- *Supervisor Jewett agreed.*

- *Chairman Jackson asked the County Administrator when that portion of Route 230 was on the schedule.*

The County Administrator stated he did not see that part on the schedule. The County Administrator stated he knew patching started to occur last summer but stopped due to lack of funding.

Mr. San Nicolas confirmed that the section of Route 230 (Wolftown-Hood Road) will be done this summer.

The County Administrator clarified that Supervisor Jewett is inquiring about Route 230 (Orange Road) that goes from Route 29 and runs until Route 15.

Mr. San Nicolas stated he would look into it and get back to the Board.

The County Administrator stated he reached out to the school system, who has reached out to their Transportation Supervisor, and he reached out to the Sheriff's Office to compile a list of roads that need work. This list needs to be provided to VDOT by April 28th. The County Administrator stated it is a lengthy process for VDOT to vet and prepare for roads to be added to the plan.

- *Chairman Jackson confirmed that those roads are not a part of the SSYP, but the maintenance plan.*

Mr. San Nicolas stated that Chairman Jackson is correct, they are two different programs. Mr. San Nicolas stated the County Administrator is referring to the Annual Paving Schedule, which is the list the County Administrator will give Mr. San Nicolas by April 28th for Fiscal Year 2025.

- *Chairman Jackson asked the Board what they would like to do regarding the SSYP. Chairman Jackson also asked the County Administrator when the Public Hearing for the SSYP would be held.*

The County Administrator stated that he requests the Board take action to set the date as May 9th at 4:00 pm.

- *Chairman Jackson asked when did the Board need to have a finalize list of roads for the SSYP for the public hearing and for VDOT.*

The County Administrator mentioned a note on the form Mr. San Nicolas handed out, that has the additional six roads that VDOT recommended for unallocated funds, which stated to give them enough time to survey the roads.

Mr. San Nicolas stated that was correct. Mr. San Nicolas gave an overview for how VDOT vets and prepares their draft.

- *Chairman Jackson stated they have a list of six roads, which were provided on a handout from Mr. San Nicolas, plus the citizen requested roads which makes it eight new roads to be added to the SSYP. Chairman Jackson asked the other Board members if they want VDOT to do field surveys and some development of these eight roads so that potentially, in the future, the Board and residents can allocate those unallocated funds.*

- *Supervisor Yowell stated VDOT goes out and evaluates the roads and makes a recommendation, but asked if the Board and residents want to do something else, who would get the final say.*

Mr. San Nicolas gave an overview of how they decide if the road should be selected.

- *Chairman Jackson stated it is Madison County's SSYP and if the road criteria are met, the Board can make the permanent plan.*

Mr. San Nicolas stated that is correct.

- *Supervisor Yowell confirmed that VDOT is the one who does the evaluation and brings the information to the Board and the Board decides.*

- *Chairman Jackson stated he recommended having VDOT evaluate the eight roads they have. Chairman Jackson asked will they have more roads once they hear back from the Sheriff's Office and the School Transportation Department.*

The County Administrator stated the list of roads he will turn in on April 28th, which he is taking suggestion from the Sherriff's Office and the School Transportation Department, are for the Annual Paving Schedule for Fiscal Year 2025. The Board decides the SSYP, which are the roads who need to be paved that are not currently paved.

- *Supervisor Yowell inquired about what data the Board should use to priorities the roads for the SSYP.*

- *Chairman Jackson feels Woodward Hollow has done a substantial amount of development by providing a substantial number of residence signatures.*

Mr. San Nicolas stated that regarding the eight routes, it is the counties responsibility to priorities it and VDOT is just there to support the efforts.

The County Administrator stated they are still collaborating with the residents of Turner Drive. To move the project forward, all residents must agree. The County Administrator recommended leaving the door open with the unallocated funds if they want to do phase two with Turner Drive.

- *Chairman Jackson stated he heard that there is one resident who is not onboard.*

The County Administrator stated they are hoping to hear back from that resident very soon.

Mr. San Nicolas stated that by leaving the unallocated funds for 2028 and 2029 it gives VDOT the flexibility to work down the list the Board decides as priorities.

- *Chairman Jackson recommended allowing VDOT to take the eight roads and start evaluating them and get some data to the Board so they can identify and add to the SSYP.*

The County Administrator confirmed that the Board would vote on the public hearing date regarding the roads in VDOT's draft and the other eight roads VDOT will start evaluating but will not be in this SSYP.

- *Chairman Jackson asked the Board if they wanted to change a road or add a road to the draft SSYP.*

- *The Supervisors agreed to leave the draft the way it is.*

- *Chairman Jackson asked the Board if they wanted to have the SSYP's public hearing on May 9th.*

- *Supervisor Yowell asked if that will give them enough time.*

The County Administrator stated it would and VDOT agrees with that date.

- *Supervisor Yowell asked if there is a required date that they must approve the SSYP.*

Mr. San Nicolas stated the cut off was in June.

Supervisor Yowell motioned that the Board hold a public hearing on the Secondary Six-Year Road Plan on May 9th, 2023, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

3a. Additional Road Paving Requests and Speed Study Request – County Administrator

- *Chairman Jackson asked the County Administrator to present the speed study request.*

The County Administrator explained there was a request to do a speed study on 231 North near the Hebron Church intersection to increase the speed to 45 MPH. The County Administrator is making the Board aware of the request and is requesting the Board's direction.

- *Chairman Jackson stated he drives the road often and feels 45 MPH is dangerous. Chairman Jackson asked the of Board members if they would like to do a speed study.*

- *Supervisor Yowell stated he would not like to move forward with the speed study.*

- *The Supervisors agreed to leave it where it is.*

The County Administrator stated he would let Mr. Weaver, the citizen who made the request, know. The County Administrator stated that the other two requests have been discussed already.

Chairman Jackson opened the floor for questions or concerns for VDOT.

Joe May: Mr. May asked if VDOT was going to start at his end of the road on Duet.

Mr. San Nicolas stated that the project is not fully funded yet, which means they have not gone through those details yet. Mr. San Nicolas encouraged Mr. May to communicate with him directly about it more.

Jim Smith: Mr. Smith stated that they are missing a 25 MPH speed sign on Ridgeview.

Mike Sharman: Stated the road is not wide enough for vehicles to pass and is a safety concern in the Novum area. He is requesting the road be widened.

The County Administrator stated that Ms. Gear came previously as a resident of that road as well and VDOT had looked at it to see if it would qualify. There are spots in the road that do not qualify, and he would look to Mr. San Nicolas for suggestions to fix that.

- *Chairman Jackson asked Mr. San Nicolas if he could investigate it and have more information by May 9th.*

Mr. Sharman stated he would just like the road widened, paving it is not their priority.

PUBLIC HEARING

4. FY24 Budget

The County Administrator thanked the Finance Director and other colleagues for their hard work to develop this year's budget. The County Administrator gave an overview of the previous budget meeting workshops leading up to the final budget. The County Administrator went over the Fiscal Year 2024 goals and priorities and gave estimated completion dates.

- Improve access to broadband services (August 2025).
- Complete major capital projects
  - Public Safety Radio System (August 2024)
  - Financial software replacement (January 2024)
- Complete a facilities inventory and needs assessment.
  - Plan for a new EMS facility (July 2023)
  - Dispose of surplus real estate (December 2023)
- Establish and maintain an ongoing CIP (July 2023).
- Negotiate an optimal exit of Greene County from RSA and review and discuss future RSA plan and policies (July 2023).
- Increase human resource support and employee assistance (July 2023).
  - Develop incentive programs and a public safety pay scale.
  - Provide and encourage adequate training and certifications.
- Comprehensive Plan Update (December 2023)

The County Administrator then went over a few budget highlights.

- Most spending is allocated for education and public safety.
- Personnel cost increases driven by
  - Health insurance premium 10% increase (50/50 split between employer & employee)
  - 5% COLA
- The proposed budget is balanced.
- Requires no tax increase with a use of fund balance totaling $1,205,676 for General Fund and $2,685,294 for Capital Fund.
- General Fund Contingencies:
  - $314,872 operational contingency for unexpected costs
  - $22,963 annual leave contingency
  - $144,192 contingency for unexpected costs related to Schools.

The County Administrator emphasized that the contingency funding is at the Board's discretion and there is no guarantee to any agency or department.

The County Administrator gave an overview of the capital expenditures, and the total capital amount is $8,912,535. The County Administrator gave an overview of outside agencies that will be receiving funding and the total funding is $ 2,347,324 which is a 7.6% increase from last year. The County Administrator mentioned the organization receiving the largest amount is the Rappahannock Juvenile Detention Center, which Madison is required to fund because they service our area. The County Administrator reviewed the revenue and expenditures breakdown which came out as a balanced budget. The County Administrator mentioned that $25,507,560 is the school's total funding which is basic school aid represented from the state and local funding. The local funding is $9,776,883. The County Administrator shared a pie chart that showed the

expenditure breakdown by percentage. Lastly, the County Administrator discussed the remaining steps for the budget process.

- Public hearing advertised for April 11, 2023
- Budget adoption on April 25, 2023
- Appropriation resolution on June 13, 2023

The Finance Director stated that public safety is 28% of the budget.

- *Chairman Jackson opened the floor for public comment regarding the budget.*

Nick McDowell: Mr. McDowell stated that the Madison County Library is a corporation not a department.

Jim Smith: Mr. Smith thanked the Board for how they managed the budget process this year.

Mike Sharmon: Mr. Sharman stated he discussed further with Mr. San Nicolas and Mr. San Nicolas stated that he could not think of a program that would allow them to widen the road without paving. Mr. Sharmon stated that Mr. San Nicolas stated they cannot have unpaved funding allocations that it must be paving allocations. Mr. Sharmon would like to encourage the Board to find a way to widen unpaved roads, so they are safe for travel.

- *Chairman Jackson thanked the County Administrator, the Finance Director, and the County's Staff for bringing the Board a cost-conscious budget.*

OLD BUSINESS

5. Sign Ordinance

The County Administrator gave an overview of the discussions that have previously taken place regarding the Sign Ordinance. The County Administrator stated the County Attorney has brought back suggestions for the Board.

The County Attorney stated the county does not have to allow any signs on county property, they just need to make sure whatever they decide to do, they do it fairly and evenly. The County Attorney recommended posting an official sample ballot. The County Attorney stated the thing that does make the Sign Ordinance slightly complicated is there is a polling location at the Criglersville School. There will be an exception for the Criglersville polling site so signs can be posted and some electioneering on the day of the election can take place. The County Attorney looked at nearby County's Sign Ordinances and how they oversee this situation on county property. The County Attorney stated that it would be an Ordinance change, which means a public hearing will need to be advertised for two weeks to modify the Sign Ordinance.

The County Administrator stated he believed they were not only concerned about political signs but all signs.

The Registrar stated the County Attorney was correct. The Registrar stated she pulled the polling place lease, and it does not say anything about signs. The Registrar stated that once sample

ballots are approved by the state, they print them on yellow paper and post them in the office, will mail them, post them on the county's website, post it on their Facebook site, and post it in the display case in the hallway.

- *Supervisor Jewett stated he liked the County Attorney's approach to this. Supervisor Jewett asked the Electoral Board and the Registrar if they could do an enlarged sample ballot.*

The Registrar stated they could enlarge the ballot.

- *Chairman Jackson stated he did not think this needed to go to the Planning Commission that the County Attorney could start putting something together and then have a public hearing.*

NEW BUSINESS

6. Committee Updates and Appointments

The Executive Administrative Assistant/ Deputy Clerk gave an update on expired terms and soon to expire terms for Committees and Board Appointments. The Executive Administrative Assistant/ Deputy Clerk presented four applications seeking action from the Board on whether they wish to reappoint these candidates or not reappoint them. For the Building Code Board of Appeals both Alvin Esh and J. Daniel Crigler would like to be reappointed. For the Industrial Development Authority, William Hale and Steven Hoffman would like to be reappointed.

Supervisor Dawson made a motion to reappoint Alvin Esh and J. Daniel Crigler to the Building Code Board of Appeals, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Dawson made a motion to reappoint William Hale and Steven Hoffman to the Industrial Development Authority, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: Hoffman.***

DISCUSSION

7. Article 4, Section 4.3 – Area Regulation (3 acres per use) Clarification

The County Administrator stated he believed some additional verbiage could help clarify the three acre per use for an A1 area. The County Administrator stated that some may look at it and think it refers to house only one dwelling.

The County Attorney stated this issue came up a while ago and fell off everyone's radar, but the issue was a question of interpretation. The County Attorney stated he made suggestions, but nothing came of them. The County Attorney stated the Board has a few options, they could leave things the way they are, make his suggested changes, or make additional changes. The County Attorney stated they could schedule a public hearing with the Planning Commission or change the wording depending on what the Board would like to do.

- *Chairman Jackson stated he did not think it needed to go to the Planning Commission. Chairman Jackson stated the intent from Madison County is that each use requires three acres in an A1. Chairman Jackson stated people can have a detached garage because it will still be a part of the residence. Chairman Jackson stated that he thinks the original is fine, but if they need to clarify it so it cannot be interpreted another way, that is fine as well.*

- *Supervisor Yowell stated he was on the Planning Commission for nine years and it was always interpreted the same way. Supervisor Yowell inquired what the County Attorney's exact wording was to clarify the statement.*

The County Attorney thought his words were there should be a minimum acreage requirement of three acres per use for all zoning in this section.

- *Chairman Jackson asked if May 9th, since there is already a public hearing that day, was too soon for a public hearing on this.*

The County Attorney stated he thought that may be too soon, he recommended sometime in June. The County Attorney wants to be sure they did not need to go to the Planning Commission as a requirement.

- *Chairman Jackson asked if the County Attorney could bring an update to the Board at the next meeting and then they can select a public hearing date.*

INFORMATION/CORRESPONDENCE

8. Woodberry Forest DEQ Permit Renewal

The County Administrator stated it is standard by the state to provide public notice and a public comment period for any permit holder when they are renewing. DEQ gave the county notice that the permit is up for renewal for Woodberry Forest, and they are accepting public comment. The public comment period runs from April 13th to May 13th, 2023.

9. EMS Renovation Update

The County Administrator stated he has reached out to one of their professional service agreement providers for an A & E firm to start talking about developing a scope of work, and a proposal that the Board can consider. The County Administrator stated he would like the county's building official to be on the call with this A & E firm before he brings it back to the Board. The building official is out due to surgery and will be back later in April. The County Administrator plans to have more information in May.

10. Reassessment Request for Proposal (RFP)

The County Administrator stated that the Finance Department and the Commissioner of Revenue went through the review process and found the right fit for the RFP. They are looking for at least three proposals and the deadline for proposals is May 8, 2023. It is posted on the County's Website and on the EVA, which is the State Procurement Website. There will be a selection committee that will be formed with a board member or two participating.

- *Supervisor Hoffman and Supervisor Dawson both agreed to be on the selection committee.*

11. SNP Old Rag Pilot Program

The County Administrator stated the County was given notice by the park that a little over a year ago they put an eight hundred per day ticket program in place. The goal was to have a positive impact on those visiting and hiking. The County Administrator proposed communicating with the Bue Ridge Committee members to get feedback.

- *Chairman Jackson stated he was shocked he did not receive any complaints about this. Chairman Jackson agreed, they should go to the Blue Ridge Committee for Shenandoah National Park Relations representatives for their feedback.*

The County Administrator confirmed that he would have the Blue Ridge Committee for Shenandoah National Park Relations members read the report and provide feedback to the Board so the Board can issue a statement at the appropriate time.

12. Public Hearings Scheduled for 4/25/23 – Administrative Fees and Tax Rate

The County Administrator gave a reminder about the upcoming public hearing for the Administrative Fees and the Tax Rates Ordinance.

13. Opioid Abatement Authority Grant

The County Administrator gave an overview of the Opioid Abatement Authority Grant. There are two funding sources for the opioid settlement. One is a direct payment, which Madison is currently receiving, but the other funding source is by a grant, The counties can be entitled to the grant money, but they must develop a program to do so. All five counties in the Regional Commission agreed it is best served from a regional approach. The Culpeper County's Administrator agreed to be the fiscal agent for this project. The County Administrator stated he sent information by email to the Board members today regarding this. The County Administrator is asking the Board members to review the information and bring the topic back at the April 25th meeting.

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

CLOSED SESSION

Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections: 2.2-3711(A)(1), 2.2-3711(A)(7), and 2.2-3711(A)(8), seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (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), and 2.2-3711(A)(8) and 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).***

ADJOURN

With there being no further business to conduct, Supervisor Jewett made a motion to adjourn, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

_____
R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____
Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: April 25th, 2023.

Agenda
Board of Supervisors
Tuesday, April 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, County Departments, Committees & Organizations – No Oral Presentations/Reports have been included in the packet.
Consent Agenda

1. Approve Minutes from 03-28-23 and 04-05-23.

Special Appearances

1a. Public Safety Telecommunicators' Week Proclamation
2. Blue Ridge Governor School Student Report – Carter Rees
3. Secondary Six-Year Plan Draft Presentation – Ed San Nicolas

3a. Additional Road Paving Requests and Speed Study Request – County Admin.

Public Hearing

4. FY24 Budget

Old Business

5. Sign Ordinance

New Business

6. Committee Updates and Appointments

Discussion

7. Article 4, Section 4.3 – Area Regulation (3acres per use) Clarification

Information/Correspondence

8. Woodberry Forest DEQ Permit Renewal
9. EMS Renovation Update
10. Reassessment Request for Proposal (RFP)
11. SNP Old Rag Pilot Program
12. Public Hearings Scheduled for 4/25/23 – Administrative Fees and Tax Rate
13. Opioid Abatement Authority Grant

Public Comment
Closed Session

3.2-3711(A)(1), 3.2-3711(A)(7), 3.2-3711(A)(8)

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 6:00PM — Tuesday, April 25th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #19 — April 25th, 2023

At a regular meeting of the Board of Supervisors on Tuesday, April 25, at 6:00PM 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:

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present and stated that Supervisor Jewett would be in attendance but was running a few minutes late.

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

PUBLIC COMMENT

Chairman Jackson opened the floor to public comment.

- *Chairman Jackson asked Mr. Carpenter how the Wool and Wine Festival went at Hoover Ridge Park this past weekend.*

Jerry Carpenter: Mr. Carpenter stated it went well and gave the Board a brief overview of the event.

With there being no public comment brought forth, the public comment opportunity was closed.

Supervisor Jewett arrived.

CONSENT AGENDA

1. Approve: Minutes from 04/11/2023

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

PUBLIC HEARING

2. Administrative Fees

The County Administrator stated they had two public hearings, and they would start with Administrative Fees. The County Administrator stated one change was for mechanical and plumbing permits to be charged per square footage. There was also a change to add the Madison County Volunteer Fire Department to the exemption list.

Chairman Jackson opened the floor to public comment. With there being no public comment brought forth, the public hearing was closed.

a. Administrative Fees Resolution

Supervisor Yowell made a motion to approve Resolution 2023-3 adopting the Madison County Administrative Fees for FY24, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

3. CY23 Tax Rate

The County Administrator stated the Board could set the tax rate after having a public hearing via Ordinance. The Ordinance represents no change to the current tax rates.

Chairman Jackson opened the floor to public comment.

Kevin McHaney: Mr. McHaney thanked the Board for their efforts in maintaining the tax rate.

With there being no further public comment being brought forth, the public hearing was closed.

b. Ordinance 2023-1 (CY23 Tax Rate)

Supervisor Jewett made a motion to approve the Tax Rate Ordinance 2023-1 as presented, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

OLD BUSINESS

4. Sign Ordinance

The County Administrator stated there was discussion between the County Attorney's Office and the Registrar and the County Attorney has an update regarding the Sign Ordinance.

The County Attorney stated he believes they have an agreement regarding the Ordinance, and they just need to advertise. The Registrar's office is going to post a larger sample ballot that will

be posted at the Registrar's Office. The Criglersville School is the only exemption, which will be listed in the Ordinance. The other polling locations are on private property, and he recommended including the leases of those property granting a license to allow candidates to post political signage.

The County Administrator recommended aiming to do the public hearing on May 23rd.

The County Attorney stated the 23rd of May would give them plenty of time. The County Attorney stated they will need to advertise for two weeks before the public hearing. The County Attorney informed the Board that there may be changes in advertisement requirements coming to them very soon.

- *Chairman Jackson asked for clarification on whether this new change will make advertising more difficult or easier.*

The County Attorney stated that this change should be an improvement.

- *Supervisor Jewett asked the County Attorney about the new statutes coming from the General Assembly on public notification, specifically if there are any changes that will allow this notification to be made through online platforms.*

The County Attorney stated he could look further into it, but he did not believe so.

- *Chairman Jackson asked the Board members if they want to proceed with the recommendation to advertise and have a public hearing on May 23rd.*

- *The other Supervisors agreed.*

NEW BUSINESS

5. FY2024 Budget Adoption Resolution

The County Administrator stated that the budget message/transmittal letter is in the agenda packet to summarize the budget. The County Administrator stated the largest funding sectors will be public safety and education. For capital expenditures, the Board is committing a little over $8 million. The County Administrator stated they have a balanced budget, and the General Assembly is reconvening in June. Regarding outside agencies, the largest increase was for the Juvenile Detention Center. The County Administrator gave an overview of the contingency summary. There is $314,000 set aside for general fund contingency, which is the 1% threshold for financial policies. There is the additional 1% that the Board agreed to set aside for school funds. The County Administrator stated there is just under $23,000 to cover accumulated leave. The County Administrator gave a capital breakdown, and the key areas are the public safety radio, Broadband, ERP, the County Reassessment, the EMS station renovation, and the Hoover Ridge Outdoor Recreation Center. For the County's side, $533,000 is for the Capital Asset Replacement Program and for the school it is a little over $715,000. The County Administrator stated this budget has a 5% COLA increase with employees paying a 50/50 split of the 10%

health insurance increase. The County Administrator stated that one of the goals was to have a successful exit of Greene County form RSA which is in the works. The County Administrator stated they have had their public hearing on April 11th for the FY24 Budget and he is recommending adoption by the Board of Supervisors at tonight's meeting. The last phase of the budget is done via Resolution, so monies are ready to be expended by July 1st, 2023. The County Administrator thanked all who participated in the budget process.

- *Chairman Jackson asked the Finance Director if she had any more comments on the budget.*

The Finance Director stated that the County Administrator covered everything.

- *Chairman Jackson asked the other Supervisors what they would like to do regarding the Resolution to adopt the FY24 Madison County Budget.*

Supervisor Dawson made a motion to adopt Resolution 2023-4, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

6. Opioid Abatement Authority Grant – Cooperative Agreement

The County Administrator stated Madison participated in a class action suit, many pharmaceutical companies were involved, and Madison was a part of that settlement. The settlement funds would be made available by two sources, one being a direct payment and the other by grant. For the direct payment, there is a payment schedule that runs through 15 or 18 years. This year, the Board decided to use the direct payment to go toward Drug Court. The County Administrator stated they went to the Community Service Board to administer a program to receive the grant money. The Community Service Board cannot function as the fiscal agent and a locality would have to. The County Administrator stated Culpeper County has agreed to be the fiscal agent. The County Administrator is asking the Board to vote whether they want to agree to this program.

- *Chairman Jackson asked the County Attorney if he had anything to add.*

The County Attorney stated that their funding must be used to address opioid addiction problems. The County Attorney feels this would be the best way to do this.

- *Supervisor Yowell stated he looked at what the Community Service Board's goals and strategies were, and it seems like a lot of case management which he worries will be expensive. Supervisor Yowell asked for clarity of what Virginia's share will be.*

The County Administrator stated that the total settlement is 530 million.

The County Attorney agreed and stated the 530 million was for the Commonwealth of Virginia.

The County Administrator stated of the 530 million, Madison would receive 0.16% of it.

- *Supervisor Yowell stated his only concern is the program will not last forever and they will not be able to fund it afterwards.*

The County Attorney stated they are not obliged to continue the program afterwards. This is an opportunity to spend the money specially to run these programs. The County Attorney stated that the Madison County share can be augmented as the "Gold Standard" which involves regional interagency corporation. The advantage of managing it the way the county plans to manage it, puts Madison in line for additional funding.

Supervisor Yowell made a motion to approve the Opioid Abatement Authority Cooperative Agreement and authorized the County Administrator to sign the Cooperative Agreement, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

7. Older Americans Proclamation – Request by Aging Together

Chairman Jackson gave an overview of the Proclamation.

The County Administrator stated this was a request from Aging Together to raise awareness in the community.

- *Chairman Jackson asked the Board what they would like to do regarding the Older American Proclamation.*

Supervisor Yowell made a motion to approve the proclamation declaring May as the Older Americans' Month, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

8. Graves Mountain Lodge Music Festival Permit Application

The County Administrator stated they appreciated the advancement on this application with the anticipated attendance being 2,000 people. The County Administrator stated that anytime the attendance is over 750, the Ordinance recognizes it as a category two event, which the board is required to review and approve. The County Administrator stated this has been circulated through the first response team and they have no reservations. The County Administrator stated they are looking to add additional information on the application, per the Sheriff's request, to have a clear contact for the person overseeing the event. The County Administrator stated that sometimes the application can be filled out by the property owner or the event holder and he believes this is a reasonable request.

- *Chairman Jackson asked the Board if they had any questions and what action they would like to take. Chairman Jackson mentioned he is glad to see Graves holding these events and being successful.*

Supervisor Jewett made a motion to approve the Graves Mountain Lodge Music Festival Permit Application, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

9. Young Farmers Tractor Pull Permit Application

The County Administrator stated there is a tractor pull on May 13th which will be held at the Farmers Ground. The attendance threshold does require the Board's review and approval. The application has been circulated amongst the first response team and there are no concerns.

Supervisor Yowell made a motion to approve the Young Farmers' Tractor Pull Permit Application, seconded by Supervisor Dawson.

- *Chairman Jackson mentioned that the Young Farmers' members are getting younger.*
- *Supervisor Jewett asked the Chairman who was the head of the Young Farmers.*
- *Chairman Jackson stated it was Scott Henshaw.*

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

DISCUSSION

10. MAD Cats Tax Exemption Request

The County Administrator stated that when a citizen or agency makes a request, he always reviews it and then brings it to the Board. A member from MAD Cats reached out to the Commissioner of Revenue making a request for a tax exemption. The County Administrator stated that MAD Cats is not a SPCA, and the statue did not allow for a tax exemption. The County Administrator stated the Board was asked to have a public hearing to consider this. The County Administrator stated that staff do not recommend approval of this request.

- *Chairman Jackson asked the Commissioner of Revenue, who was in attendance, if he had anything to add.*

The Commissioner of Revenue stated that the General Assembly decided to hand this decision off to the localities and he does not see where MAD Cats qualifies for tax exemption.

- *Chairman Jackson asked the Board if they had questions for the County Administrator or the Commissioner of Revenue before he let Mr. Gary Misch speak on behalf of MAD Cats, which they did not.*

Gary Misch: Mr. Misch was present and spoke on behalf of MAD Cats. MAD Cats are required to pay taxes this year. Mr. Misch gave an overview of what MAD Cats does and how it operates. Mr. Misch stated he was in contact with other non-profits and none of the non-profits are being asked to inventory their equipment to be assessed and he worries it is not being enforced across the board.

- *Supervisor Yowell asked the Commissioner of Revenue to respond to Mr. Misch last statement regarding non-profits not being assessed.*

The Commissioner of Revenue stated he is not aware of any non-profits who are not reporting as they are required to do so. The Commissioner of Revenue stated they do not have the resources to go searching for non-profits who are not reporting as required.

- *Supervisor Yowell stated he recognizes the value of MAD Cats and thanked them for what they do. Supervisor Yowell stated there are about sixteen non-profits in Madison, based on the Northern Piedmont Community Foundation, that also provide much needed services to Madison. Supervisor Yowell stated he cannot consider giving a tax exemption to MAD Cats without considering all the other non-profits as well and he does not think they are in the position to do that. Supervisor Yowell stated if he were going to start a 501 (c)(3) he would first come to the Board requesting help. Supervisor Yowell stated he does not believe it should be the other way around where the Board is asked after the fact.*

- *Supervisor Hoffman agreed with Supervisor Yowell. Supervisor Hoffman thinks what MAD Cats does is great, but this would set a precedence that the Board does not want to, nor need to get into at this time.*

- *Chairman Jackson stated he agreed with the other two Supervisors. Chairman Jackson stated they have never had another non-profit request a tax exemption, but they have had to turn down nonprofits for other request in the past.*

Gary Misch: Mr. Misch stated that a few non-profits he spoke with did not even know they would be taxed.

- *Supervisor Yowell asked Mr. Misch what his tax amount totaled out to be.*

Gary Misch: Mr. Misch stated he has not received the tax bill yet.

INFORMATION/CORRESPONDENCE

11. VDOT Updates

The County Administrator gave an update on items that were brought to VDOT at the last meeting. The County Administrator stated that there was a concern for Forest Drive that was brought to VDOT's attention. VDOT has looked at the road and is going to repave it in early May. The County Administrator stated that there was a speed limit sign that was missing and unfortunately the wrong sign was installed. VDOT was made aware and hopefully it will be corrected soon. The County Administrator stated if the Board notices a lot of "skin pathing" in Madison it is VDOT preparing the roads for paving. The County Administrator has a meeting with VDOT coming up to discuss an update on Turner Drive and a few other roads. The County Administrator stated he drove Parish Road and it is narrow in some areas, there is a concern for dust, and a concern regarding the speed of traffic. The County Administrator stated that unless the Board directs him to go down and explore different revenue types of programs for that road, he is going to avoid it. VDOT requested the county to encourage citizens to use their ticketing

system which is located on the county's website. The County Administrator gave an overview of how the ticketing system worked.

- *Supervisor Yowell inquired how long the ticketing system has been on the county's website.*

The County Administrator asked Mr. Berry, from the IT Department and who was in attendance, how long it has been up. The County Administrator also stated he plans to discuss his paving list items that are due April 28th in his meeting with VDOT as well.

Mr. Berry stated he had believed it has been up since October.

The County Administrator stated he is still trying to get answers regarding Route 230 East, Orange Road. The County Administrator stated he emailed a citizen's concern regarding John Meyers Road to the Board. There are three residents that live on that road, and they have concerns about speeding and a culvert issue. The County Administrator stated he would not call it a short cut, but it connects from Blue Ridge Turnpike and goes right back around to Aylor Road. The County Administrator stated if a speed limit sign is not posted on a gravel road, which there is not one on this road, then the limit is thirty-five miles per hour. The citizen had the recommendation to post a "No Thru Truck" sign, but the County Administrator does not believe that would be helpful.

- *Chairman Jackson stated if there is a speed problem on that road it is either the mail person, FedEx, or UPS because they are the only people who use the road. Chairman Jackson stated it is not a cut through, it just goes around the hillside. Chairman Jackson does not believe there is a speeding issue on the road.*

The County Administrator stated he was going to try and solve their Culvert issue. The County Administrator stated they had a traffic accident over the weekend that rerouted traffic, but normally it should be quiet.

- *Chairman Jackson stated he went and drove the road as well and VDOT does need to pick up the sticks on the road.*

12. Public Hearing Scheduled for 5/9/2023 – Secondary Six-Year Plan

The County Administrator stated it is scheduled for May 9th and has been advertised. If the Board agrees with the Secondary Six-Year Plan (SSYP) then they will have a resolution prepared to be signed.

13. Old Rag Pilot Program Follow-up – Blue Ridge Committee Update on 5/9/23

The County Administrator stated they originally were going to have the Old Rag Pilot Program on the agenda for old business, but the two Blue Ridge Committee members are both on vacation but have agreed to come to the May 9th meeting to give an update.

- *Chairman Jackson stated they have been talking about the J-turn at Shelby for a long time. Chairman Jackson inquired the timeline for this project.*

The County Administrator stated he will look into it and get back to him. The County Administrator stated it did make it through the smart scale, unlike the roundabout which still needs to be decided by the CTB in June, this one has already been approved.

- *Chairman Jackson stated he thought he remember hearing last year it was fully funded.*

The County Administrator stated it is and he is thinking August is when it will be completed but he needs to look it up to be sure.

- *Supervisor Yowell stated people get lost trying to find the Old Rag parking lot often and he has seen many people with their tickets to hike and they were not upset by needing to get one.*

- *Chairman Jackson stated that with this type of program you would expect opposition, and he was surprised to not hear any. Chairman Jackson mentioned how crowded Old Rag was right after COVID restrictions started to be lifted and how this program helped.*

PUBLIC COMMENT

Chairman Jackson opened the floor to public comment. With there being no public comment brought forth, the public comment opportunity was closed.

CLOSED SESSION

Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections: 2.2-3711(A)(1), 2.2-3711(A)(7), and 2.2-3711(A)(8), seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (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), and 2.2-3711(A)(8) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

As a result of the Closed Session:

Supervisor Yowell made a motion to hold a public hearing to discuss the lease of property for the safety tower and associated easements on May 23rd at 6:00 pm, seconded by Supervisors Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

ADJOURN

With there being no further business to conduct, Supervisor Jewett made a motion to adjourn, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

_____
R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____
Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: May 9th, 2023.

Agenda
Board of Supervisors
Tuesday, April 25, 2023, at 6:00 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

Consent Agenda

1. Approve: Minutes from 04/11/2023

Special Appearances

Public Hearing

2. Administrative Fees
    a. Administrative Fees Resolution
3. CY23 Tax Rate
    a. Ordinance 2023-1 (CY23 Tax Rate)

Old Business

4. Sign Ordinance

New Business

5. FY2024 Budget Adoption Resolution
6. Opioid Abatement Authority Grant – Cooperative Agreement
7. Older Americans Proclamation – Request by Aging Together
8. Graves Mountain Lodge Music Festival Permit Application
9. Young Farmers Tractor Pull Permit Application

Discussion

10. MAD Cats Tax Exemption Request

Information/Correspondence

11. VDOT Updates
12. Public Hearing Scheduled for 5/9/2023 – Secondary Six-Year Plan
13. Old Rag Pilot Program Follow-up – Blue Ridge Committee Update on 5/9/23

Public Comment

Closed Session

3.2-3711(A)(1), 3.2-3711(A)(7), 3.2-3711(A)(8)

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 7:00PM — Wednesday, May 3rd, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #20 — May 3rd

At a Joint Meeting between the Board of Supervisors and the Planning Commission on Wednesday, May 3rd at 7:00PM 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
Hannon Wright, County Attorney
Sean Gregg, Additional Counsel
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

ABSENT:

The Board of Supervisors came to order following the adjournment of the Planning Commission's portion of the meeting.

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present.

The County Administrator stated that the Board of Supervisors' agenda does not list the solar case that was postponed but it is listed on the Planning Commission's agenda.

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

PUBLIC HEARING

A. Case No. SU-05-23-05 – Mr. Thomas Worman has applied for a special use permit to construct and operate mini-storage units on a roughly 2-acre portion of a 2.5-acre B1 (business) zoned parcel. In the B1 zoning district mini-storage units are allowable by special use permit. The total number of mini-storage units would not exceed two hundred

individual storage units and consist of (up to) eight (8) storage buildings/structures. If approved, the applicant would be required to submit an official Site Plan to be reviewed by the Planning Commissions and approved by the Board of Supervisors. The subject parcel is improved by an existing commercial building which is currently utilized for retail and office use. This commercial building contains roughly 2,800 square feet in floor area, and has a postal address of 1235 N. Seminole Trail, Madison, Virginia. The parcel is also identified on Madison County Tax Maps as 40-104E.

Mr. Ligon Webb, the County Planner, appreciated the Planning Commission's diligence and understands they recommend denial for Case No. SU-05-23-05. Mr. Webb stated he believes the concerns are small, site-specific issues that can be worked out by the applicant and the engineer. Mr. Webb stated that the impact of storage units, the low traffic, and the applicant including a vegetation buffer, should be low on the community.

Chairman Jackson opened the floor for public comment.

Mr. Connell: Mr. Connell spoke on behalf of the applicant at the Joint Meeting. Mr. Connell stated that self-storage facilities have minimal impact on the community.

Ron Houser: Mr. Houser, who owns the property directly behind the applicant's property, is concerned regarding the holding pond requirements. Mr. Houser feels the end of the property is very narrow and runs downhill and he worries the property will create pollution for the creek located on his property that leads to the Robinson River. Mr. Houser had a concern for the buffer that will be required. Mr. House stated he would like clarification regarding the buffer requirements. Mr. Houser asked the Board to concur with the Planning Commission's recommendation.

With there being no further public comment being brought forward, the public comment opportunity was closed.

- *Chairman Jackson asked Mr. Connell if he would be willing to have a 10-foot buffer around the property.*

Mr. Connell*:* Mr. Connell stated he will speak with Mr. Worman about it, but he would believe so.

- *Chairman Jackson inquired about what the County Administrator discovered regarding the holding pond and the 50-foot setback requirement for the back of the property.*

The County Administrator stated he reviewed the Ordinance, and the Ordinance stated you cannot have a building in the 50-foot setback, but it is not specific regarding storm water management. The 50 feet is the setback requirement for the rear of the property, but he is not sure about the 10-foot buffer that would be recommended. The County Administrator stated that storm water storage is typically seen as a pond and they can also do it underground, but it is required to have a licensed engineer to design and then it will need to be approved by the Department of Environmental Quality.

- *Chairman Jackson asked the County Attorney if he had anything to add.*

The County Attorney reminded the Board that they can table the matter on their own motion if they would like more time to get further details about this.

- *Chairman Jackson asked the other Supervisors if they had any questions or comments regarding Case No. SU-05-23-05.*

- *Supervisor Jewett stated he had a general comment. Supervisor Jewett stated this proposal needs to be remanded back to the Planning Commission. Supervisors Jewett felt there are too many lose ends that need to be discussed before the Board of Supervisors could vote.*

Supervisor Jewett made a motion to remand Case No. SU-05-23-05 back to the Planning Commission for the completion of the necessary details and to be brought back when it is ready for consideration, seconded by Supervisor Dawson.

- *Supervisor Yowell stated he had further discussion. Supervisor Yowell stated there is a difference between a vegetation buffer and a setback. Supervisor Yowell stated the parking lot and drain field will dictate how many buildings Mr. Worman can put in. Supervisors Yowell stated the site plan will answer any of the other concerns or questions and he is inclined to agree with it.*

- *Chairman Jackson stated VDOT gave recommendations, but they do not have to follow it. Chairman Jackson stated he did not recommend using Mr. McHaney's property as an entrance when they have two possible entrances. Chairman Jackson agreed with Supervisor Yowell that most of the things will be address by the site plan. Chairman Jackson stated that DEQ is very thorough, and he does not feel they will allow pollution of Mr. Houser's property.*

- *Supervisors Hoffman stated she is comfortable with DEQ, VDOT, and the Health Department addressing any of the questions they have. Supervisor Hoffman stated this is a good business that is clean, and she supports moving forward.*

Chairman Jackson stated there is a motion on the floor to remand Case No. SU-05-23-05 to the Planning Commission and having the case come back when it is complete. ***Aye: Dawson and Jewett. Nay: Jackson, Yowell, Hoffman.***

Supervisor Yowell made a motion to approve Case No. SU-05-23-05 adding condition #4, that it would contain a minimum 10-foot vegetation buffer, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman. Nay: Dawson and Jewett.***

B. Case No. SU-05-23-07 – Mr. Ahmed Helmi has applied for a special use permit to operate an event venue on an A1 (agriculture) zoned parcel. In the A1 zoning district, an

event venue use is allowable by special use permit and is required to adhere to articles 14-18 through 14.18.4 of the zoning ordinance. The applicant is seeking a special use permit to allow the entire 189.8-acre parcel to be utilized for the following uses: (up to) 120 individual short-term lodging units; lodging units would be cabin and/or tent style units and no cabin/tent would exceeded 700 square feet of interior floor area, a spa tent/structure not to exceed 600 square feet of interior floor area, a lodge building containing a reception area and a restaurant/bar; the lodge building would not exceed 7,000 square feet of interior floor area, a maintenance/housekeeping building not to exceed 3,500 square feet of interior floor area, an employee housing building not to exceed 6,500 square feet of interior floor area, a storage shed not to exceed 1,200 square feet of interior space/floor area, and a pavilion not to exceed 3,500 square feet of interior floor area/space. The applicant has proffered a conceptual site layout/design and the special use permit conditions eliminate large-scale outdoor events as an allowable use. The 189.8-acre parcel does not have a postal address but is located on James City Road (Rt. 612) – roughly 0.6-miles from the intersection of James City Road and North Seminole Trail (U.S. 29) and is identified on Madison County's Tax Maps as 33-9E. This request also includes a second adjoining undeveloped parcel containing roughly 0.47-acres, identified on Madison County's Tax Maps as 33-8A; this parcel would be utilized as the principal means of ingress/egress to the site via Kirtley Road (Rt. 631).

Mr. Ligon Webb, the County Planner, clarified that on the site plan, they have 165 parking places. This project will require a site plan that will come back before the Board for approval. Mr. Webb stated the Planning Commission recommended adding condition #10 stating the entrance should be a hard surface and he recommend that as well.

Mr. Ahmed Helmi stated that in the conditions, the size of the lodge is 11,900 square feet, but in the introduction, it is 7,000 square feet. Mr. Helmi stated 7,000 was the original, but it is now 11,900 square feet.

The County Administrator asked for clarification to what facility the applicant was referring to.

Mr. Helmi stated the club housing/ lodge.

- *Chairman Jackson clarified the advertisement stated the lodge building would not exceed 7,000 square feet of interior floor area, but Mr. Helmi is stating it needs to be 11,900 square feet.*

The County Attorney stated due to the substantial change from what was advertised, any Board vote would be subject to challenge.

Mr. Helmi stated he can keep it to what was advertised.

The County Attorney stated that when the Board votes, they are voting for 7,000 square feet and encourage the Board to specify that when they vote.

- *Chairman Jackson confirmed that Mr. Helmi was okay to keep it at 7,000 as advertised.*

Mr. Helmi stated he understood.

Chairman Jackson opened the floor for public comment.

Charlie Sheads: Mr. Sheads stated he had a concern regarding the water usage for the bathrooms for the property. Mr. Sheads stated that it will be the same amount of water if each tent has its own bathroom or if there is a community bathroom.

Mike Howard: Mr. Howard stated he had concerns regarding employee traffic and thinks the estimated traffic number is low and not realistic.

Marshall Jenkins: Mr. Jenkins stated that most people are not in favor of this business being in this neighborhood. Mr. Jenkins stated he was concerned that emergency vehicles will not be able to come on and off the property if there was an emergency if there is only one entrance. Mr. Jenkins was also concerned regarding the amount of water that would be used. Mr. Jenkins stated the County makes him fence off water sources, so his livestock does not pollute it, and inquired what is to keep the visitors from doing the same. Mr. Jenkins stated he was concerned about having a hotel by his property.

Charlie Sheads: Mr. Sheads stated that another great place to put a glamping site would be in Supervisor Yowell's backyard in Etlan. Mr. Sheads stated he was disappointed with the Planning Commission, except for Mr. Graves, for recommending the case to the Board of Supervisors.

Janet Sekely: Mrs. Sekely stated her family owns the Stonehearth Tree Farm and she has concerns that this business is not seasonal and will be year-round, which will cause even more traffic in the winter months when their business is most active. Mrs. Sekely stated the road cannot withstand that amount of traffic and many people walk on the road very often.

Mike Wills: Mr. Wills asked for clarification on which numbers they were considering because the ones they heard verse the ones in the agenda packet were different.

- *Chairman Jackson stated they are looking at the numbers in the advertisement.*

Teresa O'Donnell: Mrs. O'Donnell stated the buffer will not help Karen Newton's property who will be located right at the entrance.

With there being no further public comment being brought forward, the public comment opportunity was closed.

- *Supervisor Jewett stated it is not the concept that he has issues with, but he does have concerns with a few details. Supervisor Jewett stated there will be a high concentration and they are building a small town with this project. Supervisor Jewett stated he feels the traffic, noise, and environmental impact is going to be greater than discussed by the*

applicant and the County Planner. Supervisor Jewett feels it is a detrimental project to the County and specifically the folks that live in the area.

- *Supervisor Yowell stated he would be speaking against it if it was suggested to be in Etlan. Supervisor Yowell stated he gives a lot of consideration to property rights. Supervisor Yowell stated he has a tough time not allowing someone to use their property the way they would like to if it is appropriate. Supervisor Yowell stated that the Comprehensive Plan currently favors businesses, at minimum, a mile away from Route 29. Supervisor Yowell referenced page five in the agenda packet, where Mr. Webb mentioned the benefits this business would bring to Madison. Supervisor Yowell stated the last time Mr. Helmi came to the Board, with a different property in mind, the Board gave Mr. Helmi a list of issues and he fixed those. Supervisor Yowell stated Mr. Helmi's customers will be coming for peace and quiet in the country so noise should not be an issue. Supervisor Yowell explained the difference between a site plan verse a special use permit. Supervisors Yowell stated that he is impressed with the proposal and was in favor of it.*

- *Supervisor Dawson stated that Mr. Helmi does not own the property yet, and he also believes in property rights, and he must take into consideration the owned property that will be affected.*

- *Supervisor Hoffman stated that when they are elected for the Board of Supervisor's position, they take an oath to uphold the zoning laws of the county and uphold the safety and health of all citizens. Supervisor Hoffman mentioned that they hear the neighbors' concerns, but the Board can not always decline something because people do not want it in their backyard. Supervisor Hoffman stated when she first bought her home, her front yard went all the way to North Bound 29 and there was not a South Bound 29. The Highway Department came through and took it all and she did not like it, but she knew when she moved there that these things could happen. Supervisor Hoffman stated that Mr. Helmi has done everything the Board has asked him to do. Supervisor Hoffman does not believe the traffic is going to be as bad as the neighbors think it will be and the fire pits are going to be small pits, not large bonfires. Supervisor Hoffman stated that the type of car someone drives, or where they are located does not mean they will be trespassing on the neighbor's property. Supervisor Hoffman stated she is in favor of passing it through.*

- *Chairman Jackson stated he sympathizes and understands why the neighbors do not want it in their backyard. Chairman Jackson stated they need business in Madison. Chairman Jackson stated no property is perfect. Chairman Jackson did state that Mr. Helmi does not own the property yet, and the property has been for sale for a while. Chairman Jackson state that Hoover Ridge Park is having trouble planning tournaments because there is nowhere to stay in the area.*

Supervisor Yowell made a motion to approve Case No. SU-05-23-07 as recommended by the Planning Commission, which included adding the hard surface entrance listed as condition #10

and all the other previous conditions, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman. Nay: Dawson and Jewett.***

INFORMATION/CORRESPONDENCE

PUBLIC COMMENT

Charlie Sheads: Mr. Sheads stated the Board has set a precedence now and asked how many more of these sites will they now see in the County.

EJ. Mills: Mr. Mills asked the Board who is going to clean up the mess that is left behind and inquired who was going to fix Kirtley Trail when they tear it up. Mr. Mills stated the Board is all about money. Mr. Mills stated he is going to call the police and fire department every time someone trespasses in his yard or when they see a fire they think is getting away.

Karen Newton: Ms. Newton asked how long the owner is going to be there once it is up and running. Ms. Newton feels he is going to walk away from it, and he will not stay.

Cathy Mills: Mrs. Mills asked for clarification on the distance of the buffer.

- *Chairman Jackson stated that in condition number 15, the property is 189.8 acres, and requires a 100-foot buffer all the way around it. Chairman Jackson stated the line says, "additionally evergreen shrubs shall be planted on both sides of the driveway connecting the site to Kirtley Road to reduce the impact of vehicle headlights on adjacent properties."*

Cathy Mills: Mrs. Mills requested the Board consider James City Road as the entrance.

With there being no further public comment being brought forward, the public comment opportunity was closed.

CLOSED SESSION

ADJOURN

With there being no further business to conduct, Supervisor Dawson made a motion to adjourn, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).***

R. Clay Jackson, Chairman
Madison County Board of Supervisors

Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: May 9th, 2023.

Agenda
Joint Meeting
Madison County Board of Supervisors
Wednesday, May 3rd, 2023 at 7:00 PM
Admin. 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

Public Hearings

A. Case No. SU-05-23-05 – Mr. Thomas Worman has applied for a special use permit to construct and operate mini-storage units on a roughly 2-acre portion of a 2.5-acre B1 (business) zoned parcel. In the B1 zoning district mini-storage units are allowable by special use permit. The total number of mini-storage units would not exceed 200 individual storage units and consist of (up to) eight (8) storage buildings/structures. If approved, the applicant would be required to submit an official Site Plan to be reviewed by the Planning Commissions and approved by the Board of Supervisors. The subject parcel is improved by an existing commercial building which is currently utilized for retail and office use. This commercial building contains roughly 2,800 square feet in floor area, and has a postal address of 1235 N. Seminole Trail, Madison, Virginia. The parcel is also identified on Madison County Tax Maps as 40-104E.

B. Case No. SU-05-23-07 – Mr. Ahmed Helmi has applied for a special use permit to operate an event venue on an A1 (agriculture) zoned parcel. In the A1 zoning district, an event venue use is allowable by special use permit and is required to adhere to articles 14-18 through 14.18.4 of the zoning ordinance. The applicant is seeking a special use permit to allow the entire 189.8-acre parcel to be utilized for the following uses: (up to) 120 individual short-term lodging units; lodging units would be cabin and/or tent style units and no cabin/tent would exceeded 700 square feet of interior floor area, a spa tent/structure not to exceed 600 square feet of interior floor area, a lodge building containing a reception area and a restaurant/bar; the lodge building would not exceed 7,000 square feet of interior floor area, a maintenance/housekeeping building not to exceed 3,500 square feet of interior floor area, an employee housing building not to exceed 6,500 square feet of interior floor area, a storage shed not to exceed 1,200 square feet of interior space/floor area, and a pavilion not to exceed 3,500 square feet of interior floor area/space. The applicant has proffered a conceptual site layout/design and the special use permit conditions eliminate large-scale outdoor events as an allowable use. The 189.8-acre parcel does not have a postal address but is located on James City Road (Rt. 612) – roughly 0.6-miles from the intersection of James City Road and North Seminole Trail (U.S. 29) and is identified on Madison County's Tax Maps as 33-9E. This request also includes a second adjoining

undeveloped parcel containing roughly 0.47-acres, identified on Madison County's Tax Maps as 33-8A; this parcel would be utilized as the principal means of ingress/egress to the site via Kirtley Road (Rt. 631).

Information/Correspondence

Public Comment

Closed Session

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 4:00PM — Tuesday, May 9, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #21 — May 9, 2023

At a regular meeting of the Board of Supervisors on Tuesday, May 9 at 4:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair
Carty Yowell, Vice-Chair
Charlotte Hoffman, Member
Dustin Dawson, Member
James Jewett, Member
Jennifer Warren, County Finance Director (appearing as substitute for Jonathon Weakley, County Administrator)
Sean Gregg, County Attorney
Hannon Wright, County Attorney
Suzanne Long (appearing as substitute for Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk)
ABSENT: Jonathon Weakley, County Administrator
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order. The pledge was given, followed by a moment of silence.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present. Chairman Jackson if there was anything that needed to be added to the agenda. There being nothing, Supervisor Dawson made a motion to approve the agenda, seconded by Supervisor Jewett, *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0)*

PUBLIC COMMENT

Eleanor Montgomery, Malvern, said she wanted to thank the Board and the Planning Commission for doing their due diligence when it came to the solar facility. She said she was not sure that the County Planner did.

CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS

Jerry Carpenter of Parks & Rec said Madison Day was a huge success. He thanked Troy Coppedge and Karen Coppedge for organizing it. Mr. Carpenter said there were 200-300 faculty, students, and staff from Woodberry Forest spreading mulch, putting in posts, pouring concrete, t-boxes for Frisbee golf, signposts. Mr. Carpenter thanked Woodbury for funding these projects. He also thanked Weaver Works, Jesse Lynch and Clay Jackson for bringing tractors and skid steers, and moving concrete. He thanked Allied Concrete for waiving a fee of $1500.00 and to everyone that let them borrow rakes, pitchforks, wheelbarrows, and other hand tools. Mr. Carpenter said that the next big event planned is May 20 is the Tour de Madison. The first music-in-the-Park is with Crawford & Power on June 3. Mr. Carpenter said they have opened for Alabama, Willie Nelson, Travis Tritt, and numerous other Country music acts. Mr. Carpenter said the summer camp is 95% full, with availability in the first and last weeks.

Ligon Webb, County Planner said there will be three big public hearings in June 2023:

- Pathworks Center on Seville Road sold to new buyer (a doctor) who plans to create a substance abuse center with the property. Mr. Webb said he is going out to the property tomorrow to walk around the site with the new owner to get an idea of the plans;
- Cell Tower planned for Etlan community; and
- Community solar facility. Mr. Webb said there are a lot of moving parts for this.

Mr. Webb said after that things will "calm down" and he will continue to work on the Comprehensive Plan.

- *Chairman Jackson asked if there will be a Comp Plan meeting on Thursday.*

Mr. Webb said yes, that is the monthly Comp Plan meeting and everyone is welcome to attend that meeting or watch online.

- *Supervisor Yowell said that all three of those applications with public hearings in June will go through a Planning Commission workshop on May 17 at 6:30 p.m.*

Sheriff Erick Weaver said there are three people in school who will be graduating in two weeks, and hopefully the department will be fully staffed by July 1. Sheriff Weaver said a recent transport required 2 officers to travel 10 hours to Bristol. Sheriff Weaver asked to Board to keep this use of department resources in mind.

Celene Pumphrey, Department of Social Services (speaking on behalf of Valerie Ward). Ms. Pumphrey reported of shortfalls in funding since the Covid benefits have expired. Many people who had received financial assistance that was badly needed no longer have access to those funds. Running short for food at the end of the month. Although there are some resources in Madison County, there still are people who are food-insecure. Their goal is to end food insecurity in Madison County.

Gavin L. Helme, Emergency Management Coordinator said they are still waiting to hear back on the upgrade grant for the shelter generator. He said it was supposed to be announced by March 30, but has been delayed. Mr. Helme said regarding the 2023 SHSB Grant they are still waiting for that to be formally announced. Mr. Helme said this is the grant centered towards terrorism and mitigating terrorism. Mr. Helme said there are plenty of opportunities within the County for

this grant, and he said we can put in for as many grants as we need. He said the only restriction is a minimum of $10,000 each. There are national priorities and the best chance to receive a grant is to include those national priorities. He said these are 100% grants, so there is nothing out of our "own" pocket. Mr. Helme said that he is talking with Mr. Gordon, 911 coordinator, and they are discussing ideas that we might get funded under this grant. Mr. Helme said the REC event at Graves Mountain Lodge was successful. He said it was a good, safe event, and provided a good opportunity to meet them and see what they do. Mr. Helme said REC wants to look for ways that they can help accomplish some of the things we need in the County too. The next event upcoming is the Tractor Pull this weekend. EMS, law enforcement, and fire will all be there.

- *Chairman Jackson what the County is getting for the anti-terrorism grant.*

Mr. Helme said they have not put in for anything on that yet, but that there are a lot of different ways they can go with this. One thing Mr. Helme is researching now is message boards for controlling traffic, traffic flow. He is also looking at ways to get messages out to the public. Mr. Helme said that they can usually get message boards from VDOT, but the Sheriff informed him that there only certain times of year when those are available. Mr. Helme said if we can get something like that under a grant, then we have a bank of those that anybody can use when needed. Mr. Helme said it could also be something as simple as Jersey barriers that protect our parades and street festivals. Mr. Helme said it could be cyber-security, so working with Bruce is in play and there are items they are looking at there as well. He said there are a lot of things that are out there. Mr. Helme said there is a training aspect too for mitigation.

Noah Hillstrom, Emergency Medical Services, said that April was busy for this department, with 169 calls and a 10-minute response time. Mr. Hillstrom said they are continuing to support Greene County. Mr. Hillstrom said thank you to Supervisor Dawson for an electrical outlet change that permitted a microwave installation. Mr. Hillstrom said they are recruiting for one EMS Lieutenant; otherwise they are at full staff. Mr. Hillstrom said they are doing a good job with recruiting part-time help to cover standby and reduce overtime. Mr. Hillstrom said Charles Fridley is the newest hire as a Full-time Paramedic. Mr. Hillstrom said the department provided support as EMS Standby for three events in April. He announced that National EMS week is May 21-27.

Bruce Livingston, IT, said the new ticketing system is up-and-running. They have sold 196 tickets. He said next month he will have a report of the ticketing system with details. Mr. Livingston said they are close to getting the Tyler database integrated; this is the industry standard for database systems. He announced a network outage for the 414 building for tomorrow. Mr. Livingston said his department is running cabling in-house. Mr. Livingston said REC is close on getting the poles ready for fiber: "any day now". He said Verizon is different and they are not as responsive on this. Mr. Livingston said Administrator Weakley is the contact for Verizon.

Alan Berry, Technology, spoke about the County Website. Mr. Berry said the bare-bones site is running now. He said the Website will be fully functional in one month. Training will be provided for everyone one week before that. Mr. Berry the installation of an app has been completed at the Commonwealth Attorney's office.

- *Chairman Jackson asked how long they have been working on this website.*

Mr. Berry said he thought they had been approved last October and we have worked with department heads since that time.

Tracey Gardner, Tourism and Economic Development, commended the Board and the County planner for working to get the two projects approved at the last meeting. She announced the Lions Club award banquet on May 16 recognizing Nan Coppedge and Fay Utz; and open houses at Salsa Street and Blue Ridge Coffee Roasters are also on May 16th. Ms. Gardner said the Chamber Business Appreciation Dinner is on May 22, and the Business Expo is on May 25th. Ms. Gardner said there is a ribbon-cutting at Shear Perfection Beauty Bar on May 27th. Ms. Gardner apologized for being absent (on vacation) from the joint meeting to help address the public concerns about the two approved projects. She said the glamping project "checked all the boxes" and were definitely part of our niche—AgriTourism. She said as for losing some traveler dollars to Culpeper and Orange, yes, but not as much with a restaurant; we definitely need a restaurant. She said it is a clean industry, 99% of these people will drive slower than our residents, they will be better stewards of the land. For many of them, this will be their final destination. Ms. Gardner also is supportive of the new planned use for the former Pathways Center.

Jennifer Warren, Financial Director, said her department has been busy with the budget. She wants to be ready to go live on January 1, 2024.

CONSENT AGENDA

Supervisor Yowell made a motion to approve the consent agenda and minutes from 4-25-23 and 5-3-23, seconded by Supervisor Hoffman, *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0)*

SPECIAL APPEARANCES

Blue Ridge Committee/Old Rag Pilot Program, Bruce Bowman and Jim Ballard. Mr. Bowman said that the Blue Ridge Committee meets twice per year to make sure there is a good line of communication between the National Park and surrounding 8 counties. He said the next meeting is May 18, 2023 at Big Meadows with the Superintendent and the other counties. Board Supervisor Yowell is the Board representative on this committee. Mr. Bowman said the Old Rag Pilot Program went from March 1, 2022 through November 1, 2022, sold $95,400.00 of $1 tickets during 275 days of the pilot. They counted 86,00 hikers on Old Rag during those 275 days. Mr. Bowman said there were 20 days during that timeframe where the trail had the maximum of 800 people. Mr. Bowman said there are fewer cars on Nethers Road during the pilot. Overall, the pilot has provided safer, better parking. Mr. Bowman said the public comment period is open until May 16, 2023.

- *Chairman Jackson said that paying to buy a ticket usually brings complaints. He said he hasn't heard any complaints, so this must be going over very well.*

Mr. Bowman said he thinks it a good thing.

- *Supervisor Yowell said that he lives on Emmett Road and he asks people that stop if they have a ticket. They all say yes, and not one has complained.*
- *Chairman Jackson asked if any Board member had any problems with having the Administrator draft a letter of support to present to the Park.*
- *Chairman Jackson said he wanted to know how there Emergency Services are going.*

Mr. Bowman said he didn't know the answer but that would be a good question to ask the Superintendent when he comes before the Board in June.

- *Supervisor Jewett asked where the $95,000 goes.*

Mr. Bowman said he didn't know for sure, but some of it goes to administrative costs. Mr. Bowman said that would be another good question to ask the Superintendent.

Rappahannock Rapidan Regional Commission/PIT Report, Rebecca Wareham. Ms. Wareham said her organization, Continuum of Care Coordinator and manager of the 5-County Foothills Housing Network, is responsible for conducting the annual Point-in-Time count. This count of homelessness in the region, based on one night a year (January 26, 2023), and the 10 days following. She said they were able to survey people and ask them where they spent the night of January 26th and 10 days after. This year homelessness increased in this region. Ms. Wareham's presentation summarized key findings as detailed in the report. Ms. Wareham said the McKinney Vento Act provides direction and grant money for managing this service. Ms. Wareham said Drew Eanes is the representative for this provision for Madison County.
She said that the category of "children who are homeless" saw the highest increase. "Unsheltered" means living in a tent, a shed, a barn, and other places not in a shared house or apartment. Ms. Wareham said that Celene Pumphrey, Madison DSS, was instrumental in finding homeless in Madison for the PIT count. She asked Ms. Pumphrey to comment on her findings. Ms. Pumphrey said while we don't have kids on the street, we do have homeless children in Madison. Ms. Wareham said she can't say enough about Madison County: even though it is a small county, citizen support for helping is huge when it comes to housing. Madison DSS finds funding from various sources to help. Ms. Wareham said they are looking at policies or procedures that might address from the preventive side before they get into the system. There are a large number of veterans in the PIT count. Ms. Wareham said the report says that Madison has 14 homeless during the study period. This number is composed of 9 unsheltered individuals and 5 individuals sheltered with family or friends. She said Madison's number increased from last year, which may be due in part to better investigation. Ms. Wareham showed the list of questions that each person was asked. She said that 7 of 14 individuals in Madison said it was the first time they experienced homelessness. Ms. Wareham said they provided phone calls, referrals for rapid rehousing, targeted prevention, and diversion efforts (to avoid people going into homelessness). Ms. Wareham said 15 emergency vouchers (during Covid) were received in Madison County; not all could be used in Madison County.

- *Supervisor Jewett asked about homeless individuals suffering from substance abuse or mental illness—do these individuals find a lack of services in this region?*

Ms. Wareham said Yes.

- *Supervisor Jewett asked if some homeless had refused shelter and/or care.*

Ms. Wareham said Yes.

- *Supervisor Yowell asked if the Foothills Housing Network or the RRRC provide case management services to these homeless individuals.*

Ms. Wareham said this is a many-layered response, with different approaches by different agencies providing various services with some overlap. Some agencies contract with outside services if they don't have the ability to provide services in-house. The Emergency Housing vouchers came with a little bit of money for supportive services; RRCS is the holder of the vouchers.

- *Supervisor Yowell said Housing Choice Voucher Program is held by RRCS for Culpeper County.*

Ms. Wareham said they are the holder for the whole region.

- *Supervisor Yowell said Skyline CAP holds some of those vouchers.*

Ms. Wareham said some of them overlap. Skyline may have 5 counties, and one of them is also Madison.

- *Supervisor Yowell said the Skyline CAP should work with the Community Services Board.*

Ms. Wareham said Skyline CAP is a little luckier in that can work with anybody. They could do a MOU or a contract with another agency to provide the services because they don't have the ability in-house.

- *Chairman Jackson asked Simon Fiscus, Skyline CAP Executive Director, to comment on this.*

Mr. Fiscus said the difference is in dealing for Emergency Services Vouchers is the purpose of the vouchers. Our vouchers are not necessarily for dealing with homelessness; they could be, but that is the specific purpose.

- *Chairman Jackson asked Celene Pumphrey, DSS, if she had anything to add.*

Ms. Pumphrey had nothing to add.

PUBLIC HEARING

Fiscal Year 2024-2029 Secondary Six Year Road Plan, Ms. Carrie Shepheard.

Ms. Shepheard began with a summary of the Quarterly report. She said the project at Shelby is moving forward. It is still in Right-of-Way now, and we have had to move the ad date due to the ROW negotiations. We expect that to be October 2023. She said regarding the 29 Business sidewalk on Main Street, that is in preliminary engineering and the expected ad date is May 2026. Ms. Shepheard said the regarding the Route 707 Nethers Road Bridge replacement, they are gathering the final materials and that will be under construction at the end of May, with construction expected to be complete in Mid-October. Ms. Shepheard said there will be a temporary crossing at the bridge so there will not be a need for a detour with minimal impact. Ms. Shepheard said the next two bridge replacements, Route 707 Pine Hill Road and Route 749 Moon Road, are a couple years out. She said if those accelerate, she will let the Board know.

- *Chairman Jackson asked where Moon Road Bridge is.*
- *Supervisor Yowell said it is just past Nethers. He said he guessed you have to replace a bridge if it is falling down, but those two bridges have hardly any traffic on them. He asked if VDOT has determined they are dangerous and going to fall into the river.*

Ms. Shepheard said VDOT has determined they have come to the end of their useful life. She described the construction activities. Ms. Shepheard said in-the-works is the sidewalk replacement project near the Elementary School on Main Street is being delayed until school is out to minimize impact. Ms. Shepheard said Route 606 Desert Road Phase II is underway and patching has been completed. Paving will be completed this year. Ms. Shepheard said there was a request to do a speed study on Route 621 Beautiful Run Road, but after review, the traffic volumes were found to be very low and a lack of crashes indicated that no speed study warranted at this time. She said they did complete a signage review and found some missing chevrons. She said the signage has been reinstalled. Ms. Shephard said that concludes her quarterly report and she asked if there were questions before moving to the Six Year Road Plan.

- *Chairman Jackson said there was one item and that is Aylor Road and Route 231. He asked what do we need to do to get VDOT to do a safety study there. He said there have been 4 deaths in the last couple years.*

Ms. Shepheard said she was aware of that. She said that anytime there is a fatality, VDOT conducts a safety study. So that is already in the works. She said nothing formal is needed from the Board of Supervisors. VDOT will look into that.

- *Chairman Jackson asked when would there be a report on that?*

Ms. Shepheard said it shouldn't take too long; a couple weeks to a month.
Ms. Shepheard described the Six Year Road Plan. She said this is a recap of what was presented last month. She said the first slide shows the allocations for the next six years. Ms. Shepheard says the second slide shows Madison's priorities for the next six years. She said Desert Road Phase II will be fully funded this July, Emmett Road will be funded in 2025, Whippoorwill Road, which is a considerable amount, won't be fully funded for a couple years out, and Walker's Mill and Turner Drive in the outer years. On the next slide, Ms. Shepheard said these projects build on the unallocated funds. She said the first six on the list were recommended by the VDOT maintenance crew and the other two came from Madison's request. We will continue to look at these eight over the next year and provide recommendations as to whether or not they meet the criteria.

- *Chairman Jackson asked about the second piece of Turner Drive and the potential easement. He said there is one neighbor who doesn't want to expand the road, but across the road that is supportive of granting the easement.*

Ms. Shepheard said that is correct, that is the last she heard. She said the idea now is to investigate a realignment of the road. The only thing she cautions about that is that there would be a cost increase based on a realignment. At this point, Ms. Shephard said is that all VDOT asks to move forward is that the County get agreement from those property owners to donate their property.

- *Chairman Jackson said we have never done that. That is what VDOT does.*

Ms. Shepheard said they have been talking with Mr. Weakley about this. She said that to pursue this project, they need the agreement from the property owners, and at that point VDOT can do the recordation and the survey.

- *Attorney Gregg said you rely on peer-pressure within the neighborhood. Because if you can't get the property owners to agree, the project doesn't get built.*
- *Chairman Jackson asked if Attorney Gregg or Hannon would talk with Mr. Weakley to get this underway.*
- *Attorney Gregg said typically this starts with a letter to all interested landowners.*
- *Supervisor Yowell asked about "tele-fee" on the second slide. Where does this money come from and how it is calculated?*

Ms. Shepheard said she doesn't know how they are calculated, but they are long-standing agreements with communications companies.

- *Supervisor Yowell asked about the District Grant monies. Where do they come from?*

Ms. Shepheard said that is based on the number of miles of unpaved roads in Madison.

- *Supervisor Yowell said this slide shows the entirety of the funds available to accomplish the projects on the next slide. We need to roll these funds forward. And it is not a lot of money to do all these projects.*

- *Chairman Jackson said he wanted to talk about two: Clore Road and River Road. He said he understands that Clore Road doesn't have the traffic count. And he said that River Road is real bad. Chairman Jackson opened up the public hearing.*

Ms. Kari Gaviria, said she is a resident of Clore Road. She asks the Board to consider paving Clore Road She runs a B&B at her property and would like to provide river access to her guests for a "kayaking experience" and this is difficult with the gravel road. She said she presented a petition with signatures from the neighbors on Clore Road. She said there is foot-traffic.

- *Chairman Jackson asked Ms. Shepheard what needs to be done to re-run the traffic study on Clore Road.*

Ms. Shepheard said, just ask.

- *Chairman Jackson said do that.*

Judd Buchanan Duet Road is a mess now, rough and unfinished.

Ms. Shepheard said that Duet Road is in the process of completion; it is just patched at this time. The paving is the next step.

Russell Alger, said work needs to be done on Route 721Woodward Hollow Road. He said in 1980's it was on the Six Year Plan, but nothing has ever been done. He says it needs work, and all the neighbors agree. The maintenance is terrible.

- *Chairman Jackson said maintenance is required for Woodward Hollow Road.*

Ms. Shepheard says she's got it noted.
Eugene Weaver said that Route 721 has never appeared in the 6-year plan, and that it needed attention.

- *Chairman Jackson asked Ms. Shepheard to have VDOT conduct some testing and maintenance on Route 721.*

OLD BUSINESS

There was no old business.

NEW BUSINESS

Resolution #2023-5—Resolution to Adopt the Six Year Secondary Road Plan.

- *Supervisor Yowell made a motion to approve resolution #2023-5—Resolution to Adopt the Six Year Secondary Road Plan, seconded by Supervisor Hoffman, Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0)*
- *Supervisor Yowell said to Ms. Shepheard that the Board would like information and an update as to the progress made toward this plan. He would like update sooner than quarterly. He asked her to communicate with Mr. Weakley to include it in information and correspondence.*

DISCUSSION

There was no discussion.

INFORMATION/CORRESPONDENCE

Ms. Warren said that Public Hearings are scheduled for 5/23/23 on the Sign Ordinance Amendment, Article 4 Sec. 4.3 Amendment (3 acres per use), and the Radio Tower Easement and Lease Agreements.

- *Supervisor Yowell said that the Article 4 Sec. 4.3 Amendment (3 acres per use) will be ready to go and approve that night, as opposed to the Radio Tower Easement and Lease which will be simply discussion.*
- *Chairman Jackson said the public will have three opportunities to be heard on the Radio Tower easement and agreement: at the workshop meeting, at this public hearing, and at the joint meeting on June 7.*

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

CLOSED SESSION

There was no closed session.

ADJOURN

With there being no further business to conduct, Supervisor Hoffman made the motion to adjourn, seconded by Supervisor Dawson *Aye: Jackson, Yowell, Huffman, Dawson, Jewett, Nay: (0).*

_____

R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____

Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: May 23rd, 2023.

Agenda
Board of Supervisors
Tuesday, May 9, 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 04-25-23 and 05-03-23

Special Appearances

9. Blue Ridge Committee/Old Rag Pilot Program – Bruce Bowman and Jim Ballard
10. Rappahannock Rapidan Regional Commission/PIT Report – Rebecca Wareham

Public Hearing

11. Fiscal Year 2024 – 2029 Secondary Six Year Plan

Old Business

New Business

12. Resolution #2023-5 – Resolution to Adopt the Secondary Six Year Plan
13. Route 231 North Safety Concern

Discussion

Information/Correspondence

14. Public Hearings scheduled for 5/23/23 – Sign Ordinance Amendment, Article 4 Sec. 4.3 Amendment (3acres per use), and Radio Tower Easement and Lease Agreements

Public Comment

Closed Session

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 6:00PM — Tuesday, May 23, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #22 — May 23, 2023

At a regular meeting of the Board of Supervisors on Tuesday, May 23 at 6:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair
Carty Yowell, Vice-Chair
Charlotte Hoffman, Member
Dustin Dawson, Member
James Jewett, Member
Jonathan Weakley, County Administrator
Sean Gregg, County Attorney
Hannon Wright, County Attorney
Suzanne Long (appearing as substitute for Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk)
ABSENT: Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Chairman Jackson called the Board to order. The pledge was given, followed by a moment of silence.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present. Chairman Jackson said there were two items that needed to be added to the agenda: 11a Resolution 2023-26 Orange-Madison MoU and 14 Rother case update. Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Jewett, *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0)*

PUBLIC COMMENT

Nick McDowell, said he had completed his 4-year appointment on the Department of Social Services Board. He said he was very satisfied and gratified with the excellent work they have done in very difficult circumstances. He said he thought the County was very fortunate with the quality of people we have working in that department. He said it has been a pleasure working with them.

- *Chairman Jackson said thank you for your service.*

Mike Fisher, Uno, reported on upcoming events at Post 157, Madison American Legion. He invited the community to participate as much as possible. He said the Post will sponsor a Junior Baseball league with more details to follow. He said flags will be placed by Post volunteers along Main Street on Thursday and Friday, May 25 & 26; coordinated with the Sheriff's Department. He said the Post will join Skyline CAP on Thursday, May 25 for a community forum on the future of broadband and access for everyone. He said there will be a fundraising breakfast at the Post on Saturday, May 27 from 7-10 a.m. There will be a community event that evening, from 7-11 p.m. with live music from the band the Bristols from Baltimore, with a cover of $10/person. Mr. Fisher said the community Memorial Day event will be Monday, May 29 at 11 a.m. at the War Memorial Building with Dr. David Lieber, from Uno. He will speak on Army

Intelligence in WWI and today and how it saves lives. They will be joined by Bel Canto and the Madison Choral Society. Mr. Fisher thanked the County Administrator and the Madison Board of Supervisors for getting the War Memorial park ready, with electricity, mowed lawn and a new flag. Finally, he invited the Board and community to Saturday, June 17, 9a.m. – 3p.m. Veterans and disabled first responders at Camp Shenandoah Springs for fishing, and picnicking.

CONSENT AGENDA

Supervisor Yowell made a motion to approve the consent agenda and minutes from 5-09-23, as presented; seconded by Supervisor Jewett, *Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0)*

SPECIAL APPEARANCES

1. Superintendent Patrick Kenney and Eric Fry, SNP updates. Spt. Kenney said that 2022 ended with numbers returning to normal. He said the SNP was closed during the winter (mid-December to February) due to an ice storm that took down trees. He said they cleared between 500 and 800 trees from the Drive. He said they had the help of 1,000 volunteer hours from the PATC. Spt. Kenney said April 2023 saw strong numbers of visitors to the Park. He said there was a small vehicle fire at the visitor entrance at Thornton Gap, with some damage to the entrance building/gate. He said the staff completed at 5-day search and rescue effort, with one fatality of a visitor.

Spt. Kenney talked about the Old Rag Pilot Program. He said Old Rag is one of the most popular hiking destinations in the Park. He said it is ranked as one of the "Must Hikes" in the Eastern U.S. The Park staff was trying to figure out a way to manage it to still provide a good hiking experience without crowding. He said there was an hour-to hour-and-a-half wait at what's known as the chute, with people backing up and short-cut around it, and getting into trouble. Spt. Kenney said in 2019 they did a study to really look at what's going on. The study showed that on some days there were 1200-1300 people on the mountain. They moved forward with the pilot in 2022 with the goals of improving the visitor experience, looking at visitor safety, and minimizing impacts to the Park. He said the ticketing system went into place March 1, 2022 and went through November 30, 2022—275 days. There was a cap of 800 tickets/day. The charge was $1/ticket, which went to the ticket vendor. They limited the tickets to 4 tickets/party. Spt. Kenney turned to Eric who oversaw the analysis of the data and what they learned.

