

## Criglersville School Property Repurposing Advisory Committee

September 11, 2018 at 7:15 PM (After the Board of Supervisors meeting adjourns)

Board Auditorium, 414 N. Main Street

### Proposed Agenda:

1. Discussion and/or approval of the August 14, 2018 meeting minutes
2. Review anticipated timetable/potential committee work plan
3. Discussion on Surplus Sale Preparations
  - a. Time (*October 6; open doors at 8 AM; begin sale process at 10 AM*)
  - b. Sale format (*silent auction*)
  - c. Advertising plan (*notice in the Madison Eagle, county web site; signage*)
4. Community Meeting
  - a. Time (*October 9 at 7 PM*)
  - b. Purpose (*Deliver final Committee report in public; required public hearing to precede sale*)
  - c. Advertising plan (*Follow procedure required for sale of real estate in Madison Eagle, county web site; press release*)
  - d. Meeting format (*During a Board of Supervisors meeting; Public comment after Committee report presentation*)
5. Discussion on Real Estate Disposal Process
  - a. Request for Proposals
    - i. Posture on allowing nonexclusive real estate agents
    - ii. Information package contents
    - iii. Conditions (*preservation of existing uses, building renovation or removal*)
    - iv. Received proposal processing
  - b. Advertising plan
6. Discussion on EPA Technical Assistance Grant Opportunity
7. Schedule the next meeting

A meeting of the Criglersville School Property Repurposing Advisory Committee was called to order at 7:40 PM on August 14, 2018 in the County Administration Building auditorium at 414 N. Main Street in Madison, VA. Member attendance was as follows:

P Connie Aylor  
P Daniel Crigler  
P Charles Fisher  
A Lynn Graves  
P Charlotte Hoffman  
P Clay Jackson  
P Maxwell Lacy

County Administrator Jack Hobbs, Zoning Administrator Betty Grayson and Gracie Brooks from the Madison Eagle were present.

A proposed agenda, minutes from the July 24, 2018 meeting and other information was distributed. Discussion on the Criglersville school property continued as follows.

The County Administrator reviewed the status of the Committee's work plan and suggested that despite some setbacks the goal of cleaning up the property and having a good report ready for presentation during a community meeting October is still attainable as envisioned earlier.

The County Administrator reported that no responses to the request for auctioneer proposals had been received and that he is planning a sale of the Criglersville school contents and other surplus County property via a "yard sale" process. Committee members agreed that a good date for that would be concurrent with one of the Graves Lodge weekend events and that members would assist in the effort. It was noted that an on-site activity such as this would serve as an "open house" opportunity when interested individuals could tour the building and grounds.

The County Administrator reported that Appraisal Group, Inc. (Will Sanford, Charlottesville) had submitted the only appraisal proposal he had been able to obtain. It was suggested that none of the usual models for appraising commercial property (cost, income and comparative sales) could effectively be applied to the Criglersville property so any appraisal report should be expected to return a range of potential values. Due to uncertainty on the value of the information that could be expected in such an appraisal, the quoted \$5,000 cost and delivery date being over a month after receipt of a contract, it was decided to abandon the appraisal idea for the time being. The County Administrator suggested using the current assessment (\$180,000 land; \$242,100 improvements; \$422,100 total) might be the best available figure to work from when working with potential buyers.

Zoning Administrator Grayson came forward to give a report on the various County subdivision, flood plain and zoning regulations that would apply to the redevelopment and use of the Criglersville property. By consensus the Committee agreed to continue on the path of:

- cleaning up the property,
- setting up a "town hall" session with the Board of Supervisors by early October where the Committee's work would be formally presented,

- recommending that the County offer the property for sale for six months, and
- recommending that if the property does not sell at the end of that time the County pursue demolition of the brick school and voting house buildings.

The County Administrator was asked to develop an arrangement whereby the County could sell the property through real estate brokers on a non-exclusive basis such that the property could be offered for sale immediately after the planned community meeting.

Mr. Jackson asked that the County Administrator include a report on the Committee's plans on the August 28 Board of Supervisors agenda.

