

Minutes
Board of Supervisors
Regular Meeting
January 17, 2017

Members Present: Johnny Woodward, Chairman At-Large
David Wiatrowski, District 2
Mark Stroupe, District 3
Larry Foltz, District 4
Dorothy Pendley, District 5

Absent: D. Keith Guzy, Jr. District 1

Staff Present: Regina Miller, Assistant County Administrator
Janeena Zalipski, Office Aide
Nathan Miller, County Attorney

Call to Order:

Chairman Johnny Woodward called to order the regular meeting of the Page County Board of Supervisors on January 17, 2017, at 7:00 p.m., in the Board of Supervisors Room located in the Page County Government Center, 103 South Court Street, Luray. The Call to Order was followed by the *Pledge of Allegiance* and Invocation given by Pastor Sam Mullins of the Seventh Day Adventist Church.

Adoption of the Agenda:

Motion: Supervisor Stroupe moved to adopt the agenda. Supervisor Pendley seconded and the motion carried by a vote of 5-0. Aye: Woodward, Wiatrowski, Stroupe, Foltz, Pendley. Nay: None. Absent: Guzy.

Presentations, Proclamations & Awards:

Economic Development Cardinal Report:

Jay Langston, Virginia Economic Developers Association, Cardinal Community Assistance Program (CCAP), said that he, Elizabeth Moran, and Brian Shull conducted a tour and evaluation of Page County and the Towns of Luray, Shenandoah and Stanley. Mr. Langston provided the Board with a written report and said Page County is a beautiful location, but is not on the beaten path for large-scale industrial or commercial activity. In decades past, when the railroad had a major presence and the interstate highway system was not built, the economy centered on communities like Page County. Page has been starting and stopping with Economic Development over the years and this is a long term sustained effort. Page County has a lack of ready to go sites. While there is land available, they could not determine a defined policy between the County and the Towns on a proactive business site development protocol. He indicated that it was their observation that Stephanie Lillard needs to be the go to person in the County for Economic Development. Mrs. Lillard, he said, needs the tools as well as the authority to move forward. Workforce development is an economic development approach that enhances the economy of a community by focusing on

people. Page County should continue to engage the training capacity of their school division, Lord Fairfax Community College, the workforce investment board, the Virginia Employment Commission, and other community-based organizations in order to prepare its citizens for existing jobs in the community. The enterprise zone can and should serve as a cornerstone of an incentives policy. The teams' recommendations for business and industrial property are last in the ranking of priorities for Page County. The team also recommend posting tourism and community development initiatives on the websites, as well as related links. External marketing in the team's view is best handled on two fronts; establish an existing business call program, heavily engage in the Shenandoah Valley Partnership as well as the real estate brokerage community. The Virginia Tourism Corporation staff, particularly the Product Development group within Partnership Marketing, should be engaged to help with tourism development opportunities. Given the few staff available, we generally encourage the bestowing of tourism to the Chamber. We suggest taking a road trip to see what other localities are doing.

Chairman Woodward asked Mr. Langston to define ready sites. Mr. Langston said that there are different tiers, from land (tier 1) to pad ready and all permits obtained.

Supervisor Foltz asked what tier our sites are. Mr. Langston said mostly one some two and that the County needs to develop a policy for selling the land directly to the client through a real estate broker, and that a selling price can be negotiated up front before a buyer is interested.

Supervisor Stroup indicated now that the Board has received this information, the Board needs to have a joint meeting with the EDA.

Stanley Sandlot Baseball Group Update:

Donnie Wilson of the Stanley Sandlot Baseball Group updated the Board on the baseball group's events. Mr. Wilson said the group has held raffles, fund raisers, and barbeques. They have received their tax identification number and copyrights. Donations have been made to the Stanley, Luray, and Shenandoah Fire Departments, the Page County Extension Office (4-H), the church the baseball group meets in, and the Shenandoah girls 12U and under softball team that won the girls 12U World Series. Mr. Wilson said that the group also helped a family of four at Christmas. They will be making donations to all three little leagues in April and May. Mr. Wilson showed a picture of the sign that will be placed on each end of the Town of Stanley. He then passed out copies of the baseball records that are placed in the Baseball Hall of Fame, and said a documentary is in the works.