Eric referred to the PowerPoint presentation and said the full report will be available on line. He said they sold over 95,000 tickets, and they had trail counters as well. He said there was a discrepancy between the tickets sold and the counters because the counters aren't 100% accurate and some people over-bought tickets to pick the better weather day or whatever. He said that out of the 275 days of the pilot, 20 of those days were sold-out (no more than 800 tickets sold). He said 14 of those days were in the fall and 6 days were in the spring. He said monthly use, the Park sees peak visitors in October and April. He said that Saturdays are the busiest days, with 30% of weekly visitors coming on Saturdays, and Tuesday-Wednesday-Thursday are the lowest level of visitor activity. Eric said that parking was one of the things they were concerned about. There are two "official" lots there, one next to the trailhead and an overflow lot down the road a bit. He said throughout the entire pilot program, there was parking available for all the ticket holders. He said one of our goals is to increase visitor safety, but it is hard to have good data after one year. He said they will continue to monitor to see if there are trends, but with the pilot

system in place they hope to achieve this goal. Spt. Kenney said that the concerns heard from the public are mostly around the lack of internet access at the trailhead. He said several residents in Nethers were pleased with how the pilot had reduced traffic. Spt. Kenney said overall, there was a lot of support for the ticketing program. He said they are running the pilot again in 2023; for now, it is to-be-determined what action will be taken for 2024. Spt. Kenney said these are good results with positive impacts.

Paul Coates Asked if the people with senior passes needed to call in to get an Old Rag ticket. Spt. Kenney said that the Senior Passes, is the Park entrance fee, which gets you into the Park free for a lifetime after you obtain that permit. He said everybody that went up Old Rag during the pilot had to get a ticket for the $1.

Mrs. Bowman, from the audience, asked how people were counted on the trail. Eric said there is a trail camera with an infrared beam that counts when people walk by.

Mrs. Bowman asked what is the difference between assist and rescue. Eric said the level of medical involvement determines which. He said a rescue is more medical attention, where an assist is bringing water, for example.

Bruce Bowman clarified that there are now 150 parking spaces.

- *Chairman Jackson said a joint meeting will be held to clarify emergency services. He said the pilot program is a success. Chairman Jackson said the Board did not hear any complaints against the ticketing program.*
- *Supervisor Yowell said Don Weakley, of the Etlan Store, might be involved in the ticketing since there is internet access at the store.*

Don Weakley, Etlan. He said he would be happy to help with the sale of tickets as possible.

Spt. Kenney said they are looking at a Point-of-Sale system at the trailhead for the future.

Chuck Jackson (News@madrapp.org) as member of the audience, said they should charge an additional $1 per ticket for the benefit of the Park Service.

Spt. Kenney said that is one of the decision points they are looking at. He said once they have connectivity at the trailhead, the plan is to have Park staff based at Old Rag.

PUBLIC HEARING

2. Sign Ordinance Amendment. County Administrator Weakley said tonight has been scheduled for a public hearing on a sign ordinance amendment. He said the current request is for the Board of Supervisors to support a sign ordinance that be placed into effect to prevent the use of third-party signs at the administrative campus, 414 North Main Street. The proposed wording is to only allow County, State, and Federal signage be placed at the Madison County Administrative Campus. The amendment would allow political signs to be erected on the premises of Criglersville Elementary School on the day of any general election and shall be immediately removed after Election Day. Madison County Electoral Board and the Registrar have been involved in this discussion.

- *Chairman Jackson asked if this applies only to 414 North Main? He said he thinks should apply to all County properties.*
- *Supervisor Yowell asked why this didn't apply to all County properties.*
- *Chairman Jackson said he thinks this should apply to all County properties and asked other Supervisors what they thought. Heads nodded in agreement.*

Attorney Gregg said they could include the school system, the transfer station, and the animal shelter.

- *Chairman Jackson asked if we don't take action tonight, could we come back after an amendment to include other properties? Attorney Gregg said this could be send back to the County Attorney for a rewrite to include the properties the Board wants to add.*
- *Chairman Jackson asked for public comments.*

Nick McDowell asked how this ordinance would be enforceable, and how would they notify the public of the ordinance.
Attorney Gregg said there is no violation determined yet. He said simple removal of the sign would solve it. He said the big problem with signs is determining who put them up.

- *Chairman Jackson said we can simply pull them up.*

Attorney Gregg said this could be referred back to the County Attorney to amend the ordinance to include all County properties. He said the County is powerless to restrict political signs.
Mike Fisher There are signs everywhere. I don't know what County property is. Some don't come down after the election. Unless you're going to hire somebody to come around and take them down, this ordinance is going to be like others. I know why you're doing it, but I don't see that it's enforceable.
Attorney Gregg said the County is powerless to restrict political signs. The difference for this ordinance is that we're restricting to County-owned property.

- *Chairman Jackson said those signs look trashy. And they are costly. Taking them down will get to people's pocketbooks pretty quickly.*
- *Supervisor Jewett asked if on the night of candidate forums held on County property during election season, will signs be restricted then as well?*

Attorney Gregg said that could be an exemption with language to specify that.
Nick McDowell asked 3rd party signs at Hoover Ridge, for example. He said he wants to make sure the Board considers unintended consequences with a blanket prohibition.
Mr. Coates said VDOT makes rounds to clean up signs.
Chuck Jackson said Greene County passed an ordinance to have the Zoning department remove signs.

- *Supervisor Yowell moved to task the County Attorney to come back with an amended sign ordinance to include all County properties. Supervisor Jewett seconded the motion. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0)*

3. Article 4, Sec. 4.3 Amendment. County Administrator Weakley said the current zoning ordinance for area regulations provides for "the minimum lot area for permitted uses shall be three acres." Staff feels additional language or a revision to the existing ordinance may help to clarify the interpretation of Article 4, Section 4.3 Area Regulations. The current request is for the Board of Supervisors to clarify the governing body's understanding, interpretation, and intent of Article 4, Section 4.3 Area Regulations.
Attorney Gregg said this clarifies to 3 acres per use. Administrator Weakley said the new numbering system will correct the sequence. He said staff will make the edit should the ordinance be considered for a vote.

- *Chairman Jackson asked for public comment.*

Kevin McHaney, online public comment, Ligon has said that over 3-plus acres could potentially be okay.

- *Supervisor Hoffman moved and Supervisor Jewett seconded, to adopt ordinance 2023-3. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0)*

4. Radio Tower Easement and Lease Agreement. County Administrator Weakley said we have gone through a few workshops and the BZA meeting last night for easements. He said over two years ago, the Madison County Board of Supervisors approved the emergency services radio project. Madison County selected Motorola as the service provider/vendor. The project consists of upgrading the existing towers and radio infrastructure while also allowing for the installation of two new tower sites. Administrator Weakley said Madison County staff has moved forward to identify two new tower sites. The County selected one of the new tower sites at Hoover Ridge Park; a lattice-style tower. The County desperately needs a radio tower in the northern part of the County. The siting of the tower location has been challenging. The County had established two prior tower sites that either faced topographical and budgetary challenges or negative feedback from the public. Therefore, staff canvassed the area of the Village of Etlan and believed to have found a suitable tower location that is supported by the community. Administrator Weakley said there is no vote tonight; this is for public input.

Administrator Weakley said for the purpose of acquiring, by donation, and lease of the following: To acquire an easement from Brent Aylor and Carmen Aylor for ingress and egress over and across their property to Rte. 643 (Church Hill Rd.) for a fall path. Madison County desires to enter an exclusive, long-term lease of a portion of Emmet Aylor, Jr. and Connie Aylor's property in order to install a federally licensed communications system, specifically, a cell tower, both for government and potential commercial use. To acquire an easement from Tommy Foster and Terri Foster for a fall path over and across their property to Rte. 643 (Church Hill Rd.). To acquire an easement from Daniel Yowell and Sarah Yowell for ingress and egress over and across their property to Rte. 643 (Church Hill Rd.).

He said staff has personally met with those individuals and we appreciate their willingness to participate.

These acquisitions are for the acquisition of an emergency communications tower in the vicinity of Etlan, Virginia to serve the Northern portion of Madison County. A copy of the full text of the proposed easements is on file and available for review in the offices of the Madison County Board of Supervisors, at 414 North Main Street, Madison, Virginia, where it may be inspected Monday – Friday, 8:30 a.m. to 4:30 p.m. The public is invited to attend the public hearing at the time and place aforesaid and present their views.

Mr. Coates asked if the balloon test had been made. Administrator Weakley said the test had been completed and will share the information. He will have the photos available for the June 7th hearing.

Mr. Coates said he represents the church and the cemetery. He said we don't object to this new location. He said they didn't want a tower to be next to their church property. He said thank you to the Board and staff for the hard work.

Administrator Weakley shared the slides of the Balloon test. Administrator Weakley said that in some of the photos the tower was not visible. He said that in the prior location, the tower was visible in about 80% of these same addresses. He said the addresses were selected based on input on prior public hearings.

Chuck Jackson asked if those photos would be on the website tomorrow. Administrator Weakley said he couldn't guarantee that, but they will be up there quickly. He said they would be available as part of the packet for June 7th.

OLD BUSINESS

5. Criglersville Swinging Bridge update. Attorney Gregg said this is a private foundation effort along with three landowners. He said they are working to get the land donated. He said parking is an issue. Attorney Bruce Clark is representing the private foundation. The land to be donated is not sufficient for minimal lot-size ordinance, so the project will be rejected, and then likely appealed by the landowners to the Board of Zoning Appeals.

- *Chairman Jackson asked about the timeframe for this project.*

Attorney Gregg said he has no idea because this is a private effort. He said the key will be the contribution of the landowners. He said that VDOT is also involved in this project.

NEW BUSINESS

6. Graves Mountain Lodge Permit Application. County Administrator Weakley said this is a company picnic for NGIC employees and families, with about 900 attendees expected. Anything above 750 attendees is a category two event, which requires Board approval. He said he sent this to Assistant Chief Helme for his calendar. He said they have not asked for any onsite, dedicated services. Assistant Chief Helme, EMS, said he had nothing to add and that they will add the event to their calendar. Administrator Weakley said the Sheriff asked for Emergency Contact, and Mr. Helme went in and modified the application with the new addition of emergency contact.

- *Supervisor Yowell moved and Supervisor Hoffman seconded to approve the event permit for Graves Mountain Lodge for the NGIC picnic. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0)*

7. Hoover Ridge Project Committee. County Administrator Weakley said the Madison County Board of Supervisors, through approval of the FY24 Budget, approved the capital budget which included funding, roughly $212,000, for the design and bid packet of the proposed Hoover Ridge Outdoor Recreation Center. Administrator Weakley said that since the project funding has been approved, staff recommends the Board of Supervisors form a project committee known as the Hoover Ridge Project Committee, for the purpose of consulting, planning, and developing the concept and project. The committee would be tasked with working with an engineering firm to develop a scope of work for the design and bid packet. The committee would bring all recommendations to the Board of Supervisors for approval. The Parks and Recreation Authority has discussed this concept and have recommended to the County Administrator that the Board of Supervisors approve this committee with the makeup of the following members: Jerry Carpenter, Lindsay Von Herbulis, Clarissa Berry, Kendall Fears, Chris Artale, Jennifer Warren, and Jonathon Weakley, whom would be the Clerk of the Works for this project. The committee's standing runs until the completion of the Outdoor Recreation Center project. Once the project is complete the committee will then be dissolved.

- *Chairman Jackson said the PRA Board is eager to get this work done and it is exciting. They have raised a substantial amount of money. I think this is the right way to go.*

- *Supervisor Yowell moved to authorize the formation of the Hoover Ridge Project Committee made up of Jerry Carpenter, Lindsay Von Herbulis, Clarissa Berry, Kendall Fears, Chris Artale, Jennifer Warren, and Jonathon Weakley, whom would be the Clerk of the Works for this project. Supervisor Dawson seconded the motion. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0)*

8. National Law Enforcement Week Proclamation. County Administrator Weakley said next year staff will work to get these recognition days ahead of time and on the schedule. He said that the Madison County Sheriff asked for this proclamation to recognize the service of law enforcement officers in our community. Administrator Weakley said it would be retroactive.

- *Chairman Jackson read the start of the proclamation:* To recognize National Police Week 2023 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

- *Supervisor Jewett moved to retroactively adopt the proclamation for National Police Week 2023; Supervisor Hoffman seconded the motion. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0)*

9. Emergency Shelter Grant Update. Administrator Weakley said he was glad to have Assistant Chief Helme here tonight because it is through his effort that this grant was awarded. He said during the budget process Mr. Helme has worked firmly and diligently to obtain funding for a generator for an emergency shelter. County Administrator Weakley said currently, the emergency shelter is hosted at the Fire Department, which is not a large space. He said he is thankful to the staff and volunteers for making that space available to the County. Looking for a larger space the high school will serve and this grant application was for that space to get the increased dollars needed. Administrator Weakley said the grant was awarded to Madison County for $150,000. There is a 33% local match. He said we are thankful that we received the grant. He said "kudos" to staff and specifically Assistant Chief Helme for applying for and getting this grant. Assistant Chief Helme said he became aware of this grant last year, about a week after it closed. He said it was on his radar to be ready for it this year. He said this new generator will take care of the entire high school. Assistant Chief Helme said the goal is not to replace the firehouse; he said DSS prefers to work out of the firehouse for a smaller emergency. He said they want to build a stronger infrastructure for emergencies. He said there is a rule of thumb that a County ought to be able to shelter about 10% of the population. He said they are looking at a possible portable trailer with a generator to move as needed; he said he'll be looking for grants for that as well. County Administrator Weakley said the asset will be turned over to the public schools to maintain, insure, etc. He said they are very appreciative that Madison received this grant.

- *Chairman Jackson said thank you to Assistant Chief Helme.*

10. FY23 VATI Grant Update. County Administrator Weakley said the County had solicited an ISP to be the co-applicant for the grant: Firefly was selected to our ISP and co-applicant. He said we also were working with the Jefferson Planning District commission, as the conduit between the locality and the Department of Housing Community Development. This is the state agency that will be the program administrator for the funds. Administrator Weakley said that unfortunately, Madison County did not get awarded the grant. Administrator Weakley said they are trying to get a meeting with VAHCD and Firefly and Thomas Jefferson Planning District to do a "lessons learned" to figure out what happened. He said, hopefully we can figure out next

steps. He said we will keep at it. Administrator Weakley said there will be a Congressional roundtable held by Congresswoman Spanberger in June. He said he has sent in his concerns around this in advance of that meeting. He said he was sorry to report this sad news. **Tracey Gardner**, online, said, Galene Creekmore with Firefly told her this was not the end. Administrator Weakley said we will continue to seek new opportunities as they arise.

- *Supervisor Yowell said we were hooked up with Thomas Jefferson Planning District. So maybe Albemarle was too well-covered.*

Administrator Weakley said we need to get back in the queue, because the lead-times are pretty long.

11. Revenue Share Ordinance. Administrator Weakley said the current zoning ordinance for a commercial solar facility doesn't provide for a tax collection method known as revenue share. The Code of Virginia allows for localities to either apply Machinery and Tools Tax or Revenue Share as a method of revenue collection from commercial solar facilities. Administrator Weakley said staff feels that the County should provide itself with all tax collection methods as permitted for commercial solar facilities, to allow the County the flexibility to select which tax method this wish to use when considering any review or approval of a commercial solar facility. A public hearing has been set for June 7, 2023 at the Joint BOS/PC meeting to consider adopting a revenue share ordinance as it pertains to a commercial solar facility. He said this is to give you an option. Attorney Gregg said this issue came up about two years ago. Because there were no pending applications or pending interest, nothing happened with it. Attorney Gregg said this proposed ordinance is based on ordinances passed in counties similar to Madison. Attorney Gregg said that the machinery and tools would be fully depreciated in 5 years—per Mr. Daniel (versus the full life of 20 years). Revenue sharing arrangement may lead to a reduction in over time, with more localities going solar. He said that the financial analysis that Mr. Daniel has done, a revenue sharing tool is valuable to have.

- *Supervisor Yowell said that $1400 is the amount the State Code says right now. What is the likelihood it will remain that? Wording should be in accordance with the State Code.* Attorney Gregg said that is already baked into the existing wording.
- *Supervisor Jewett said the power output on these panels declines every year, which would be another reduction in revenue.*
- *Chairman Jackson asked if the State already exempts 80%.* Attorney Gregg said, of the Machinery and Tools tax, that is correct.
- *Chairman Jackson said this is just a math problem. We need to have this as part of our arsenal.*

Attorney Gregg said the Federal and State (governments) don't want the localities to make money on solar. He said this is all market driven. We are fortunate that we live in a part of the country that has a high demand for electricity. This is a tool for our toolbox.

11a. Resolution 2023-6. Memo of Understanding. Administrator Weakley said the MoU between Orange and Madison Counties upon the Greene County withdrawal from the RSA would be voided if Greene County hadn't withdrawn by June 1, 2023. He said our counsel in conjunction with the counsel from Orange County has come up with a solution. Attorney Gregg

said the delay is with the State Corporation Commission. He said this MOU must be approved by the SCC. Attorney Gregg said we expected this to be completed by March 2023.

- *Supervisor Dawson made the motion, which was seconded by Supervisor Yowell to approve the resolution 2023-6. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0)*

DISCUSSION

There was no discussion.

INFORMATION/CORRESPONDENCE

12. VDOT Updates. Administrator Weakley said that he and Supervisor Jewett had ridden along with VDOT representatives on several of the roads in the VDOT plan. He said the criterion for a patch is the size of the pothole must be at least 1-inch by 6-inches in order for the patch to take. Their concern to us is that the grading that they give a road each year determines when it will be put into a pavement schedule to be repaved.

- *Supervisor Jewett said he thought the process seemed to be to let the road fall apart before it moves up on the paving schedule. The exception being that there was a safety issue.*

Administrator Weakley said they didn't think River Road was that bad. He said the Town of Madison has a sideway project, near the Learning Center, is undergoing work now. This is within town boundaries.

- *Supervisor Hoffman said 230 toward Stanardsville is being patched now. She said that road didn't seem that bad to her.*
- *Supervisor Jewett said the local officials were helpful and understanding.*

Administrator Weakley said Madison is handled by three different VDOT district offices: Gordonsville, Culpeper, and Charlottesville.

- *Supervisor Jewett said 230 was on the schedule, but then it came off. He said they weren't sure why, and they will follow-up on that.*
- *Chairman Jackson asked when the safety study will occur. This is another one they will follow-up on.* Administrator Weakley said he thought they would start on that this week and it could take up to a month.

13. Reassessment Proposal Review. Administrator Weakley said that they have received 3 qualified proposals for reassessment. He said the selection committee is: Jennifer Warren, Brian Daniel, Ms. Thacker, Supervisor Jewett, and Ms. Lough.

14. Rother case Update. Attorney Gregg said the Rother case has been dismissed with prejudice. He said the applicant for the cell tower is working with the Rothers to find another location on the property. The issue of the lawsuit is moot. He said it leaves us with no cell tower in the Uno area.

PUBLIC COMMENT

There were no public comments.

CLOSED SESSION

- *Supervisor Yowell moved, seconded by Supervisor Hoffman, to go into closed session pursuant to Virginia Code Sections:2.2-3711(A)(1) for personnel; 2.2-3711 (A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation; and 2.2-3711(A)(8). Aye: Jackson, Yowell, Huffman, Dawson, Jewett, Nay: (0).*

Documented report from the Closed Session: *As a result of the Closed Session, the Board took the following action(s):* NONE.

- *Supervisor Dawson, seconded by Supervisor Hoffman, moved to adjourn the closed session. Aye: Jackson, Yowell, Huffman, Dawson, Jewett, Nay: (0).*

Following the closed session:

- *Supervisor Yowell moved, seconded by Supervisor Hoffman, to reconvene in open session. Aye: Jackson, Yowell, Huffman, Dawson, Jewett, Nay: (0).*
- *Supervisor Yowell moved, seconded by Supervisor Dawson that the Board of Supervisors certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711 (A)(7)—and verbally add (8)—and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting. Aye: Jackson, Yowell, Huffman, Dawson, Jewett, Nay: (0).*

ADJOURN

With there being no further business to conduct, Supervisor Dawson made the motion to adjourn, seconded by Supervisor Hoffman. *Aye: Jackson, Yowell, Huffman, Dawson, Jewett, Nay: (0).*

_____
R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____
Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: June 13th, 2023.

Agenda
Board of Supervisors
Tuesday, May 23, 2023 at 6:00 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

Consent Agenda

Minutes from 05-09-23 BOS Meeting

Special Appearances

1. Superintendent Patrick Kenney – SNP Updates

Public Hearing

1. Sign Ordinance Amendment
2. Article 4, Sec. 4.3 Amendment
3. Radio Tower Easement and Lease Agreement

Old Business

4. Criglersville Swinging Bridge Update

New Business

5. Graves Mountain Lodge Permit Application
6. Hoover Ridge Project Committee
7. National Law Enforcement Week Proclamation
8. Emergency Shelter Grant Update
9. FY23 VATI Grant Update
10. Revenue Share Ordinance

Discussion

Information/Correspondence

11. VDOT Updates
    a. Resolution 2023-26 Orange-Madison MoU
12. Reassessment Proposal Review
13. Rother case update.

Public Comment

Closed Session

Adjourn

Agenda
Joint Meeting
Madison County Board of Supervisors
Wednesday, June 7th, 2023, at 7:00 PM
Admin. 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
Public Hearings

A. **Case No. SU-06-23-09** – On behalf of the Madison County Board of Supervisors and Emergency Services, Motorola Solutions, Inc., has submitted a special use application to develop a wireless communications facility (WCF). The proposed WCF will provide public safety radio coverage for the County's public safety communications system. The WCF would be confined to a leased 50' x 50' fenced-in compound located on a 14.9-acre A1 (agricultural) zoned parcel. This parcel is located on a roughly 0.22-mile (~1,200 ft.) private right-of-way connected to Church Hill Road (Rt. 643). Per article 14-13-4 of the County's Zoning Ordinance, WCF's exceeding 100 feet in height require a special use permit. The proposed monopole's height would be 174 feet, including an attached four-foot lighting rod. The subject property has a postal address of 222 Church Hill Road, Etlan, Virginia 22719 and is identified on Madison County's Tax Maps as 15-55P.

New Business

D. **Radio Tower**- Deed of Easement, Fall Path Easement, and Lease Agreement

Public Hearings

B. **Case No. SU-06-23-08** – NWC Investments, LLC (Dr. Christopher von Elten) has applied for a special use permit to operate a licensed substance abuse day treatment center with overnight accommodations on a 120-acre A1 (agriculture) zoned parcel. In the A1 zoning district, a "hospital, clinic, or nursing home" is listed as a use permitted by special use permit; further, article 20-100 defines a substance abuse treatment facility as a similar/like use to a hospital. Treatment services shall be provided by licensed behavioral health providers with "24-7" staff onsite at all times. The subject parcel is the current location of the "Sevenoaks Retreat Center" and contains several buildings and structures; and five (5) of these building/structures are addressed. The parcel's principal structure

has a postal address of 403 Pathwork Way, Madison, Virginia 22727. The parcel is identified on Madison County's Tax Maps as 54-14A.

C. **Case No. OA-06-23-10** – An ordinance amendment to amend Madison County's Zoning Ordinance, specifically to add an article 14-20, 14-21, and 14-23 to this ordinance. The proposed amendments would authorize Madison County to assess an annual revenue share fee on utility scale solar facilities as allowed by section 58.1-2636 of the Code of Virginia. If adopted, the County could assess an annual revenue share of $1,400 per megawatt (MW) for commercial solar installations, with an increase of 10 percent every five years. The adoption of this ordinance would mean that the County could collect revenue through this ordinance, or through machinery and tools taxes on solar related equipment for such facilities, but not both.

New Business

Information/Correspondence

Public Comment

Closed Session

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 7:00PM — Wednesday, June 7, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #23 — June 7, 2023

At a joint meeting of the Planning Commission and the Board of Supervisors on Wednesday, June 7, 2023 at 7:00PM in the Admin. Building Auditorium:

PRESENT:	R. Clay Jackson, Chair
	Charlotte Hoffman, Member
	Dustin Dawson, Member
	James Jewett, Member
	Jonathan Weakley, County Administrator
	Sean Gregg, County Attorney
	Hannon Wright, County Attorney
	Suzanne Long (appearing as substitute for Kimberly Turner)
ABSENT:	Carty Yowell, Vice-Chair
	Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

CALL TO ORDER

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present. Chairman Jackson said the Board needed to adopt the agenda. Chairman Jackson advised he wanted to move item "D"—New Business to follow item "A" in order to take care of the Emergency Services tower before going back to the Planning Commission. Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Jewett, *Aye: Jackson, Hoffman, Dawson, Jewett. Nay: (0)*

PUBLIC COMMENT

There was no public comment.

PUBLIC HEARING

A. Case No. SU-06-23-09. Chairman Jackson read Case Number SU-06-23-09. – On behalf of the Madison County Board of Supervisors and Emergency Services, Motorola Solutions, Inc., has submitted a special use application to develop a wireless communications facility (WCF). The proposed WCF will provide public safety radio coverage for the County's public safety communications system. The WCF would be confined to a leased 50' x 50' fenced-in compound located on a 14.9-acre A1 (agricultural) zoned parcel. This parcel is located on a roughly 0.22-mile (~1,200 ft.) private right-of-way connected to Church Hill Road (Rt. 643). Per article 14-13-4 of the County's Zoning Ordinance, WCF's exceeding 100 feet in height require a special use permit. The proposed monopole's height would be 174 feet, including an attached four foot lighting rod. The subject property has a postal address of 222 Church Hill Road, Etlan, Virginia

22719 and is identified on Madison County's Tax Maps as 15-55P. Chairman Jackson asked County Planner if he had anything to add; Mr. Webb said no. The Board had no questions for Mr. Webb. Chairman Jackson asked Mr. Gordon, Emergency Communications, if he had anything to add; Mr. Gordon said no. Supervisor Jewett said to make of note of the effort that Mr. Gordon put into this, along with County Administrator Weakley and Supervisors Jackson and Yowell. He said these individuals went up and diligently consulted with the residents up there, they verified the balloon tests, the relocation of the tower—saving the County over $1 million, and this is a needed public safety infrastructure that will serve folks in that part of the County. Supervisor Jewett said he wanted to that those that diligently worked on this. Chairman Jackson asked if there was public comment on the WCF facility. There was no public comment.

- *A motion was made by Supervisor Dawson to approve SU-06-23-09 as presented. Supervisor Hoffman seconded the motion. Aye: Jackson, Hoffman, Dawson, Jewett. Nay: (0)*

NEW BUSINESS

D. Radio Tower—Deed of Easement, Fall Path Easement, and Lease Agreement.
Chairman Jackson said the Board could probably handle all of these under one motion. County Administrator Weakley said there was a Board report in the meeting packet for tonight and he said he would try to summarize. The only change tonight is that we originally had three separate documents for the Deed of Easement, Fall Path Easement and Lease Agreement. Administrator Weakley said legal had advised that a consolidate document combining all three would be better for both filing at the court and any future research if someone were to look up the information. Administrator Weakley said the Deed of Access of Easement (shown on the monitor) gives the County the right to go through Blake and Sarah Yowell's property, through to Brent and Carmen Aylor's property and also on Emmet J. and Connie Aylor's property. Administrator Weakley said that is separate from the Fall Path Easement. The Fall Path Easement has been provided to the Fosters. He said this document, along with the Land Lease Agreement and the Deed of Access Agreement are provided in the packet.

- *Chairman Jackson asked if there were any questions on these three items. He said he believed the Board could handle them in one motion.*

Administrator Weakley said he had a recommended motion in the packet in order to get these approved tonight. Mr. Weakley said the staff motion is "Recommend the Board of Supervisors approve the presented Deed of Easement, Fall Path Easement, and Lease Agreement and authorize the County Administrator and County Attorney execute the referenced easements and agreements. Chairman Jackson called on the County Attorney, Mr. Gregg to comment. Attorney Gregg said that he agreed with everything Mr. Weakley had said. Mr. Gregg said we have been discussing trying to get Emergency Communications in Etlan for more than 10 years. He said this site will benefit Madison County considerably. Attorney Gregg said it will give necessary emergency communications in that area. He said the documents have all been reviewed and approved. He said the Board's approval would enable them to sign for the County and begin the process of installation.

- *A motion was made by Supervisor Jewett to adopt the motion that was crafted and presented by the County Administrator. Supervisor Dawson seconded the motion. Aye: Jackson, Hoffman, Dawson, Jewett. Nay: (0)*

- *Chairman Jackson thanked all the folks in Etlan for working to make this happen. He also said Mr. Brian Gordon is the one who has done all the work on this and many thanks to him.*
- *Supervisor Hoffman moved to suspend the Board meeting and return to the Planning Commission meeting, seconded by Supervisor Dawson. Aye: Jackson, Hoffman, Dawson, Jewett. Nay: (0)*

B. Case No. SU-06-23-08 – Chairman Jackson read the case: NWC Investments, LLC (Dr. Christopher von Elten) has applied for a special use permit to operate a licensed substance abuse day treatment center with overnight accommodations on a 120-acre A1 (agriculture) zoned parcel. In the A1 zoning district, a "hospital, clinic, or nursing home" is listed as a use permitted by special use permit; further, article 20-100 defines a substance abuse treatment facility as a similar/like use to a hospital. Treatment services shall be provided by licensed behavioral health providers with "24-7" staff onsite at all times. The subject parcel is the current location of the "Sevenoaks Retreat Center" and contains several buildings and structures; and five (5) of these building/structures are addressed. The parcel's principal structure has a postal address of 403 Pathwork Way, Madison, Virginia 22727. The parcel is identified on Madison County's Tax Maps as 54-14A. Chairman Jackson asked County Planner Webb if he had anything to add. Mr. Webb said the conditions have a few typo changes along with some greater changes, including a wood-constructed 6-foot fence barrier, a change from a ratio of 7-to-1 (patients to staff) to 5-to-1 (patients to staff) and a clarification on controlled substances. Chairman Jackson asked Dr. von Elten is he had anything to add. Dr. von Elten said he didn't know what the process for approval was at this point. He said he appreciated all the time and appreciated the public comments and appreciated the consideration of their application.

- *Supervisor Jewett asked Dr. von Elten, on a monthly rolling basis, what is the average patient load for the current facility.*

Dr. von Elten said he serves roughly 700 people between his operations in Lynchburg and Charlottesville. He said they come from a wide area, Madison, Louisa, Orange, Greene, Augusta, the 81-corridor. Dr. von Elten said in terms of his more intensive services, which is what they plan to move to Madison, they average 8-12 patients.

- *Supervisor Jewett asked Dr. von Elten, what percentage of those folks are from Madison County.*

Dr. von Elten said he didn't know. He said the more intensive services are probably more from Charlottesville.

Chairman Jackson asked for public comments.

Andrew Wyndham. Asked Dr. von Elten if he actually wrote prescriptions for naloxone.

Dr. von Elten said yes, he does. He said he also prescribes other medications as indicated.

With no other public comment, Chairman Jackson returned to the Board.

- *Supervisor Jewett said he had another comment to make. He said the Emergency Services and Law Enforcement services are stretched to the limit in Madison County. Supervisor Jewett said there are priorities to fund, such as another school resource officer. He said if this facility were to be approved and operational, we're going to get calls. He said it doesn't matter if is about clients onsite or from neighbors, we're going to get calls. Supervisor Jewett said we don't know if that will be one call a week or one call a day. He said any additional strain on our public safety infrastructure is just going*

to cause major public safety problems. This is not a desirable action. This is a public safety issue for me.

- *Chairman Jackson said he appreciates the comments from the Planning Commission not to "kick the can". He said this is serious stuff, maybe the heaviest topic he has considered in 10 years. Chairman Jackson said we all don't want this as our neighbor. He said we all agree this is a major problem and we need a solution. He said Dr. von Elten's comment about opioid abatement money was odd; that's the first time that caught me. Chairman Jackson said he would like to table this and let emergency management have a say. There are some concerns that have still been resolved. I would like to see this sent back to the Planning Commission, to be reviewed by the legal team, the sheriff's office, the EMS, and the fire company. He said we won't satisfy everyone in every way.*
- *Supervisor Hoffman said the biggest worry is how our emergency services are stretched. She said she thinks there is a need for this, but she said she agrees with Mr. Jackson, there are a lot of unanswered questions. She said she was in favor of tabling it.*
- *Supervisor Dawson said he has 4 boys, and he hopes they never need these services. He said he doesn't want the facility next door to him. He said he didn't think he would feel any different 30 days from now. He gave his phone number for the public to call him with questions and concerns.*
- *Supervisor Jewett said he thinks it should be an up-or-down vote tonight. Chairman Jackson said he agreed. Things probably will not change a lot. He said he hoped that everyone that has concerns would send an email to Mr. Weakley. Chairman Jackson said he hoped we could learn something from this.*

County Planner Webb said if this was tabled, the next available meeting would be June 27 at 6 p.m. County Administrator Weakley said if it is tabled, would need to be advertised again? County Attorney Wright said it would not need to be advertised.

- *A motion was made by Supervisor Jewett to deny SU-06-23-08. Supervisor Dawson seconded the motion. Aye: Hoffman, Dawson, Jewett (3). Nay: Jackson (1).*

C. Case No. OA-06-23-10 – Chairman Jackson read the case. An ordinance amendment to amend Madison County's Zoning Ordinance, specifically to add an article 14-20, 14-21, and 14-23 to this ordinance. The proposed amendments would authorize Madison County to assess an annual revenue share fee on utility scale solar facilities as allowed by section 58.1-2636 of the Code of Virginia. If adopted, the County could assess an annual revenue share of $1,400 per megawatt (MW) for commercial solar installations, with an increase of 10 percent every five years. The adoption of this ordinance would mean that the County could collect revenue through this ordinance, or through machinery and tools taxes on solar related equipment for such facilities, but not both. Chairman Jackson asked if there was anything to add by Planner Webb. Mr. Webb said just the codification change, as mentioned in the Planning Commission meeting. Chairman Jackson asked if there were any public comments. There were no public comments.

- *Chairman Jackson said that this is a math problem, and we want the most money we can get.*
- *A motion was made by Supervisor Dawson to approve OA-06-23-10 as recommended by the Planning Commission. Supervisor Jewett seconded the motion. Aye: Jackson, Hoffman, Dawson, Jewett. Nay: (0).*

INFORMATION/CORRESPONDENCE

There is no information / Correspondence.

PUBLIC COMMENT

There were no public comments.

ADJOURN

With there being no further business to conduct, Supervisor Hoffman made the motion to adjourn, seconded by Supervisor Dawson. *Aye: Jackson, Hoffman, Dawson, Jewett. Nay: (0).*

_____

R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____

Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: June 27th, 2023.

Agenda
Board of Supervisors
Tuesday, June 13, 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 05-23-23
2. Supplemental Appropriations - #17 and #18

Special Appearances

Old Business

3. Sign Ordinance – Revision Update

New Business

4. Resolution #2023-7 – Resolution to Appropriate the FY24 Operating Budget
5. Resolution #2023-8 – Resolution to Appropriate the FY24 Capital Budget
6. Reassessment Appraisal Services – Selection Committee Recommendation
7. Fireworks Permit Applications – Bald Top Brewing Company and Senterfitt Farm
8. Planning Commission – Resignation Notice/Appointment

Discussion

Information/Correspondence

9. Rapidan Service Authority Update

Public Comment

Closed Session

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 4:00 PM — Tuesday, June 13th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #24 — June 13, 2023

At a regular meeting of the Board of Supervisors on Tuesday, June 13th at 4:00 PM in the Admin. Building Auditorium:

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

- *Chairman Jackson called the Board to order.*

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

- *Chairman Jackson advised that a quorum was present, and Supervisor Hoffman would not be in attendance at tonight's meeting.*

The County Attorney, Sean Gregg, recommended the Board of Supervisors add to the agenda an update on Greene County's departure from the Rapidan Service Authority.

- *Chairman Jackson acknowledged the County Attorney's recommendation and ask that it be added as number nine under information and correspondence.*

ADD: Information and Correspondence
9. Rapidan Service Authority Update

Supervisor Yowell made a motion to approve the agenda as amended, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.

PUBLIC COMMENT

Kim Smith: Mrs. Smith stated she would be writing a letter for a FOIA request and gave a summary of her request. Mrs. Smith mentioned she was not able to attend the public hearing for the Sign Ordinance. Mrs. Smith requested a map or list of addresses with longitude/latitude of all county/taxpayer properties so the folks, including herself, putting up political signs did not trespass. Mrs. Smith asked the legal team about the legality of this ordinance as it pertains to the

First Amendment of the U.S. Constitution. Mrs. Smith stated she would also like to know who would be responsible for enforcing the ordinance and what were the penalties for intentional and accidental trespassers. Mrs. Smith also requests a list of all the unfunded mandates, except for the ones that apply to the school because she would FOIA them separately.

- *Chairman Jackson asked the County Administrator if he was able to record all items request.*

The County Administrator stated he was, but he would be in contact with Mrs. Smith to ensure he fully understood all aspects of her respect.

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

CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS

Moonie Frazier: Mr. Frazier, Facilities and Maintenance Manager, gave a monthly report. Mr. Frazier stated the courthouse had leaks which were repaired by the contractor last week and the scale house roof was sealed for preventive maintenance. Mr. Frazier stated the inmate program was active for four days, but the Jail's employee who oversees the project stepped down. The project is currently paused until the Jail finds a new staff to fill the role. The paint contractor will start painting the Kemper Mansion on June 19th. This will include scraping, repainting, and sealing the walls. A contractor will be coming in to trim the trees off the building before painting takes place to prolong the paint. Mr. Frazier stated the sewer pump went out today at the courthouse and they had to cancel court for the day. However, Mr. Frazier stated they would be able to have court the following day. The elevator at the courthouse is fixed and in operation.

Noah Hillstrom: Mr. Hillstrom, Emergency Medical Services Chief, gave a monthly report. Mr. Hillstrom stated May was busy with 148 calls, with an average response time of 11 minutes. Mr. Hillstrom stated his department is continuing to help surrounding counties with calls. Mr. Hillstrom gave an update on personnel. The most recent full-time hire just completed their onboarding orientation, they are actively hiring for the Lieutenant position, multiple personnel are on leave for various reasons, and they are actively hiring for four full-time positions. Mr. Hillstrom stated they are seeing more part-time applications than full-time. The EMS Department participated in the REC Get Connected Event, the Woodberry Forest Event, and the Business Expo. Mr. Hillstrom is currently working with ambulance vendors and should have a final recommendation at next month's Board of Supervisors' Meeting. Mr. Hillstrom stated the RSAF Grant, for the Cordico Mental Health Program, announcement should be made in July.

Brian Gordon: Mr. Gordon, Director of Emergency Communications, gave a monthly report. Mr. Gordon stated they took 176 home phone calls, 409 mobile calls, 2,248 administrative calls were taken, and 1,203 administrative calls were made, for a total of 4,036 total calls through the E-911 center. Mr. Gordon stated that civil work is done with all three-repeater tower sites, and they just got the fourth approved. Mr. Gordon stated they are working on Spectrum fingerprinting scheduling along with Geotech scheduling. Mr. Gordon stated that subscribers have been ordered and 90% have been delivered. Mr. Gordon stated they ordered the batteries

because there is a nine to ten month wait, which will have them arriving when they are needed. Mr. Gordon gave a personnel update. They are down one staff and one staff completed training last week with DCGS Academy. Mr. Gordon gave a community outreach update. They were at the REC Get Connect Event and were collaborating with folks in Etlan to get the Etlan Tower Site completed.

Erik Weaver: Mr. Weaver, Madison County Sheriff, gave a monthly report. The Sheriff stated that they need to keep an eye out for the young people regarding drugs. The Sheriff stated that four dealers in Culpeper were arrested last week, and they were bringing drug supplies into Madison. The Sheriff gave an update on speeding in the County. The Sheriff stated that an individual in court the other day was doing 138 in a 60-mph zone. The Sheriff thanked the Commonwealth for their help with both speeding and drug cases. The Sheriff stated there are many events coming up and some of them are Graves, NGIC, the parade, the tractor pull, and the fair. The Sheriff gave a personnel update. They are fully staffed, but sickness, vacations, a staff having a baby, and training is keeping them from being fully staffed. The Sheriff thanked the Board of Supervisors for their decision regarding the Seven Oakes Zoning case, which would have been a large burden on his department and EMS.

Clarissa Berry: Ms. Berry, Commonwealth's Attorney, gave a monthly report. Ms. Berry thanked the Sheriff's Office for their help with their trail last week. Ms. Berry stated her office is working with Social Services and the Sheriff's Office for the reinvigoration of TRIAD, which is education awareness, with a little bit of fun. So far, they have talked about the Victim Witness Program, the Criminal Justice System, and Elder Abuse Awareness Month, which is June. Ms. Berry stated they are seeing an uptick in cases involving elderly abuse and elder exploitation. They are working on an adult multi-disciplinary team that would meet similarly to the child abuse multi-disciplinary team. Ms. Berry stated she is waiting to hear back from the Comp. Board about staffing standards. Ms. Berry stated that the July term day would normally be July 3rd, but the courts will be closed that day so term day will be on July 6th.

Bruce Livingston: Mr. Livingston, Information Technology Specialist, gave a monthly report. Mr. Livingston stated they are doing a lot of training. They have a new test bed up and they are working on configuring switches and getting Alan Berry, System Administrator, up to speed. Mr. Livingston stated they now have their backup system in place at the War Memorial Building. Mr. Livingston gave an update on the Laserfiche project, and he feels it will be up and running in three weeks. Mr. Livingston stated he has a meeting with ANS for a quarterly review and they have many things to go over. Mr. Livingston stated they are watching the network monitors because there have been some slowdowns and he encouraged the staff to notify them if they notice things running slower than normal. Mr. Livingston gave an update on their ticketing system, which is busy.

- *Supervisor Yowell asked Mr. Livingston how to make a ticket.*

Mr. Livingston stated that staff must email "IT Trouble Tickets" to submit a ticket.

- *Chairman Jackson stated that a few people reached out to him regarding scam emails they had received claiming to be him. Chairman Jackson asked Mr. Livingston the process to correct this.*

Mr. Livingston stated that most staff can spot the difference between a scam and a real email and are educated on it. Microsoft has a procedure that allows them to copy the properties in the email and it will notify them if the domain cannot be trusted, and IT can block the domain. If the same domain continues to send emails, IT can start blocking their public IP address. Mr. Livingston stated the best thing people can do is just be aware.

- *Supervisor Jewett asked if ANS is running intrusion detection or an intrusion protection system on the counties network.*

Mr. Livingston stated they are, and they just ran one to double check the Sheriff's network security. Mr. Livingston stated he will ask ANS for a log that states how many times an intrusion has been detected. Mr. Livingston stated he feels they are doing what they can without spending more money on cyber security upgrades.

Jennifer Warren: Mrs. Warren, Finance Director, gave a monthly report. Mrs. Warren stated her department is in the process of reviewing the Fiscal Year 2023 Budget Reports, finalizing the Fiscal Year 2024 Budget Book, and working on the HR payroll implementation in Tyler Munis. Mrs. Warren mentioned that they are working with a few departments regarding grants and ensuring they are completing all requirements.

Ligon Webb: Mr. Webb, the County Planner, gave a monthly report. Mr. Webb started by thanking everyone who put effort into the last public hearing. On July 5th, the solar cases public hearing will take place along with the Shelby Road Special use permit (SUP) case. Mr. Webb stated they will have a busy few months for public hearings.

Tracey Gardner: Mrs. Gardner, Economic Development & Tourism Director, gave a monthly report. Mrs. Gardner stated that last month was Business Appreciation Month. Mrs. Gardner stated they honored Senator Hanger at the dinner on May 22nd and he was very appreciative. The school changed their last day of school, which affected the normal afternoon crowd they normally get for the Business Expo. Next year, they will try to back the event up a week. On May 27th, there was a ribbon cutting and grand opening at Shear Perfections Beauty Bar. On June 10th, Cake Crumbs had their grand opening and ribbon cutting.

- *Chairman Jackson inquired the location for Shear Perfections Beauty Bar.*

Mrs. Gardner and Supervisor Yowell stated it was located by Jenny Lynd's Pizza.

- *Chairman Jackson stated he saw people planting flowers there, which was good to see.*

Mrs. Gardner stated Cake Crumbs is successful at the new location and the Madison Citizens are making use of the available WIFI. Mrs. Gardner stated that Virginia Housing was the speaker at

the Central Virginia Partnership of Economic Development on June 2nd, and they had good presentations. Mrs. Gardner attended the VEDA Conference, Virginia Economic Development Association Conference, June 5th, and 6th. Mrs. Gardner stated they did not receive the funding for Broadband, but there is the BEAD Program, Broadband Equity Access and Deployment Program, and they are going to award a total of forty-two billion dollars, and she is waiting to see what Virginia is awarded on June 30th. Mrs. Gardner stated she received the VDOT permit and will provide it to Mr. Weakley and the Sheriff. Mrs. Gardner stated there are new businesses in town, one being an Airbnb and wedding venue with more information coming soon. There will be a Realtors Roundtable meeting on July 27th.

- *Chairman Jackson inquired if the wedding venue needed to receive a special use permit from the town and when they planned to do that.*

Mrs. Gardner stated they did need one and were discussing it. Mrs. Gardner also mentioned that there is someone interested in the Hunton Hotel, but they cannot do it without an upgrade to their sewer.

- *Chairman Jackson stated he understood that RSA sold an EDU to a homeowner in Madison.*

Mrs. Gardner stated it is possible for a resident, but not for a hotel which has more rooms.

- *Chairman Jackson inquired about the timeline for the application for the BEAD Program.*

Mrs. Gardner stated they do not have that information yet, but they will find out how much Virginia will receive on June 30th. Mrs. Gardner stated that there will be two volumes and various stages that will take place.

The County Administrator mentioned that he appreciated Mrs. Gardner for following all the various funding streams and their guidelines. The County Administrator stated the goal would be to partner again and apply like done previously.

Mrs. Gardner agreed and mentioned the new FCC maps are available, which are supposed to be better.

- *Chairman Jackson stated that they need to get internet coverage to everyone.*

The County Administrator mentioned that the Treasurer was in attendance online and she may have a monthly report.

- *Chairman Jackson asked if the Treasurer had a monthly report, which she did not.*

Alan Berry: Mr. Berry, System Administrator, spoke on behalf of the IT Department to follow up on their monthly report. Mr. Berry stated that next week they would be conducting training

for the county's new website, which is near completion. Mr. Berry stated he is hoping to be fully on the new website in the second or third week in July. Mr. Berry stated he is currently building a new inventory system to track IT equipment. Mr. Berry stated he has been working with Tyler Munis to do Sequel Export Error checking.

CONSENT AGENDA

1. Approve: Minutes from 05-23-23
2. Supplemental Appropriations - #17 and #18

- *Chairman Jackson asked the County Administrator if he had anything to add.*

The County Administrator stated he did not have anything specific to add, but the supplemental information is in the agenda packet, and he would take any questions from the Board.

The Board did not have any questions.

Supervisor Dawson made a motion to approve the consent agenda as presented, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.

OLD BUSINESS

3. Sign Ordinance – Revision Update

- *Chairman Jackson asked the County Administrator and the legal team if they could give an update regarding the Sign Ordinance revisions.*

The County Administrator gave a revision update regarding the Sign Ordinance. The County Administrator stated there was a prior public hearing held regarding the Sign Ordinance and at that time the only location listed was 414 North Main Street, which is the Administrative Building that they are currently in, and discussion was made at the Board level to redraft the ordinance to include all county properties with provisions that track the sign placement at the Criglersville School. The updated revisions reflect this request, and the County Administrator asked the Board for direction. The County Administrator mentioned if they do agree with the new ordinance, then a public hearing would need to be scheduled and advertise.

The County Attorney, Sean Gregg, stated the proposal incorporated what the Board has discussed. The County Attorney stated he would defer to the Board regarding when they would like to set the public hearing.

- *Chairman Jackson stated he did not want to postpone it and recommended advertising right away.*

The County Administrator asked if the Board would like to set the public hearing for July 11th due to the two-week publication requirement.

- *The Board of Supervisors were all in agreement with the proposed date for the public hearing.*

Supervisor Yowell made a motion to set the public hearing for the Sign Ordinance revisions to be July 11th, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.

- *Chairman Jackson mentioned Ms. Smith's FOIA request and stated a map for all the county properties should be available.*

The County Administrator stated it can be pulled from the GIS very quickly, which is located on the county's website. The County Administrator also stated he would be in contact with the legal team regarding Ms. Smith's FOIA request regarding the legal team's opinion on the first amendment.

- *Supervisor Jewett asked the legal team for clarification on the language of the ordinance, specifically where it requires the County Administrator's approval and inquired if the ordinance includes the school properties.*

The County Administrator stated that the provision was removed. The County Administrator stated there was a previous version that had the School Board's approval, but they are their own governing body, and this would only be effective for county-owned property.

- *Supervisor Jewett stated the reason he is asking is he knows there is a lot of advertising that takes place at Trunk or Treat at the Madison County High School.*

- *Chairman Jackson stated he was told originally that they were not allowed to do campaigning at that specific event. Chairman Jackson also stated he participates in the event every year and he really enjoys it. Chairman Jackson stated he understood Supervisor Jewett's questions and asked legal for direction.*

The County Administrator stated legal may have something to add, but the School Board was established as its own government entity, and it was his understanding the county did not have jurisdiction over school property unless there was some kind of mutual agreement in place. The County Administrator stated the ordinance before the Board is regarding only county owned property. The County Administrator stated he could look into the provision of his approval.

- *Chairman Jackson stated it is all county property and asked the legal team if they need to add language to give some separation.*

The County Attorney, Hannon Wright, asked for time to investigate it further.

The County Administrator stated he was going to check GIS on the county's website because county owned properties are listed as the Board of Supervisors, and he was going to click the school properties to see if it came up as the Madison School Board. The County Administrator

stated he sees the provision of his approval as looking to approve the signs that bring awareness, like signs for awareness months.

The County Attorney, Hannon Wright, stated he thinks the important part is it must be content neutral, but he would like to talk about it further.

NEW BUSINESS

4. Resolution #2023-7 – Resolution to Appropriate the FY24 Operating Budget

The County Administrator stated that as part of the budget process, the Board has adopted the Fiscal Year 2024 Budget and the Capital Budget. The last process is resolutions to appropriate those funds so on July 1st, come the new fiscal year, the funds can be distributed. The County Administrator stated that Resolution #2023-7 is for the purpose of appropriating the Fiscal Year 2024 Operating Budget.

- *Chairman Jackson inquired how the state was doing with their budget.*

The County Administrator stated he was told they are looking to reconvene sometime after June 20th, but he did not see anything listed on the General Assembly's calendar. The County Administrator stated as of now, the skinny budget is in place. The County Administrator is not looking for them to change the COLA percentage, but it would be nice if there was extra consideration to look at additional funding for Treasurers and additional funding for SROs. The County Administrator thanked Supervisor Jewett for writing a letter to support this.

Supervisor Yowell made a motion to approve Resolution #2023-7 to appropriate the FY24 Operating Budget, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.

5. Resolution #2023-8 – Resolution to Appropriate the FY24 Capital Budget

The County Administrator thanked the Finance Director for her efforts. The County Administrator stated the Capital Budget includes capital funding for the county as well as any funding for the schools. The County Administrator stated a sizable portion of funding is for the radio system. The County Administrator stated that like the previous resolution, the Board has already adopted the budget, the resolution is to appropriate the funding.

Supervisor Dawson made a motion to approve Resolution #2023-8 to appropriate the FY24 Capital Budget, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.

- *Chairman Jackson stated this was one of smoothest budget processes and thanked the staff involved in the process.*

The County Administrator thanked the Board.

6. Reassessment Appraisal Services – Selection Committee Recommendation

The County Administrator stated the county, in consultation with the Board and with the Commissioner of Revenue, saw a need to have another reassessment, which is now a six-year cycle. The County Administrator stated that a Request for Proposal (RFP) was put out and the county received three formal submittals and one that stated their workload would not accommodate them to submit. The County Administrator stated there was a selection committee formed, which Supervisor Jewett was a part of, and they reviewed the criteria and interviewed all three proposals. Based upon the unanimous recommendation of the selection committee, the County Administrator is requesting that the Board of Supervisors authorize the County Administrator and County Attorneys to execute a contract for professional appraisal services with Wingate Appraisal Services. The County Administrator stated Wingate was selected due to their overall knowledge and experience with Madison County, adequate staffing to minimize adding work to staff, the detailed timeline for deliverables, and their cost proposal which was in budget. The County Administrator mentioned that a copy of the proposal from Wingate, the sample contract, and the original RFP request are in the packet agenda. Wingate listed their services at $308,000.

- *Supervisor Jewett stated there was a lot of work done by the staff members. Supervisor Jewett mentioned that this firm was not the lowest bidder, however, they felt the other two competitors were significantly under bidding and would not complete the assessment in a timely and adequate manner. Supervisor Jewett stated that Wingate had the best written proposal and interview. Supervisor Jewett stated their proposal is under the projected estimated amount budgeted for this project. Supervisor Jewett mentioned that all the assessment companies are looking at value increases anywhere from 35-60%. Supervisor Jewett stated this is something the residents should expect, but that does not mean their taxes will go up 35-60%.*

- *Supervisor Yowell clarified that the 35-60% is an increase from the assessment from 6 years ago.*

- *Supervisor Jewett agreed.*

- *Supervisor Yowell stated he felt better knowing that.*

The County Administrator stated in the last assessment, residents saw a 20% increase.

- *Chairman Jackson stated they have equalized the rate before so the assessment value going up does not immediately mean that taxes will increase. Chairman Jackson stated through the reassessment process, they will get an accurate appraisal of what the property is worth and then work to not increase taxes.*

- *Supervisor Jewett stated that Mr. Thomas, from Wingate, reiterated the same message to taxpayers regarding the reappraisals and how they affect taxes. Supervisor Jewett stated*

Wingate has had virtually no contests against their reappraisals and he feels that speaks volumes.

- *Chairman Jackson stated that two appraisals ago they had a company come in and there were countless complaints, but this past time they used Wingate and have very few complaints.*

- *Supervisor Yowell asked for confirmation that citizens would see the new assessments in their June 2025 real estate bill.*

The County Administrator stated that was correct. The County Administrator clarified by stating the Board sets the rates, normally, in April when they adopt their budget.

- *Supervisor Yowell asked when the deadline date would be for anyone who wanted to go before the Board of Equalization.*

The County Administrator stated, per the packet agenda, it is listed that assessment hearings will be in November. The County Administrator stated that in December the Board approves the final book and files it with the Clerk of the Circuit Court.

Supervisor Yowell made a motion to authorize the County Administrator to finalize the contract with Wingate for the upcoming reassessment, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.

7. Fireworks Permit Applications – Bald Top Brewing Company and Senterfitt Farm

- *Chairman Jackson stated he would like to vote on the two Firework Permit Applications separately because he needs to abstain from the Senterfitt Farm Fireworks Permit Application vote.*

The County Administrator stated the Firework Permit Application is separate from the Festival or Event Permit Application. The County Administrator stated both events had no issues when done last year. The County Administrator stated the one before them currently is from Bald Top Brewing Company with the anticipated date as July 1st with a rain date as July 2nd. The County Administrator stated there was a visual aid in the agenda packet in reference to the site. The County Administrator stated fireworks will begin at 9:00 pm and will end by 11:30 pm. The County Administrator stated there is an "operation cease time" due to an incident, with a different company, which happened in the past.

- *Chairman Jackson stated he believed it was Early Mountain.*

The Madison County Sheriff requested the firework permits be emailed to his office if they are approved.

The County Administrator stated he would do that.

Supervisor Jewett made a motion to approve the Firework Permit Application for Bald Top Brewing Company, seconded by Supervisor Yowell. Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.

- *Supervisor Yowell asked the Board for action regarding the Firework Permit Application from Senterfitt Farm since the County Administrator went over the application process.*

The County Administrator agreed and stated it is the same application process as the Bald Top Permit and the permit application is located online, on the county's website. The County Administrator stated the event is scheduled for July 1st and fireworks are anticipated to begin at 9:00 pm and will end by 11:30 pm. The County Administrator stated the County's Staff had no reservations for the event. The County Administrator stated he would be sure to send both applications, if both approved, to the Madison County Sheriff's Office.

Supervisor Dawson made a motion to approve the Firework Permit Application for Senterfitt Farms, seconded by Supervisor Jewett. Aye: Yowell, Dawson, Jewett. Nay: (0) Abstain: Jackson Absent: Hoffman.

8. Planning Commission – Resignation Notice/Appointment

- *Chairman Jackson stated Mr. Crigler gave him a letter last Wednesday at the meeting and Mr. Crigler is resigning from his position on the Planning Commission. Chairman Jackson stated he knows of a least one person interested in completing the form and inquired if the County Administrator's Office has received it yet.*

The County Administrator and the Executive Administrative Assistant/ Deputy Clerk both stated they had not yet received an application.

- *The Board of Supervisors agreed they should advertise for the position for the Planning Commission to finish Mr. Cigler's term.*

The County Administrator inquired about the method of advertisement other than the website.

- *The Board of Supervisors agreed to advertise in the Newspaper.*

- *Chairman Jackson stated they needed to send a letter to thank Mr. Crigler for his many years of service.*

The County Administrator stated he will ensure his office presents a certificate to show appreciation for years of service to all board and committee members once they complete a term.

- *Chairman Jackson inquired the timeline for filling the role.*

The County Administrator recommended conducting interviews at the July 11th or July 25th meetings.

- *Chairman Jackson stated he would like to plan to conduct them for the July 25th meeting.*

DISCUSSION

There was no discussion.

INFORMATION/CORRESPONDENCE

9. Rapidan Service Authority Update

The County Attorney, Sean Gregg, stated Greene County's withdrawal from Rapidan Service Authority is complete and they should no longer attend the meetings.

The County Attorney, Hannon Wright, stated the dismissal order has been submitted to the Greene County Circuit Court and is waiting for a signature from the judge.

- *Supervisor Yowell stated the next meeting is this upcoming Thursday and asked if Greene County would not have representatives there.*

The County Attorney, Sean Gregg, believes that is correct.

PUBLIC COMMENT

Jim Smith: Mr. Smith proposed adding "Special Election" on the revisions for the Sign Ordinance.

CLOSED SESSION

There was no closed session.

ADJOURN

With there being so further business to conduct, Supervisor Yowell made a motion to adjourn, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.

R. Clay Jackson, Chairman
Madison County Board of Supervisors

Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: July 11th, 2023.

Agenda
Board of Supervisors
Tuesday, June 27, 2023, at 6:00 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

Consent Agenda

1. Approve: Minutes from 06-07-2023
2. Supplemental Appropriation - #19

Special Appearances

Old Business

2. a. Jenkins' Lease

New Business

3. FY24 Budget Book

3. a. Supplemental Appropriation #20- Shooting Range Lead Remediation

4. Fireworks Permit Application – Matthew Fant

5. Fireworks Permit Application- Chad Lohr

   a. Fireworks Permit Application- Rapidan Baptist Camp
   b. Fireworks Permit Application- Rodney Frazier

6. Festival or Event Permit Form- Bald Top Brewing Co.

7. Festival or Event Permit Form- Tractor Pull July 8th.

8. Committee Update & Appointments

   a. Building Code Board of Appeals- Appointment
   b. Community Policy Management Team- Reappointments
   c. Family Assessment & Planning Team- Reappointments
   d. Social Services Board- Appointments
   e. Rapidan Service Authority Board- Appointment
   f. Thomas Jefferson Area Criminal Justice Board- Vacancy

Discussion

Information/Correspondence

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

10. Public Hearing- July 11th for Sign Ordinance Amendment

Public Comment

Closed Session

~~2.2-3711(A)(7)~~

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 6:00 PM — Tuesday, June 27th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #25 — June 27, 2023

At a regular meeting of the Board of Supervisors on Tuesday, June 27 at 6:00 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
Hannon Wright, County Attorney
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

ABSENT:

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

- *Chairman Jackson called the Board to order.*

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

- *Chairman Jackson advised that a quorum was present. Chairman Jackson stated he had a few items to amend to the agenda.*

DELETE: CLOSED SESSION

ADD: OLD BUSINESS
2. a. Jenkins' Lease

ADD: NEW BUSINESS
3. a. Supplemental Appropriation #20- Shooting Range Lead Remediation

- *Chairman Jackson stated when they get to the Firework Permit Applications, he would like to combine them when they vote. Chairman Jackson inquired if anyone else has anything to add, which they did not.*

Supervisor Dawson made a motion to approve the agenda as amended, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

PUBLIC COMMENT

Joe May: Mr. May stated he would like Mr. Webb, the County Planner, to no longer be employed by Madison County. Mr. May gave examples of why he felt Mr. Webb was not professional and acting as a public servant. Mr. May stated he does not want Madison County to resemble Culpeper County and he feels it will with Mr. Webb as the Madison County Planner.

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

CONSENT AGENDA

- *Chairman Jackson stated the Board will need to vote on these items separately because Supervisor Yowell was absent at the June 7th meeting.*

1. Approve: Minutes from 06-07-2023

Supervisor Hoffman made a motion to approve the minutes from June 7, 2023, seconded by Supervisor Jewett. Aye: Jackson, Hoffman, Dawson, Jewett. Nay: (0) Abstain: Yowell. Absent: (0).

2. Supplemental Appropriation - #19

Supervisor Yowell made a motion to approve Supplemental Appropriation #19 for $703,000.00, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

OLD BUSINESS

2. a. Jenkins' Lease

- *Chairman Jackson stated they would discuss the Jenkins' Lease as old business rather than in closed session. Chairman Jackson asked the legal team if there is anything else to add, which they did not. Chairman Jackson stated this is to dissolve the lease based on the lack of need since they put the tower on the Aylor property. Chairman Jackson asked the County Administrator if he had anything to add.*

The County Administrator stated he and the legal team have reviewed the lease and the lease agreement had standard provisions to terminate. One reason being the Board has not found the site to be suitable and they have moved on to a different site.

Supervisor Hoffman made a motion to terminate the Jenkins' Lease, seconded by Supervisor Dawson.

- *Chairman Jackson asked Supervisor Hoffman if she motions to authorize the County Administrator to do that and if Supervisor Dawson seconded.*

Supervisor Hoffman made a motion to authorize the County Administrator to terminate the Jenkins' Lease, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

- *Chairman Jackson stated he hoped they would write something to Mr. Jenkins expressing thanks for allowing the county to use his property.*

The County Administrator stated he will convey that.

NEW BUSINESS

3. FY24 Budget Book

- *Chairman Jackson asked Mrs. Warren, the Finance Director, to inform them about the budget book.*

The Finance Director stated that as part of the budget process every year, they prepare a fiscal year budget book. The Finance Director stated the Fiscal Year 2024 Budget Book is finalized and similar to previous years. The Finance Director mentioned it is available for public view on the county's website and on the OneDrive for the Board of Supervisors. The Finance Director stated the budget book has the county's official organization chart, the budget message, goals and priorities, the structure of the funds, and a breakdown of the department's activities and expenditures. This year, the Finance Director added a regional comparison which provides a comparison between Madison, Greene, Culpeper, Orange, Rappahannock, and Fauquier County. The Finance Director stated they are in the final weeks of fiscal year 2023 and it will take them six weeks to close everything out for a "soft close". At the second meeting in July, the Finance Director will give a presentation on the soft close and how the preliminary numbers look prior to the audit.

- *Chairman Jackson stated the budget book looked great and thanked the Finance Director. Chairman Jackson stated he meet earlier that day with the Finance Director and the County Administrator, and the Finance Director clarified any concerns he had. One concern he had was pertaining to Social Services not closing out until later in the year, but he feels they are close and had firm numbers.*

The Finance Director stated she agrees and feels they will have a good preliminary look after they get everything in over the next few weeks.

3. a. Supplemental Appropriation #20- Shooting Range Lead Remediation

The County Administrator stated during the budget process, the Sheriff's Department requested to have a remediation of their shooting range, that they have certified and they use, added to their capital budget. The County Administrator stated he previously informed the Sheriff's Department he would look at the end of the 2024 fiscal year to see if there was any favorability in the budget. The County Administrator recommended doing the project now, rather than waiting. The County Administrator mentioned that he and the Finance Director had a meeting earlier to review to see where they are in the operating budget and in the capital budget. The policy states that any capital project, if it has monies remaining, will go back into the general fund or if there is a request to repurpose or shift those remaining fund to another capital project, the County Administrator should seek the Board of Supervisors' approval. The County

Administrator stated that tonight he is looking for direction from the board regarding supplemental number 20. They have identified two funding sources to fund this project. This project would be done by a company called Recoil. They will do the excavating down about two feet, they will remove the soil, sift the soil, remove the lead, they will conduct the audit, and they will conduct the recycling. The company allows for a 50/50 split of the recyclables. The County Administrator stated that in the company's proposal, there are two columns, one with rubber and one without. The County Administrator stated that Captain Estes, who is leading the project from the Sheriff's Department, wanted it without the rubber which is a $30,000 item. The County Administrator stated they do not believe it will close out at $30,000, due to the unknown number of recyclables they will receive. The County Administrator stated they are asking for an encumbrance of fiscal Year 2023 capital funds for that purpose, using $5,000 of remaining CARP funds in the CIP from EMS and $25,000 from the Commonwealth's Attorney's Capital. The County Administrator stated the Commonwealth Attorney's budget for fiscal year 2023 originally had $330,000 for security enhancement upgrades, but they chose not to move forward with the full fledge approach. They decided to purchase cameras and an alarm system. The County Administrator stated the County's staff recommends the Board to approve encumbering the fiscal year 2023 funds outlined in the supplemental appropriation. The County Administrator stated that Supervisor Yowell asked him a very good question regarding how often this will need to be done. The County Administrator touched base with the Sheriff's Department and was told it would need to be done every eight to ten years, but most likely ten years due to the limited amount of people using the shooting range.

- *Chairman Jackson stated that hopefully they are doing it every ten years if funding is available. Chairman Jackson asked if the other Board members had questions and mentioned he felt like it was a good thing to do.*

Supervisor Yowell made a motion to approve Supplemental Appropriation #20 for 30,000 for the gun range lead removal, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

4. Fireworks Permit Application – Matthew Fant
5. Fireworks Permit Application - Chad Lohr
    a. Fireworks Permit Application - Rapidan Baptist Camp
    b. Fireworks Permit Application - Rodney Frazier

- *Chairman Jackson stated he wanted to vote on these Fireworks Permit Applications together and gave an overview of the applications.*

Supervisor Hoffman made a motion to approve the Fireworks Permit Application for Matthew Fant, Chad Lohr, Rapidan Baptist Camp, and Rodney Frazier, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

6. Festival or Event Permit Form- Bald Top Brewing Co
7. Festival or Event Permit Form- Tractor Pull July 8th.

- *Chairman Jackson stated the Board could vote for the Festival Permit Applications as a group as well and asked the County Administrator if he had anything to add regarding the events.*

The County Administrator stated the Bald Top event was a carryover from their Firework permit that was approved at a previous meeting. The County Administrator stated Bald Top has done some advertising and it now seemed to be a larger event than originally planned. The Firework Permit does not ask for the anticipated participation, but due to hearing that it may be a larger event, his office reached out and required them to complete an Event or Festival Permit Application. The County Administrator stated he spoke with Chief Helme, Emergency Management Coordinator, as well as the Fire Chief, Troy Coppage, and some others for things they can do ahead of next year's fourth of July. The County Administrator stated the County was fortunate to receive so much rain for safety reasons. The County Administrator mentioned it would be a good service for the public safety group, with Mr. Helme leading those efforts.

- *Chairman Jackson inquired if Mr. Helme had anything to add.*

Mr. Helme, Emergency Management Coordinator, stated he met with the owner of Bald Top and informed him it is short notice for them to put together the staff to cover the event. Mr. Helme stated he asked him to reach out to Chief Coppage and Sheriff Weaver, but he found out that he had not done so yet. Mr. Helme stated they should be in good shape, and they should have adequate resources to cover if there was an issue at the event. Mr. Helme stated they are expecting up to 1,200 people to attend, which is significantly larger than in the past. Blad Top is mowing an extra field to have more parking. Mr. Helme stated he agrees with the County Administrator that as a public safety group they need to produce a more workable plan to better coordinate. One suggestion Mr. Helme had was incorporating the fireworks permit with the event permit. Mr. Helme stated, right now, his recommendation is to approve the permit applications, and they will work on improvements for the future.

The County Administrator expanded on what Mr. Helme mentioned, that sometimes people ask for dedicated service, but it is not often they can do that. The County Administrator clarified the county will be staffed as they normally are, and they hope they do not need the first response team, but there is not a dedicated unit for any of these events.

- *Supervisor Yowell asked for clarification that there will not be a unit at Bald Top for their event.*

Mr. Helme agreed, there will not be because they do not have the staff to cover it at this time. Mr. Helme stated there may be traffic control provided by the Sheriff's Department.

- *Chairman Jackson asked the Fire Chief, Troy Coppage, if he had anything to add.*

Mr. Coppage stated his main concern was the dry weather, but the rain took care of that. Mr. Coppage recommends planning for the future if the weather is bad to be able to put a stop to it.

- *Supervisor Yowell stated they could deny applications in the future if the weather is like it was a few weeks ago.*

Mr. Helme stated he agreed with Chief Coppage, if it were still as dry as it was a few weeks ago they would be in a bad spot.

- *Chairman Jackson asked the Board what they would like to do for the two applications for Bald Top Brewing Company and the Tractor Pull on July 8th.*

Supervisor Jewett made a motion to approve the Festival or Event Permit Applications for Bald Top Brewing Company and the Madison Tractor Pull, seconded by Supervisor Yowell. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

8. Committee Update & Appointments
    a. Building Code Board of Appeals- Appointment
    b. Community Policy Management Team- Reappointments
    c. Family Assessment & Planning Team- Reappointments
    d. Social Services Board- Appointments
    e. Rapidan Service Authority Board- Appointment
    f. Thomas Jefferson Area Criminal Justice Board- Vacancy

The Executive Administrative Assistant/ Deputy Clerk, Mrs. Turner, gave an overview of the applications for appointments being presented. Mrs. Turner stated they need Board direction for Chris Artale's application for the Building Code Board of Appeals. Mrs. Turner stated in the agenda packet, both the Community Policy Management Team and the Family Assessment & Planning Team are listed and are recommended to be approved. The Family Assessment & Planning Team has one spot that will be voted on in July. Mrs. Turner asked the Board to consider approving the committee's applications for Karen Coppage and Kerri Banks for the Social Services Board. Mrs. Turner stated Supervisor Yowell would like to have Pete Elliott fill his spot for the Rapidan Service Authority Board due to his experience. Mrs. Turner asked the Board for direction regarding advertising for the Thomas Jefferson Area Criminal Justice Board.

- *Supervisor Hoffman and Supervisor Dawson asked for clarification on who the two applications were for the Social Services Board.*

Mrs. Turner and Supervisor Yowell clarified that it was Karen Coppage and Kerri Banks.

- *Chairman Jackson stated he would like to talk to Wade Gelbert about filling the Thomas Jefferson Area Criminal Justice Board prior to advertising.*

- *Supervisor Yowell agreed that was a good start.*

- *Chairman Jackson asked the Board if they had any questions before voting.*

Supervisor Yowell made a motion to approve the appointments as presented, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

DISCUSSION

- *Chairman Jackson asked the Board if they had anything to discuss. Chairman Jackson stated Alan Berry, Systems Administrator I, showed him the county's new website and stated it looks good.*

INFORMATION/CORRESPONDENCE

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

The County Administrator stated it was just for information for tonight, but if there are any concerns, it can be discussed at the next meeting. The County Administrator stated the State Water Control Board oversees water supply planning and, in this case, regional supply planning and DEQ has a role in that as well. The County Administrator stated there are proposed amendments that they have put out and the public comment period closes on July 21st, 2023. The County Administrator commented that he could prepare a letter with the Board's thoughts to present. The County Administrator stated they do regional plans where the Town, County, and Rappahannock Rapidan Regional Commission work together. The County Administrator stated he will present it as "old business" at the next meeting.

10. Public Hearing- July 11th for Sign Ordinance Amendment

The County Administrator reminded the Board they set the public hearing for the Sign Ordinance amendment for July 11th. The County Administrator stated he believes the legal team has made the recommended updates and he thanked Mr. Smith, an Electoral Board member, for suggesting adding "special elections" to the updates. The County Administrator asked the legal team if they had anything to add.

The County Attorney, Hannon Wright, stated they are still in the process of reviewing.

- *Chairman Jackson asked if the Board had any other questions.*

- *Supervisor Yowell stated he wants the Electoral Board to have an opportunity to look over the revisions to the Sign Ordinance before the public hearing.*

PUBLIC COMMENT

Joe May: Mr. May thanked Supervisor Jewett for shutting down the rehab proposal.

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

CLOSED SESSION

~~2.2-3711(A)(7)~~

There was no closed session.

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: July 25th, 2023.

Agenda
Joint Meeting
Madison County Board of Supervisors
Wednesday, July 5th, 2023 at 7:00 PM
Admin. 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

Public Hearings

A) **Case No. SU-07-23-11** - Mr. Troy Weaver has applied for a special use permit to operate an automotive repair shop on a 4.78-acre parcel which he owns. The subject parcel is zoned A1 (agriculture) and in this zoning district an automotive repair shop is allowable by special use permit. If approved, the applicant would construct a 60' x 60' metal framed building containing 3,600 square feet of interior floor area. This building would also contain a bathroom. The subject undeveloped parcel does not currently have a postal address but is located on Shelby Road (Rt. 662) and is identified on Madison County's Tax Maps as 55-42A.

B) **Case No. RZ-07-23-12** – Louth Callan Renewables has applied to rezone a 91.8-acre split zoned B1 (business) and A1 (agriculture) parcel to develop a solar farm (aka: Commercial Solar Energy Facility). The subject parcel contains a roughly 11.6-acre portion along the entire frontage with U.S. 29 which is zoned B1, and the balance of the parcel is zoned A1 (agriculture). The request is to rezone the entire parcel to M1 (limited industrial) with conditions (M1-C). The applicant has submitted a rezoning condition that would eliminate all by-right M1 uses from future consideration unless a subsequent public hearing is held for their inclusion. The subject 91.8-acre parcel does not contain a postal address but is located on South Seminole Trail (U.S. 29) and adjoins the parcel where "Yoder's Country Market" is located. In addition, the parcel is identified on Madison County's Tax Maps as 48-12C.

C) **Case No. SU-07-23-13 –** Louth Callan Renewables has applied for a special use permit to develop a solar farm (aka: Commercial Solar Energy Facility) on a parcel in accordance with articles 14-19-1, 14-19-2, and 14-19-3 of Madison County's Zoning Ordinance. Before holding a public hearing on this special use permit request, the applicant's request to rezone the subject split zoned property (B1/A1) must be approved by the Board of Supervisors. The applicant has submitted a binding Solar Facility Siting Agreement containing numerous conditions which includes, but is not limited to, site decommissioning, taxation, and capital payments. The subject 91.8-acre parcel does not contain a postal address but is located on South Seminole Trail (U.S. 29) and adjoins the parcel where "Yoder's Country Market" is located. In addition, the parcel is identified on Madison County's Tax Maps as 48-12C.

Information/Correspondence

D) Joint Meeting for August 2nd – Cancelled.

Public Comment

Closed Session

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 7:00 PM — Tuesday, July 5th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #26 — July 5, 2023

At a Joint Meeting between the Planning Commission and the Board of Supervisors on Tuesday, July 5th at 7:00 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
Ligon Webb, County Planner
Sean Gregg, County Attorney
Hannon Wright, County Attorney
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

ABSENT:

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

- *Chairman Jackson called the Board to order.*

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

- *Chairman Jackson advised that a quorum was present.*

The County Administrator mentioned that if the Board wishes to cancel their joint meeting, they need to do so by vote. The County Administrator recommended adding it under information and correspondence.

- *The Board members agreed.*

ADD: INFORMATION/CORRESPONDENCE
D. Joint Meeting for August 2nd – Cancelled.

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

PUBLIC HEARING

A) **Case No. SU-07-23-11** - Mr. Troy Weaver has applied for a special use permit to operate an automotive repair shop on a 4.78-acre parcel which he owns. The subject parcel is zoned A1 (agriculture) and in this zoning district an automotive repair shop is allowable by special use permit. If approved, the applicant would construct a 60' x 60' metal framed building containing 3,600 square feet of interior floor area. This building would also contain a bathroom. The subject undeveloped parcel does not currently have a postal address but is located on Shelby Road (Rt. 662) and is identified on Madison County's Tax Maps as 55-42A.