After the group agreed to meet again after the Board of Supervisors meeting at about 7:15 PM on September 11, 2018 at 414 N. Main Street, the session broke up at about 8:35 PM.

Respectfully Submitted,

Jack Hobbs  
County Administrator

## Criglersville School Property: Anticipated Timetable as of September 10, 2018

### Events to Date

May 8, 2018	Committee members appointed by the Board of Supervisors
May 22, 2018	Adoption of the Committee's charter by the Board of Supervisors
May 23, 2018	Initial Committee meeting; toured Criglersville Elementary School buildings and site
June 7, 2018	Committee discussed potential options; assigned tasks to Committee members
June 19, 2018	Committee heard reports from members; consensus developed to focus on sale and demolition instead of renovation and reuse
July 10, 2018	Committee consensus developed to prioritize staging an auction for the contents and otherwise clean up the building and grounds in preparation for a viewing, a hearing and a good-faith property sale/reuse effort before the County switches to demolition mode; a tentative timetable through October 2018 was established
July 24, 2018	Committee reviewed an auctioneer RFP and site/buildings cleanup plan
August 14, 2018	Committee discussed property uses with Zoning Administrator and realtor procurement. No auctioneer proposals received; one appraisal proposal received and rejected.

### Planned Events Criglersville School Property Repurposing Advisory Committee

September 11, 2018	Discuss preparations for the "yard sale", community meeting and real estate disposal. Discuss EPA technical assistance grant.
September 30, 2018	Goal date for complete buildings and site cleanout/cleanup
October 6	On-site auction for contents of Criglersville property plus surplus items from other County operations as practical. <i>Note that this would be an appropriate time for the building to be open for viewing by the public.</i>
October 9, 2018	Committee report presentation/Community meeting/public hearing
October 10, 2018	Offer the property for sale for 6 months starting October 10
Ongoing	Discuss future use of the site as a County park and appropriate site improvements in the event the property is not sold
TBD	If the sale effort is not successful, develop a bid package for a demolition contractor
TBD	Bid and award a contract for demolition
TBD	Demolition/site restoration

*Note: Current uses of the Criglersville school site include the resettlement monument, the playground and the museum house. The consensus of the Committee members is that the County should consider the "voting house" along with any sale or demolition process it undertakes for the brick school building, and it appears that the Madison County Historical Society would be receptive to the relocation of the polling place to the museum house which would require a public hearing process.*

Items at the Criglersville Elementary School building that appear to have sentimental value:

- The "C" on the stage curtain in the cafetorium
- The sign over the front entrance to the school
- The freestanding sign near the road

Building contents that might have significant monetary value:

- Vintage light fixtures
- Stair rails (although removing those prior to offering the building for sale appears to be problematic)

Items that need to be retained (moved to storage elsewhere):

- Main Street Christmas decorations (in the "voting house" building)
- After-Prom items (in the voting house building)
- Seats removed from the auditorium at 414 N. Main Street (in the cafetorium)

### Notice of Public Sale

The Madison County Board of Supervisors will hold a public hearing at its meeting on October 9, 2018, at 7:00 p.m. at the Board Auditorium at 414 N. Main Street in Madison, Virginia, to take public comment on whether the Board should sell, transfer, or otherwise convey the following:

1. Standing timber on the County-owned Shelby Road landfill tract at 4592 Shelby Road (TM# 55-40B).
2. Some or all of the property known as the Criglersville Elementary School site at 1120 Old Blue Ridge Turnpike (TM# 21-61)

This public hearing is being held pursuant to Virginia Code Section 15.2-1800.

Jack Hobbs  
County Administrator

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### Surplus Sale at Criglersville Elementary School

Contents of the Criglersville Elementary School (1120 Old Blue Ridge Turnpike) and other surplus items owned by Madison County will be sold to the highest bidder on Saturday, October 6, 2018. Items to be sold include used school furniture, books, equipment and miscellaneous items as well as used office furniture and other items from other Madison County offices. The surplus property may be inspected at the school building when it opens at 8:00 AM on auction day. The sale will commence at 10:00 AM.