Cash Flow Report:

Penny Gray, Treasurer, provided the Board with spreadsheets to explain the County's cash balance. She explained the first spreadsheet, which was for the Battlecreek Landfill Cell 10 Project. She said that the County borrowed \$3,001,100 and from that \$659,473.21 was replenished in the General Fund. This left a balance of \$2,341,626.79

for the project. She said she has posted \$73.99 to it in interest, making the balance \$2,341,700.78.

With the projected expenses of \$2,519,272., it will be \$177,571.22 short of what is available for the project. Mrs. Gray said this could change once the work starts.

Next, Mrs. Gray reviewed the General Fund cash balance. She said that at the end of December there was almost \$7.5 million in the checking account. It is possible that at the end of April 2017 they will have to borrow another revenue anticipation note. The good news is that she was able to pay off the tax revenue anticipate note in the amount of \$900,000 to Blue Ridge Bank earlier in the month.

Mrs. Gray added that she had talked with both Mrs. Moler, County Administrator, and Mrs. Smith, Commissioner of the Revenue, about billing the public service companies twice a year. The decision to do so will have to come from the Board, as permitted by State Code. What this will do is provide half of the public service company payments in FY 2017 (June billing) and then still get the full amount in FY 2018. So we would get a one-time windfall in FY 2017. Currently, public service companies are billed once a year and the payment is due December 5th. Mrs. Gray said, both she and Mrs. Smith, Commissioner of the Revenue, would be glad to come to a Board meeting to discuss this in more detail.

Supervisor Stroupe asked this matter be placed on the next work session (February 7, 2017) agenda for the Board to discuss the actual numbers and to see if that will benefit the County's cash flow.

Public Comments on Agenda Items:

There were no speakers during Public Comments on Agenda Items.

Action Matters:

Budget Changes:

Dennis Click, Budget Officer, said the Page County Sheriff's Office has received new local funding through donations in the amount of \$500. The Page County Commonwealth Attorney request appropriation of carryover funds remaining as of the end of fiscal year 2016 in the amount of \$6,157.85. The Page County School Board requests appropriation of \$12,162 in new state grant funding, \$8,618.23 in local donations, \$7,346 in new federal grand funding, and \$3,102 in local proceeds from sale of surplus equipment. The Page County EMS Department requests an appropriation of \$15,000 in carryover funding from fiscal year 2016, \$2,500 in additional funding, local proceeds from the Chamber of Commerce, and \$30,000 in new state funding. None of these appropriations require a local match or increased County funding towards any department. The total fiscal impact is an increase to the County budget of \$85,380.08. Staff recommends appropriation of all new grant funding, carryover funding, donations, and local proceeds from sale of surplus equipment and revenue generating activities.

Motion: Supervisor Stroupe moved to approve the appropriation of the new state and federal grants, donations, and funds from the sale of surplus as outlined above, in the amount of \$85,380.08. Supervisor Foltz seconded and the motion carried by a vote of 5-0. Aye: Wiatrowski, Stroupe, Foltz, Pendley, Woodward. Nay: None. Absent: Guzy.

Supplemental Appropriations Approved:

Department	Funding Type	Description	Revenue Source	Expenditure	Amount
Sheriff's Office	Non-Governmental	Additional Funding	K9 Donations (101-0000-318-99.02)	K9 Grant (101-3120-431-40.01)	\$500
Commonwealth Attorney	Federal	Carryover Funding	Federal Asset Forfeiture (101-0000-341-04.07)	Federal Asset Forfeiture (101-2210-422-58-10)	\$6,157.85
Page County Public Schools	State	Additional Funding	Project Graduation (501-0000-324.04-44)	Instruction (501-6101-511-50.00)	\$12,162
Page County Public Schools	Non-Governmental	Additional Funding	PCTC Donations (501-0000-318-99.30)	Operations & Maintenance (501-6401-514-50.00)	\$8,618.23
Page County Public Schools	Local	Additional Funding	School Board – Gov Deals (501-0000-318.02-88)	Transportation (501-6301-513-50.00)	\$3,102
Page County Public Schools	Federal	Additional Funding	Personal Development Grant (501-0000-333-02.90)	Instruction (501-6101-511-50.00)	\$7,346
Page County EMS	State	Carryover	Carryover Funds (101-0000-341.04-07)	Four For Life (101-3220-432-56.41)	\$15,000
Page County EMS	NGO	Additional Funding	Blue Ridge Mountain Mudurance (101-0000-316-04.02)	Medical & Lab Supplies (101-3230-432-60.04)	\$2,500
Page County EMS	State	Additional Funding	Virginia Dept. of Emergency Management (101-0000-324.04-02)	VDEM Performance (101-3230-432-59.87)	\$30,000
Total					\$85,386.08

(Clerk's Note: The \$6.00 difference between the total in the motion and the total on the table will be corrected at the February 21, 2017 meeting.)