The County Planner stated that if the Board is inclined to approve Case No. SU-07-23-11, he encourages the Board to include the conditions that were presented and the possibility for the building to be moved when they get to the building permit stage. The County Planner stated Mr. Weaver will need his drain fill installed before he gets his building permit. If the placement of the drain fill allows, they will move the building up and place parking in the back.

- *Chairman Jackson clarified that is also the recommendation of the Planning Commission.*

- *Supervisor Jewett stated he had contacted Mr. Weaver earlier in the week and had gone over some of the concerns that have previously been expressed. Supervisor Jewett felt he answered them satisfactorily, including his relationship with his neighbor and his buffer. Supervisor Jewett stated Mr. Weaver was very accommodating and professional. Supervisor Jewett stated he received a text from an auto dealer in Orange County, unsolicited by Mr. Jewett and Mr. Weaver, who was endorsing Mr. Weaver's project and had nothing but good things to say about his character. Supervisor Jewett stated a man's reputation is everything. Supervisor Jewett stated Supervisor Dawson was collaborating with him on this project and had the opportunity to see Mr. Weaver's current location and offered Supervisor Dawson to add his input.*

- *Supervisor Dawson stated Mr. Weaver's current location was clean and matched the neighborhood. Supervisor Dawson thanked Mr. Weaver and mentioned it's important to be a good neighbor.*

- *Supervisor Yowell stated the advertisement for the public hearing stated the building was going to be a 60 by 60 and one of the conditions in the agenda packet states, "not to exceed 65 by 65". Supervisor Yowell stated he would like it to be consistent with what was advertised to the public.*

Mr. Weaver stated they started with 65 by 65 so they had enough room, but the plan is for the building to be 60 by 60.

- *Supervisor Yowell asked legal for direction and mentioned again he would recommend the condition to state, "60 by 60" per the advertisement.*

The County Attorney, Hannon Wright, agreed.

- *Chairman Jackson stated one comment from Mr. Cowan, Planning Commission member, that he agreed with was increasing the number of cars Mr. Weaver would be able to have at one time from six cars to ten cars. This will give Mr. Weaver more flexibility if he ever expands. Chairman Jackson stated they have facilities in the county who have set numbers and they go over that. Chairman Jackson stated increasing the number may be helpful if Mr. Weaver is able to move the parking lot to the back of the building. Chairman Jackson asked Mr. Weaver if he had any questions, which he did not.*

- *Chairman Jackson opened the floor for public comment.*

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

Supervisor Dawson made a motion to approve Case No. SU-07-23-11 as recommended by the Planning Commission, seconded by Supervisor Jewett.

- *Chairman Jackson confirm that Supervisor Dawson motion and Supervisor Jewett's second referred to Supervisor Yowell's point about the condition stating 60 by 60.*

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

B) **Case No. RZ-07-23-12** – Louth Callan Renewables has applied to rezone a 91.8-acre split zoned B1 (business) and A1 (agriculture) parcel to develop a solar farm (aka: Commercial Solar Energy Facility). The subject parcel contains a roughly 11.6-acre portion along the entire frontage with U.S. 29 which is zoned B1, and the balance of the parcel is zoned A1 (agriculture). The request is to rezone the entire parcel to M1 (limited industrial) with conditions (M1-C). The applicant has submitted a rezoning condition that would eliminate all by-right M1 uses from future consideration unless a subsequent public hearing is held for their inclusion. The subject 91.8-acre parcel does not contain a postal address but is located on South Seminole Trail (U.S. 29) and adjoins the parcel where "Yoder's Country Market" is located. In addition, the parcel is identified on Madison County's Tax Maps as 48-12C.

Mr. Webb stated he did not have much more to add to this case after the Planning Commission section of the meeting. Mr. Webb felt, regardless of the decision of the vote, the agreement and all the insurances all have been covered. Mr. Webb stated he does have concerns about the M1, but overall, he feels it does have merit. Mr. Webb stated they put a lot of hard work into this case and will be happy once a decision is made.

- *Chairman Jackson asked the Board if they had any questions for Mr. Webb, which they did not. Chairman Jackson then asked the applicant if they had anything they would like to add.*

Mr. Sylvester, from Louth Callan Renewables, did not have any further comment at that time.

- *Chairman Jackson asked the Board if they had any questions for Louth Callan Renewables, which they did not. Chairman Jackson opened the floor for public comment.*

Alan Nichols: Mr. Nichols is the property owner south of the applicant. Mr. Nichols first thanked the Board for taking the time to hear from him at the meeting, but also when he was reaching out to the Board members outside of the meeting setting. Mr. Nichols stated after two years of discussing this matter, he still ends up with more questions than answers for this project. Mr. Nichols stated he does not know why a county would want it. Mr. Nichols mentioned the revenue would be less than two percent of the budget. Mr. Nichols feels there is a lack of accountability when it comes to the applicant and the contractor that will be responsible for installing it and how they have set up their business structure. Mr. Nichols asked the Board if they had enough information and has the application provide all the details needed to make a decision. Mr. Nichols asked the Board if they are clear minded about how this project would be managed by the property owner and county if approved. Mr. Nichols also asked the Board if they feel confident that the county would be adequately protected through the established decommissioning plan to ensure that 25-35 years from now, the county is not going to regret approval of this project. Mr. Nichols does not feel these things are in place. Mr. Nichols stated he stills sees a special use permit that allows for powerlines in front of Yoders and/or the school, a view shed that will be able to be seen from his property, football games, track meets, events at Hoover Ridge, picking up groceries at Food Lion, and anyone at Yoders. Mr. Nichols stated the applicant claims this will improve the landscape, but he does not believe so. Mr. Nichols feels industrial zoning is appropriate zoning for the proposed use, however, he does not feel it is appropriate adjacent to a residential district. Mr. Nichols is asking the Board to deny the rezoning and the special use permit.

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

- *Supervisor Jewett inquired why they were not considering if this project was viable before voting on rezoning. Supervisor Jewett asked Mr. Webb why it was presented this way.*

Mr. Webb stated this is how it was applied for and stated the route to apply for a commercial solar farm installation is to be an M1 and there is very little M1 land in the county. Mr. Webb stated in the beginning they mention this project as being hundreds of acres and did not anticipate that something of this size would come. Mr. Webb stated this is the process and it was explained very clearly to the applicants. Mr. Webb stated he would prefer it to be a special use permit in A1 as the requirement for the solar project, but that is not the way the ordinance was designed. Mr. Webb asked Supervisor Jewett if that answered his question.

- *Supervisor Jewett stated he does not feel he can support a change in zoning before they consider the project being presented.*

- *Chairman Jackson asked the County Attorneys if they can make an approval on zoning contingent upon the approval of the Special Use Permit (SUP). Chairman Jackson stated this would take care of the concerns of this evening.*

The County Attorney, Sean Gregg, stated it is a blank slate regarding what they can do. One option is to motion to approve only upon the condition that the special use permit was approved. Another option would be to separate the two issues, and this is the issue they were trying to avoid. Another option is to defer the votes on the rezoning.

Mr. Webb stated his interpretation is if the Board opts to rezone it, then they are in favor of approving the special use permit. Mr. Webb stated they must rezone to apply for a special use permit.

- *Supervisor Dawson stated he understood that, but the Board just saw the votes change with the Planning Commission.*

Mr. Webb stated it could.

- *Chairman Jackson stated he agrees with the defer 100%, but he does not agree that if you vote for one you will vote for the other. Chairman Jackson thinks the solution is to make the rezoning contingent upon passing the special use permit. Chairman Jackson stated this avoids the potential for the land to be M1 and cause roll back taxes owed to the county, and it does not jeopardize property rights that the surrounding property owners have currently.*

The County Attorney, Sean Gregg, stated his suspicion is that each Board member knows how they plan to vote on each component and the inconsistent outcome that they are looking to avoid gets avoided depending on how the motion is made regarding the rezoning. The County Attorney stated if the rezoning passes, he believes the special use permit would pass because the only condition precedent that would work in the change of zoning is the special use permit. The County Attorney recommended the Board to be careful if they do change the zoning to M1 and do not pass the special use permit, because the Board might not be comfortable with having just rezoned a significant amount of land into M1.

- *Chairman Jackson stated that is why he recommends going down the path of conditional rezoning pending the approval of a special use permit. Chairman Jackson commented that if the Board did not think that was the direction to go, did the Board want to defer the vote on Case No. RZ-07-23-12 and then the board discuss the special use permit.*

- *Supervisor Yowell stated he would like to discuss the rezoning case now. Supervisor Yowell stated he is against the rezoning because he believes the parcel is zoned correctly now. Supervisor Yowell stated he thought it was quite singular that they proffer to them giving up all by right uses in the M1 zone, but not special use permits for M1. Supervisor Yowell commented that industrial is not appropriate at this parcel and the challenge to rezone M1 back to A1 is going through the soil amendment which is out of the question.*

Supervisor Yowell stated, "conserve Virginia" is the Commonwealth's mechanism for identifying the highest priority lands statewide for conservation and the American Farmland Trust identifies this parcel as important farmland, and he does not want to see this land as anything else.

- *Supervisor Hoffman stated she was opposed to rezoning the parcel as well. Supervisor Hoffman stated she passes a solar farm every year on the way to North Carolina and she has watched it for 4-5 years and it has become overgrown. Supervisor Hoffman mentioned she did read one article where a solar farm had goats maintain the grass. Supervisor Hoffman does not believe the solar plan goes with the Comp Plan as it is now. Supervisor Hoffman stated there are so many unknowns and she wonders what will happen when it is decommissioned. Supervisor Hoffman stated she is not against solar farms per say but is against it in this location because she believes it is nice farmland.*

- *Supervisor Dawson is opposed to the rezoning as well due to the fear of the value of the neighboring properties and he feels it is zoned the way it needs to be.*

- *Chairman Jackson stated he has heard for 40 years that Madison is going to have encroachment from Culpeper, Northern Virginia, and Ruckersville. Chairman Jackson stated he has not seen that, and he watched the economy in 2008 when all the construction in Culpeper ceased and many vacant buildings sat empty. Chairman Jackson stated Madison is something special and different from the surround counties and this is not what they want to see in Madison County. Chairman Jackson mentioned he asked Mr. Nichols what he thinks will happen when there is business there, which goes with the Comp. Plan. The Route 29 Corridor study reflects having low impact businesses and this is not it. Chairman Jackson stated he appreciated Mr. Elliot's, Planning Commission member, comment about diversifying the tax base and NIMBY. Chairman Jackson stated he is all for business, but the amount of money they are discussing over 40 years is trivial. Chairman Jackson stated Ms. Weaver stated at the last workshop that the county has been working on this for five years and he feels it is inappropriate and the wrong way to start a business in Madison County. Chairman Jackson mentioned that DEQ was going to take care of the environmental issues along with the health department. Chairman Jackson stated they need to look at how they go about this process for the future regarding the zoning before the special use permit perspective.*

- *Supervisor Jewett concurred with all the comments made by the other Supervisors. Supervisor Jewett's concern with this project is it has too many uncertainties involved in it and if there were proposals in the future, he would recommend them do a better job putting things together.*

- *Supervisor Yowell stated he attended the Rappahannock River Basin Commission Meeting and they discussed solar, and he had two takeaways from that meeting. One being that decommissioning is an emerging thing and no one has a handle on how that is going to play out. The second thing was that technology will cause obsolescence in the very near future.*

Supervisor Yowell made a motion to deny Case No. RZ-07-23-12, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0)

- *Chairman Jackson asked the legal team for direction regarding the next case.*

The County Attorney, Sean Gregg, recommended raising the second recommendation and indicating by vote that consideration of the special use permit is moot as a result of the rezoning.

- *Chairman Jackson inquired if he needed to read the case and then get to the County Attorney's recommendation.*

The County Attorney, Sean Gregg, stated he would need to read the case.

C) **Case No. SU-07-23-13 –** Louth Callan Renewables has applied for a special use permit to develop a solar farm (aka: Commercial Solar Energy Facility) on a parcel in accordance with articles 14-19-1, 14-19-2, and 14-19-3 of Madison County's Zoning Ordinance. Before holding a public hearing on this special use permit request, the applicant's request to rezone the subject split zoned property (B1/A1) must be approved by the Board of Supervisors. The applicant has submitted a binding Solar Facility Siting Agreement containing numerous conditions which includes, but is not limited to, site decommissioning, taxation, and capital payments. The subject 91.8-acre parcel does not contain a postal address but is located on South Seminole Trail (U.S. 29) and adjoins the parcel where "Yoder's Country Market" is located. In addition, the parcel is identified on Madison County's Tax Maps as 48-12C.

- *Chairman Jackson stated this is a moot point because the rezoning was denied, and he assumes no further action will be taken.*

INFORMATION/ CORRESPONDENCE

D) Joint Meeting for August 2nd – Cancelled.

- *Chairman Jackson stated the Planning Commission cancelled their Joint meeting for August 2nd, 2023, and asked the Board what they would like to do.*

Supervisor Yowell made a motion to cancel the Joint Meeting with the Planning Commission for August 2nd, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0)

PUBLIC COMMENT

Chairman Jackson mentioned that this is Sean Gregg's last meeting and stated he has served the county exceedingly well. Chairman Jackson thanked Mr. Gregg and expressed the Board's appreciation.

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

CLOSED SESSION

There was no closed session.

ADJOURN

With there being so further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Jewett. 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: July 25th, 2023.

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 plats 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 on 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 Jakson 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 $250,00 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 sate 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.

Agenda
Board of Supervisors
Tuesday, July 25, 2023 at 6:00 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

Consent Agenda

1. Approve: Minutes from 06-27-2023 & 07-05-2023
2. Supplemental Appropriation FY23 #21

Special Appearances

Old Business

3. Sign Ordinance Update – County Attorney

New Business

4. FY23 Fiscal End of Year Report – Finance Director
5. Thomas Jefferson Area Criminal Justice Board Appointment – Deputy Clerk
6. Hoover Ridge Project Engineering Proposal – County Administrator

Discussion

7. Resolution Honoring Fallen Officer and Request to Amend LODA
8. RSA Memorandum of Understanding – County Attorney

Information/Correspondence

9. Office 365 Licensing Upgrade – County IT
10. New County Website – County IT
11. VDOT Updates

Public Comment

Closed Session

2.2-3711(A)(1)

2.2-3711(A)(7)

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 6:00 PM — Tuesday, July 25th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #28 — July 25

At a regular meeting of the Board of Supervisors on Tuesday, July 25th at 6:00 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
Hannon Wright, County Attorney
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

ABSENT:

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.*

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 he did not have any additions, but he wanted to mention when item number three is addressed the County Attorney has one edit, which will be presented on the screen, to the Sign Ordinance that is not reflected in the agenda packet.

- *Chairman Jackson inquired if anyone had anything else to add to the agenda and if not, what action would they like to take.*

Supervisor Dawson made a motion to approve the agenda as presented, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

PUBLIC COMMENT

Clarissa Berry: Ms. Berry stated Jennifer Hayes, Madison's Victim Witness Coordinator, resigned and will now be working for Orange County as their Victim Witness Coordinator. Mrs. Hayes' last day with Madison will be July 31st. Ms. Berry stated they posted the job opening on the county's website and Tillie Strothers, Human Resources, has submitted it to other sites as well. They have already received applications and it will remain open for applications through the end of next week. Mrs. Hayes will be starting in Orange on August 1st, but Mrs. Hayes and Orange County agreed to allow Mrs. Hayes to return to train the new hire. Ms. Berry stated they are sad to see Mrs. Hayes go, but they are hopeful for the next Victim Witness Coordinator.

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

CONSENT AGENDA

1. Approve: Minutes from 06-27-2023 & 07-05-2023
2. Supplemental Appropriation FY23 #21

- *Chairman Jackson gave an overview of the items listed under the consent agenda and asked for the Board to take action.*

Supervisor Yowell made a motion to approve the consent agenda as presented, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

SPECIAL APPEARANCES

There were no special appearances.

OLD BUSINESS

3. Sign Ordinance Update – County Attorney

- *Chairman Jackson asked the County Attorney to give an update on the sign ordinance.*

The County Attorney stated the sign ordinance had previously defined political signs. There was a Supreme Court case that stated distinguishing such signs are a violation of the first amendment and they needed to be content neutral. Due to this, the County Attorney stated defining political signs is problematic. The County Attorney stated instead of adding this into article 12 section 1, he felt it made more sense to include 12-6 as a new article 15 to talk about what permitted signs are during the period of elections. The County Attorney stated the proposed amendment does not define what these signs are. The County Attorney stated the updates were shared with the Electoral Board and they received good comments. The County Attorney stated the purpose of

this amendment is to avoid problems with mowing. The County Attorney stated the last two sentences were added to try to make it clear that these are the only signs that will be allowed during this window, in these locations (county owned property).

- *Chairman Jackson asked the County Administrator if he had anything to add.*

The County Administrator stated they pulled the public hearing that was originally scheduled for July 11th to ensure they gave proper attention to concerns. Mr. Smith, Electoral Board member, and the County Attorney have communicated regarding Mr. Smith's concerns. The County Administrator stated he wants to be sure the updated amendment is the preference of the Board and that they have captured and addressed any concerns before scheduling a public hearing.

- *Chairman Jackson asked the other Board members if they had questions or concerns.*

- *Supervisor Jewett asked the County Attorney if these amendments applied to the 414 building as well, which was the building they were currently in.*

The County Attorney stated he does not consider the Registrar's Office a polling place and signs would not be permitted on the administrative campus.

- *Supervisor Jewett stated he knows from a practical standpoint this is something they need to do. Supervisor Jewett stated he has reservations about anything that may restrict first amendment rights. Supervisor Jewett mentioned Pew Research came out with a pole, which states 52% of Americans believe it is okay for the government and Big Tech to censor. Supervisor Jewett feels the Bill of Rights is going to eventually disappear, which is unfortunate. Supervisor Jewett stated he can support the sign ordinance, and he knows the Electoral Board gave input on it.*

- *Supervisor Yowell stated he did not have anything further.*

- *Chairman Jackson stated he thinks everyone agrees with Supervisor Jewett. Chairman Jackson mentioned that he thinks political signs, and other signs, including his, makes a beautiful county look trashy. Chairman Jackson inquired when they would like to schedule a public hearing. Chairman Jackson stated he assumed it was too late to do it for the first meeting in August but inquired about holding it on the second meeting in August.*

The County Administrator stated it would be appropriate and would meet the guidelines. The County Administrator stated there were changes at the General Assembly on advertising so there

is a requirement for 14 days from the last advertisement to Board actions. This means that if they do not take action at the public hearing, they will have to do another advertisement to meet those requirements. The County Administrator stated the Board has set another public hearing for the second meeting in August.

- *Chairman Jackson inquired if any Board members had any issues with this date, which they did not. Chairman Jackson inquired what the other topic was for the public hearing at the second meeting in August. Chairman Jackson asked if it was for the MOA.*

The County Administrator stated they needed to talk about the MOA tonight to see what they wanted to do, but the set public hearing is for the rezoning fees.

- *Chairman Jackson asked the other Board members if they would be good with setting the public hearing date for the second meeting in August.*

- *The Board agreed.*

NEW BUSINESS

4. FY23 Fiscal End of Year Report – Finance Director

- *Chairman Jackson asked Mrs. Warren, Finance Director, to tell them about the FY23 Fiscal End of Year Report.*

Mrs. Warren, Finance Director, presented a FY23 Fiscal End of the Year Report. The Finance Director stated the budget versus actual report is the preliminary financials for the county as of July 20th. The Finance Director stated the bulk of the FY23 revenues and expenditures have been recorded in the general fund. The Finance Director mentioned that the county will have additional revenues come in and will be recorded in the months of August and September, which is traditional and typical. The Finance Director stated they could also see additional FY23 expenditures coming in between now and the audit, but it will be minimum. The Finance Director stated there will be final journal entries that are made during the audit. The preliminary financial update includes the general fund only, as other funds such as CSA and VPA are a month behind the county, and they are still recording transactions. The Finance Director stated the FY23 revenues exceeded expenditures in the general fund, which will result in additional fund balance. They received $348,000 in additional FY23 revenues above their projections. FY23 expenditures, overall, in the general fund, they are $403,000 under budget from their projections. The Finance Director mentioned she plans to present a capital fund update in the month of August or September. The Finance Director stated she and the County Administrator will do a joint report on the capital fund and on capital projects. The FY23 audit is expected to

take place starting in October and the final FY23 comprehensive audit financial report will be presented by the audit firm in December. The Finance Director gave an overview of the top ten line items that brought in higher revenues than projected.

- Real Property: For all categories, they have about $305,000 above what was budgeted. The projection of new construction was lower due to unknown responses to economic impact of covid. Economists were predicting a recession and the county projections were conservative on real property.
- Personal Property: They are about $679,000 higher in revenues than budgeted. The valuations went up on personal property items and the Board reduced the tax rate from $3.60 to $3.00.
- Local Sales Tax: They are over about $110,000 and the Department of Taxation does not release their estimates until after the budget is adopted.
- Restaurant Food Tax: Is $153,000 higher and when they developed the FY23 budget. Conservative estimates were used due to the predicted recession.
- Interest Income: The federal interest rate hikes and they increased revenue above budget about $600,000.
- Grants: They lumped all the grants together and they are $188,000 higher in revenue than the projection. The grants included are the SRO Grant, additional Library of Virginia Record (LVA) Grant, Forestry, Public Safety Answering Point 911 (PSAP 911), and Equipment Grants.
- Ambulance Transports: They are about $87,000 higher than budgeted. Ambulance transports have increased and when they projected the FY23 budget, they looked across three fiscal years to do an average. They have increased the projection for FY24.
- Waste Collection Disposal: Is about $109,000 higher in revenues. There has been an increase in county billing for commercial and other items disposed of at the transfer station. The Finance Director mentioned that the billing rates have not increased for the public even though the vendor rates have increased for the county.
- Real Estate Sale: This is when the county sold the Thrift Road property, which was not in the budget and was $205,000 in revenues.
- Building Permit: They are over $77,000 due to the increase in building permits compared to previous years.
- Transient Occupancy Tax: They are over $65,000. On October 1st, Airbnbs started collecting tax for all the customers, which they have not done before. The Finance Director mentioned that the number of Airbnbs has increased, and they have increased the projection for FY24.
- Other Revenues: They lumped together other revenue categories with a total of $264,000 over the projection.
- ARPA Funds: Regarding the ARPA funds, they projected 2.5 million for Broadband, but with the delay they were not able to account for those revenues.

- General Fund: Overall, in the general fund they are $348,202 above the projected revenues.

The Finance Director then gave an overview of the FY23 expenditures for the general fund. The Finance Director only went over the line items that had an explanation listed, which was presented on the projector screen.

- Sheriff: This budget and expense included all cost centers underneath the Sheriff's Department code.
- EMS: They ran over about $54,000 due to overtime being higher than budgeted.
- EOC, Emergency Communication E-911: They had a remaining balance of $97,000 which is a factor of attrition. There were continued staffing issues throughout the year, so salaries and wages were much lower than projected.
- Transfer Station: The rates increased in the middle of the year, and they ran over about $67,000.
- Clerk of the Circuit Court: Madison has an MOU with Orange County to pay the Circuit Court Judge's Secretarial cost, which was $29,000. This was missed and not budgeted.
- Joint Services: It was about $35,055 over, but that was for more Fire Programs Fund revenue they received. The extra revenue was dispersed to the Volunteered Fire Department.
- Treasurer: This department had significant increases in postage and DMV fees. They received an additional $14,000 in DMV Stop Fee revenue that would offset the deficit.
- Animal Control: There was much more overtime than budgeted and went over $7,600.
- Registrar: The Registrar needed extra part-time employee support throughout the year during her maternity leave. The part-time number was slightly over.
- County Attorney: There was an overlap while training the new County Attorney, which made them go over.
- General Fund: Overall, the total available budget remaining expenditures was $403,563 which left them in the positive.

The Finance Director asked the Board if they had any questions.

- *Supervisor Yowell stated that he did not have any questions and the presentation was very straight forward.*

- *Chairman Jackson agreed and confirmed that they were $751,000 ahead.*

The Finance Director stated that was correct for the general fund.

- *Chairman Jackon stated the list the Finance Director went over was astounding. Chairman Jackson stated for the last two years, they have been trying to hit actual budget revenues by looking at factual information and historic data. Chairman Jackson stated*

they are offsetting tax increases based on historic data of expenditures and revenues with revenues above expenditures. Chairman Jackson stated it is important to maintain the tax rates for everyone.

- *Supervisor Yowell asked what things are not in for FY23 other than CSA.*

- *Chairman Jackosn stated CSA and VPA.*

The Finance Director stated those are the large ones. The Finance Director stated she has preliminary numbers, and they are under budget as well and revenues are slightly over.

- *Chairman Jackson stated he believed the schools were close.*

The Finance Director stated they are very close.

- *Chairman Jackson asked when CSA and VPA are going to close out. Chairman Jackson mentioned he thought it was in October.*

The Finance Director mentioned it is her first year so she is going by what she has been told and it will be a month behind making it around the September timeframe.

- *Supervisor Yowell inquired if they may have a surprise with CSA and VPA or would there not be any surprises.*

The Finance Director stated she has met and spoken with the CSA side and there are no surprises that she is aware.

- *Chairman Jackson stated a long time ago CSA had some budget issues and they encumbered money as a stabilization fund. Chairman Jackson stated they have been going in a positive direction with Tiffany Woodward and Valerie Ward.*

- *Supervisor Hoffman stated today at the Social Services Board meeting they were discussing how seven years ago there were around one hundred kids and now there are thirteen and four in Foster Futures.*

- *Supervisor Dawson mentioned they are twenty and under mostly.*

- *Chairman Jackson and Supervisor Yowell stated how great that was.*

The County Administrator stated the foster care movement has truly made a difference.

- *Supervisor Hoffman stated the things they are doing do a better job of prevention.*

- *Chairman Jackon stated that was huge.*

The Finance Director stated she ran through their budget with Celene Pumphrey, Social Services Administrative Manager, to ensure everything lines up and she does not think there will be any surprises. The Finance Director mentioned that they are still posting transactions.

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

The Finance Director made a recommendation to leave the FY23 numbers as is to help with budget planning going forward.

- *Chairman Jackson stated this comment came up last week and he feels they do themselves a tremendous disservice by moving money around to show positive or zero balances instead of negatives. Chairman Jackson stated this all tracks to the budget practice that they are trying to improve, and he would recommend not moving items to look better because it gives them a better basis for direction for the upcoming fiscal year.*

The Finance Director stated throughout the year there might be a request for additional money, which is different. When it comes to the end of the year, if they are on the positive end overall, it does not make sense to make any adjustments. The Finance Director stated they want to see the true numbers for budget purposes.

- *Chairman Jackson stated this report is positive and asked the Board if they had anything to add, which they did not. Chairman Jackson thanked the Finance Director for her report.*

5. Thomas Jefferson Area Criminal Justice Board Appointment – Deputy Clerk

Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk, stated Clarissa Berry's term expired for the Thomas Jefferson Area Criminal Justice Board at the end of June and she received a certificate for her years of services, which was much appreciated. Ms. Berry gave a recommendation for the Thomas Jefferson Area Criminal Justice Board, which was Shanice Edwards, who attended the meeting. Mrs. Turner stated that Ms. Edwards' application is in the agenda packet for the Board's approval.

- *Chairman Jackson thanked Ms. Edwards for coming and stated he heard she was exceedingly enthusiastic about serving and asked if she had anything to say.*

Ms. Edwards stated she has been with the Department of Corrections roughly five years. Ms. Edwards is currently a supervisor of the Sex Offender and Intensive Supervision Team, and she works directly with the victims with the probationers. Ms. Edwards stated they cover Greene, Madison, Orange, and Culpeper County. Ms. Edwards stated she is excited to assist the county anyway possible with any avenue from the department side as well as her experience working with this population.

- *Chairman Jackson asked the Board what they would like to do.*

Supervisor Yowell made a motion to appoint Shanice Edwards to the Thomas Jefferson Area Criminal Justice Board, seconded by Supervisor Dawson.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

- *Chairman Jackson thanked Ms. Edwards and sated they looked forward to working with her. Chairman Jackson thanked Ms. Berry for finding someone to fill the role.*

6. Hoover Ridge Project Engineering Proposal – County Administrator

- *Chairman Jackson asked the County Administrator to give an overview of the Hoover Ridge Project Engineering proposal***.**

The County Administrator reminded the Board that during the budget process, they approved roughly $212,000 from the capital budget for engineering and design for the Hoover Ridge Outdoor Recreation Center. The Outdoor Recreation Center encompasses many neat features such as a splash pad, walkability, accessible playground, sport courts, and relocating hockey. The Board formed a committee, had a meeting to develop a scope of work with WW Associates, received and discussed a proposal, and are bringing back the two proposals tonight before the Board. The County Administrator reminded the Board that the County's Professional Service Agreement for the engineering firms, which are WW Associates and Hurt & Proffitt, stated they cannot have a task order that exceeds $100,000 so they broke down the services. They will have a preliminary design and the final design/construction services. The total cost of both proposals is $194,500, which is under budget. The County Administrator stated he would be happy to take any questions they had.

- *Chairman Jackson inquired if this is the recommendation of the planning group and PRA.*

The County Administrator stated that is correct.

Supervisor Yowell made a motion to authorize the County Administrator to execute the preliminary design proposal for $97,500 and the final design and construction services proposal for $97,000 for a total of $194,500, seconded by Supervisor Jewett.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

- *Chaiman Jackson stated he knows Parks & Recreation will be happy with that.*

The County Administrator stated he appreciated the efforts of Parks & Recreation as well. The County Administrator stated Ms. Vonherbulis, Recreation Coordinator, met with Culpeper Wellness Foundation on Friday and she had reported back that that meeting went very well. There were some additional conversations to be had on naming rights, which is a great fundraising effort to attract large donors. The County Administrator stated they are appreciative whether it is PRA members or staff that are hitting the ground running to get additional funds for this project.

- *Chairman Jackson stated they have raised and have committed just over two million dollars. Chairman Jackson stated that is a tremendous amount of money that people have committed to for this project. Chairman Jackson asked if there were any more comments, which there were not.*

DISCUSSION

7. Resolution Honoring Fallen Officer and Request to Amend LODA

- *Chairman Jackson asked the County Administrator to discuss the Resolution Honoring Fallen Officer and Request to Amend LODA.*

The County Administrator stated the Line of Duty Act was enacted by the General Assembly, for those who pay the ultimate price in law enforcement. The Line of Duty Act allows for payment to the family of a fallen officer. The County Administrator stated as it is currently defined, private law enforcement does not qualify. Nelson County's Administrator sent over the resolution that Nelson County has passed to use as a template. Officer Mark Christopher Wagner II had served seven years with the Massanutten Police Department. The Massanutten Police Department is not recognized by the General Assembly as defined by the Line of Duty Act. Nelson County is recognizing and remembering the fallen officer and is requesting Madison County's support. The County Administrator stated he presumes they are reaching out to other counties beyond Madison to gain support to lobby for the General Assembly to consider

amending the Line of Duty Act. The County Administrator stated he reached out to Sheriff Weaver for his opinion, and the Sheriff deems anyone who is honoring and putting on the uniform to serve and protect, should qualify. The County Administrator stated he wanted to put this topic as a discussion item because the County Attorney may like to gather some comments or questions before the Board considers it as an action item. The County Administrator inquired if the County Attorney had anything to add.

The County Attorney stated his only questions were regarding what the unintended consequences would be when you expand this legislation, but overall, it is up to the General Assembly to amend the amendment. The County Attorney stated from what he has read, the officers' actions were heroic, and he was killed trying to stop an assailant.

- *Chairman Jackson inquired if the County Attorney found any unintended consequences.*

The County Attorney stated he thinks it depends on how it is defined regarding who qualifies.

The County Administrator added by stating there are questions to ponder requiring how it is defined regarding who should qualify. The decision will be the General Assembly, but they look to localities to see if there is support for it. The County Administrator stated it was brought before the Board as a request from Nelson County and it has been reviewed by the Sheriff. The County Administrator is looking for any feedback the Board has on this topic and/or if they would like to make it an action item.

- *Supervisor Yowell asked the County Administrator to repeat what Sheriff Weaver said regarding this.*

The County Administrator stated Sheriff Weaver felt that anyone who is sworn to protect and puts on the uniform, whether it is private or public, deserves to be added under the Line of Duty Act.

- *Supervisor Yowell stated he agrees with this one.*

- *Chairman Jackson asked the other Board members if they were good with this resolution, which they all agreed. Chairman Jackson advised the County Administrator to bring this topic back at the next meeting as an action item. Chairman Jackson then asked the County Administrator if they had a resolution number for this item.*

The County Administrator stated the form does not have one listed, but if they wanted to pass it tonight, they could do so as the template.

- *Chairman Jackson asked the Board if there were any reason to wait to vote and the Board all agreed with the resolution.*

The County Administrator stated if they did not have a number, he recommended to vote on it as a resolution by Madison County Board of Supervisors honoring Officer Mark Christopher Wagner II.

- *Chairman Jackson inquired if the County Attorney had anything to add.*

The County Attorney stated there was no legal objection to that. The County Attorney stated the Board could also say they are passing it as the next appropriate resolution number.

Supervisor Dawson made a motion to approve the resolution, as the next appropriate resolution number, honoring Officer Mark Christopher Wagner II and requesting the General Assembly to amend the Line of Duty Act, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

8. RSA Memorandum of Understanding – County Attorney

- *Chairman Jackson asked the County Administrator to give an overview of the RSA Memorandum of Understanding.*

The County Administrator reminded the Board that Greene County has officially withdrawn from RSA. There was initially a Memorandum of Agreement (MOA) and there was language that upon an exit of a county the other two counties would continue. At that time, it was an agreement for five or six years, which they were already in 18 months of that agreed time. The County Administrator stated they want to request an extension. The County Administrator thanked and recognized the Madison Officials that have worked with Orange County Officials to create a baseline for this to happen. The County Administrator stated the County Attorney has been working with the newly appointed council of RSA, Stephan Calos. Stephan Calos was representing Orange County at one point when they tried mediation. Stephan Calos is stepping aside as Orange County's council and if there is any Orange County messaging for RSA it will run through Mr. Lachney to Mr. Calos and/or Mr. Wright, our County Attorney. The County Administrator stated he believes they are still working through the language. The County Administrator mentioned verbally there is a good feeling of extendedness for 10 years. The new RSA recognizes three members from Orange County and two from Madison, with Orange having the majority membership. Madison's newest member, Mr. Elliott, attended his first meeting last week. The County Administrator asked the County Attorney if he would like to give

an update on where they are currently with MOU and if Mr. Calos has indicated any action that Orange is planning to take.

The County Attorney stated he received the updated version yesterday evening. They did not want to call it an MOU, they called it the first amendment to the MOA. It has a ten-year period and takes them through August of 2033, and it had the ability for ten-year renewals. The County Attorney stated he needs to compare it to the old MOA and make sure it lines up. They have a piece about governance and how it is going to be treated as a department of Orange County and the County Attorney is figuring out exactly what the implications are for Madison. The County Attorney stated overall it is good news.

- *Chairman Jackson stated this is good and it works in Madison's favor being small. Chairman Jackson stated if they are willing to collaborate with them, then he does not see any reason not to work with them. Chairman Jackson stated they have been a good partner and mentioned Orange County probably has this on their agenda tonight as well. Chairman Jackson stated taking this on themselves would be daunting based on staffing and it would be expressive. Chairman Jackson asked the County Administrator how many staff it would take to run it if they had to do it themselves.*

The County Administrator stated it would take twelve people if they are looking at it from water, sewer, maintenance, and someone to be overhead at the billing department.

- *Chairman Jackson stated it is a no-brainer to work with Orange and they have been consistent from the start.*

- *Supervisor Hoffman asked the County Attorney if the current Orange Board approved this and another Board comes in next year, can they change the MOA.*

The County Attorney stated this is the agreement between the two counties so they cannot unilaterally change this MOA. They could try to change RSA, but that would be a really difficult process with their agreement in place.

- *Chairman Jackson stated if Orange continues to be a good partner, as they have been throughout this entire process and previously, then he does not think anyone wants to go down the path of shaking up RSA again.*

The County Administrator asked if the MOA requires a public hearing and if it does not, does the Board still desire to hold one.

- *Chairman Jackson advised holding a public hearing and the other Board members agreed.*

The County Administrator stated the Board would have to get the last version for review unless the Board thinks they are at a good point and can advertise now.

- *Chairman Jackson asked the County Attorney how much more movement he thinks will happen.*

The County Attorney asks if they are talking about a two-week notice period.

- *Chairman Jackson agreed.*

The County Attorney advised to do the public hearing the second meeting in August, but if the Board decided on the first meeting in August, he would make it happen.

- *Chairman Jackson stated he appreciated that but did not think that was realistic. Chairman Jackson asked the Board if they agreed with setting the public hearing date for the second meeting in August, which they agreed.*

INFORMATION/CORRESPONDENCE

9. Office 365 Licensing Upgrade – County IT

- *Chairman Jackson asked Bruce Livingston, Information Technology Specialist, to go over the Office 365 Licensing Upgrade.*

Bruce Livingston, Information Technology Specialist, stated next week they must re-up their yearly subscription with Office 365. The subscription normally costs $23,625 and the upgrade is going to increase it by $18,1555, which was not included in the budget. Mr. Livingston stated they inherited the cellphones from the Finance Department, and they are realizing a few issues. Mr. Livingston stated people are using their own personal Apple accounts, downloading anything they want, and if they lose a device, they cannot locate it. This upgrade will give them the power to find and fix missing or broken phones and it will work with their Apple MDA. This will allow IT to have all county phones under one umbrella and manage various things.

- *Chairman Jackson stated he asked earlier but needed further clarification on what was the difference between the standard and the premium subscription.*

Mr. Livingston stated the difference is they can do all the things they already mentioned. Mr. Livingston stated they looked at a few programs that allowed them to do this and IBM was one of them and the cost was similar. This upgrade will also help them with security and spam emails/calls. Mr. Livingston stated they will be able to do this with laptops as well.

The County Administrator stated he appreciated the IT Department's time on this project. The County Administrator mentioned they met with Supervisor Jewett to review it as well. The County Administrator stated it sounds like more security enhancements. The County Administrator deferred to Supervisor Jewett to add more, and he would like to discuss the budget.

- *Chairman Jackson asked if Alan Berry, Systems Administrator I, had anything to add about the update before the County Administrator discussed the budget.*

Alan Berry, Systems Administrator I, stated when they took on the phones, he went through all the phone to see where they stood with them. Mr. Berry stated without any kind of mobile device management, if something happened to those devices, there is nothing they can do. Mr. Berry gave a few examples of phones and iPads they could not get access to, and the amount of money lost due to this.

- *Chairman Jackson asked the County Administrator to go over the budget.*

The County Administrator stated the Finance Director has met with the IT Department regarding the subscription upgrade. Since it was not in the budget, the County Administrator wanted to explain where the money was coming from. They programed roughly $30,000 for system administration assistants for the ERP program. ERP is new for Madison as well as providing support to IT for the function of those ERPs. The IT Department stated they are live in certain phases of the ERP and IT feels they have a better handle on it, and they are not going to touch a lot of the money in that account. If the Board agrees, they will do a line-item transfer and he will notify the Finance Director that the County Administrator approves it. The County Administrator stated the funding is there if the Board supports this.

- *Chairman Jackson asked how much is there*.

The County Administrator stated there is around $36,000 and they would be using around $18,000. The County Administrator stated he has had many ERP discussions with various departments, and they do not need all those funds. The County Administrator stated Supervisor Jewett can add more regarding what this service can provide.

- *Supervisor Jewett stated he met with Mr. Livingston, Mr. Berry, and the County Administrator. Supervisor Jewett stated Microsoft Intune provides remote mobile management to devices, which is important because every device they have is a door into the network. This allows remote management administration, and it allows remote security. Supervisor Jewett stated they are moving in the right direction regarding intergrade, comprehensive, and cooperative security in IT with other departments in the county, which has been a challenge. Supervisor Jewett stated they cannot have disparate security approaches across county departments. Supervisor Jewett stated since Mr. Berry came on, the IT department's performance has improved dramatically. Supervisor Jewett stated Mr. Berry's professional progression has exceeded expectations. Supervisor Jewett stated when they talked about adding the position, they mentioned it would reduce consultant fees over the long run, which is what they want to do. Supervisor Jewett stated this package is good and it allows them to use things such as SharePoint.*

Mr. Livingston stated over the next year they expect their exchange to be moved to Azure, which is in the cloud. Intune works with all the Microsoft tools in Azure that they are going to use. Mr. Livingston stated insurance with cyber security is coming up and they are going to dictate to them anyway, which leads to the cyber security proposal that is coming up and has been budgeted for FY24.

- *Chairman Jackson stated it looks like they are looking for potentially more vendors on the cyber security side, and he asked if they have a proposal from ANS for this. Chairman Jackson stated it looks similar to what Skyline uses, Helix. Chairman Jackson asked if they are going back to find different providers for cyber security.*

Mr. Livingston stated that would be a decision for the board and the County Administrator. At this point, he has not, but they can if they decide that is what they would like to do.

- *Chairman Jackson inquired if there are any other questions on the original proposal, which there were not. Chairman Jackson asked the County Administrator why they would wait and not pass it right away.*

The County Administrator stated it was presented tonight as information because Mr. Livingston has a deadline, he felt it was vetted enough, and the money was available. The County Administrator stated the Board can act, but it is not necessary. The County Administrator clarified that what was included in the agenda packet tonight was only the Microsoft 365 upgrade. They will talk to other vendors for the security proposal, which is part of their due diligence, and then sit down to have another meeting. The item tonight is to inform the Board of the subscription update unless the Board does not like that idea.

- *Chairman Jackson stated all this blends together and they tie together as components of the network security. Chairman Jackson stated they have a potential upgrade for Office 365 and the recommendation is the premium package.*

The County Administrator added the Board could vote or he can Administratively do it if the Board is okay with that.

- *Chairman Jackson asked the Board if they are fine with that, and all the Board members agreed. Chairman Jackson stated now they talk cyber security.*

The County Administrator asked Mr. Livingston if he had anything else to add, which he did not. The County Administrator stated he felt that was something they could come back to once they had more information from additional vendors. The County Administrator stated he recommends bringing cyber security back as a staff report and mentioned they have it budgeted for FY24. The County Administrator stated the Finance Director and IT did a fantastic job and she has a spreadsheet that breaks down every item under the data processing line item.

- *Chairman Jackson asked the Board if they had anything to add.*

- *Supervisor Jewett stated the next step for the cyber security program is being researched right now and there are things to consider aside from finding a provider who will do it for the best price. Supervisor Jewett stated he asked Mr. Livingston to summarize the pen test (penetration test) that was done last October and the policy going forward with that.*

- *Chairman Jackson asked what the pen test was.*

- *Supervisor Jewett stated they attack you.*

Mr. Livingston stated it is a test to see how secure your network is. Mr. Livingston stated he sent Mrs. Turner a document and asked her to pull it up.

The County Administrator asked if it was for the pen report.

Mr. Livingston stated it was.

The County Administrator stated he can pull it up, but stated he thinks Supervisor Jewett wants him to give a summary of the report.

Mr. Livingston stated it had a lot of different things in it and he has not gone through it in detail recently. Mr. Livingston stated he did not have time to look at it today because of the EMS needing IT support.

The County Administrator asked the Board if they could come back with a summary of the report that was reference when they come back with the staff report for cyber security.

- *Chairman Jackson stated that sounds like a good plan.*

- *Supervisor Jewett stated based on the cursory review that he did of the report, there were no critical problems identified in the pen test. During the pen test, they get in the network, check all the end points, check the nodes to see if they can mess with them, and they could not do it. There was a really good level of security, but that does not mean they should not try to enhance it. Supervisor Jewett stated they should be doing the pen test twice a year. The recommendation was to do it up to once a quarter, but they felt twice a year would be sufficient. It is $750 to do a pen test and it is cheap insurance.*

Mr. Livingston stated they are due for one now and they have money in the budget to schedule one. When they do select a plan for cyber security and everybody understands exactly what they are getting out of that, there are some infrastructure vulnerabilities that they need to close.

- *Chairman Jackson asked Mr. Livingston how long he has been working for the county.*

Mr. Livingston stated it has been about three years.

- *Chairman Jackson stated they stood up an IT Department in three years and just got their second staff. Chairman Jackson stated there are going to be some vulnerabilities and it sounds like they are going down the right path.*

Mr. Livingston stated there is a whole lot of positive going on. Mr. Livingston stated Mr. Berry is doing a good job and having him on board allows him to do other things like saving money on Tyler Munis. Mr. Livingston feels they have enough money left over if they need it but is confident that they can handle it. Mr. Livingston stated when they first put the ERP project together there were some things that were underestimated, and they had to spend the money upgrading the backup system or they would not be able to start using Laserfiche. Mr. Livingston gave an update on the progress of getting Fiber. Today they had a switch burn out during the power outage, but they were able to fix it on their own and it would have cost a couple grand if they had to call ANS in to do it. Mr. Livingston stated things are busy and fun.

- *Chairman Jackson stated the Board notices their hard work and they appreciate them in every way.*

Mr. Livingston stated the Board can ask them any questions and they will be willing to chat.

- *Chairman Jackson stated they are doing a great job and they are trying to catch Madison County up to the 21st century.*

10. New County Website – County IT

- *Chairman Jackson asked Alan Berry to give an overview of the new county website.*

Alan Berry, System Administrator I, stated the new county website is live. Mr. Berry stated he expected to be up and running yesterday. The DNS provider who tells all the traffic to go to the new website rather than the old one was taking longer than planned. Mr. Berry stated within two hours of the new website being live, they received a job application for the Victim Witness Coordinator position. Mr. Berry stated they are on a TTL, which stands for time to live, delay of six hours.

- *Chairman Jackson stated some people will be able to pull up the old website while other will pull up the new one. Chairman Jackson confirm that Mr. Berry was saying by tomorrow everyone will have the new website.*

Mr. Berry stated it should be fully migrated over by seven or eight o'clock tonight.

- *Chairman Jackson asked Supervisor Jewett if he has seen the new website.*

- *Supervisor Jewett stated he has.*

- *Chairman Jackson asked Supervisor Jewett what he thought.*

- *Supervisor Jewett stated once it gets all completed, he thinks it will be pretty good.*

Mr. Berry stated the new website is a massive improvement compared to the old. Mr. Berry stated they have functionality they did not have before. The look of the website has improved.

- *Chairman Jackson advised discussing VDOT while IT got the new website on the projector screen.*

The County Administrator stated there are a few roads he wants to give the Board updates on. The County Administrator stated Turner Drive is still a work in progress. They had a letter to give to VDOT to see if they could push the project forward so they could do surveying to determine a cost estimate. The County Administrator stated the Board has already put the first half of Turner Drive into the Secondary Six-Year Road Plan and the plan is to use TeleFees, which is money designated to come to the county and there was about $200,000 left over from previously. The Board wanted to get estimates for additional roads to bring back for consideration for next year's Secondary Six-Year Road Plan. The County Administrator stated VDOT informed him that they did not have enough information. The County Administrator asked VDOT what information they still needed and how they can get the project moving. The County Administrator stated Carrier Shephard, from VDOT, is supposed to give him a call regarding that very soon. The County Administrator stated the goal is to get whatever they need to get surveying out there to get an estimate. The County Administrator stated at a previous meeting there was a request for a second traffic count to be performed on Clore Road. When they initially went out there, he did not think the traffic counter was put in the right place. When they went out a second time, they looked at the width of the road to see if it would qualify for the rural rustic program. VDOT reported back that the road is too narrow and there would be need of additional right of ways should the county want to proceed. The County Administrator stated he has a resident that has asked about this, and he needs to give an update. The resident would like to see this proceed forward, but he needs direction from the Board. The County Administration explained the two funding options, which are TeleFees funds or revenue share, and it is case by case regarding which funding is available to be used.

- *Chairman Jackson inquired if revenue share meant direct money from the county and not appropriated funds through VDOT.*

The County Administrator stated that was correct.

- *Chairman Jackson inquired if the other Board members had any interest in Madison County direct tax dollars going into road improvements.*

- *The Board members stated they did not.*

- *Chairman Jackson stated River Road is a Secondary Six–Year Road Plan type of conversation. Chairman Jackson encourage them to come back in April or May when they discuss the Secondary Six-Year Road Plan again.*

The County Administrator stated he will contact them. The County Administrator mentioned VDOT may provide feedback stating the width is X and without widening it, it would not qualify for any Secondary Six-Year Road Plan.

- *Chairman Jackson stated if it needs to be wider, then adding it to the Secondary Six - Year Road Plan will allow them the proper amount of time to gather the correct easements.*

The County Administrator stated they would want, which is similar to what they are doing with Turner Drive, to identify what funding program this would qualify for. The County Administrator stated they must fund things to begin the process, such as surveying to get an estimated amount.

- *Chairman Jackson confirmed they are doing surveying on Turner.*

The County Administrator stated they are trying to get it there and they have a good funding source for that.

- *Chairman Jackson asked where that funding source is coming from.*

The County Administrator stated funding is coming from TeleFee funds.

- *Chairman Jackson stated they are trying to get VDOT to survey and with the potential of additional easements.*

The County Administrator agreed.

- *Chairman Jackson inquired the different between Turner Drive and the River Road project.*

The Couty Administrator stated he would follow up on this at a later meeting, but he believes the difference is the funding source. The County Administrator mentioned that the VDOT is due for their quarterly presentation August 8th, and he will ask VDOT to speak about what criteria determines TeleFee fund projects versus revenue shares.

- *Chairman Jackson inquired what other VDOT updates the County Administrator had.*

The County Administrator stated Desert Road is on the Secondary Six-Year Plan and he had a resident ask about the status of that. Originally, VDOT put that into two different phases of prep-

work before paving. VDOT has indicated that paving will begin between mid to late August of this year and it will be paved all at once. The County Administrator stated the Smart Scale Project made it through CTB and their next step is developing their scoping. After that they will then approach property owners about any right of way acquisitions. They did not commit to a hard date, but stated scoping could occur in September.

- *Chairman Jackson clarified that was for the roundabout in the Pratt's area.*

The County Administrator stated that was correct. There are two Smart Scale Projects, and one in the Shelby Road area that will start construction soon. The County Administrator stated the Smart Scale Project he is referring to is the roundabout to improve the intersection of Fairground Road, the intersection of South Blue Ridge Turnpike and Orange Road. The County Administrator mentioned the scoping of the work is where they define the cost and then they go to speak with property owners. VDOT believes planning the scope of work will begin in September.

- *Chairman Jackson inquired about the timeline at Shelby.*

The County Administrator stated the one at Shelby should start construction late this year. The County Administrator mentioned he would let Carrier Shephard, VDOT representative, know to give an update on both Smart Scale projects.

- *Chairman Jackson inquired if anyone else had VDOT questions, which they did not. Chairman Jackson asked Supervisor Yowell how things were going on Emmet Road.*

- *Supervisor Yowell stated there have been issues on Gibson Hollow Road and he would like the County Administrator to pass along, which he agreed to do. Supervisor Yowell stated they went up Etlan Road and they patched and resurfaced in a lot of areas. Supervisor Yowell stated at DuCard, which is off Gibson Hollow Road, there is a large drop off and the tractor-trailer and any construction equipment coming in and out are dragging and getting damaged. Supervisor Yowell stated Scott Elliff, the owner of DuCard, asked if they could come in and shave it down.*

The County Administrator stated he has not talked to Mr. Garr yet, but it is on his list to talk to the local office directly to see if that could be handled as a maintenance request. The County Administrator stated he will let the Board know how that conversation goes.

- *Supervisor Yowell inquired why there are two huge tar tankers sitting at Greystone and paving equipment sitting at Smith Farm before you go down to Pass Run.*

The County Administrator stated he would look at the paving schedule to see if there is paving scheduled in that location.

- *Chairman Jackson stated he thought they were paving towards standardsville this year.*

- *Supervisor Hoffman stated they have already completed the patching in that area.*

- *Supervisor Jewett stated he is still getting concerns regarding Route 230.*

- *Chairman Jackson gave an overview of the roads they plan to discuss with VDOT and asked if anyone else had anything to add, which they did not. Chairman Jackson asked Mr. Berry to tell them about the new website.*

Mr. Berry stated he will give a quick overview of the main facets of the website and if they had specific things they would like to look at to just jump in. (The website was on the projector screen as Mr. Berry went through it). The bottom of the main page has similar buttons to the old website. There are two new additions which are the "Forms" and "Employee Only" button. The "Employee Only" button is the county's intranet and is for employee documents. The "Forms" page is a forward-facing document center for the public. Mr. Berry gave examples and showed the Board items listed under the "Employees Only" page and the "Forms" page.

Mr. Berry stated the pictures on the website were provided by Mr. Livingston, Information Technology Specialist, except for the one that is an aerial drone footage of the fireman's parade.

- *Chairman Jackson and Supervisor Yowell stated that one was from Tracey Gardner, Economic Development & Tourism Director.*

Mr. Berry gave an overview of the "Newsflash" section on the main page. This is where the county can see updates that are non-emergencies. Mr. Berry explained the ones currently listed, which are the new website notification, Hyper-Reach information, and the county's business directory. Mr. Berry explained the various places to access Hyper-Reach through the website. Mr. Berry gave an overview of the calendar center on the main page. Mr. Berry went over the mega-menus, which are the buttons at the top of the screen. The only thing Mr. Berry thought might throw people off is that elected officials are under the "Government" tab, not the "Department" tab. Mr. Berry pointed out that on the old website all departments were under the "Government" tab. Mr. Berry pointed out a few items located under the "Government" tab. Next, Mr. Berry discussed what was located under the "Community" tab. After that, Mr. Berry

explained the many items listed under the “How Do I” tab. Mr. Berry explained the different county notifications and alerts.

- *Chairman Jackson asked Mrs. Turner what items she would like to talk about.*

Kim Turner, Deputy Clerk, gave an overview on where boards and committees are located on the website and where to find agendas and meeting information.

- *Supervisor Yowell stated finding the agenda and minutes is similar to the old website.*

The County Administrator asked Mr. Berry if he wanted to run through how to sign up for notifications and alerts. The County Administrator gave an overview of how different departments can send out notifications. The County Administrator stated the new website has new features that he is excited about and the opportunity it brings to the public.

Mr. Berry gave a step-by-step explanation on how to sign up for notifications and stated it is quite easy.

- *Chairman Jackson stated the website looks good and if it encourages transparency and communication with the public then they are doing it the right way.*

- *Supervisor Yowell added that it looks good.*

- *Supervisor Jewett asked if there is a version for phones and tablets.*

Mr. Berry stated that it does.

Mr. Livingston and Mr. Berry stated it is cheaper than the old website. Mr. Berry stated they are saving around $6,000 a year.

- *Chairman Jackson stated that is great. Chairman thanked Mr. Berry for his hard work on the website.*

The County Administrator asked Mr. Berry to show the Board the ticketing systems on the website, which he did as the County Administrator spoke. The County Administrator stated this system will accumulate data and will help Facility & Maintenance create reports. The County Administrator stated that Mr. Berry created this form, and it gives them a way for the information to be submitted by the user, the user receives confirmation that it was submitted, and

when Moonie Frazier, Facilities & Maintenance Manager, closes it out, they get a notification. The County Administrator stated it is a communication tool as well as a tracking tool.

- *Chairman Jackson asked how much this cost the county.*

Mr. Berry stated everything he just put on the screen is included in their Microsoft subscription.

- *Chairman Jackson stated it looks very good and being able to track it with reports is organized. Chairman Jackson asked the Board if they had any questions for IT, which they did not.*

11. VDOT Updates

Discussed above while IT set up.

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

As a result of the Closed Session, the Board did not take further action.

ADJOURN

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

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 22nd, 2023.

Agenda
Board of Supervisors
Tuesday, August 8th, 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, County Departments, Committees & Organizations

1. Monthly Reports – Present Representatives

Consent Agenda

2. Approve Minutes: 07-11-2023

Special Appearances

3. Central Virginia Partnership for Economic Development Update – Helen Cauthen & Katie Dulaney
4. VDOT Quarterly Update Presentation – Carrie Shepheard

Old Business

New Business

5. PSAP Grant – Director of Emergency Communications
6. RRRC 50th Anniversary Resolution – County Admin.
7. Bald Top Brewing Company's Firework Permit – County Admin.
8. Committee/ Board Update- Sarah Dillon for FAPT – Deputy Clerk

Discussion

Information/Correspondence

9. Engineer Professional Service Agreement Renewal – County Admin.
10. Upcoming Public Hearings – Sign Ordinance & Rezoning Fees

Public Comment

Closed Session

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 4:00 PM — Tuesday, August 8th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #29 — August 8th

At a regular meeting of the Board of Supervisors on Tuesday, August 8th 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
Hannon Wright, County Attorney
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

ABSENT:

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.*

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.*

Supervisor Jewett made a motion to approve the agenda as presented, 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 DEPARTMENT, COMMITTEES & ORGANIZATIONS

1. Monthly Reports – Present Representatives

Jennifer Warren: Mrs. Warren, Finance Director, gave a monthly report for the Finance Department. The Finance Director stated they are in the middle of their HR and payroll implementation with Tyler Munis and things are going well. They had a good demo presentation with some of the department heads on the upcoming time and attendance module as well as the advanced scheduling module. The Finance Director mentioned the advanced scheduling module will help in some departments, specifically EMS and the Sheriff's Department. The Finance Director stated the timeline for implementation for both is still on target to go live on January 1st. The FY23 audit work with Mary Earhart and her team begins the week of October 2nd. The Finance Director stated they are making some process changes to help streamline some of their processes with Bank of America and Amazon. The Finance Director stated she would take any questions from the Board.

- *Chairman Jackson inquired the date Tyler Munis goes live.*

The Finance Director stated it was January 1st. The Finance Director clarified that Tyler Munis is already live for Finances, but the second and third module will be January 1st.

- *Chairman Jackson asked how much more training and implementation do they have post January 1st.*

The Finance Director stated the only thing is phase three, which is in parallel with HR payroll. After January 1st, as long as they get phase three done at the same time, there will not be any additional implementation.

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

Noah Hillstrom: Mr. Hillstrom, EMS Chief, gave a monthly report for the Emergency Medical Services Department (EMS). Chief Hillstrom stated July was busy with 192 calls, with 10 minutes as an average response time. Chief Hillstrom mentioned there is additional response information in his report. They are starting to track unit availability within the county. Chief Hillstrom gave an overview of when they have the most calls during the day and unit availability. Chief Hillstrom stated they gave a lot of mutual aid to other counties. They were requested for eight calls and answered four from Greene County, one from Orange, and Madison requested two to help cover calls in Madison. For personnel, Chief Hillstrom stated they are down four and he received approval today to make offers for two paramedics. They are still actively recruiting for other positions. Chief Hillstrom stated that Mr. Brady, who has been their Medical Director for over seventeen years, received a promotion at UVA as a Director and he submitted his resignation for Madison. Chief Hillstrom mentioned they are working closely with

Dr. Matthew Rhames, from Culpeper Hospital, to create a contract. Chief Hillstrom plans to have a proposal contract for the Board at the August 22nd meeting and a go live transition September 1st. For standby events, Chief Hillstrom stated they did the Tractor Pull and the Madison County Fair. Chief Hillstrom stated they will place the ambulance order tomorrow. They have some language in the contract that needs to be adjusted. Chief Hillstrom asked the Board if they had any questions.

- *Chairman Jackson asked the Board if they had questions, which they did not. Chairman Jackson congratulated EMS on getting the new ambulance. Chairman Jackson asked if Dr. Brady serves as a contract employee.*

Chief Hillstrom agreed and stated the new Medical Director will be pro bono.

- *Chairman Jackson stated that was terrific.*

The County Administrator stated Hannon Wright, County Attorney, has reviewed the ambulance contract, which is what got them to the final as well as Chief Hillstrom's assistance. The County Administrator mentioned the County Attorney is vetting the OMD (Operational Medical Director) Agreement. The County Administrator stated they were thankful for Mr. Brady's service from 2005 to present. The County Administrator confirmed they will have the OMD Agreement ready by August 22nd. The County Administrator asked Chief Hillstrom if the State EMS had it currently.

Chief Hillstrom stated that was correct and he has briefed the County Attorney. It is with OEMS (Office of Emergency Medical Services) right now to make sure they have met all their criteria and then the County Attorney will review it.

- *Chairman Jackson inquired when Dr. Brady is officially no longer their Medical Director and if there would be any overlap.*

Chief Hillstrom stated his resignation is effective August 31st. Dr. Brady has offered, if they do not have a replacement, to remain on until they do.

The County Administrator stated they were hoping to have something for Dr. Brady to say, "thank you". The County Administrator stated they would like the Board to formally recognize Dr. Brady and either Chief Hillstrom or the Chairman can present. The County Administrator mentioned Emergency Communications is also being serviced through the OMD Agreement.

- *Chairman Jackson thanked Chief Hillstrom for his report.*

Gavin Helme: Mr. Helme, EMS Assistant Chief of Administration/Emergency Management, gave a monthly report for Emergency Management. Chief Helme stated they are still in the process with the shelter upgrade. They had another follow-up meeting with the engineer and the engineer came back with a higher price of about $50,000. The reason is due to the placement of the generator and how they must run the wiring. Chief Helme mentioned that Supervisor Dawson can testify to the fact that copper is expensive. Chief Helme stated they are looking at going with a slightly smaller generator to cover the main HVAC they will need for the corridor to provide shelter space. Chief Helme stated the engineer thinks he can do that and stay within the original $150,000 budget. Chief Helme stated if the engineer can do that, he will then go to the Grant Administrator for VDEM and get approval and sign offs so they can start moving forward. Chief Helme is hoping to have more information in two weeks. For the SHSP Grant, Chief Helme stated they have submitted both grants. Everything has gone out to the peer reviewers and the subject matter expert reviewers, and they must be back by August 18th. Chief Helme stated they anticipate hearing something around October for the SHSP. For upcoming opportunities, Chief Helme stated they have the Touch-A-Truck Event on September 30th. Chief Helme stated Air Care from Culpeper, EMS, Fire, the Sheriff's Department, and the Madison Free Clinic will be participating. Chief Helme stated he will be working with EMS and Chief Hamm regarding the Motocross Hare Scramble, which is coming up on the 19th and 20th at Graves Mountain. Chief Helme asked the Board if they had any questions.

- *Supervisor Jewett asked Chief Helme where the Touch-A-Truck Event is held.*

Chief Helme stated it will take place at the Young Farmers Field.

- *Supervisor Yowell asked for clarification that the Hare Scramble will take place on the 19th and 20th of this month.*

Chief Helme confirmed.

- *Chairman Jackson thanked Chief Helme for his report.*

Brian Gordon: Mr. Gordon, Director of Emergency Communications, gave a monthly report for the Emergency Operations Center. Mr. Gordon stated it was a static month. Total home phone calls received on 911 were 179, wireless 464, administrative calls taken were 2,309, and administrative calls made were 1,343, with a total call volume through the center being 4,295. Mr. Gordon gave an overview of their numbers this year compared to last year. Mr. Gordon stated for the Radio System, they are busy at Churchill right now. Mr. Gordon mentioned that Geotech has been done, but he has not received the report. There was no rock around the hole,

which is a very good sign. Mr. Gordon stated the Geological Survey was done, which is where they dig pits to look for arrowheads and things similar. There was no report back on that either. They are currently doing Spectrum Fingerprinting, which means they are looking for radio waves that would cause interference with their system. Mr. Gordon stated that Churchill is the last site that needs to be done and they anticipate moving through this process and hopefully starting construction sometime in September. They had a construction walk up there last Thursday and they had a few speed bumps that were ironed out and there will not be an issue moving forward. The contractors for the engineer moved the site about 200 yards from where they wanted it. Mr. Gordon stated this is corrected.

- *Chairman Jackson stated 200 yards was substantial and Supervisor Yowell agreed.*

Mr. Gordon agreed and stated it would have made them have to cut into a bank and there would be more grading involved, and a retaining wall would have been required. Mr. Gordon stated, as of Friday, he had a staff member resign due to family issues and needing to move. Mr. Gordon mentioned he has one in training. Mr. Gordon stated he attended the demolition derby to assist the Sheriff's Office. Mr. Gordon stated he would be happy to answer any questions.

- *Chairman Jackson asked the Board if they had questions, which they did not. Chairman Jackson thanked Mr. Gordon for his report.*

Bruce Livingston: Mr. Livingston, Information Technology Specialist, gave a monthly report for the IT Department. Mr. Livingston stated they are done with training for Laserfiche. Now, they need to regroup and decide how they are going to use it best. Mr. Livingston stated they will not be able to use Laserfiche for what they originally planned to use it for. The IT team needs to do a lot of admin work to build the search fields and filters. Mr. Livingston's recommendation is to roll it out and let the departments use it. Mr. Livingston mentioned there is not a lot of admin support that comes with it, but the good news is all the training is done and they can use it.

- *Chairman Jackson inquired what Mr. Livingston thinks they will use Laserfiche for.*

Mr. Livingston stated when it was first mentioned, he thought it was going to be for everyone to digitalize their filing cabinets. Mr. Livingston stated they can do that, but they must create filters to set up the search system. Mr. Livingston stated it is going to be a lot of work. Mr. Livingston stated they paid for it, and they are going to make it work, but he doesn't feel it was done right.

The County Administrator stated Mr. Livingston will be meeting with some offices to discuss how they would use it to determine the level of effort IT would have to take and make the best decision from there. The County Administrator mentioned that Mr. Wilks, Building Official, is

the only staff who has used this at another locality. The County Administrator stated if it seems to be counterproductive, they will bring that information back. The County Administrator stated he is not recommending ending services, but he wants to evaluate what they are paying for. It will be used primarily by the Treasurer, Commissioner, and Building and Zoning. It was initially geared toward finance as well, but he has told Laserfiche no. The Finance team are well inundated with many day-to-day routines and Tyler Munis phase two. They have been successful, and they do not need a roadblock.

Mr. Livingston stated he has a meeting next week with the two project owners and he is going to ask if Laserfiche can help with the filters and offer other levels of support. Mr. Livingston stated they are working on scheduling a pen test and that is going to happen very soon. They started to clean up some things from the October pen test but decided to get a fresh pen test. Mr. Livingston stated a pen test is basically a simulated attack on the network. In October, they passed it and there were some things he identified, but they are going to do it again. For Fiber, they are waiting on ANS to send Matt, and everything is done with REC and all the make ready things. Mr. Livingston stated the Finance Director had already covered most of what they needed to share regarding Tyler Munis. They are working with some of their Tech right now because they are having problems keeping a stable VPN. Mr. Livingston stated all the VITA stuff was worked out with the website. The issue was there was a configuration change that needed to be made on their network.

- *Chairman Jackson asked the Board if they had any questions for Mr. Livingston, which they did not. Chairman Jackson thanked Mr. Livingston for his report.*

Brian Daniel: Mr. Daniel, Commissioner of Revenue, gave a monthly report for the Commissioner of Revenue's Department.

- The Commissioner stated his office is making the final push for personal property and business tangible property so they can certify the book September 1st.
- The Commissioner stated they are on standby with Laserfiche.
- The Commissioner stated he is working with Avenity to clean up a few things that may automate and allow them to do other things based on data. It is taking some time to build out those rules to put into place so the system can install it and properly handle the data.

- *Chairman Jackson asked the Board if they had questions for the Commissioner, which they did not. Chairman Jackson thanked the Commissioner for his report.*

Tracey Gardner: Mrs. Gardner, Economic Development & Tourism Director, gave a monthly report for the Economic Development & Tourism Department.

- Mrs. Gardner stated she was in full Taste of the Mountains mode. People are still contacting her or haven't made their decision yet if they are going to participate. Kite's Ham may not participate because they need help and are actively hiring. Mrs. Gardner stated she does not know if Miranda's Restaurant is going to be open.
- Emy Lou's sign looks great at the Madison Plaza and there is a lot of interest in her current location too.
- Three Springs Farm is going to be having their grand opening at the old Aroda Store on August 19th.
- The Shenandoah Survival's ribbon cutting already took place and they are having classes. Mrs. Gardner has been meaning to ask if they are coordinating any of those with Emergency Management. Mrs. Gardner mentioned they are doing CPR classes and various things like that.

The County Administrator stated the Fire Department had Sam Good out there.

- Mrs. Gardner stated she went to the Town Council meeting on August 3rd and if they get their CBDG Grant she agreed to be on their Project Management Committee along with Supervisor Dawson. Mrs. Gardner mentioned they find out on the 15th if they get the grant.

➢ *Supervisor Yowell inquired how much the grant was for and what the grant was for.*

Mrs. Gardner stated it was a planning grant of $60,000.

The County Administrator stated he had a brief meeting with the Town Clerk. The planner would essentially come to town, walk the town, and meet with town officials to talk about things whether it is beautification, sidewalks, and/or powerlines. The County Administrator stated it's to give them more of a comprehensive plan to create a vision and make some improvements.

➢ *Chairman Jackson stated it still sounded like sidewalks.*

Mrs. Gardner stated they are still sitting on the $30,000 that the county gave them from the revolving Loan Fund that was for that.

➢ *Chairman Jackson stated he thought the sidewalk would cost 2.7 million for about 150 feet of sidewalk.*

- The next Food Council meeting will be August 14th.
- The Regional Tourism group is doing the Event Planning Workshop.

- Mrs. Gardner stated she is attending the VEDA fall conference on September 20th.
- The Realtor Round Table meeting will be on September 27th.
- Mrs. Gardner is following the CEDS meeting.
- The Governor's Summit on Rural Prosperity is in October.
- The State Tourism Summit is in November.
- Mrs. Gardner stated they updated the Barn Quilt Trail, and they are receiving a lot of inquiries about that and gave thanks to Nan Coppage and Laura DeBoer.
- Mrs. Gardner stated she submitted the Greater Piedmont Realtors' June 2023 report. One thing that happened right after she sent her report through is the Governor reported that they are back to pre-Covid tourism numbers. Mrs. Gardner mentioned that they will probably find out in September what the 2022 numbers were.
- Mrs. Gardner mentioned a gentleman from Culpeper came into the visitor center. After further discussion the gentleman informed Mrs. Gardner that they were bringing 25 Airstreams to Madison Vines, and they were spending four days there.

➢ *Chairman Jackson asked the Board if they had any questions and he asked if there was anything new at Taste of the Mountains.*

Mrs. Gardner responded that there are some new crafters she is placing now. Mrs. Gardner mentioned there are no ponies, but there will be sand art.

The County Administrator mentioned the Chamber page has a new product Revelations is offering.

Mrs. Gardner stated it is a non-alcoholic Verjus and she stated it is good. Mrs. Gardner stated they make salad dressings and drinks with it.

➢ *Chairman Jackson thanked Mrs. Gardner for her report.*

CONSENT AGENDA

2. Approve: Minutes from 07-11-2023

Supervisor Dawson made a motion to approve the consent agenda as presented, seconded by Supervisor Yowell. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

SPECIAL APPEARANCES

3. Central Virginia Partnership for Economic Development Update – Helen Cauthen & Katie Dulaney

Helen Cauthen, President of Central Virginia Partnership for Economic Development, stated it was great to see the Board again and thanked the Board for having them tonight.

- Jobs: They focus on higher paying jobs in target sectors that also offer career ladder opportunities.
- New Capital Investment: Those tax revenues help the county do all the things the folks just gave reports on. They also focus on the fact that revenue generated business helps ease the burden on the homeowners who typically complain about taxes.
- Regionalism: There are 18 regional groups in Virginia, and they are one of those with eight counties and the city of Charlottesville.
    - Businesses tend to look at regions first rather than specific jurisdictions. If you are in Madison and trying to grow, you may need to look at a neighboring county for the appropriate location.
    - They want to be sure that they keep focused on what the county wants in their individuality.
- They have been around since 1995 and they are a public-private partnership, nonprofit, in collaboration of local government, business, and education.
- Their leadership includes:
    - Jonathon Weakley, the County Administrator, who is on the Board of Directors.
    - Pace Lochte, the Director of Economic Development at the University of Virginia, is their current Chairman.
    - Tracey Gardner serves on their Economic Development Partners group which meets monthly, and she is a very active contributing member.
- The investor list on the screen is who is currently involved with them. Listed are about 65 companies, Germanna Community College, Piedmont Virginia Community College, UVA, and the local governments.
- Economic Development is a long-term process, and it takes all the things on the screen and many more working together to ensure local business continues to be successful.
- They are the support organization for Go Virginia Region 9. As of July 1st, Virginia Career Works Piedmont became a standalone organization also called Virginia Career Works.
- They have three main strategies:
    - Strategy 1: To build the national identity of Central Virginia as a great location for business. This has to do with promoting and supporting existing businesses and retaining and expanding them in Madison County. Also attracting and recruiting businesses in target sectors. (Not any kind of business in the world but very specific ones). Their target industries were shown on the screen. Madison's

target industries, when they did this study a few years ago, were agribusiness, business and financial services, and one that captures the tourism and hospitality pieces because that is so prevalent here. They have a website: centralvirginia.org. Tracey Gardner helps ensure that Madison's fact sheet and information reflects what the county wants it to and is always updated with the latest facts and figures. They have a "Bold Venues Begin Here" brochure and there is a picture of Bald Top on the brochure. In FY23, they had seven announcements, 437 new jobs, and 135 million dollars in new capital improvement investments. Madison County didn't have a project this year, but last year they helped with Hidden Pines.

- Strategy 2: Elevate the region to achieve growth throughout the region. The main things they are doing here are supporting Go Virginia, as well as developing sites. One they have lacked, and other counties are struggling with is having sites for business to remain and grow. The next slide explained Go Virginia 9, the areas they fund, and the targeted industries. Madison County has received money from Go Virginia 9. Madison participated in their site project that was solely funded by the Partnership and South Park Center was a part of that. They are currently talking with Tracey Gardner about the next site project. They have a current GO Virginia project at almost $800,000 for Culpeper and Louisa County to do site development. Their biggest opportunity right now is the Shannon Hill Regional Business Park, which is at the Shannon Hill intersection on 64 on 700 acres.
- Strategy 3: Attracting, retaining, and aligning talent to strengthen regional competitiveness. Ms. Cauthen introduced their new Talent Director, Katie Dulaney, who would finish the presentation. Ms. Dulaney stated she is going to talk through strategy three on several talent initiatives that the partnership has launched. The first two, LivingCentralVA.org and Livability Central Virginia Magazine, are talent attraction pieces to ensure localities have the talent they need to fill jobs. The third talent initiative is TechLink, which is the talent retention initiative. LivingCentralVA.org is a website they launched that showcases why Central Virginia is a great place to live, work, and play. Each locality has a page. On the screen was a snapshot of Madison County's page. There is multimedia on the website including interviews with business leaders to get a feel for some of these companies. Under the work tab, they have highlights of each of the sectors that Ms. Cauthen named and linked businesses throughout the region that fit into those sectors. If anyone clicks on the business logos, it will go to the business hiring page to help showcase those job openings. Ms. Dulaney stated she saw a few Livability Central Virginia Magazines right outside the auditorium. Those magazines were the first issue which came out last year and the snapshots on the screen are from that. The "Back on the Farm" article is an Agribusiness piece that showcases Bald Top Brewing as well as Early Mountain Vineyards. They are

expecting the second issue later this year and appreciate Madison County's support. They also have a digital format so businesses can email the magazine. The digital copy is on the livingcentralva.org website. TechLink is funded by Go Virginia Region 9, and they are about to finish up their first year and kick off their second year. TechLink exists to fill entry-level Tech job openings all throughout the region. Ms. Dulaney stated she had the fortune of working with a team of student interns at UVA, PVCC, and Germanna who have helped connect to their student bodies to talk about TechLink. TechLink has strategies to engage with both students and businesses in hopes to connect the two. They release a student newsletter every Monday during the school year, which they will start again when UVA starts their semester. Ms. Dulaney stated she had one-on-one meetings with students regularly to talk about their job searches and they are regularly planning and supporting networking events. Last April, they sponsored and planned two networking events that brought together over 50 businesses and over 300 students to network and talk about jobs. Ms. Dulaney discussed strategies for engaging businesses. They always invite businesses to be featured in the newsletter and enjoy co-writing to make sure businesses are having the message they want in front of students. Ms. Dulaney is having one-on-one meetings with businesses to understand hiring needs so she can highlight those when talking to students. Ms. Dulaney also invites businesses to networking events. Ms. Dulaney mentioned on August 29th UVA is kicking off their recruiting season with an event called Tech Night Takeover. The Partnership is sponsoring tables because they want to make sure there is regional presence. They still have spaces and if there are any businesses in Madison County that would like to attend, they can email her. Ms. Dulaney stated she would love to talk about the next steps to get registered. One of the biggest takeaways that they try to share with businesses is if you want to recruit UVA students, they should make sure their positions are on Handshake. It is the biggest tool that they look at for jobs. Ms. Dulaney stated if you know businesses in Madison that have an entry level job opening and want to connect with TechLink students they should post on Handshake. They can also email the job posting to her so she can help promote. If there are companies who do not have entry level jobs right now, but want to increase the visibility of their company, they can also reach out so Ms. Dulaney can showcase them in the newsletter, brainstorm lunch and learn events, have students touring their facility, and promoting them on social media. Ms. Dulaney mentioned they collaborate with two other grants that have internships, one being based out of UVA and the other is Virginia Career Works Piedmont. They run the gamut from high school internships all the way to entry level Tech jobs. Ms. Dulaney stated she was happy to answer any questions.

