

The regular meeting of the Botetourt County Board of Supervisors was held on Tuesday, March 22, 2016, in Rooms 226-228 of the Greenfield Education and Training Center in Daleville, Virginia, beginning at 12:45 P. M.

PRESENT: Members: Mr. L. W. Leffel, Jr., Chairman
Mr. Todd L. Dodson, Vice-Chairman
Mr. John B. Williamson, III
Mr. Billy W. Martin, Sr.
Dr. Donald M. Scothorn

ABSENT: Members: None

Others present at the meeting:

Mr. Gary Larrowe, County Administrator
Mr. David Moorman, Deputy County Administrator
Mr. Michael W. S. Lockaby, County Attorney

The Chairman called the meeting to order at 12:46 P. M.

On motion by Mr. Leffel, seconded by Mr. Dodson, and carried by the following recorded vote, the Board went into Closed Session at 12:46 P. M. to discuss personnel matters; the acquisition of real property for public uses or the disposition of publicly held real property where discussion in open session would adversely affect the bargaining position or negotiating strategy of the public body; discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business or industry's interest in locating or expanding its facilities in the County; and consultation with legal counsel regarding specific legal matters as per Section 2.2-3711(A) (1), (3), (5) and (7) of the Code of Virginia of 1950, as amended. (Resolution Number 16-03-04)

AYES: Dr. Scothorn, Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: None

ABSTAINING: None

The Chairman called the meeting back to order at 2:00 P. M.

On motion by Mr. Dodson, seconded by Mr. Leffel, and carried by the following recorded vote, the Board returned to regular session from Closed Session and adopted the following resolution by roll-call vote. (Resolution Number 16-03-05)

AYES: Mr. Martin, Dr. Scothorn, Mr. Leffel, Mr. Dodson, Mr. Williamson

NAYS: None

ABSENT: None

ABSTAINING: None

BE IT RESOLVED, that to the best of the Board members' knowledge only public business matters lawfully exempt from open meeting requirements and only such matters as were identified in the motion to go into Closed Session were heard, discussed or considered during the Closed Session.

The Chairman then asked for a moment of silence. Dr. Scothorn then led the group in reciting the pledge of allegiance.

After questioning by Mr. Leffel, it was noted that there was no one present from the public who wished to make any comments at this time.

Dr. Scothorn then noted that he participated in a very satisfactory event on Saturday. He noted that an audible Easter egg hunt was scheduled to be held at Daleville Town Center for children with vision impairments. He noted that the cold and rainy weather necessitated finding

an indoor location the event and, working with the School Superintendent and some Lord Botetourt High School students, the event was moved to the high school.

Dr. Scothorn stated that this event was very successful and the kids had a wonderful time. He thanked Mr. Busher for his willingness and assistance in relocating this event to Lord Botetourt High School.

Consideration was then held on approval of various sets of minutes.

On motion by Dr. Scothorn, seconded by Mr. Dodson, and carried by the following recorded vote, the minutes of the special meeting with the Economic Development Authority held on February 22, 2016, were approved as submitted. (Resolution Number 16-03-06)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

On motion by Mr. Martin, seconded by Mr. Dodson, and carried by the following recorded vote, the minutes of the regular meeting held on February 23, 2016, were approved as submitted. (Resolution Number 16-03-07)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

On motion by Dr. Scothorn, seconded by Mr. Martin, and carried by the following recorded vote, the minutes of the joint meeting with the School Board held on March 8, 2016, were approved as submitted. (Resolution Number 16-03-08)

AYES: Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn, Mr. Williamson

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on approval of transfers and additional appropriations. Mr. Tony Zerrilla, Director of Finance, stated that there were two transfers, eight pass-through appropriations, as well as one walk-on transfer for the Board's consideration this month in connection with the joint meeting with the Economic Development Authority held on March 15.

He noted that on March 15 the Board had approved an appropriation of up to \$750,000 to the Authority to pay for site grading, etc., work associated with the Performance Agreement for development of the Eldor Corporation project. Mr. Zerrilla stated that a transfer is also needed from the Undesignated Fund Balance to the EDA in this amount.

