

Minutes
Board of Supervisors
Regular Meeting
January 18, 2022

Members Present: D. Keith Guzy, Jr., District 1
Allen Louderback, District 2
Mark Stroupe, District 3
Larry Foltz, District 4
Jeff Vaughan, District 5

Electronic Participation: Keith Weakley, Chairman At-Large

Staff Present: Amity Moler, County Administrator
Regina Miller, Assistant County Administrator
Tyler Olsen, Budget Officer
Nina Fox, Economic Development and Tourism Director
Michael Helm, County Attorney

Call to Order:

Vice Chairman Stroupe called to order the regular meeting of the Page County Board of Supervisors on Tuesday, January 18, 2022, at 7:00 p.m., in the Board of Supervisors Room located in the Page County Government Center, 103 South Court Street, Luray, VA 22835. The call to order was followed by a Moment of Silence and the *Pledge of Allegiance*.

Electronic Participation:

Chairman Weakley was unable to physically attend the meeting, but had requested to be able to participate electronically. Given that, he would not be able to Chair the meeting remotely. Chairman Weakley was telephoned into the meeting and his voice could be heard by all persons.

Motion: Supervisor Guzy moved to approve that Chairman Keith Weakley be allowed to participate electronically in the meeting. Supervisor Foltz seconded and the motion carried by a vote of 6-0. Aye: Weakley, Guzy, Louderback, Stroupe, Foltz, Vaughan. Nay: None.

Adoption of the Agenda:

Supervisor Louderback asked to add the discussion of the fee on solar panels under New Business.

Motion: Supervisor Guzy moved to adopt the agenda and to add the discussion of the fee on solar panels under New Business. Supervisor Foltz seconded and the motion carried by a vote of 6-0. Aye: Weakley, Guzy, Louderback, Stroupe, Foltz, Vaughan. Nay: None.

Public Hearing – Budget Amendment:

Vice Chairman Stroupe opened the public hearing on the budget amendment at 7:03 p.m.

Tyler Olsen, Budget Officer, reviewed that the County has received a short-term loan of \$185,000 to purchase a 2015 Caterpillar Excavator that was previously rented by the Battle Creek Landfill. It is requested that the loan proceeds be appropriated to the Capital Projects Fund for the purchase of the excavator. The Battle Creek Landfill has received \$4,651 more than the budgeted amount from the Litter Prevention and Recycling Grant. It is requested that these State funds be appropriated for expenditures related to the County's and the Town's litter prevention and recycling programs. The County has received an additional \$13,056 from the Virginia Department of Fire Programs. These State funds will be transferred to the Towns' volunteer fire departments. The Clerk of the Circuit Court has received \$4,656 from the Library of Virginia Grant. It is requested that these State funds be appropriated for the scanning and preservation of court records. The State Compensation Board has provided \$6,440 in bonuses for the Sheriff's Office. This is in addition to the \$122,740 that was previously appropriated. It is requested that these additional funds be appropriated for the Sheriff's Office's wages and fringe benefits. The Sheriff's Office has received \$623,228 from various Federal grants: CESF (Personal Protection Equipment) - \$78,885, State Homeland Security Program (20 Hard Armor Plates - \$21,680, State Homeland Security Program (Community Emergency Response Team) - \$5,637, DOJ COPS CPD De-Escalation Training (De-Escalation Training and Simulator) - \$200,000, DOJ BJA Local Law Enforcement Grant (Automatic Electronic Defibrillators - \$1,811, DCJS Youth Engagement Grant (Activities at Northern VA 4—H Center) - \$90,215, DCJS Mobile Data Terminals Grant (6 Mobile Data Terminals for Deputies) - \$25,000, and DOJ COSSAP Grant (Mental Health and Substance Abuse) - \$200,000. Page Fire and EMS will receive an additional \$700 from the REPP Grant. It is requested that these Federal funds be appropriated to the EMS budget. On behalf the Town of Stanley, the County has received \$5,428 from the ARPA Municipal Fiscal Relief Fund. It is requested that these funds be appropriated for Stanley. This money will help the Town with the utility relief that was provided during the pandemic. The appropriation requests are funded with loan proceeds in the amount of \$185,000, State funds in the amount of \$28,803, and Federal funds in the amount of \$629,356. These requests will increase the Capital Projects Fund budget by \$185,000 and the General Fund budget by \$658,159.

Public Comments During the Hearing:

There were no public comments during the hearing.

Vice Chairman Stroupe closed the hearing at 7:06 p.m.

Motion: Supervisor Guzy moved to approve the appropriation of the requested funds in the total amount of \$843,159, as outlined. Supervisor Vaughan seconded and the motion carried by a vote of 6-0. Aye: Louderback, Stroupe, Foltz, Vaughan, Weakley, Guzy. Nay: None.