- *Supervisor Jewett inquired how the Public School System fits into this program with regard to workforce development.*

Ms. Dulaney stated the Talents Supply Connector is more focused on the K-12 piece. TechLink is specifically focused on students that are getting ready to graduate college. Ms. Dulaney stated Virginia Career Works Piedmont is focusing on curriculum and they are partnering with CTE teachers to help underscore some of this career prep and the K-12 school. Ms. Dulaney stated she would be happy to connect Supervisor Jewett with their team at Virginia Career Works if he would like to hear more about that.

- *Supervisor Jewett asked if there are any financial support/grants or programs that come through their organization to help supplement CTE instructors in the school system because that is a big issue.*

Ms. Dulaney stated yes, through the state they are matching funds now for internships for businesses that qualify. This is through the internship collaborative; her colleague May could talk more about this. For businesses that want to have interns, they need a certain number of qualifications and then they go through a training program and receive matching funds to pay their interns. This helps with making internships affordable and allows students to have that on-the-job experience. Ms. Dulaney stated connecting with the other two grants would be the closest thing for K-12, but she wasn't able to talk further on this topic.

- *Supervisor Jewett thanked Ms. Dulaney and stated he would like to speak further with her colleagues she mentioned.*

Ms. Dulaney stated she would love to connect them.

- *Chairman Jackson inquired if the Board had any other questions, which they did not. Chairman Jackson thanked Central Virginia Partnership for their report.*

4. VDOT Quarterly Update Presentation – Carrie Shepheard

Carrie Shepheard, VDOT Resident Engineer for the Charlottesville residency, was present and gave a quarterly report for VDOT.

- Preliminary Engineering:
    - The RCUT at Shelby is continuing to move forward. The last milestone was the right of way, next is PAC (pre-advertisement conference) and it was advertised for November of this year.

    - The sidewalk in the Town of Madison is currently being decided if it is viable. If it is, it is scheduled for the winter of 2027.
    - 707 Pine Hill Road Bridge - Next milestone is a pre-advertising conference, and they expect the advertisement date to be January 2025.
    - 749 Moon Road Bridge replacement over Hughes River - Next milestone is scoping, and it is in the very early stage.
- Rural Rustic Roads:
    - 606 Desert Road Phase I - Under construction and almost complete.
    - 606 Desert Road Phase II - Under construction and almost complete.
- Construction Activities:
    - Road Project
        - Completed incidental concrete repairs on Route 29 Business, south of Waverly Yowell Elementary School – Sidewalk repair.
    - Bridge Project
        - Route 707 Nethers Road Bridge Replacement – Construction is currently underway. Anticipated completion date October 13, 2023.
- Traffic Engineering:
    - They were requested to conduct a speed study on 621 Beautiful Run Road. The speed study was not warranted, but they were missing chevron signage, and it has been reinstalled.

Ms. Shepheard stated that concluded the formal presentation and she was available for questions.

The County Administrator stated he and Ms. Shepheard have had conversations but need the Board's direction for a few items. On Turner Drive, a good portion of the citizens on that road have engaged with the county and VDOT earlier on. Half of the road was placed into their Secondary Six Year Road Plan last year. The remaining portion of the road doesn't qualify for the Secondary Six Year Road Plan because of width and other challenges. The County Administrator stated it is his understanding that if the Board wants to take on that portion of the road, they will need construction estimates. For VDOT to get construction estimates, surveying needs to be done. If the Board desired to pursue that, they want to ensure they are not telling the community that it would qualify or that it would be approved. The County Administrator mentioned it is hard for the Board to make a decision without construction estimates to widen the road and acquired right-of-ways. The County Administrator asked for confirmation from Ms. Shepheard that Telefee funds could be used for the surveying portion if the Board desired, which she agreed.

- *Chairman Jackson asked the other Board members if they are good to go down the path of surveying Turner Drive, which they were. Chairman Jackson mentioned they are at the*

bottom of their list right now, meaning it will be completed in 12 to 13 years and if they get the surveying done, potentially other funds may become available if it is applicable.

Ms. Shepheard stated the county receives about $38,000 a year in Telefee funds and that will continue as far as VDOT knows. The District Grant Unpaved fund goes up towards the end of the plan and they currently get roughly $300,000. As long as the funding stream continues per year that will be the funding to use unless they would like to pursue revenue sharing.

- *Chairman Jackson stated they do not.*

The County Administrator stated VDOT would have to evaluate roads to determine which type of funding would be needed. The County Administrator asked for confirmation that the Board does not want to do revenue sharing.

- *The Board agreed to not do revenue sharing as a funding source and they would prefer to use Telefee funds.*

Ms. Shepheard stated that Telefee funds are $37,000 a year and is spread across different cost centers. One cost center is for right-of-ways, which is what they will tap into to do surveying. One cost center is traffic engineering related services. Ms. Shepheard mentioned there is another one she cannot think of at the moment.

The County Administrator asked if she meant TAP funds and stated he thought they had unspent TAP funds from last year.

Ms. Shepheard stated there are two other cost centers that are not too specific.

- *Chairman Jackson inquired if they have identified usages for the $37,000 and how much Ms. Shepheard thought surveying was going to cost.*

Ms. Shepheard stated the last time they talked to their surveyors; it was around $12,000. Ms. Shepheard stated the section of Turner Drive that qualifies is 0.44 miles out of .67. VDOT estimates the cost to be roughly $350,000 for the .44 miles. The additional .23, would require hard surfacing, potential realignment, right-of-way dedication, the drainage issue, and the widening.

- *Supervisor Jewett asked the County Administrator where they were with the right-of-way issue with the residents.*

The County Administrator stated getting the surveying would help identify any additional properties that they are not tracking to get signatures. They have identified Ms. Wilson as the point of contact for the residents on that road. The County Administrator mentioned there was at least one resident that was not sure. They have moved on to see if folks to the right of Turner Drive are willing to give up more right-of-way. They received a letter, signed by certain residents, and they provided that to VDOT. The County Administrator stated they need to find out if it is sufficient or would the survey identify some additional steps to discuss right-of-ways. The County Administrator stated he doesn't believe there is anything else needed to do the surveying, but there may be other documentation needed once they discover the cost of the project. The County Administrator stated these are the right-of-ways for not only widening the road, but for drainage and the disbursement of that drainage. The County Administrator asked Ms. Shepheard if she had anything to add.

Ms. Shepheard stated they do not need anything additional to do the surveying. Once they do the surveying, they should have very clear limits that they will be requesting for citizens to donate. Then they go through the process of gathering legal documentation for the right-of ways.

The County Administrator asked if that would be issued from VDOT to the residents, not from the county. At that point in time, if the Board says to move forward, VDOT would work with those property owners as they have done with RCUT.

Ms. Shepheard stated they would not.

- *Chairman Jackson asked for clarification that Madison County must obtain the right-of-ways and then convey them to VDOT.*

Ms. Shepheard stated they would ask the county to coordinate the documentation behind the donation of right-of-ways and then give them to VDOT.

The County Administrator inquired who would draft those documents.

Ms. Shepheard stated she believes they can assist with some type of template and then of course any cost associated.

The County Administrator mentioned he would appreciate the templates and they could work with the community as they have.

- *Chairman Jackson stated they have great neighbors on Turner Drive. They have requested and want to work with the county and VDOT to proceed with the .27 miles left*

on the road. Chairman Jackson stated they have several years to get this put together and funded. Surveying would be the first step to go through and then they can start figuring out what right-of-ways they need. Chairman Jackson stated Madison County does not want to own any more roads and they should stay away from that. Chairman Jackson stated they can act as conduits. Chairman Jackson asked if they have designated any of the $37,000 Telefee funds for any other project at this point or are they using it to go down the surveying path.

Ms. Shepheard agreed.

- *Chairman Jackson asked the Board if they want to proceed with using Telefee funds for surveying and the Board agreed. Chairman Jackson asked what other roads they need to discuss.*

The County Administrator stated he thought they took Parish Road off the table because that is even more challenging when it comes to width. Regarding the Secondary Six Year Road Plan, the County Administrator stated there were monies left. It was the Board direction at the time for VDOT to go back and look at six to eight roads to have estimates when they get to next spring. The County Administrator stated they have about 85 to 100 miles of remaining unpaved roads, but not all of those would pertain or qualify for the Rural Rustic Program.

- *Chairman Jackson stated they have six or seven roads on the Secondary Six Year Road Plan, and it takes a long time to fund those, and they are not going to get to all the roads. Chairman Jackson stated the one that has been requested is Clore Road. Chairman Jackson recommended having them come back as part of the secondary six-year road plan. Chairman Jackson stated they are not going to come before any of the other roads that are pre-existing on the list.*

The County Administrator asked Ms. Shepheard if VDOT knows now or could look into what type of funding program they would be looking at for Clore Road.

Ms. Shepheard stated it would depend on what they do. They did review Clore Road, and it had a number of challenges and does not qualify at its current state. If the Board was interested in doing something similar to Turner, it would require a lot more work but essentially it would be put towards their unpaved road allocation.

- *Chairman Jackson stated the citizens made a request and they need to go through the due diligence to see if there is an option and if it doesn't qualify, see where they go from there. Chairman Jackson asked the other Board members if they had anything else to ask*

VDOT, which they did not. Chairman Jackson asked Ms. Shepheard how the patching was going.

Ms. Shepheard stated it was going well.

- *Chairman Jackson stated he had heard some complaints and asked Supervisor Jewett what he thought of the patching.*

- *Supervisor Jewett mentioned he is still hearing complaints about Route 230 (Orange Road).*

- *Supervisor Yowell stated Ms. Shepheard stated a speedy study was not warranted and ask how they would know if it was not warranted.*

Ms. Shepheard stated there are a few reasons a speed study is not warranted, one being they have done one recently. Ms. Shepheard mentioned there are a couple other things that they look at too before they use resources for this study. Ms. Shepheard stated she can check the specific ones for this.

- *Chairman Jackson asked if they are doing something to 230 going towards Orange.*

Ms. Shepheard stated they are going to be paving and if there is a concern with the patching it is going to get covered up.

- *Chairman Jackson stated a citizen who rides bikes on Ridgeview, Tryme, ad John Weaver has complaints about the patching. Chairman Jackson inquired when they are paving 230.*

The County Administrator clarified that Chairman Jackson is talking about Orange Road, not Wolftown.

Ms. Shepheard stated if they are patching the road, is possible it is for preparation for paving next year but she can look into it.

The County Administrator stated he and Supervisor Jewett rode that road with Mark and Ed from VDOT. They were told as early as 2027 because they grade the road and if they mill and patch the road it will improve the grading, therefore, it will push off the repaving schedule.

Ms. Shepheard stated he was correct.

The County Administrator stated he heard Chairman Jackson refer to Ridgeview, John Weaver, and Tryme. The County Administrator stated he remembered that as far back as Novum was on the paving schedule. The County Administrator stated he has learned that "skin patching" occurs prior to paving to prep the roads. The County Administrator stated he will drive out there soon. The County Administrator asked Ms. Shepheard if that paving had been completed or just the skin patching because they are due for paving.

Ms. Shepheard stated she did not know if it was completed and mentioned they get a two week look ahead.

The County Administrator asked Mr. Smith, who attended the meeting, if he knew the status since he lived out that way.

Mr. Smith stated they have been working the last two days.

- *Supervisor Jewett commented that the 230 East Orange Road has had some patching done to it, but if they are not going to pave it for the next three to four years, there needs to be more patching. There is a significant amount of rough surface area, and it is dangerous for motorcycles. Supervisor Jewett mentioned the engineer's explanation as to why they are reluctant to make those patches. Supervisor Jewett stated he feels they should make more of an effort to try to get that patched.*

The County Administrator mentioned that CTB approved the Smart Scale Project for Pratts and Fairground Road.

Ms. Shepheard stated that was correct.

- *Chairman Jackson asked what the next step was for that roundabout.*

Ms. Shepheard stated the next step is to start opening it up and start preliminary engineering.

- *Chairman Jackson asked what the timeline was for that project.*

Ms. Shepheard stated it was like six years out.

- *Chairman Jackson inquired if anyone else had anything else for Ms. Shepheard, which they did not. Chairman Jackson thanked Ms. Shepheard for her report.*

OLD BUSINESS

There was no old business.

NEW BUSINESS

5. PSAP Grant – Director of Emergency Communications

Brain Gordon, Director of Emergency Communications, stated this grant has been about three years in the making. The PSAP Recognition Funding Program was requested by Virginia PSAPs through multiple surveys. Any Virginia PSAP, per FY24, is eligible to apply for and receive funding for one-time employee recognition or for the use of a sign-on bonus program. It comes down to being $2,500 per position. The criteria for the grant were presented on the screen and the two that pertain to Madison County are listed as A and C.

A. Authorized full-time 9-1-1 dispatcher/telecommunicator positions, including vacancies.

C. Authorized full-time PSAP managers, supervisors, and administrative employees who are certified and actively work on the 9-1-1/operations floor as part of their primary duties or as required during staffing shortages or emergencies.

- *Chairman Jackson asked what PSAP stood for.*

Mr. Gordon stated it stood for Public Safety Answering Point. Mr. Gordon stated there are several different levels of it in the state, #77 is for State Police and Park Service has one. Funding is made available through the Code of Virginia, it's annually, and the funding is limited by program initiatives. Funding is received from the E-911 wireless fund and other sources. The PSAP grant committee reviews those and the 911 Services Board approves those grants. They get a grant each year for the PSAP Education Grant called the Prep-Grant that they send to everyone for training, and they pay for it. The deadline to apply for this is August 15th and he has already submitted the application, but nothing needs to be done unless the Board approves it. The application will be reviewed on August 29th and the 911 Services Board will vote on those applications on the 14th and notifications will be sent out soon after. Should the Board choose to adopt this, they would do this sometime between September 14th and June 30ths of next year. Mr. Gordon stated the benefit is our ECC has been understaffed and it has been hard to find people. Mr. Gordon stated he would be happy to answer any questions.

- *Chairman Jackson asked for clarification that there were no matching funds required for this.*

Mr. Gordon stated that was correct.

- *Chairman Jackson stated Mr. Gordon is asking for the Board to commit for $35,000 total value, $2,500 a shot for 14 employees.*

The County Administrator added for clarification that the county would be reimbursed.

- *Chairman Jackson stated he sees this as a no-brainer to help their dispatchers, managers, and everyone who works there.*

- *Supervisor Yowell asked Chief Hillstrom for EMS if there is funding like this for EMS or the Sheriff's Department.*

Chief Hillstrom stated there is not.

The County Administrator stated there has been in the past. The County Administrator stated this is probably CARES Act money that they are finding ways to spend, and this is a good way. When the pandemic first started, money was made available to keep the staff who didn't take a day off. The County Administrator gave the example of ARPA Funds, which they have used in the past to pay deputy bonuses last year for the Sheriff's Department. There are funding streams that come through still dealing with CARES Act money. This is PSAP through VDIM, but he is sure there was a component that originated from CARES Act money. The County Administrator stated, to Supervisor Yowell's point, if other departments see these types of grants available to apply. The County Administrator stated they are appreciative of this funding.

- *Chairman Jackson asked the Board if they had any other comments or questions, which they did not. Chairman Jackson asked the Board what action they would like to take.*

Supervisor Yowell made a motion to approve the PSAP Grant giving a one-time payment of $2,500 to 14 of their communication positions totaling $35,000, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

6. RRRC 50th Anniversary Resolution – County Admin.

The County Administrator stated they have a special guest at the meeting, Patrick Mauney. The County Administrator stated he is sure the Board is aware of the many services the Rappahannock Rapidan Regional Commission (RRRC) currently provides. Mr. Mauney, his Team, and Ms. Little are providing services for the comprehensive plan review. They have helped the county with water supply, planning, and many things rural counties would be challenged with, with limited staff and limited funding. The County Administrator stated there is

a resolution prepared and thanked Mr. Mauney for providing a lot of the language to get this to final format. The County Administrator asked Mr. Mauney when Madison joined RRRC.

Mr. Mauney stated he had a few notes to add. The RRRC's first meeting was January 16, 1973, and Madison County joined in July 1974. The first two members appointed from Madison County were Mr. Alvin Moore and Mr. William Mitchell. Supervisor Jackson and Supervisor Hoffman both have had terms, Mr. Weakley as the County Administrator and they have all served them well. Mr. Mauney highlighted James Arrington who served 12 years from Madison County. It has been almost 50 years and they are very appreciative of Madison's support.

The County Administrator mentioned RRRC's 50th Anniversary celebration.

Mr. Mauney stated he would like to formally invite the Board to RRRC's 50th Anniversary celebration. Mr. Mauney gave an overview of the event and the location details.

- *Chairman Jackson stated that everyone says that they know what RRRC, Mr. Mauney, and his staff do, but he doesn't think that is correct. Every time they do anything somehow RRRC is involved, and it keeps evolving and different services are offered.*

- *Supervisor Yowell stated he is the Finance Director at Skyline Community Action Partnership and Mr. Mauney, his staff, and RRRC provided them with a grant to get six new apartments that are affordable in the Town of Madison. Supervisor Yowell stated that kind of stuff goes under the radar in a lot of cases.*

The County Administrator stated it is nice to hear Madison is always being considered. The County Administrator mentioned RRRC came through with some additional funding for some washers and dryers and different things to upgrade that. The County Administrator stated they are appreciative of that. The County Administrator stated he and Mr. Mauney were on a call that morning and Mr. Mauney is always representing the region well.

Mr. Mauney thanked the Board and stated that is what they are here for if a need comes up in a locality.

The County Administrator stated the Board has Resolution #2023-10 for their consideration for approval.

Supervisor Yowell made a motion to approve Resolution #2023-10, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

7. Bald Top Brewing Company's Firework Permit – County Admin.

The County Administrator stated the Bald Top Brewing Company had a fourth of July celebration and they would like to have another firework display on September 2nd. They have submitted the proper paperwork. Due to the estimated 500 participants, the Event Permit Application will touch the administrative function, but it would not need approval like the Firework Permit Application. They have provided everything satisfactory for that. Chief Helme has reviewed and is available if the Board has any questions, concerns, or feedback.

Chief Helme stated they had all the right paperwork for the Firework Permit Application, and they are waiting on the Event Application.

- *Supervisor Yowell asked Chief Helme if they would do a "standby" for an event like that.*

Chief Helme stated not necessarily, and they have not been requested.

The County Administrator stated they tend to look at the size of the event. They are present for county functions like the fair, larger events, or concerning events like the Hare Scramble event. Unless there is a specific request it is a "standby event" in the sense if they get a call they are on the way and then head back to the station.

- *Chairman Jackson stated Bald Top did well with the firework display they did on July 1st, and they have all the credentials.*

Supervisor Dawson made a motion to approve Bald Top Brewing Company's Firework Permit, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

8. Committee/ Board Update - Sarah Dillon for FAPT – Deputy Clerk

The Executive Administrative Assistant/ Deputy Clerk, Kimberly Turner, stated the Community Policy Management Team (CPMT) voted on 7/11/23 for the appointment of Sarah Dillon to serve a two-year term on the Family Assessment & Planning Team for the Private Provider position. The staff recommendation is for the Board to approve the CPMT vote for the appointment of Sarah Dillon to serve for a two-year term on the Family Assessment & Planning Team.

Supervisor Hoffman made a motion to approve Sarah Dillon to serve on the Family Assessment & Planning Team, seconded by Supervisor Yowell. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

DISCUSSION

There was no discussion.

INFORMATION/CORRESPONDENCE

9. Engineer Professional Service Agreement Renewal – County Admin.

The County Administrator stated last year the county sent out proposals for Professional Engineering Service Agreements. They went through that process and the selection committee brought a recommendation to the Board and the Board approved. The way those agreements were structured, there was an initial 12-month term, and the county has the option to exercise four additional 12-month terms. They are coming up on their first year of the initial 12-months. WW Associates comes up this month and the beginning of September is when the first 12-month cycle is up for Hurt & Proffitt. The County Administrator feels they have been satisfactory, and they're actively engaged with both firms. WW Associates is handling the design and bid work for the Hoover Ridge Outdoor Recreation Center, which was approved in the Board's capital plan. The scope of work and proposal was recently approved by the Board. They have engaged Hurt & Proffitt for the renovation of the former Rescue Squad building and the Board has approved and they are active with the design work. Staff recommendation is to move forward with that. The County Attorney has looked into it, and he believes the County Administrator is in authority to give written consent to re-up for another 12- months, which is why this was put as information to inform the Board. The County Administrator stated if the Board is not in agreement with that to please let him know.

- *Chairman Jackson asked the other Board members if they had a problem with that, which they did not.*

10. Upcoming Public Hearings – Sign Ordinance & Rezoning Fees

The County Administrator stated he will speak regarding the rezoning fees and the County Attorney can speak regarding the Sign Ordinance. They recently had a case to consider and examined the zoning fees. Right now, if someone wishes to rezone, the rezoning application is roughly $2,000. Zoning fees are viewed as administrative fees and the Board may recall during budget time, approving the resolution for the administrative fees. Upon this recent consideration of this particular zoning case, they have reevaluated the rezoning fee. Staff and Board members mentioned the fee being steep and requested it to be aligned with the special use permit fees,

which is $500. The county is not looking to be a for-profit, but they are looking to cover advertising and other things. There is an additional service with Hurt & Proffitt, established before the Professional Service Agreement, for the contract for the GIS services. If there is a map change, Hurt & Proffitt covers that, but there is a fee. Due to this, staff are recommending $600 instead of $500 for the rezoning fee to be considered for the amendment to that fee. That is what will be advertised for a public hearing on August 22nd.

- *Chairman Jackson stated that is still better than $2,000 and if they can get zoning to work the way zoning should work, it is positive. Chairman Jackson asked the other Board members if they were in agreement with $600, which they were.*

- *Supervisor Yowell stated he would like the public to know why they are doing this. The Planning Commission and the Board of Supervisors get a lot of special use permits to do things in agriculture zones. Instead of issuing a special use permit they should rezone it properly. The problem was the fee to rezone was $2,000 and the fee for a special use permit was $500. Supervisor Yowell stated he thinks this is the way to go and it will get the zoning right.*

- *Chairman Jackson mentioned they have a case coming up to the Planning Commission out on 29 where they want to be a business and that is a good example where this works well.*

The County Administrator added by stating if someone is zoned A1, they want to be a business, they are on the Route 29 Corridor, and their business is not agricultural or selling an agriculture product then they should rezone. They would still have to apply, the Planning Commission would hear it and then the Board of Supervisors, but the fee would be less. The County Administrator asked the County Attorney if that was being advertised for a public hearing on August 22nd and if he missed anything.

The County Attorney stated that is correct, that the only thing he would add is there is an additional fee for 10 plus acres.

- *Chairman Jackson inquired about the going rate per acre over ten.*

The County Administrator stated it was $100 per acre over ten and the County Attorney agreed. The County Administrator stated they can get into a larger complex review of a mixed development, for example being residential and commercial. This requires a lot more review and staff do not recommend changing that. For the normal cases, they would rezone with the $600 fee.

- *Chairman Jackson asked if the other Board members had any comments, which they did not.*

The County Attorney gave an overview of the Sign Ordinance Amendment and asked if the Board had any questions.

- *Chairman Jackson asked if that public hearing was on August 22nd as well.*

The County Attorney stated it was.

- *Chairman Jackson asked the Board members if they had questions or comments on the Sign Ordinance, which they did not.*

The County Administrator mentioned they are still working on the RSA MOA. The intent was to have a public hearing, but that must be ready to go. That is two counties working on that at the same time and the council from both parties are actively working and have a good handle on it. When that is ready for advertising, they will bring that before the Board to set that date.

- *Chairman Jackson stated he spoke with Mark Johnson, Chairman of Orange County Board, today and they are going to be briefed about it tonight. The direction is consistent with what Madison has proposed and they should have something by their next meeting. Chairman Jackson stated Nelson County called him stated they are super appreciative of the Line of Duty Resolution the Madison Board approved.*

PUBLIC COMMENT

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

CLOSED SESSION

There was no closed session.

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: September 12th, 2023.

Agenda
Board of Supervisors
Tuesday, August 22, 2023 at 6:00 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

Consent Agenda

1. Approve: Minutes from 7/25/2023

Special Appearances

Public Hearing

2. Sign Ordinance Amendment – County Attorney
3. RSA MOA – County Attorney
4. Zoning Fee Amendment – County Administrator

Old Business

New Business

5. OMD Agreement – Chief Hillstrom
6. Boundary Line Adjustment and Non-Conforming Lots Review – County Administrator

Discussion

Information/Correspondence

7. Brightspeed Broadband Project – County Administrator

Public Comment

Closed Session

2.2-3711 (A)(1) & 2.2-3711 (A)(8)

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 6:00 PM — Tuesday, August 22nd, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #30 — August 22nd

At a regular meeting of the Board of Supervisors on Tuesday, August 22nd at 6:00 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
Hannon Wright, County Attorney
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

ABSENT:

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.*

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.*

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

PUBLIC COMMENT

Anette Hyde: Ms. Hyde lives in Radiant, is the Chair of the Madison County Democratic Committee, and was a former Electoral Board member in 2022. Ms. Hyde stated the Registrar's Office becomes a polling place 45 days before the officially recognized election day, so voters can vote in person early during office hours. Ms. Hyde explained the process for voting at the Registrar's Office. Ms. Hyde stated early voting ends the Saturday before the official election day. Ms. Hyde mentioned that traditionally the Democratic Committee has placed signs for the candidates on the Administrative Campus outside of the 40-foot line, as required by Virginia

law. Ms. Hyde stated on November 7th, the day before the November 8th election last year, she had to remove a Yesli Vega sign when she arrived to attend logic and accuracy testing for voting equipment, as an Electoral Board member. Ms. Hyde is requesting the County Attorney adjust the time for placing signs on the Administrative Campus to include Saturday early voting, the weekend before the official election day. Ms. Hyde stated if approved, the Madison County Democratic Committee will continue to be diligent about sign placement and removal.

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

CONSENT AGENDA

1. Approve: Minutes from 07-25-2023

Supervisor Dawson made a motion to approve the consent agenda as presented, seconded by Supervisor Yowell. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

SPECIAL APPEARANCES

There were no special appearances.

PUBLIC HEARING

2. Sign Ordinance Amendment – County Attorney

- *Chairman Jackson asked Mr. Wright, the County Attorney, to inform them about the Sign Ordinance Amendment.*

The County Attorney stated the idea for the Sign Ordinance Amendment was to allow for signage around election days without creating blight and interfering with mowing. The idea is to create areas at polling locations for 36 hours before the election to erect signs and advertise and 36 hours after the election. The County Attorney stated the key part is ensuring that it is content neutral, so it is not limited to political signs but any kind of signs, which is keeping with recent Supreme Court cases. The County Attorney stated he looked into whether the Registrar's Office counts as a polling place, and he does not believe it does. The County Attorney stated if the Board would like to revisit that they can. Overall, this amendment is to allow signs around election day at polling locations, but not on county owned property. This would not impact private property and VDOT covers right-a-ways.

The County Administrator stated the County Attorney has been working with the Electoral Board. The County Administrator stated the County Attorney, the Electoral Board, and the Registrar may have comments to add.

- *Chairman Jackson asked the Board if they had anything to ask the County Administrator or the County Attorney, which they did not.*

The County Attorney added that he spoke with the Electoral Board. The County Attorney stated there is no fine schedule or penalties associated with this. However, they can revisit it down the road if it is needed.

- *Supervisor Yowell mentioned Supervisor Jewett had a suggestion that would address the public comment from Ms. Hyde by using the bulletin board in the hall.*

- *Supervisor Jewett stated he suggested posting a sample ballot so people can see who is running for office. Supervisor Jewett mentioned he thought it would be more conducive to making better decisions if they had that versus having a scattering of signs. Supervisor Jewett asked the Registrar if that was in the plans.*

The Registrar stated they do plan to post the sample ballot, which is something they do every year, as well as have them available in the office. They are looking at a way to increase the size of the sample ballot. The Registrar mentioned she had read an article about an Attorney General's opinion regarding the Registrar's Office qualifying as a polling place. The Registrar stated she would try to look it up.

- *Chairman Jackson asked Mr. Smith, Vice Chair of the Electoral Board if he had any comments.*

Mr. Smith stated the County Attorney addressed any concerns he had.

- *Chairman Jackson inquired if the Board had any questions, which they did not. Chairman Jackson then opened the floor for public comment.*

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

- *Supervisor Jewett mentioned if there is an issue in the future, they can always revisit the ordinance.*

- *Chairman Jackson agreed and stated he is glad they are going to put the sample ballot on the bulletin and thinks it is a good idea to put an enlarged version. Chairman Jackson ask the Board if they had comment which they did not. Chairman Jackson asked the Board to take action.*

Supervisor Yowell made a motion to approve the amendment to article 12 section 12-6 Permitted Signs adding the additional paragraph 15, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

3. RSA MOA – County Attorney

- *Chairman Jackson asked the County Attorney to come back up to tell them about the RSA MOA.*

The County Attorney stated this is for an amendment to an existing MOA (Memorandum of Agreement) that was executed by this Board in May of 2021. Now that Greene County is out of RSA, this is an agreement between Madison and Orange County to extend that for a 10-year period and allow for a renewal period after that. The County Attorney stated it is his understanding that Orange will likely be approving this tonight as well. The County Attorney stated based on the turbulence with RSA recently, this is to create some stability for Madison County, Orange County, and RSA.

The County Administrator thanked all those involved. The County Administrator stated his concern was that the clock was already ticking on the pre-existing Memorandum of Agreement (MOA), and this gave them a nice period to reset new members. The County Administrator mentioned that Orange County and Madison County has demonstrated a good working relationship which is encouraging.

- *Chairman Jackson stated he liked the MOA and appreciated Orange County being willing to work with Madison even though it is small. Chairman Jackson inquired if the Board had any questions, which they did not. Chairman Jackson then opened the floor for public comment.*

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

Supervisor Jewett made a motion to approve the RSA Memorandum of Agreement, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

4. Zoning Fee Amendment – County Administrator

The County Administrator stated zoning fees are recognized as one of the administrative fees and normally, that is adopted around the budget cycle every year. The Board adopted their FY24

Administrative Fee Schedule during the budget cycle. Since then, there has been a case where the Board considered whether it is better to grant a SUP (special use permit) in A1 or does it make more sense to rezone. This piece of property was on Route 29 and the applicant has chosen to rezone. The existing fee for rezoning is $2,000 and if it is over ten acres there is an additional $100 per acre. The County Administrator stated they are not looking at it as for-profit and they want to recoup any cost. The County Administrator stated staff feel lowering the cost may encourage folks to do the proper rezoning. Currently the fee is $2,000 and staff recommend changing it to $600. The County Administrator mentioned some Board members wanted the fee to be the same as the SUP (special use permit), which is $500. They added an additional $100 because they pay a fee for the contractor to maintain the zoning layer changes on GIS. Overall, $600 is a substantial decrease from the original $2,000.

- *Chairman Jackson stated this is the right direction to go.*

- *Supervisor Yowell agreed and stated they have their cost covered and it is going to encourage folks to do the right thing as opposed to the cheapest thing.*

The County Administrator mentioned this change will make their rezoning fee lower than the town. The County Administrator stated he went by to check on some RSA matters and their rezoning fee is currently $750.

- *Chairman Jackson inquired if the Board had any questions, which they did not. Chairman Jackson then opened the floor for public comment.*

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

Supervisor Dawson made a motion to approve resolution #2023-11, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

OLD BUSINESS

There was no old business.

NEW BUSINESS

5. OMD Agreement – Chief Hillstrom

- *Chairman Jackson stated he was glad to see Mr. Brady back but was sad to be losing him after 18 years. Chairman Jackson asked Chief Hillstrom to share.*

Chief Hillstrom stated he would like to take the opportunity to express their gratitude for Dr. Brady's many years of service to Madison County. For close to 20 years, Dr. Brady has been the Operational Medical Director and has played an integral role in making Madison EMS one of the most successful agencies in the area. Dr. Brady's leadership has made a profound difference in the quality of care they provide daily. Dr. Brady has consistently demonstrated a commitment to excellence and a passion for improving patient outcomes. Dr. Brady is respected and admired by his peers and colleagues. Without his guidance and vision, Madison County EMS would not be the agency it is today. Chief Hillstrom stated they have a small token of appreciation for Dr. Brady, which they presented to him.

Dr. William Brady asked to speak after receiving an engraved footstool as a token of appreciation. Dr. Brady stated he is a Medical Director for a couple of other counties and some departments are easy to work with and others are not. Dr. Brady stated Madison County is a very easy county to work with from the EMS perspective as well as the leadership. Dr. Brady stated it takes a team including the Medical Director, the EMS agency, and the county's leadership to do the right thing to provide the right care for people. Dr. Brady mentioned over the years he has seen that support from the Board, and he has seen professionalism and dedication from the staff. Dr. Brady stated he has enjoyed his time and Dr. Rhames, who is taking over, is a very capable, gifted guy and the county will be in good hands, but he is available if needed.

- *Chairman Jackson asked Dr. Brady what the title was for his big promotion.*

Dr. Brady stated he is the Medical Director of the UVA Emergency Department.

- *Chairman Jackson asked Chief Hillstrom to tell them about the new OMD Agreement.*

Chief Hillstrom stated he received Dr. Brady's resignation with his last day being 8/31/2023. Chief Hillstrom reached out to staff for recommendations and Dr. Rhames was highly recommended. Dr. Rhames currently serves as the Operational Medical Director for Culpeper EMS, Richardsville Volunteer Fire Department and Rescue Squad, and Salem Volunteer Fire Department. Dr. Rhames is also an Emergency Physician at UVA Culpeper Medical Center. Dr. Rhames is requesting no compensation and is requesting the county cover his medical malpractice. Chief Hillstrom stated he has been in communication with the County Attorney, colleagues, and Vacorp who currently covers it so there is no additional money for that. Chief Hillstrom stated he worked with the Virginia Office of EMS to draft a Medical Director's Agreement and the initial draft has been approved by the Virginia Office of EMS and the County Attorney before being brought to the Board tonight.

The County Attorney went over his original concerns with this agreement, and he no longer has concerns. The County Attorney stated advertisement is not necessary.

The County Administrator stated the medical malpractice was already included in their Vacorp insurance provider so it is not an upcharge, if it was, then it would have to meet the procurement of going out for advertisement.

- *Supervisor Yowell referred to the second page of the agreement and asked that anywhere the word "develop" is used if it could be changed to "maintain." This is because these things are already developed, and the new Medical Director will maintain them.*

Chief Hillstrom stated he supported that recommendation. Chief Hillstrom mentioned the agreement came from the state, but he agreed it should say "maintain."

- *Supervisor Yowell stated he wanted to be sure the public is clear that they already have these things in place.*

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

Supervisor Yowell made a motion to approve the Operational Medical Director Agreement as present with the change of the word "develop" to "maintain," seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

6. Boundary Line Adjustment and Non-Conforming Lots Review – County Administrator

- *Chairman Jackson asked the County Administrator to present.*

The County Administrator stated at the last Planning Commission Workshop there was a specific case that came up that involved a boundary line adjustment. There were conversations about the lot that had the boundary line adjustment occur that was an existing non-conforming lot and by moving the boundary line for that parcel it did not create a conforming lot. The County Administrator asked if the Board would like the Planning Commission to study, review, and make a recommendation. The County Administrator mentioned the Board normally does that by voice vote to direct the Planning Commission. The County Administrator mentioned he was reviewing this and there is language that states if they are going to move the boundary line adjustment, they should be looking to improve the lot. Staff currently has administrative right, but he wants to be sure the Board is aware of the level of discussion at the Planning Commission Workshop. The County Administrator would also like to know if the Board would like the

Planning Commission to look into it and/or if they had any thoughts. The County Administrator stated it was not clear to him if they should be moving boundary lines to make it a conforming lot and if there is need for more clarity, description, or anyway the governing body would like to see boundary line adjustments, as well as non-conforming lots when making boundary line adjustments, addressed. Overall, the County Administrator is seeking the Board's feedback.

- *Supervisor Yowell stated the subdivision ordinance states you cannot create a lot that is non-conforming, however, there was already a non-conforming lot. They used the boundary adjustment, but the lot was still a non-conforming lot. Supervisor Yowell stated his opinion is if they are going to do something, they should create a conforming lot. Supervisor Yowell stated he would like to see the Planning Commission take it up and bring back a recommendation.*

Supervisor Yowell made a motion to pass the discussion to the Planning Commission for their recommendation, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

DISCUSSION

There was no discussion.

INFORMATION/CORRESPONDENCE

7. Brightspeed Broadband Project – County Administrator

- *Chairman Jackson stated the County Administrator was going to tell them about the Brightspeed Broadband Project.*

The County Administrator stated the final MOU was executed between Thomas Jefferson Planning District Commission and Brightspeed. The County Administrator gave an overview of the history of the process that led up to today's project status. The original VATI Grant that the county applied for had two areas that were challenged areas, which were Etlan and Wolftown. Due to the recent VATI Grant not being approved, they are still waiting on the Etlan area. The Wolftown area is where Brightspeed had committed. The MOU that they agreed to and the performance metrics that were being presented on the projector screen was agreed upon between Brightspeed and Thomas Jefferson Planning District Commission as well as understood by the Department of Housing Community Development (DHCD). DHCD is the state agency, and they approve all funding. The County Administrator stated the email that is being presented on the projector is a summary by David Blount, Deputy Director of Thomas Jefferson Planning District Commission. The County Administrator mentioned they either have to ask for reports, which they are required to give to DHCD, or in the progress report they state there is nothing to report.

The County Administrator stated they have high concerns. Greene, Campbell, and Madison County are a third party to the agreement with Thomas Jefferson Planning District Commission, DHCD, and Brightspeed. The County Administrator stated he knew Mr. Blount had a conversation or inquiry into DHCD. The County Administrator stated he spoke with him Friday evening and encouraged him to give him a call before Tuesday's meeting if he had anything new, and the County Administrator has not heard from him. This project time, deliverable for completion, is December of 2024. The County Administrator stated he is not happy and the other two counties said the same thing before this agreement was signed. The County Administrator stated they hope this is a course correction, but he wanted to report to the Board and the public. The County Administrator mentioned his office has been receiving regular calls, a lot of them through the Firefly project. The good news is, Firefly is overbuilding some of their territory so there should be options in the future should they have their agreement torn up and voided by the state for non-performance, but he thinks there is an opportunity to try to roll that back into an existing provider. The County Administrator gave an overview of the Broadband project tracker that can be found on the website, The County Administrator stated the RISE Project will be completed by August 2025, and they will be discussing some things with Firefly that will enhance this project moving forward.

- *Chairman Jackson stated they have one company that is giving them an abundant amount of information, to be transparent taking state and federal dollars, and another that is on a tighter timeline than the Firefly group, which is making better progress.*

The County Administrator stated the 2024 VATI Grant will be coming up probably around October and they will likely do another joint application request to get the Etlan area covered. The County Administrator stated he would be happy to take any questions.

- *Supervisor Yowell asked for confirmation that the chart on the projector screen was what was supposed to happen, and they do not have a chart that shows what has happened.*

The County Administrator stated that was correct.

- *Chairman Jackson advised asking them what is going on.*

The County Administrator stated he has emailed, and he spoke with Mr. Blount on Friday to inform them of their dissatisfaction with the overall process. The County Administrator stated he is not contacting DHCD directly, he would if the agreement were with the County, but asked if Mr. Blount could relay their feelings about the lack of performance.

- *Chairman Jackson inquired where Brightspeed is located.*

The County Administrator stated he would have to look into that. This territory has been acquired by Brightspeed, who purchased it from Lumens, who bought it from CenturyLink. The County Administrator stated these transitions were going on when the negotiation of the MOU was occurring. The County Administrator stated he will report back when he has more.

- *Chairman Jackson asked who the CEO was for CVEC.*

The County Administrator stated it was Gary Wood and you can get in touch with him at any time and he has been to a few of the meetings.

- *Chairman Jackson asked the Board if they had any comments, which they did not.*

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
- 2.2-3711(A)(8) for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

Seconded by Supervisor Dawson.
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)(8) 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 set a public hearing for the REC right of way agreement and the communications site lease agreement for September 26th, 2023,

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

- Supervisor Yowell made a motion to approve Sean Gregg's contract and authorized the Chairman to sign, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

ADJOURN

With there being so further business to conduct, Supervisor Dawson made a motion to adjourn, seconded by Supervisor Jewett. 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: September 12th, 2023.

Agenda
Joint Meeting
Madison County Board of Supervisors
Wednesday, September 6th, 2023 at 7:00 PM
Admin. Building Auditorium, 414 North Main Street, Madison, Virginia 22727

Call to Order

Determine Presence of a Quorum/Adoption of Agenda

Public Comment

Public Hearings

A. **Case No. S-09-23-14** – Mr. Marvin Jenkins and Mr. Andrew Gayheart have submitted a subdivision application to subdivide a 10.6-acre A1 (agricultural) zoned parcel. The by-right subdivision would create two (2) "new" parcels and one (1) residue parcel. The two (2) new parcels would both contain 3.7-acres, and the one (1) residue parcel would contain 3.2-acres. In June of 2023, the parcel subject to this subdivision request recorded a boundary line adjustment (BLA) with an adjoining parcel identified on Madison County Tax Maps as 42-12A; this BLA expanded Tax Map 42-12A and moved it to the east where it now also adjoins Tax Map 43-3. The subject 10.6-acre parcel is located on Leon Road (Rt. 631) and is identified on Madison County's Tax Maps as 42-12; an existing dwelling (to be demolished) is located on the parcel and has a postal address of 375 Leon Road, Culpeper, Virginia 22701.

B. **Case No. RZ-09-23-15** – Building Together, LLC (William Camden and Jeri Ward) has applied to rezone a 2.2-acre parcel from A1 (agricultural) to B1 (general business). The subject parcel contains two existing structures: a single-family dwelling containing roughly 1,584 square feet of interior floor area and a two-story commercial structure containing roughly 1,936 square feet of interior floor area. Historically, the subject 2.2-acre parcel's structures have been utilized for

business/commercial purposes, and if rezoned the applicants intend to utilize the existing structures for by-right business uses, specifically retail and/or professional offices. The subject property contains two postal address points, 6279 and 6267 South Seminole Trail, Rochelle, Virginia; and the parcel is identified on Madison County's Tax Maps as 55-35B.

C. **Case No. RZ-09-23-16** – Mr. Angel Viera has applied to rezone a roughly 1.4-acre portion of a 4.4-acre parcel from A1 (agriculture) to B1 (business) with conditions.

The applicant is seeking to operate an "automotive repair shop" from an existing garage structure located on the parcel. Historically, the parcel's existing garage structure has been utilized as an automotive repair shop. The subject parcel contains two postal address points, with the existing garage addressed as 3108 Shelby Road, and the parcel's existing single-family dwelling addressed as 3090 Shelby Road. The subject parcel is also identified on Madison County Tax Maps as 55-16.

Information/Correspondence

Public Comment

Closed Session

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

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 7:00PM — Wednesday, September 6th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #31 — September 6th

At a Joint Meeting between the Board of Supervisors and the Planning Commission on Wednesday, September 6th at 7:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair
Carty Yowell, Vice-Chair
Dustin Dawson, Member
James Jewett, Member
Jonathon Weakley, County Administrator
Hannon Wright, County Attorney
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk
Ligon Webb, Planning Administrator/Director of Planning, Zoning & Permitting

ABSENT: Charlotte Hoffman, Member

The Board of Supervisors came to order following the adjournment of the Planning Commission's portion of the meeting.

CALL TO ORDER

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present. Chairman Jackson mentioned that Supervisor Hoffman was absent but would be back promptly.

Supervisor Yowell made a motion to approve the agenda as presented, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.***

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

PUBLIC HEARING

A. **Case No. S-09-23-14** – Mr. Marvin Jenkins and Mr. Andrew Gayheart have submitted a subdivision application to subdivide a 10.6-acre A1 (agricultural) zoned parcel. The by-right subdivision would create two (2) "new" parcels and one (1) residue parcel. The two (2) new parcels would both contain 3.7-acres, and the one (1) residue parcel would contain 3.2-acres. In June of 2023, the parcel subject to this subdivision request recorded a boundary line adjustment (BLA) with an adjoining parcel identified on Madison County

Tax Maps as 42-12A; this BLA expanded Tax Map 42-12A and moved it to the east where it now also adjoins Tax Map 43-3. The subject 10.6-acre parcel is located on Leon Road (Rt. 631) and is identified on Madison County's Tax Maps as 42-12; an existing dwelling (to be demolished) is located on the parcel and has a postal address of 375 Leon Road, Culpeper, Virginia 22701.

Chairman Jackson clarified by stating the applicant changed, as recommended by the Planning Commission, the subdivisions of this property. There are three new lots and one residue lot; two are 3 acres, one is 3.6 acres, and the residue lot is 3 acres. Chairman Jackson mentioned this is not how it is depicted in the agenda packet. Chairman Jackson asked the Board if they were good on that part, which they were. Chairman Jackson asked Mr. Webb, Planning Administrator/Director of Planning, Zoning & Permitting, if he had anything to add.

Mrs. Webb, Planning Administrator/Director of Planning, Zoning & Permitting stated if they want to make the change, as recommended by the Planning Commission, that is a fine position to have. Mr. Webb stated he thinks it still reads that, but it would be a simple change. Mr. Webb stated that when the Commissioner of Revenue assigns the tax map number, they are going to call parcel four 42-12A and it would be taxed at 3 acres.

Chairman Jackson asked the Board if they had any questions for Mr. Webb, which they did not. Chairman Jackson asked the Board if they had any questions for the applicant, which they did not. Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

Supervisor Dawson made a motion to approve Case No. S-09-23-14 as recommended by the Planning Commission, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.***

B. **Case No. RZ-09-23-15** – Building Together, LLC (William Camden and Jeri Ward) has applied to rezone a 2.2-acre parcel from A1 (agricultural) to B1 (general business). The subject parcel contains two existing structures: a single-family dwelling containing roughly 1,584 square feet of interior floor area and a two-story commercial structure containing roughly 1,936 square feet of interior floor area. Historically, the subject 2.2-acre parcel's structures have been utilized for business/commercial purposes, and if rezoned the applicants intend to utilize the existing structures for by-right business uses, specifically retail and/or professional offices. The subject property contains two postal address points, 6279 and 6267 South Seminole Trail, Rochelle, Virginia; and the parcel is identified on Madison County's Tax Maps as 55-35B.

Chairman Jackson clarified by stating with this application there are six proffers that the applicant has submitted and there is the portion about changing the entrance. Chairman Jackson asked Mr. Webb if he had anything to add.

Mr. Webb stated he thought they had everything covered. This property was used as a retail establishment for a while. Mr. Webb stated he thinks the area has a lot going on and it has a turning lane. He believes the engineer recommends moving the entrance down to the turning lane. They will need to get a VDOT permit and a land disturbance permit for entrance, but he thinks that will be an easy solution.

Chairman Jackson asked the Board if they had any questions for Mr. Webb, which they did not. Chairman Jackson asked the applicant if they had anything to add, which they did not. Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

Supervisor Jewett made a motion to approve Case No. RZ-09-23-15 as presented with the additional six proffers, seconded by Supervisor Dawson.

Supervisor Yowell asked if they could add that those conditions are recommended by the applicant for the record.

Supervisor Jewett agreed to the amendment, as did Supervisor Dawson.
Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.

C. **Case No. RZ-09-23-16** – Mr. Angel Viera has applied to rezone a roughly 1.4-acre portion of a 4.4-acre parcel from A1 (agriculture) to B1 (business) with conditions. The applicant is seeking to operate an "automotive repair shop" from an existing garage structure located on the parcel. Historically, the parcel's existing garage structure has been utilized as an automotive repair shop. The subject parcel contains two postal address points, with the existing garage addressed as 3108 Shelby Road, and the parcel's existing single-family dwelling addressed as 3090 Shelby Road. The subject parcel is also identified on Madison County Tax Maps as 55-16.

Chairman Jackson clarified by stating they have five rezoning conditions that the applicant had put forward. Chairman Jackson asked Mr. Webb if he had anything to add.

Mr. Webb stated that Pete Elliott, a Planning Commission member, stated it better than he did; he agrees that it has been there, and the conditions are going to bring the building up to code. Mr. Webb stated he thinks they will be good neighbors and keep the lot clean and orderly and they have the conditions to ensure they do if need be.

Chairman Jackson asked for clarity that the conditions go with the land, not the applicant.

Mr. Webb stated that was correct.

Chairman Jackson asked the Board if they had any questions for Mr. Webb, which they did not. Chairman Jackson asked the applicant if they had anything to add, which they did not. Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

Supervisor Yowell made a motion to approve Case No. RZ-09-23-16 to include the conditions as recommended by the applicant, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.***

INFORMATION/CORRESPONDENCE

There was no information/correspondence.

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

CLOSED SESSION

Supervisor Yowell made a motion to convene in closed session pursuant to Virginia Code Sections: 2.2-3711(A)(1) and 2.2-3711(A)(7), seconded by Supervisor Dawson.
Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.

Supervisor Yowell made a motion to re-convene in open session, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.***

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) and 2.2-3711(A)(7) and that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Dawson.
Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.

As a result of the Closed Session, the Board did not take further action.

ADJOURN

With there being no further business to conduct, Supervisor Jewett made a motion to adjourn, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.***

_____
R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____
Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers

Adopted on: September 12th, 2023.

Agenda
Board of Supervisors
Tuesday, September 12, 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
10. Leathers Lane – County Administrator

Constitutional Officers, County Departments, Committees & Organizations
1. Monthly Reports

Consent Agenda
2. Approve Minutes: 08/08/2023, 08/22/2023, & 09/06/2023

Special Appearances
3. Blue Ridge Committee

Old Business
4. Comprehensive Plan Update – County Planner

New Business
5. Transfer Station Contract – County Administrator
6. Apple Harvest Festival Permit Application – County Administrator
7. Social Services Board Appointment – Deputy Clerk

Discussion

Information/Correspondence
8. Broadband Update – County Administrator
9. Special Events for National Public Lands Day Weekend – County Administrator

9.A. Annual Christmas Dinner

~~10.~~ ~~Leathers Lane – County Administrator~~

Public Comment
Closed Session
Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 4:00 PM — Tuesday, September 12th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #32 — September 12th

At a regular meeting of the Board of Supervisors on Tuesday, September 12th 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
Hannon Wright, County Attorney
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

ABSENT:

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.

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 mentioned that the IT Department adjusted the microphones and gave an overview of how to properly use them for the best results.

Supervisor Hoffman advised adding the Annual Christmas Dinner to the agenda.

Chairman Jackson advised putting it under Information and Correspondence and advised discussing number 10. Leathers Lane directly after public comment.

The County Administrator asked for clarification regarding the amended items.

Chairman Jackson clarified the order as listed below.

Added: 9.A. Annual Christmas Dinner
Move: 10. Leathers Lane directly after the first public comment.

All agenda amendments will be in blue.

Supervisor Hoffman made a motion to approve the agenda as amended, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

PUBLIC COMMENT

Dana Squire: Ms. Squire is a Madison resident who commented on the upcoming agenda item, the Transfer Station Contract. Ms. Squire stated she has been doing research regarding recycling and was curious about the disposition of recycled materials in the county. Ms. Squire has been in communication with the County Administrator and the Facilities & Maintenance Director who sent her the contact information for Karl Thornhill at Updike. Updike Industries has Madison's contract for managing the Transfer Station and the recyclables. Ms. Squire hopes the Board will entertain the idea of getting other proposals for contractors when the contract comes up for renewal. Ms. Squire stated she has had a difficult time getting Updike to respond to questions that she has. Their representative Karl Thornhill, who is on the county's website as the contact for recycling questions refused to talk to her and she had to submit her questions and answers through the County Administrator. This process took from May 17th to August 30th, and it could have been less than a half an hour conversation. Karl Thornhill's answers were curt and not forthcoming. Some of the answers were, "That is proprietary information." Ms. Squire does not think this information should be proprietary and they should have the right to know where the recyclable items go. Ms. Squire is concerned because the running of the Transfer Station is a $700,000 item on the FY24 budget. Ms. Squire stated she cannot receive information about recycling plastic at the Transfer Station. Ms. Squire stated there is a sign that is currently posted stating, "Recyclable plastics one through seven." Based on research that she has done; it is unlikely that one through seven gets recycled. Ms. Squire stated the citizens are taking the time to separate these things and she does not have a secure feeling that they are being recycled because some of them are not recyclable. Ms. Squire mentioned this is concerning due to the amount of money, but also the citizens' time they put into separating the items to be recycled.

10. Leathers Lane

Chairman Jackson stated this would be the time for the Leathers Lane residents to speak regarding Leathers Lane. Chairman Jackson mentioned he needed to call Mr. Whidby because he was not able to attend the meeting in person, however, Mr. Whidby did not answer.

The County Administrator mentioned they may have been anticipating a call later.

Chairman Jackson opened the floor for further public comment. With there being no further public comment, the public comment opportunity was closed. Chairman Jackson informed the Board that they have a packet in front of them which is from the case in 2017 and asked the County Administrator if he had anything to add.

The County Administrator stated the information before them was provided today by Mr. Whidby. It appears to be a past pending litigation that was filed when the county first entered the Leathers Lane matter with the discovery of county-owned earth underlying the road. Mr. Whidby has asked for this form to be circulated and he feels all neighbors may not have this information. The County Administrator mentioned it does not appear to be in its entirety because exhibit A

that is referenced in the document is not there. The County Administrator requested this to be placed on the agenda because they have had a couple of complaints about two different things: tree trimming and road maintenance. The County Administrator mentioned he and the County Attorney took a visit during the tree trimming. They have discussed it and have issued a letter back to the complainant stating that while it was not approved, it was a minor infraction. They appreciate that it was done in a clean manner. Due to the clean manner, this was not viewed as something that caused destruction, which reflects paragraph ten that encourages residents to continue that type of work between the property lines and the road. The most recent complaint is regarding Mr. Whidby conducting unapproved work on the road. The County Administrator mentioned he was provided photos of this. Mr. Whidby has been raking the road and he has had soil brought to a vacant lot that he owns and spread at the edge of the road. Mr. Whidby has also been asked to remove items in the right-of-way such as a golf cart and a rototiller. The County Administrator stated when he asked Mr. Whidby why he placed these items there, he stated that residents continue to drive in that area. Mr. Whidby has provided videos of this. The County Administrator stated they have sent cease and desist letters regarding this. The County Administrator stated he wanted to make the Board aware of the recent complaints and stated they have the current position paper, dated October 11th, 2022. The County Administrator mentioned in error, he circulated the March 11th, 2022, position letter here recently, although the other one had been circulated prior and he has corrected that. The County Administrator is seeking Board direction regarding the concerns with Leathers Lane.

Chairman Jackson stated the court case document they have basically identifies the road as the county's property. Chairman Jackson recommends sending cease and desist letters to both parties even if the activity has ceased at this point because this is what the position paper says.

The Board agreed.

Chairman Jackson stated he does not see this as a solution, but believes they need to go down the path of potentially abandoning this road. Issues keep coming back to the county, and a maintenance agreement will not work because everyone will not sign off on it. The Homeowners Association (HOA) will not work either. Chairman Jackson stated he does not see a lot of solutions and asked the Board if they had anything to add. Chairman Jackson stated it is time for the County Attorney to look into and then come back to the Board with a report regarding the possibility of abandoning the road.

Supervisor Hoffman asked what they can do after the cease-and-desist letters.

The County Administrator read number seven of the current position letter.

> 7. As the owner of the underlying land, Madison County reserves the right to exercise its ownership interests in the road by confining the actual roadway to its present condition and location. Madison County likewise reserves the right to prohibit any repairs or modifications to the roadway. If anyone makes such improvements, without the prior written consent of the Madison County Board of Supervisors, may be subject to criminal prosecution.

The County Administrator mentioned 9. d., which encourages the neighbors to develop a plan going forward.

> 9. d. Any Resident wishing to make improvements or repairs to the road must obtain the consent of all landowners on Leathers Lane. If a Resident is unable to obtain the consent of the other owners, the Resident shall submit a written request to the County Administrator, or his designate, sending a copy of the Proposal to all other Residents. Any Resident opposing the repairs and improvements shall likewise submit a written response to the Proposal. The County shall then make a determination as to whether to allow the repairs or improvements. The revocable license previously granted to Residents in earlier versions of this Position Statement is hereby revoked. Madison County shall NOT be responsible for reimbursing any costs related to these actions. Madison County further requests that the neighbors develop a plan going forward to continue the maintenance of the road.

The County Administrator read number ten of the current position letter.

> 10. Madison County is grateful that the residents have maintained the area between the roadway and their respective property line, and the County encourages the residents to continue to do so. The County hereby advises the neighbors in Syria Mountain Estates to police the area abutting their individual property line and extending to the road. The County discourages anyone conducting any maintenance beyond the immediate area of their property line, and the County will consider any abuse of this license to be trespassing.

The County Administrator stated there is language regarding a license to trespass, and number seven refers to being subject to criminal prosecution. The County Administrator deferred to the County Attorney for advice.

At this time Mr. Whidby called Chairman Jackson back.

Chairman Jackson informed Mr. Whidby they were discussing Leathers Lane, and they were not currently on public comment, but they will probably go back to it.

The County Attorney stated it would be criminal trespassing, which can be a class one misdemeanor, confinement in jail for no more than 12 months and/or a $2,500 fine.

Supervisor Hoffman mentioned this may be what they need to do next no matter who is involved.

Chairman Jackson asked for clarification this applies for criminal trespassing on the basis of the maintenance component even though they have an easement.

The County Attorney stated it would be actions that are inconsistent with what their license is and what their easement is. It could be charged as criminal trespassing.

Chairman Jackson asked the Board if they would like to go down this path.

Supervisor Hoffman stated they need to do something, and Supervisor Dawson agreed.

Chairman Jackson stated that the problem is no one if following the position paper.

A Leathers Lane resident stated that was not true and others agreed.

Chairman Jackson asked if the tree trimming was done.

The Leather Lane resident agreed.

Chairman Jackson stated there you go.

The County Attorney added the position letter requires unanimous consent of everybody involved as opposed to unilateral action. This is the same reason they cannot make a road service agreement or go through the Homeowners Association; there is no consensus.

Supervisor Yowell stated paragraph 9.d. takes that a step further. It is clear what the residents are supposed to do. Supervisor Yowell read most paragraph 9.d.

> 9. d. Any Resident wishing to make improvements or repairs to the road must obtain the consent of all landowners on Leathers Lane. If a Resident is unable to obtain the consent of the other owners, the Resident shall submit a written request to the County Administrator, or his designate, sending a copy of the Proposal to all other Residents. Any Resident opposing the repairs and improvements shall likewise submit a written response to the Proposal. The County shall then make a determination as to whether to allow the repairs or improvements. The revocable license previously granted to Residents in earlier versions of this Position Statement is hereby revoked. Madison County shall NOT be responsible for reimbursing any costs related to these actions. Madison County further requests that the neighbors develop a plan going forward to continue the maintenance of the road.

Chairman Jackson stated the Board has not given permission to anyone.

Supervisor Yowell added that nobody has come to the Board.

Chairman Jackson mentioned that Mr. Whidby has sent them a couple plans and they have acknowledged receipt, but no action has been taken on any of those items. Chairman Jackson stated he believes letters need to be sent to everybody saying cease and desist. They can travel on the right-of-way, which is fifty feet, but he does not see why they would want to. Chairman Jackson asked the County Attorney when they went to Leathers Lane last.

The County Attorney stated it was about a month ago.

Chairman Jackson asked if it was as charming of a neighborhood as it always is.

The County Attorney stated it was bucolic.

Chairman Jackson stated he was not keen on prosecuting criminally on this. Chairman Jackson stated he though the court system had enough problems. Chairman Jackson feels they need to go down the path of abandonment, which does not solve the problem. Chairman Jackson stated he wished they could turn it over to VDOT so they can maintain it, but they know they cannot do that. Chairman Jackson asked the County Attorney what other directions they can take.

The County Attorney stated their possible directions are to continue what they are doing, a special tax area to get the road up to standards, abandonment, or they can voluntarily start a service agreement. The Board has turned into the uber HOA Board for this development. It is like twenty-two parcels and if half the subdivisions in the county took these many common resources of the county it would be unsustainable. The County Attorney does not believe doing nothing is going to be an option for them.

Supervisor Jewett asked the County Attorney for clarification, if the road is abandoned does the property go to each individual landowner.

The County Attorney stated the presumption is the property would go to the midway point of the current easement along their frontage of that.

Supervisor Jewett thanked the County Attorney. Supervisor Jewett agreed that this cannot continue and if they let it continue, it is a dereliction of duty. Supervisor Jewett stated he is worried because this is something that could easily escalate into a really bad situation, and they do not want that to happen. These folks are either going to follow the position paper or the county is going to have to do something like abandonment.

Chairman Jackson agreed and stated the problem they run into is even with the abandonment it is not a solution; it is just shirking the county. Maybe that is the direction to go and let them battle it out between themselves and the courts. Chairman Jackson stated he believes they need to be sending cease and desist letters to anyone who has done work up there and asked the other Board members if that seemed reasonable to everybody.

The Board agreed to send cease and desist letters.

Chairman Jackson opened the floor for public comment now that Mr. Whidby was on the line.

Daryl Whidby: Mr. Whidby is a resident of Leathers Lane and spoke by phone at the meeting. Mr. Whidby gave an overview of the history of Leathers Lane and the road maintenance leading up to the present. Mr. Whidby mentioned he prepared documents to be handed out.

The County Administrator clarified that the Board received the documents and there were extra copies in the front of the auditorium if anyone would like one.

Brian Lenhoff: Mr. Lenhoff is a resident of Leathers Lane and stated he has been a part of the Leathers Lane Community for over 40 years. Mr. Lenhoff stated the community is actively talking about road maintenance. They recently got an estimate from Mr. Hoffman to do work on one of the areas that Mr. Whidby has taken upon himself to destroy the crusher run. The estimate came back to $10,550 because of the cost of diesel. Mr. Whidby does not want to be part of the community and has negotiations on road maintenance. Mr. Whidby just wants to be combative and not part of the community. Most of the neighbors have talked about having community cleanup days, but they are resistant to do that because of Mr. Whidby's resistance to participate in the community. Mr. Whidby disagrees with what road maintenance should be. Mr. Whidby simply wants to get on his tractor and scrap and destroy the crusher run instead of doing things to the VDOT standard. Mr. Lenhoff stated the Board assumption that there is no community involvement is incorrect. Mr. Lenhoff stated they are up against businesses who do not want to participate in the road maintenance because the road is fine up to their business. Mr. Lenhoff stated one of the Airbnb laid gravel on their end but did not talk to them about it before. Mr. Lenhoff stated the Kirby's really did not do tree trimming; they cut back the brush in the right-of-way so vehicles can get by. Mr. Lenhoff stated they view that as cutting the grass. They need to do more bush removal, but they are hesitant because one person does not want to be part of the community.

Charlotte Lenhoff: Mrs. Lenhoff is a resident of Leathers Lane and stated Mr. Whidby is not the longest resident on Leathers Lane and her family has been up there for 40 years. Mrs. Lenhoff mentioned Leathers Lane is a one lane road and when another car comes, they do have to move over or if a dog runs out. Mrs. Lenhoff stated Mr. Whidby rakes the road daily since August 28th when she sent the County Administrator their first complaint. Mrs. Lenhoff stated she spoke with the County Administrator, and she mentioned Mr. Whidby is not following the position paper as recommended by the County Administrator. Not only is Mr. Whidby raking daily, but he is specifically concentrating on the crusher run that they got approval to lay down. Mrs. Lenhoff gave an overview of a similar situation where Mr. Whidby ruined the crusher run, they had laid. Mr. Whidby continues to place large items on the right-of-way. Mrs. Lenhoff stated that 99% of the neighbors follow the position paper. Mrs. Lenhoff mentioned the position paper states they should police the right-of-way that runs along their own property and that allows you to mow grass. Mrs. Lenhoff believes the folks who took down the brush that runs along the right of way were in the same spirit, to police it. Mr. Whidby has been told and received many cease-and-desist letters to inform him to stop putting dirt along and in the road. Mrs. Lenhoff stated over the years, Mr. Whidby has shifted by more than ten feet towards other people's property, giving him more of a grassy area in front of his property. Mrs. Lenhoff stated she has been living in a very uncomfortable situation. Mrs. Lenhoff is disappointed in the way the county has handled the situation and feels it should have been shut down years ago by dealing with the one property owner who has been causing these situations. Instead of following and acting on their own position paper, which the previous attorney wrote. Mrs. Lenhoff stated the law-abiding, good citizens who have been following the position paper have mended relationships after the lawsuit. They feel what Mr. Whidby is doing is spiteful, destructive, intimidating, and they believe it is purposeful behavior. Mr. Lenhoff stated the four cease-and-desist letters he has received do not matter to him. Mrs. Lenhoff stated Mr. Whidby should be banned from being able to do any road maintenance. Mrs. Lenhoff stated she feels the Board has

chastised them for standing up for themselves. They are following the rules set out and they cannot take Mr. Whidby to court for a road the county owns. The previous attorney suggested calling the Sheriff's Department. The Sheriff's Department stated there is nothing they can do, and the road belongs to the county. Mrs. Lenhoff stated there is one person they feel that causes the issues and the Board has been choosing to placate him by continuing to send him cease-and-desist letters that mean nothing to him.

Sherry Kirby: Mrs. Kirby is a resident of Leathers Lane and stated she had pictures to pass along that started in 2014. 2018 is when a lot of what Mrs. Lenhoff discussed was done. Mrs. Kirby gave an overview of the items Mr. Whidby placed on the side of the road. Mrs. Kirby stated Mr. Whidby has shifted the road in front of lot twenty by 10 to 12 feet. Mrs. Kirby stated they are frequently asking the county to assist them in resolving these many issues. The county has been able to do it sometimes, but most have been short-term fixes. They are asking for help to solve these ongoing issues.

John Kirby: Mr. Kirby is a resident of Leathers Lane, and he asked the County Attorney to check Judge Philip Bolton's judgement. The case number is CL15003021-00 and it is in the 16th Judicial Circuit of the Commonwealth of Virginia. Mr. Kirby gave an overview of the case.

Daryl Whidby: Mr. Whidby stated 20 years ago, when the County turned the road over to them Mr. Katenbrink and Mr. Novak could not get to their houses because of the cover pipe when it rained due to flooding. Mr. Whidby worked with these neighbors to restore it. They put three layers of crusher run and packed it. They made it double wide so no one would be sued again, and they added topsoil to restore the road back to one lane. Supposedly the Kirby's fixed it, but it washed out the first six months and the other neighbors repaired it.

Supervisor Yowell inquired who Mr. Whidby was claiming helped him.

Mr. Whidby stated he did it, and Mr. Katenbrink asked him to fill a hole in.

Chairman Jackson asked who that was.

Mrs. Lenhoff stated that was her father and that was not true.

Chairman Jackson stated public comment was closed. Chairman Jackson stated nobody has a license to do any work on the road because nothing has been presented in front of the Board. Chairman Jackson advised sending cease and desist letters to anyone who conducted work on the road. Chairman Jackson advised warning residents that they are going to go down the criminal path until they figure out the abandonment side.

Supervisor Yowell inquired about trespassing signs.

Chairman Jackson asked the County Attorney if they go down the criminal path like the position paper states, would they go after them based on trespassing.

The County Attorney stated potentially, but that would be on a case-by-case basis depending on the facts.

Supervisor Dawson asked the County Attorney about the possibility of changing number 9.d. to say, “a super majority.” If the residents make a request, they are not going to have all support.

The County Attorney stated he would have to look into it. The County Attorney inquired if he was thinking the majority would be two-thirds, three quarters, or something similar.

Supervisor Dawson agreed and inquired how the other Board members felt.

Supervisor Yowell stated he had thought about that as well.

Chairman Jackson commented there are several neighbors of Leathers Lane they have never heard from because they want to be left out of it. Chairman Jackson stated that may be the direction to go.

Supervisor Jewett agreed with the super majority idea. Anytime an unanimous vote is required, it almost never happens. If they have a super majority situation, they should stipulate that the folks who are in favor will bear the cost. Supervisor Jewett mentioned he would then do a cease-and-desist letter and the second violation they would prosecute. Until there are teeth pulling in this it is going to continue.

The County Attorney stated he would be happy to look into it. The County Attorney mentioned reaching out to the previous County Attorney to get a better understanding for why it is listed as unanimous.

Supervisor Hoffman stated they may want to look into the abandonment as well.

The Board agreed.

Chairman Jackson gave clarification of the steps into which they will look.

- Look into Supervisor Dawson’s and Supervisor Jewett’s suggestions.
- Cease and desist letters for anyone who has done work unapproved.
- This is a warning that the County is going to do some type of criminal penalty moving forward.

The Board was in agreement, and they would bring it back at the next meeting.

Mr. Lenhoff asked if mowing grass was okay.
Mrs. Lenhoff added that is how the Board had it before.

The County Attorney stated there is a process for this and they have to go through it.

Chairman Jackson asked the County Attorney if he would come back at the next meeting with an update.

CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENT, COMMITTEES & ORGANIZATIONS

1. Monthly Reports – Present Representatives

Jennifer Warren: Mrs. Warren, Finance Director gave a monthly report for the Finance Department.

- The HR payroll implementation is going well. They ran their first parallel payroll in the two systems. They ran it in the train environment of Tyler-Munis, as well as RDA, and they tied everything out almost to the penny. They are going to be running a few more parallel payrolls between now and the end of the year and beginning the timesheet setup process on October 1st.
- FY23 audit work is going to begin the first week of October.

Sheriff Weaver: Sheriff Weaver gave his monthly report for the Sheriff Department.

- Route 15 has had many issues involving fire, rescue, and law enforcement. The Sheriff's Department has increased their visibility to be proactive.
    - SATS from the last 45 days
        - Twelve motor vehicle accidents, resulting in three fatalities plus a possible fourth fatality, and three serious injuries.
        - Last Friday, a gentleman ran off the side of the road, over corrected, went down through the woods, hit a tree, and knocked the engine out of the car. Part of his body went through the floorboard.
        - They had issued forty-one summonses in the last 45 days in that area with the highest one being 85 in a posted 55.
    - The Sheriff stated Supervisor Jewett can attest to the issues they have occurring down there.
    - The Sheriff contacted VDOT to put up a message board that asks people to slow down out near Meander Farm.
    - The Sheriff request additional speed limit signs. The Code of Virginia stated VDOT can only have a speed limit sign every five miles.
    - They put out a radar sign, similar to the one in town, which gives someone an indication of their speed. It also records high speeds for their records.
    - The Sheriff stated they are being proactive and having special enforcement in that area to deter traffic and speeding. The Sheriff does not believe it is working.

Supervisor Jewett thanked the Sheriff for their enforcement efforts in that area. This summer, he and others noticed a significant increase of traffic on Route 15 along with reckless driving. This summer, Supervisor Jewett was ran off the road twice by someone passing on a yellow line. Supervisor Jewett stated he knows the Sheriff Department is highly visible in the area and he has seen a decrease in traffic since they have increased patrols down there. It is having a positive effect. Supervisor Jewett stated he does not know where people's minds are while driving and

they act like the rules do not apply to them. Supervisor Jewett thanked the Sheriff for increasing safety.

The Sheriff stated they will continue to be there. It takes their traffic enforcement off 29, but he feels route 15 is where they need to be right now.

The County Administrator added Woodberry Forest has expressed concerns and he will share the information the Sheriff has provided. The County Administrator stated it is a Board decision to petition VDOT. He does not know if speed reduction signage would help or not just slowing down but consider a reduction of 55 to 45 on that road. They know things could cause congestion. Some of this is because people need to pay attention and slow down. The County Administrator stated he travels this road as well and people pass him at the intersection of Locust Dale and Oak Park to go around him because he is making a right. Route 15 is very problematic, as just reported, and asked the Board for direction.

Chairman Jackson stated he does not understand it because he drives down 15 periodically and it is not a hard road to drive.

Supervisor Jewett stated that is the problem.

Chairman Jackson stated he is afraid if they reduce the speed then it will make people more distracted because they are going to drive slower and be on their phones twice as much. Chairman Jackson mentioned he is glad to hear the Sheriff is being effective down there and their presence is making a difference. Chairman Jackson does not recommend slowing the required speed down because that makes people look around even more and not pay attention to the road more than they already are.

The Board agreed.

Chairman Jackson mentioned he hates to hear the deaths and forty-one summons in the last 40 days, which is ridiculous.

Noah Hillstrom: Mr. Hillstrom, Emergency Medical Services (EMS) Chief, gave a monthly report for the EMS Department.

- EMS had 165 calls with 11 minutes being the average response time.
- Madison assisted Greene County twice out of five requests, Orange County once out of two, and due to the crash, they had two mutual aids into Madison.
- Chief Hillstrom stated he shared with the team the county's appreciation from the County Administrator and Supervisor Hoffman. It is noticed and appreciated because it is tough on the team to see this tragedy.
- Chief Hillstrom was excited to share a few hires: Alexander Kilmenko, Kellie Serrell, and Clarissa Wesson. They are all going to be starting orientation soon which leaves them with one full-time vacancy, and he is hoping to make an offer this week for that.
- Dr. Rhames is now officially the Medical Director, and they are having a meet and greet at the Fire Department on September 25th at 4:00 pm.

- On August 10th, Pegasus came out and they have a new aircraft. The Madison crew had a chance to orient to the new helicopter and UVA brought their NETs Team and Critical Care Team.
- On August 12th, they had the Back-to-School Fair.
- August 19th and 20th, the Hare Scramble.
- August 25th, High School football.
- August 30th, JV football.
- EMS's new ambulance was ordered on August 9th.

Chairman Jackson asked when Chief Hillstrom expected delivery.

Chief Hillstrom stated it would take 33 months.

Supervisor Hoffman asked Chief Hillstrom if they have only one Kelly.

Chief Hillstrom stated they currently have one, but they will have two when she starts on the 18th.

Supervisor Hoffman stated the Kelly they currently have was on a call for her granddaughter and she was so helpful and nice in a lot of ways. Supervisor Hoffman asked Chief Hillstrom to thank her on her behalf.

Chief Hillstrom stated he would be happy to and thanked Supervisor Hoffman.

Gavin Helme: Mr. Helme, EMS Assistance Chief/Emergency management, gave a monthly report for Emergency Management.

- For the shelter update grant, they are working on trying to proceed with the engineering drawings and finish the final specs so they can get that out and start ordering equipment.
- The SHSP grant is moving forward. Both grants they applied for, which were the four mobile message signs and the unified command trailer, have gone through peer review and the subject matter expert review. Chief Helme stated he was able to sit on both of those processes, but for the subject matter expert he was able to watch and see what was going on. They did well for both of those in the SME, especially the unified trailer. The grants need to go through the third phase, where it is now, which is the scoring phase with VDEM. Chief Helme stated with everything going on at Route 15, it would be great to have the message signs.
- The Touch-A-Truck event had been scheduled, rescheduled, and is now cancelled. It will now take place next year in April. The Free Clinic had a few other things on their schedule that conflicted, and they had to be removed.
- Chief Helme scheduled the public safety meeting for November 10th. Chief Helme stated he is sure they will discuss Route 15 and also the event permits.
- The LAPC meeting is also on November 10th and both meetings will be held at the firehouse.