Mr. Zerrilla stated that this month's transfers and appropriations were for receipt of insurance proceeds, grant funds, sponsorship funds, and expenditure reimbursements.

There being no discussion, on motion by Mr. Williamson, seconded by Mr. Martin, and carried by the following recorded vote, the Board approved the following transfers and additional appropriations. (Resolution Number 16-03-09)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Transfer \$244.89 to Central Purchasing – Store Supplies, 100-4012530-6021, from various departments as follows for store supplies usage:

\$136.00 County Administrator – Marketing, 100-4012110-5840
 \$ 9.86 Comm. of Revenue – Office Supplies, 100-4012310-6001
 \$ 24.00 Deputy County Admin. – Office Supplies, 100-4012121-6001
 \$ 4.03 Financial Services – Office Supplies, 100-4012430-6001
 \$ 39.00 Electoral Board/Registrar–Other Oper. Supplies, 100-4013300-6014
 \$ 32.00 Sports Complex - Marketing, 100-4071300-5840

Transfer budgeted funds of \$28,000 from Deputy County Administrator - Capital Outlay – Motor Vehicle/Equipment, 100-4012121-8005, to County Administrator – Capital Outlay – Motor Vehicle/Equipment, 100-4012110-8005. This is a transfer of funds for the vehicle (paid for last month) that is being utilized by the County Administrator.

Transfer up to \$750,000 from the Undesignated Fund Balance to the Botetourt County Economic Development Authority account. This is for site work on the Eldor Corporation property in Botetourt Center at Greenfield.

Additional appropriation in the amount of \$450.00 to Maintenance – Repair & Maintenance – Buildings, 100-4043000-3313. These are insurance proceeds received for repairs made to a wall outside of the Circuit Courthouse.

Additional appropriation in the amount of \$700 to Fire & EMS – Capital Outlay – Machinery & Equipment, 100-4035500-8001. These are VFIRS (Virginia Fire Incident Reporting System) grant funds which will be used toward eligible expenditures.

Additional appropriation in the amount of \$18,708 to Volunteer Fire & Rescue – County Volunteer Fire Departments, 100-4032200-5641. These are Fire Program Funds received from the State to be applied toward volunteer fire department expenditures.

Additional appropriation in the amount of \$1,000 to Parks & Recreation Coaches Certification, 100-4071000-3181. These are sponsorship funds received from Shenandoah Baptist Church and will be evenly distributed to athletic booster clubs to be used to provide scholarships for youths.

Additional appropriation in the amount of \$226.79 to Parks & Recreation – Coaches Certification, 100-4071000-3181. These are funds received by the County in error which will be redistributed to the proper booster clubs.

Additional appropriation in the amount of \$2,582.63 to Correction & Detention – Medical & Lab Supplies, 100-4033100-6004. These are funds received from Craig County as medical co-pays for their inmates at the regional jail.

Additional appropriation in the amount of \$640.71 to the following Sheriff's Department accounts: \$611.88 to Vehicle & Power Equipment Supplies, 100-4031200-6009; and \$28.83 to Subsistence & Lodging, 100-4031200-5530. These are expenditure reimbursements from the State regarding extradition costs.

Additional appropriation in the amount of \$1,032 to Sheriff's Department – Capital Outlay – EDP Equipment, 100-4031200-8007. These are Virginia Department of Criminal Justice Services grant funds.

Consideration was then held on approval of the accounts payable and ratification of the Short Accounts Payable List. Mr. Tony Zerrilla, Director of Finance, stated that this month's accounts payable totaled \$713,866.27; all of which were General Fund expenditures. He noted that this month's Short Accounts Payable totaled \$264,072.50; \$251,953.11 in General Fund expenditures; and \$12,119.39 in Debt Service Fund invoices.

Mr. Zerrilla stated that this month's large invoices included a wire transfer of \$44,269.77 to Timberworks of Interest for expenses related to the relocation of two historic structures at Greenfield; \$57,307 to Wampler-Eanes Appraisal Group for their final invoice for work associated with the 2016 reassessment; \$32,380 to C&M Maintenance Service for leachate disposal for the County landfill; and \$27,645 to Southern Software for E-911 system software upgrades to be paid with grant monies.