Interested individuals are invited to participate in the sale event. Sale procedures and terms of the sale may be viewed at [www.madisonco.virginia.gov](http://www.madisonco.virginia.gov).

Jack Hobbs  
County Administrator

**From:** Taurino, Michael [mailto:Taurino.Michael@epa.gov]  
**Sent:** Thursday, September 06, 2018 3:33 PM  
**To:** Jack Hobbs <jhobbs@madisonco.virginia.gov>  
**Subject:** Criglersville School

Jack,

Can you confirm that you folks are still interested in the TBA. I need to prepare paperwork to turn on my contractor. Also, I'll need an address for the site for the access agreement I'll be sending you. Thanks.

Michael Taurino, Project Officer  
USEPA Region 3  
Office of Brownfields and Land Revitalization  
1650 Arch Street (3HS51)  
Philadelphia, PA 19103  
Tel: 215/814-3371  
Email: [taurino.michael@epa.gov](mailto:taurino.michael@epa.gov)

**From:** Jack Hobbs  
**Sent:** Thursday, September 06, 2018 9:50 AM  
**To:** 'Mike Fisher' <unofarm1@aol.com>  
**Cc:** Clay Jackson <cjackson@madisonco.virginia.gov>  
**Subject:** FW: Criglersville School

Mr. Fisher,

This timeline is way more than I anticipated and doesn't quite square with the track we are on.

I plan to put this on the agenda for the Committee to discuss on Tuesday.

Jack Hobbs  
Madison County

**From:** Taurino, Michael [mailto:Taurino.Michael@epa.gov]  
**Sent:** Thursday, September 06, 2018 9:34 AM  
**To:** Jack Hobbs <jhobbs@madisonco.virginia.gov>  
**Subject:** RE: Criglersville School

Jack,

I don't need much on your end. I'd prepare an access agreement to be signed by the owner of the site. Access would be long enough to complete a Phase I and Phase II assessment. Generally, access for a 9 to 12 months is required depending upon the complexity of the site. We'd first complete a Phase I assessment based on a historical search and identify areas that we'd sample during the Phase II. Reports would be compiled after the Phase I and Phase II detailing the findings. Prior to the initiation of the Phase II, we'd compile a sampling plan to be reviewed by VADEQ.

Can you recommend a good hotel or two in the area? I see the that Charlottesville is not far. Do people stay there when doing business in Madison County?

Michael Taurino, Project Officer  
USEPA Region 3  
Office of Brownfields and Land Revitalization  
1650 Arch Street (3HS51)  
Philadelphia, PA 19103

Tel: 215/814-3371  
Email: [taurino.michael@epa.gov](mailto:taurino.michael@epa.gov)

**From:** Jack Hobbs [<mailto:jhobbs@madisonco.virginia.gov>]  
**Sent:** Thursday, September 06, 2018 9:10 AM  
**To:** Taurino, Michael <[Taurino.Michael@epa.gov](mailto:Taurino.Michael@epa.gov)>  
**Subject:** RE: Criglersville School

Mr. Taurino,

Yes. Plz remind me what the County needs to do to support your work on this beyond letting your folks into the building.

What are the steps after the initial site visit?

Jack Hobbs  
Madison County

**From:** Taurino, Michael [<mailto:Taurino.Michael@epa.gov>]  
**Sent:** Thursday, September 06, 2018 9:05 AM  
**To:** Jack Hobbs <[jhobbs@madisonco.virginia.gov](mailto:jhobbs@madisonco.virginia.gov)>  
**Subject:** Criglersville School

Hi Jack,

EPA is prepared to move forward with the TBA at the Site. I was thinking to complete an initial site visit on September 27<sup>th</sup>. Can the owner provide access on that date? Particularly, if buildings are present on the property.