Board and Commission Appointments:

Regina Miller, Assistant County Administrator, reviewed the Board and Commission appointments as follows:

Board of Zoning Appeals:

John Coleman's (District 2) term has expired. He is eligible to serve another term or another individual can be nominated. The new five year term would commence on November 9, 2016 and expire on November 8, 2021. The Board will need to recommend the appointee to the Circuit Court Judge who will make the official appointment.

Motion: Supervisor Wiatrowski moved to recommend the appointment of John Coleman to the Board of Zoning Appeals, representing District 2, for a five year term from November 9, 2016 through November 8, 2021. Supervisor Stroupe seconded and the motion carried by a vote of 5-0. Aye: Stroupe, Foltz, Pendley, Woodward, Wiatrowski. Nay: None. Absent: Guzy.

Economic Development Authority:

Michael Brubaker (District 4) has resigned from the EDA. Since his term expires on January 31, an individual needs to be appointed to a four year term from February 1, 2017 through January 31, 2021. Also, Craig Lancto's (District 5) term on the EDA will also expire on January 31. He is eligible for reappointment or another individual can be appointed for a four year term from February 1, 2017 through January 31, 2021.

Motion: Supervisor Pendley moved to reappoint Craig Lancto to the Economic Development Authority, as the District 5 representative, for a four year term from February 1, 2017 through January 31, 2021. Supervisor Stroupe seconded and the motion carried by a vote of 5-0. Aye: Foltz, Pendley, Woodward, Wiatrowski, Stroupe. Nay: None. Absent: Guzy.

Northwestern Community Services Board:

Dominika Seal and Georgia Berry's terms have expired on the Northwestern Community Services Board. Mrs. Seal would like to be reappointed and the Community Services Board has requested her reappointment because she serves as Chair and regularly attends the meetings. Mrs. Berry does not wish to be reappointed so another individual would need to be appointed for a three year term.

Motion: Supervisor Foltz moved to reappoint Dominika Seal to the Northwestern Community Services Board for a three year term from January 1, 2017 through December 31, 2019. Supervisor Wiatrowski seconded and the motion carried by a vote of 5-0. Aye: Pendley, Woodward, Wiatrowski, Stroupe, Foltz. Nay: None. Absent: Guzy.

Planning Commission:

The terms of Bernie Miller (District 1) and Jonathan Comer (District 5) expired January 11th on the Planning Commission. Both are eligible to serve another four year term from January 12, 2017 through January 11, 2021. In addition, Sue McAnulty resigned, who is the District 4 representative; someone will need to be appointed to fill her unexpired term.

Motion: Supervisor Pendley moved to reappoint Jonathan Comer (District 5) to the Planning commission for a four year term from January 12, 2017 through January 11, 2021. Supervisor Wiatrowski seconded and the motion carried by a vote of 5-0. Aye: Woodward, Wiatrowski, Stroupe, Foltz, Pendley. Nay: None. Absent: Guzy.

Consent Agenda:

Motion: Supervisor Pendley moved to approve the consent Agenda as follows:

- Financial reports for the period of November 1, 2016-December 31, 2016.
- Accounts payable checks, payroll checks, payroll direct deposits, and payroll tax related electronic fund transfers total \$1,365,676.85 for the month of November 2016 and \$1,193,445.49 for the month of December 2016.
- Minutes of November 1, 2016, November 15, 2016, and December 6, 2016.

Supervisor Foltz seconded and the motion carried by a vote of 5-0. Aye: Wiatrowski, Stroupe, Foltz, Pendley, Woodward. Nay: None. Absent: Guzy.