Bruce Livingston: Mr. Livingston, Information Technology Specialist, gave a monthly report for the Information Technology Department (IT).

- The IT Department is conducting a vulnerability scan this week. This is strictly designed to test their vulnerabilities. They will then put a priority list together and start cleaning things up. No one's data or files will be accessed.
- They were expecting to have news on Fiber by the end of the month, but they are working on it now.

Chairman Jackson asked if that was them out there now.

Mr. Livingston agreed and stated they have the potential to have it connected by Friday. This will be the last leg to put the entire town on fiber.

- Regarding Tyler-Munis, they are working with the Building Department to continue training. Training is going pretty good so far.
- They have now rolled over Avenity into production on Laserfiche. Files are being automatically stored in Avenity. Next is going to be Tyler-Munis but they need to work on an interface between the two, so the data automatically goes over. There is a lot of clean up that goes on with that. Once it is moving data around, they need to follow that path and make sure it is not leaving chunks of stuff out there somewhere to fill up the server space. They are about to pay the last bill for Laserfiche. The IT Department has a lot of work to do on creating the connector filters.

Mr. Livingston asked Alan Berry, System Administrator I, to give an overview of a few items.

Mr. Berry finished giving the monthly report for the IT Department.

- One problem they had is the office phones are set up on two different lines. Every desktop that they have has its own basic caller ID. The problem is the caller ID for the office phone is not the number that goes out. There is a number called the caller ID override in the system and that is the number that goes out. Through Granite, all the county's numbers have an address associated with it. The actual number had an address associated with it, but the override number did not. When someone makes a 911 call, it would go to a national call center. This would take more time if there was an emergency. They worked with Granite to update all addresses for every single phone line they have in the county. They found a few that are not in use, but that is good. If anyone makes a call on their office phones now, they should get to the local 911 address center, and it should show up as the correct address. Some of them were wrong, but they have been corrected. They are going to be scheduling department testing where they go to each department and dial 911. They have completed a basic check by calling 933. If someone calls 933 from a desktop phone, which is an addressing system, it will state the address associated with the number.

Chairman Jackson asked if the phones they are not using are being canceled so they can save money.

Mr. Berry stated they purchase them in bulk. They have access to them but cannot get rid of them because they have to buy them at a set number.

- They are getting closer to rolling out their mobile device management, which is going to be their Intune rollover. This will give IT some control over all county devices including laptops, phones, and tablets. This is an additional upgrade to their system similar to what they do with passwords. Right now, if someone is locked out of their account they can go in through the active directory and reset their account. They are not going to look at people's files, but it will help locate devices if they get lost, reset passwords remotely, and other extra management stuff they need and help them save money. Currently if a device gets locked out, IT cannot touch it.

Mr. Berry mentioned that Mr. Frazier and Ms. Berry were in attendance online.

Chairman Jackson stated they were sorry to hear Mr. Frazier did not feel well and asked if he had anything to add.

Moonie Frazier: Mr. Frazier, Facilities and Maintenance Manager, gave a monthly report for the Facilities and Maintenance Department.

- They have a lot of construction stuff going on in the county.
- The Landfill just had an inspection from DEQ that passed with flying colors. It was a great job from Updike and their new guy.

Clarissa Berry: Ms. Berry, Commonwealth's Attorney, did not have a monthly report, but stated she would connect with the County Attorney regarding Leathers Lane.

Ligon Webb: Mr. Webb, County Planner/Director of Building & Zoning, gave a monthly report for the Zoning Department.

- There is only one public hearing scheduled for October so it will be a light Joint Meeting.

Tracey Gardner: Mrs. Gardner, Economic Development & Tourism Director, gave a monthly report for the Economic Development & Tourism Department.

- They had the Love sign for an extra week if anyone wanted to take a picture with it. It will be there until lunchtime tomorrow.
- Taste of the Mountains went very well. They had EMS, Sheriff's Department, Lions Club, American Legion there. Madison Free Clinic had a wonderful fundraiser working the General Store lot. The entire community got involved and it was probably one of the better ones they have had. Every vendor that Mrs. Gardner asked stated they did very well. Miranda's reopened on the first and they did well at Taste of the Mountains. There were two new businesses that participated. Let's Go Have Fun hopes to open in a couple of weeks. That is going to be 1480 North Main Street near EMS.

Chairman Jackson asked what Let's Go Have Fun was.

Mrs. Gardner stated they have Hershey's ice cream, hotdogs, arcade games, both older ones and virtual reality ones. It is an indoor playground for six-month-olds to twelve years old. Mrs. Gardner mentioned they have Pac-Man and Ms. Pac-Man.

Chairman Jackson asked where this was located.

Mrs. Gardner stated it is where the Nest Egg was located.

- The Perfect Blend Boutique is out next to Giovannis. It is an upper-scale secondhand shop. Mrs. Gardner mentioned, it is Secondhand September. Both places will be doing ribbon cuttings.
- Mrs. Gardner stated she has upcoming conferences.
- They have the Event Planning Workshop next week.
- They just finalized their Quad Tank Competition. This is the fifth and final one. For any business owner in Fluvanna, Greene, Louisa, Madison, and Orange County they must have their business plan in by the 3rd of November. Finalists are announced on the 10th and the pitch competition is on the 17th. They think that is going to be in Orange County. These businesses can earn $5,000.

The County Administrator went over the VDOT report that is in the agenda packet.

- They have their publication of advertisement for construction for the R-Cut at Shelby. They are scheduled for November 2023.
- There is an advertisement date scheduled for winter of 2027 for scoping of sidewalks in the Town of Madison near the Learning Center location.
- The Pine Hill Road bridge replacement advertisement date is scheduled for January 25th. The County Administrator thanked Mr. Gordon, EMS Staff, and Fire staff who staged in the area. There was a temporary structure put in place at that bridge on Pine Hill Road. That main access was restricted from last night at 9:00 pm till 6:00 am today. However, a proactive approach was taken where people were staged just in case of an evet. That temporary structural replacement went well.

The County Administrator went over a few items for the Director of Emergency Communication, Mr. Gordon, who was away at testing certification.

- They have a first round of construction drawing for the radio tower site in Eltan. They have some internal comments, and a part of the Lease Agreement requires Madison County to have that continued dialogue review by the property owner. Mr. Gordon has notified the property owner and upon his return, he will meet with them.
- The County Administrator thinks the tower needs to be shifted a little on the drawing. The easement documents are good, but they need to be reflected so they do not get into any fall path issues.
- There is a minor retaining wall with the highest peak just over five feet. The Property owner is aware of that and sometimes there is a topography change.
- Verizon confirmed the county can get the jumbo packet service. They do have fiber there that makes this site possible, but they did confirm this extra general packet service that the county needs for the system to work.

CONSENT AGENDA

2. Approve: Minutes from 08/08/2023, 08/22/2023, & 09/06/2023

Chairman Jackson stated they needed to vote separately on the 09/06/2023 minutes because Supervisor Hoffman was absent. Chairman Jackson mentioned that Supervisor Dawson caught the wrong month was listed on the last set of minutes.

Supervisor Dawson clarified it was right after "meeting #31".

Supervisor Dawson made a motion to approve the minutes from 08/08/2023, and 08/22/2023, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

Supervisor Yowel made a motion to approve the minutes from 09/06/2023, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: Hoffman. Absent: (0).

SPECIAL APPEARANCES

3. Blue Ridge Committee

Jim Ballard spoke on behalf of Bruce Bowman who is the representative of the Blue Ridge Committee for Shenandoah National Park Relations. There is a Blue Ridge Committee for Shenandoah National Park Relations meeting next week on the 21st. The Park's Superintendent is devoted entirely to looking at increasing cooperation in all emergency services and communication for the counties around the park. For this meeting, Madison County will be well represented with Chief Hillstrom, Chief Hamm, and Chief Helme all who will be in attendance. They will report back after the meeting to inform the Board what they learn. Mr. Ballard asked the Board if they had any serious problems that need to be taken to the park at this time.

Supervisor Yowell stated he did not, but he would be there as well.

OLD BUSINESS

4. Comprehensive Plan Update – County Planner

The County Planner mentioned he had a presentation that will be presented on the projector screen.

- The Code Virginia Comprehensive Plan (Comp. Plan) must be reviewed and updated every five years. They are doing a full review, but there are some parts like the 29-corridor plan that they can simply re-adopt. They have a meeting to review things more in depth. A lot of communities just write updates, change a few words, and go to the next. Madison is not doing that, and the County Planner thinks that is a good thing while also trying to find a balance between not having to reinvent the whole Comp. Plan.
- 2018 was the last update with RRRC and they have been working with the county and they have identified five specific areas they are going to focus on in the Comp. Plan.

Supervisor Hoffman asked if the slide should say October/November 2022 instead of 2023.

The County Planner stated that was correct. September last year is when they presented last.

- Here is the proposed outline layout:
    - Introduction
    - Background Information, which tonight's information is going to be heavily on the background information.
    - Plan Elements with corresponding Goals and Strategies:
        A. Housing
        B. Recreation, Community Facilities, & Utilities
            - Still needs to be completed.
        C. Land Use, Community Design, & Built Environment
        D. Economic Development
        E. Transportation and Mobility
            - Still needs to be completed.
            - Feels they can re-adopt a lot of things from the 2018 plan.
- They are getting ready to put out a survey that will go out in October that will give the ability for citizens who want to answer questions to guide this plan.
- The County Planner gave an overview of the population trends of Madison. The County Planner compared Madison to local counties including Greene, Orange, Culpeper, Rappahannock, and Page.
- In 2018, they looked at population projections and they projected they would not have 14,000 people until 2030. It is important to think about projections but due to so many variables it is hard to project. The County Planner explained his process to create a projection.
- The County Planner gave an overview of a map for state and regional population trends. Madison is in a slow growth region.
- The County Planner gave an overview of age characteristics data. Madison's average is older than Virginia's median age. The County Planner compared Madison's age average to local counties.
- The County Planner reviewed the average household size in Madison which has decreased in Madison and all through the state. Madison's average household size is 2.5 similar to Virginia which is 2.57.
- Overall, Madison County has seen modest, yet steady population growth. The County's median age has increased, and household sizes have decreased. Almost 65 % of the County's households are made up of two or one person(s). The school age population (under 19) has slowly declined but remains steady. The over sixty-five population has shown consistent growth. The County Planner believes Madison County's demographic trends mimic many state and national trends, overall households appear to be trending older and smaller.
- The County Planner gave a review of Madison's economy and employment.
    - Madison County's unemployment rate has steadily decreased for over a decade, except for a small "blip" increase during the 2020 pandemic; and labor force participation remains high and small-scale employers employ a significant number of individuals.
    - Over half of the county's labor force commutes outside of the county.

    - Household incomes have steadily increased but are generally lower than nearby counties.
    - The number of farms in the county has increased but many appear to be "hobby" type farms.
    - Tourism continues to see consistent increases in expenditure and local tourism-related tax receipts have increased too.
    - The county possesses a solid manufacturing sector and given the county's central location and access to significant transportation routes, future increases in manufacturing jobs seem plausible. Increases in local manufacturing could also attract "home grown" employment opportunities to most local workers who commute outside of the county.
- There are five different plan elements, and the County Planner gave a review of housing. As of 2020, the county had a total of 6,051 housing units of which approximately 5,098 (84%) were occupied.
    - 61.4% were owner occupied.
    - 22.5% were renter occupied.
    - Approximately 16% were vacant, of which approximately 5% are considered seasonally vacant. (Similar counts for 2019; 2015-2019 5-year ACS estimate; Bureau of the Census)
- The County Planner gave an overview of building permits from 2012-2022. So far for 2023 there are thirty-eight.
- Median home sales prices in the County have shown fluctuations.
    - In July 2018, July 2020, July 2022, and July 2023, the median home sales prices were $266,700, $299,000, $431,190, and $385,550, respectively.
    - In July 2023, the County's median home sales price was lower than the Virginia median of $400,000.
- Goal: Increase in the range of affordable housing options and choices, particularly for households of two (2) or fewer people and older populations.
    - Strategies:
        A. Continue to allow manufactured housing as an affordable housing option in all zoning districts to reduce housing cost.
        B. Develop a sensible policy that allows for the expanded use of Accessory Dwelling Units (ADUs), while understanding the circumstances in which ADUs are currently permissible (and in use) in the County; and, to the extent it is deemed necessary and desirable, adopt a more flexible ADU ordinance.
        C. Consider co-housing for aging populations where residents live in private homes, or facilities that share common spaces and resources. This model can be particularly beneficial for older adults who want to maintain social connections and have access to shared resources.
        D. Look to increasing the availability of supportive services for older adults, and support agencies and nonprofits that provide services such as home care, meal delivery, and transportation to help older residents live independently, and continue to "age in place."

- The County Planner stated the plan is to get the survey out in October, get that data back, reconvene with the committee, and finish the two plan elements they still need to finish. The Commission has been very helpful and Jennifer Little, from the commission, provided most of the data for this presentation. The County Planner stated he believes the final product will be some new things and adopting some things that are already in the existing plan.

Supervisor Yowell asked the County Planner if the survey was going to cover all five plan elements or just the two that have not been worked on.

The County Planner responded they are going to cover all five. The survey is going to be digital so they can send it out.

Chairman Jackson asked if they would put it on the website.

The County Planner agreed.

NEW BUSINESS

5. Transfer Station Contract – County Administrator

The County Administrator stated they occasionally do contract reviews, looking at terms, conditions, and cost. The existing contract for the Transfer Station was executed in August of 2019 between Madison County and Updike Industries Incorporated. The initial term runs from August 1st, 2019, through August 2024. The contract does allow for three renewal extensions of five years each. Each renewal will be automatic unless the county or contractor provides written notice of 180 days prior to the end of the contract. The County Administrator has reviewed the county's compliance history and there are some directs and indirects. Updike provides a lot of useful information, and the county has other contracted services. For example, through CHA Engineering, they help the county with monitoring because the county has a closed landfill permit. A lot of the data that comes through such as trash in/out and recycling goes into reports as well as the site and maintenance. The County Administrator has reviewed and seen no significant issues with maintaining compliance. Mr. Frazier, Facilities and Maintenance Manager, outlined the most recent inspection went well. The County Administrator mentioned he could not think of any inspection that did not go well other than one minor thing. They had to update the operation manual once an employee left and there was a new point of contact. Issues that have been raised have been addressed. The County Administrator stated he seeks the Boards direction for next steps. The County Administrator mentioned the current contract is in the agenda packet and stated he wanted to share some good data.

The Deputy Clerk brought on the projector screen a spreadsheet created by the Finance Director.

Jennifer Warren, Finance Director, stated she put together a report from FY18 through FY23 on the cost of the Transfer Station.

- FY18, it is a little over $474,000.
- FY19 had an annual increase of 11%

- FY20 had an annual increase of 4%
- FY21, it went down 2%
- There was a 14% increase and a 16% increase in FY23.

The Finance Director stated she wanted to include the county's waste collection revenue that the county receives that helps to offset the cost of the Transfer Station. It started in FY18 at around $137,000 and it has trended up to $290,000. It is $823,000 in FY23, so it has steadily climbed on the revenue side.

Supervisor Yowell asked what that was made up of and asked what the components of waste collection revenue were.

The Finance Director answered it would be businesses that applied to use the facility.

The County Administrator added by stated it was a small part for the small charges for items that are not considered bagged trash. The vast majority would be from commercial trash haulers, which is around $65 a ton. They pay for recycling and those proceeds are kept by the contractor.

Supervisor Yowell asked for clarification that the county pays a reduced tonnage for recycling.

The County Administrator stated in the current contract he believes it is $46 per ton.

The Finance Director agreed.

The County Administrator stated there is a monthly operation charge, that is for their staffing and equipment to be on site. There is a recycling fee and disposal and hauling are also a part of the fee schedule. Some of those have consumer price index (CPI) tied to it, and some have a fuel surcharge. If there is a fluctuation of 25 cents per gallon, there are adjustments made there as well.

The Finance Director stated the monthly Transfer Station operation annual increase is tied to the consumer price index (CPI) for urban wage earners and clerical workers in the area of the south. The Finance Director's report, at the very top, shows what the CPI has been from 2018 through 2023. Column R shows the percentage increase from December to December, which is in the contract. This shows them in columns R, S, and T they should have increased the county's Transfer Station operations by starting in August of 2020. If they had adjusted it, it would have gone up from $12,500 a month to $12,770 and those escalations are in column T. The Finance Director mentioned that on the right, she put the county's first year FY18, FY19, the original fees, and the current year. They have not escalated by the CPI over the last several years although they could have.

Supervisor Yowell stated they have escalated some, but it is not consistent with the CPI.

The Finance Director agreed and stated the Transfer Station operations have not increased at all. However, disposal has increased from $23 per ton to $42 per ton. On mattress disposal, they

have increased that from $23 per ton to $175 per pull and $55 per ton. The only two-line items that have increased over the year are disposal and mattress disposal.

The County Administrator stated they are a Transfer Station, and their refuge has to be transported somewhere to be disposed. The contract requires them to do that at an appropriate disposal facility but try to find the best cost. Some of these things are passed on from the disposal site to Updike. The mattress charge is one of the recent additions.

Chairman Jackson stated the real question is whether they renew or go down the path of soliciting new bids. The last time they went down that path, the previous County Administrator and himself met with multiple vendors at the Transfer Station and Updike was the only company who bid on the actual operations. Chairman Jackson stated he is very concerned about going back out to bid based on cost escalation. Previously they met with seven or eight different vendors, all seemed very interested, and Updike was the only one that placed a bid. Now things are costing about 25% at a minimum more than they did in the past. Chairman Jackson stated it would be dangerous if they reopen this to bidding. Chairman Jackson stated he appreciated Updike working with them by not increasing the CPI every year. Chairman Jackson asked the Board members what they would like to do.

Supervisor Yowell stated he feels safer having a contract that is locked into CPI now than going out to bid and Updike coming back and not giving them that deal.

Supervisor Hoffman stated she liked the idea of offering it out, but also liked the idea of playing it safe.

Supervisor Jewett asked the County Administrator the timeline for needing the make this decision.

The County Administrator stated they have 180 days from August 1st of 2024 so they could make it technically at the beginning of the year.

Supervisor Jewett stated they have time to think about it.

Chairman Jackson agreed and advised studying it for a while and bringing it back in a month.

The County Administrator stated on October the 10th, he confirmed with Mr. Thornhill, Updike is presenting a short presentation. The County Administrator mentioned it would touch on Ms. Squire's questions. Updike can discuss any regulatory updates, forecasting of price increases, recycling data, as well as any construction repairs that need to be made or are a part of the capital plan. Those items are in the existing contract to seek recommendations and follow those if they align with the capital plan.

Supervisor Yowell asked when the appropriate time would be to put out a request for proposal (RFP) and have a response.

The County Administrator stated they are dealing with the holidays so if they were looking at bidding it out, he would recommend getting it out in November. The County Administrator stated he likes a 30-to-40-day window and there are a lot of factors that go into bidding something like this. This will also allow them to give ample notice. If the Board chooses not to bid it out, they will inform Updike and the existing contract will stay in place.

Supervisor Yowell asked if they would need a couple of weeks to prepare an RFP.

The County Administrator agreed and stated sometimes they take two weeks to maybe 15 to 20 days. They put together a group, look at past contracts, look to see if there is anything additional to add and they would solicit the Board for some of that information.

Supervisor Yowell stated it looks like they will bring it back at the first meeting in October.

Chairman Jackson stated at the first meeting in October they will see a presentation from Updike, and this gives them time to study. Pending the presentation, the studying of the contract, and the numbers provided by the Finance Director, they can make a decision in October.

6. Apple Harvest Festival Permit Application – County Administrator

The County Administrator stated it is the same as every year and he has circulated it. The County Administrator stated he received an email from the Emergency Management Coordinator that they did not have any comments on this, and they were fine. It does appear to be aligned with their normal activity which is three weekends. They develop their own planning to either stage or how they wish to cover as well as the Volunteer Fire Department. Staff recommends approval for the Apple Harvest Festival Permit Application. The reason the application is before the Board is if the attendance, per the ordinances, is above 750 it requires Board approval. The County Administrator stated Chief Helme mentioned the public safety group will be discussing permit applications. The County Administrator gave an example of a recent firework permit where they also needed an Event Permit. Due to this, there may be a new form coming to the Board to review and make comments on.

Supervisor Hoffman made a motion to approve the Graves Mountain Lodge Fall Festival Permit, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

7. Social Services Board Appointment – Deputy Clerk

The Deputy Clerk stated she was informed that newly appointed DSS member Shelly Banks has had to resign. Before the Board tonight is Sarah Owens, who was one of the original applications they received, to be considered for the Social Services Board.

Supervisor Dawson made a motion to approve Sarah Owens' application for the Social Services Board, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

DISCUSSION

There was no discussion.

INFORMATION/CORRESPONDENCE

8. Broadband Update – County Administrator

The County Administrator stated he would cover different parts because the project is not a one provider project. The County Administrator mentioned at the last meeting he gave an update on Brightspeed. Madison County has two Broadband projects designated. The Rise Project is being handled by Firefly. The County Administrator encouraged the general public to go on the county's website to the Broadband page, which is located under Economic Development. They can learn about where the county started with Broadband to present, as well as the Rise project, and register to see if services are available in their area. The other Broadband project covers a small portion of the western part of the county along Wolftown-Hood Road that was a RDOF challenge; there were two RDOF challenges during the first VATI grant. One was by Chantel and one by Brightspeed. DHCD, which is the state agency Department of Housing Community Development, has been tasked and designated by the state to review those applications as well as award and track status, meaning project completion information. DHCD and Brightspeed agreed to an MOU. None of this happens without power providers. For example, Firefly are a subsidiary of CVEC, Central Virginia Electric Cooperative and they are using that electric infrastructure. REC is working in partnership with Firefly to perform make-ready work on the REC infrastructure, which in turn will allow Firefly to deploy their fiber network. REC recently mailed letters to areas within Madison County to notify customers that the fiber project has been divided into five service zones. If you go to the county's website, you can see this on the Firefly map. If residents received a letter, it does not mean drop to their house happens tomorrow, but REC is making you aware that the address where the letter was sent to will be part of this project. Brightspeed was awarded as part of VATI grant for that Wolftown-Hood area, and they have yet to provide the county with project cover maps. The County Administrator spoke with Ms. Sherwood, who was the signatory for Brightspeed on that MOU with Dr. Holmes. The County Administrator has a draft letter that he sent to the County Attorney recently for review. At the Boards pleasure, the County Administrator would like to send that letter to DHCD making the case that Madison County is concerned with non-compliance and non-performance of the MOU between Brightspeed and DHCD. That project is scheduled to be completed by December 2024. The project gantt chart, also referred to critical path method (CPM) schedule, lays out completions. Ms. Sherwood told the County Administrator she would get him in touch with a gentleman who is the point of contact for the Virginia region to get him information. It is critical to be able to show the Board and citizens what is this other project and if they are being served. If they terminate the MOU, the MOU gets put back into Firefly's project, but that causes delay. Early on they shared with Thomas Jefferson Planning District and DHCD that the further they allow this to go on to approve the MOU, the longer the delay for the citizen. The County Administrator stated he had a citizen request that is in the Etlan area, and he wanted to give an update. Part of the original VATI grant, the other RDOF challenge area was by Chantel, which was the northern part of the county (Etlan and Nethers). Chantel then backed out and waved their challenge. The County went back through the last VATI grant and put that area in, but it was not

approved. Next month, they will see folks to discuss the next round of VATI and there will be a presentation to the Board. The County Administrator strongly encourages the Board, like last year, to apply for it again. There is VATI money, which comes from the state, and then there is BEAD money, which is federal money. The County Administrator recommended the VATI approach when it comes back around. Madison County has not given up and the staff have not given up. The Economic Development & Tourism Director was leading this effort when the County Administrator started and continues to assist. The County Administrator stated they want universal coverage for Madison, but right now it is not either for a non-performing ISP or they have not had a grant award. It is key for the public to know the grant award makes this possible for the locality because, in his opinion, that is a high task to ask a Board to commit local dollars. For example, the Rise Project was twenty-five million, the locality is responsible for 10% of that which is 2.5 million. The county was able to do that due to the money that was awarded to the county. Some counties are spending it on pools and other stuff and Madison elected to spend it on Broadband. Last year the Board committed $400,000, not to exceed of local dollars that is not grant funded, to be the match of that area. That was part of the VATI grant that was not approved. The County Administrator stated universal coverage means they are going to keep pushing for that area to be covered. The mailings were included in the agenda packet so the general public and the Board could see what they looked like. Firefly responds to questions regarding coverage within 24 hours or less and they would like the same response from all Broadband.

Chairman Jackson asked the Board if they want the County Administrator to send a letter to Brightspeed.

The County Administrator clarified that it would be to DHCD.

Chairman Jackson stated the Firefly folks are so responsive and Brightspeed will not tell them anything.

The Board agreed.

9. Special Events for National Public Lands Day Weekend – County Administrator

The County Administrator stated annually there are a couple free events in the park. When they have that, the county wants to make the Board and the public aware. There was a press release for Shenandoah National Park who is celebrating their 30th Annual National Park Lands Day on September 23rd. There is a three-day period that will commemorate this between September 22nd and 24th. The entry fee to the park will be waived on Saturday, September 23rd.

9.A. Annual Christmas Dinner

Supervisor Hoffman stated they needed to set a date and recommended December 15th.

Chairman Jackson asked Supervisor Hoffman if she was going to lead planning it, which she agreed.

The Board agreed to set the Christmas party date as December 15th, 2023.

~~10. Leathers Lane – County Administrator~~

Agenda item number 10 was discussed during public comment.

PUBLIC COMMENT

Brian Lenhoff: Mr. Lenhoff asked for confirmation that Etlan was not included in Firefly.

The County Administrator stated not at this time.

Mr. Lenhoff stated when you go to the link and put your address in it states, "yes, put your address in and we'll get back to you when we have service for you." Mr. Lenhoff asked if Banco and Syria were included.

The County Administrator stated that area is where they are trying to get the next round of VATI grant, which was put in last time.

Mr. Lenhoff stated the county said it would be and it was not. Mr. Lenhoff stated he knew it was pretty difficult for the county and they appreciate them working for Broadband for the county. Ms. Lenhoff stated for Economic Development, the faster we get Broadband in the area, the more business. Mr. Lenhoff stated he had two businesses, a small hobby business and an engineering business. Mr. Lenhoff is at odds with trying to do his business where he lives in Etlan and he has to commute out of the county to do business, which can be costly. Mr. Lenhoff stated the more the county gets Broadband to its citizens, the more Economic Development they are going to have. Mr. Lenhoff stated when he puts his address in for Firefly it says he is on the list.

The County Administrator asked Mr. Lenhoff what his address was so he could look into it.

Mr. Lenhoff stated he has an older address, so it is Syria, but used the Kirby's address 603 Leathers Lane and he has registered them, himself, and a couple neighbors. If you go to Firefly and put your email in it says, "we will get to you when we can." They have not received any record if they were included.

Chairman Jackson asked Mr. Lenhoff what internet he uses.

Mr. Lenhoff stated he started with HughesNet, and it stinks. Mr. Lenhoff stated he got T-Mobile WIFI, and it was okay, but the trees and leaves messed it up. Mr. Lenhoff stated he just went to Viasat, which is very expensive, and it is just like HughesNet, and he waited two years for his start up.

Chairman Jackson asked if he could get Virginia Broadband up there.

Mr. Lenhoff stated the Kirby's have it and it stinks.

The County Administrator stated he knows a person in Etlan who has Star Link.

Mr. Lenhoff stated their problem is where they live there are trees everywhere and he would have to spend $4,000 to cut down all the trees. Mr. Lenhoff stated just as an FYI, Firefly states they are on the list.

The County Administrator stated they will get that corrected and send that out tomorrow.

Dana Squire: Ms. Squire stated she heard them state they had difficulty last time they put the Transfer Station request for proposal (RFP) out. Ms. Squires asked what the problem with that was.

Chairman Jackson stated no one bid on the RFP.

Ms. Squire asked why they thought that was.

Chairman Jackson stated it was because Madison was too small and far removed.

Ms. Squire asked if they decide or decide not to put it out for proposals, is there any way to amend the contract or do they have to automatically renew? Ms. Squire asked if they could make any changes, or could they try to correct problems. Ms. Squire stated there are other issues with the Transfer Station that she has not talked about that affect a lot of people. The contract stipulates that Updike will help the county with public education and they have refused to do that. Ms. Squire asked if there is a chance of making any additions or changes to the contract if they go with Updike again.

The County Attorney responded that the contract is an automatic renewal as is. They are in a friendly place as possible to ask them for information regarding things like plastic and any other services that the county is trying to accomplish through them.

Ms. Squired asked if he stated, "friendly place."

The County Attorney agreed.

Chairman Jackson stated periodically citizens have questions on different things and some of that is going to be proprietary. Chairman Jackson stated he knows Ms. Squire has been corresponding with the County Administrator and encouraged Ms. Squire to continue sending questions and concerns to him because he tends to get good results.

Ms. Squire asked the County Administrator if he thought he received good results.

The County Administrator stated there is room for improvement, but they can see what Mr. Thornhill brings on the 10th. The County Administrator stated he appreciated Ms. Squire for

providing additional resources and reaching out to someone who is a leading expert in recycling at another location in hopes of improving the area. The County Administrator stated that this is a provision in the existing contract, and he thinks this is an area they can improve in which they can ask questions on the 10th.

Ms. Squire stated the county's website is supposed to provide information about these issues and the information is either out of date, incomplete, or incorrect. Ms. Squire stated the County Administrator is aware and it can be corrected, but it cannot be corrected if we cannot get the information from our contractor. Ms. Squire hopes there will be changes to the contract for the benefit of the citizens.

Chairman Jackson asked about Ms. Squire's previous comment that there are seven classes of recyclables and some items she knew were not recyclable, but they are saying we are recycling them. Chairman Jackson asked if they are not recyclable, how would they go about recycling them and if she could give an example.

Ms. Squire stated plastic claim shell containers are a number one plastic, but just because it has a number doesn't mean it is recyclable. Ms. Squire mentioned very few places recycle them because they are different than water or soda bottles due to the way they are produced. Other municipalities require that they are not put in the recycling, but people do anyway. This is called aspirational recycling, and this can keep the good stuff from being recycled because it is contaminating it. Ms. Squire stated this is what she wanted to find out because she did not want to recycle things that cannot be recycled. Ms. Squire stated she knows we do not get plastics one through seven recycled because even in Fairfax and more up to date municipalities do not have that. It would be nice to know which ones are, so they do not waste their time and money.

The County Attorney asked for clarification that if she knows one through seven is not recycled, what was she trying to find out?

Ms. Squire stated what is actually being recycled.

The County Attorney asked if she meant other products like aluminum or glass.

Ms. Squire stated aluminum and glass are pretty good. Ms. Squire has heard concerns regarding cardboard if the load gets wet. The containers at the Transfer Station are all open and she is not sure if this is a problem or not. Ms. Squire stated it would be nice to ask Mr. Thornhill questions when he comes and asked if that will be allowed.

Chairman Jackson stated they would see. Regarding specifics, like the example Ms. Squire gave, they will have to ask Mr. Thornhill.

Ms. Squire stated it is a lot of things. If they cannot be sorted out, they go to a waste energy plant where they are incinerated and they generate electricity, which is great. However, the county is probably paying the recycling rate to have them hauled off and she doesn't know how much of it is actually recycled.

Chairman Jackson mentioned the Cato Institute.

Ms. Squire asked for clarification.

Chairman Jackson stated the Cato Institute is a republican think tank in DC and they are against recycling based on the cost associated with it.

The County Administrator stated the website has been updated per Ms. Squire making the county aware. DEQ only requires a four-year update and CHA gave them the information from 2015 to present, so the county has the recycling rates on the website. On the projector screen was a recent invoice and the County Administrator stated it listed descriptions of tonnage of what was removed. The County Administrator stated it does not get into the numbering of plastics, but it does give an idea of cardboard, glass, and aluminum. This invoice shows what has been taken by Updike to be processed or disposed of. The County Administrator asked if this helps seeing some that is being recycled.

Ms. Squire agreed and asked for a copy of the invoice. Ms. Squire asked how much stuff the county is sending off to be recycled, but that is not being recycled and the county is paying for it to be recycled. Ms. Squire stated Fairfax County does not say plastics one through seven, they say jugs and water bottles or soda bottles. This is the information Ms. Squire wishes Madison could have. Right now, what is there is incorrect and problematic.

The County Administrator stated he would provide Ms. Squire with a copy of the invoice.

Supervisor Yowell encouraged Ms. Squire to send in her questions and the Board could ask them.

The County Administrator stated she has been doing that and so has Ms. Powell. Generally, the problem is the length of time to get a response as well as getting the detailed information Ms. Squire is looking for. The County Administrator stated he understood that some may be proprietary and gave examples of information that may be proprietary verse information they should be able to receive. The County Administrator stated he can bring to the Board Ms. Squires specific questions to ask on the 10th.

Supervisor Hoffman mentioned that she heard back from the Firehouse, and they have availability for the Christmas party on December 15th.

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

CLOSED SESSION

There was no closed session.

ADJOURN

With there being so further business to conduct, Supervisor Hoffman made a motion to adjourn, seconded by Supervisor Yowell. 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: October 10, 2023

Agenda
Board of Supervisors
Tuesday, September 26, 2023 at 6:00 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

Consent Agenda

1. Proposed Supplemental Appropriation #03

Special Appearances

2. Madison Learning Center – Frances Lacy

Public Hearing

3. REC Easement **–** County Attorney
4. Firefly Communication Site Lease **–** County Attorney

Old Business

5. Leathers Lane Update – County Attorney

New Business

6. Community Paramedicine Presentation – Chief Hillstrom & Tiffany Rannebarger
7. Classification and Compensation Study – County Administrator

Discussion

Information/Correspondence

8. State Budget – County Administrator

Public Comment

Closed Session

2.2-3711(A)(7)

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 6:00 PM — Tuesday, September 26th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #33 — September 26th

At a regular meeting of the Board of Supervisors on Tuesday, September 26th at 6:00 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
Hannon Wright, County Attorney
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

ABSENT:

CALL TO ORDER, PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Vice-Chairman Yowell called the Board to order. Vice-Chairman Yowell stated he would like to start with the Pledge of Allegiance and follow with a moment of silence.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Vice-Chairman Yowell stated the first order of business is to consider a motion to authorize Chairman Jackson to join virtually.

Supervisor Hoffman motioned to permit Clay Jackson to attend the September 26, 2023, meeting of the Madison County Board of Supervisors remotely, pursuant to Virginia Code Section 2.2-3708.2, and Section 2.4.F of the Bylaws of Madison County. Chairman Jackson is unable to attend the meeting currently scheduled for September 26, 2023, in person, because of a personal business commitment outside the Commonwealth of Virginia. This is the first meeting Clay Jackson has been unable to attend in person this calendar year.

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

Vice-Chairman Yowell advised that a quorum was present and inquired if anyone had any changes to the agenda.

Supervisor Hoffman made a motion to approve the agenda as presented, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

PUBLIC COMMENT

Brett Snider: Mr. Snider is a Charlottesville resident who had comments regarding the Paramedicine presentation. Mr. Snider is a Paramedic, with 20 years of experience and he currently works as a Program Manager at UVA Health. One of the programs Mr. Snider manages is a grant funded workforce development program. One area where they are concentrating their efforts is Paramedicine. Madison County EMS is one of their partners and Mr. Snider has been working with Chief Hillstrom and Tiffany Rannebarger on a variety of initiatives. Mr. Snider wanted to lend his voice and the voice of UVA Health in support of their efforts. Community Paramedicine is just now taking root in our area. UVA, along with other agencies in Central Virginia, have begun formally providing these services with promising results. Mr. Snider gave examples to clarify how EMS is reactive and Paramedicine is proactive and why that is valuable. Mr. Snider added more examples of how Paramedicine operates in the region. Mr. Snider asked the Board to give careful consideration to the presentation from Chief Hillstrom and Tiffany Rannebarger.

With there being no further public comment, the public comment opportunity was closed.

CONSENT AGENDA

1. Proposed Supplemental Appropriation #3

The County Administrator gave an overview of the proposed Supplemental Appropriation. This was a grant that came to them via UVA. Anytime there is grant funding, whether it is for programming or specific equipment, those monies land at the Treasurer and must be supplemented to the appropriate department's line item. If there are any questions on the specifics of the grant and how it would be used, he would refer to Chief Hillstrom.

Vice-Chairman Yowell stated it was straight forward and asked if the other Board members had any questions.

Supervisor Dawson made a motion to approve the consent agenda as presented, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0). Abstain: (0). Absent: (0).

SPECIAL APPEARANCES

2. Madison Learning Center- Frances Lacy

Frances Lacy, Madison Learning Center Board Chair, presented on behalf of the non-profit, Madison Learning Center Inc. Mrs. Lacy thanked the families and staff who came to support the Madison Learning Center (MLC).

- The building that houses MLC has been located on South Main Street since 2016. The building was originally built by Culpeper Memorial Hospital as a childcare center. MLC has been in the building since August 2014. They were still new to the umbrella of the non-profit organization MESA. In December of 2019, Madison Learning Center Inc. gained its own non-profit status and its own board. When MLC became its own non-profit, the building was deeded to Madison Learning Center by Culpeper Wellness

Foundation, who at that time owned the building. Mrs. Lacy stated this was a generous gift, but with it comes all the responsibility for the maintenance, repairs, utilizes, insurance, taxes on the building, and taxes on the playground equipment.

- MLC offers the services of early child education with warp around care because they are open from 7:00 am-5:30 pm. MLC offers before and after school care, as well as full day care for school-aged children during school holidays and summer breaks.
- MLC serves breakfast, lunch, and an afternoon snack. They participate in a CACFP, Child Adult Care Food Program, which is under the Department is USDA.
- MLC is a fully licensed childcare center and currently all childcare centers in this state are now licensed by the Department of Education.
- Their current enrollment number is fifty-one full-time children, and their current staff is eighteen, which includes both full-time and part-time staff.
- The funding of MLC is provided by tuition which is directly paid by the family or through a childcare subsidy program through the Department of Social Services. This can also include a copay for the families. Along with tuition, the center relies on donations from individuals, local businesses, several churches, churches' men's groups, civic organizations, foundations, and fundraising. MLC has received in kind services such as painting, other maintenance, repairs, and supplies. Many grants have been applied for and some have been received. MLC is very grateful for the donations and for being able to be a site to receive the benefits of Madison Day. MLC also participated in the Northern Piedmont Community Foundation's Day of Giving. The Board, including herself, have no financial interest in the MLC nor obtains any financial gain.
- Mrs. Lacy stated childcare is expensive, but it is a very labor-intensive service. Their child to staff ratio is based on the age of the child, and it is mandated by licensing. Many times, for the benefit of the children, they drop that ratio based on the class.
- Due to the recent raise in minimum wage, the cost of salary has sometimes increased to 40%. Working in childcare does not bring someone a large paycheck.
- Along with salary increases, there has been an increase for food, supplies, utilities, and insurance.
- The pandemic hit the community a few months after they became their own non-profit organization. The Center was closed for 10 weeks, with no income coming in. Northern Piedmont Community Foundation helped them during that time to keep the lights on and the bills paid.
- When MLC reopened, they only had sixteen children and enrollment slowly increased as did staffing. When they reopened, they had added regulations from licenses and CDC. The number of children in each room was capped due to how far apart they needed to keep the children. Parents could no longer take children to the classrooms, so another staff member had to do that. MLC added school aged children to their all-day enrollment so they could do virtual learning.
    - Mrs. Lacy thanked the Board of Supervisors for providing funds to provide individual desk for school-age children so they could work on their virtual learning and sit six feet apart.
- These added regulations increased the cost for things such as cleaning supplies and the difficulty in finding staff. All these things put a strain on the budget.

- When pandemic funds such as the payroll protection plan began to come in, they were used to supplement the income. These funds are very close to being spent down.
- MLC recently had to approve a tuition increase that will go into effect November 6th. This was a hard decision for the Board to make. It is hard for families to find childcare and to pay the fees it takes to run a childcare center.
    - With the pandemic funds diminishing and no other state or federal programs on the horizon to assist MLC, the decision to increase tuition came down to whether they increase or close the doors.
- Mrs. Lacy stated she is here tonight as a citizen of Madison County, recognizing how important it is that the county has a fully licensed childcare center open to the families in the county. As an advocate for the children, families, and staff at MLC, Mrs. Lacy is asking the Board to consider assisting MLC as they work to bridge the gap between the pandemic funding and getting their enrollment back to where it needs to be. With the tuition that is brought in, and the community donations, grants, and fundraising MLC can continue to provide the services of early childhood education and childcare.

Supervisor Jewett asked for clarification if Mrs. Lacy knew their revenue sources by percentage.

Mrs. Lacy stated she did not have that prepared for tonight and asked Supervisor Jewett to repeat his question.

Supervisor Jewett stated of those income stream categories: tuition, grants, Social Services subsidies, and donations; he is curious what the ratio is for each of those sources to total income.

Mrs. Lacy stated subsidies are included under receiving tuition. Mrs. Lacy stated she just explained it that way to inform the Board that some families are paying full price, some receive assistance through the Department of Social Services for tuition which is called a childcare subsidy. When they have the funds, they will also offer in-house tuition assistance. Mrs. Lacy stated they hope tuition covers 75-80% on a good day.

Supervisor Jewett mentioned that with being involved with Skyline CAP he is privy to some of this information. Supervisor Jewett asked what other services are offered in the county that duplicate any of their services.

Mrs. Lacy stated to her knowledge, there is no other fully licensed childcare center in Madison County. Head Start serves families until 2:30 in the afternoon. The children can go to the pre-k program at the Primary School which is through Virginia Preschool Initiative. Wrap around care for those children comes back to MLC. The children can come to them at 7:00 AM in the morning and get on the school bus and come back to them to serve an afternoon snack and then they stay until their parents pick them up.

Supervisor Jewett asked what age groups are served by the Virginia Preschool Initiative.

Mrs. Lacy stated to her knowledge, the only Virginia Preschool Initiative program in Madison County is the pre-k program at the Primary School and those children need to be four by

September 30th because they need to be five by September 30th for the kindergarten program. MLC's license allows them to serve six weeks of age to 12 years.

Supervisor Jewett thanked Mrs. Lacy for the information.

Vice-Chairman Yowell stated the Virginia Preschool Initiative, VPI program, at some counties like Orange County and Culpeper County, are doing three and four-year-olds. Madison has been approved for three-year-olds, but he is assuming they do not have the money in the budget to start that in August. Vice-Chairman Yowell stated he did not know that for sure, but he knew it was a match.

Mrs. Lacy added that they received a notification that the program through VPI, to place children in a private fully licensed childcare center has been approved, but they did not get this knowledge soon enough to effectively put the program together. VPI provides services for children who are three by September 30ths of that year and they are placed in a private fully licensed childcare center, which is a part of the VPI. MLC has been approved for that, and they are hoping to look into that possibility next fall.

Vice-Chairman Yowell added for transparency, that he is on the Board of the Learning Center and has recused himself from voting on anything. Vice-Chairman Yowell added that he is also the Finance Director for Skyline CAP, which has a Head Start program.

Chairman Jackson asked for clarification that Mrs. Lacy is asking the Board to consider funding the MLC as they do other non-profits during budget season. This will give Mrs. Lacy and the MLC enough time to identify potential other revenue streams to enhance and continue the services that they are doing currently.

Vice-Chairman Yowell agreed.

Mrs. Lacy stated she is asking the Board to consider helping MLC as they make this transition from coming out from underneath the pandemic to where they can get themselves back on their feet.

Vice-Chairman Yowell stated during budget season there is a lot of requests of the Board that are relatively simple, and he gave an example. Vice-Chairman Yowell stated there are more moving parts to this and mentioned Supervisor Jewett started by asking the right questions. They need to look at their budget to see the break-even point and where the funding is coming from. Vice-Chairman Yowell suggested assigning people sometime prior to early February when they start getting into the budget and recommended Supervisor Hoffman.

Chairman Jackson stated they can assign people as they get closer to the budget season to start understanding the funding needs. Chairman Jackson stated they should have them make a funding request and the worst thing they can say is no. Chairman Jackson stated they can identify some folks that can work with Mrs. Lacy and her team to figure out where they need to be and what the request to the Board should be.

Vice-Chairman Yowell agreed and recommended Supervisor Hoffman and mentioned she can still do it after her term ends.

Supervisor Hoffman agreed.

The County Administrator stated that he believed applications go out and are accepted beginning in December. The County Administrator mentioned he wanted to put that out so Mrs. Lacy and her team can understand to help with their application request.

Mrs. Lacy stated that is one of the main reasons she is here tonight. They do not fall into the same category as the other non-profits in the county. Mrs. Lacy mentioned she is sure their budget is a bit bigger than some. Being a non-profit business puts them in a different category and the timing was why Mrs. Lacy chose to come.

Vice-Chairman Yowell mentioned to the folks who came on behalf of the MLC, that part is over, and they are welcome to leave or stay for the rest of the meeting.

PUBLIC HEARING

3. REC Easement – County Attorney

The County Attorney stated they are doing two different things at once with Hoover Ridge which is the fiber hut and then the REC Easement. In regard to REC, they are not quite ready for Board action, but they are getting close. They hoped to have it finalized today, but the County Attorney is recommending that no action be taken on it. They are finalizing the easement and what the scape of it is going to be. There is a little bit of language they are going back and forth on and a more detailed map for exhibit A.

The County Administrator had the map the County Attorney was referring to pulled up on the projector screen. The County Administrator mentioned they have the wonderful REC folks in attendance. Most people know where Hoover Ridge Park is located, but recently the Board approved the new radio tower that is located at Hoover Ridge, and it has been installed. The County Administrator gave an overview of the map and pointed out the access road that runs through Hoover Ridge Park and veers off the main road and goes to the tower site. The next public hearing the County Attorney will speak on is regarding the Communication Site Lease Agreement, which is with Firefly. In order for this connectivity and for this proposed location there will be a new easement that would be approved and recorded for REC. The dotted line that runs up the right side of the map is REC's major line that runs from the substation and continues North. There would be a drop that comes from that area running back toward the fiber hut.

The County Administrator stated most of REC's leases they have with Madison, including the one that was filed in June of 2022 when power was ran to that site from a transformer to the tower, fifteen feet is the normal easement width for them. This is represented by the centerline of that utility so seven and half feet either side represents fifteen feet. The County Administrator stated he wanted to give that visual and the County Attorney has stated Madison's council and REC's council are working through some of that final language that is separate from the closed

session item tonight, which is the conduit license the Board will be discussing. The County Administrator recommended bringing this back at the October 10th meeting and asked the County Attorney if that would be too soon.

Vice-Chairman Yowell added that would be tight.

The County Attorney agreed it would be tight for advertisement.

The County Administrator recommended October 24th.

The County Attorney stated that would certainly work.

Vice-Chairman Yowell opened the floor for public comment. With there being no public comment, the public comment section was closed.

Chairman Jackson made a motion to table the REC Easement, seconded by Supervisor Hoffman.

Supervisor Jewett asked if there was a timeline on this motion or was it dependent upon the resolution of the issues with the County Attorney and REC.

Chairman Jackson amended his motion to include the REC Easement to be tabled for October 24th, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0). Abstain: (0). Absent: (0).

4. Firefly Communication Site Lease – County Attorney

The County Attorney stated this Communication Site Lease is between Madison County and CVSI, Central Virginia Services, also doing business as Firefly. This is a fifty-year lease for three tenths of an acre at Hoover Ridge in order for them to construct a fiber hut. This is a no cost lease for the use of this parcel that allows for fiber connectivity across the county. It requires certain obligations in terms of safety following state and federal law and allowing county access to inspect premises. It also has insurance requirements; all those in place to protect the county. There were slight variations from the packet and that was regarding insurance. There was a change in insurance requirements so instead of automatic, it is upon request of the county. The other was for CVSI. It now states Madison is not allowed to terminate the lease without cause. They are laying out certain expenditures in order to construct the business, but if the lease is terminated, they still have an obligation to return the parcel the way it was. The County Attorney mentioned the amended form adds who the notice should go to on the CVSI side.

The County Administrator stated Firefly, or their RISE Project, has been trimmed back since the 2021 VATI award and there were some RDOF challenges. This is the backbone to allow fiber to come into the county and be deployed. It is important for getting Firefly going and the community has been waiting a long time. The county is still trying to get the other pieces of the puzzle that are not related to Firefly commitment of Broadband. The County Administrator

stated he wanted to specify to the Board and the public that this fiber hut is the backbone to get the fiber out as part of the Firefly project.

Vice-Chairman Yowell opened the floor for public comment.

Brian Lenhoff: Mr. Lenhoff, who attended the meeting, asked if there was a drawing.

The County Attorney stated there is a map on there. The map is not of what it is going to look like, but where it will be.

The County Administrator clarified what he believed Mr. Lenhoff was asking for. The fiber hut communication tower site design drawing and layout are similar to the radio tower design for the Etlan tower site.

Mr. Lenhoff mentioned he was a Madison resident for forty years and they need Broadband. Mr. Lenhoff stated thirty feet is huge and normally a hut has a footprint of twenty by twenty. Mr. Lenhoff asked why they had thirty feet.

The County Attorney sent the Deputy Clerk exhibit A to pull up on the projector screen. The County Attorney stated they will have the hut, a generator, and a propane source all a part of the same footprint.

Mr. Lenhoff stated this is basically a sell site footprint and stated he now understood.

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

Supervisor Hoffman made a motion to approve the Firefly Communication Site Lease, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0). Abstain: (0). Absent: (0).

OLD BUSINESS

5. Leathers Lane Update – County Attorney

The County Attorney gave the Board an update from the last meeting. Cease and desist letters are going to go out per the Board's direction. The County Attorney is doing them in conjunction with the previous County Attorney because he has historical knowledge of this problem. The County Attorney stated he intends to have course of action options for the Board to consider. The County Attorney stated he would send that to the Board within the next few weeks but gave then an overview of what their options are. There is a status quo that was based on a lot of thoughts and research of the position paper to ensure the county has no responsibility or cost associated with Leathers Lane. A decision currently must be unanimous in order for them to improve the road. The idea is to try to focus some cooperation there that they come up with. Some members of the Board came up with a super majority, and there is nothing legally stopping them from adopting that. The County Attorney stated he can explore this further, and this is for discussion it may begin the county going down the road of managing this and that would carry certain

responsibilities and even potential liabilities. Certain thoughts are who is going to govern the votes, who is going to govern who is going to do the work, who is going to collect the money, who is going to supervisor how the work is going to be done. This turns the county into the super HOA for this development which they are trying to avoid. Another option is abandonment which is an option, but it means the county washes its hands of it and may create other problems. They will need to consider the control, if any, that they have now that they will lose by surrendering the property to the property owners. Another option is to sell it and do that by a request for proposal. This is an option they can consider and there would be certain conditions that they would have on the sale in terms of what the road quality would be and who would access it. Everything has problems that come with it, and they will talk more about those. For example, who the purchaser would be, enforcement, and if there is an actual marketplace for someone to purchase it. The County Attorney stated they have talked about the special tax district, and it would be about $500,000 to get the road to VDOT standards in order to turn it over to the state. They could also create a county ordinance as opposed to the state code about what constitutes as allowable actions, who can do it, and who can enforce it. The County Attorney gave examples of different ways the Board could enforce it.

Supervisor Jewett stated that under the current rules it requires unanimous consent to make changes. Supervisor Jewett asked for confirmation that if consent is given unanimously then the responsibly for funding any changes is essentially voluntary of the members of that community.

The County Attorney agreed.

Supervisor Jewett asked if they change that to super majority that would not change.

The County Attorney agreed.

Vice-Chairman Yowell stated this was discussed last meeting and the Board asked the County Attorney and the County Administrator to present them with options. It sounds like they have many options, and he appreciates that. Vice-Chairman Yowell recommended the County Attorney to continue to vet these options and present the pros and cons of these options. Vice-Chairman Yowell inquired when they would have this information ready.

The County Attorney stated October 24th.

The County Administrator recommended the strategy be to do some type of memo that would further develop and show those options. Hopefully, from there the Board came provide direction.

Chairman Jackson added that every one of those options were not good and there is no silver bullet here at all. The only option they have not talked about is the marketplace to sell it. Chairman Jackson stated even getting it back on October 24th, is a play it by ear situation.

NEW BUSINESS

6. Community Paramedicine Presentation – Chief Hillstrom & Tiffany Rannebarger

The County Administrator stated that Chief Hillstrom will also introduce the new OMD who is present tonight. They transitioned starting September 1st, and he welcomed Dr. Rhames.

Vice-Chairman Yowell asked what OMD stands for again.

The County Administrator stated it stands for Operating Medical Director which is required for any EMS to operate.

Ms. Rannebarger introduced herself and stated she has worked for Madison almost two years now. Ms. Rannebarger discussed mobile integrated healthcare, which is a form of delivering Community Paramedicine.

- Ms. Rannebarger stated the Board did not have to do this, but she would put a finger down each time she can relate to show this can potentially affect anybody involved in the community.
    - Have you or someone you know ever had trouble navigating your health insurance?
    - Have you or someone you know ever had trouble getting a doctor's appointment, a specialist appointment or mental health care appointment?
    - Have you or someone you know ever struggled with getting transportation to work, school, childcare, or the doctors?
    - Have you or someone you know had trouble knowing where your next meal was coming from?
    - Have you or someone you know had a hard time understanding a new diagnosis or navigating the next steps after a new diagnosis?
- These are realistic questions that unfortunately in our community a lot of people face every day.
- Ms. Rannebarger gave a few definitions she will use throughout her presentation.
    - Mobile Integrated Healthcare (MIH)-Mobile resources that bring healthcare access to the patient in the out-of-hospital environment.
        - Ms. Rannebarger compared this to a car dealership and gave an explanation.
    - EMS-Emergency Medical Services
    - Community Paramedic (CP)-an advanced Paramedic that works to increase access to primary and preventative care while decreasing the use of emergency departments for non-emergent complaints.
    - GDP-Gross Domestic Product
    - WHO-World Health Organization
- Ms. Rannebarger gave an overview of evolving issues.
    - Rising medical costs are growing 50% faster than the rate of inflation.
    - Cost of Health Care - $1 out of every $5 of our GDP goes towards healthcare.
    - More than any other industrial nation, yet we are ranked 30th in the world in healthcare.
    - Yet the top ten leading causes of death according to the WHO have not changed in over one hundred years.

- The rising cost of healthcare makes access to healthcare services and providers more difficult, especially in rural areas like Madison County.
- With only one physician's office and the Free Clinic to assist, our ratio of residents to care providers is 4,440:1 in Madison.
    - Primary Care for rural departments is extremely hard to get. There are a lot of physicians that do not want to come to rural areas because there is a high population of Medicaid patients, which means your reimbursement rate is going to be significantly lower.
    - They are starting to address that initiative on legislative fronts as well as different grant fronts.
- With limited options available:
    - People use emergency services for primary care complaints.
    - They must travel outside the county for basic medical needs.
    - Or they avoid seeking care at all since it is not readily available.
- Ms. Rannebarger stated primary care matters. Accessibility is the first and most important key to Primary Health Care.
- It is your first line of defense against illness, chronic conditions, and injuries.
- Decades of evidence show that primary care is the main foundation for decreased hospitalizations, illness prevention and greater equity in health outcomes.
- Treating a condition in the ER costs twelve times more than visiting a physician's office.
- Adults in the US who have a primary care provider has 19% lower odds of premature death compared to those who only see specialists.
- In Fire and EMS, you pay for the cost of readiness.
- Funding Fire/EMS services is necessary so if someone has an emergency, we have someone to respond.
- Unnecessary use of emergency services decreases that availability by splitting resources; and the results can be costly:
    - In 2022, out of 1601 calls involving patient care, 305 did not result in ambulance transport.
    - Between the fuel and staffing cost that costs $15,000 and takes one ambulance away for about 13 days.
    - A different example is paying $1100 for fuel and un-staffing an ambulance for 13 days while paying 2 FTEs for 6 weeks off. All while receiving no return on investment.
- Many people who use EMS when it is not an emergency have an underlying social, physical, financial, or emotional need. Without EMS addressing these needs, it becomes more expensive.
    - Ms. Rannebarger gave an example from last fall when they were dispatched for a welfare check where a man was on the floor for four days.
- Ms. Rannebarger stated while researching for this project, she had the benefit of speaking with a lot of the community organizations, and they speak to what an awesome community Madison County is. Ms. Rannebarger asked organizations what they see because in order to figure out the best root cause analysis to proceed forward with a

project of this nature they need to know what they are missing. The organizations were forth coming and made time to give feedback.

  - Ms. Rannebarger gave examples of residents who are not giving the proper information or materials to proper take care of their medical needs.

- Ms. Rannebarger stated a Community Paramedicine Program gives them a care delivery model to execute after having collaboration and innovation to be able to create what is best for the community.
- Every community is different and there are about fourteen different programs already in place in the state of Virginia that range from addressing substance abuse disorders to fall prevention.
- This is directly correlated to what the community's health needs assessment is. After speaking with VDH and doing research that goes back to primary care efforts and bringing care access to these patients. This service would be equivalent to an amazon van to a patient's house so they can have a doctor virtually assess them and they can do the physical assessment and help appropriately facility whatever that may look like.
- EMS knows what the health needs are; we know what to look for and our community puts their trust in us to help improve their situation.
- This changes their initiative from being reactive to being proactive.
- 911, first responders, and providers have the education around the clock, not just when 911 is called. The education and want to help people are always there and they would prefer to address it when they see the need rather than many calls later.
- The goal is to combat a lot of those increasing needs in the future by doing the simple fixes, they just need to allocate the resources appropriately.
- These needs can be addressed by one person in a vehicle. Instead of using an ambulance, you have someone solving the issue that caused it to start with. Ms. Rannebarger gave examples.
- Staffing would be reliant on the model that they choose for delivery. They are currently short-staffed, and she could see why someone would think starting a new program is a bad idea. 911 calls are an obligation and cannot be faltered to get buy in from the state and certifications to have a program like this. Their intention is to be able to have a supplement to have the crews readily available as well as addressing these underlying needs.
- EMS was built on the premise that if they get you to the hospital that is the end goal. This is no longer the only or best option for the patients.
- There are grants out there to support this effort as well as partnership with the Telehealth agency, local community health agencies. Initially it is extremely inexpensive. They have a quick response vehicle currently they can use, but the goal would be to support these tangible resources by non-profit support or grant funding in the future.
- Sustainability is a big thing and there are a lot of insurance companies that are reimbursing for this process.
- There are eleven states that have private payers on board such as Anthem Blue Cross Blue Shield Virginia.

- There are eleven more states that are joining the Medicare and Medicaid group for reimbursement, which was supposed to start this month, but was pushed to January 2024.
- Currently they have eight states with twenty-five different EMS systems that are working through Medicaid to deliver care to these patients in their houses.
- The biggest thing residents are getting:
    - Aid in completing applications for insurance so they can get medical care in the future, and it is not a cost the county has to write off.
    - Medication review - listing out the medications and doses for the patients to keep records on hand. This will also address any inconsistencies, refill concerns, or concerns they have.
    - Home assessment - Do they have house numbers so 9-1-1 can get to them easily? Working smoke detectors? Could they use grab bars or repairs to stairs or a ramp for the house, so access is not a safety concern?
    - The potential for future initiatives is exorbitant. This process evolves based on what the community needs.
- The biggest goal is to find out what the unmet need is by these ambulance transports.
- Ms. Rannebarger stated she has letters of support from agencies that she has collaborated with in the process.

Supervisor Dawson stated Ms. Rannebarger discussed repeat falls and asked if that is something that happens regularly.

Ms. Rannebarger stated it is and out of the three hundred calls that they went to last year, seventeen of them they had been to at least seven times in 2022.

Vice-Chairman Yowell asked if someone calls 911 will it be on 911 operators to decide if they need the full ambulance unit sent or a Paramedic. Vice-Chairman Yowell clarified by asking how one would decide who needs to respond and at what level.

Ms. Rannebarger stated in an urban system that would work because they have nurse navigators and that is where the decision is made. In a rural area that would not be feasible. They would work based on referrals from hospital discharges or a crew member. Ms. Rannebarger then gave a few examples of how that may occur.

Dr. Rhames gave more examples and explained how 911 services are reactive and Paramedicine's services are proactive. They will gather data, look at folks who call often, go to homes and assess, find what is causing the repetitive calls, and how they can prevent them.

Supervisor Jewett stated Ms. Rannebarger mentioned they would receive referrals from hospital discharges and stated he assumed they would receive referrals from Social Services or the Sherriff's Department who conduct well checks. Supervisor Jewett asked if this is a coordinated, unduplicated effort.

Ms. Rannebarger stated that is the biggest goal to collaborate appropriately, so they do not duplicate efforts. These organizations all have the same goal of helping individuals and

providing them with the appropriate resources, but they all see different views of the picture. The idea is they act as the navigator. Ms. Rannebarger then gave an example.

The County Administrator stated he had the opportunity to sit down for a lunch and learn and was very impressed. This was information to the Board, but it is good to stay aware of trends or proper advancement in the medical community and he appreciates it when the team is watching those things. How it would be sustainability would be the question. The County Administrator stated a few things stuck out to him. The Board recently had some comprehensive plan data that speaks to the demographics and how that connects the dots here. Several decades ago, families lived with one another but now that is not the case and there may not be a family member to help someone who needs medical help. The County Administrator stated the Sheriff instituted a welfare check list for citizens so there is the ability to have a gatekeeper. The County Administration gave a few examples of how Paramedicine can offer wrap around care. The other thing that stuck out in Ms. Rannebarger's presentation is that in some states this is a billable reimbursement. One of those programs they have now is the ambulance billing that used to be called revenue recovery. Right now, Virginia is not qualified, or they have not passed it. The County Administrator stated that could move this along should the Board desire to explore it further. Funding is going to come up and they are going to have to take a position away to dedicate to this at least from the beginning. From a billing standpoint, if they can get funding funneling in beyond the locality it allows the locality to take a closer look because it may make the funding gap more allowable. Chief Hillstrom has shared with him medical journals from Texas and other areas and that has been the national concern is how to keep this going. The County Administrator stated he does not think anyone would say it is not a good program. The question is how they face EMS staffing needs as well as Paramedicine. It also speaks to having multiple ambulances available. If there are multiple issues in the county and there is a non-emergency, a pair of Community Paramedicine professionals can go out and will keep those ambulatory services here. The County Administrator stated it was a great presentation, meant for an introduction. It would have to meet protocol procedure from the OMD if it is something the Board wanted to look into. If this is something the Board would like to explore further, then he would recommend working together to create a playbook. The County Administrator mentioned the Board asked who decides when a call goes to 911, they can clearly define that. It was presented as information tonight, with no decision necessary. However, if the Board would like to direct staff to continue to explore or bring back a more developed plan, they would be happy to do that as well.

Vice-Chairman Yowell stated he looked through this extensively and he has a bunch of questions, which he is sure they can answer, and he would like to write up his questions and submit them to the County Administrator to pass along.

Supervisor Jewett stated it is something they should pursue, Supervisor Dawson and Vice-Chairman Yowell agreed.

The County Administrator stated hopefully Virginia would be on the qualifier for insurance at that time.

Vice-Chairman Yowell asked if this would take the action of the General Assembly.

The County Administrator stated he did not have that answer, but he would make note of it and get a response from the Board.

7. Classification and Compensation Study – County Administrator

The County Administrator stated per the Madison County Personnel Policy Manual, specifically number 4.1, the County Administrator is required to annually review the compensation plan and to submit updates and recommended changes to the Board of Supervisors during the budget process. The last classification and compensation study began in 2019. Covid hit soon after and there were decision points made in 2020. Ultimately it was adopted in April 2021 as part of the budget process. From that there were good takeaways that staff could use should the Board desire to move forward with this classification and compensation study. With the market right now, inflation, competition for attracting and retaining qualified personnel on all fronts would be reasons why he would recommend the study. The last study was done by an outside consultant and staff recommend, should the Board move forward, to perform that study in house. They have identified the study team including the Finance Director, Human Resources personnel, himself, and the Deputy Clerk whether it is collecting data or meeting with department heads. They put forth a timeline and the Deputy Clerk handed out a calendar, but they were unable to get that in the agenda packet by Friday. The County Administrator did include a bullet point outline of what this will look like, when it would begin, and when they anticipate ending the study. Some of those benchmarks:

- 9/26/23 – Introduce classification and compensation study recommendation to the BOS and seek approval.
- 10/3/23 -Introduction of study to staff at the monthly staff meeting. At the staff meeting we would discuss the methodology used for the study and provide our timeline to complete the study. Department Head feedback will be requested. The study team will draft questions for an employee questionnaire survey.
- 10/13/23 – The questionnaire survey will be distributed to all employees along with their current job descriptions. This approach is to capture current duties and compare them to existing job descriptions to ensure the job description is up to date.
- 10/31/23 – Surveys are due.
- 11/1/23 - 11/30/23 – Study team putting data into draft study.
- 11/1/23 – 12/12/23 – Meet with Department Heads to review/discuss draft study.
    - Methodology would look like looking at min., mid., max. salary ranges currently in the county as well as surrounding counties.
    - They are hoping the counties they have requested information from will provide them with their tenure in those positions. It is comparable when Madison considers their personnel, their credentials, their tenure in that position as well as how it is reflected in other counties.
    - There may be some additional data. The County Administrator has had conversations with a few constitutional offices and some of them feel like larger municipalities may have more specialized employees doing certain things, which is something they will consider.

    - The last study included getting the department head's feedback.
    - They will meet with department heads in advance for when they normally meet with them to discuss their budget. It is important to let this study be part of the budget.
- 12/19/23 – 1/9/24 – Board review and discussion of draft study.
- 2/13/24 – Discussion of implementation plan and approval as part of budget process.

The County Administrator stated none of this moves forward without the Board authorization. The County Administrator is seeking Board feedback and/or questions. Should the Board desire, staff recommendation is in the board report.

Vice-Chairman Yowell stated the timeline seems to be well thought out and looks reasonable. Vice-Chairman Yowell stated it is something they need to do which was obvious the last budget session and a few other things that have come up this fiscal year so far.

Chairman Jackson stated this is absolutely great and he is sure everyone remembers the last time they went through one of these and they used an outside group. Their timeline was nowhere near as concise, and they kept telling them how qualified they were. It also cost them a tremendous amount of money, close to six digits. Doing internal for a plan that works, that is their plan, that is done by their staff should provide invaluable amounts of data moving into the upcoming budget year and future budget years while making it something obtainable for the taxpayers.

Vice-Chairman Yowell agreed.

Supervisor Dawson made a motion to authorize the County Administrator to complete the classification compensation study, seconded by Chairman Jackson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0). Abstain: (0). Absent: (0).

DISCUSSION

There was no discussion.

INFORMATION/CORRESPONDENCE

8. State Budget – County Administrator

The County Administrator stated the stated budget was passed. The state budget approval recently will have some impact on the schools. Staff will be meeting with school division staff in October to unpack that. They know there is a 2% teacher salary increase, but they want to know what funding is coming from the state and how they plan on programming. For example, is it for teachers or beyond that? They will have more information on the school side in October. Recently, the County Administrator received a budget or a memo from the Compensation Board, which is usually the group they hear from for the constitutional or Comp. Board positions. Such as: Treasurer, Commissioner of Revenue, Commonwealth Attorney, Sheriff's Office, and so forth. There are salary increases approved as well. That memo indicated that there is more information to come in October. The County Administrator stated his thoughts, after talking to the Finance Director, is they will have their meeting with the School Division staff in October and will have conversations with the Comp. Board. Soon after we will be coming to the Board to

give an update of what they understand and have detailed funding streams they can speak to, and then layout some options they may have. It is mid-year, and they will see what that impact is but there is still a lot to determine. The County Administrator stated as far as timelines with school funding he has seen a lot pointing to implementation in January 2024. On the Compensation Board side, the County Administrator stated he saw an implementation date of December 2023. Either month is approaching rather quickly, and they will be working expediently as possible to bring the information to the Board at the next available meeting. The Board will receive emails in advance and have some discussion before those meetings.

Vice-Chairman Yowell stated they will not get a long as the General Assembly took to get it turn this around.

PUBLIC COMMENT

Dr. Matthew Rhames: Mr. Rhames stated he is a residency trained board-certified ER Physician and has been working in the ER since 1997. Mr. Rhames lives in Culpeper and is also the OMD, Operating Medical Director, for Culpeper as well for many of their volunteer Fire Departments. Chief Hillstrom asked Dr. Rhames to come on board. Dr. Rhames met with Chief Hillstrom and the EMS Team and saw their resources and the resources are limited but are excellent. Dr. Rhames stated the Board has very wisely invested in their community EMS system and they have used the dollars very correctly. Their limited resources are top touch and they have delivered excellent care. Madison EMS delivered a patient to their Emergency Department last week and nurseys were very impressed. The patient was intubated, already on the correct blood pressure sustaining medication. Dr. Rhames thanked the Board and stated they have made great decisions. When Dr. Rhames asked Chief Hillstrom why your department is so well ran he said, "the Board of Supervisors really support us." Dr. Rhames stated he is not here to ask for money. He knows there is a yearly stipend given to the OMD, but he has instructed Chief Hillstrom to rescind that and would like that money reinvested back into the EMS Department. Dr. Rhames stated his faith and compassion for this he thinks is a good use of charitable work and he is very proud to be Madison's new OMD.

Mark Ponton: Mr. Ponton works with Rappahannock Electric Cooperative and is the Director of Fiber and Broadband Services. Mr. Ponton stated he wanted to answer a few questions that were asked. One was concerning the conduit to the fiber hut and thanked the Board for passing that. The easement is very critical and without it, there is no light source to the fiber hut. Without a light source that means no Broadband. Mr. Ponton clarified to help with understanding why that piece of conduit is necessary and is a very critical part of that fiber backbone. The light source travels into the county, out of another fiber hut and it continues to transition on. It supplies the life of the Broadband services to all the equipment and then is sent out to the homes and businesses. Mr. Ponton answered as a representative of Firefly regarding a question about the 30-foot temporary easement. Being from the communication side, building towers, building sites for REC for the past 25 years it is a necessity thing. It is not going to be there permanently but if they think about the way things are set up the building is prefab, so it comes in on tractor trailer. The crane must have a place to set up, other construction equipment needs places to maneuver. By doing the temporary easement it is doing the right thing to allow those construction services to be able to do what they need to do and not to get off on the wrong

property. Since it is temporary, it is something that is very much needed. By the time a crane stretched out its outriggers and a tractor trailer may park beside it, you would be about thirty feet. Mr. Ponton stated he has been addressing it from building towers and setting communication sites for REC for the past 25 years, but the same principles apply. Mr. Ponton thanked the Board for their support of Broadband in the county and stated it is very much needed as they have heard many times from REC members. Their goal is to get Broadband out to the members and they appreciate the Board support.

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

CLOSED SESSION

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

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

After Closed Session ended, Chairman Jackson left the meeting.

Supervisor Hoffman made a motion to re-convene the Board in Open Session, seconded by Supervisor Dawson Aye: Yowell, Hoffman, Dawson, Jewett. Nay: (0). Abstain: (0). Absent: Jackson.

Supervisor Hoffman made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Section 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 Dawson.
Aye: Yowell, Hoffman, Dawson, Jewett. Nay: (0). Abstain: (0). Absent: Jackson.

As a result of the Closed Session, the Board did not take action.

ADJOURN

With there being no further business to conduct, Supervisor Jewett made a motion to adjourn, seconded by Supervisor Dawson. Aye: Yowell, Hoffman, Dawson, Jewett. Nay: (0). Abstain: (0). Absent: Jackson.

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R. Clay Jackson, Chairman
Madison County Board of Supervisors

Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: October 24, 2023.

Agenda
Joint Meeting
Madison County Board of Supervisors
Wednesday, October 4, 2023 at 7:00 PM
Admin. 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

Public Hearings

A. **Case No. SP-10-23-17**- Oak Grove Mennonite Church has submitted a Site Plan to expand their existing private school facility. The submitted Site Plan shows a new addition/school structure connected via a breezeway to the parcel's existing church building. The proposed one-level (new) structure would contain a roughly 8,800 square foot gymnasium, and a roughly 10,880 square foot school/classroom area, for a total of 19,680 square feet "under roof." The applicant has submitted a stormwater management plan to the Virginia Department of Environmental Quality and an Erosion/Sediment Plan to the Culpeper Soil and Water Conservation District; both plans are pending approval. The subject 16.98-acre A1 (agriculture) zoned parcel contains two postal addresses, 571 and 563 Tom Johnston Road, Aroda, Virginia; and the parcel is identified on Madison County's Tax Maps as 49-67B.

Information/Correspondence

Public Comment

Closed Session

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 7:00PM — Wednesday, October 4th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #34 — October 4th

At a Joint Meeting between the Board of Supervisors and the Planning Commission on Wednesday, October 4th at 7:00PM 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
Hannon Wright, County Attorney
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk
Ligon Webb, Planning Administrator/Director of Planning, Zoning & Permitting

ABSENT:

The Board of Supervisors came to order following the adjournment of the Planning Commission's portion of the meeting.

CALL TO ORDER

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present. Chairman Jackson asked if anyone had anything to add to the agenda, which they did not.

Supervisor Yowell made a motion to approve the agenda as presented, seconded by Supervisor Hoffman. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).***

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

PUBLIC HEARING

A. **Case No. SP-10-23-17-** Oak Grove Mennonite Church has submitted a Site Plan to expand their existing private school facility. The submitted Site Plan shows a new addition/school structure connected via a breezeway to the parcel's existing church building. The proposed one-level (new) structure would contain a roughly 8,800 square foot gymnasium, and a roughly 10,880 square foot school/classroom area, for a total of

19,680 square feet "under roof." The applicant has submitted a stormwater management plan to the Virginia Department of Environmental Quality and an Erosion/Sediment Plan to the Culpeper Soil and Water Conservation District; both plans are pending approval. The subject 16.98-acre A1 (agriculture) zoned parcel contains two postal addresses, 571 and 563 Tom Johnston Road, Aroda, Virginia; and the parcel is identified on Madison County's Tax Maps as 49-67B.

Supervisor Yowell stated if they make a motion to approve this, they should incorporate the letter from September 29th that listed conditions.

Supervisor Yowell made a motion to approve Case No. SP-10-23-17 incorporating the letter dated September 29th, 2023, that lays out the conditions, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).***

INFORMATION/CORRESPONDENCE

There was no information/correspondence.

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment.

Mr. Webb stated they will not have any joint hearings in November. The Planning Commission will meet in the middle of October and November and the next join meeting will be at the beginning of December.

Chairman Jackson asked the Board if they wanted to cancel the Board of Supervisors side of the joint meeting.

The Board agreed.

Supervisor Dawson made a motion to cancel the Board of Supervisors' Joint Planning Commission meeting in November, seconded by Supervisor Hoffman.

Chairman Jackson clarified that the Board of Supervisors can only cancel their portion of the meeting and confirmed Supervisor Dawson motion is to cancel their portion, which he agreed.

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

With there being no public comment being brought forward, the public comment opportunity was closed.

CLOSED SESSION

There was no closed session.

ADJOURN

With there being no 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).***

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R. Clay Jackson, Chairman
Madison County Board of Supervisors

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Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: October 24, 2023.

Agenda
Board of Supervisors
Tuesday, October 10, 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, County Departments, Committees & Organizations

1. Monthly Reports

Consent Agenda

2. Approve Minutes: 09/12/2023

Special Appearances

3. CHA Presentation – Sandy Warren
4. Updike Presentation – Karl Thornhill

Old Business

5. Transfer Station Contract – County Administrator
6. REC Easement Update – County Attorney

New Business

7. Article 7 Filing Requirement – County Attorney

Discussion

8. Hoover Ridge Outdoor Recreation Project Resolution – County Administrator

Information/Correspondence

Public Comment

Closed Session

2.2-3711(A)(7) & 2.2-3711(A)(8)

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 4:00 PM — Tuesday, October 10th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #35 — October 10th

At a regular meeting of the Board of Supervisors on Tuesday, October 10th 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
Hannon Wright, County Attorney
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

ABSENT:

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.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present and advised adding the following items to the agenda.