Michael Taurino, Project Officer  
USEPA Region 3  
Office of Brownfields and Land Revitalization  
1650 Arch Street (3HS51)  
Philadelphia, PA 19103  
Tel: 215/814-3371  
Email: [taurino.michael@epa.gov](mailto:taurino.michael@epa.gov)

**From:** Taurino, Michael [<mailto:Taurino.Michael@epa.gov>]  
**Sent:** Wednesday, May 02, 2018 7:38 AM  
**To:** Jack Hobbs <[jhobbs@madisonco.virginia.gov](mailto:jhobbs@madisonco.virginia.gov)>  
**Cc:** Vincent.Maiden@deq.virginia.gov  
**Subject:** RE: Madison County, VA - Criglersville School Project

At this point, I'd estimate late summer or early fall of '18.

Michael Taurino, Project Officer  
USEPA Region 3  
Office of Brownfields and Land Revitalization  
1650 Arch Street (3HS51)  
Philadelphia, PA 19103  
Tel: 215/814-3371  
Email: [taurino.michael@epa.gov](mailto:taurino.michael@epa.gov)

**From:** Jack Hobbs [<mailto:jhobbs@madisonco.virginia.gov>]  
**Sent:** Tuesday, May 01, 2018 10:09 AM  
**To:** Taurino, Michael <[Taurino.Michael@epa.gov](mailto:Taurino.Michael@epa.gov)>  
**Cc:** [Vincent.Maiden@deq.virginia.gov](mailto:Vincent.Maiden@deq.virginia.gov)  
**Subject:** RE: Madison County, VA - Criglersville School Project

Mr. Taurino,

Thank you for this.

Since I will be asked, could you give me a sense of the timetable as to when you will be able to tell us whether and when the assistance would be offered?

Jack Hobbs  
Madison County

**From:** Taurino, Michael [<mailto:Taurino.Michael@epa.gov>]  
**Sent:** Tuesday, May 01, 2018 8:38 AM  
**To:** Jack Hobbs <[jhobbs@madisonco.virginia.gov](mailto:jhobbs@madisonco.virginia.gov)>  
**Cc:** [Vincent.Maiden@deq.virginia.gov](mailto:Vincent.Maiden@deq.virginia.gov)  
**Subject:** RE: Madison County, VA - Criglersville School Project

Hello Jack. Thank you for your TBA application. EPA will strongly consider the Crigler School Site for an assessment. The approval of your request will be based on the questions that you have answered and the availability of funds. I typically run the TBA on first come and first serve basis. If I have any questions regarding your application, I will reach out. Should you have any questions, please don't hesitate to contact me.

Michael Taurino, Project Officer  
USEPA Region 3  
Office of Brownfields and Land Revitalization  
1650 Arch Street (3HS51)  
Philadelphia, PA 19103  
Tel: 215/814-3371  
Email: [taurino.michael@epa.gov](mailto:taurino.michael@epa.gov)

**From:** Jack Hobbs [<mailto:jhobbs@madisonco.virginia.gov>]  
**Sent:** Saturday, **April 28, 2018** 6:50 AM  
**To:** Taurino, Michael <[Taurino.Michael@epa.gov](mailto:Taurino.Michael@epa.gov)>  
**Cc:** [Vincent.Maiden@deq.virginia.gov](mailto:Vincent.Maiden@deq.virginia.gov)  
**Subject:** Madison County, VA - Criglersville School Project

Mr. Taurino,

Attached is an application for technical assistance per the instructions on your agency's web site (<https://www.epa.gov/brownfields/targeted-brownfields-assessments-how-apply-criteria>).

I ask that you review this material and advise on its acceptability and/or if additional information or documentation is needed.

Thank you in advance for your favorable consideration of our request.