Old Business:

Set Meeting Schedule for 2017:

Chairman Woodward explained at the organization meeting on January 3rd, the Board discussed changing their meeting schedule from the first and third Tuesdays of the month to the second and fourth Mondays. It was pointed out that this is the same time the School Board holds their meetings. In 2016, the Board held one regular meeting at Stanley Elementary School, Shepandoah Elementary School, and Springfield Elementary School. The Board will need to decide if they want to continue meeting at the schools or hold all of the meetings in the Board Room at the Government Center.

Motion: Supervisor Wiatrowski moved to approve the designation of Board Meeting dates/times/locations the same as presented on January 3, 2017. Supervisor Stroupe seconded and the motion carried by a vote of 5-0. Aye: Stroupe, Foltz, Pendley, Woodward, Wiatrowski. Nay: None. Absent: Guzy.

<u>Date</u>	<u>Location</u>	<u>Time</u>	<u>Type of Meeting</u>
January 3, 2017	Board Room	7:00 p.m.	Work Session
January 17, 2017	Board Room	7:00 p.m.	Regular Meeting
February 7, 2017	Board Room	7:00 p.m.	Work Session
February 21, 2017	Board Room	7:00 p.m.	Regular Meeting
March 7, 2017	Board Room	7:00 p.m.	Work Session/
Presentation of Budget			
March 16, 2017	Board Room	7:00 p.m.	Budget Work Session
March 21, 2017	Stanley Elementary School	7:00 p.m.	Regular Meeting
March 23, 2017	Board Room	7:00 p.m.	Budget Work Session
March 30, 2017	Board Room	7:00 p.m.	Budget Work Session
April 4, 2017	Board Room	7:00 p.m.	Work Session

Board of Supervisors
Minutes – January 17, 2017

April 6, 2017	Board Room	7:00 p.m.	Budget Work Session
April 18, 2017	Board Room	7:00 p.m.	Regular Meeting Tax Levy Hearing & Adoption School Budget & Co. Budget Hearing Work Session/Budget
May 2, 2017 Adoption	Board Room	7:00 p.m.	
May 16, 2017	Shenandoah Elementary School	7:00 p.m.	Regular Meeting
June 6, 2017	Board Room	7:00 p.m.	Work Session
June 20, 2017	Board Room	7:00 p.m.	Regular Meeting
July 5, 2017	Board Room	7:00 p.m.	Work Session
July 18, 2017	Board Room	7:00 p.m.	Regular Meeting
August 1, 2017	Board Room	7:00 p.m.	Work Session
August 15, 2017	Board Room	7:00 p.m.	Regular Meeting
September 5, 2017	Board Room	7:00 p.m.	Work Session
September 19, 2017	Board Room	7:00 p.m.	Regular Meeting
October 3, 2017	Board Room	7:00 p.m.	Work Session
October 17, 2017	Springfield Elementary School	7:00 p.m.	Regular Meeting
November 8, 2017	Board Room	7:00 p.m.	Work Session
November 21, 2017	Board Room	7:00 p.m.	Regular Meeting
December 5, 2017	Board Room	7:00 p.m.	Work Session
December 19, 2017	Board Room	7:00 p.m.	Regular Meeting

Supervisor Wiatrowski thank everyone for coming, and said he wants to make economic development a top priority.

(Clerks Note: Supervisor Wiatrowski left the meeting at 9:04 p.m.)

New Business:

There was no New Business to discuss.

Open Public Comments:

There were no speakers during Open Public Comments.

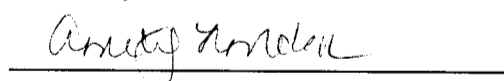
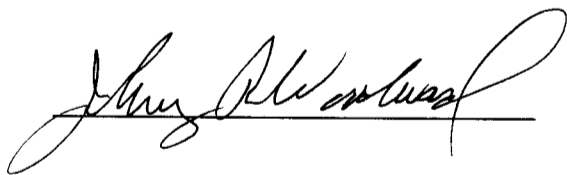
Supervisors Times:

All the supervisors thanked everyone for coming and are looking forward to a great 2017.

Chairman Woodward presented the Board with a Certificate of Appreciation from the Stanley Rescue Squad that they gave him at a meeting he attended this week. He applauded the School System and Lord Fairfax Community College for the dual enrollment which saves families thousands of dollars.

Adjourn: 9:13 p.m.

With no further business, Chairman Woodward adjourned the meeting.



Johnny Woodward, Chairman

Amity Moler, County Administrator