Supplemental Appropriations Approved:

Department	Description	Revenue Source	Expenditure	Amount
Battle Creek Landfill	2015 Caterpillar Excavator Loan	Loan Proceeds 301-0000-318-99-87	Landfill Equipment 301-9420-541-80-23	\$185,000
Battle Creek Landfill	Litter Prevention Grant	Litter Prevention Grant 101-0000-324-04-07	Litter Prevention Grant Various	\$4,651
Volunteer Agencies	VA Dept of Fire Programs	Fire Programs 101-0000-324-04-12	Fire Programs 101-3220-432-56-40	\$13,056
Clerk of the Circuit Court	Library of Virginia Grant	Library of VA Grant 101-0000-323-07-07	Document Preservation 101-2160-421-59-41	\$4,656
Sheriff's Office	Compensation Board Bonuses	Compensation Board Various	Wages Various	\$6,440
Sheriff's Office	CESF	CESF 101-0000-333-01-34	PPE 101-3120-431-59-33	\$78,885
Sheriff's Office	State Homeland Security Program	VDEM SHSP 101-0000-333-01-16	Armor Plates 101-3120-431-59-98	\$21,680
Sheriff's Office	State Homeland Security Program	VDEM SHSP 101-0000-333-01-26	CERT 101-3120-431-59-16	\$5,637
Sheriff's Office	US DOJ COPS Office CPD De-Escalation Training	COPS 101-0000-333-01-18	De-Escalation Training 101-3120-431-59-01	\$200,000
Sheriff's Office	US DOJ BJA Grant Local LE Grant Program	BJA 101-0000-333-01-15	Defibrillators 101-3120-431-59-04	\$1,811
Sheriff's Office	Youth Engagement Grant	VA DCJS 101-0000-333-01-05	Youth Engagement 101-3130-431-59-05	\$90,215
Sheriff's Office	Mobile Data Terminals Grant	VA DCJS 101-0000-333-01-03	Mobile Data Terminals 101-3120-431-59-08	\$25,000
Sheriff's Office	US DOJ COSSAP Grant	US DOJ 101-0000-333-01-07	Mental Health 101-3310-433-59-34	\$200,000
EMS	FEMA REPP Grant	REPP Grant TBD	REPP Grant 101-3230-432-59-88	\$700
N/A	ARPA SLFRF Municipal Fiscal Relief	ARPA SLFRF 101-0000-333-01-74	Town of Stanley 101-9310-493-59-96	\$5,428
Total				\$843,159

Public Comments on Agenda Items:

There were no comments during Public Comments on Agenda Items.

Action Matters:

TOT Funds Request – Hotel Feasibility Study:

Nina Fox, Director of Economic Development & Tourism, explained that the Economic Development and Tourism Department would like to commission a Market Feasibility and Financial Analysis Study for a Hotel/Resort in Page County. The proposed study will focus on the area of the Luray Caverns Golf Course, however, the information provided in this study can be applied to other areas in the community. The Tourism Council voted in favor of allocating Transient Occupancy Tax (TOT) toward this project and requests the Board to allocate funds from the General Fund to cover half of the project cost since this initiative will drive growth not only to the tourism market but the County as a whole.

Motion: Supervisor Guzy moved to approve funding of \$30,000 from the Transient Occupancy Tax for a Market Feasibility and Financial Analysis Study for a Hotel/Resort. Supervisor Vaughan seconded and the motion carried by a vote of 6-0. Aye: Stroupe, Foltz, Vaughan, Weakley, Guzy, Louderback. Nay: None.

Board and Commission Appointments:

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

Building Code Appeals Board:

The terms of Clay Gaunt (District 1), Ronald Comer (District 5), Patrick Racey (Alternate) and Roger Houser (Alternate) expired December 31, 2021. All four are eligible for reappointment.

Motion: Supervisor Foltz moved to appoint Clay Gaunt (District 1), Ronald Comer (District 5), Patrick Racey (Alternate), and Roger Houser (Alternate) to the Building Code Appeals Board for a four-year term from January 1, 2022 through December 31, 2025. Supervisor Vaughan seconded and the motion carried by a vote of 6-0. Aye: Foltz, Vaughan, Weakley, Guzy, Louderback, Stroupe. Nay: None.

Economic Development Authority:

The term of Alex White (District 1) expires January 31, 2022. Mr. White is eligible to serve another four-year term from February 1, 2022 through January 31, 2026.

Supervisor Guzy said Mr. White does not wish to be reappointed. He will find another individual to serve. The appointment was deferred until the February meeting.

Northern Shenandoah Valley Regional Commission:

Page County has two members on the Northern Shenandoah Valley Regional Commission. One member must be an elected official and the other can be a citizen member. The two representatives were Nora Belle Comer (Citizen Member) and Morgan Phenix (Elected Official Member). Both of their terms expired December 31, 2021. Mrs. Comer did not wish to be reappointed and Dr. Phenix's term expired with his elected term of office. Two appointments are needed to fill the vacant seats.

Board members suggested asking Dr. Phenix to serve in the capacity of the citizen member.

The appointments were deferred until the February meeting.