- Added a public comment after number four.
- Added 7.a. High Schol Fireworks

The County Administrator asked for clarification that the new public comment would be 4.a.

Chairman Jackson agreed and inquired if the other Board members had anything else to add, which they did not.

Supervisor Hoffman 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

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS

1. Monthly Reports

Faye Utz: Ms. Utz, commissioner, gave a monthly report for the Planning Commission.

- They are busy.

Moonie Frazier: Mr. Frazier, Facilities & Maintenance Manager, gave a monthly report for his department.

- All HVAC units have been replaced at the Animal Shelter and they need to get inspected.
- They tv' d the sewer lines at the Court House and everything looked good, so they cleaned them out. So far, they have not had any problem.
- At the Sheriff's Department, they are having issues with the original stainless-steel toilets. The water is leaking causing the building to smell.
    - Mr. Frazier met a representative there today to discuss replacing those.
    - Mr. Frazier also took one to the machine shop to see if they could repair it and to get the cost.

Chairman Jackson asked if the machine shop is going to weld it back together.

Mr. Frazier agreed.

Chairman Jackson clarified for the other members that a prison toilet cost about $5,000.

Mr. Frazier agreed and stated $200 is a good investment.

- Roofing Projects:
    - Mr. Frazier has all three bids for the small EMS building, and they plan to start that in the next two weeks.
    - Mr. Frazier is working on getting bids for the Courthouse roof. The roof needs to be painted and the kupula on the top needs to be redone as well.

Chairman Jackson asked if they are going to replace the post up there too.

Mr. Frazier asked if they needed to put them back.

Chairman Jackson confirmed.

Mr. Frazier stated he did not know where they were at, but he would look.

Jennifer Warren: Mrs. Warren, Finance Director, gave a monthly report for her department.

- They are in the middle of their FY23 pre-audit work.
    - They are working through the various documents and closing out reconciling accounts for FY23 for the upcoming full audit, which will occur in the November timeframe.

- Tyler-Munis payroll and HR: The Finance Director and Ms. Strothers, Human Resources, have gone through reconciling and getting everything on the HR payroll front in Tyler-Munis.
    - They have been testing it through the payroll runs and everything is reconciling perfectly.
    - Phase two is time and attendance, which they are working on now. They are getting their online timesheets for all county employees set up. This will allow staff to log their time online versus paper time sheets.
- They are starting the Compensation Study.
- There are a lot of quarterly duties.

Gavin Helme: Chief Helme, Assistant Chief/Emergency Management Coordinator, gave a monthly report for the EMS Department as well as Emergency Management.

- For the month of September, they had a total of 143 calls with an average response time of 11 minutes.
    - Additional reports are available for the calls if requested.
- Dispatched mutual aid request:
    - Seven for Greene County, they answered four.
    - Five for Orange County, they answered three.
    - One for Culpeper County that they answered.
- Personnel:
    - They welcomed John Kothmann, Paramedic, who is precepting on A shift.
    - John Ford and Carrie Thompson are both resigning as of October 17th from C shift.
        - Carrie Thompson is in the process of transitioning to part-time.
    - EMS has one vacant full-time EMT position and they are fully staffed with part-time staff personnel.
- Standby Events:
    - Taste of the Mountains on September 22nd.
    - Woodberry Forest Football on September 2nd.
    - Madison County High School Junior Varsity on September 13th.
    - Woodberry Forest Football on September 19th.
    - Woodberry Forest Cross Country on September 22nd.
    - Madison County High School Varsity Football September 29th.
    - Woodberry Forest Football on September 30th.
- The EMS office inspection is coming up on November 8th. In preparation, they are implementing new cross checks to make sure they have everything taken care of.

Chairman Jackson stated they are missing a part-time and have two resignations and asked if they are advertising.

Chief Helme agreed and stated they had interviews today and have more on Thursday to replace those positions.

Chairman Jackson inquired how many applicants they had.

Chief Helme stated four EMTs and one Paramedic. The Paramedic and one of the EMTs are both strong candidates. The EMT candidate is completing Paramedic training at Germanna College, and he has been precepting with them for his Paramedic class. This EMT is familiar with Madison and Madison EMS.

Supervisor Yowell asked when they do standby events, like Woodberry Forest, it ties up a truck but how many personnel.

Chief Helme stated two and clarified when they do the Woodberry standby events, they are non-dedicated standbys. Madison County High School standbys are dedicated which means they are paying overtime and bring in a crew unless they have volunteers. Woodberry are non-dedicated, which means they send a truck from the duty crew out there. As long as they do not get tied up on another call they remain at Woodberry Forest.

Supervisor Yowell asked if they get a call do they leave.

Chief Helme agreed and stated Woodberry is good with that arrangement and shared they are pleased with the job they have been doing for them.

Chief Helme then gave his report for Emergency Management.

- They are waiting for the engineering information to come back for the shelter generator. They have until 2025 to get this done so they have plenty of time.
- They should hear back any day now for the SHSP grants that they put in, which are due in the month of October.
- The LAPC has been scheduled for November 3rd at 2:00 pm in the auditorium. This will be the last one this year.
- They will have a public safety meeting before that to go over some EAP information and other various topics.

Bruce Livingston: Mr. Livingston, Information Technology Specialist, gave a monthly report for the IT Department.

- They have a lot going on.
- They got up and running a brand-new virtual server for the Finance Director for time and attendance, which was done very quickly.
- They have a couple problems with the Comcast circuit at the Animal Shelter. They can not use their coreless phones.
- Another problem they are fighting right now is with the API, which is a connection between the Avenity folks that Revenue One and the Treasurer uses, into the new Laserfiche document storage area.
    - When folks go to the website and they click to download their tax invoice, they get an error. They are working to get that working.
- Fiber is supposed to go live on Thursday at 4:30 pm.

Chairman Jackson stated that was exciting since they have been working on it for a long time.

- Mr. Livingston stated they got all new data ran in Social Services. The old switch that was over there is gone and they separated Madison's computer network from the states.

Chairman Jackson asked if the work order system was still going well.

Mr. Livingston stated it is, but they are going to have to change it.

Chairman Jackson asked why.

Mr. Livingston stated the other one is not allowing them to set up email alerts. Alan Berry, Systems Administrator I, could share more about it.

The County Administrator stated they will bring that back. The County Administrator stated not every email has a county domain and cannot use the ticketing system, for example, the Clerk's Office. If there are issues with IT equipment that needs their support, they want those offices to be integrated as well. The County Administrator stated they will bring it back during the next board report.

- Mr. Livingston stated Tyler-Munis training is going well with the zoning folks.

Supervisor Jewett mentioned that Mr. Livingston and Mr. Berry are working on developing multi-factor authentication for all county IT resources. Supervisor Jewett stated he wanted to give the Board a heads up because there is going to be initial resistance to it because there is an inconvenient dimension to it. Supervisor Jewett stated he feels it is something they need to do to enhance security. Supervisor Jewett stated Mr. Livingston is doing a great job with technology, training, and the roll out.

Chairman Jackson inquired the timeline for the roll out.

Mr. Livingston stated that he and Supervisor Jewett have a meeting coming up to discuss the rollout. Mr. Livingston suspects they will do a department at a time because there will be confusion at first and initial frustration. Mr. Livingston mentioned an incident that took place recently that justifies why they need to do this quickly.

Chairman Jackson asked Supervisor Jewett if he thought rolling it out departmentally was the way to go.

Supervisor Jewett stated he thinks that is the best way and it may help with acceptance of the overall policy.

Mr. Livingston stated once they are done with that, they will do the mobile device management.

Tracey Gardner: Mrs. Gardner, Economic Development & Tourism Director, gave a monthly report for her department.

- Two wonderful ribbon cuttings on Saturday for Emy Lou's and Let's Go Have Fun.
  - Emy Lou's has something for everyone, a spa, get your hair done, and you can also get your hat branded.
  - Let's Go Have Fun was kid tested and approved and the ice cream was tested and approved by the adults. The Economic Development & Tourism Director thanked Chuck Jackson and Gracie Hart-Brooks for their stories on those.
- Attended the Rappahannock Rapidan Regional Commission's (RRRC) 50th Anniversary last Wednesday.
  - They were appreciative of the framed resolution, a plaque from the Chamber, and an engraved stool from the county.
  - Bob Coinner, Mayor of Gordonsville, read the benediction from 1973 at Graves Mountain Lodge.
- Traveler spending was up 5.4% to just under twenty-two million, but including indirect spending was thirty-two million for 2022.
  - They are using a different company, and they got the reports set up so people can go back and look at vatc.org.
  - In 2019 Madison was at sixteen million and in 2020 it was fifteen million.
  - In 2022, tourism supported two hundred twenty-three jobs.
  - In the agenda packet there are reports that break down the numbers.
  - Lodging is about seven million.
  - Food and beverage are about six million.

Supervisor Yowell stated on the report it mentions "grant for cluster growth was turned in last week via Go Virginia." Supervisor Yowell asked what cluster growth was, how much money did they apply for, and what is it going to be used for.

The Economic Development & Tourism Director stated it is a Go Virginia grant that they have partnered with Nelson County. They have gotten almost $500,000 in grants through Go Virginia and that was a part of "Crafting a New Normal". Before that, Piedmont did the courses for people and Blue Quartz attended those courses. This is to look at gaps in the industry where it can be improved. The Economic Development & Tourism Director mentioned that Francoise is very involved. Essentially it is a planning grant for $100,000.

James Graves: Mr. Graves, commissioner, stated he did not have a monthly report for the Planning Commission.

CONSENT AGENDA

2. Approve Minutes: 09/12/2023

Supervisor Dawson made a motion to approve the consent agenda as presented, seconded by Supervisor Yowell. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

SPECIAL APPEARANCES

3. CHA Presentation – Sandy Warner

Ms. Warner stated CHA has been assisting the county with the post closure care at the landfill as well as helping to stay in compliance with the Virginia solid waste management regulations. On the screen and in the agenda packet is a summary of the various requirements related to the landfill.

- Madison's landfill closed in 1999.
- It has a 30-year post closure care period, and they are getting to the end of it.
    -
    - Required: groundwater monitoring, landfill gas monitoring, leachate, cap maintenance, financial assurance, and a disclosure statement.
        - The leachate is pumped and transported to Rivanna Sewer and Water Authority.
        - It requires them to maintain the cap that was put in place to help manage what's underneath it.
- There is a solid waste management regulation that is currently in its final stages. The public comment period is over, the final language has been agreed upon, and it is currently working its way through the various approvals. Then they will release an effective date.
- It is similar to the update they talked about 18 months ago. There are some landfill gas notifications that will be required. The biggest difference for groundwater monitoring is that there are emerging contaminants that will have to be added to their list. Those contaminants will not be required until the EPA promulgates a maximum contamination limit.
    - What they are hearing about are PFAs/PFOs, the forever chemicals.
    - The EPA has established an MCL of four parts per trillion. They have not made the effective date clear yet, but they are anticipating that rule to become effective sometime at the beginning of next year.
    - There is a three-year period for drinking water systems to test for it once it becomes effective.
    - DEQ has stated that it will be added to the groundwater program once it becomes effective.
    - It will cost $325 per well and Madison has four wells.
- There has been discussion within the county about the Transfer Station. There is a permit that requires the Transfer Station to be operated in a specific manner. They have an operation manual that CHA helps to draft and revise as needed.
- There is some data that is required to be recorded.
    - Once a year, the solid waste annual report goes in. This is how the state keeps track of waste that is being generated in the state and where it is going.
    - There is a 15% recycling rate that is mandated by the state. It is required that the report be turned into DEQ every four years, but the county looks at it annually.
    - The solid waste management plan gets updated every five years.
- There are other requirements which are financial assurance and a licensed operator.

- They are also required to ensure the waste coming in is all authorized and meets the regulations.
    - 1% of what is coming in needs to be inspected.

Chairman Jackson asked how they are doing.

Ms. Warner stated Madison had an audit very recently and an inspection from DEQ. There were no findings of deficiencies.

The County Administrator stated they had received a question on the calculations and asked Ms. Warner if she could give clarification on how that calculation is done for inbound or outbound as it pertains to recycling.

Ms. Warner stated the 15% mandate is for the entire county, so they try to capture materials that may not go through the Transfer Station. If the report is going into DEQ and they are calculating that, they use the solid waste annual report to find out the amount of MSW, municipal solid waste, that ends up in the landfill. That is how they get part of the calculation. For the amount that is recycled, they use what was recycled at the Transfer Station, which is the outgoing scales not necessarily what gets sold to the markets. CHA also captures other data sources. CHA reaches out to other facilities within the county and outside the county that receive recyclables from the county. Ms. Warner gave an example of scrap metal facilities outside of Madison. Tires may also be recycled outside of the Transfer Station. Retail establishments have their own contracts for recycling, and they collect data from them as well. That report does not capture just what goes through the Transfer Station, but recyclables for Madison as a whole.

The County Administrator asked if the woodchip waste is part of that calculation.

Ms. Warner stated it is a part of that calculation. They look at recycling, diversion or reuse, and that can be up to a certain percentage of that 15%. Ms. Warner stated it cannot count for more than 5% of that number.

Chairman Jackson asked Ms. Warner if she knew what Madison's recycling percentage was.

Ms. Warner stated she did not have the numbers in front of her, but she knows Madison has been meeting that 15% recycling rate. Ms. Warner stated she believes it is usually around 17%, but she has provided that information.

The County Administrator stated the Deputy Clerk is bringing the recycling rate up that are located on the website. Ms. Warner provided historical information after a citizen pointed out the dated information on the website.

Chairman Jackson pointed out in 2022 they were at 20.2%.

Supervisor Yowell stated Ms. Warner mentioned they reach out to some of those recyclers and asked if there is a requirement for them to report back.

Ms. Warner stated they do not have a requirement to do so, and their data is only as good as the participation of the businesses that report back.

Supervisor Yowell asked for the ones that do report is it on a voluntary basis.

Ms. Warner stated they reach out to them; those businesses do not reach out first. Ms. Warner stated it is possible that they are missing recycling of which they are not aware.

The County Administrator asked Chairman Jackson if they wanted to ask the contracts present tonight to stay for questions during the public comment section.

Chairman Jackson asked Ms. Warner if she minded staying.

Ms. Warner agreed to stay.

4. Updike Presentation – Karl Thornhill

- They are a small family owned and operated business.
- AMRF Inc. stands for a material recovery facility. That means that they prepare recycling materials to be sold to end buyers. The four components of a MRF, materials recovery facility, are sorting, processing, storing, and hauling out.
- As of 2018, there were fewer than five hundred material recovery facilities in the United States and they are proud to say that they have been part of that small population since 2008.
- Their facility accepts MSW and recycling materials from commercial haulers and extracts recycling materials before shipping residual material to a landfill for disposal.
- Mr. Thornhill had the Madsion Transfer Station recycling numbers shared on the projector screen. This was also included in the agenda packet. Mr. Thornhill stated the numbers have been increasing since 2019, with the exception of aluminum.
- Cardboard:
    - When Updike receives cardboard contents, it is dumped and placed in line to be baled into the bales seen in the photo on the screen. It is then hauled to several different vendors where it is reused.
    - If any of the cardboard is contaminated it is separated and sorted to prevent further contagion and then the proper materials are placed back in line to be baled.
    - Every ton of cardboard that is recycled saves nine cubic yards of landfill space. Also, recycled cardboard only uses around 75 percent of the energy needed to make new cardboard.

Supervisor Yowell asked if wet cardboard is considered contaminated.

Ms. Thornhill stated it depends on the percentage. Mr. Thornhill mentioned the picture on the projector screen is of their loading dock at their facility last month and those are the bales that weigh approximately 1500-2000 pound per bale with a little bit of wet cardboard in that.

- Aluminum:

    - Aluminum is an infinitely recyclable material. It takes up to 95% less energy to recycle it than to produce primary aluminum. This limits emissions and greenhouse gases.
    - When the aluminum cans are brought into their facility, they transfer them to several different vendors that will then shred them, melt them, and then recast them to turn them into new cans.
    - If they receive materials with high volumes of recyclables mixed with trash, it is removed and set aside for extraction and separation.
- Glass:
    - Glass can be recycled into fiberglass products, reflective paint, asphalt, flooring, countertops, and decorative applications.
- Tires:
    - Tires are often shredded or broken down to be used for other purposes such as decorations, playset bedding, or turf.
- Price increases:
    - They received a 100% increase in tipping fees as of January 1, 2023. They only increased Madison County's tipping fee by 49.15% at that time.
    - Over the past four years, the fuel surcharge has been billed per the contract terms.
    - There has been no increase in the operation of the transfer station.
- Other ways they are being environmentally friendly:
    - They have placed an order for a Tesla Road Tractor
    - The office's primary car is a Tesla.
- Last meeting someone mentioned a 25 % increase if it was put out for a rebid. Mr. Thornhill stated he looked at the surrounding counties and they are looking at $106 per ton, and they anticipate handling MSW next year. Madison County is about $86 per ton so that increase would go up $20 per ton with the county looking at a total of about $132,000.

Chairman Jackson stated he has a list of questions that were submitted, but asked the County Administrator if he had any questions.

The County Administrator stated he appreciated Updike and Ms. Warner with CHA coming to present. The County Administrator mentioned CHA primarily handles the landfill closure permit and there is a portion of recycling which she covered. The County Administrator stated a lot of the questions may be geared toward Updike and asked the Board to ask the questions for Mr. Warren first in respect to her commute to Blacksburg.

4.a. Public Comment

Chairman Jackson opened the floor for public comment. Chairman Jackson asked if there were any specific questions for CHA which is the monitoring company for the closed landfill.

Dana Squire: Ms. Squire thanked Updike and CHA for their presentations. Ms. Squire stated her questions were for both CHA and Updike. Ms. Squire is concerned about plastics and the signage at the Transfer Station. Ms. Squire expressed her concerns with the plastic labeled 1

through 7, mentioning some of those plastics are not able to be recycled. Ms. Squire gave a few examples. Ms. Squire wanted to know what happened to those plastics that are not recyclable if someone puts them in the recycle bin.

Mr. Thornhill answered that plastic loads are about one and a half to two tons per container when they come through and they get mixed in with their commercial customers. They have not had any issue with rejection. Mr. Thornhill stated he spoke with the Facilities and Maintenance Manager earlier and he agrees the sign needs to be stated “1 through 5” not “6 and 7”. Some 7’s are recyclable and 6’s are very hard to recycle. Recycling plastic does not make money, it costs money.

Chairman Jackson asked for confirmation that 6 and 7 are not recyclable.

Mr. Thornhill agreed and stated 6 is Styrofoam.

Ms. Squire stated Mr. Thornhill mentioned the plastics get mixed with a larger load and asked for confirmation that the percentage is not contaminated enough.

Mr. Thornhill agreed.

Ms. Squire asked what happens to the contaminants.

Mr. Thornhill stated they send it to their vendors, and they have not had any loads rejected. They do not physically recycle the plastic; they send it to vendors who do.

Ms. Squire asked what actually happens to it.

Mr. Thornhill stated it goes to vendors.

Ms. Warner added that it depends on what it is being used for. It becomes a commodity, a raw material just like anything else. Ms. Warner explained how people who use plastics in their materials may want some consumer plastic that they mix with virgin plastic to make whatever it is they are making. Updike is brokering the recyclables to somebody.

Mr. Thornhill agreed.

Ms. Squire asked Ms. Warner if the rate that is used to determine the recycling rate is the weight of the material leaving the Transfer Station that is not all being recycled.

Ms. Warner stated that is consistent with how it is calculated across the state. It would be hard to get the numbers of how it is actually used because typically that material may change hands several times before it gets reused.

Mr. Thornhill stated Madison County does a good job of source separating and there are not a lot of counties left that will source separate. (Glass, aluminum, cardboard, mixed plastics)

Ms. Squire stated it looks like the amount that comes in to be recycled has really gone up and she is concerned about the weight since they are paying more for recyclables to be hauled off. If some of it is being sorted out, then it would be better if they did not put it in there in the first place. Ms. Squire also mentioned she worries about the accuracy of the recycling rate.

Ms. Warner stated it would be consistent with how it is being done across the state.

Carolyn Smith: Ms. Smith, who lives in the county, clarified with Mr. Thornhill that they should be recycling plastics 1 through 5 and not 6 and 7.

Mr. Thornhill stated he will work with Madison County on adjusting the signage.

Ms. Smith expressed concern regarding plastic bags. They do not recycle plastic bags, but she sees them often in containers. Ms. Smith asked if Updike took items out of the bags.

Mr. Thornhill stated they have not had any rejected loads due to those.

Ms. Smith asked for confirmation that even though people are not following the rules things are being recycled.

Mr. Thornhill stated nothing is going to be 100% and not everyone is going to follow the signs. Mr. Thornhill stated sometime people put items in the wrong containers and they have to do some sorting.

Ms. Smith stated she understood but her concern is if that would contaminate the whole load, but it sounds like that is not an issue. Ms. Smith asked if all types of cardboard can be recycled and gave examples.

Mr. Thornhill agreed.

Ms. Smith asked about used pizza boxes that have food stains in them.

Mr. Thornhill stated it is best for them not to be put in there, but a couple of pizza boxes in a 1500-pound bale is not going to reject anything.

Ms. Smith asked if this was the same thing for unrinsed containers.

Mr. Thornhill agreed and stated they have not had any rejections due to that.

Ms. Smith stated there are no current signs that state this and gave an example of someone who did not know this. Ms. Smith encouraged adding signs for this and thanked Mr. Thornhill for coming to answer questions.

Sarah Fisher: Ms. Fisher expressed concerns regarding the cardboard containers being open exposed to rain, which would contaminate the cardboard. Ms. Fisher asked if there is a way to secure the containers' lids.

Mr. Thornhill stated they have but citizens keep opening them up.

Ms. Fisher asked if they could add a lock. Ms. Fisher stated she knows this may be an inconvenience.

Mr. Thornhill stated they make lock bars that open when they go inverted, and he would look into it. Mr. Thornhill mentioned the containers get dumped every Wednesday with a commercial load and they have not had any issues with a cardboard load being rejected. Mr. Thornhill stated they bale them on their end and if the cardboard is too wet it will clog their baler, which they have not had that issue.

Susan Davidson: Ms. Davidson lives in Madison and had a couple of questions for Mr. Thornhill. Ms. Davidson inquired about Updike's process of processing recyclables. Ms. Davidson wanted to know if Updike takes the MSW to their facility to process.

Mr. Thornhill asked if Ms. Davidson if she was asking about the MSW from Madison County.

Ms. Davidson agreed.

Mr. Thornhill stated they do not take MSW from Madison County because it is not an MRF, it is a Transfer Station, and it must go directly to a landfill.

Ms. Davidson asked him what landfill it went to.

Mr. Thornhill stated they go to various vendors that they have contracts with and that he is not allowed to divulge that information.

Ms. Davidson asked for confirmation that they are landfills, that they are in the state, and are certified.

Mr. Thornhill agreed.

Ms. Davidson asked if all the recycling materials from Madison were taken to Updike's MRF.

Mr. Thornhill agreed.

Ms. Davidson asked if it is processed through Updike's facility.

Mr. Thornhill stated it is not processed, it is sorted and sold.

Ms. Davidson asked if it is in bags, does his operators open the bags and if they have pickers on their line.

Mr. Thornhill stated they do.

Ms. Davidson asked what items are pulled out and trashed.

Mr. Thornhill stated they are separated at Madison.

Ms. Davidson asked what Updike does with the materials that are in the recycling that are not recyclable.

Mr. Thornhill stated that the material would go in with MSW if it is not.

Ms. Davidson asked where that material went.

Mr. Thornhill stated it goes to a landfill.

Ms. Davidson asked if Mr. Thornhill had a number on how much material is considered residue.

Mr. Thornhill stated he would have to look into that and see.

Ms. Davidson asked where the glass went.

Mr. Thornhill stated it is sold to vendors and he is not able to divulge where the product is sent.

Ms. Warner stated it would be similar to plastic, it is a commodity that gets reused, and Updike mentioned the ways it might be used.

Ms. Davidson asked if a glass is 100% recyclable.

Mr. Thornhill stated except for the plastic that is around the outside of it, which normally gets crushed and taken off.

Ms. Davidson asked if it was in Virginia.

Mr. Thornhill stated it gets sold to vendors and it goes wherever the buyer takes it.

Ms. Davidson asked if that is the same thing for tires.

Mr. Thornhill agreed.

Ms. Davidson suggested adding a container for plastic bags at the facility and that could be handled separately, like with Trex.

Someone in attendance mentioned plastic bags can be recycled.

Ms. Davidson stated they can but not through the MRK. Ms. Davidson stated contracts with Trex are a great idea and stated the county might have a relationship there. Ms. Davidson asked Ms. Warner when she runs the report, is it for the solid waste information assessment report annually.

Ms. Warner stated the report is done annually and the recycling report goes to DEQ. Madison is required to do it once every four years.

Ms. Davidson asked if Ms. Warner is getting the information for the report from Mr. Thornhill or the county.

Ms. Warner stated they receive it from the county who gets it from Mr. Thornhill.

Ms. Davidson asked how far back Ms. Warner is retaining the data for the reports.

Ms. Warner stated the reports go into the state once a year and they capture a 12-month period. CHA has been working with the county since 1997.

Ms. Davidson asked Ms. Warner if she had noticed any anomalies year over year.

Ms. Warner stated the amount of trash will vary and depends on how the economy is doing as well as with recycling.

Ms. Davidson asked Ms. Warner when CHA is obtaining the data for the recycling rate report, if they are looking at all the business in the county.

Ms. Warner stated they contact businesses in the county, they typically use the same list, but they work with the county to make sure they are capturing any new businesses that may be in the area. They also use data outside the county but would take in materials from county residents. Ms. Warner gave an example and stated they can only use that data if they track where it comes from.

Ms. Davidson asked for specific categories they are reaching out to.

Ms. Warner stated they are speaking to used oil recycling places, like car oil change locations as they also do with tires. Facilities like the bus garage, commercial retail spaces like the Dollar General as well as metal recyclers.

Ms. Davidson inquired about yard waste.

Ms. Warner stated they use the county's numbers regarding the mulch that gets processed through the Transfer Station, but they have not reached out to other facilities.

Ms. Davidson suggested looking at landscape companies.

Ms. Warner stated the yard waste can only account for 5% of that 15% because it is not actually recycling it is diverting.

Ms. Davidson stated if a company is composting it, that is also considered recycling.

Ms. Warner stated yes if they are composting food.

Ms. Davidson stated if you have brush that you mulch, mulch material can be classified as recyclable.

Ms. Warner stated it can account for up to 5% of the recycling rate. Ms. Warner mentioned Madison has a lot of brush that goes through the facility.

Ms. Davidson suggested the county partner with the vineyards and larger businesses to strengthen the recycling opportunities. There are a lot more opportunities available and it does not have to flow through the Transfer Station. Ms. Davidson stated food waste is a huge opportunity and farmers could partner with the local restaurants.

Ms. Warner stated that although people can compost their own food waste, if you take food waste from other people there are regulations and permits required.

Ms. Davidson agreed and stated there are composting businesses.

Sophie Laporte: Mr. Laporte is a county resident and asked out of the 15% what is the percentage of mixed recyclables.

Ms. Warner stated she does not have that number right now, but the materials that go through the Transfer Station versus the ones they capture in their data are about 4% of the total recycling. Approximately 11% would go through the Transfer Station, but she does not know if that would be plastic. Ms. Warner mentioned that plastic is very light.

Ms. Laporte stated she is referring to the mix such as plastic, cans, etc.

Ms. Warner stated she understood that they separated them separate.

Mr. Thornhill stated that is correct.

Ms. Laporte stated for the mixed container, Mr. Thornhill will not tell them who the vendors are. Ms. Laporte stated Updike employees are telling her is goes to the landfill and the 11% does not really get recycled.

Mr. Warner stated she can not speak for Updike, but she is apart of a solid waste professional organization that works with other MRF and while there is typical contamination, they typically do a good job of sorting it making it so their customer will buy it.

Ms. Laporte asked if they sell the mixed bin directly to a vendor and Updike does not sort that.

Chairman Jackson stated he already answered that.

Mr. Thornton stated it goes to a vendor.

Ms. Warner stated she has worked with vendors who have sorted those, and they do there best to capture as much as they can.

Ms. Laporte asked if those vendors are Updike's vendors.

Ms. Warner stated she did not know who Updike's vendors were.

Ms. Laporte recommended the county look for possibilities other than Updike. Ms. Laporte mentioned she was from Canada, and they separate dry and wet garbage which is helpful. In Canada it is obligatory that people recycle. Ms. Laporte asked if they needed to take tape off cardboard or anything else to keep it from being contaminated.

Mr. Thornhill stated they do not need to remove the tape, but a wet soaked pizza box is not ideal.

Ms. Laporte asked if that was all the requirements.

Mr. Thornhill agreed and stated cardboard is easy to recycle.

Ms. Laporte asked about old gasoline and old diesel because there is no place at the waste management for that. Ms. Laporte stated farmers and others are dumping it in the ground.

Chairman Jackson, Supervisor Jewett, and Supervisor Dawson stated that is not correct.

Supervisor Jewett stated reused motor oil can be taken to many agriculture shops and dealers, and they use it to fire their shop furnaces.

Ms. Laporte stated that gas now has ethanol and asked what they do with it.

Chairman Jackson stated if Ms. Laporte talked to the Agriculture Extension Agent, he has a whole list of places people can take.

Ms. Laporte inquired who the Agriculture Extension Agent was.

Chairman Jackson stated Brad Jarvis is the Madison Agriculture Extension Agent and pointed out nearby counties and their Agriculture Extension Agents. Mr. Jarvis is right up the street, and he can tell her about herbicides and pesticides that need to be recycled responsibly. Any chemical, Mr. Jarvis can tell someone how to remediate and recycle in a responsible manner.

Ms. Laporte asked if there is an area in Madison for these items.

Chairman Jackson stated they do not, it is a private sector deal outside of Madison.

Ms. Laporte stated they should have one in Madison.

Chairman Jackson stated it sounded like a business opportunity.

Bonetta Burr: Ms. Burr stated she read an article about vendors who sort out recyclables. One thing Ms. Burr remembered reading was that they throw out all the plastic bags because it gums up the work and makes it hard for the sorters. Ms. Burr agrees with emphasizing not throwing plastic bags in there. Ms. Burr stated the school system has instituted a battery recycling campaign and asked if the county could put some battery recycling bins in the county.

The County Administrator stated on the projector screen on the website they have found opportunities to recycle batteries. If you click an item, it brings up vendors. The County Administrator stated this will point them to different places and he knows it may not always be convenient, but they are trying to use the website to give people opportunities.

Ms. Burr asked if they could team up with the schools.

Chairman Jackson stated this is the first they are hearing about battery recycling at the schools, and they can look into it.

Bonnie Dixon: Ms. Dixon stated building a whole economy around recycling sounds like a good idea. Ms. Dixon stated it is an overall communication problem and a fundamental problem. Ms. Dixon stated she likes to think of things as watersheds and they should do things in relation to their watershed. Ms. Dixon lives next to the Robinson River in Criglersville and anything and everything she puts on/in the ground affects the Rappahannock Rapidan Hazel River Watershed. In preparation for moving, Ms. Dixon was getting rid of items. In June, Ms. Dixon began to dispose of unused paint and toxic cleaning substances. Inquiries resulted in having them taken for recycling to places where they could be used effectively. Ms. Dixon also had a large bag of lime that had instructions on the bag about disposal, which specified careful handling. Ms. Dixon asked what she needed to do at the Transfer Station and was told she could not leave it, but Lowes might be able to help. The employees at Lowes said they could not help and someone in line told her to go to another county and pay a fee. Ms. Dixon ended up giving it to Paige County for garden projects. Ms. Dixon stated she also looked into how to safely dispose of Covid test and other materials from her medicine cabinet like iodine and mercurochrome. Ms. Dixon stated with her experience and many others they can draw a logical conclusion that guidance from Madison County and their Transfer Station for people trying to do the right thing is needed and welcomed. Ms. Dixon stated they are fortunate to live at the top of the watershed and need to be responsible for the folks at the bottom.

Dana Squire: Ms. Squire stated they cannot close the lids for the cardboard containers because of their size. Ms. Squire thinks it is a great idea to provide a container for plastic bags, but they

want it recycled not thrown away. Food Lion has a bin for plastic bags and other recyclables. Ms. Squire stated she talked to a Board member of the Virginia Recycling Association that the Treks factory in Winchester uses those bags to make products. Plastic bags can be recycled if they go through the right channels. Ms. Squire expressed concerns that the recyclables are just going to a landfill and concerns about how long it took to get information. Ms. Squire mentioned she put a tracker in a plastic bottle and tracked it to a landfill in King George County and wanted an explanation.

Mr. Thornhill asked Ms. Squire to provide him with the date so he can research it.

Ms. Squire agreed.

Ms. Warner asked if Ms. Squire put an apple tracker or something similar in it.

Ms. Squire agreed.

Ms. Warner stated the sorting facility uses visual optics and robots to sort materials and that material might have been sorted out due to the tracker contaminating it.

Ms. Squire stated it sounds like they can put anything in the bins even if it is contaminated and she does not have assurance that it is being recycled responsible.

With there being no further public comment, the public comment opportunity was closed.

Chairman Jackson stated they have some remedies. They are going to get new signs because 6 and 7 do not recycle. They need a sign that states “clean recyclables” and asked if this is doable.

Supervisor Yowell added they need to add a trash can for the plastic bags and Chairman Jackson agreed. Supervisor Yowell stated the issue starts when they buy stuff because the fundamental problem is the packaging up front. Supervisor Yowell gave an example of buying in bulk versus the individual packages. Supervisor Yowell recommended making their own food and separating things into reusable containers. Supervisor Yowell stated the problem is the packaging upfront. Supervisor Yowell shared a story of a conversation he had with a friend from Raleigh, North Carolina stating the market for recycling is not there.

Ms. Laporte asked if the county can pass a law to remove plastic and styrofoam or if they must pay for it. Ms. Laporte stated it is up to the county to decide. Ms. Laporte stated they should be doing better than 15% and they can start with the Transfer Station and local businesses.

Supervisor Yowell stated if they did something like that it would be an expense to the businesses, and he would rather try the voluntary thing. Supervisor Yowell stated when his sister in-law was running the Madison In restaurant, she converted to bag containers that broke down and she did it on her own, but it cost her more.

Ms. Squire stated Supervisor Yowell is corrected and stated the first thing to do is to reduce and then reuse. Ms. Squire stated by these conversations they can change things and encouraged the county to put pressure on manufacturers to change their packaging.

OLD BUSINESS

5. Transfer Station Contract – County Administrator

The County Administrator stated they brought this back from the last meeting which is why it is listed as old business. The original contract term began August 1st, 2019, and the initial term runs until August 2024. The County Administrator's Office and Finance reviews all contracts. It requires 180 days' notice if the Board does not wish to renew it. The contract is currently written where it allows for three renewal periods and each of those renewals has a five-year term with that renewal. The other option is to give notice and go out for a bid, but they would need to give 180 days' notice. They have no major compliance issues. In the County Administrators two years here, there was a blower they had to deal with. Anytime a blower goes down, methane can leave at a higher level and that was corrected. They had to also update their operations manual when there was a change of staff. The County Administrator stated they have been receiving complementary emails regarding the new staff at the Transfer Station, David. The County Administrator stated he has nothing that shows non-compliance or failure to act or correct and he is seeking direction from the Board. If they wish to renewal, they can authorize the County Administrator to do so administratively because it is in the existing contract.

Chairman Jackson asked the other members if they want to go out to bid.

The Board members all stated they did not.

Chairman Jackson stated they would be asking for trouble doing that.

Supervisor Yowell stated there are no issues, the cost is likely to go up, and the place looks good.

Supervisor Dawson made a motion to approve the County Administrator to sign the contract for renewal, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

6. REC Easement Update – County Attorney

The County Attorney stated they have worked out with REC the language of this easement at Hoover Ridge. It is seven and a half feet on either side, fifteen feet total, underground, and is a no cost easement. This easement is to help with the fiber hut that was approved last week.

The County Administrator agreed and stated there is only the conduit portion remaining. For the fiber hut, they are waiting for the fully executed copy to come back.

The County Attorney stated it will be on the agenda for the meeting next week and advertisement started Thursday.

Chairman Jackson encouraged the County Attorney to go through the process to do another public hearing.

NEW BUSINESS

7. Article 7 Filing Requirement – County Attorney

The County Attorney stated this is regarding article seven of the subdivision ordinance about final plat approval. They have had some controversies and discussions about what is getting approved and recorded at the Clerk's Office. The Planning Commission has been directed to study some of these issues like the boundary line adjustment. Article 7-3 addresses final plat and approval, and this may need to be revised to clean up any ambiguity. The County Attorney stated Culper County's subdivision ordinance says everything needs to get county approval before it is recorded in the Clerk's Office. The County Attorney clarified that this is not "everything" for example a simple transfer of property would not qualify. Any plat or plan would need to be reviewed and approved by the Zoning Administrator before it can be recorded.

Chairman Jackson stated many of those items are administratively done and they do not all have to go in front of the Planning Commission. Getting a quick overview and signature of the administratively is not as intrusive as it could be.

The County Attorney agreed and stated hopefully this would help the Clerk's Office because they would know that everything must have a certain signature on it before it is recorded. Their job is not to go back and compare things to the ordinances. This is a suggestion and the County Attorney stated it may be time to do a comprehensive overview of some of these ordinances. The County Attorney stated this one may help all of those involved regarding clarity.

Chairman Jakson recommended going down the path and clarifying this. Chairman Jackson agreed with the County Attorney about going through the whole thing, but stated it is a daunting task. On Article 7, Chairman Jackson advised adding having county approval prior to recording at the Courthouse by the Clerk.

The County Administrator stated there are some additional things they can clean up. The Code referenced 17 copies required to be submitted but he thought they changed that years ago. The committee members that are looking at the boundary line adjustment spoke with the County Attorney and the County Administrator after the last joint meeting and were making reference to additional ordinances. The County Administrator recommended while they are looking at 7-1 to also look at the plat preparation procedures that is found in article 4 of the subdivision ordinance. Subdivision ordinance article 3-5 was also brought up. The County Administrator explained how to find the subdivision section of the code. In article 7, one of those lots is allowed via ordinance to be administratively approved. The agent is the County Planner as specified, however article 3-5 in the subdivision ordinance it says, "All subdivisions shall be approved by the Board of Supervisors after review and recommendation from the Planning Commission. Such approval and review shall comply with the time periods set forth in Code of Virginia, § 15.1-475, as amended; provided the applicant may consent to an extension of any time period set forth

therein." The County Administrator recommended reviewing articles 3-5, 4-1, and 7 of the Subdivision Ordinance. On the Madison Code online, they can do a word search and it will point them to other articles.

Chairman Jackson advised the Board to look if they see any other items. They have three already and he recommended making amendments and bringing them to the Board.

Supervisor Yowell mentioned the board report on the projector screen and stated it reads, "Once it's determined the subdivision plat meets County Ordinance(s), the County Planner approves and signs the plat." Supervisor Yowell stated that is not in the ordinance, but that is the way they have been operating.

The County Administrator stated Supervisor Yowell addressed that with the County Attorney. The board report was a staff report that the County Administrator initially drafted and asked the County Planner to review, edit, and have input. The County Administrator stated he wanted to know how they are currently doing it, which is what the County Planner agreed is currently happening.

Supervisor Yowell referred to the agenda packet where article 7-1 is listed.

The County Administrator stated the surveyor is supposed to have the plat affixed to a signature line and that is required by the ordinance to do that and then it is administratively approved. The County Planner is in training, but he informed the County Administrator there has only been a couple times where it was reversed, where someone tried to file it ahead of time. The County Administrator stated he views the ordinance as a legal document and if someone has filed something inappropriately, it would not be deemed legal.

The County Attorney agreed and stated getting it recorded by the Clerk does not necessarily make it legal. The County Attorney mentioned they would have to undo what has been done and it is best to get ahead of it.

The County Administrator referenced the last two sentences of article 7-1. The second to last was a change in March of 2020 where they went from "shall" to "a final plat is now recommended to have all required plat details and approved signatures from VDH and VDOT." The last sentence, "Lots/parcels recorded without such approval signatures shall not be issued a zoning or building permit until such approvals are obtained in writing from said departments. The County Administrator stated he did not know if those two sentences appear to be in conflict to the Board, but the second to last sentence was a change as recent of March 2020. The County Administrator stated he and the County Attorney will get together 3-5, 4-1,7-1, and make some recommendations.

The County Attorney added article 7-3.

Chairman Jackson asked the other members of the Board if they were in agreement, which they were. Chairman Jackson advised going down his path and stated this seems to be the better direction to go.

7.a. High Schol Fireworks

Chairman Jackson stated they have a fireworks permit request from the Madison County Public School pertaining to the Eddie Dean Field at 8:00 pm this upcoming Friday.

The County Administrator agreed and stated at the last home game there were fireworks and he mentioned he enjoyed them. The issue was raised with the school if they have the proper permitting and approvals. Mr. Eanes, who is the head of School Security, was tasked with following up with this item. The County Administrator stated he recommended to Mr. Eanes to ask the Board for a blanket annual football season approval.

Chairman Jackson stated they should do that, and the Board agreed.

Supervisor Dawson made a motion to approve the Madison County Public School's fireworks permit for the annual football season, seconded by Supervisor Jewett.

Supervisor Jewett asked for clarification that they are going under the assumption that the school is going to be in compliance with all the safety precautions and it will be reviewed.

The County Administrator stated he mentioned to Mr. Eanes the section on the lower part of the permit has this language. Madison does not have a local ordinance, however, they require following NFPA standards.

Chairman Jackson read the section at the bottom of the permit.

> * The County of Madison **requires** individuals and organizations who will be conducting a firework display to comply with the minimum terms and conditions set forth in the Virginia Statewide Fire Prevention Code (SFPC) and the referenced NFPA 11-23-00 standard governing the use, storage, and firing of display fireworks.

The County Administrator clarified that they put Eddie Dean Field, but the location of the pyrotechnics will be on the track, which will be a safe proximity from spectators.

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

DISCUSSION

8. Hoover Ridge Outdoor Recreation Project Resolution – County Administrator

The County Administrator stated he has had good dialog with Support Hoover Ridge members, primarily Vice-Chairman, who is a part of that group. Parks and Recreation Authority team

members requested the Board of Supervisors to invest in this project known as the Hoover Ridge Outdoor Recreation Center. The County Administrator encouraged the folks in attendance to reach out to him or Ms. Vonherbulis, with the Parks and Recreation Authority, if they would like more information. Support Hoover Ridge has been discussing the ability to obtain a solid grant writer, someone who is experienced and may be able to look beyond normal staff resources to obtain a grant for that. This would be a heavy left for funding. The preliminary engineering report was done earlier on, and their estimate is over three million for this project. The County, for the FY24 approved budget, provided $212,000 for engineering and design, and bid assistance. Support Hoover Ridge is considering this. The County Administrator mentioned he spoke with Supervisor Yowell and asked if he had anything additional to add.

Supervisor Yowell added that the County Administrator was not aware of the relationship between Support Hoover Ridge, Parks and Recreation, and the Board of Supervisors. Supervisor Yowell mentioned he approved Parks and Recreation hiring a grant writer by email and the County Administrator asked him where the money was coming from. Supervisor Yowell stated Support Hoover Ridge is a 501c3 set up about five years ago to be the fundraising arm for Parks and Recreation. Supervisor Yowell stated he sits on that Board, not appoint by the Board of Supervisors, and the discussion is a grant writer. Parks and Recreation needs something to put in their request for the grant that shows the Board of Supervisors of Madison County are behind this project. Supervisor Yowell first recommended using the minutes where they granted the $212,000, but Parks and Recreations requested a resolution. Ms. Vonherbulis went to meet with Culpeper Wellness six weeks ago and one of their first questions was, “Is the Board of Supervisors behind this project” and they recommended the resolution.

Chairman Jackson stated everyone is nodding in agreement and advised drafting a resolution and having to brought to them at the next meeting to be passed. Chairman Jackson stated a grant writer sounds like a great idea and it is a common need among organizations.

Supervisor Yowell stated a lot of money has already been donated for this project like hockey, and mentioned Mr. Artale is doing a great job, but some of it is not specifically designated for something so they could use it to get the grant writer.

Chairman Jackson stated the resolution sounds like a great thing.

The County Administrator stated they will bring a resolution back at the October 24th meeting.

INFORMATION/CORRESPONDENCE

The County Administrator stated he had one recent update, which is why it is not on the agenda. The County Administrator has been successful in contacting Brightspeed’s Virginia point of contact. The County Administrator had a conversation with Mr. Dillon today and they will provide a coverage map and anything they can tell them about the project. The County Administrator stated he invited Mr. Dillon to a Board meeting to give an update which is good for the government body and general public to be more informed. This will help the county fully complement the website and information they share with the public. The County Administrator mentioned his office gets two to three calls a week from folks in Kinderhook, Hood, and

Wolftown regarding who is going to provide for their area. REC sent some mailings to residents in this area to inform them they would not be part of the Firefly project. When residents see that they want to know who is going to provide Broadband in that area. They still get monthly reports, and the County Administrator sent the letter to the Department of Housing and Community Development about the county's concerns. Dr. Holmes responded that they shared the concerns with Brightspeed, and they have shown improvement in their September report. Brightspeed is going to offer the same service as Firefly; if the county gets a resident who wants to know who services their address, the county can send that address to them to confirm.

Chairman Jackson asked if the residents are congenial when they call.

The Deputy Clerk responded they are for the most part.

Supervisor Yowell stated on the front page of the Culpeper Star Exponent they were talking about the group that is getting a petition together to explore the constitutionality of Madison's School Board banning those books. Supervisor Yowell encouraged the Board to read the paper on it. Supervisor Yowell stated on the second page of the paper it says, "a petition is being circulated and it is coming to the Boad of Supervisors of Madison to task the County Attorney with this." Supervisor Yowell stated he got a call from a person involved in the petition and he informed them this is not a Board of Supervisors' job they need to take it to the School Board's counsel.

Gracie Hart-Brooks, who was in attendance, and Supervisor Yowell both stated there was an event for it at Revelations a week ago.

Supervisor Yowell stated he has no appetite to have the County's Attorney do that because it is not the county's issue.

The Board agreed.

Chairman Jackson mentioned there was a bomb threat at the school earlier. They had dogs come in and clear the school and the school handled it appropriately. The Sheriff's Department had four minutes of response time to get there. They think it was organized by an online hacking group and multiple school divisions across the nation got hit with the threat. The schools are collaborating with the Sheriff's Department to produce some additional procedures, but it seems like both parties handled it responsibly. The kids got back to school in an effect timeframe and safe timeframe.

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment.

Dane Squire: Ms. Squire stated the Board voted so quickly to renew the contract with Updike. Ms. Squire stated the Board had time to do that and asked if the Board has no interest in finding somebody more forthcoming or helpful. Ms. Squire stated Thornhill's presentation was good, but

it did not give them many details. Ms. Squire is concerned with Updike's reliability and the final disposition of the items in the recycling containers.

Chairman Jackson stated prior to Updike being awarded the contract five years ago, the County Administrator at the time and himself met with nine to ten different vendors at the Transfer Station to hear the preliminary RFP for solicitation of bids. The county received one bid and that was Updike. The Transfer Station is small, and they are in the middle of nowhere. Chairman Jackson stated he sees no reason to put it out for bid with the way cost are.

Ms. Squire stated that was five years ago and things could have changed since then and asked if there is a way to find out if somebody is serious about making a bid.

Chairman Jackson stated there is not. They are government and they have an open RFP process, and they cannot pick, choose, or solicit. They open it to RFP, then it is open to everybody. The Board is trying to mitigate potential risk and cost that are associated. Updike has hired a worker out there that everyone seems satisfied with.

Supervisor Hoffman stated Updike has satisfied any questions or problems they have had. Tonight Mr. Thornhill answered as many questions as possible. Ms. Hoffman stated she did not seem him try to wiggle out of anything or say the wrong thing. To go out and seek somebody else might cost them double and the county cannot afford that.

Ms. Squire asked why they cannot renegotiate their contract so they can tell them the final disposition.

Chairman Jackson stated they would have to open it up for an RFP because it would be a new contract.

Ms. Squire stated her impression from Ms. Warner is that this information for the final disposition must be recorded for the state, which means it is public. Ms. Squire asked why they cannot get that information.

Chairman Jackson asked if she was referring to their vendors.

Ms. Squire clarified where the recycling information is ending up.

Supervisor Hoffman stated Mr. Thornhill stated he cannot divulge his vendors and that is where it ends up.

Chairman Jackson stated if they had been receiving multiple reports of failures or deficiencies at the Transfer Station then this would be a different conversation. They do not get those reports, they are in compliance, and Mr. Thornhill answered all their questions.

Ms. Squire stated it was Mr. Thornhill's job and she thinks there is a lot of information he did not give them.

Supervisor Hoffman asked Ms. Squire why she was so concerned with where it ends up and if it is being handled the proper way.

Ms. Squire stated she is concerned it is not being handled in the proper way.

Supervisor Hoffman stated Mr. Thornhill explained that as close as he could without giving his vendor's names.

Ms. Squire stated he could have explained more.

Supervisor Yowell stated he wanted to lock Updike in before they changed their minds.

Ms. Squire asked what would happen if Updike canceled on their part.

The County Attorney stated they would do a close reading of their contractual obligations, whether they are meeting the notice requirements and then they would mitigate their damage by going with somebody else and asked Updike to pay the difference. That has its own cost associated with that.

Ms. Squire stated for clarification that Updike is getting rid of their stuff, and they are paying a reasonable price for it, so they are staying with them.

Chairman Jackson and Supervisor Yowell agreed.

Susan Davidson: Ms. Davidson stated that Mr. Thornhill's presentation was very good, and they are doing a great job. Ms. Davidson stated it is the County Administrator and the Board's responsibility to know where the materials are going. Ms. Davidson disagrees that Updike cannot divulge their vendors. There are permitted facilities that waste can go to and for recyclable materials there are certain vendors. Ms. Davidson stated they are not requesting Updike to divulge their contract terms with their vendors, they are asking to know where the materials are going. Ms. Davidson explained how there is a tire problem in Virginia because they can no longer be taken to North Carolina to be recycled. Ms. Davidson stated it would be interesting to know where the tires are going as well as the other materials. Ms. Davidson stated if there was contamination at nearby landfills it would be nice for the county to know if their materials go to those locations. Ms. Davidson stated it is in the county's best interest to make an addendum or find out where the materials are going.

The County Attorney stated it would be nice to have full transparency in all this. The County Attorney mentioned the county has a lot of contracts and some are statutory required and gave examples and stated this county does not have the manpower to check in on every contract and ensure every step along the way is being followed precisely. If they find out there are issues, then they will work to address them. The County Attorney stated unless people want a lot higher taxes, the ability to follow up on every single contract is a hard task.

Ms. Davidson stated she does not want the cost to be elevated and she mentioned the prices for tonnage and stated it is a really good price. It costs a lot more to recycle than it does to throw something away. Ms. Davidson stated she felt Mr. Thornhill was very evasive and it is easy to say, "I can't divulge my vendors." Ms. Davidson stated she knows staff are short in the county.

Khalil Hassan: Mr. Hassan was present online. Mr. Hassan wrote in the comment section that to the best of their knowledge the Share Shed is operating without any known issues. They have dedicated groups of volunteers working there weekly and a few citizens who clean when needed. They still do random purges of prohibited items.

Chairman Jackson stated it is good to hear the Share Shed is working well.

Chairman Jackson stated their group cleans it up well. Chairman Jackson stated he saw they put a bunch of books on shelves and hoped folks got the books.

Supervisor Jewett asked the County Attorney, to the best of his knowledge, did he see any areas of non-compliance by their trash handling contractors regarding any state or federal statutes.

The County Attorney stated nothing he learned tonight gave him that concern.

Supervisor Jewett stated he feels they have done their due diligence as a county regarding regulation. What happens downstream is beyond their control and is regulated by other state and federal agencies. Supervisor Jewett mentioned he did not know if any of these folks have dealt with EPA or DEQ, but they need to. They would find out what they would do to them if they were non-compliant on one of these issues.

With there being no further public comment being brought forward, the public comment opportunity was closed.

CLOSED SESSION

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

- 3.2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation.
- 2.2-3711(A)(8) for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

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 Dawson. 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)(7) and 2.2-3711(A)(8) 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 did not take action.

ADJOURN

With there being no further business to conduct, Supervisor Dawson made a motion to adjourn, seconded by Supervisor Hoffman. 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: November 14th, 2023.

Agenda
Board of Supervisors
Tuesday, October 24, 2023 at 6:00 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

Consent Agenda

1. Approve Minutes: 9/26/23 & 10/4/23

Special Appearances

Public Hearing

2. REC Easement – County Attorney

Old Business

3. Leathers Lane Update – County Attorney
4. Hoover Ridge Outdoor Recreation Project Resolution – County Administrator

New Business

5. Radio Tower Fiber Update – Emergency Communication Director

Discussion

Information/Correspondence

6. New Ticketing System – Alan Berry
7. Multi-Factor Authentication – Alan Berry

Public Comment

Closed Session

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

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 6:00 PM — Tuesday, October 24th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #36 — October 24th

At a regular meeting of the Board of Supervisors on Tuesday, October 24th at 6:00 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 Hannon Wright, County Attorney
ABSENT:	Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

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.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Supervisor Yowell made a motion to permit Charlotte Hoffman to attend the October 24, 2023, meeting of the Madison County Board of Supervisors remotely, pursuant to Virginia Code Section 2.2-3708.2, and Section 2.4.F of the Bylaws of Madison County.

Charlotte Hoffman was unable to attend the meeting currently scheduled for October 24, 2023, in person, because of a personal business commitment outside the Commonwealth of Virginia.

This is the first meeting Charlotte Hoffman will attend remotely this calendar year.

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

Chairman Jackson advised that a quorum was present and stated they needed to adopt an agenda.

Chairman Jackson advised the following changes:

- Proposed amendment to the Hoover Ridge Outdoor Recreation Project Resolution.

Chairman Jackson stated everyone had a copy and it would be presented on the projector screen.

- 5a. FAPT Appointment and CPMT Notification

The County Administrator asked for clarification that the new business item would be listed as 5a.

Chairman Jackson agreed.

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

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

CONSENT AGENDA

1. Approve Minutes: 9/26/23 & 10/4/23

Supervisor Dawson made a motion to approve the consent agenda as presented, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

SPECIAL APPEARANCES

There were no special appearances.

PUBLIC HEARING

2. REC Easement – County Attorney

The County Attorney gave an overview of the REC Easement.

- This is an easement for REC at Hoover Ridge.
- It is fifteen feet wide.
- It is underground.
- Near the Hoover Ridge Tower Site.
- No cost
- Non-exclusive
- Provides REC with what they need and gives the county maximum flexibility for the future.

The County Administrator gave an overview of the map on the projector screen. The County Administrator mentioned the Board held a public hearing for the purpose of a Communication Sight Lease Agreement and that was for the fiber hut location as part of the Firefly Fiber Project in Madison County. This easement is what is required from REC. It is going from the overhead lines that exist now back to the new fiber hut location, which is what is attempted to be depicted in the easement visual on the projector screen.

Brian Lenhoff: Mr. Lenhoff asked if it was aerial or burial.

The County Attorney and the County Administrator both stated it is underground.

The County Administrator stated it is a fifteen feet easement with seven and a half feet on either side from the centerline. The County Administrator stated they anticipate going about five feet off where the existing ditch line is on the left-hand side of that road.

Chairman Jackson stated the tower site seemed to work out well. With there being no further public comment, the public comment section was closed.

Supervisor Yowell made a motion to approve the Right of Way Easement Agreement that was prepared by Rappahannock Electric Cooperative, seconded by Supervisor Dawson.

The County Administrator mentioned that the County Attorney has reviewed this.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

OLD BUSINESS

3. Leathers Lane Update – County Attorney

The County Attorney stated the intent was to catch himself up as best as possible and then figure out possible steps the county can take to try to mitigate or change the county's relationship to it. There are several potential courses of action and some of them are non-exclusive while others are. The Couty Attorney stated it is his understanding that the idea of the current position paper was to force the neighbors in this development to come to a consensus regarding what to do to the road. This has fallen short of its goal and the question now is whether they continue that path and hope that it gets better or do something different. The County Attorney stated he can give an update on some of the suggestions. The County Attorney mentioned that the Commonwealth's Attorney was present, and they spoke. The Commonwealth's Attorney suggests using state code as is and there is not a need at this point for a local ordinance. Either on a case-by-case basis as either a trespass or a destruction of property depending on the facts. The Sheriff's Office can site somebody, or people can ask the magistrate to issue a warrant based on the criminal complaint. In terms of potential steps, a permanent one would be abandonment of the road. It is possible, but it is an irrevocable step and all the pros and cons that come with it. The County Attorney stated he is standing by for any questions the Board may have.

The County Administrator stated this is a continuum of past Board meetings where the Board has tasked staff primarily. The County Administrator stated he appreciated the County Attorney's research on this and listed a few options the County Attorney looked into. Through this extensive research and input from council, staff need direction from the Board regarding what they would like to do so the staff can follow through on their directive. Whatever they decide will be what the staff will be communicating with the residents of Leathers Lane.

Chairman Jackson asked for clarification if they go without an ordinance can the Board of Supervisor, as the property owner or an agent of, go to the magistrate for destruction of property.

The County Attorney agreed and stated they can on behalf of the county.

Chairman Jackson stated that would be lobbying for the destruction of property and asked what the fine would be.

The County Attorney stated both are class one misdemeanors, punishable by up to $2,500 fines and twelve months incarceration.

Chairman Jackson stated he believes having a unanimous or a majority does not really work. In his opinion, they should be taking these requests upon the Board because of how contentious this has become. Chairman Jackson stated this is a beautiful road and he has never been down it when it was in bad shape. Chairman Jackson stated he thinks the county needs to start going to the magistrate if they are going to put on penalties. Chairman Jackson stated he looks at it as destruction of property even though some of them are improvements. Chairman Jackson stated that is the only way to slow some of this down and that goes for grading the road without permission, tree trimming, sticks in the right of way, and trees that have been planted. They have gone through this a dozen times, they have made zero progress, and everybody keeps doing the same thing. Chairman Jackson stated going towards their pocketbooks is the best course of action.

Supervisor Jewett referenced the bottom of page five continuing onto page six of the County Attorney's documents mentioning it states that some of the neighbors are judgement proof. Supervisor Jewett asked the County Attorney to further clarify this.

The County Attorney stated it means someone can get a judgment against somebody on paper and then the hard part sometimes becomes collecting on that.

Supervisor Yowell stated at first, he was leaning towards abandonment, but he felt like that was shirking their responsibilities as a county. Supervisor Yowell stated he is good with the position paper as it sits now if they have the teeth and the enforcement to deal with it. Supervisor Yowell stated he has no problem with a proposal being submitted to the Board of Supervisors for them to decide because ultimately since they own the ground underneath the gravel, they should decide what gets done.

Supervisor Jewett stated he agrees with that position and asked if they are going to draft an additional addendum or another document that specifies what constitutes as "damage of property" and what the fine will be.

Chairman Jackson stated for the destruction of property he thinks they could do an addendum. Chairman Jackson stated he thinks there is potential that it could leave some things out, but he is sure the County Attorney could conquer that. Chairman Jackson asked if it would be advantageous to them to pass some type of ordinance with a fine structure on this or going with

the magistrate. Chairman Jackson stated the problem in the past is that they do not have any teeth at all, and nobody will go and swear it out to the magistrate as evidence as blocking or disturbing the right of way. Chairman Jackson stated if they get evidence, they are going to go down the path of putting penalties on this.

The County Attorney stated he thinks the right step is to start enforcing what is on the books in terms of state code then it is up to a judge to decide what the penalty should be without getting into a mandatory fine schedule.

Chairman Jackson asked about the addendum that Supervisor Jewett brought up. Chairman Jackson asked the Commonwealth's Attorney if she had anything to add.

The Commonwealth's Attorney, Clarissa Berry, stated the law is the law.

Supervisor Jewett stated if they are going to be enforcing the destruction of property on this road they should know exactly where the road is or they going to be on tenuous legal ground if they do not know where the actual road is.

Chairman Jackson asked if they should do a survey and mentioned that the Commonwealth's Attorney was shaking their head in agreement.

The County Attorney agreed.

Chairman Jackson asked the Board if they wanted to task the County Administrator with engaging with a surveying firm to see if they can get a survey of the road to know exactly what they own.

Supervisor Jewett stated once they know, they will enforce it.

Chairman Jackson agreed and asked what they will do regarding snow removal.

The County Attorney stated it will take some thought.

Chairman Jackson stated that snow removal is an issue.

Supervisor Yowell suggested the residents of Leathers Lane hire Darryl Whidby to push the snow since he is the only one with a tractor and the blade. Supervisor Yowell mentioned paragraph ten on the position paper and advised getting rid of everything except for the last sentence. Supervisor Yowell advised paragraph ten reading, "The county discourages anyone from conducting any maintenance beyond the immediate area of their property line and the county will consider any abuse of this license to be trespassing." The "road" is not where the property line stops because there is a fifty-foot easement which is why Supervisor Yowell would like to get rid of the first two sentences.

Chairman Jackson clarified that they are going to do three things: enforce penalties, change paragraph ten, and task the County Administrator with getting a survey and executing that survey.

The County Administrator stated they will have it filed at the Court House, so it is recorded and available for all. The County Administrator asked the County Attorney if the revision to the position paper needed a vote by the Board or can they administratively do as the Board asked.

Chairman Jackson advised taking a vote and the Board agreed.

Supervisor Dawson made a motion to amend paragraph ten of the position paper and conduct surveying, seconded by Supervisor Yowell.

The County Attorney asked for clarification if he could suggest other language to the position paper as he makes the requested changes.

The Board agreed.

Chairman Jackson asked for clarification that the County Attorney will bring it back shortly for the Board to vote on the amended position paper.

The County Attorney agreed.

The County Administrator asked for clarification if the motion was to authorize the County Administrator to get a survey as well as revise paragraph ten.

Chairman Jackson agreed and asked Supervisor Dawson if he wanted to amend his motion to the changed language. Chairman Jackson asked the Board if they want this to come back to the Board or just to be changed. Chairman Jackson suggested having it come back.

The Board agreed.

The County Administrator recommended amending it to not include the revision and that would be something Mr. Wright brings back; it would just be the directive of the County Administrator to obtain the survey.

Chairman Jackson agreed.

Supervisor Dawson made a motion to authorize the County Administrator to obtain the survey, seconded by Supervisor Yowell. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

Chairman Jackson advised the County Attorney to bring back this item in a couple of meetings and to look for language for the snow issue.

4. Hoover Ridge Outdoor Recreation Project Resolution (Amended) – County Administrator

Chairman Jackson stated they have an amended resolution and Supervisor Yowell suggested this language.

Supervisor Yowell informed the Board his suggested language was in yellow, under paragraph four, which stated the purpose of the $212,000 that the Board allocated to the Hoover Ridge Outdoor Recreation Center project for engineering design and preparation of the bid packet. When prospective donors see this resolution, they will know the purpose of that number. Supervisor Yowell stated he thinks that engineering design and preparation of bid packages is a good purpose and that is where they start. Supervisor Yowell asked if the Board agreed.

Supervisor Jewett stated he thought it was a good idea.

Chairman Jackson stated Parks & Recreation received $100,000 from Culpeper Wellness and they are raising substantial funds for this project, which is encouraging.

Supervisor Yowell made a motion to approve resolution #2023-12 as amended, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

NEW BUSINESS

5. Radio Tower Fiber Update – Emergency Communication Director

Chairman Jackson mention the County Administrator was going to speak regarding the Radio Tower Fiber Update because the Emergency Communication Director was out fighting the fire.

The County Administrator stated the last time they had discussion was about the level of service that Verizon could provide for the Etlan Emergency Communication Site and any latency issues. The Emergency Communication Director and the County Administrator were able to have a good conversation with Verizon. Normally it is not until engineering and their order confirmations go in that they come back with information. The County Administrator stated they cannot build the tower if the level of service is not there because that would be a waste of money. Verizon has come back and verified that there are no latency issues, and it is within tolerance. The County Administrator mentioned he is looking at item C, “Motorola has offered that they will need a late latency of less than ten milliseconds, and we have determined the connection will offer a speed of approximately five milliseconds delivery time.” Verizon Engineers provided the calculation, so they feel it is adequate. They changed sites through the public hearing process, but they originally were looking at microwave. This tower site is possible because of fiber connection, which is why this is important. There is funding that will allow this, but it was not factored in the original contract so the County Administrator wants to give the Board an overview of what this would cost the county. There is a monthly charge for this service. The County Administrator mentioned paragraph B where it stated $1,330.40. This is

considering two sites and is a monthly charge for the Etlan site as well as the updates at Beautiful Run. The is an estimated cost and that number would be firmed up once the order is put in from Verizon. The County Administrator stated they were quoted an estimated cost of $48,000 and that would be for the new constructions portion. This entails them building the connections from Ft Valley Road up to the tower site. The County Administrator stated staff feel confident they have the funding for it; however, this is a newer element staff are bringing before the Board for review and consideration. If the Board is fine with it, staff can administratively move through, or they have recommended action if the Board wishes to take it as official action to consider approving the Version quote and place an order for the requested circuit. The County Administrator mentioned the draft Verizon quote is in the agenda packet.

Supervisor Yowell stated the $48,000 quote is not included in the agenda packet and that is estimated at this point.

The County Administrator agreed and stated they have the monthly service quote. The $48,000 is an estimate, not the official order confirmation so that is going to come later. Verizon would need to obtain new easements with the Aylor family and that would be something communicated and worked out though the Aylor's and Verizon. The county would not be apart of that other than the cost of construction. It is not uncommon for utility companies to have joint utility easement because overall that lowers the cost. Their legal team felt it was a necessity to have a new easement. The Emergency Communication Director is always upfront, and he has had that conversation with the Aylor's.

Chairman Jackson stated they have a recommendation from the County Administrator and the Emergency Communication Director and asked the Board what they would like to do.

Supervisor Jewett asked the County Administrator if he had a copy of the service level agreement with Verizon for this as far as what their guaranteed metrics are. Supervisor Jewett stated he was sure the Emergency Communication Director has access to it.

The County Administrator stated he asked the Emergency Communication Director to put a summary on the board report. They have the jumbo packet service that they need and then there were issues of latency so that is what they spelled out. The engineers went through and did their calculations. The County Administrator believes they look at the total distance to the site and there are other calculations. Madison requires less than ten and they are well within tolerance of five milliseconds so those are the two deliverables that Verizon would have. The County Administrator stated he can ask the Emergency Communication Director to provide any additional paperwork he may have from Verizon. The County Administrator mentioned he saw an email from Verizon that stated this was their calculations and this is what they can guarantee, which is what went into this report.

Supervisor Jewett stated they are wanting more money to guarantee these couple of metrics, the latency, and the bandwidth. Supervisor Jewett stated he was doing a ping to Google Data Center in Ashburn and getting less than ten seconds every time. Supervisor Jewett stated sometimes

they try to sell extra when it is not needed, and he would like to know exactly what they are guaranteeing.

The Board agreed.

The County Administrator stated he was going to text the Emergency Communication Director to see if he was on his way back so the Board could either elect to pick this up if he was ten minutes away or discuss it at another meeting. They do not have the Joint Meeting in November so the next meeting would be the next Tuesday in November.

Chairman Jackson asked if they need to approve the monthly service cost tonight because it seems they are a head of schedule.

The County Administrator stated they want to get the order in, and they are making the Board aware of the monthly charge. It is the sole source, and they are the only one in that area and it is the cost to run that new line. The monthly cost is based on the different levels of service. The County Administrator stated if they would like to wait till November so they can have the Emergency Communication Director come back they can provide that to the Board. This would be committing the order so they can get that in their pipeline. It takes several months according to the Verizon folks to get this moving along. The County Administrator stated this will be aerial initially but then it would drop down to the site. The County Administrator stated the Emergency Communication Director would like to see this move along simultaneously because this site is going to require a lot of grounding and they do not want someone coming to dig on the site after they put that ground in place.

Chairman Jackson asked the Board what they would like to do regarding proceeding with the authorization to put fiber above ground and then to the tower.

The County Administrator suggested for the Board to consider approving the County Administrator to work with the Emergency Communication Director to execute the order request for the circuit. This will be putting the order in, and the Board can still talk about the monthly fee with the Emergency Communication Director. The County Administrator informed Supervisor Jewett he would have the Emergency Communication Director reach out directly.

Supervisor Jewett made a motion to approve authorizing the capital expense of starting and running the line, and setting the infrastructure, second by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

5a. FAPT Appointment and CPMT Notification

Chairman Jackson stated they have one appointment that they need to approve and a second one that is more for information. The FAPT, which is Family Assessment and Planning Team with Social Services, wants to appoint Tara Myers as the Parent Representative role. Chairman Jackson asked the County Administrator what they know about Mrs. Myers.

The County Administrator stated his job is to put the information before the Board, but what he can speak on is that they are very familiar with the services and needs of foster parenting. The County Administrator stated he knows the Myers family has fostered many and they have been an advocate through this system. They have recently adopted two young boys and they have had a continuum in that family. The County Administrator stated he cannot speak directly to why DSS or CSA has put forth the individual, but they do have involvement in that arena.

Chairman Jackson stated that is very good and asked the Board what they would like to do regarding Mrs. Myers on FAPT.

Supervisor Dawson made a motion to approve Tara Myers as the Parent Representative on FAPT. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

Chairman Jackson stated they have appointed Liz Uebelhoer as the Private Provider to the CPMT, which is the Community Policy Management Team.

DISCUSSION

There was no discussion.

INFORMATION/CORRESPONDENCE

6. New Ticketing System – Alan Berry

The County Administrator reminded the Board that at the last meeting, there was a question regarding the ticket system, which is why they had Mr. Berry speaking to it.

Mr. Berry stated he is going to start with agenda item 7 because that will lead to number 6.

7. Multi-Factor Authentication – Alan Berry

Mr. Berry stated that as a result of their Microsoft Office 365 upgrade, that they recently upgraded to, they now have access to a litany of other security features. Multifactor authentication is the first one that they are going to roll out. When a user puts in their email and password to log into their account, there will be a secondary pop-up that says, “You must enter a one-time password to access your account.” This password is a six-digit code that rotates every thirty seconds. If an employee logs in, there is an extra layer of security. Mr. Berry gave an example of how a hacker can get private information if multifactor authentication is not in place.

6. New Ticketing System – Alan Berry

Mr. Berry stated the ticketing system is a feed off that. They rolled out multifactor authentication for the IT team three weeks ago to make sure everything would work right. All the automations

for the ticket systems run through his account and the multifactor authentication broke it. When they first rolled it out, Mr. Berry received an alert form Microsoft saying, “All of your automations are not working anymore, please fix this.” If they did not fix this, they would not receive tickets. At this time, Mr. Berry explored other ticket systems. Mr. Berry stated they went with Fresh Desk, which is a flat upgrade to their current system and helps track and give better data for the future. The current one is fine, and everything is working. The other automations that run through Mr. Berry’s account are the Facilities ticketing system and the HR onboarding forms. They have since fixed the problem so the Facilities and Maintenance Manager can continue to use his ticket system if he would like as well as HR. The current platform is free.

Supervisor Jewett asked Mr. Berry if the one-time password code is coming through a text to the staff’s phone.

Mr. Berry stated it will be through an authenticator app rather than a text.

Supervisor Yowell asked for clarification that the one-time password is every day when the staff comes in.

Mr. Berry clarified, whenever someone logs into a Microsoft Office account, it will prompt them. If someone logs out and then logs back in it will ask for it. The other thing they have introduced is a geographical locator so if someone is outside of the general area and tries to log in there is an extra one. Mr. Berry gave an example.

Supervisor Yowell said this may be a challenge when he is in Etlan and trying to log into Office 365, but it is necessary.

The Board agreed.

Chairman Jackson thanked IT for protecting the county and stated the ticketing system is good and should streamline some stuff.

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment.

Brian Lenhoff: Brian Lenhoff, a Madison resident, stated Verizon is very difficult to work with and gave insight on the process. Once Verizon sends the information, you sign a letter of intent, and send them a check, they are required to finish the work in ninety days. The longer it takes them to complete the work, the more they can try to get a reduced fund.

Chairman Jackson stated that is very good and thanked Mr. Lenhoff.

Charlotte Lenhoff: Charlotte Lenhoff stated she would like to express her appreciation to the County Attorney with his thoughtfulness regarding his memorandum regarding Leathers Lane. Mrs. Lenhoff stated she liked the current position paper. Mrs. Lenhoff suggested instead of removing most of the verbiage on item ten, to clarify the verbiage around the word “policing the

grassy area" to make it more comprehensive to those who may need a clearer understanding. In section ten of the County's Position Paper it reads, "The county hereby advises the neighbors in Syria Mountain Estates to police the area abutting their individual property line and extending to the road." A previous position paper more clearly stated what was permitted under the word policing. Mrs. Lenhoff stated that clear verbiage and expectations are important and suggested language they could use. Mrs. Lenhoff stated they have a lot of grassy area in front of their home due to their yard. Mrs. Lenhoff asked how it is now and if she would need to submit for mowing that area. Mrs. Lenhoff mentioned the County Attorney's paper, where it says, "status quo" stating it reads, "The owners do not agree but the road is in decent condition." Mrs. Lenhoff stated they do think the road is in decent condition and is a beautiful road that everyone has put a lot of work into. Mrs. Lenhoff stated everyone there are hardworking folks, and they just want to live in a safe and peaceful environment.

Bill Copeland: Mr. Copeland stated he and his wife own an Airbnb on Leathers Lane and they live in Culpeper. Mr. Copeland thinks the road is in really good shape, but there is a lot of drama up on the mountain. Mr. Copeland stated a gentleman who lives on that road Darrly, who tends to take care of the road on both sides, had a golf cart parked on what he thinks is his property and he planted some trees. Mr. Copeland stated Darryl told him he did that because people are driving off the road on the grass that he worked so hard on. Mr. Copeland stated he wanted to stay out of all that, but he understood why he put the golf cart there. Mr. Copeland stated if it is not his land that does not give him the right, but if it is then he should keep it there. Mr. Copeland stated they love all their neighbors and Darryl has maintained that road for years and he has done an outstanding job.

Supervisor Yowell asked Mr. Copeland if he would give Darryl something to push his snow.

Mr. Copeland agreed and mentioned where they are located on Leathers Lane.

Jessica Whidby: Ms. Whidby stated she is Darryl Whidby's daughter. Ms. Whidby stated all the neighbors work to maintain the grass in front of their property and that is great. Ms. Whidby stated she would appreciate it if no one deliberately tried to drive over the trees or anything that could get torn up because her dad works hard to make the part in front of their house look nice. Ms. Whidby stated that her dad does not drive on someone else's frontage to tear it up or taunt in front of their house. Ms. Whidby stated that if they are to maintain it, they would like other neighbors to not purposely tear it up.

Clarissa Berry: Ms. Berry, Commonwealth's Attorney, stated yesterday Victim Witness had their Annual Domestic Violence Awareness Month event. As part of that, they recognized some of the community partners and they presented four purple ribbon awards. The purple ribbon is the symbol for Domestic Violence Month. Those awards were to: Deputy David Hayden with the Sheriff's Office, Sergeant Scotty Woodward who is an Investigator with the Sheriff's Office, Courtney Withrow from EMS, and Annett Dodson at the Animal Shelter. Each of those individuals were able to be a steadfast source of support for someone going through a domestic violence event and encouraged them to connect with the Victim Witness Program. The Commonwealth's Attorney stated the part that she was most involved with was Ms. Dodson at

the Animal Shelter. They had a situation where someone needed to leave their home and they had animals and the Animal Shelter held onto them for a couple of days. This helped make a hard situation a little bit better. Ms. Withrow was incredibly supportive of a victim on scene. The Commonwealth's Attorney stated she cannot say enough about the two deputies. The Commonwealth's Attorney stated they are very fortunate in Madison County to have law enforcement that cares enough to do their job correctly. The Commonwealth's Attorney stated they should be very proud of the Sheriff's Office, the training they do, and their willingness to work with other community partners. There was a community partner award that was given to Alison Vaughn with the Department of Social Services, and it was for exceptional partnership during one of the single most difficult DV (domestic violence) cases they had that year. She was able to build a rapport with the family and was able to advocate and come up with creative solutions. After the event, the Commonwealth's Attorney talked with the Sheriff and they both noticed an increase in traffic safety problems with the fatal crashes on Route 15, but also a general speeding problem. A couple weeks ago the Commonwealth's Attorney went through the speeds in General District court that were set for trial. Not cases set for a first call, but cases that were tried. There was a 97 MPH in a 55 MPH, 95 MPH in a 60 MPH, 104 MPH in a 60 MPH, 96 MPH in a 60 MPH, 89 MPH in a 55 MPH, and a 47 MPH in a 25 MPH. The Sheriff's Office and State Police are doing everything they can to enforce it. The Commonwealth's Attorney stated she hit a deer two months ago and people cannot drive that fast because it will kill them or someone else. They have also seen an uptick in very serious DUI crashes. The Commonwealth's Attorney stated her office is currently prosecuting three separate DUIs. The Commonwealth's Attorney encouraged everyone to think thoughtfully when they get behind the wheel, wear their seatbelt, do not drink and drive, and do not use other substances like medication while driving.