After questioning by Mr. Williamson, Mr. Zerrilla stated that there may be some additional reassessment-related invoices associated with the Board of Equalization's expenses remaining to be paid.

There being no discussion, on motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the Board approved the accounts payable list and ratified the Short Accounts Payable List as submitted. (Resolution Number 16-03-10)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on a request from the Schools for transfer of a portion of FY 15 year-end funds to the School Division Capital Reserve Fund and the remainder to the County General Fund. Mr. Tony Zerrilla, Director of Finance, stated that the Board's agenda packet included a letter from Mr. John Busher, School Superintendent, requesting this FY 15 year-end fund balance transfer for the installation of a wireless computer server system in both middle schools.

Mr. Zerrilla stated that the School's Capital Reserve Fund was established by the Board in July 2008 and, as of February 29, 2016, contained a balance of \$507,844. He noted that the policy overseeing this fund states that two-thirds of the school's year-end savings would be transferred to the Capital Reserve Fund and one-third to the County's General Fund. He noted that as of June 30, 2015, the School budget had a net surplus of \$618,973.54; however, the Schools are only requesting an amount not to exceed \$350,000 at this time.

Mr. Zerrilla stated that this wireless server project qualifies for a 60% level cost discount on parts under the E-Rate Program funds which are provided to schools and libraries for qualified community technology projects under the Telecommunications Act of 1996. He noted that, with the discounted amount of \$205,000 for parts, the schools' 40% contribution (\$137,000), consulting fees, labor, and networking costs, the project will cost approximately \$350,000.

Mr. Busher stated that this project is a continuation of a process that began last year to add wireless capabilities to the County's schools. He noted that today's request is to install wireless service at Read Mountain and Central Academy middle schools and, in future, they also plan to install this service at the elementary schools.

After questioning by Mr. Williamson, Mr. Busher stated that this project is consistent with last year's budget discussions whereby the year-end funds would be divided between the schools and the County and the funds made available to the schools on a prioritized need basis.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the Board approved the School's access to funding for a middle school wireless project, including architectural and engineering charges and the purchase of switches and routers, from the County's General Fund Undesignated Fund Balance for an amount not to exceed \$350,000, with an initial transfer to the School Division's Capital Reserve Fund of \$170,000, and approved a reversion of funds totaling \$206,324.51 from the School's FY 15 year-end budget to the County General Fund. (Resolution Number 16-03-11)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Mr. Busher then thanked Dr. Scothorn for his appreciative comments earlier in the meeting regarding the School's assistance in finding an alternate location for the hearing impaired Easter egg hunt this past weekend. He noted that Dr. Brian Austin's and Mrs. Mary Wimmer's efforts made this relocated event enjoyable for all participants. He noted that they appreciated being able to help out in this situation.

Consideration was then held on approval of a School Board policy regarding procedures for internal accounting controls for the purchase of instructional materials and office supplies. Mr. Busher stated that for many years the School Board has given authorization for their central office to allow accounts to be set up at each school for the purchase of educational materials and office supplies.

He stated that State Code Section 22.1-122.1 indicates that these funds are to be specially managed by each school's administration and are not part of the school system's general funds which are in the Treasurer's custody. He noted that, to formalize this policy, approval of a resolution to this effect is required by the Board of Supervisors.

After questioning by Mr. Williamson, Mr. Busher stated that this practice has been in effect for many years.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Leffel, and carried by the following recorded vote, the Board adopted the following resolution approving a School Board policy regarding procedures for internal accounting controls for the purchase of instructional materials and office supplies.