Jack Hobbs  
Madison County

**Chairman**  
R. Clay Jackson

**Vice-Chairman**  
Jonathon Weakley

**BOARD MEMBERS**  
Amber Foster  
Charlotte Hoffman  
Kevin McGhee



**Jack Hobbs**  
County Administrator

**V. R. Shackelford, III**  
County Attorney

**302 Thrift Road**  
**P. O. Box 705**  
**Madison, Virginia 22727**  
(540) 948-7500 (ph)  
(540) 948-3843 (fax)

April 27, 2018

Mike Taurino  
US EPA Region 3 (3HS51)  
1650 Arch Street  
Philadelphia, PA 19103-2029

Re: Criglersville School Brownfields Assessment Study

Dear Mr. Taurino,

Per Vincent Maiden's suggestion and the EPA's web site (<https://www.epa.gov/brownfields/targeted-brownfields-assessments-how-apply-criteria>), please consider this a request for your agency to perform a targeted brownfield assessment study at the Criglersville School site in Madison County, Virginia.

This property contains three old buildings, the most significant of which is a vacant and deteriorating 1940's era elementary school. The property is in a flood plain; the existing school building is believed to contain asbestos and lead paint; the well serving the site was apparently bacteriologically contaminated as of around 2005; the drainfield downstream of the school's septic tank is very old, in suspect condition and under the parking lot pavement; the building is in a state where deterioration may soon become a maintenance and vandalism problem; and there are strong local feelings about retaining the property for an appropriate community use. The property clearly needs to be "revitalized" and our situation a very good fit with your program.

Please let me know if you have any questions or require additional documentation.

Thank you in advance for your favorable consideration of this proposal.

Sincerely,

A handwritten signature in blue ink that reads "Jack Hobbs".

Jack Hobbs  
County Administrator

Cc: Vincent Maiden, DEQ/Richmond

## **A Proposal by Madison County, Virginia for a Criglersville School Brownfields Assessment Study**

Responses to <https://www.epa.gov/brownfields/targeted-brownfields-assessments-how-apply-criteria>

April 27, 2018

### **1. *Site Control And Ownership Transfer Is Not An Impediment***

- o Site is publicly owned either by a municipality or through a quasi-public entity such as a redevelopment authority or industrial development corporation.*
- o Site is owned by a nonprofit entity such as a community development corporation.*
- o Site is privately owned and a clear means of recouping EPA expenditures is available (e.g., through an agreement with the owner or developer or through a lien), or the private entity has performed prior environmental work at the site.*

The Madison County Board of Supervisors holds the deed to the Criglersville Elementary School site. Reference 1120 Old Blue Ridge Turnpike; TM#21-61; Instrument 00050001992 of July 18, 2005; Plat Book 39, Page 98.

### **2. *There Is Strong Municipal Commitment***

- o There is a strong municipal commitment as demonstrated by a willingness to legally take the property if necessary, establishment of financial incentives, or commitment of municipal resources for other components of the project.*

Madison County Board of Supervisors intends to commit resources to the property. The FY19 budget contains \$25,000 that would be used for appropriate architectural and engineering studies and construction documents. Madison County is committed to resolving this matter.

### **3. *There Is Clear Municipal/Community Support For The Property's Revitalization***

- o The site is clearly an integral part of a local development plan and there is no known public opposition.*

The Criglersville School property is one of the County's "sacred" sites and the many local individuals are very interested in its repurposing as a community asset. The County's goal is to transition this site from a liability situation to a more positive one. Note that the redevelopment effort would be supported by a community organization known as the Criglersville School Property Repurposing Advisory Committee. Except for concerns regarding the long-term costs to the County and the idea that the building and/or site would become a non-public property, there is no known public opposition to this project.

The revitalization of the Criglersville School site is consistent with the 2018 Madison County Comprehensive Plan strategies to encourage the development of recreation enterprises that are compatible with environmental constraints and surrounding land uses and continued and expanded support for non-profit organizations serving Madison County youth and other residents.

### **4. *There Are Adequate Resources And High Developer Interest***

- o The municipality or potential site developer has demonstrated an ability to leverage additional funds for cleanup and other future work at the site; and/or the site has strong development potential as demonstrated by past or present interest by a developer(s).*

The Madison County Board of Supervisors is responsible for building and site maintenance and cleanup. Due to the situation, local tax dollars will probably have to be spent but the County is always on the lookout for developer support and grant funding opportunities. For example, several years back the County received proposals from nonprofit organizations interested in converting the old school into a community center. One building on the property is used for a voting precinct, and another has been leased on a non-permanent basis to the Madison County

Historical Society for a museum/artifact interpretive venue. One corner of the property has a monument honoring individuals associated with the development of the Shenandoah National Park.