Charlotte Lenhoff: Mrs. Lenhoff had two concerns regarding snow removal. Darryl Whidby has a floating blade on his truck, and she is also concerned about the insurance requirements for a snowplow contractor working on a road.

Jerry Carpenter: Mr. Carpenter, Parks and Recreation Director encouraged everyone to come to the park Saturday night for the Haunted Woods. It is one of their biggest events of the year, as well as one of their biggest fundraisers. This is their ninth year having it and they usually get close to five hundred people to come through and they have close to one hundred volunteers that help. It has been a great community event and Mr. Carpenter encouraged everyone to come.

Supervisor Yowell stated they do not have a VDOT representative present but would like to know what VDOT allows in their fifty foot right of ways.

Chairman Jackson stated they do fifty foot right of right of ways by County Ordinances. However, there are a lot of right of ways, like Leathers Lane, where the roadbed is sixteen feet and then there is grass on both sides and landowners have been mowing that excess land. Chairman Jackson stated they should specify that people need to stay in the roadbed except while passing. People should be able to mow, but that does not mean they leave their lawn mower out there. Chairman Jackson stated they need to address this because it is getting crazy. Chairman Jackson asked the County Attorney to look into the snow component and what VDOT has as their right of ways and maintenance.

The County Attorney agreed.

CLOSED SESSION

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

- 2.2-3711(A)(1) for personnel.
- 2.2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation.

Seconded by Supervisor Dawson. 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 Dawson. 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) and 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 Jewett.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0). Abstain: (0). Absent: (0).

As a result of the Closed Session, the Board took the following action(s):
Supervisor Yowell made a motion to authorize the County Administrator to adjust the Deputy Commonwealth's Attorney's salary and fund as presented, seconded by Supervisor Dawson.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0).

ADJOURN

With there being no further business to conduct, Supervisor Jewett made a motion to adjourn, seconded by Supervisor Hoffman. 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: December 12, 2023.

Agenda
Board of Supervisors
Tuesday, November 14, 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, County Departments, Committees & Organizations

1. Monthly Reports

Consent Agenda

2. Approve Minutes: 10/10/2023

2a. VDOT Quarterly Report Presentation

Special Appearances

Old Business

3. Criglersville – County Administrator

New Business

4. Declaration of a Local Emergency & Emergency Ordinance – County Administrator
5. Deputy County Administrator Position – County Administrator
6. Supplemental Appropriation #5 - PSAP Grant
7. School Supplemental Request & Supplemental Appropriation #6 – Finance Director
8. Salary Increases – County Administrator/Finance Director

Discussion

9. Quaker Run Wildfire Update – Brian Gordon

Information/Correspondence

Public Comment

Closed Session

2.2-3711(A)(1) for personnel

2.2-3711(A)(3)

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 4:00 PM — Tuesday, November 14th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #37 — November 14th

At a regular meeting of the Board of Supervisors on Tuesday, November 14th 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
Hannon Wright, County Attorney
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

ABSENT:

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.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present. Chairman Jackson advised adding the following items to the agenda:

2a. VDOT Quarterly Report Presentation
Closed Session 2.2-3711(A)(3)

The County Administrator informed Supervisor Yowell that the Closed Session script had the language for A3, which is for consideration of real property.

The County Administrator stated they did not have the schools' request letter and their amended budget when the packet was published. The Board members received that information today by email as well as hard copies.

Supervisor Hoffman 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

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS

1. Monthly Reports

Jerry Carpenter: Mr. Carpenter, Parks and Recreation Director, gave a monthly report.

- Thanked everyone who helped with the fire and stated he appreciated all their efforts.
- They raised over $4,000 from the last Haunted Woods event and next year will be their tenth year.
- December 9th: Smores with Santa and the Holiday Light Show.
    - After December 9th, people will be able to drive through and listen to their car radio and enjoy the music and the light show.
- February 17th: From 7:00 pm to 10:00 pm at Redback Barn, they will be hosting the first ever Hometown Heroes Community Awards Gala benefiting the Hoover Ridge Outdoor Recreation Center.
    - Red carpet reception
    - Live entertainment with a DJ
    - Dining with Over The Top Chef
    - Silent auction
    - Award ceremony
        - Educator of the Year
        - Coach of the Year
        - Business of the Year
        - Organization of the Year
        - Youth Impact Award
        - Community Service Award
        - Personal Corporate Philanthropy Award
        - Environment and Stewardship Award
        - Community Hero Award
        - Cultural Enrichment Award
        - Educational Excellence Award
        - Mentorship Excellence Award
        - Community Patrion Award
        - Applications to nominate people are due by December 8th and can be found on Hooverridge.com.

Chairman Jackson stated it sounds like there will be more award winners than actual people at the event, but he was sure it would be different than that.

The Parks and Recreation Director stated they have sold eight sponsorship tables so far. They have a little over one hundred tickets to sell.

Chairman Jackson asked about Culpeper Wellness.

The Parks and Recreation Director stated they just received a $100,000 from Culpeper Wellness for the Outdoor Recreation Center.

Chairman Jackson asked the Board if they had any questions, which they did not.

Jennifer Warren: Mrs. Warren, Finance Director, gave a monthly report.

- Finance has finalized the pre-audit items, and they are now in the middle of the full audit. By the end of this week, they will have finalized their full audit. Once that is final, they will invite David Foley to present to the Board in December. Everything with the FY23 audit is going well.
- Tillie Strothers, Human Resources, and the Finance Director have continually worked through the time and attendance and payroll implementation with Tyler-Munis. Payroll is completely implemented but they are in the testing phase. Time and attendance are still in the middle of implementation. They are going to talk more with department heads about the time and attendance system once they iron out a few things.
- They are in the middle of the Compensation Study (Comp. Study). They received ninety-eight surveys back from employees and they have gathered information from seven different counties, so the Comp. Study is going well.

Ligon Webb: Mr. Webb, County Planner, gave a monthly report.

- On the building side, they are staying busy. They slowed a little bit in the summer, but it is still a steady pace.
- There are two public hearings at the December 6th joint meeting. One is a special use permit for a duplex on Ridgeview Road. The other is for a rescue kennel facility that is on Old Sparks Road north of the county that is being presented by the Homeless Animal Rescue Team (HART) who has proposed up to a 10,000 square foot facility that is more likely going to be 6,000 square foot facility. The facility is for fifty dogs and twenty-five cats. The Planning Commission's second work session will be tomorrow on that.
- The Comprehensive Plan (Comp. Plan) is going really well, and the County Planner thanked everyone who helped with the survey. The County Planner mentioned they have 110 responses so far with good responses. The County Planner mentioned he thought it was a good survey and gave credit to Supervisor Yowell, himself, Don from DEC, Jennifer from the Regional Planning District, and Peter Rice. The County Planner stated he believes the survey was received well and they have gotten a lot of great feedback. While they are slow on special use permits and rezoning, the Comp. Plan is the County Planner's primary focus. The Comp. Plan Committee will reconvene on November 30th to look at the results of the survey. The survey will end Monday the 27th. The County Planner mentioned an article in the paper regarding the survey. The goal for the Comp. Plan is to have a draft ready for 2024 for the Planning Commission and the Board to review. The County Planner mentioned a few have seen the draft that has been completed, which needs some editing.
- The County Planner asked if the Board had any questions, which they did not.

Erik Weaver: The Sheriff gave a monthly report.

- The Trick or Trunk event: They had a little over 1,600 people attend and thanked those who came out.
- The Sheriff gave a shout out to the local Fire Department, Rescue Squad, and the bear hunters. The Sheriff stated he had the pleasure to go up with the Chairman and fight the fire. The Sheriff stated what the volunteers have done is unbelievable. The Sheriff gave a shout out to the ladies and gentlemen down at the Rescue Squad building now who are doing a great job controlling the fire.
- They are continuing to have issues on Route 15. They are continuing working highway safety.
- They have a program coming up November 28th called Hidden in Plain Site. A group is going to set up rooms at the High School where parents can see how children can hide narcotics in a bedroom house setting. This event will be from 6:00 pm to 8:00 pm.
- The Sheriff stated he appreciated the Board's support for the last couple of weeks. They have been shorthanded, but they are working at it every day.
- The Sheriff stated in December they have the greatest Christmas Parade on this side of Greene County and looks forward to seeing everyone there.

Chairman Jackson asked what the Sherrif's Department was doing to publicize their Hidden in Plain Sight event.

Sarah McKnight: Ms. McKnight, 1st Lieutenant Investigator, stated the schools have published it since they are the ones who requested it and they have also put it on their site. This event is for adults only.

Chairman Jackson asked the Board if they had any questions for the Sheriff, which they did not.

Gavin Helme:

Chairman Jackson asked the other Board members if they minded combining monthly reports and the Quaker Run Fire Update from discussion.

The Board agreed.

- Mr. Helme, Assistant Chief & Emergency Management Coordinator, gave an overview of the Quaker Fire. Chief Helme stated he echoed the Sheriff that they are blessed to live in this county. Everybody from Forestry, to the Gold Team, to anybody who came out to volunteer was stunned at the generosity of the meals that were provided, drinks and snacks, and the people, including the Sheriff and the Chairman, up on the side of a mountain multiple days. Chief Helme stated everyone was surprised by the Madisonians. They are in the process of trying to figure out all the names of the people to recognize, but the sister agencies: Greene County, Orange County, Culpeper County, Rappahannock County were all present and assisted Madison during the fire. Chief Helme stated they made a big difference as well as the bear hunters, the local Volunteer Fire Department, and Madison's EMS agency, who is already strained in terms of staffing. Until recently,

they were out there 24 hours a day with an ambulance. It was the support of the Board and the support of the citizens of the county and neighboring counties.

- As of this morning the acres burned was 3,937. That number has not risen in a couple of days, and it is 41% contained. Chief Helme stated everyone asks why it is always 40% and he encouraged people to think about how the scope of the fire has been building in terms of size. The 40% now represents a much larger piece of the pie. Chief Helme spoke to one of the Gold Team IMT members today, Brian Swanson, who stated the update on the IAP this evening should have a much bigger containment area identified including on Finks Hollow. This should allow them to lift the voluntary evacuation.
- The overall cost, not the cost of Madison County, but the cost of everything that has been spent is about $1.9 million to date. Chief Helme stated he has VDEM looking into local expenses that Madison can hope to recover. The Finance Director put in the ledger item and all those things are going to be critically helpful in getting as much money back as possible.
- Chief Helme stated he talked to the Gold Team and the plan is starting tomorrow and going into Thursday, there is going to be a much smaller footprint of forestry and the federal folks that are there. They are in a "mop-up" phase now, so they are keeping those containment lines clear and taking care of anything they see right away. There was a wind event that never showed last night, which worked in their favor combined with the cold temperatures.
- The Gold Team plans to be out of the Rescue Squad building during the day on Friday.
- Chief Helme stated he is happy to answer any questions on the fire.

Supervisor Yowell asked Chief Helme if the chopper was still flying and dumping water.

Chief Helme stated he did not believe they had done any missions in the last couple of days, but as of this morning, the type one and type three helicopter were both still available to Madison located in Orange should they be needed. Chief Helme stated they should have more information at the cooperators meeting tomorrow.

Supervisor Yowell stated that would be a good indicator for him.

Chief Helme stated the National Guard has been released for a couple of days because they are fighting fires elsewhere. Chief Helme mentioned he thought they were going to bring in about thirty guardsmen who are now red carded certified to help on the mop up.

Chief Helme stated they did not get either of the two SHSP Grants they put in for. Chief Helme is hopeful to receive feedback as to why and they tend to give that information.

Brian Gordon: Mr. Gordon, Emergency Communication Director, gave a monthly report.

- 911 had another up month from last year's timeframe.
    - 225 home phone 911 calls
    - 394 wireless calls
    - A total of 2,518 administrative calls
    - 1,100 administrative calls made.

    - 4,237 total calls to the center
        - That is a 3% increase in the same timeframe last year.
        - Year to date, they are 98% of where they were last year.
    - 1,980 calls for the month
    - 11,456 calls year to date
        - That is 105% over the same timeframe as last year.
- Radio Project:
    - Civil work continues.
    - The building permit applications were submitted this morning.
        - The Emergency Communication Director stated he has been speaking with the Building Official throughout the day to get a few things worked out with those.
    - They plan to start work the week after Thanksgiving. They are hoping to have a lot of the pad work done by the end of the year to work on the tower after the first.
    - Three sites are completed:
        - Church Hill work is ongoing.
    - Radios have been ordered and will be taking delivery soon.
        - They are in Harrisonburg now and Clear Communication has to program those.
- Staffing wise, they are currently short three staff. They hired one this morning so that number goes down to two.
    - The Emergency Communication Director stated he had no applications on his desk, and he has been advertising for better than a month and a half.
- Community Outreach:
    - Tick or Trunk
    - Quaker Run Fire for the last two weeks.

Chairman Jackson asked if Verizon has gotten the fiber easements to the tower.

The Emergency Communication Director stated they have not done anything on the easements. The Emergency Communication Director stated he spoke with Chasity Allen, who is their rep, that morning. They are working on the order right now and are supposed to get that over to him. The Emergency Communication Director stated he informed Ms. Allen that Madison needs to be working with the easements. The Emergency Communication Director stated he is going to try to get Verizon, the Aylor's, and himself out there and see what needs to be done to start putting pen to paper for that.

Chairman Jackson asked for confirmation that they are capable of receiving text messages to 911.

The Emergency Communication Director stated they have been able to accept those for about 36 months now and he believes they have received four. The alarm company, ADT, submits their alarms now through that tax passing system and they get quite a few of those. As far as citizens texting E911, they have very few. The Emergency Communication Director stated if they call, it

is a much better avenue because they can talk to them and figure out exactly what is going on quickly.

Chairman Jackson asked if the Board had any further question, which they did not.

Noah Hillstrom: Mr. Hillstrom, EMS Chief, gave a monthly report.

- Chief Hillstrom stated he echoed what everyone was saying about the fire and everyone coming together. Especially the EMS team that had to quickly go into 24-hour standby coverage and a lot of extra help there, which is appreciated.
- October was busy with 178 calls.
- 12 minutes was their average response time.
- Continuing to receive mutual aid request from Greene and Orange and they are doing their best to help.
- Personnel:
    - Chief Hillstrom welcomed Michael Lince and Kathryn Burke.
        - Kathryn is a great example of volunteerism. Kathryn was a release EMT as a volunteer and they had this position open. She could easily transition into that with minimal orientation, which saves orientation funding.
    - Assistant Chief Ham took a position with Louisa County. His last day was on the 10th. They had an appreciation lunch for him, and his services were appreciated.
    - EMS is fully staffed full time. They had an individual on military leave for a while. Their salary was not part of this fiscal year budget, but technically that is a full-time position that they have. Chief Hillstrom is working with the team to see how they can go about filling that.
    - EMS has one vacant part-time position Chief Hillstrom stated he had an interview yesterday and his intention is to make an offer this week so they should be fully staffed by the end of the week.
- Multiple standby events
- Tomorrow is their agency inspection with the Virginia Office of EMS.
    - Chief Hillstrom expressed thanks to his team for navigating fire standbys and prepping to make sure they have a successful inspection for license renewal.
    - Chief Hillstrom mentioned he did not anticipate any problems with that.
- New Zoll ventilators:
    - Paramedic Russel helped with training for those so they could have their team up to speed with the new equipment on the ambulances.

Chairman Jackson asked Chief Hillstrom how it was going working with the new Medical Director.

Chief Hillstrom stated it was great and he is doing very well.

Supervisor Yowell asked if he was going to be there tomorrow.

Chief Hillstrom stated he is out of service for the next ten days for a personal matter, but he has text messaging and email. Chief Hillstrom stated they coordinated his signatures and paperwork

several weeks ago, so he does not necessarily have to be present. Chief Hillstrom stated the Medical Director is very responsive and committed to being physically at the station the fourth Monday of every month to be with the team.

Chairman Jackson asked if the Board had any questions for Chief Hillstrom, which they did not.

Bruce Livingston: Mr. Livingston, Information Technology Specialist, gave a monthly report.

- They are steadily going after the multifactor authentication this week and they are making progress. They need to figure out the best way to do this where it is not going to be intrusive which is what most folks are concerned about.
    - The county has had a hacker attempt and succeeded twice in the last three weeks.

Chairman Jackson asked if the Information Technology Specialist was able to take care of Chief Hillstrom sending out all those spam emails.

The Information Technology Specialist stated they have not, but they have had improvements to the spam and the email. They have turned on some functions that let you know if you receive an email from someone you do not often receive emails from. Some of the spam controls have been turned on and enhanced so they are seeing less.

- The vulnerability scan went well, and they passed.
    - The recent problem they had was online, going to the Office 365 portal, so their network was not in any danger.
    - This test told them many things like there are many computers that need patching and old virus software, things like that.
- IT is supporting Tyler-Munis' efforts with Finance and permitting going at the same time. The Information Technology Specialist stated they are doing well with that, and he thinks they are going to make it by January.
- IT is done building and upgrading all the old computers.
    - The next budget cycle, they are going to be having to put in more money to replace older desktops. They are coming up on five years on a large portion of them and even though they are running good, their processors and things of that nature are not going to be compatible much longer with the latest applications.
- The Information Technology Specialist encouraged staff to touch base with IT when they have folks visiting and they bring their own devices so they can make sure they are sanitized before they plug into their network.
- The new ticketing system is working good. They rolled over about ninety tickets.

Chairman Jackson asked if the Board had any questions for the Information Technology Specialist, which they did not.

CONSENT AGENDA

2. Approve Minutes: 10/10/2023

Supervisor Dawson made a motion to approve the consent agenda as presented, seconded by Supervisor Yowell. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

SPECIAL APPEARANCES

2a. VDOT Quarterly Report Presentation

Carrie Shepheard attended the meeting virtually to give VDOT's Quarterly report to the Board. Ms. Shepheard thanked the Board for allowing her to attend virtually.

- RCUT at Shelby is moving closer to advertisement. That is scheduled for this month.
- The other items on the projector screen have not changed. They still have two bridge projects that are a number of years out.
- As far as Rural Rustic, they have Desert Road. The reason that it is still under construction is because it is yet to be reviewed by VDOT's Traffic Engineering Department, which means installation of 35 MPH signs and any warning advisory signs for curves.
- That is all Ms. Shepheard had, but was here for questions, comments, or concerns from the Board.

Chairman Jackson stated VDOT is bidding out the Shelby RCUT and inquired the timeline for completion on that project.

Ms. Shepheard stated advertisement will probably put them into spring as far as start of construction. As far as construction duration, she would need to double check. Ms. Shepheard stated she would image it would take no more than a year.

Chairman Jackson asked if the survey and scoping of the sidewalk, which is being done by the town, is the $1.3- $1.4 million block or block in a half that goes up by the Early Learning Center.

Ms. Shepheard agreed and stated she is not sure what the estimate is currently, but she believes they need to apply for more funding.

Chairman Jackson stated that is a lot of money for a block of sidewalk. Chairman Jackson asked the Board if they had any other questions for VDOT.

Supervisor Yowell stated he has been contacted by a couple people on Desert Road with concerns regarding turning off and on the road. VDOT usually puts a taper/transition going into people's driveways and not all of them were done. Supervisor Yowell stated they now have a four-to-five-inch drop-off and asked Ms. Shepheard to look into it.

Chaiman Jackson asked the Board if they had anything else for Ms. Shepheard, which they did not. Chairman Jackson then asked Ms. Shepheard if she had anything else, which she did not. Chairman Jackson asked the County Administrator if he had any questions.

The County Administrator stated he appreciated Ms. Shepheard. The County Administrator mentioned a conversation he had with the Sheriff and VDOT regarding Route 15 and asked if there was anything to report.

Ms. Shepheard stated she had two things on her list, one being to check for speed limit signs. VDOT has reviewed the portion of Route 15 that is in Madison, and they found that the signage was appropriate. Ms. Shepheard asked the Engineering Department to put that together in a Google Earth schematic so they can visually see where the signs are located to make sure they are all on the same page. They can always add some, but Ms. Shepheard thinks they should look together at what they have first to make sure they are not redundant with signage. The second thing was discussing response time between the area headquarters. Gordonsville and Madison coordinate frequently to determine who can make it to a site quicker and who is needed to support the other. Ms. Shepheard stated she feels confident that VDOT's response time for incidents and accidents is where it should be based on that coordination at the area headquarters.

The County Administrator asked for clarification that the signage is something they are looking at from a Google Earth view. It would look at what exists and maybe there is some type of overlay where recommended signage would be placed. If so, could that be shared with Sheriff Weaver and himself as a follow up.

Ms. Shepheard agreed and apologized if that was taking a long time. There was mixed communication between them and the Traffic Department. VDOT has reviewed it in the field, and they know where the existing signs are. Ms. Shepheard stated she asked for them to put it on Google Earth for clarity.

Chairman Jackson asked if the State Police were still monitoring Route 15 pretty heavily.

Sheriff Weaver agreed.

OLD BUSINESS

The County Administrator stated he missed interjecting during the department head reports. Mr. Cave, Chief Animal Control Officer, is not present because he is on a call. The County Administrator stated they had a promotion at the Animal Shelter. Ms. Hammack had resigned because she is relocating back to Florida. They promoted within and the new Animal Shelter Manager for operations is Ms. Annette Dodson. They are actively searching for a replacement for the Animal Control Officer position. Interviews between HR and the Chief Animal Control Officer have gone well, and they are getting close to an offer.

3. Criglersville – County Administrator

The County Administrator stated they brought the Criglersville school back as old business. The County initially reached a contract with Criglersville Elementary School LLC back in June of 2022 and that required the individual to close by September the 14th, which did not occur. That individual also applied for some rezoning and that was denied, which was outside of the contract. That individual sought court action against the county and the judge ruled to deny the demur.

Since that time, Criglersville Elementary School LLC's (Mr. Schapiro) council has been in communication with the county's council. Through that has come about an amended and restated contract. This is a restated amended purchase contract by Criglersville Elementary School LLC for the Boad of Supervisor to consider action on. A public hearing has been set for November the 28th and it has been advertised. That advertisement should be in the agenda packet. The County Administrator stated this is to get the Board up to date as well as for the general public. A lot of this stuff is closed session before it is public, so they are here to report tonight that the Board has received the amended and restated contract, the County Attorney has been working with the other party's Attorney, and a public hearing has been set for November 28th.

Chairman Jackson asked the County Attorney what has changed and what is the situation as he sees it.

The County Attorney stated on October 10th, Judge Franzen from Madison County Circuit Court announced his decision, overruling the county's demur, which means, if continued it would probably be a lengthy and expensive litigation for the county. That forces the county into a decision point particularly when the other side has made an offer to settle the case. The county can continue to fight, meaning an expensive and long court battle with an unlikely prospect of winning. They have made an offer to compromise, and the county has negotiated back and forth to see the best possible compromise the county could get. The contract is still in draft form, but it is very similar to what was proposed, which is the amended and restated sales contract from January of this past year. The other party is suggesting a closing date of December 15th of 2023 to give them more time to do a more detailed survey and to effectuate all the things they need to do before closing.

The County Administrator gave an overview of what has changed in the amended and restated contract. The county has the right of refusal, and it recognized the survey that was dated July 11th, 2022, that is in the packet. The importance of that is clarifying what was initially talked about, but not as clarified in the original contract. For example, there will be a perpetual easement of .819 acres that is shown on the screen. This is where the Mountain Museum exists now. The County Administrator gave an overview of the map on the screen to clarify where the perpetual easement covers, including the displaced family monument.

Chairman Jackson asked if the Board had questions for the County Attorney or the County Administrator.

Supervisor Jewett asked for clarification that the county will still be able to hold polling at that location.

Chairman Jackson agreed. Chairman Jackson stated they are back to the original concept. They have changed the terminology about the first right of refusal on the property if it does fail and clarification of the easement for the Mountain Museum and the monument for the displaced families.

The County Attorney agreed and added it turns the buyback from "mandatory" to a "right of first refusal" for the county.

Chairman Jackson added it does not guarantee any of the proposed additions that were in the ballfield area.

The County Attorney agreed and stated it recognizes its current zoning status with no promises or expectations, but also no preconceived judgments on what may happen in the future for zoning.

Chairman Jackson asked if there were any questions or comments on this, which there were not. Chairman Jackson stated they will do another public hearing on the 28th.

NEW BUSINESS

4. Declaration of a Local Emergency & Emergency Ordinance – County Administrator

The County Administrator stated based on the wildfire and the conditions that they were seeing on October 25th, a local emergency declaration was declared. Since that time, they have gone from a burn advisory to a county-wide burn ban via an emergency ordinance. This happened after the Governor of Virginia, Governor Youngkin, declared a state of emergency. That was an addition and was done on November 7th. Any of those declarations can be declared by the Chairman of the Board of Supervisors, but statute also requires them to be considered and ratified by the full Board at its next available meeting or as a special call. This is the Board's next regular available meeting. The local emergency declaration initially freezes up resources that allows the emergency management team and Coordinator to reach out to get state partners in there. The Assistant Chief & Emergency Management Coordinator and others on the team did many things well. If someone went out to the site, they would see the big Verizon mobile communication tower. It allowed them to free up those types of resources as well as not following normal procurement methods. The emergency ordinance came because they had another fire and things got out of control. They want folks to be responsible, but sometimes the only way to do that is to enforce an emergency ordinance. The County Administrator stated the ratification tonight does not lift the declaration of local emergency nor does it lift the emergency ordinance. Those are things that the Board would have to physically do, and it is normally done once those events and threats are over. The local Sheriff's Office, Emergency Management, and Department of Forestry have worked collectively to determine that the voluntary evacuation was necessary. Emergency Management, the Sheriff, and the County Administrator have worked on a list of areas. The County Administrator stated they are still in voluntary evacuation and appreciate the resilience of the citizens. DSS has been great, and they put them on notice that if they had to spin up a shelter, it is available, and they would evaluate that on the need. However, no one has chosen to evacuate at this time. Animal Control is on standby with the emergency trailers and the county has emergency agreements with folks who would gladly welcome any livestock or domestics if need be. Thankfully, they have not had to activate that, but they are on standby. The County Administrator thanked several people who assisted with the wildfire efforts. The action before the Board tonight is to ratify the declaration of local emergency from October 25th as well as the emergency ordinance that was declared on November 7th.

The County Attorney stated a lot of folks contributed to creating the ordinance and the Commonwealth's Attorney was certainly helpful. Other counties have done something similar, for example Floyd County. It is a temporary emergency ordinance for limited duration. It is modeled almost exactly after a separate Virginia code provision, which is 10.1-1142. (Department of Forestry Chapter of the code.) This ordinance bans burning on private and public property which makes it a class one misdemeanor and allows assessment of the cost to fight the fire to that individual that is doing the burning. If the Board wishes to ratify it, this is the first public meeting. The County Attorney stated after this emergency is over, they can discuss the ways, in term of ordinances, if they want to do beyond just what the state code says in terms of open burns, but that is a discussion for another day.

Supervisor Yowell asked the County Attorney if they should separate these two items into two different motions.

The County Attorney agreed.

Supervisor Yowell made a motion to approve and ratify the local emergency declaration dated 10/25/23, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

The County Administrator stated the ordinance number was Emergency Ordinance #2023-1.

Supervisor Yowell made a motion to approve Emergency Ordinance #2023-1 dated 11/7/23, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

The County Administrator stated he thinks it is appropriate to throw out some ideas of how the Board of Supervisors, however they choose fit, recognize folks. The County Administrator listed people and community partners whose efforts should be recognized. The emergency team will bring ideas to the Board.

Chairman Jackson agreed and stated the best of Madison County was out there.

5. Deputy County Administrator Position – County Administrator

The County Administrator stated the county operations and objectives have expanded due to ongoing projects and future projects, so the county is considering the need for a Deputy County Administrator. Due to the creation of an IT department, county building renovations, radio system upgrades, financial and permitting software upgrades, and parks and recreation initiatives, the need exists to create a Deputy County Administrator position. This position would be a direct report to the County Administrator. The Deputy County Administrator would assist the County Administrator with project oversight, budget preparation, employee or department initiatives, and other related tasks. It would also be a bolster to the executive team that supports the Board and their mission and vision for the county. The County Administrator stated he

included a draft job description in the agenda packet. The County Administrator stated he worked with HR and the Finance Director to determine the best grade and some of the duties that have been included. On the board report, the County Administrator mentioned he marked legal review as complete. The County Administrator stated there is a recommendation listed and this would be a pay grade 29 position and it would be an exempt position. (salary) The County Administrator stated he is happy to take any questions the Board may have.

Supervisor Yowell stated this is a much-needed position at this point. Supervisor Yowell stated he noted over the last couple of years since the current County Administrator has been on board how much sorter the agendas have become and that is because the County Administrator is handling so much stuff that used to come to the Board. Supervisor Yowell stated he drives by the building at six o'clock at night and seven in the morning and sees the County Administrator's car. The County Administrator has done things like standing up the Development Committee which is another meeting a month for him. Supervisor Yowell stated with the combination of things he can see where this position is justified.

Chairman Jackson stated they are doing a lot of things internally where they used to outsource. Now they are doing another Compensation Study that they are doing internally. Several years ago, they paid real money for it, and it was less than satisfactory. Doing it internally makes it more of a Madison County product and they are seeing that across the board in how they manage the county. Chairman Jackson stated it is warranted and no reflection on the County Administrator's performance in any way. Chairman Jackson stated they all appreciate what he has done, sacrificing himself and his time, and getting him some help is for the best. Chairman Jackson asked the Board if they have comments or thoughts on this. Chairman Jackson mentioned they need to move to approve this position, job description, and the hiring of this position.

Supervisor Hoffman made a motion to approve the Deputy County Administrator's job description and authorized the hiring for this position, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

Chairman Jackson stated the Board has someone in house and he does not think there is a reason to solicit applications because he thinks they have someone in mind. Chairman Jackson stated Brian Gordon is the person and this is a promotion. Everything that he has done for them, especially with the latest incident, being well prepared, being dynamic, being able to adjust, and come up with solutions for Madison County. Chairman Jackson stated he think Mr. Gordon is the person for this job. Chairman Jackson gave an example of the radio project and stated the results will be substantially better for first responders and citizens of Madison County and a lot of that goes to Mr. Gordon. Chairman Jackson stated he thinks they need to vote on this. Chairman Jackson stated he is against adding administration to government, but this one is warranted.

Supervisor Yowell stated they had a chance to test drive Mr. Gordon in between the two County Administrators.

Chairman Jackson added he held it together. Chairman Jackson asked for the Board to take action.

Supervisor Jewett asked for clarification that Chairman Jackson is asking for a motion for the promotion.

Chairman Jackson agreed.

Supervisor Jewett made a motion to recommend a promotion for the current EMT Director, Brian Gordon, to the position of Deputy County Administrator, seconded by Supervisor Hoffman.

Chairman Jackson asked Mr. Gordon what his current title was.

Mr. Gordon stated he is the Director of Emergency Communication.

Chairman Jackson asked Supervisor Jewett if he amended his motion.

Supervisor Jewett amended his motions and apologized.

The County Administrator suggested authorizing someone to finalize the agreement.

Chairman Jackson asked if he amended again.

Supervisor Jewett amended his motion again.

Chairman Jackson stated the County Administrator has the authorization to sign this contract with this potential employee. Chairman Jackson asked Supervisor Hoffman if she also amended.

Supervisor Hoffman seconded the amendment.

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

Supervisor Hoffman congratulated Mr. Gordon.

6. Supplemental Appropriation #5 - PSAP Grant

The County Administrator stated that the Deputy County Administrator had made the Board aware that there was a PSAP grant available, and he was going to apply. It allows for $2,500 to be used for either a retention mechanism like a bonus or it could be used as a sign on bonus. The County Administrator stated they are happy to give notice that they were awarded that. The monies would be paid out of the salary line item of the Department of Emergency Communications and this supplement would move that money that has been received by the Treasurer back to that line item. The County Administrator stated they did receive that, and the

Deputy County Administrator has a plan in place to apply it. The County Administrator asked the Deputy County Administrator if this was for December or November.

The Deputy County Administrator stated it was for November.

The County Administrator stated the Finance Director and the Deputy County Administrator have already spoken.

Chairman Jackson asked the Board what they would like to do for this.

Supervisor Dawson made a motion to approve Supplemental Appropriation #5, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

7. School Supplemental Request & Supplemental Appropriation #6 – Finance Director

The Finance Director stated the General Assembly passed the Virginia Budget Bill in September that included a 7% increase for public school teachers in 2024 and the school already planned in their budget 5% of that 7%. The county set aside, not knowing what the General Assembly was going to do, in contingency $144,192 pending the outcome. The school since the outcome has amended their budget and the increase in their budget is $229, 035. That was to give the 2% increase across the board to employees of the school system. The school's budget went from 9.7 million to 9.9 million. The school feels, after discussing it with the Finance Director, that with the $144,192 they can balance their budget primarily with unfilled positions, so they are only requesting what was set aside in contingency.

Chairman Jackson asked the Board if they had questions, comments, or a motion.

Supervisor Jewett stated this is no reflection on the county, but he finds this whole situation extremely aggravating. They had a General Assembly that passed this bill at the last minute for no other reason than political posturing for the elections. Supervisor Jewett stated they pay state income taxes and state sales tax, and that money should be sent to the counties to pay for this unfunded mandate which is doing nothing but shifting the burden down to the local taxpayers. Supervisor Jewett stated what aggravates him about it is that it pits local Madison citizens against each other. Supervisor Jewett stated he complained to both of their representatives, at the time this bill was being considered, to no avail. Supervisor Jewett stated they need to make it known to their state representatives that this is something they cannot continue to do. They are headed towards a large property tax increase if this kind of stuff continues.

Chairman Jackson asked Supervisor Jewett if his comments were pertinent to number seven and number eight on this agenda.

Supervisor Jewett agreed.

Chairman Jackson stated they have done them a disservice.

Supervisor Jewett stated they need to take care of their people, but the county is sending them money and they should be sending that money back.

Chairman Jackson agreed.

Supervisor Yowell made a motion to approve Supplemental Appropriation #6, seconded by Supervisor Hoffman. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

8. Salary Increases – County Administrator/Finance Director

The County Administrator stated that part of the state budget called for a 2% salary increase recommendation for standard quality position in the school. Another thing in that budget bill was a 2% increase for Compensation (Comp.) Board positions and a lot of those exist in constitutional offices. The only one that is a non-constitutional office but had Comp. Board positions is 911 dispatch center. They had a memo for the Registrar's Office for the Registrar increase, assuming how the Board will vote tonight. Those numbers are an increase as well as an increase to the Electoral Board. The County Administrator stated that was the only Board in the state budget that required an increase. The other Comp. Board positions are the constitutional offices such as the Sheriff, Treasurer, Commissioner of Revenue, Circuit Court, Commonwealth's Attorney, and the five positions in dispatch. Through an MOU, the Sheriff allows those dispatchers to be placed in that center. Per the state budget bill, the school positions had a January 1, 2024, effective date and the Comp. Board positions had an effective date of December the 1st for implementation. The County Administrator stated the Finance Director has put together some fiscal impact and some information. On the screen the Board has one scenario that would give an increase to the constitutional offices and all dispatch, and the other scenario is all employees. This would assume an effective date of December 1st. It says seven months because this would assume an effective date of December the 1st. Any Comp. Board funding is recognized as revenue reimbursement. The Board would have to pay some money up front, and the Comp. Board would put back a portion.

The Finance Director referenced the document on the projector screen and stated the annualized budget increase across all departments is $117,000. The seven-month increase, since it will be effective December 1st for the fiscal year 24, the remainder of the year increase would be, with fringe $82,487 if all county employees received the 2%. The Finance Director noted that the additional Comp. Board revenue is right below $82,000. The annualized Comp. Board increase is $42,000 but the seven months increase in Comp. Board revenue is roughly $25,000. Out of that $82,000 in seven-month expenses in fiscal year 24, they would receive back $25,000 of that in Comp. Board revenue. The Finance Director mentioned an additional document that she would like to review with the Board with a scenario with just the Comp. Board offices.

Chairman Jackson asked for the additional sheet to be brought up on the projector screen.

The County Administrator reviewed what he thought the difference was while it was being brought onto the projector screen.

Chairman Jackson clarified if they were doing just the Comp. Board offices that have a constitutional officer in it, including dispatch, it is about 6k. With doing everybody in all departments with the 2% increase over the seven months, there is an offset of 57k between the revenue received and the total increase. Chairman Jackson stated 57k would be the pass through to the citizens. Chairman Jackson stated the question for the Board is if they go with the recommendation to do just the Comp. Board offices and dispatch, which will affect all employees in that department, or they do the whole county. Chairman Jackson stated he agreed with Supervisors Jewett's comments on the disservice that the Governor/Legislator did to them. Chairman Jackson stated this pits employee against employee. Madison County subsidized all the constitutional offices because it is the right thing to do. They are above the revenue received by the state for those offices. Chairman Jackson stated he thinks they need to do the 2% across the board for all staff because it is the right thing to do. Pitting their employees that work really hard against each other seems to be the wrong way to do this. The offset that goes with that is with the class and compensation study they are working on, that will be included in the upcoming budget year, plays into that. Chairman Jackson stated if they go down the path of increasing for everyone, he hopes they remember it come budget time.

Supervisor Yowell asked the Sheriff how many Comp. Board covered employees he had out of the total number of employees.

The Sheriff stated he believed it was eighteen out of twenty-five or twenty-six.

Supervisor Yowell stated they cannot just cover the Comp. Board employees.

The Finance Director stated scenario two was what was missing from the previous slide, which was now on the projector screen. In the blue, they can see scenario two which is strictly the Comp. Board positions and that is $48,000 of an increase in expenditures. However, with the offset of additional Comp. Board revenue, the real impact is 6K to the county if scenario two is decided on. The Finance Director stated the decision is between roughly $50,000 and $6,000.

Supervisor Yowell asked the County Administrator about an email from VACO asking counties to provide suggestions to them for issues to bring up during the General Assembly.

The County Administrator agreed and stated there are draft issues. The County Administrator stated he has had conversations at the General Assembly level, which were not successful, as well as VACO. The County Administrator stated he would prefer them to look at compensation

as a whole for what they contribute. The County Administrator mentioned his first year at Madison where the Board did a COLA and picked up $150 more of the family plan. The County Administrator stated he would love to get the family plan down lower because that is where it makes the difference. If the county is forced to keep raising and not make the adjustments that they feel like are adequate for cost of living and impactful for their team, then it makes it hard to do both. The County Administrator stated they are appreciative that the Board decided not only to do the COLA but picked up 50% of the premium increase. The County Administrator stated this is the first time he has seen a midyear state amended budget that does this. Thankfully, there is money in contingency, but contingency is based on 1% of the overall operations. If the Board would like this added as a legislative issue, the County Administrator stated he will get that to Mr. Mauney and Ellen James who normally pushes that up to the legislative body.

Chairman Jackson stated they have tried this before where they give salary increases to certain groups and it pits employees against each other. Chairman Jackson asked the Board what they would like to do and mentioned they are doing this in open session as they should be. Chairman Jackson stated it is going to cost the taxpayers about $57,800 new monies.

The County Administrator stated if the Board is looking for a motion, they could decide to move to approve a 2% salary increase across the board for all employees for full time and part-time effective December 1st, 2023. The County Administrator stated he thinks it may be appropriate to distinguish "and to be funded from." The County Administrator asked the Finance Director if this is going to be a contingency recommendation.

The Finance Director agreed.

The County Administrator stated it is important to clarify because all contingency funding must be approved by the Board.

Chairman Jackson asked the Board what they would like to do with this and stated it appears that they need to differentiate between Comp. Board offices or the full staff and then make sure to cover it is coming from contingency.

The County Administrator recommended adding "Effective December 1st".

Chairman Jackson agreed.

Supervisor Dawson made a motion to approve the 2% for all county staff effective December 1st coming out of the contingency fund, seconded by Supervisor Jewett.

Supervisor Dawson stated is it not that employees are not worth the 2%, they are worth way more, but he has mixed feelings about this whole thing.

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

DISCUSSION

9. Quaker Run Wildfire Update – Brian Gordon

This was discussed during the constitutional officers, county departments, committees & organizations monthly reports.

INFORMATION/CORRESPONDENCE

The County Administrator stated they have tried to pinpoint Brightspeed, and they have committed to being at the December 12th meeting. Brightspeed was part of the ARDOF challenged area, which is the Wolftown-Hood area. The County Administrator stated he wants them here to give the Board a presentation like their other provider did that speaks to the area they are serving, the timeline, the current deliverables, as well as give the citizens an opportunity. The County Administration Office and the Economic Development and Tourism Office take regular phone calls regarding coverage. The County Administrator mentioned a spreadsheet the Deputy Clerk has been tracking for those calls. It is important to have Brightspeed here to speak to the Board about what they are doing in the county, what is the deliverable, and what is the update.

The County Administrator stated the Board has an upcoming public hearing on November 28th for the Criglersville school.

PUBLIC COMMENT

Chairman Jackson opened the floor for 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:

- 2.2-3711(A)(1) for personnel.
- 2.2-3711(A)(3) Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

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) and 2.2-3711(A)(3) that were identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Dawson.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0). Abstain: (0). Absent: (0).

As a result of the Closed Session, the Board took no action.

ADJOURN

With there being no further business to conduct, Supervisor Dawson made a motion to adjourn, seconded by Supervisor Jewett. 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: December 26, 2023.

Agenda
Board of Supervisors
Tuesday, November 28, 2023 at 6:00 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

Consent Agenda

Special Appearances

1. Firefly Presentation – Galen Creekmore
2. Firefly Letter of Support- Galen Creekmore

Public Hearing

3. Criglersville Elementary School Contract – County Attorney

Old Business

4. Conduit License Agreement – County Attorney

New Business

5. Encompass Community Supports Board – Deputy Clerk

5A. Rescind the Emergency Declaration

Discussion

6. IT Personnel Policy Update – System Administrator I

Information/Correspondence

Public Comment

Closed Session

2.2-3711(A)(1)

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 6:00 PM — Tuesday, November 28th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #38 — November 28th

At a regular meeting of the Board of Supervisors on Tuesday, November 28th at 6:00 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
Brian Gordon, Deputy County Administrator
Hannon Wright, County Attorney
Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

ABSENT:

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.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present. Chairman Jackson advised adding the following item to the agenda:

5A. Rescind the Emergency Declaration

Chairman Jackson asked the other Board members if they had anything to add, which they did not. Chairman Jackson then asked the County Administrator if he had anything the add to the agenda.

The County Administrator stated for clarification that they did update the agenda and they specified those reasons in the agenda packet.

- They received the Firefly presentation yesterday or today, which is noted in the packet.
- There was a slight change in the Criglersville contract. The original that was published plus the latest that the County Attorney has provided.

Supervisor Hoffman 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

Chairman Jackson opened the floor for public comment.

Kim Smith: Ms. Smith wanted to notify the Board of Supervisors that the survey for the Comp. Plan has been completed and is available. Ms. Smith encouraged everyone to read it from cover to cover.

Thomas Hawkins: Mr. Hawkins stated there are many responsible, taxpaying citizens of the County that would like the burn ban lifted. Mr. Hawkins stated on Elly Road they had another fatality last week. The road is so narrow, curvy, and undivided and Mr. Hawkins suggested the road should be posted no more than 35 MPH.

Joe May: Mr. May asked where Elly Road was located.

Thomas Hawkins: Mr. Hawkins explained where the road was located and referenced the Mountain View Nursing Home. Mr. Hawkins stated people go 55-60 MPH on that road.

Joe May: Mr. May mentioned it was similar to Food Lion.

Thomas Hawkins: Mr. Hawkins suggested the road be posted 35 MPH.

Chairman Jackson stated 5A., which they just added to the agenda to rescind the Emergency Declaration will potentially take care of the burn ban. Chairman Jackson stated the last time there was a fatality on a road VDOT did an internal report on that with a study and informed the County Administrator they should make sure they get that.

The County Administrator agreed.

With there being no further public comment being brought forward, the public comment opportunity was closed.

CONSENT AGENDA

There was nothing to discuss for the consent agenda.

SPECIAL APPEARANCES

1. Firefly Presentation – Galen Creekmore

Mr. Wood stated he was presenting because Mr. Creekmore was not able to make it due to family things going on. Mr. Wood stated he had a short presentation to give the Board a little update on the project they are on and talk about VATI 2024, which is a grant with an application deadline in December.

- Mr. Wood stated these are the areas that they have committed to serving under VATI, which was presented on the projector screen. Mr. Wood referenced the yellow/orange-colored areas that were stated as “make-ready work” and stated those areas are served out of the Pratts’ substation from Rappahannock. They are building on the Rappahannock

lines. They have completed the work for make-ready coming in through Wolftown and up to the Pratts substation and have started to build fiber in that direction. They have started work on getting the hut situated, which is the first step in being able to provide service. They are doing make-ready construction in other areas.
    - In the Decapolis area, they have started doing field work to design the make-ready work.
- Mr. Wood stated slide two is a written update that says the same thing he just said.
    - REC make-ready engineering is beginning in the Decapolis project area in mid-December.
    - Make-ready construction work continues across the south and central portions of Madison (Pratts project area)
        - Citizens will see contractors working in areas such as: Hood, Wolftown, Rochelle, Pratts, west of Rt. 29 near Madison, Banco, and Brightwood.
    - Aerial fiber construction has begun along the Rt. 230 to provide continuity from Firefly's fiber hut in Stanardsville to their hut site in Hoover Ridge Park.
    - Site preparation is beginning for their first Madison fiber hut site. Mr. Wood thanked the Board for their support and partnership on the hut site within Hoover Ridge.
- Mr. Wood stated there are a few areas still without planned service in Madison. Firefly is planning to put those in to make sure Madison gets complete coverage. There are two large areas, and the northernmost one is an area that Shentel had a radio plan, and they got a little bit of government funding and gave it up because they did not want to do it. Firefly will include that and stated that is about nine hundred homes. The other area is down along the western border near Kinderhook. There are two subdivisions that were not part of the Brightspeed project. Brightspeed is supposed to build around Graves Mill and they received funding from the FCC. Firefly has a contingent plan to go in there if Brightspeed does not get that built.
- The two layers on the screen are the two layers that were left out and they are including that in this plan to make sure they get service. Mr. Wood stated the red spots, similar to red chicken box, are individual locations that they have identified where incumbent cable providers do not claim to have service there. If they do not think they have service available Firefly can include them.
- Mr. Wood stated the next slide showed a close up of homes and businesses that do not have any company claiming that they have service where they can get a 100 megabit per second download and a 20 megabit per second upload. Mr. Wood stated that for every one home that is unserved, there are six or eight served locations. They will end up running fiber in front of everything to get to these.
- The next few slides were similar maps of different areas in Madison. Firefly's project would bring fiber to every one of those locations marked on the map. Mr. Wood stated they are going to put fiber on 99% of REC poles, which will provide fiber in just about every location of the County.
- VATI 2024 Grant:
    - Total passings within VATI 2024 Grant project – 1270
    - Total Miles of Fiber in VATI 2024 Grant project – 210
    - Total Investment in VATI 2024 Grant project – $11,200,000

    - Requested County match – $400,000.
        - Same as last year.
        - The rest of this project will be funded partly from grant funds from the state and partly from the fact that Madison is part of a regional project and there are some other more dense areas that help with cost.
- Mr. Wood stated he is present tonight to ask the Board if they would approve the resolution to support the inclusion of Madison County in the VATI 2024 grant, send the letter of support to be included in the VATI 2024 application, and make a commitment for $400,000.
- Mr. Wood stated if anyone would like to know where someone stands with the project, they can go to their Firefly.com site and go to the projects button. Under that, there is a drop down and they can select their county and there is a page for Madison County that gives updates.

Chairman Jackson asked Mr. Wood what his title was.

Mr. Wood stated he was the President and CEO at Central Virginia Electric Cooperative and at Firefly Fiber Broadband.

Chairman Jackson thanked Mr. Wood for being there. Chairman Jackson asked the other Board members if they had questions for Mr. Wood.

Supervisor Yowell referenced the "chicken pox" map and stated over this process the last two or three years, they have heard about challenges that were made to areas. Supervisor Yowell asked if the providers that are in that area that leave unserved residences have to submit a challenge of some sort to serve them.

Mr. Wood stated this data comes from the FCC website where they have reported what they can or cannot serve. They have reported for each one of those as of June 2023 that they cannot serve it. Mr. Wood stated they will have the option when they put this in to say they made a mistake, and they can serve some of these. Mr. Wood stated he did not anticipate them doing that much but there may be a few areas.

Joe May: Mr. May asked Supervisor Yowell what he thinks since he lives in Etlan.

Supervisor Yowell stated he is ready to help provide a letter of support for Mr. Wood and Firefly.

Chairman Jackson sated he thinks it is amazing and was looking at this presentation earlier and wondering what the red dots were. Chairman Jackson stated it is amazing that they will be able to get fiber to people that are underserved outside of their original scope of work. Chairman Jackson stated Joe May mentioned he got Starlink just a little bit ago and it looks like he is two years ahead of schedule, but having fiber everywhere, that is the gold star. Chairman Jackson asked the County Administrator if he had any questions.

2. Firefly Letter of Support- Galen Creekmore

The County Administrator stated he prepared a draft letter of support for the Board to consider tonight, and asked if Firefly also needs a resolution, which was listed in the presentation.

Mr. Wood stated the letter of support is fine, as long as it states that they will have the funding.

The County Administrator stated he wants to make sure they have all necessary action. The funding that was provided last year is recognized in that last paragraph of the support letter. That money was originally approved for the FY23 VATI application, and the funds remain earmarked and designated. Those funds have not been undesignated, and they are still there. The Board has a letter of support they can approve tonight, but it does clarify that they are pledging that money of $400,000 and it has clearly been earmarked so that money has not moved. The County Administrator informed Mr. Wood to let him know if there was additional action via resolution.

Mr. Wood stated this would do. Mr. Wood stated the application is due the 19th of December and they will likely get award announcements next April, at the earliest, and then it normally takes them a couple of months to sign a contract after that. Mr. Wood stated he hopes to sign one quicker because it should be similar to the one they already have. They will attempt to feather this so as they have crews in the area, they can continue to move them into these unserved areas. The big project is supposed to be finished by August of 2025 and they would try to finish this as close to that as possible, but it may run over into early 2026 to build everything out because it is another two hundred miles.

The County Administrator added for clarity that if this would be approved the Planning District would invoice Madison for the work completed and the payment would be based on that invoice. While that money is there, if this were to go through and be approved, they invoice for a portion as they complete it and they make payment on that invoice.

Chairman Jackson asked if the other Board members had any other questions, which they did not. Chairman Jackson asked what action the Board would like to do with the letter of support.

Supervisor Yowell made a motion to approve the letter of support for the VATI 2024 internet initiative with Firefly, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

Supervisor Yowell stated since they have a lot of folks present from the northern part of the County, which is where he lives, would Mr. Wood mind telling everyone about how much per month it would cost them to use Firefly as an internet service.

Mr. Wood stated their basic package is one hundred megabit per second upload and download symmetrical $49.99 and that includes no cost for the service drop. If they sign up while they are first in the area, there is no cost to get a connection, no cost for the router, no caps, and no taxes on the internet. If they have phone services, they get the normal phone taxes that go on it. They have a one gigabit package that is $79.99 and that is about how fast anyone needs in the US.

They have a telephone package that is $34.99 a month but it is $5 off, so $29.99, if they buy it with an internet package.

Supervisor Yowell asked for clarification that the phone is a voiceover IP.

Mr. Wood agreed and stated it also will use fiber and will not have static when it rings.

Chairman Jackson stated that is pretty good.

Dennis Coppedge: Mr. Coppedge stated that is cheaper than Evan's.

Carline Smith: Ms. Smith inquired about the timeline for the rest of the County.

Mr. Wood stated on their website it has the individual areas with their best guesses. They will be building out the Pratts area. As they get into there from Standardsville the first circuit they will build will be the one back to Wolftown. Mr. Wood stated he would be guessing that they would start there sometime between March, June, and July. Then they will continue the rest of Pratts after that and then into Decapolis. They will probably run into 2025 for the Decapolis areas, which is kind of the northern areas. This new area that they are adding will be later 2025 into early 2026. Mr. Wood stated if anyone has any questions to feel free to call Firefly.

Supervisor Yowell stated Mr. Wood is very responsive.

Mr. Wood stated he has really appreciated working with the staff in Madison. They work with twelve different counties, and he always looks forward to speaking with this County.

Chairman Jackson thanked Mr. Wood.

PUBLIC HEARING

3. Criglersville Elementary School Contract – County Attorney

The County Attorney gave an overview of the timeline for context. June 14, 2022, the County entered a contract to sell the Criglersville property. The County Attorney stated that did not go great. It included a September 14th closing date which came and went without it getting finalized and the closing happening. That led to litigation followed by Criglersville Elementary School LLC against the County. There was a hearing on July 12th from the County's demure, which is essentially like a motion to dismiss. The Madison County Circuit Court Judge issued a written opinion on October 10th overruling the County's demur and finding the contract's September 14th closing date was not a hard deadline. They are still in active litigation on this case although on November 2nd, both parties agreed and the court entered an order staying the proceedings, essentially putting everything on pause to see if they can put a resolution on this with the other side. The County Attorney stated they began a settlement negotiation with Criglersville Elementary School LLC to try to find a way forward that both sides can live with and to avoid further litigation. Before the Board is a proposed, amended and restated contract for the sale of the school and that is for the Board to decide whether or not to enter into. The essential terms are

the County sells it for the price of $25,000 and do a closing, which is scheduled for December 15th, still being sold as is, to include its current zoning which is A1 and whatever hazards the building may have given the year it was built. The County agreed to remove the old playground equipment that is on the property. The County will retain .819 acres of the property that is currently leased to the Historical Society for the Mountain Museum. The sale will include certain restricted covenants which contain limitations on what it can be used for and not used for. It cannot be used for any kind of storage or salvage yard and the buyer needs to begin rehabilitating the main building within thirteen months. The County has the option to buy the property back in four years if there is no certificate of occupancy issued and that would be back at $25,000 in addition to whatever the cost of improvement was. This is an option for the contract opposed to mandatory. What is different and/or why this is better for the County than what they are currently facing in terms of the contract are as followed:

- Secures the longer term.
- Protection for the Mountain Museum
- Does not oblate the County for the potentially high cost of a buyback but gives it an option.
- Removes some of the contingencies of the 90 day study period.
- It is not in the contract, but it would end the litigation which has been costly and would be much more costly.

Chairman Jackson asked if the County Administrator wanted to make some comments before they go to the Boards for questions.

The County Administrator stated a lot of it the County Attorney has stated. The Board is maintaining the easement for the Mountain Museum, an easement is a little different than ownership. It has a time of the essence clause in this contract now. It specifies a closing date no later than December 15th, first right of refusal, it gives them the right as stated by the County Attorney. The County will clear out playground equipment, which is a condition if this were to be approved. The County Administrator stated there is a survey, and referenced Exhibit A, which shows the .819 acres. The survey was on the projector screen and the County Administrator gave an overview of what is shown in the survey. The original contract references the property but did not give the actual survey, so this is an addition to the original contract. The County Administrator suggested the Chairman to distinguish between in person and online when they get to the public comment period. Mr. Berry, System Administrator I, can ask folks present online who want to speak to put their full name in the chat.

Supervisor Yowell mentioned that at the beginning of the meeting the County Administrator stated there were changes to the contract this afternoon and asked if he understood that correctly.

Chairman Jackson stated the changes happened yesterday.

The County Attorney agreed.

Supervisor Yowell inquired if there were material changes.

The County Attorney stated there were no material changes. It was some details regarding the lease ability of the Mountain Museum in the future because there was a provision that was taken out.

Chairman Jackson asked if the Board had any further questions for the County Administrator or the County Attorney, which they did not. Chairman Jackson opened the floor for public comment. Chairman Jackson advised in person public comments will go first before it is open to online public comments. Chairman Jackson advised online public comments must submit their names on the GoTo meeting platform. Chairman Jackson encouraged folks to come to the microphone, state who they are, and try to keep it to no more than three minutes.

Joe May: Mr. May, Etlan resident, expressed concern for setting a bad precedent.

Peter Melate: Mr. Melate commended the Board for being very thorough in reviewing this proposed contract. Mr. Melate had concerns with the "highly density plan" that Mr. Schapiro had put forth and its effects. Mr. Melate asked the Board if they decided to enter into this new contract what assurances could the Board offer to the community that they will take steps to prevent the high-density development that was originally proposed from taking place. Mr. Melate suggested changing language in the contract to protect the long-term interest of the local community and the County.

Susanna Spencer: Ms. Spencer, Duet resident, concurred with the Robinson Rose Community Foundation's letter that they submitted, dated today, to the Board of Supervisors and concurred with Joe May. Ms. Spencer had concerns regarding Mr. Schapiro's business plan and funding. Ms. Spencer stated she knows it is an expense to the County, which is extremely unfortunate, but she would not put her faith in Mr. Schapiro due to his previous actions.

Samatha Guerry: Ms. Guerry stated she wanted to make sure the Board received their letter and mentioned they did not know about this meeting until last week. Ms. Guerry expressed her disappointment that the contract is being reconsidered.

Caroline Smith: Ms. Smith stated she lives in the Criglersville voting precinct voiced her opposition to the new contract being considered by the Board.

Dennis Coppedge: Mr. Coppedge stated Mr. Schapiro will have to follow all the ordinances of Madison and encouraged the Board to sell the property.

With there being no further public comment being brought forward, the public comment opportunity was closed.

Chairman Jackson asked the Board if they had comments or questions.

Supervisor Jewett stated he had a few clarification questions for the County Attorney. The contract in question is an amended contract from the original which everyone supported. The

contract gives the County better terms because now they are not obligated to buy the property back with improvements cost if the conditions are not met.

The County Attorney agreed.

Supervisor Jewett stated that is a major improvement. Supervisor Jewett asked for clarification that this updated contract makes no promises to the new owner that the County would rezone the property or make any special use permit provisions.

The County Attorney agreed and stated Mr. Schapiro would be a new property owner in the County and would have the same ability that others would have in terms of what he wants to do with his land.

Supervisor Jewett stated if they continued the litigation, from what they have read from the Judge's demure opinion, he anticipates that it would not be in the County's favor if they continue litigation. Supervisor Jewett inquired what the County would look at for legal fees if they pursued litigation.

The County Attorney stated they have hired the outside firm of Pandak & Tavis, and he feels they have done a very good job on this case. The County Attorney stated he thought their hourly rate was $350.

The County Administrator stated they are in the neighborhood of $300 and he believes they are at a total of about $16,000 so far.

The County Attorney stated they have not really begun discovery, which will be expensive for both sides. The next step will be the County's answer and then setting a trial date. It would be a long process that would be very expensive. The County Attorney stated they could easily double that if not tenfold it, but they do not know how far along it would go.

Supervisor Jewett thanked the County Attorney and Chairman Jackson.

Supervisor Yowell mentioned the January 17th letter from the Robinson Rose Community Alliance on page two, number one says, "our legal council has submitted a well-supported case for the County's ability to prevail in the instance that a legal suit is brought. Furthermore, in the unlikely event it did not prevail in such a suit the county would then be ordered to sell." Supervisor Yowell stated he wanted to address the faulty contract statement from Ms. Guerry. At a previous meeting, a few residents stated they would come up with some conditions that everyone would be satisfied with, including Mr. Schapiro. The Board took that to heart and started working on that, which is what put them beyond the September 14th date. The Board continued to work on the contract based on public input. It turned out that time was of the essence clause that was not in the contract got them, which is a lesson learned. Nevertheless, the Board was trying to do the right thing. The County then denied Mr. Schapiro's request for rezoning and did not approve the contract either. Supervisor Yowell stated he does not know what else the Board could have done in this instance that would let the public know the Board

listened and has done everything they could. Supervisor Yowell stated the judge has ruled against them and he is not inclined, nor does he have the appetite to spend a hefty sum of money litigating the issue any further. Mr. Schapiro has agreed to an amended contract which he is comfortable with. Supervisor Yowell stated he would argue that there are planned uses for the property known as Madison County Zoning Ordinance and there is no longer a requirement to rezone to industrial M1. For the reference to environmental, water, and sewer, they have DEQ (Department of Environmental Quality), the Health Department, Zoning, and a plethora of agencies that are going to ride herd on this. Supervisor Yowell stated he has no problem selling the school for $25,000 for the purpose of promoting Economic Development. With regards to prior Boards turning down multiple higher offers, Supervisor Yowell stated they have their reasons for their decisions at the time, years have passed without other offers, and now it is time for this Board to act.

Chairman Jackson stated he thinks both individuals on the end have done a pretty good job articulating where he is. Chairman Jackson stated this is close to the 10th public hearing on this, and the for-sale sign was up for two plus years. They received several offers prior to this, and they were all terrible. This is a building that has diminishing returns, this is a way to capitalize on that building, get it off of Madison County's property rolls, and hopefully get some taxes out of it. Chairman Jackson stated he finds it unfortunate that Criglersville thinks of themselves as an isolated community. Chairman Jackson stated he lives right outside of town on 231 and they are all his neighbors. Chairman Jackson stated he hopes people are slowing down with the speed sign there. They are back with the original contract and the original contract was accepted by the community, and they have better terms on this.

Supervisor Yowell stated he cannot let this go out of respect for his fellow Board members, and mentioned the letter they received yesterday. One of the paragraphs talks about, "side deals, circumventing County Zoning, bending the rules, preferential treatment." Supervisor Yowell stated those are accusations that he is not willing to sit here and accept because he has worked with these folks for a number of years and none of those are true.

Supervisor Hoffman made a motion to approve the Criglersville School to Criglersville Elementary School LLC, seconded by Supervisor Dawson. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

The County Attorney asked for clarification that the motion is for the amended and restated contract.

Chairman Jackson agreed.

Nay: (0) Abstain: (0) Absent: (0).

OLD BUSINESS

4. Conduit License Agreement – County Attorney

The County Administrator stated this was an update of where they are currently. They have had discussions with Firefly and similar discussions with REC. The Board has before them a Conduit License Agreement. The conduit is about a 3500 linear feet conduit that is on the Hoover Ridge Park property. The County paid for some of their initial fiber projects to enhance the radio emergency communication system. One of those runs was fiber from the 911 Center to the new emergency tower that is on site at Hoover Ridge. The County has worked with Firefly. There was a designated location near the access road for the tower for the fiber hut. However, there is another request made to allow use of a conduit that was put in place. That fiber would deploy from that fiber hut back to Fair Ground Road, so they are asking for use of that. They have learned that REC is the owner of the fiber, that Firefly will lease the fiber from them. The County Administrator and the County Attorney feel it is appropriate that any agreement that Madison County would consider needs to be between Madison County Board of Supervisors, the name that is on the deed of Hoover Ridge, and the owner of the fiber, which is Rappahannock Electric Cooperative. They need to make one minor edit; it should be a rate of $1,000 per year not $1,000 per month. Utility companies normally have a rate that they charge someone to attach or use their infrastructure. This is the county's infrastructure; they would like to assess a fee and the Board recommended $1,000 per year. The County Administrator stated they have submitted this to REC and are waiting for their comments. What the Board has before them is what has been sent to the Director of Broadband Office for REC. The County Administrator and the County Attorney are open to comments, questions, and suggestions.

Chairman Jackson asked the Board if they have questions or comments, which they did not.

NEW BUSINESS

5. Encompass Community Supports Board – Deputy Clerk

Executive Administrative Assistant/ Deputy Clerk notified the Board that Scott Bennett has resigned from the Encompass Community Supports Board, which will be effective January 1st, 2024. Mr. Bennett's term expires December 31st, 2024. Staff are asking the Board to consider advertising for the unexpired term ending on December 31st, 2024. They could advertise in the newspaper and/or on the county's website.

Chairman Jackson asked the Board if they wanted to advertise, and the Board agreed. Chairman Jackson stated they can do some recruitment of their own.

The County Administrator added for the public that this Board was formerly the Rappahannock Community Service Board (RCSB), and they are now the Encompass Community Supports Board. They rebranded their name as part of their 50th Anniversary.

Supervisor Yowell stated they will soon have a location nearby.

The County Administrator agreed and stated they will be located at the former Administration

Office at 302 Thrift Road. The County Administrator stated he believed they have plans submitted to renovate the space to bring services back to Madison County. The County Administrator stated they will welcome Mr. LeGraffe, Executive Director, at some point to speak about those services that will be offered at that location.

5A. Rescind the Emergency Declaration

Chairman Jackson stated next was 5A. to rescind the Emergency Declaration from the 7th of November and that would also take the burn ban out.

The County Administrator stated the Deputy County Administrator was in the audience and they are appreciative that he is a part of the Emergency Management Team. The action that spawned this was the Quaker Run Wildfire. There was a local emergency declared on October 25th. The Governor then declared a state of emergency on November the 6th. The County then did an Emergency Ordinance #2023-1, which put into effect the burn ban with an effective date of November 7th. The County Administrator mentioned in the emergency ordinance #2023-1, paragraph D, regarding the way to rescind the emergency ordinance. The Board would rescind the declaration of local emergency from October 25th and that would rescind the action of the emergency ordinance, which is the burn ban. The County Administrator stated he asked the Deputy County Administrator to be present tonight due to his fire knowledge and he can speak on past and present conditions.

The Deputy County Administrator stated the conditions a month ago were pretty extreme and they are not much wetter than they were then. Madison received roughly three and a quarter inches, depending on where they live, over the last thirty days. The cooler weather helps with fire not spreading nearly as aggressive. The Deputy County Administrator stated if a fire happens today, he does not think they are looking at what they saw a month ago. The Department of Forestry's fall fire season runs from October 15th to November 30th. Historically, things start to die down as far as the potential for spread. Long range forecasting through the end of December has nine days with potential moisture. This does not mean that fire will not spread, fire can spread anytime, but the Deputy County Administrator does not think it is going to spread as aggressively. The Deputy County Administrator stated he has spoken with Chief Coppage, Volunteer Fire Department Chief, and he agrees. The Quaker Run Fire is 100% contained and since the rain event last week, they have had no flare ups. The Deputy County Administrator stated he has looked and does not see any more smoke.

Chairman Jackson asked the Board if they had any questions, which they did not. Chairman Jackson asked the Board what they would like to do.

Supervisor Yowell made a motion for the Board to rescind the October 25th, 2023, Declaration of Emergency pertaining to the Quaker Run Wildfire and by rescinding the Declaration of Emergency the Board hereby lifts the Countywide ban know as Emergency Ordinance #2023-1,

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

The Deputy County Administrator stated he is going to launch a Hyper-Reach tomorrow rescinding the burn ban, but he will still tell folks to use caution when they do burn to eliminate any hazards.

Chairman Jackson stated that sounded very appropriate. Chairman Jackson stated he would like to look into giving the Chair or County Administrator the ability to put a burn ban in places without a declaration of emergency. For the last year they have been below the rainfall totals of what they average. It would have been helpful to have been able to enact this earlier than they did. The folks that have been calling asking for it to be lifted are the ones he is least concerned about because they are responsible individuals.

The County Administrator stated he has spoken with the County Attorney and staff can draft an ordinance and there can be trigger points in that ordinance that would enact the Chairman or County Administrator. The Chairman is the Director of Emergency Management via the Emergency Operation Plan, so they can put language in there. They can look at surrounding counties that have these that allow them to enact in those periods. There would not be a burn ban in place all the time, but the ordinance exists so they do not have to enact an emergency ordinance and come back to ratify. It allows them to work more quickly, but it would be after the Board reviews, considers, has public input, and then approves the ordinance. The County Administrator suggested staff bring it back to the Board to review then set a public hearing date.

Chairman Jackson agreed.

Supervisor Yowell inquired if someone is to burn brush or something similar should they first notify the Fire Department.

The Deputy County Administrator stated they should call the administrative line at dispatch rather than the Fire Department. There is a map there where they can log the fire. If someone calls and says there is a fire out of control, they are going to check it out, but if they leave a phone number they can call and check in. The Volunteer Fire Company may or may not be there depending on the time of day.

Supervisor Yowell thanked the Deputy County Administrator.

Chairman Jackson stated he does it often and they get an address from you, point of contact, and it is an easy process.

Kim Smith: Mrs. Smith suggested the County post the obligations to inform the residents of Madison County of the fire laws/rules.

Chairman Jackson stated that was a reasonable request.

The Deputy County Administrator stated he can work with the County Administrator and the County Attorney on this.

DISCUSSION

6. IT Personnel Policy Update – System Administrator I

Alan Berry, System Administrator I for the Information Technology (IT) Department, gave an overview of the update to section fifteen of the County's Personnel Policy, which is the information system portion. The IT Department is looking to button down on security a lot more and this policy is geared towards that. It sets directives for the IT Department about what they want to do at the Board's directive to provide better and enhanced security for the county. The System Administrator I stated there are two addendums that he took out of the original policy. One was incomplete and the second one, the System Administrator I does not think it is prudent to the IT Department. The System Administrator I stated it sounded more like an HR or Finance issue, but they can include it in the IT section if the Board would like. The IT Department agrees with the comments Supervisor Jewett has made and that would be adding a section that states, "users are prohibited from the unauthorized use and transmission of protected intellectual property." As well as including under section c, a label for "sexual orientation" under the things they do not want people to use their systems for to discriminate against others.

Chairman Jackson asked the County Administrator if he had anything to add.

The County Administrator thanked the System Administrator I for putting this together. Cyber Security is real, and Madison has had two department heads hacked and that is two for two months. There has not been a data breach, but counties can embarrassingly legally find themselves there at times with ransoms or very secure information. This was originally born out of multifactor authentication, which IT gave a presentation on at a previous meeting. There are options referenced in section B3. They understand the staff's level of comfort or how they may want to authenticate when they log in. This is primarily for the log in for the Microsoft 365 Outlook accounts and there are three options to do that. The County Administrator referenced 3I of section 15 that was on the projector screen. They can do multifactor authentication through text messages, hardware tokens, and a mobile application. The County Administrator mentioned he selected the texting option. The County Administrator stated he did not view this as intrusive and expressed high concerns for cyber security. The County Administrator stated insurance has not pushed them yet, but they do believe that policies will require certain levels of cyber security in the future. They would rather be ahead of the game not only for insurance, but to avoid any severe data breaches. The County Administrator asked the System Administrator I if he had anything to add.

The System Administrator I stated there is one other part that they wanted to add and that would be, “users are prohibited from using County information systems or resources for personal financial gain, political activities, fraudulent harassing, or illegal activities.”

Chairman Jackson stated it sounded like a good rule and asked Supervisor Jewett if he had any comments on this.

Supervisor Jewett stated the draft is very good, and he commended the IT team for putting this together. Supervisor Jewett stated it is in the final stages of some finer tuning, but his concern about explicitly prohibiting personal usage of County IT resources is the judicial way to go. Also, the prohibition on unauthorized transmission of protected intellectual property that would protect the county in the event that someone starts streaming illegal content and they are caught Madison could be culpable legally for damages if they do not have a policy in place that says, “do not do this.” Part of the finetuning process is to get the County Attorney involved to give the final legal review. Supervisor Jewett stated they are on the right track and this needs to be done.

Chairman Jackson agreed.

Supervisor Yowell asked for confirmation that this is not ready for approval yet.

Supervisor Jewett stated he would not think so and asked the System Administrator I if they would like more time for edits.

The System Administrator I stated they would do whatever the Board thinks.

The County Administrator stated he would highly recommend that, but he thinks they can move on both fronts, fine-tune, take the suggestions/recommendations of the Board of Supervisors, and pass those along to the County Attorney to review. The County Administrator stated he thinks they can move parallel with MFA. If the Board is fine, his approach is to give three options and get MFA rolled out.

Chairman Jackson mentioned section B3I and stated he does not think the County should have to pay employees cell phone bills for downloading an app for this code. It is not mining data and they can have the dongle that goes on their keychains. Chairman Jackson stated he thinks these are really simple deals and they are not buying cell phones for people for this specific purpose, nor are they paying personal cellphone bills for this.

The County Attorney recommended when people are hired moving forward to let them know this will be an expectation.

Chairman Jackson stated the System Administrator I showed him the app and it looks as simplistic as it can be. It is unfortunate that they have to go through this additional step, but cyber security is a real problem, and they need to do these things.

Supervisor Yowell suggested rewording 3I, “all County users will be required to maintain a device.”

Chairman Jackson agreed.

The County Attorney suggested he talk to the System Administrator I about what the dongle option is and maybe that gets incorporated into the wording.

Chairman Jackson stated he was talking to the System Administrator I and mentioned his sister is a FED and she used to carry one. It gives a number that changes periodically through the day. Chairman Jackson stated it is going to cost $12.00 and he is okay with that. Chairman Jackson stated he agreed they needed to do some wordsmith and clean it up a bit.

The County Attorney stated the System Administrator I brought this to his attention a couple of weeks ago and they have been working on this a little bit and he stated he appreciated being brought in early.

Chairman Jackson asked the Board if they had anything else to add, which they did not. Chairman Jackson thanked the System Administrator I.

INFORMATION/CORRESPONDENCE

The County Administrator stated they received a firm date for Brightspeed. They will be at the December 12th meeting to present to the Board. The County Administrator gave an overview of the things Brightspeed would be going over, which is similar to Mr. Wood. It is a good time for the Board and the public to ask questions. There were letters that were sent out by REC that caused some confusion and they look forward to having them present and clear the air. Brightspeed is tasked with a challenged area by the state right now.

Chairman Jackson stated he hopes the County Administrator mentioned that Mr. Wood has presented to them several times now.

The County Administrator asked the Executive Administrative Assistant/ Deputy Clerk to share information about the Christmas Luncheon.

Kim Turner, Executive Administrative Assistant/ Deputy Clerk, gave an overview of the staff Christmas Luncheon. Staff are encouraged to bring canned or boxed food to donate to MESA and to wear festive headwear. The Christmas Luncheon will take place on December 15th at 12:00 pm. All County Staff, current Planning Commission members, past and current Board of Supervisors are invited.

The County Administrator stated that legal is also invited and the Executive Administrative Assistant/ Deputy Clerk will have RSVP numbers to Supervisor Hoffman very soon.

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment.

Ellanore Montgomery: Mrs. Montgomery, Madison resident, requested a robocall to inform residents about things that are important other than just the fire.

The County Administrator responded that he has talked with the Deputy County Administrator regarding this. Hyper-Reach was launched for emergencies. The County launched their new website in July and there is a feature that allows for subscription-based information. The County Administrator gave an overview of the website's notification process.

Ellanore Montgomery: Mrs. Montgomery stated people would need to know they needed to sign up for it.

The County Administrator thanked Mrs. Montgomery for raising her concern and stated it brings to his attention that the county needs to push out this information to the county again regarding signing up for the subscription for important information that is non-emergent. This separates emergency alerts from community alerts.

Chairman Jackson asked Mr. Berry, System Administrator I, if he was going to send Mrs. Montgomery an email on how to do this.

The System Administrator I agreed.

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:

- 2.2-3711(A)(1) for personnel.

Seconded by Supervisor Dawson. 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 Section 2.2-3711(A)(1) that was identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Dawson.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0). Abstain: (0). Absent: (0).