AYES: Mr. Martin, Mr. Williamson, Mr. Dodson, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Resolution Number 16-03-12

WHEREAS, the pursuant to the Virginia Code, 1950, as amended, Section 22.1-122.1, a school board may establish accounts in each of its departments and schools committed solely to the purchase of instructional materials and office supplies; and

WHEREAS, on or about December 10, 2015, the Botetourt County School Board adopted such a policy and directed the Superintendent to develop procedures for administration of such funds; and

WHEREAS, before such policy can go into effect, the governing body of the locality must approve such policy, and the School Board has requested the Board of Supervisors so to do:

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Botetourt County, Virginia, that the School Board's policy of establishing separate accounts in each of its departments and schools committed solely to the purchase of instructional materials and office supplies is APPROVED, provided however that it must be administered in strict accordance with the provisions of the Virginia Code of 1950, as amended, and generally accepted accounting standards.

Consideration was then held on a request for support of an application to the Virginia Office of Intermodal Planning and Investment for technical assistance to update the Comprehensive Plan. Ms. Amanda McGee, Long-Range Planner, stated that County staff has been made aware of an opportunity to apply for up to \$65,000 in grant funds from the Virginia Office of Intermodal Planning and Investment (VOIPI) to be used for technical assistance to update the Comprehensive Plan to designate Urban Development Areas (UDAs) in the County.

She noted that UDAs are one of the four project funding categories under the State's new House Bill 2 (HB2) transportation funding regulations. Ms. McGee noted that the County has not been able to apply for funding under this specific HB2 category as no UDAs have been designated in the County's Comp Plan. She stated that obtaining these grant monies would allow the County to update the Comp Plan to designate and identify planning elements in the area of Gateway Crossing at Exit 150 as a UDA. Ms. McGee further stated that this project would include an amendment to the Comp Plan and proposed Zoning Ordinance amendments related to the UDA designation.

She stated that a member of the Planning Commission and Board of Supervisors are required to serve on the project's steering committee. She further noted that staff will work with the Roanoke Valley/Alleghany Regional Commission on this project and on a full update to the Comprehensive Plan scheduled in 2017.

After discussion, Ms. McGee stated that, if the County does not adopt the Comp Plan amendments formulated as part of this technical assistance process, the County is obligated to repay the grant funds.

After questioning by Mr. Williamson, Ms. McGee stated that this grant application will funding technical assistance necessary to adopt an amendment to the Comp Plan to designate UDAs in the County. She noted that the urban-type designations that the County currently has are not specific enough to qualify as a UDA under the provisions of HB2.

After further questioning by Mr. Williamson, Ms. McGee stated that, once the Comp Plan amendment/update is complete, it will have to be advertised for approval by public hearing before the Planning Commission and Board of Supervisors. After further questioning, Ms. McGee stated that she does not know whether it would cause an issue with the funding availability if the County amends the consultant's UDA recommendation; however, she will verify this with VOIPI.

There being no further discussion, on motion by Mr. Williamson, seconded by Mr. Dodson, and carried by the following recorded vote, the Board authorized staff to submit a grant application in an amount up to \$65,000 for technical assistance by the Virginia Office of Intermodal Planning and Investment to update the County's Comprehensive Plan regarding Urban Development Areas (UDAs). (Resolution Number 16-03-13)

AYES: Mr. Martin, Mr. Williamson, Mr. Dodson, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on approval of a lease agreement with Bravo Properties, LLC, for the Parks and Recreation Department's offices. Mr. Tony Zerrilla, Director of Finance, stated that the current three-year lease with Bravo Properties for the Recreation Department's offices at 16 East Main Street in Fincastle expires at the end of this month. He noted that a new lease has been drafted and was included in the Board's agenda packets for their review.

Mr. Zerrilla stated that, under the new lease, the rent will remain at \$1,500 per month. He noted that the only lease amendment was the inclusion of language in Section 3 that the County's payment obligation is subject to an annual budget appropriation by the Board of Supervisors as per the cited section of the Virginia Constitution.

Mr. Zerrilla noted that this lease agreement has been reviewed and approved by the County Attorney.