5. *EPA Assessment Assistance Is Crucial*

- *Lack of site assessment is the major obstacle to redevelopment and other resources are not available for assessing the site.*

Although much information and studies have been done down through the years, the documents on file are old and probably out of date. This information needs to be collated and updated into a fresh consultant's report with an eye toward current standards and regulations as the current and official "as is" reference document. Overcoming this "obstacle" will be a welcome aid during the next steps in the redevelopment process, but it is difficult for the County to justify outlays of money for the "do we really need it?" class of work products.

6. *There Is State/Congressional Support*

- *The state/congressional members have no objection to federal involvement or the redevelopment project.*

There is no known congressional or state objection to the project. Letters of support will be requested if required by this program.

7. *Existing Information Supports Directing Resources To The Site*

- *Based on existing information, the site is likely to have low to moderate levels of contamination.*
- *Commitments are in place for the cleanup and redevelopment of the site.*
- *Redevelopment will result in benefits to the community, such as an increase in jobs for the surrounding residents.*

Based on exiting information, the extent of contamination is not fully understood but is anticipated to be in the low to moderate range (just enough to scare developers off). The County understands that it needs to "clean up" the property it owns and that the problem will not be any easier to resolve if positive action is delayed. We anticipate that benefits that will flow from a redeveloped site will be realized in the areas of tourism promotion, recreation, preservation of historic resources.

8. *The Project Area Has A Clear Need For Revitalization*

- *The project has significant deterioration or significant environmental justice issues, which provide a clear need for revitalization.*

The Criglersville School property has numerous problems: the property is in a flood plain; the existing school building is believed to contain asbestos and lead paint; the well serving the site was apparently bacteriologically contaminated as of around 2005; the drainfield downstream of the school's septic tank is very old, in suspect condition and under the parking lot pavement; the building is in a state where deterioration may soon become a maintenance and vandalism problem; and there are strong local feelings about retaining the property for an appropriate community use. The property clearly needs to be "revitalized".

The monument on one corner of the property is dedicated to Madison County families present before the creation of the Shenandoah National Park.

9. *There Is State Support*

- *There is clear coordination between EPA Region 3 and the state program.*

This project is being coordinated between the EPA Region 3, the Virginia Department of Environmental Quality and the Madison County Board of Supervisors. In fact, DEQ suggested this application to the County. Agency contacts are:

Jack Hobbs  
Madison County  
302 Thrift Road/P.O. Box 705  
Madison, VA 22727  
jhobbs@madisonco.virginia.gov  
540/948-7500x100

Vincent Maiden  
Virginia Dept of Environmental Quality  
1111 E. Main Street, Suite 1400  
Richmond, VA 23219  
Vincent.Maiden@deq.virginia.gov  
(804) 698-4064

Mike Taurino  
US EPA Region 3 (3HS51)  
1650 Arch Street  
Philadelphia, PA 19103-2029  
taurino.michael@epa.gov  
215-814-3371

10. *The Project Is Consistent With Other Economic Redevelopment Initiatives*

- *Site has an important linkage to other EPA/state initiatives.*
- *A direct health/environmental threat will be mitigated or site revitalization will serve to spur further beneficial activity in nearby locations.*
- *There is consistency with other federal agency Brownfields efforts, e.g., economic redevelopment efforts.*

*A successful outcome of the redevelopment of the Criglersville School site will feature the cleanup of lead, asbestos, oil tank, abandoned drainfield, and contaminated drinking water well issues. We believe this is consistent with all general state and federal environmental goals and perhaps a few specific goals.*

*Madison County cannot effectively pursue any economic development at this site due to the problems at the site. However, once the problems are properly understood a remediation plan can be developed and positive outcomes pursued.*