As a result of the Closed Session, the Board took no action.

ADJOURN

With there being no 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
Adopted on: January 9, 2024.

Agenda
Joint Meeting
Madison County Board of Supervisors
Wednesday, December 6, 2023 at 7:00 PM
Admin. 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

Public Hearings

A. **Case No. SU-12-23-18-** Mr. Ciriaco Martinez has applied for a special use permit (SUP) to convert an existing structure permitted as an assisted living facility to a two-family dwelling (duplex). The subject 4.2-acre lot is zoned A1 (agriculture) and in the A1 zoning district both an assisted living facility and two-family dwelling are allowable by special use permit. Constructed in 1974, the structure contains roughly 3,800 square feet of living area above grade with six (6) bedrooms and two and a half (2.5) bathrooms, and roughly 2,900 square feet of living area below grade with six (6) bedrooms and one and a half (1.5) bathrooms. Both the above and below grade living areas contain a kitchen, living, and a dining area. If the SUP is approved, the structure would be required to obtain a change of use permit and a new certificate of occupancy from the County's Building Official. The subject property contains a postal address of 5289 Ridgeview Road, Reva, Virginia, and is identified on Madison County's Tax Maps 24-37C.

B. **Case No. SU-12-23-19 –** Ms. Patricia Kurowski, President of the Board of Directors for the Homeless Animals Rescue Team Inc. (HART), has applied for a special use permit to construct and operate an animal rescue kennel on an A1 (agriculture) zoned lot. In the A1 zoning district, a kennel is allowed by SUP. The subject lot is 35-acres and contains two (2) existing dwellings. The proposed kennel structure would not exceed 10,000 square feet of area "under roof" and house/shelter no more than 50 dogs and 25 cats at any given time. If approved, a temporary kennel would be established utilizing the lot's existing structures, or potentially temporary structures, in accordance with the Uniform Statewide Building Code (USBC). In addition, the SUP would "run with the applicant" and therefore be nontransferable or assignable. The subject property contains two postal addresses, 18 and 310 Old Sparks Road, Culpeper, Virginia; and is identified on Madison County's Tax Maps as 43-5.

Information/Correspondence

Public Comment

Closed Session

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 7:00PM — Wednesday, December 6th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #39 — December 6th

At a Joint Meeting between the Board of Supervisors and the Planning Commission on Wednesday, December 6th at 7:00PM in the Admin. Building Auditorium:

PRESENT: R. Clay Jackson, Chair
Carty Yowell, Vice-Chair
Dustin Dawson, Member
James Jewett, Member
Jonathon Weakley, County Administrator
Brian Gordon, Deputy County Administrator
Hannon Wright, County Attorney
Kimberly Turner, Deputy Clerk
Ligon Webb, County Planner

ABSENT: Charlotte Hoffman, Member

The Board of Supervisors came to order following the adjournment of the Planning Commission's portion of the meeting.

CALL TO ORDER

Chairman Jackson called the Board to order.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present. Supervisor Hoffman was not present but will be back next week. Chairman Jackson asked if anyone had anything to add to the agenda, which they did not.

Supervisor Yowell made a motion to approve the agenda as presented, seconded by Supervisor Jewett. ***Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.***

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

PUBLIC HEARING

A. **Case No. SU-12-23-18-** Mr. Ciriaco Martinez has applied for a special use permit (SUP) to convert an existing structure permitted as an assisted living facility to a two-family dwelling (duplex). The subject 4.2-acre lot is zoned A1 (agriculture) and in the A1 zoning district both an assisted living facility and two-family dwelling are allowable by special

use permit. Constructed in 1974, the structure contains roughly 3,800 square feet of living area above grade with six (6) bedrooms and two and a half (2.5) bathrooms, and roughly 2,900 square feet of living area below grade with six (6) bedrooms and one and a half (1.5) bathrooms. Both the above and below grade living areas contain a kitchen, living, and a dining area. If the SUP is approved, the structure would be required to obtain a change of use permit and a new certificate of occupancy from the County's Building Official. The subject property contains a postal address of 5289 Ridgeview Road, Reva, Virginia, and is identified on Madison County's Tax Maps 24-37C.

Chairman Jackson asked the County Planner if he had anything to add.

The County Planner highlighted that the SUP (Special Use Permit) would run with the land and the change of use would be filed with the County within the date specified so they can start the process with the Building Official.

Chairman Jackson asked the Board if they had questions for the County Planner.

Supervisor Dawson inquired if there was a reason it was not applied for as a single-family home.

The County Planner stated it could go either way, but it was two separate families. When it was originally purchased the applicant was informed it was a multifamily dwelling. It originally was an institutional facility, and it makes sense for someone to think that.

Chairman Jackson asked if there were any more questions for the County Planner, which there were not. Chairman Jackson asked if the applicant had anything to add, which they did not. Chairman Jackson asked the Board if they had questions for the applicant, which they did not.

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

Chairman Jackson asked the Board what action they would like to take.

Supervisor Jewett stated as far as the property is concerned, the amount of people and who lives there is immaterial to his argument. Supervisor Jewett stated there is a better way to deal with this and suggested single family so they can do what they want. Supervisor Jewett stated if this is approved, this will set a precedence in A1. Supervisor Jewett stated he has a farmhouse that he could easily convert it to a duplex, come back to the Board, and say he wants a special use permit. Supervisor Jewett gave another example of someone converting their house to a duplex for more money and asking for a special use permit. Supervisor Jewett stated if the County were to reject those applications, there may be legal recourse against the county. Supervisor Jewett stated if they are going to circumvent the County's ability to control housing density partially through A1 zoning, this is not the appropriate way to proceed. Supervisor Jewett stated there is a cleaner way for these folks to move forward that will result in less problems for them and the County down the road.

Supervisor Dawson stated he agrees with the single-family dwelling unit, but it is an institutional use, and they are changing that to a duplex. Supervisor Dawson stated he would not approve of a single-family dwelling unit and hopes the Board would have a legal stance in that area. Supervisor Dawson mentioned he appreciated Supervisor Jewett's comments, and they are both trying to look out for the County.

Supervisor Yowell stated he is going to try to find ways to create more housing. They need more housing, and he is in favor of this.

The County Planner stated it is a little unusual going from a single-family home to a duplex. The County Planner stated this is rare which is why it does not set a bad precedence. They are going from an institution to down zoning it by a special use permit. A nursing facility is a special use permit too. It is a rare case and the County Planner stated he remembers when they subdivided this three-four years ago.

Chairman Jackson stated he has sat here over ten years now and several years on the Planning Commission before that and this is the third duplex he has seen. The first one was catering to schoolteachers on 29 and had bad access. The other one was on 29 and the applicant got a permit on it. Chairman Jackson stated this case, with the change of use and the two separate living quarters, warrants the duplex side. Chairman Jackson stated he lives in a farmhouse with his dog, and he would not want to have people move in. Chairman Jackson stated he does not think that will be a rush that would flood Madison County. Chairman Jackson asked the Board what they would like to do.

Supervisor Yowell made a motion to approve Case No. SU-12-23-18, seconded by Supervisor - Dawson. ***Aye: Jackson, Yowell, Dawson. Nay: Jewett. Abstain: (0) Absent: Hoffman.***

B. **Case No. SU-12-23-19 –** Ms. Patricia Kurowski, President of the Board of Directors for the Homeless Animals Rescue Team Inc. (HART), has applied for a special use permit to construct and operate an animal rescue kennel on an A1 (agriculture) zoned lot. In the A1 zoning district, a kennel is allowed by SUP. The subject lot is 35-acres and contains two (2) existing dwellings. The proposed kennel structure would not exceed 10,000 square feet of area "under roof" and house/shelter no more than fifty dogs and twenty-five cats at any given time. If approved, a temporary kennel would be established utilizing the lot's existing structures, or potentially temporary structures, in accordance with the Uniform Statewide Building Code (USBC). In addition, the SUP would "run with the applicant" and therefore be nontransferable or assignable. The subject property contains two postal addresses, 18 and 310 Old Sparks Road, Culpeper, Virginia; and is identified on Madison County's Tax Maps as 43-5.

Chairman Jackson asked the County Planner if he had anything to add.

The County Planner stated he did not have anything additional but noted the changes to number 2 and number 10 by the Planning Commission. The County Planner stated he appreciated everyone coming out and their comments, and stated these are never easy decisions.

Chairman Jackson asked the Board if there were any questions for the County Planner, which there were not. Chairman Jackson asked the Board if they wanted to hear from Madison County Chief Animal Control Officer and Animal Shelter Manager before they go to the applicant.

The Board agreed.

Annette Dodson: Ms. Dodson, Animal Shelter Manager, stated she has worked with Animal Control for ten years and they have worked with HART. HART took some of the dogs that had been there awhile that they needed extra help with. The Animal Control Manager stated she spoke with Ms. Kurowski, and she took one of the dogs that has been there since July that they have not had any luck with adopting. The Animal Control Manager stated she had questions going into this: would they be competition for them and would they help the Madison Animal Shelter. After speaking with Ms. Kurowski, the Animal Shelter Manager, is confident they will help at the local Shelter and will not be competition for them.

Chairman Jackson asked if the Board had any questions for the Animal Shelter Manager, which they did not. Chairman Jackson thanked the Animal Shelter Manager.

Greg Cave: Mr. Cave, Chief Animal Control Officer, stated HART would like to house twenty-five cats and fifty dogs and the Madison Animal Shelter houses thirty-five cats and twenty-five dogs. If HART is approved, the Chief Animal Control Officer does not think it is unreasonable to decrease the number to see how things go. The Chief Animal Control Officer stated the location of the kennel will help with the noise as well as fencing to prevent escape. Animal Control is called when they receive a complaint about a loose dog. The Chief Animal Control Officer mentioned his friend who had thirty dogs who always barked, which is why he is big on the location of the kennels.

The County Attorney asked the Chief Animal Control Officer to clarify the difference between fifty and twenty-five dogs for that location.

The Chief Animal Control Officer stated there would be a noise difference and lowering it from fifty to twenty-five would help.

Supervisor Yowell inquired about the footprint of the Madison Animal Shelter and proximally how many square feet it was.

The Chief Animal Control Officer stated it is so broken up that he did not have a clue.

The County Administrator mentioned he would work on getting that for Supervisor Yowell.

Chairman Jackson thanked the Chief Animal Control Officer and asked the applicant if they had anything to add.

Ms. Patricia Kurowski: Ms. Kurowski stated the 10,000 square feet was their wish list measurement, but the architect came down to about 7,000 square feet. Ms. Kurowski asked if they could discuss a compromise between the fifty and the twenty-five and suggested thirty-five as a reasonable number which they could live with. This would give them flexibility and this number would be the maximum, not the everyday number.

Chairman Jackson asked if the Board had questions for the applicant.

Supervisor Yowell mentioned he was at the first Development Committee meeting and asked if they talked about it twice at the Development Committee meetings.

The County Planner agreed.

Supervisor Yowell stated after talking about it twice in the Development Committee, they had two or three more chances during Planning Commission workshops. Supervisor Yowell stated in the first Development Committee meeting, Ms. Kurowski initially said the facility would be 6,000 square feet and would house 35 dogs.

Ms. Kurowski stated she did not recall that and stated she might have said she would like to keep it down to thirty-five dogs.

Supervisor Yowell stated Ms. Kurowski just suggested thirty-five dogs and that was in line with what he had written down at the Development Committee meeting. Supervisor Yowell stated the Madison Shelter's square feet, which the County Administrator shared, was 3,100 square feet doing twenty-five dogs and he thinks a 6,000 square foot building would be adequate.

Ms. Kurowski agreed and stated they would love a built-in indoor playroom so they can exercise the dogs without being outside making noise.

Chairman Jackson asked the Board if anyone else had any questions or comments, which they did not. Chairman Jackson suggested approving HART for the fifteen dogs in the temporary facility and have them come back and revisit it in a year. That may be satisfactory especially in consideration that there is another kennel right up the road that has indoor and outdoor facilities for eighteen dogs. Chairman Jackson asked if that kennel has a special use permit.

The County Planner stated he was not here.

Chairman Jackson stated he understood it was a small operation, but it still needs a permit. Chairman Jackson asked if anyone had anything else to add.

Supervisor Jewett stated once this facility is in place and there is any noise of any level there is nothing anyone can do because Madison does not have a noise ordinance. Supervisor Jewett gave a few examples of dogs barking and neighbors not being able to do anything about it. Supervisor Jewett stated that putting any conditions for noise mitigation is a moot point because there is no enforcement mechanism. Supervisor Jewett stated a facility like this brings in dogs

from various geographic locations and asked the probability that it is going to increase the risk of a vector infectious K9 disease being brought into the county. Supervisor Jewett mentioned the mystery respiratory illness that is killing dogs in various parts of the county. Supervisor Jewett inquired what mitigation strategies are in place to address that risk and stated that is something that needs to be considered before they proceed on this or any other facility. Supervisor Jewett stated neighbors are not adequately notified and it is a recuring problem with the planning and application process. Supervisor Jewett stated they need to make a concerted effort to improve.

Chairman Jackson mentioned a hearing that took place six years regarding a noise ordinance and stated he will never go down the noise ordinance path again.

Chairman Jackson opened the floor for public comment.

Ron Yaggi: Mr. Yaggi stated he has talked with the County Planner to try to limit the number of dogs. Mr. Yaggi expressed concerns with the number of dogs and cats and concerns with condition number two. Mr. Yaggi suggested a public private partnership between the Animal Shelter and HART to have HART help the Animal Shelter and Control.

Jamie Stump: Mr. Stump stated he is the owner of the property at 436 and they are the owners of the other kennel. Mr. Stump asked them to check on an indefinite special use permit.

Chairman Jackson asked if Mr. Stump had one.

Jamie Stump: Mr. Stump stated he believes that is what they are operating under and stated they need to take a hard look at that. Mr. Stump stated he did not have a position against what they are trying to do and that is their business. Mr. Stump thanked the Board for their time.

Chairman Jackson thanked Mr. Stump.

Mike Elias: Mr. Elias stated he agrees HART should be in Madison but feels it is in the wrong location. Mr. Elias agrees with Mr. Yaggi that it should go to the Animal Shelter on the 241 acres on Shelby Road. Mr. Elias had concerns that the applicant did not meet the special use permit criteria.

Tom Kearney: Mr. Kearney had concerns because the people in charge of HART will not live in Madison. Mr. Kearney had concerns regarding HART's prices and expressed concerns regarding questionable procedures. Mr. Kearney requests the vote to be delayed so there can be more input from the rest of the immediate community. Mr. Kearney thanked the Board.

The County Planner stated they are bound by state law regarding how early they can send out notices. There is a window of no more than 21 days, fewer than five. The neighbors get the information before the Planning Commission work session to meet the state code.

Tom Kearney: Mr. Kearney stated none of them were notified of the October meeting and Mr. Yaggi and himself were the only ones notified of the second meeting.

The County Planner stated they have an affidavit for everybody it was sent to and mentioned they sent it to fourteen people. The County Planner stated they met the advertising requirements and stated he does not know what else to do other than separate Planning Commission and Board Meetings.

Tom Kearney: Mr. Kearney stated there is due diligence, so everyone gets their input.

Chairman Jackson thanked Mr. Kearney.

Ms. Kurowski: Ms. Kurowski stated they are building a pole barn, and the plan is for it to look like the other barns on the property so it will fit it. They are putting the sound baffling up so it will not be visible, and it will be tucked away behind the white house with trees around it. Ms. Kurowski mentioned they are not an Animal Shelter, and they are helping beyond the county. They charge $525 for a puppy and $475 for an adult dog because they take good care of them, they have health certificates, and they are not going to be mingling with the public dogs. HART pays for the spay and neuters, the heartworm treatments, and gave an example of a kitten who needed hip surgery. Ms. Kurowski stated they take animals from counties all the time because they do not have the budget.

Tom Kearney: Mr. Kearney stated the counties do those things.

Ms. Kuroski: Ms. Kurowski stated they take animals from counties all the time because they do not have the budget. Ms. Kurowski stated the county is supported by tax dollars and they are not. Ms. Kurowski stated the County has minimal criteria for who the animal goes to, and they go above and beyond, and they guarantee them for life. Ms. Kurowski gave a few examples. Ms. Kurowski stated they euthanize if there is a dangerous dog, and they go overboard to make sure they have a safe secure facility. They have a set up where they can open the barn door, drive the vans in, and close the door so they are not leaving anything to chance regarding dogs getting out.

The County Attorney stated one suggestion has been doing a one-year temporary permit and asked what HART's thoughts were.

Ms. Kuroski: Ms. Kurowski stated that could be problematic for them. Mary Lou takes care of dogs for them in another location, and she is losing that place, and they are trying to replace her capacity of thirty-five dogs. They are going to be paying for boarding for that year while they are building the kennel so it would be a financial burden for them to have to wait another year to see if they can get the approval.

HART Representative: It does make sense to wait for the county to approval it because they cannot start building it. The facility could cost them a million dollars and they cannot start it because the county might change their mind. The HART Representative mentioned the other expenses.

Ms. Kurowski: Ms. Kurowski stated the plan is for it to be shovel ready in the spring pending the needed building permits. Ms. Kurowski stated in two years they should be able to get it. but expressed concerns if they must wait.

The County Planner stated one option is to do the one year, wait on spending the money, get a year under their belt as a temporary facility, and do another public hearing in accordance with the Code of Virginia. The County Planner stated they discussed this, and HART did not have the appetite to wait that year.

Ms. Kurowski: Ms. Kurowski expressed concerns regarding the cost challenges associated with waiting a year. Ms. Kurowski stated she has never been to the property without hearing other dogs and mentioned a few examples. Ms. Kurowski gave an overview of how they will control noise during the night.

Chairman Jackson inquired if there is a reason related to the dogs that Mary Lou is losing where she is currently.

Ms. Kuroski: Ms. Kurowski stated no, the landlord is doubling the rent.

Supervisor Yowell mentioned Supervisor Jewett's questions and confirmed that the dogs would have health certificates going out.

Ms. Kuroski: Ms. Kurowski stated they have health certificates coming in from the shelters. Ms. Kurowski stated they can get vets cheaper in rural areas, and they will pay the local vets.

Pete Elliott: Mr. Elliott, Planning Commission member, stated condition number eleven does not need to be in there because it is not enforceable.

The County Planner stated Madison does not have a sound ordinance, but they are allowed to create something like they did in number eleven. If there is loud barking, they can say this is unreasonable and it needs to be shut down. The County Planner stated they would take that evidence to the Board of Zoning Appeals.

Ms. Kurowski: Ms. Kurowski mentioned the puppies would be inside the building and would not affect the neighbors.

Mike Elias: Mr. Elias asked if the kennel was relocated on the 241 acres when could they move on it.

Chairman Jackson stated probably not because it is county land, it the home of the Transfer Station, and a substantial portion of that is the closed landfill.

The County Administrator stated it is a closed landfill that is under a DEQ permit that is heavily regulated.

Chairman Jackson stated there is also a shooting range and a large storage facility out there. Chairman Jackson stated the neighbors have mentioned they do not care for the shooting range that has been out there for a long time that is used only by the Sheriff's Department. Chairman Jackson mentioned there is probably a lot of state permitting that is involved between public private partnerships.

Mike Elias: Mr. Elias stated he agreed with their philosophy on animals, but he believes it is the wrong location.

Tom Kearney: Mr. Kearney stated it sounds like they received a donation to build a fifty-dog facility here and they ae obliged by that with donor restrictions. The Planning Commission has recommended a smaller amount, which they are resistance too. Mr. Kearney stated he agrees with the one year because he is the closest neighbor, and he will be calling if dogs are barking. Mr. Kearney stated if HART is not willing to reduce the number of dogs, then it should be off the table.

With there being no further public comment being brought forward, the public comment opportunity was closed.

The County Administrator stated the County Attorney had referenced article 14-3 in the Zoning Ordinance, specifically special use permits. If they are to be considered, options would be indefinite, temporary two year, temporary five year. For special use permits the Board impose conditions so that does not mean one year is not an option.

Chairman Jackson thanked the County Administrator. Chairman Jackson stated he understands doing a year cost money, but he proposed that because they have seen in the past people building a rapport with the neighbors over a contentious issue and there is a better relationship than before. Chairman Jackson asked the Board what other comments they have or action they want to take.

Supervisor Yowell stated he hopes everyone in the room has a good understanding of what this operation is about. This facility is not a kennel in the strict sense of the word; it is more of a holding facility for Animals awaiting a foster home or adoption. Supervisor Yowell advised adding a condition that it will not be used as a public boarding house. Supervisor Yowell asked the County Planner for clarity on the appropriate term for this.

The County Planner stated boarding is not what they do.

Supervisor Yowell stated in the definitions, kennel is defined.

The County Planner asked Supervisor Yowell if he would like the condition to be, "no overnight boarding of on rescue animals."

Supervisor Yowell agreed. Supervisor Yowell stated he would like the facility to be reduced to 6,000 square feet.

Ms. Kurowski: Ms. Kurowski suggested 7,000 square feet.

Supervisor Yowell agreed. Supervisor Yowell stated he checked HART's 990 tax returns and their financials, and it is apparent that this organization is a well-funded, professional organization. Supervisor Yowell stated he believed they had been in business since 1990 and feel they will be respectful of their neighbors and will adhere to the extensive list of conditions that they have put in the application package. Supervisor Yowell stated a society is known for how they treat animals which he got from Gandhi, "The greatest of a nation is its moral progress and its moral progress can be judged by the way its animals are treated and the true measure of any society can be found in how it treats its most vulnerable members." Billy Graham says, "The Bibe's emphasis is on good treatment of animals and not just the forbidding of cruel treatment." Supervisor Yowell stated he has no problem with passing this with the additions of the conditions they have discussed.

Chairman Jackson clarified that Supervisor Yowell was referring to the proposed conditions based on the recommendation of the Planning Commission.

Supervisor Yowell agreed and stated he wanted to add the no boarding and 7,000 square feet conditions.

Chairman Jackson listed the Planning Commission recommendation:

- Number two: Going from fifty to twenty-five dogs total.
- Number ten: The temporary facility is to have fifteen dogs, sound baffling, and a six-foot fence with the fabric.

Chairman Jackson asked the County Planner if he was missing anything.

The County Planner read his list of changes that he was tracking.

- Number two: Is changed to twenty-five dogs. The County Planner stated the reason they listed it as unlimited for dogs and cats under six months of age is due to moving in and out very quickly. The County Planner asked if the Board had any thoughts on that, which they did not.
- Number four: The permanent facility was 10,000 square feet and the County Planner asked if the Board wanted to change that to 6,000 or 7,000 square feet.

Chairman Jackson and Supervisor Yowell stated 7,000.

- Number ten: The addition by the Planning Commission was the temporary kennel facility shall not exceed fifteen dogs and a minimum six-foot fence should be installed around the temporary facility with an opaque sound baffling material.

Supervisor Yowell asked where the County Planner was going to put overnight boarding.

The County Planner thanked Supervisor Yowell for the reminder and stated they will add it as number fourteen.

- Number fourteen: There shall be no overnight boarding of non-rescue animals.

Chairman Jackson asked the Board if they understood the conditions, which they did. Chairman Jackson asked the Board to take action.

Supervisor Yowell made a motion to approve Case No. SU-12-23-19, with the conditions as modified.

The County Planner asked for clarification that the number of animals would be twenty-five.

Supervisor Yowell agreed.

The County Attorney clarified that it is twenty-five dogs specifically.

The County Planner asked for clarification that it is a 7,000 square foot facility.

Chairman Jackson stated number four is 7,000 and the motion is including the four different amended items:

- Number two: twenty-five dogs total.
- Number four: 7,000 square feet.
- Number ten: fifteen animals in the temporary facility, with a fence and sound baffling.
- Number fourteen: No overnight boarding.

Chairman Jackson asked Supervisor Yowell if that was his motion.

The County Planner stated for clarification it was “no boarding for non-rescue.”

Supervisor Yowell agreed.

Chairman Jackson asked for a second, but the motion died on the lack of a second.

The County Attorney stated it is a moot point, but he was going to ask if the twenty-five number was based on the numbers at the Madison County Shelter.

Chairman Jackson stated the first motion dies and asked the Board for action. Chairman Jackson mentioned they are required to take action and confirmed if that was correct with the County Attorney.

The County Attorney agreed.

The County Planner stated they could table it.

Chairman Jackson stated the three options are yes, no, or table it.

The County Planner mentioned they are missing a member and suggested if they do table it, to give a date when they will discuss it. The County Planner stated 2:2 would mean the motion does not pass.

Chairman Jackson stated that motion is dead and asked the Board if there was another motion.

Supervisor Jewett made a motion to reject Case No. SU-12-23-19, seconded by Supervisor Dawson. ***Aye: Dawson, Jewett. Nay: Jackson, Yowell. Abstain: (0) Absent: Hoffman.***

Chairman Jackson stated that means the motion dies and asked the County Attorney for confirmation.

The County Attorney stated it does not pass.

Chairman Jackson stated he has never seen this before, but in turn, the application has failed and asked the County Attorney for confirmation.

The County Attorney agreed.

The County Planner stated that it does not pass, and he thinks they will need to research if that means it defacto tabling.

The County Attorney asked for more time on that one and asked if they want him to do that right now.

Chairman Jackson stated they were going to take a five-minute break to get an answer.

Five Minute Break

Chairman Jackson called the Boad back to order. Chairman Jackson stated this has never happened and he has never seen this before, but he is inclined to believe the application is denied. Chairman Jackson asked the Board if they wanted to table this and get a ruling with clarification from the County Attorney and the County Administrator and see what they have to say on Tuesday. Chairman Jackson asked the Board their thoughts.

Supervisor Yowell asked for clarification that they would be extending this meeting until Tuesday and on Tuesday they would end this meeting and then go into the next one.

The County Attorney agreed and stated his inclination is that since the motion for the special use permit did not carry then the special use permit did not pass and failed. The County Attorney stated he thinks it is fair to the applicant to make sure they have the right answer.

Chairman Jackson asked the Board what they thought and stated he is inclined to agree with the County Attorney that it does fail. Chairman Jackson stated he does not think it is proper to have another vote on it, but having clarification at the meeting on Tuesday is the best case.

Supervisor Yowell agreed and stated he spent nine years on the Planning Commission and they had it happen once, but it was regarding a recommendation for the Board. The Planning

Commission failed to recommend to the Board to approve it so therefore the recommendation was to disapprove it. Supervisor Yowell stated the same thing holds here that the motion failed, and the County Attorney can come back Tuesday to confirm that.

The Board agreed.

The County Attorney stated he is basing that off Virginia code section 15.2-1420 and it says when the majority has not passed it, the motion fails.

Chairman Jackson agreed and stated it is not just the motion that fails but the application upon which it is based.

The County Attorney agreed.

Chairman Jackson clarified that the Board is good to wait until a conclusion on Tuesday.

Supervisor Jewett added waiting on confirmation.

The Board agreed.

INFORMATION/CORRESPONDENCE

There was no information/correspondence.

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment.

Tom Kearney: Thanked the Board for listening and taking every into consideration.

With there being no public comment being brought forward, the public comment opportunity was closed.

CLOSED SESSION

There was no closed session.

ADJOURN

With there being no further business to conduct, Supervisor Yowell made a motion to adjourn, seconded by Supervisor Dawson. ***Aye: Jackson, Yowell, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: Hoffman.***

_____

R. Clay Jackson, Chairman
Madison County Board of Supervisors

_____

Jonathon Weakley, Clerk
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on: January 9, 2024.

Agenda
Board of Supervisors
Tuesday, December 12, 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, County Departments, Committees & Organizations

1. Monthly Reports

Consent Agenda

2. Approve Minutes: 10/24/2023

Special Appearances

3. Brightspeed Presentation – Chris Dillon

Old Business

4. Case No. SU-12-23-19 – County Attorney
5. Church Hill Tower Site Update – Deputy County Administrator

New Business

6. FY25 Draft Budget Calendar – Finance Director
7. Organization Meeting Date – County Administrator
8. 12/26/2023 Board Meeting – Chairman

8a. Supplemental Appropriation – School Request

8b. Board of Supervisors' Compensation

Discussion

Information/Correspondence

9. Comcast Customer Notification of Rate Increase – County Administrator
10. Congresswoman Spanberger Constituents' Office Hours – County Administrator

Public Comment

Closed Session

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 4:00 PM — Tuesday, December 12th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #40 — December 12th

At a regular meeting of the Board of Supervisors on Tuesday, December 12th 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
Brian Gordon, Deputy County Administrator
Hannon Wright, County Attorney
Kimberly Turner, Deputy Clerk

ABSENT:

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.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present. Chairman Jackson advised adding the following items to the agenda:

8a. Supplemental Appropriation – School Request
8b. Board of Supervisors' Compensation

Chairman Jackson asked if anyone had anything to add to the agenda, which they did not.

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

Chairman Jackson opened the floor for public comment. With there being no public comment being brought forward, the public comment opportunity was closed.

CONSTITUTIONAL OFFICERS, COUNTY DEPARTMENTS, COMMITTEES & ORGANIZATIONS

1. Monthly Reports

Brian Gordon: Mr. Gordon, Deputy County Administrator stated he would give an update as item five, and he is learning his new role.

Chairman Jackson asked the Board if they have any questions for the Deputy County Administrator, which they did not.

Ligon Webb: Mr. Webb, County Planner, gave a monthly report.

- The HART applicant from the public hearing would like to reapply which is allowable.
    - The State Code provision states applicants must wait a year to reapply once it is denied. Madison has not adopted that.
    - They want to make changes to the conditions by changing the number of dogs that can go outside.
    - Mr. Webb encouraged the applicant to get a longer period and meet with the neighbors.
    - Expect a joint meeting in February for this.
- There are no significant hearings for the Planning Commission.
- There are a couple by right subdivisions.
- Mr. Webb wants to start working on amending the parking ordinance.
    - Mr. Webb wants to look at junk car requirements due to complaints.
- The committee met to discuss the Comp. Plan last week.
    - Received 260 survey responses.
    - Good responses.
    - The survey responses will be an addendum to the Comp. Plan.
    - Looking to having a final draft to the committee on 1/18/2024.
- Mr. Webb gave thanks and appreciation to Supervisor Hoffman as her term comes to an end.

Chairman Jackson stated the Comp. Plan survey went really well and encouraged the Board to read the responses if they have not. Chairman Jackson stated it is good to see everyone is on the same page across the County.

The County Planner stated people are not against new things and new development, but they treasure the rural area.

Chairman Jackson stated they are not against it, as long as it is no way near their property.

The County Planner agreed and stated there was a lot of consistency.

Chairman Jackson asked for confirmation that the town allows people to have five cars without license plates on them and asked if the county has something similar.

The County Administrator stated if the town has that it is what the State Code says. They are allowed to have five exposed to the environment, but it can go beyond that.

The County Planner stated he has told people if they can seal it, people cannot see it, it is probably not going to be a problem. The recent complaint is regarding someone, within a few months, who has eighty cars on their site. The County Planner stated if it were written cleaner, it would make it easier on the County.

Chairman Jackson stated it seems like something they should continue on and stated eighty is significant.

The County Planner stated it is dozens and it might not be exactly eighty.

Chairman Jackson asked if anyone had anything to ask the County Planner.

Supervisor Yowell stated the definition of junkyard in the ordinance should cover junkyard, not just junk. It states, "The term junkyard shall include the term automobile graveyard." Supervisor Yowell stated it goes beyond that and stated he has been catching some heat on some junkyards with other items.

The County Planner agreed.

The County Administrator stated he thought it was done on square footage and stated he thinks the code referenced "trash heap" and there is room to redefine.

Supervisor Yowell confirmed it says, "200 square feet".

Chairman Jackson asked if "trash heap" is really a term in the ordinance. Chairman Jackson advised changing it to better terminology.

Supervisor Yowell stated he did not see "trash heap."

Chairman Jackson asked if anyone had anything else for the County Planner, which they did not.

Annette Dodson: Ms. Dodson, Animal Shelter Manager, gave a monthly report.

- November numbers:
  - Four dogs adopted (two from the shelter and two from PetSmart)
  - Five to a rescue, Powell Incorporated. (one dog and four cats)
  - Five dogs were reclaimed.
- Jeeping for Paws held a poker run on October 28th and several dogs enjoyed a day out at Bald Top and Yoder's Market.
  - Bald Top gave the Shelter donations and Shannon was involved in that.
- The WHO Club, Wetsel Helps Others, brought in a bunch of donations on November 11th, which was put on Facebook to recognize their efforts.
- The Animal Shelter Manager has contacted several rescues, including HART, to take some of their residents at the Shelter.
- Started December with five dogs, eight cats, and one dog in long term foster care.

Chairman Jackson stated those are good numbers and asked if there were any questions for the Animal Shelter Manager, which there were not.

Ashley Richards: Mrs. Richards, Interim Director of Emergency Communication, gave a monthly report.

- Dispatch is going well.
- Calls for the month of November:
    - 140 911 calls from home phones.
    - 287 wireless calls
    - 2,480 Administrative calls taken.
    - 1,153 Administrative calls made.
    - 4,060 total calls through the center.
    - 108% for the same time frame last year
    - 99% year to date from the same time frame last year.
- Calls for service:
    - 1,069 for the month
    - 12,525 for the year
    - 106% year to date compared to last year.
- Staffing:
    - One in training and she is doing extremely well.
    - Down two positions

Chairman Jackson inquired about advertising.

The Interim Director of Emergency Communication stated they have advertised on the website and Facebook.

Chairman Jackson asked if they are getting anyone.

The Interim Director of Emergency Communication stated they are getting a couple.

Chairman Jackson asked if there were any other questions for the Interim Director of Emergency Communication, which there were not.

Clarrissa Berry: Ms. Berry, Commonwealth's Attorney, stated she did not have anything but could answer any questions and they have been very busy.

Chairman Jackson asked if there were any questions for the Commonwealth's Attorney, which there were not.

Greg Cave: Mr. Cave, Chief Animal Control Officer, gave a monthly report.

- Welcomed Alex Fincham the new Deputy Animal Control Officer and his official first day was November 27th.
    - Already enrolled in the academy to obtain his Animal Control Certification, which will be in April.

    - Already starting to obtain his NIMS training.
- Their building is getting a new updated camera system at the end of December.
- The Virginia Horse Council Foundation is conducting a survey.
    - Their goal is to review where and what resources are needed in the commonwealth to assist Animal Control.
- Shared a report from VDACs regarding the new respiratory illness in dogs.
    - The Health Department has informed him that there may be a couple of cases in Northern Virginia that have not been confirmed yet.
    - Symptoms are similar to any other upper respiratory disease like a common cold.
    - Most cases are not fatal and clear up around 10 days.
    - There are still a lot of unknowns at this point.
    - Does not appear to be transmitted to people but is unsure if it can be passed to livestock.
    - The biggest risk is where dogs are associated with other dogs like a dog park.
    - The best way to fight off the infection is to make sure your dog is current on all vaccinations.

Chairman Jackson asked about the name of the respiratory illness.

The Chief Animal Control Officer stated he does not think they have given it a name yet.

Chairman Jackson asked if there were any questions for the Chief Animal Control Officer, which there were not. Chairman Jackson welcomed the new Deputy Animal Control Officer.

Gavin Helme: Mr. Helme, EMS Assistant Chief and Emergency Management, gave a monthly report.

- The Virginia Emergency Shelter Upgrade Grant: They are still waiting for the engineer to get back to them with final drawings.
- 2023 SHSP Grant: They did not receive either grant and he is still reviewing the feedback from VDEM. Those reports have been sent to the public safety group to discuss at the meeting this Thursday.
- They had to cancel the LEPC meeting that was during the wildfire so it will be rescheduled probably toward the end of January or the first week in February.
- For the wildfire wrap up, they will be discussing and doing prep work for a full hot wash this week when they meet as a public safety group. Chief Helme is also meeting with the Department of Forestry, the Deputy County Administrator, and Fire Chief Coppage Thursday morning before that meeting with Mr. Kenner, VDOF Regional Supervisor.
- Tomorrow afternoon they will be virtually meeting with Verizon to discuss cellular on wheel options to see what they offer and the cost. This was born out of the extreme utility that they saw from that type of device during the wildfire and being able to rapidly deploy it on their own.

Chairman Jackson asked if there were any questions for Chief Helme.

Supervisor Yowell stated he had read that VDEM underwent an audit that did not go well.

Chief Hillstrom stated it was the Virginia Office of EMS.

Chief Helme stated they are different agencies.

Supervisor Yowell inquired how that would affect grant request.

Chief Helme stated he would imagine at the state level or EMS related grants, like the RSAF grant, could have an impact. In terms of what they do in Emergency Management, that is not a grant they utilize. VDEM is a separate agency with a sperate budget that is managed properly, and he does not see any changes there.

Supervisor Yowell asked Chief Hillstrom to share how it would affect Madison.

Chairman Jackson asked if there were any questions for the Chief Helme, which there was not.

Noah Hillstrom: Mr. Hillstrom, EMS Chief, gave a monthly report.

- There is limited information coming out. The state currently pays for their pediatric systems called Handtevy which is a couple thousand dollars. They are no longer supporting that, and he has a conference call tomorrow with Handtevy to figure out the next steps. It will likely be part of their FY25 budget request. They are ending services at the end of the month. This is a very important system. These calls are low frequency, high acuity and it is a systematic approach to manage patients they do not see often.

Chairman Jackson asked the Board if they understood, and they agreed. Chairman Jackson asked for clarification on what they are cutting.

Chief Hillstrom stated he is waiting for official guidance, but what he can share officially is the emergency pediatric management system that they are no longer going to be supporting. Chief Hillstrom stated his understanding is the EMS Symposium may not be occurring anymore and that is where they used to send staff for training, but that is not official.

Supervisor Yowell asked what the acronym was for this department.

Chief Hillstrom stated it is the Virginia Office of EMS and there may be scholarship effects. The state has scholarships for providers that are interested in furthering their education and also initial education.

- November was busy with 123 calls.
- Continuing to help their mutual aid partners.
- Still fully staffed.
- They have multiple staff members that are on orientation and are progressing well.
- Continuing to support their standby events with Woodberry Forest High School.
- Their agency inspection went off very well, which is huge thanks to the EMS Team.
    - Attached to the EMS Board Report is an acknowledgement from the inspector for the Board to read.

- The ambulance order is still twenty-five to twenty-eight months away and they are continuing to stay on that to see if they can get it sooner.
- Virginia requires a line of duty death training and due to the number of new hires they had everyone go through that.
- Chief Hillstrom gave thanks to the Animal Control Officers for their assistance with a car crash where an animal was involved.

Chairman Jackson inquired how things were going with their new Director and asked what their title is.

Supervisor Yowell added the title is OMD, Operations Medical Director.

Chief Hillstrom stated things are going very well with Dr. Rhames. Dr. Rhames has promised to visit on the fourth Monday of every month. Dr. Rhames saw training and ran a few calls with the team. Chief Hillstrom stated he has nothing but good things to report.

Chairman Jackson asked if there were any questions for Chief Hillstrom, which there were not.

Chief Hillstrom shared his appreciation of Supervisor Hoffman.

Jennifer Warren: Mrs. Warren, Finance Director, gave a monthly report.

- The FY24 audit is almost complete, and they will have it finalized by the deadline. David Foley, from the audit firm, will be coming to present the findings to the Board on January 9th.
- They are on target with the compensation study to present a draft to the Board on January 9th and they are going to have dialog with department heads the rest of January. Then they will come to the Board with a final draft on February 8th. That study is going well, and they have data from eight surrounding counties. (Culpeper, Greene, Albemarle, Orange, Paige, Rappahannock, Rockingham, and Warren) The report is very in-depth, and they feel good about where they are.
- They are putting together a fuel card and Bank of America policies and procedures document. That is being drafted for the Board to review and approve.
- Tyler Munis: HR payroll implementation and time and attendance are still ongoing. HR and herself feel very good about it. They will run parallel payrolls in RDA and Tyler-Munis in the month of January to be safe. As far as time and attendance and online timesheets, the goal is to finalize everything in January for roll out hopefully February 1st. The good news is they have RDA for the first quarter of next calendar year for any hiccups and building and permitting is also rolling theirs out.

Chairman Jackson inquired about the completion of Tyler- Munis Training.

The Finance Director stated the plan is to be completely done in the first quarter of the calendar year 2024, which is January through March. The Finance Director stated she believes building and permitting should be finalized as well in the first quarter.

The County Administrator agreed and stated they would love for it to be in January, but there are things they are still working on such as importing files. They will meet in the first quarter either phase two or phase three. A central property model is giving them a fit on the Tyler- Munis end and that is what is delaying the roll out. They feel strong about the first quarter. There is configuration and training that can be misleading. They are training on the system, but initially they are configuring it. There will be end user training at the end of this.

The Finance Director stated another portal they are implementing is a Tyler- Munis ESS which is employee self-service. The employees will be able to log in and get their W2s, paystubs, and their balance on their PTO. They have Tyler-Munis ESS, Tyler-Munis time and attendance, and Tyler-Munis HR and payroll. They are feeling good about it, but it is taking a lot to get it all set up.

Chairman Jackson asked if there were any questions for the Finance Director, which there were not.

Alan Berry: Mr. Berry, System Administrator I for the IT Department, gave a monthly report.

- Doing a lot of break fix and some installations.
- They are offering continuing support to Building, Finance, and the Treasurer's Office for Tyler-Munis ERP.
- Working with Finance and RDA to determine the best option for RDA legacy data going forward.
- They are continuing with MFA, and they should be done with everyone in the next weeks or so. The goal is to get everyone done by Friday of next week.
- For Intune, they have spoken with Magnafive, who replaced ANS. Intune has been configured for their environment and they will be rolling that out once they finish with multifactor authentication (MFA). It is mobile device management for the County, and it will be an upgrade to the security features.
- The Social Services data infrastructure upgrade is complete. Their switch is still connected into the state switch, but they will be able to perform maintenance on any of the County's stuff. For phone lines, they can now trouble shoot themselves. They will not need to go to the state for that particular issue. However, the internet is a state issue.
- On the IT Board report is an IT trouble ticket breakdown. The IT team fills in most of the tickets when they get calls. The IT teams encouraged staff to use the ticketing system because it helps them keep track of things.

Chairman Jackson asked if there were any questions for the System Administrator I, which there were not.

Tracey Gardner: Mrs. Gardner, Economic Development & Tourism Director, gave a monthly report.

- The System Administrator I set up their MFA tonight and it was painless.
- The tree lighting and parade went very well.
    - The most entries they have had for the parade.
    - Going to submit the tree lighting as the smallest tree lighting in America.

    - The rain held off.
    - Also had a live nativity at Beth Car.
    - Gave thanks to the Facility & Maintenance team for the decorating, specifically the wreaths.
        - They received positive comments on the snowflake and no taxpayer dollars were used for those. It was all transient occupancy tax.
        - Plow & Hearth did some donations for the park.
        - Cheryl Yowell had the contact for the snowflakes and the discount.
- Mary Madison went well.
    - About twenty-five businesses participated.
    - The ad in one week reached 62,000 people.
    - They had three prizes, and none were won by local people.
- The grant for Cluster Growth was approved by region nine and is now going to the state level.
- Sent the Comp. Plan via Facebook and Constant Contact and gave props to Connie Aylor for that.
- Peppers is coming to Madison where Mad Local was. They are hoping to open by February.
- The Helpful Herb opened in the old Smith Dentist along with Unbound Body Therapies and Rappahannock Real Estate.
- The Green Giraffe is to the right where Rockingham Insurance old location next to Emy Lou's old location.
- Service Master is now in her old location.
- Attended the Grant Management meeting last Tuesday along with Supervisor Dawson.
    - There is a zoon on that tomorrow. They received a $20,000 grant for planning the town.
- The Central Virginia Partnership meeting is Friday. David with Bald Top will be Representing us in the food and manufacturing sector.
- There is a CED's meeting next week which is the Economic Development strategy for the region with Patrick Mauney.
- Received a report from the Virginia Career Works and Mrs. Gardner was impressed.
    - Since July they had twenty-eight Madison County residents visit them at their one-stop shop.
    - Two residents have gained employment through their programs and that is Sarah Morton.
    - Three enrolled in Workforce Innovation and Opportunity.
    - Twenty-three met with their staff in the County through Project Future.
    - Ten Madison nonprofits connected through Project Future.
    - They have partnered with Cardinal to be the primary option in continuing education.
    - They are working with the library.
- There was an REI meeting.
- CIC, who did the Madison Cares Grants, has received $300,000 for an initiative involving the community investment collaborative and venture central.

    - It is an entrepreneur program, and the Economic Development & Tourism Director has given them names of several entrepreneurs in Madison.
    - They will develop a regional strategy to strengthen and grow the entrepreneurial system in the region by engaging a broad range of stakeholders creating an inventory of available resources and small business funding sources and developing actionable strategies to increase the rate of new business formation and improve survival rates for early-stage businesses in urban and rural areas.
- Preparing for next year.
- Gave thanks to Supervisor Hoffman for her services and love of Madison and businesses.

Chairman Jackson asked if there were questions for the Economic Development & Tourism Director.

Supervisor Yowell mentioned the grant for Cluster Growth that was approved by region nine council and now going to the state level and asked what this means for Madison.

The Economic Development & Tourism Director stated this is the one where they have been working with Nelson on grants for the craft brewing industry. They are going to look at the gaps in the wineries and breweries to see where they can expand. The Economic Development & Tourism Director mentioned Revelation's new winery tasting room opened and it is gorgeous. It is a planning grant for $100,000. It affects Madison by furthering what they have done so far, "Crafting a New Normal." Chris and Hal benefited from that program and graduated from Piedmont. They have done almost a million dollars in grants so far partnering with Nelson for the region.

Chairman Jackosn inquired if Revelation's new tasting room was from the AFID grant money.

The Economic Development & Tourism Director agreed and stated both of those performance agreements still have not been completed or signed. There has been a lag due to all the construction numbers having changed and they are trying to get it finalized.

Chairman Jackson asked for clarification that the County's part is just the deferment of taxes.

The Economic Development & Tourism Director agreed.

Chairman Jackson asked if there were further questions for the Economic Development & Tourism Director, which there were not.

CONSENT AGENDA

2. Approve Minutes: 10/24/2023.

Supervisor Dawson made a motion to approve the consent agenda as presented, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

SPECIAL APPEARANCES

3. Brightspeed Presentation – Chris Dillon

Mr. Dillon, Brightspeed representative, thanked the Board for having him and expressed appreciation for the Madison County staff. Mr. Dillon gave an update about who Brightspeed is, where they stand with the build in Madison, and their future plans.

- Personal Background:
    - Ten years at the North Carolina General Assembly concluding as Deputy Chief of Staff for the Senate
    - Four years as Director of Government Affairs for the NC Wildlife Resources Commission.
    - Eleven years in local government, Assistant County Manager in two counties, one very small and rural, one very large and urban.
    - Starting fourth month with Brightspeed.
- Brightspeed is a startup company and are one year old.
    - They took over the assets in twenty states from Lumen and Century Link.
    - They are not a merged company, they are not a transition to a new company, they purchased those assets.
- In the last year they have spent significant resources in upgrading the copper assets, preparing to build fiber, and building fiber. They have gotten their calls at the call center down to one minute and they have hired an additional forty-one techs in Virginia. They currently operate in about thirty counties.
- The next slide was an overview of what was already stated and gave an overview of the company.
- What Brightspeed is doing in Virginia:
    - By the end of 2023, Brightspeed will finish the first phase of construction in Virginia and deliver over 60,000 new fiber passings to six counties in the state.
    - In subsequent years of its network initiative, the company plans to add another 70,000 fiber passings for a total of up to 130,000 fiber enabled locations in its Virginia footprint.
- Pricing plan:
    - Two hundred megs are what most people have if they have a cable service to their home and will do most residential things.
    - To upload five hundred and download five hundred is $69 a month.
    - One gig down is $79 a month and it is uncommon that someone needs more than that.
    - The ACP Low Income Offer is for people who receive services through the state. They give them $30 and Brightspeed matches with $30 out of their private equity to provide free internet to homes that qualify.
        - They are trying to bridge the digital equity divide and allow everybody to have the same connectivity.
- Gave an overview of their Virginia service territory map.
    - They have restored the copper service they purchased as they use it to over latch fiber.

- Gave an overview of where they are with the RDOF build plan. (Rural Digital Opportunity Fund)
    - Madison County is part of a larger build originating in the Thomas Jefferson Planning District Commission (TJPDC).
    - TJPDC's grant application included their RDOF build locations in three Counties – Greene, Madison, Campbell.
    - Madison County is outside of their current service territory.
    - They are excited to expand and offer high speed internet to the residents and businesses of Madison County
    - The total RDOF project is ~ 1,037 passings.
    - Madison County portion is ~ 677 passings or 64%
- Gave an overview of several maps and reviewed what Brightspeed is building.
- Current status of the build:
    - The agreement with Department of Housing and Community Development (DHCD) requires the RDOF build to be completed by December 15, 2024, ~ 368 days.
    - High Level Design is complete.
    - Construction contractor (Dycom) began "walk out" -physical review of proposed build project at the end of November.
    - Next Step: submission of required permits.
    - Must and will be completed by the end of 2024.
- Final Points:
    - Brightspeed is a new industry leader focused on providing reliable high-speed internet.
    - Aggressively deploying high-speed internet.
    - Focused on providing equitable services for rural populations.
    - Free high-speed internet to qualifying households.
    - Community partner invested in the economic prosperity of their service areas.
    - Understand the importance of two-way communications with all their partners.
    - This build has been escalated to the top to be expedited as quickly as possible.

Chairman Jackson asked who had questions for Mr. Dillon.

Supervisor Yowell mentioned Mr. Dillon stated they have contractors out walking the roads and asked which slide shows the roads he or she has been walking.

Mr. Dillon referred to one of the maps in his presentation, which was pulled on the screen and stated the dark red shade is what they have agreed with DHCD that they will provide service to all the residents there. They are walking all the roads in trucks looking at where they will put certain devices along that pathway, where to hang, and where to bury. Mr. Dillon stated they can provide detailed maps as that walk out continues, but it takes resources away from the people who are trying to expedite it. Mr. Dillon stated they want communication across the Board. They provide monthly reports and the next one comes out tomorrow.

Supervisor Yowell stated the last monthly report they have is from November dated 11/14 and stated it is not a pretty report.

Mr. Dillon stated the comments from this Board have escalated this project within a company that is in twenty states.

Chairman Jackson inquired if Brightspeed is going to be able to complete this project this coming year.

Mr. Dillon stated every County in the nation has the exact same problems and mentioned it is awesome that EMS is fully staffed. Everything is about scale and their ability as a lager company is to scale up very quickly. Mr. Dillon stated it is not a matter of will they get it done, they have to get it done. Mr. Dillon stated that every engineer he has spoken to does not think it will take that long.

Chairman Jackson inquired if it is the same parameters Firefly is doing when it pertains to five hundred feet from the last pole to the household.

Mr. Dillon stated not necessarily and stated some of that is proprietary on what they offer a customer. They might not charge for drops and they may say they will take it as far as they want it. There is the same requirement under the grant, but if someone says they want service they might not charge them for the rest of the way.

Supervisor Jewett referenced the map on the projector screen, which has the whole county in light red, and asked for clarification that the intention would be to cover the entire county.

Mr. Dillon stated the engineers who put the maps together are showing Madison County is currently out of their service footprint, and the red is the county boarder. The dark red is where their current RDOF build is. Mr. Dillon stated that could be misleading and thanked Supervisor Jewett for pointing that out.

Supervisor Jewett asked the County Administrator how this complements, conflicts, or competes with the Firefly rollout.

The County Administrator thanked Supervisor Jewett for his questions. The County Administrator stated he wants to ensure that they get a map that is Madison. The County Administrator mentioned they just heard about the VATI Grant that is being applied for with another service provider. The area that moves along route 231, that pushes down Hoover Road Route 609 at the intersection of Banco looks like something new. The County Administrator stated he was not tracking that footprint for the RDOF, and he thought it was more of the Graves Mill, Kinderhook, and Wolftown-Hood area. The County Administrator stated he wants to make sure that they have whatever maps represent the six hundred passing. The County Administrator stated he would like to have complementary Broadband overview for the Board, the public, and the media that shows that area. They also have funding tied to this area and the ARPA monies that they designated were roughly 2.5 million and he believes $400,000 is geared toward this part

of the build. It has some overlap, but the County Administrator would like a specific map of those six hundred customers.

Mr. Dillon stated he would like to follow up on that. Before the walkout they had identified a significant majority of the addresses that he could share, but as the walkout continues, it will grow. Mr. Dillon stated he could provide the preliminary address and a more engineered detailed map.

The County Administrator referenced the map with the census blocks and stated they needed to narrow that down more. The County Administrator stated he is looking for a more general map. The County Administrator stated it does look like some overlap, but if they can get those specific address and that map of that area there should be some shrinkage in that map.

Supervisor Jewett stated they are concerned about the northeastern part of the County, the Etlan area, and inquired how they are going to aggressively pursue to get a partner in to cover that part of the county.

The County Administrator stated that part of the County was part of the process where the Board authorized a letter of support for the other ISP provider and that is part of the VATI 2024 Grant. What they showed in their slideshow is that it is going to go beyond that. The FCC, whether it is Brightspeed or another provider, is constantly updating coverage which will show underserved or unserved. The last meeting the Board had when they authorized the letter of support, covered all that Northern area as well as they were able to pick up some pockets along 29 which has historically been strictly Comcast. They reached down further in Rochelle and there is overbuild that will occur in this area. The way that this MOU is written or agreed upon between Brightspeed, Thomas Jefferson Planning District Commission, and DHCD is if this project is not successful it would roll back into that original project. The monies are still there and the monies that are set aside are for the RDOF area which was awarded to Brightspeed. The Northern part is covered if they are awarded the grant. They were denied last year for the same area which was a part of the original build and they gave that RDOF challenge to Shentel that backed out. It is easier to put forth the bigger project, to lower the cost per pass, and that is how they generally score these things at the state level. Now there is a smaller project, and it is going to have a higher cost per passing. The County Administrator stated they are hopeful they are successful this round. BEAD is another funding availability. Supervisor Yowell and himself have spoken to Verizon and they have not committed because that is up to the Board. They have another community action partner that may be interested in that. The County Administrator gave an overview of the purposes of BEAD funding which is federal monies.

Supervisor Jewett thanked the County Administrator and Mr. Dillon.

Chairman Jackson inquired what infrastructures Brightspeed is surveying at this point.

Mr. Dillon stated they are not looking to build a poll again. When they do a build in their existing footprint, they are going to use the infrastructure that is there and get agreements if they

do not have them. In most of their areas they have pole attachment agreements. There are no longer looking to install poles.

Chairman Jackson asked that since they are not serving Virginia currently, how long of a process is it to get poll agreements with the provider. Chairman Jackson mentioned that Madison's provider is REC.

Mr. Dillon stated it depends on the communication back and forth and gave an example. There are usually templates across the industry and usually it does not take long.

Chairman Jackson asked the Board if they had anything else, which they did not.

The County Administrator inquired if Brightspeed had any poll attachment lease agreements in place.

Mr. Dillon stated he would need to get an answer to that, but he did not think so.

The County Administrator stated it took him one year for one poll for Verizon and it took them three months for forty-one polls with the electric provider here and that was running 1,600 linear feet.

Mr. Dillon stated they try to do everything parallel so while they have guys walking, they have legal working out poll attachments, joint use agreements, and franchise agreements.

The County Administrator stated it is Brightspeed's project but let them know if Madison can be of help because they work regularly with REC's public information people.

Mr. Dillon stated when they go out and their technology is up, they put door hangers along to let people know it is Brightspeed and these are the services they will be offered. They do that to limit the number of calls the county will receive and focus that on them to provide answers.

The County Administrator asked Mr. Dillon to provide any information that he has in advance because residents tend to call the county first.

Chairman Jackson asked the Deputy County Administrator if he had anything to add.

The Deputy County Administrator stated he was looking at the map and a lot of it is in Blakey and very mountainous terrain roads and are not necessarily houses.

Chairman Jackson thanked Mr. Dillon and stated he is sure they will be hearing from him again.

The Commissioner of Revenue arrived.

Chairman Jackson asked Brian Daniel, Commissioner of Revenue, if he had a monthly report, upon his arrival to the meeting.

Brian Daniel: Mr. Daniel, Commissioner of Revenue, stated they are about to start the county reassessment. The Commissioner of Revenue stated he wanted to make the Board aware that the assessor will be out in the County.

The County Administrator stated the Commissioner of Revenue normally coordinates those efforts with dispatch so if folks call, they are aware.

Chairman Jackson stated he received a phone call today from a lady asking about tax deferment and rebates for low income and people on social security above sixty-five years of age. She was asking specifically about her father and the tax bill.

The Commissioner of Revenue stated they have had the current deferral in place for a few years. Many years they had a healthy deferral program where they deferred the tax payment based on qualification income base. They had a discussion a few months ago with some of the realtor groups about it. The Commissioner of Revenue stated he is happy to bring it back to the table if the Board would like. They send those applications out April 1st, it is an annual application, and his office makes many attempts to get anyone that has previously been enrolled to stay in the program. The Board can make amendments to the program if they would wish.

Supervisor Yowell stated he got the phone call as well and asked for clarification on the qualifications so he could call her back with this information.

The Commissioner of Revenue stated the threshold is $30,000 of household income and $75,000 assets, excluding the house and three acres of land. That was the fixed dollar amount that was established.

Supervisor Yowell stated he remembered them talking about this a few months ago. In this case it is just a deferral not an exemption.

The Commissioner of Revenue agreed and stated the code allows for either one, but Madison County elected the deferral.

Supervisor Yowell inquired how far back they go if this person is in the deferral program and then dies.

The Commissioner of Revenue stated they go back five years.

Chairman Jackson stated he was told it is on the website.

The County Administrator stated the Deputy Clerk was bringing up section 24 for the Board on the project screen.

The Commissioner of Revenue stated there is an application on his website.

Chairman Jackson stated he just sent the Commissioner of Revenue this lady's name and phone number and requested the Commissioner of Revenue give her a call.

The Commissioner of Revenue agreed.

Chairman Jackson thanked the Commissioner of Revenue stated and stated he could not read section 24 on the screen.

The County Administrator stated that gave the prerequisites but if the Board would like the Deputy County Administrator and himself to work on it to let him know.

Chairman Jackson advised the Commissioner of Revenue reach out to the lady and bring it back to the Board or pass it along to the County Administrator and they will see what direction the Board wants to move forward.

The Commissioner of Revenue asked for clarification if the Board is looking to make amendments to the program or are they looking for him to establish communication.

Chairman Jackson stated establish communication and then they will start to analyze and try to figure out the correct path to go down.

Supervisor Yowell asked for confirmation that this is just for real estate, and it has nothing to do with personal property.

The Commissioner of Revenue agreed and stated they do not have a program for personal property.

OLD BUSINESS

4. Case No. SU-12-23-19 – County Attorney

The County Attorney stated this was for the HART kennel application for a special use permit in A1. There were two motions heard on this case. The first was to approve and it did not pass with a 2:2 vote. The next vote was a motion to deny which did not pass with a 2:2 vote. The result is that the special use permit application did not pass and that is in accordance with the Code of Virginia as well as the Board's Bylaws. The County Attorney expressed appreciation for the Board for allowing him to have time to make sure they had this right which was only fair to the applicant and the neighbors who came out. The outcome is that the application did not pass.

Supervisor Yowell asked if the applicant is waiting for a final ruling tonight.

The County Planner stated not really, and the applicant plans to resubmit the application. The County Planner stated he used to tell people to wait a year, but he found out that it is okay.

The County Administrator stated the state gives that provision if the County adopts that via ordinance. Right now, they do not have an ordinance that requires applicants to wait a year to reapply.

Supervisor Yowell stated for clarification that he wanted to know if the applicant was waiting for a definitive answer.

Chairman Jackson agreed and advised sending an email to the applicant confirming what the County Attorney has stated that the previous application is denied based on lack of majority of the Board.

The County Planner agreed.

Chairman Jackson stated it does seem that there should be some type of provision in place where an applicant can not just reapply with the same application. A year sounds arbitrary, but at least it is a time period. If it becomes an issue, that is a path the Board probably should be going down. Once the Board takes a vote, the same application should not come back to the Board.

The County Administrator mentioned the first application came through the Development Committee and asked for confirmation if they do apply again as a new application that would go back to the Development Committee unless the Board states differently.

Chairman Jackson agreed. Chairman Jackson stated they need to emphasize to the applicant that talking to the neighbors is probably the right thing to do. Chairman Jackson asked the Board if they had anything else, which they did not.

5. Church Hill Tower Site Update – Deputy County Administrator

The Deputy County Administrator stated the Church Hill tower site is moving along pretty well. Drawings came back in, and everything looked good. There are a few questions on where power is going to go. Building permits have been issued. They did not have the preconstruction meeting on Monday, but they are now having it Monday morning at 9:30 am. The Deputy County Administrator anticipates construction to start shortly thereafter. The Deputy County Administrator stated he contacted the landowner this afternoon in hopes that they will be there to make him aware. Stephen Coates with REC will be there to determine the right of way and how they are going to bring power into that. Verizon is still working though their processes internally and it is a very painstaking process. They installed microwave equipment racks today in all three tower sites that are completed. Dishes will probably be going up in the middle of January. Once those parts are up and connected, they can start testing the system. Ongoing conversations this week with fleet mapping with the Sheriff, Fire Chief, and EMS as part of the public safety group meeting and with the Sheriff on Thursday morning. It will be a very complex system compared to what they have now.

Chairman Jackson asked if there were any questions, which there were not. Chairman Jackson thanked the Deputy County Administrator and wished him well with his meeting tomorrow.

NEW BUSINESS

6. FY25 Draft Budget Calendar – Finance Director

The Finance Director stated it is very similar to the schedule they followed last year. Starting at the end of this week, after adoption of the calendar, they will get out to the departments and outside agencies the FY25 templates with instructions. They will get four weeks (thirty days), which is similar to last year, for the budget request to come back to finance. On January 9th, they have put down to review the first draft of the FY25 Compensation Study. From January 16th through the 31st will be the time where the County Administrator and herself will meet internally with the various departments and outside agencies and go over their budgets that they have drafted. The February time frame is the bulk of the budget work sessions. They will have a work session on February 8th, February 15th, February 22nd, February 29th, March 7th, and March 14th. This is the same number of budget work sessions they had last year. The Finance Director stated she has spoken to Ms. Graham and Ms. Cropp, and the school is having their FY25 budget public hearing on February the 12th and they will get a draft to the County on February 16th. The school has confirmed to be able to attend the February 29th budget work session with the Board and they will present their draft budget. On March 11th, the School Board will have their proposed budget adoption meeting. The Board will have a proposed public hearing date of March 26th and approval of the budget on April 9th, which is within a day of what they did last year. The Finance Director stated she will answer any questions the Board may have.

Chairman Jackson asked if there were any questions for the Finance Director, which there were not. Chairman Jackson stated it looked very good. Chairman Jackson stated they need to be working with the school on this and he plans on reaching out to the School Board members and Administration sometime late January so they can get ahead of it. The idea of them having a public hearing and the County getting the budget after that does not work. Last night at the School Board meeting they referenced that the Governor was going to have some information potentially today. Chairman Jackson inquired if the Finance Director has seen anything.

The Finance Director stated they will do some research on it. The Finance Director thanked Chairman Jackson for contacting the schools because she was surprised about when they will be able to get the numbers to them.

Chairman Jackson referenced recent meetings and stated they will get numbers fast and they have a good relationship with the school.

Supervisor Yowell stated if the School Board is going to have their budget public hearing on the 12th, then the numbers got to be available before then.

Chairman Jackosn stated that is what baffles him about the way they do their process. They do the public hearing then they do work sessions after the public hearing. They advertise and have drafts available that evening, but it is something they will have to work through. Chairman Jackson stated they should have a very close to finalized document before the public hearing, so everybody knows exactly what they are doing.

The Finance Director stated she thought the March 11th School Board proposed budget adoption meeting should be later after the counties.

Chairman Jackson stated they need to adopt a budget prior to the County adopting a budget so the school submits their final application. In late February timeframe and end in March there are some curtailing of the budget based on the revenue that Madison County has projected to receive in the upcoming fiscal year.

The Finance Director stated the February 29 school budget work session will be a good time for dialog before they adopt.

Chairman Jackson agreed and stated they will work on that.

The County Administrator stated February 16th is when the school's draft budget is due to the County, and they will push it out to the Board right away, so they have it when the staff have it. That will give them ten days or so to prepare based on what was sent. Unfortunately, they cannot control their public hearing date. The County Administrator stated he would like to see it inline. The County Administrator stated they both pull together for an insurance policy, and they receive that large number the third or fourth week of February. Once they adopt, it gives the Board a certain number of days, per the State Code, to act upon when they transmit that. The County Administrator stated when they have it on the 16th and they are going to push it out to the Board. If there are any questions before the 29th that the Board would like staff to search those answers to make value of that time on the 29th, they will do that.

Chairman Jackson stated it looks like a good calendar and they are all excited.

7. Organization Meeting Date – County Administrator

The County Administrator stated he looked through the Bylaws and normally the Board meets the first business day of the new year and that would be January the second. It has been customary that the Board set that at 9:00 am. If that still works the County Administrator would like to get that on the calendar so it will be advertised.

Chairman Jackson advised January 2nd at 9:00 am and stated they do the same time every year, it is consistent, and that is the way to conduct business.

The County Administrator stated they can strength the Bylaws when they vote on them at the Organizational Meeting by specifying the first business day of the year at 9:00 am at the auditorium.

The Board agreed.

8. 12/26/2023 Board Meeting – Chairman

Chairman Jackson stated it is the day after Christmas and there is not a lot of business, but they have interviews for the Director of Emergency Communication. Chairman Jackson asked the Board if they have any trouble with meeting on the 26th, which they did not.

8a. Supplemental Appropriation – School Request

Chairman Jackson stated they have a Supplemental Appropriation that was passed by the school last night. There is a letter that has been printed out and a true Supplemental Appropriation. It was $25,162.82 and it is an insurance claim on a school bus that needed significant repairs. It is a pass through for insurance straight to the schools and the repairs have been done. Chairman Jackson asked the County Administrator if he had anything to add.

The County Administrator stated he did not and gave an overview of how the money flows and why it requires a Supplemental Appropriation.

Chairman Jackosn asked the Finance Director if she had anything to add, which she did not.

The County Administrator stated the Deputy Clerk was bringing onto the projector screen the letter that was transmitted for the public to see.

Chairman Jackson asked the Board what they would like to do.

Supervisor Jewett made a motion to approve the Supplemental Appropriation for the School Board, seconded by Supervisor Dawson.

For clarification purposes, Chairman Jackson asked if the motion was for Supplemental Appropriation number seven.

Supervisor Jewett agreed.

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

8b. Board of Supervisors' Compensation

Supervisor Hoffman referenced the handout that the County Administrator gave the Board and stated the Board has not had a pay increase since 2005. As an outgoing member and talking to former members, it is usually an outgoing member that will propose a new raise. Supervisor Hoffman stated they do not get rich doing this job and they do not do it for the money, but there are traveling expenses. Supervisor Hoffman stated it is time the Board got somewhat of an increase. Supervisor Hoffman proposed starting January 1st, 2024, with $13,000 for the Chairman and $12,000 for the members.

Chairman Jackson asked the Board their thoughts.

Supervisor Yowell stated he did not want to consider it until budget time, but he appreciated it. Supervisor Yowell stated he came into it thinking that the money they got was like a reimbursement for travel expenses and time because he never turns in an expense report. Supervisor Yowell stated he went to Caroline County last Wednesday and that took him all day.

Chairman Jackson agreed.

Supervisor Jewett agreed and stated he appreciated the gesture, but they need to see what happens with the budget next year. Supervisor Jewett stated he could not except a pay increase if they have to raise taxes and/or cut positions.

Chairman Jackson clarified with the Board they were going to evaluate this at budget season, which the Board agreed. Chairman Jackson thanked Supervisor Hoffman.

The County Attorney inquired when the "budget season" was.

Chairman Jackson stated they are going to talk about it sometime between February 8th and the 15th.

Supervisor Yowell asked the County Administrator if he submitted the Board of Supervisors budget.

The County Administrator agreed and stated he prepares the County Attorney's, the County Administration's and the Board of Supervisors' budgets that will come to the Board during the departmental request.

The County Attorney stated it has to be done before July and it takes effect January 1st the following year.

Chairman Jackson stated no because they work off the fiscal year so it would July 1st would be the implementation. Some of the increases that have been made recently they have put specific dates on. If they talk about it at the public hearing, it would be implemented July 1st.

The County Attorney stated there might be a statutory limit on it in terms of timing, but they can work that out.

Chairman Jackson stated they will work through it, see how revenue looks, and evaluate. Chairman Jackson asked if the Board had anything else for this, which they did not.

DISCUSSION

None.

INFORMATION/CORRESPONDENCE

9. Comcast Customer Notification of Rate Increase – County Administrator

The County Administrator stated anytime a services provider makes notice of an increase, they pass that along to the Board for information as well as to the public. Similar to last year when they gave notice when REC had two different rate increase periods, this is given notice that Comcast is looking to pass fee increases starting December 20th. On the second page, they give a breakdown of services no longer available or the new prices of those services. This is a public information campaign. Comcast customers can contact Comcast directly.

Supervisor Yowell inquired if the County uses Comcast or Infinity for anything.

The County Administrator stated they have a business line for Chief Hillstrom.

Supervisor Yowell asked for clarification that they were a part of this.

The County Administrator stated they will contact them since he raised that question. Comcast likes people to bundle, or they will offer basic packages with extra things. The County Administrator stated they will check to see what is in their commercial line. It is primarily for the internet not for watching television. If they look for their capital to expand their fiber network like they did the 410 and 414 addresses, then certainly they would look to move them away from Comcast to fiber. The County's fiber does not exist there at this time.

Chairman Jackson asked if the Board had anything else for this, which they did not.

10. Congresswoman Spanberger Constituents' Office Hours – County Administrator

The County Administrator stated this was more public campaign. At the congressional level, Scott Leak used to do this for Congressman Hurt, and Chris Snider was doing this for Congressman Good. Sean Meredith reached out for Congresswomen Spanberger's Office to say they would like to have constituent hours and can they use Administration's facility. The County Administrator stated constituents of Madison should be able to use this place as their office hours whether it is at the local, state, or federal level. They are raising awareness that someone from her office will be here for a constituent hour to meet with them. If the Admin. Conference room gets overcrowded, they know to move to the auditorium. The County Administrator encouraged folks to pass their questions along to those representatives.

Chairman Jackson asked for clarification that it is one hour.

The County Administrator agreed. The County Administrator gave an example of a previous year and encouraged folks to talk to those legislative aids. It is common for folks to come to town; they are just making the Board aware.

The County Administrator stated he had one more item to add. The Finance Director and himself have been working closely with the Sheriff 's Office, particularly with a service contract with a provider known as Axon. Axon is who they have goods and services, particularly drones, TASERs, body cams, dash cams, and the services and software that goes with it. They have three different contracts now and the Sheriff's Office has been working with that provider. They feel it

would be better to consolidate those contracts and as well as take advantage of renewing that. The existing contract was entered into in 2020 and would expire in 2025 if the Board were to wait and choose not to re-up or extend it. Axon and the Sheriff's Office have worked together and have suggested a renewal, which would hit the reset now and start a new five years. They believe there are over $100,000 in savings of that new contract period. There would be price increases if the Board did nothing. This takes advantage of renewing some of the equipment. This contract would provide capital assets. This will allow them to reset the contract and it is sole sourced. The County Administrator stated he brought it as information tonight and the new contract is something they will bring to the Board. If the Board is fine with this plan, they would have finance review, legal review, and then sign the renewal and take advantage of the savings. There is an operational cost and thankfully the Finance Director was able to negotiate down. Initially they were looking for $50,000 to be billed to them in March for the newer equipment and the Finance Director has negotiated it down to $5,000 impact this current fiscal year that they are currently in, however some additional monies in FY25.

Chairman Jackson stated that is a long way to negotiate.

The Finance Director stated it started at $126,000.

Chairman Jackson asked if the Board had any trouble with this or questions or thoughts, which they did not.

The County Administrator stated they have the information, and he can have the Finance Director send it out tomorrow for the Board to take a closer review. The County Administrator stated he did not want the Board to be shocked during budget time with the money being spread out, which is common for leases. If they wait until 2025 there are significant increases.

The Finance Director stated the savings are $170,000.

The County Administrator stated they are an existing vendor, and it is sole source. If the Board is fine with it, it fits the financial policy, it meets the procurement threshold, and it meets legal review, the question is if the Board is fine with him executing that renewal.

Chairman Jackson asked if everyone was good with that.

The Board agreed.

The County Administrator stated the price goes up and it is under a million, but it is about ¾ million.

The Finance Director stated it is $742,000.

Chairman Jackson stated they saw the Sheriff's drones at the fire.

The County Administrator stated this also gives support to the Commonwealth's Attorney's Office.

The County Attorney stated it all feeds into the Axon database that organizes it. If there is a criminal charge it turns into Commonwealth's evidence and then discovery for defendant to see and then maybe the jury to see. It is used in criminal prosecutions in addition to the normal day-to-day work of the Sheriff's Office.

The County Administrator stated he spoke with the Sheriff's Office, and they have said to pull the $5,000 from their budget. The County Administrator gave thanks to the Board, the Finance Director, and the County Attorney.

PUBLIC COMMENT

Chairman Jackson opened the floor for public comment. With there being no public comment, the public comment section was closed.

CLOSED SESSION

None.

ADJOURN

With there being no further business to conduct, Supervisor Jewett 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
Adopted on: January 23, 2024.

Agenda
Board of Supervisors
Tuesday, December 26, 2023 at 6:00 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

Consent Agenda

1. Approve Minutes: 11/14/2023

Special Appearances

Old Business

New Business

Discussion

Information/Correspondence

Public Comment

Closed Session

2.2-3711(A)(1)

Adjourn

MADISON COUNTY BOARD OF SUPERVISORS MEETING
Date: 6:00 PM — Tuesday, December 26th, 2023
Location: Admin. Building Auditorium, 414 N. Main Street

MEETING #41 — December 26th

At a regular meeting of the Board of Supervisors on Tuesday, December 26th at 6:00 PM in the Admin. Building Auditorium:

PRESENT:	R. Clay Jackson, Chair Carty Yowell, Vice-Chair Charlotte Hoffman, Member Dustin Dawson, Member James Jewett, Member Brian Gordon, Deputy County Administrator Hannon Wright, County Attorney Alan Berry, System Administrator I
ABSENT:	Jonathon Weakley, County Administrator Kimberly Turner, Executive Administrative Assistant/ Deputy Clerk

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.

DETERMINE PRESENCE OF A QUORUM/ADOPTION OF AGENDA

Chairman Jackson advised that a quorum was present. Chairman Jackson advised discussing committees and assignments during information and correspondence.

Supervisor Hoffman 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

Chairman Jackson opened the floor for public comment. With there being no further public comment being brought forward, the public comment opportunity was closed.

CONSENT AGENDA

1. Approve Minutes: 12/26/2023

Supervisor Dawson made a motion to approve the consent agenda as presented, seconded by Supervisor Jewett. Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0) Abstain: (0) Absent: (0).

SPECIAL APPEARANCES

None.

OLD BUSINESS

None.

NEW BUSINESS

None.

DISCUSSION

None.

INFORMATION/CORRESPONDENCE

Chairman Jackson stated the Executive Administrative Assistant/ Deputy Clerk sent out the committee and assignment list and encouraged the Board to familiarize themselves with them to discuss at the Organizational meeting. Chairman Jackson stated Supervisor Hoffman is on the Social Services Board, Fire Department, Central Regional Jail, and Historical Society.

The County Attorney arrived at the meeting.

PUBLIC COMMENT

Chairman Jackson opened the floor for 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:

- 2.2-3711(A)(1) for personnel.

Seconded by Supervisor Dawson. 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 Dawson. 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 Section 2.2-3711(A)(1) that was identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting, seconded by Supervisor Dawson.
Aye: Jackson, Yowell, Hoffman, Dawson, Jewett. Nay: (0). Abstain: (0). Absent: (0).

As a result of the Closed Session, the Board took no action.

ADJOURN

With there being no 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
Adopted on: January 23, 2024.