There being no further discussion, on motion by Mr. Leffel, seconded by Mr. Dodson, and carried by the following recorded vote, the Board authorized the County Administrator to sign a lease agreement for the Parks, Recreation and Tourism office space located at 16 East Main Street in Fincastle with Bravo Properties, LLC, for a three year term to expire on March 31, 2019. (Resolution Number 16-03-14)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on approval of staff rankings for design contract award for the Daleville Greenway Project. Mr. Jim Farmer, Interim Parks and Recreation Director, stated that in December 2014 the County Administrator was authorized to sign a MAP-21 Transportation Alternative Program grant application for the purpose of developing a greenway in Daleville. He noted that the estimated cost for design and construction of this greenway at that time was \$595,438.

He stated that in October 2015 the County was awarded a \$476,000 grant which is equal to 80% of the total estimated project cost. Mr. Farmer noted that donations and in-kind contributions will be used to the extent possible for the County's 20% match obligation. He stated that the current project timeline estimates that construction should begin in the fall of 2017.

After discussion, Mr. Farmer stated that the Roanoke Valley Greenway Commission is scheduled to consider Botetourt County's request to join the Commission at tomorrow's meeting.

Mr. Farmer stated that design proposals from four firms were received and three firms were interviewed by a staff committee consisting of himself; Mr. Jay Ratcliffe, Assistant Parks and Recreation Director; and David Moorman, Deputy County Administrator; in early March. He noted that based on the firms' proposals, references, and interviews, the committee ranked the firms as follows: Stewart, Inc., Engineering Concepts, Inc., and Anderson and Associates, Inc.

He stated that, if the Board agrees, staff will enter into negotiations with the top-ranked firm to design phase 1 of the Daleville Greenway project in an amount not to exceed \$75,000. He noted that, if these negotiations are not satisfactory, then they will be terminated with the top-ranked firm and negotiations initiated with the second-ranked firm and continue in this manner until a satisfactory agreement is reached.

After questioning by Mr. Williamson, Mr. Farmer stated that the \$75,000 amount is for the engineering portion of this project.

After questioning by Mr. Dodson, Mr. Farmer stated that these grant funds must be spent by October 2019.

There being no further discussion, on motion by Mr. Dodson, seconded by Mr. Leffel, and carried by the following recorded vote, the Board accepted the proposed staff ranking of design firms for phase 1 of the Daleville Greenway project as follows: 1) Stewart, Inc., 2) Engineering Concepts, Inc., 3) Anderson & Associates, Inc., and, upon satisfactory completion of negotiations, authorized the award and execution of a contract for this design work by the County Administrator in an amount not to exceed \$75,000; total contract amount shall not exceed \$595,438 and will be subject to satisfactory negotiations and the review and approval of the County Attorney. (Resolution Number 16-03-15)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Chairman Leffel then allowed Ms. Shirley Johnson Lewis three minutes to speak to the Board.

Ms. Lewis stated that the two historical structures on the Greenfield property have been relocated and she still feels “like it was a double slap in the face” to the black citizens to have these structures moved in February which is Black History Month. She stated that it was another slap to the black citizens that the Board of Supervisors was so insensitive in this situation knowing that the integrity of the buildings was being jeopardized by the move.

Ms. Lewis stated that she still believes that remains of her ancestors are located on the hill where these two structures were once located. She encouraged the Board to save the hill in its current condition for future generations and the preservation of this site.

Mr. Kevin Hamm, Maintenance Operations Manager with the Virginia Department of Transportation, then reviewed VDoT’s monthly report. He stated that Etzler Road will be closed on March 29 – 31 to allow the contractor on the Catawba Road intersection improvement project to tie-in the new roadway in order to move traffic onto the new section.

After questioning by Mr. Dodson, Mr. Hamm stated that electronic message boards notifying the public of this road closure are still in place.

Mr. Hamm stated that Route 668 (Mount Pleasant Church Road) near the White Church Road intersection was closed last week to replace a bridge’s deck. He further noted that one land development project permit and 9 land use permits were issued last month.