Shenandoah Area Workforce Development Consortium:

Page County is a participating jurisdiction in the Shenandoah Valley Workforce Development Area Consortium. As required under the Consortium Agreement, voting members of the Consortium shall be the Chief Elected Official (Board Chair) of each jurisdiction or that official's duly appointed designee. In the past, the designee has been

the County Economic Development Director. Nina Fox is interested in serving as the designee. The Board will need to appoint the Chief Elected Official and the Designee.

Motion: Supervisor Guzy moved to appoint Keith Weakley as the Chief Elected Official and Nina Fox as the designee to serve on the Shenandoah Valley Workforce Development Area Consortium representing Page County. Supervisor Louderback seconded and the motion carried by a vote of 5-0, with 1 abstention. Aye: Vaughan, Guzy, Louderback, Stroupe, Foltz. Nay: None. Abstain: Weakley.

Consent Agenda:

Motion: Supervisor Guzy moved to approve the Consent Agenda as follows:

- Financial reports for the period of November 1-30, 2021 and December 1-31, 2021;
- Accounts payable checks, payroll checks, payroll direct deposits, and payroll tax related electronic fund transfers totaling \$3,325,720.59 for the month of November 2021 and \$2,689,569.30 for the month of December 2021;
- Minutes of November 3, 2021, November 17, 2021, December 7, 2021, and January 4, 2022; and
- Two coyote bounty claims totaling \$100.

Supervisor Vaughan seconded and the motion carried by a vote of 6-0. Aye: Weakley, Guzy, Louderback, Stroupe, Foltz, Vaughan. Nay: None.

Old Business:

Planning Commission Membership Discussion:

Mrs. Moler explained that since March 2019, the Board has discussed reducing the membership of the Planning Commission six times. Currently, County Code allows for 10 members on the Commission, two from each district. The Board has discussed reducing the membership to a total of five or one from each district. The Code of Virginia requires a minimum of five members, but no more than 15. There is currently five members on the Commission, due to resignations and expiration of terms. If the Board would like to have only five members, they would need to hold a public hearing to amend the County Code.

Supervisor Guzy indicated that there was difficulty in the members attending meetings previously. He said that he is not opposed to leaving it as is with 10 members or reducing it to 5 members. It is possible that they may need to consider hiring a Planner.

Chairman Weakley expressed that by only having 5 members it makes it impossible to have subcommittees. Further, having a quorum to conduct a meeting will not be easy either.

Planning Commission Chairman Jared Burner commented that by reducing the membership it will make it difficult to operate efficiently.

Supervisor Foltz mentioned that it is difficult to get people to serve on the Commission and that you do not want to appoint people to just fill a seat.

After discussion, the Board agreed not to amend the ordinance at this time, and continue to have five members, by not filling the vacant seats. If they don't hire a consultant or Planner then they can appoint the remaining five members. Mrs. Moler suggested that we could also request assistance from the Northern Shenandoah Valley Regional Commission to help with some of the projects.

New Business:

Discussion of the Fee on Solar Panels:

Supervisor Louderback indicated that when citizens put solar panels on their house or business, they currently pay a per panel fee. He suggested that it would make more sense to charge a \$0.30 fee per square foot, especially given the fact that the panels have gotten smaller in size.

Mrs. Moler indicated that several surrounding localities charge a fee in a similar manner.

After discussion, it was consensus to look at what other localities charge and report back to the Board.

Open Public Comments:

There were no comments from the public during Open Public Comments.

Administrator's Report:

Mrs. Moler reported that prompts have been placed on the main Administration phone line to direct callers when they need other offices. She indicated that a large volume of calls coming in are for the Circuit Court Clerk's Office. She noted that she will soon be advertising for an Assistant Landfill Director in preparation for retirement of the Director. Several Board members have mentioned having a Board Retreat to discuss goals and projects. Lastly, she noted that she requested new board room furniture in the budget for a more professional appearance.

Supervisors Time:

Supervisor Guzy commented that the changes taking place in the state government are positive.

Supervisor Louderback expressed that a Board Retreat is a good idea and it will allow the Board to focus on future planning.

Vice Chairman Stroupe commended VDOT and the Towns for snow removal from the roads. He agreed that a retreat is a good idea.

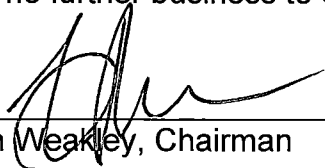
Supervisor Foltz thanked everyone for attending the meeting.

Supervisor Vaughan asked what the status is on Shenandoah Rescue Squad. Mrs. Moler replied that the County has an agreement to be in the building until the end of February. He said things need to be set in motion to acquire the facility for the County

to operate out of there. The funds donated to the organization were given by the citizens to serve the community. He said the Board needs to move forward.

Adjourn: 7:58 p.m.

With no further business to discuss, Vice Chairman Stroupe adjourned the meeting.



Keith Weakley, Chairman



Amity Moler, County Administrator