Mr. Hamm stated that their area headquarters staff have been busy during the past month and the brush removal/disposal from last month’s snowstorm has been removed. He noted that VDoT did not need to utilize a brush storage area at the Route 615/220 intersection. He stated that, as weather allows, they have been repairing potholes on Breckinridge Mill Road, in the Blue Ridge area, and on Blue Ridge Turnpike as well as repairing a retaining wall in the Town of Buchanan. He noted that several pipe replacements are also being made.

After discussion, Mr. Hamm then stated that their Traffic Engineering staff have completed the speed limit reduction request on Route 220 from Fincastle to Daleville and are not recommending that this speed limit be reduced. He noted that some additional intersection warning signs will be installed in this area.

Regarding the Route 625 (Mountain Pass Road) through truck restriction request, Mr. Hamm stated that VDoT’s Richmond central office approved this last week and the appropriate signs were placed along the roadway earlier today. He noted that the through truck restrictions for Humbert and Laymantown Roads will be sent separately from the central office as they expect final decisions on these requests to be made shortly. Mr. Hamm noted that they have ordered the truck restriction signs for both of these roads and will install them as soon as approval is received.

Mr. Hamm stated that a flashing left-hand turn arrow has been installed on the stoplight at the Route 220 northbound/Catawba Road (779) intersection and they have seen some good results with this signal so far. He noted that this flashing yellow arrow should allow a smoother traffic flow through this left-hand turn intersection.

Mr. Martin thanked Mr. Hamm for the information provided on the Mountain Pass Road through truck restriction. After questioning, Mr. Hamm stated that VDoT is currently working to repair potholes on Breckinridge Mill Road and then will begin doing so on Mountain Pass Road.

After discussion by Mr. Williamson, Mr. Hamm stated that shoulder repair work on Brugh's Mill Road (Route 640) is on VDoT's maintenance schedule.

After questioning by Dr. Scothorn, Mr. Hamm stated that any road improvement project, such as widening Mountain Pass Road, can be considered for addition to the Secondary System Six Year Plan; however, there is very limited funding available for these types of projects.

The Board thanked Mr. Hamm for his report. There being no further discussion, Mr. Hamm then left the meeting at this time.

Mr. Williamson then stated that the Western Virginia Water Authority Board of Directors met last week. He noted that the transition of Botetourt County's sewer/water systems to the Authority's oversight has gone well and the new Daleville pump station is operational. He noted that the Authority will consider approval of their FY 17 budget in May/June. Mr. Williamson stated that no increases are proposed in water rates but the Authority is considering a 50¢ sewer rate increase.

Mr. Williamson noted that on Friday he attended a graduation ceremony for Firefighter 1 and 2 students. He noted that this was a nice event for the County and its Fire and Emergency Services Department.

After questioning by Mr. Leffel, Mr. Williamson stated that approval of the State Corporation Commission's transfer of the Eagle Rock Water Company's assets to the Water Authority is pending; however, the Authority is currently operating/maintaining this system.

Mr. Martin stated that, at the recent Board of Social Services meeting, discussion was held on a new federal computer program (PARIS) that identifies individuals that appear to be receiving welfare benefits in multiple states. He noted that this program operates 24/7 and notifies localities if there is a match. He stated that the Social Services Office was recently notified of a potential match and an investigation revealed that this was occurring in the County. He noted that the case has been addressed and over \$3,600 has been collected from the family in reimbursements.

Mr. Martin noted that the Social Services Department also receives Jail population information to identify inmates that may be receiving benefits as well. He noted that there are also several fraud cases that went before the grand jury earlier this month. Mr. Martin noted that the Social Services staff is doing a good job in trying to stop fraud where possible.

Mr. Dodson noted that there was a Captains and Chiefs meeting last night and discussion was held on a Red Cross fire awareness program. He noted that this program provides free smoke detectors to citizens and the fire departments will install them at no charge.

After questioning, Mr. Dodson noted that the detectors are free but they have to be placed in an occupied residence.

A public hearing was then held on proposed amendments to Chapter 9. Elections of the Botetourt County Code to change the Troutville/Cloverdale precinct boundaries and Troutville precinct polling place. Mrs. Traci Clark, Director of Elections and General Registrar, stated that a primary election was held earlier this month and signs were posted in the Troutville precinct

notifying voters of the pending polling place change. She noted that the poll workers received several positive comments from voters about this proposed change.

She further stated that the Town of Troutville's elections have been moved to November instead of May and the polling place for these elections will be Troutville Elementary School. Mrs. Clark stated that her research indicated that there are no other suitable, ADA-compliant buildings in the Troutville precinct that are large enough and have adequate parking to be used as a polling place other than Troutville Elementary.

Mr. Williamson noted that he discussed this issue with the Troutville Mayor last week.

Mrs. Clark stated that, under the proposed Elections Ordinance amendments, two or three subdivisions in the Troutville precinct located along Alternate Route 220 near the Roanoke County line will be relocated to the Cloverdale precinct. She noted that these voters will now vote at Read Mountain Middle School instead of having to drive to Troutville Elementary School.

Dr. Scothorn thanked Mrs. Clark for facilitating these precinct boundary and polling place changes. Dr. Scothorn noted that he has had several calls from citizens with concerns about the polling place being located at Orchard Hills Church and the dangerous U-turn that many voters have to make to enter the Church's property.

After questioning by Mr. Leffel, it was noted that there was no one else present to speak regarding this matter. The public hearing was then closed.

After questioning by Mr. Williamson regarding the new optical scan voting machines, Mrs. Clark stated that it has been a smooth transition so far for voters learning to use the new voting machines. Mrs. Clark stated that she anticipates some delays in voting during the November 2016 Presidential election because of the low voter turnout in the previous elections/primaries and; therefore; many voters will be using the new machines for the first time in November.

Dr. Scothorn thanked Mrs. Clark for all of the hard work she has done since taking office and he appreciates her efforts in resolving the voters' concerns with the Troutville polling place location.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Dodson, and carried by the following recorded vote, the Board adopted the attached amendments to Chapter 9. Elections of the Botetourt County Code to change the Troutville/Cloverdale precinct boundaries and approved the change in polling location for the Troutville Precinct from Orchard Hills Church to Troutville Elementary School. (Resolution Number 16-03-16)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Sheriff Ronnie Sprinkle was then present to request authorization of an emergency procurement of two hot water boilers for the Regional Jail. Sheriff Sprinkle stated that it was recently discovered that there are two holes in the boilers' heat exchangers which allows water into the exchangers which extinguishes the flame that heats the water. He noted that Virginia Department of Corrections' standards require that hot water and heat be available in the building. Sheriff Sprinkle further noted that the Health Department requires correctional facilities to provide hot water of at least 100°F and the building's interior temperature be above 65°F.

Sheriff Sprinkle stated that he is concerned that, if the system is not repaired, the Department of Corrections could decertify the building and require the inmates to be relocated

at a compliant facility. He noted that, if the inmates are relocated, it could cost the County over \$100,000 per year in housing and upkeep costs.

Sheriff Sprinkle stated that three proposals ranging in price from \$91,000 to \$99,000 have been obtained to replace these boilers and he is recommending that the Board authorize the emergency procurement of two natural gas-fired boilers from Beckner Boiler and Supply Company, Inc., in the amount of \$91,140.

After discussion, Sheriff Sprinkle stated that having heat and hot water in the jail is a necessity to retain the Jail's State certification to house inmates. He noted that mechanical parts wear out over time and it is only a matter of time before these two boilers quit working altogether. He noted that the proposal from Beckner Boiler stated that an interim hot water supply would be made available while the old boilers are being removed and the new boilers installed.

Mr. Williamson noted that the Jail is 10 years old. After questioning by Mr. Williamson, Sheriff Sprinkle stated that the \$91,140 proposal amount will replace/upgrade all of the appropriate boiler system components.

After questioning by Mr. Martin, Sheriff Sprinkle stated that the vendor is providing a 10 year warranty on the new equipment.

Mr. Williamson stated that this is considered an emergency procurement situation because of the potential for the boilers to quit working at any moment and there is inadequate/limited time to hire an engineer to write up a specific proposal to replace this system and formally advertise the project for bids. Sheriff Sprinkle agreed with Mr. Williamson's assessment.

After questioning by Mr. Williamson, Mr. Lockaby, County Attorney, stated that he has reviewed this proposed emergency procurement resolution and the proposals obtained and has no objection to this request. He noted that this is being done in the "spirit" of the State's procurement laws in such situations.

After questioning by Mr. Williamson, Mr. Zerrilla stated that this project will result in this budget line item having a negative balance; however, the account can be "squared up" at the end of the fiscal year through the internal transfer of unspent monies from other line items.

Mr. Williamson stated that he would prefer that the Board not approve a \$91,000 appropriation today to fund this expense if it is not necessary.

Mr. Zerrilla stated that the intent would be to make the Sheriff's budget "whole" at the end of the fiscal year.

There being no further discussion, on motion by Mr. Martin, seconded by Mr. Leffel, and carried by the following recorded vote, the Board adopted the following resolution authorizing the emergency procurement of two natural gas-fired boilers for the Botetourt-Craig Regional Public Safety Building from Beckner Boiler and Supply Company, Inc., in the amount of \$91,140 as per the company's proposal dated March 9, 2016.

AYES: Mr. Dodson, Mr. Martin, Mr. Williamson, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Resolution Number 16-03-17

WHEREAS, the Botetourt County Sheriff's Department is charged with providing suitable housing conditions for inmates located in the Regional Public Safety Building in Fincastle, Virginia; and,

WHEREAS, hot water boilers are used in the facility to provide both hot water and heat for the inmates and staff and health standards require that said water must be kept at a

maintained temperature of 100 degrees and the facility must also meet Department of Corrections Standards of maintaining heat of at least 65 degrees, and if the boilers fail, said facility could not meet these requirements; and,

WHEREAS, this equipment has become unreliable in providing hot water for the above-stated purposes and it has been determined that its immediate replacement is required to continue the humane operations of this facility under the standards of the Virginia Department of Health; and,

WHEREAS, Section 2.2-4303 of the Code of Virginia provides that, in the case of emergency, a contract may be awarded without competitive sealed bidding or competitive negotiation;

WHEREAS, the Botetourt County Sheriff's Department has obtained proposals to replace the system from three qualified and knowledgeable vendors, e.g., Valley Boiler and Mechanical, Southern Air, Inc., and Beckner Boiler and Supply Company, Inc.; and,

WHEREAS, in consideration of the above conditions, the Botetourt County Board of Supervisors finds that it is most practicable and fiscally advantageous to the public to procure services to replace two hot water boilers as an emergency procurement; and,

NOW, THEREFORE, BE IT RESOLVED, that the Botetourt County Board of Supervisors authorizes the emergency purchase of two natural gas-fired boilers from Beckner Boiler and Supply Company, Inc., in the amount of \$91,140 as per the company's proposal dated March 9, 2016.

Mr. David Wright, Project Manager, and Mr. George Porter, Outreach Coordinator with American Electric Power Company, were then present to update the Board on the AEP Cloverdale substation project and the Cloverdale/Lexington 500 kV project.

Mr. Wright stated that the State Corporation Commission approved AEP's application to upgrade the Cloverdale substation in 2014. He noted that since that time they have made significant progress and major portions of this project are scheduled to go on line by the end of 2016. Mr. Wright stated that any issues/concerns from adjacent property owners about this project have been addressed as they arose.

Mr. Wright further stated that they are inspecting the new transmission equipment being delivered and all but two major pieces of equipment are on-site at this time. He noted that they are currently ahead of schedule on two of their three Botetourt County projects.

Mr. Porter stated that they experienced some delays in the delivery of transformers a couple of weeks ago; however the fourth transformer was moved yesterday and the fifth will be moved tomorrow from the 765kV to the 500 kV project area.

Regarding the Cloverdale to Lexington project, Mr. Porter stated that they are erecting foundations for the new towers and are ready to start pulling transmission wire. He noted that during the next few weeks residents along this powerline will be notified when the old tower sites are imploded. He noted that the blast will "sound like a large cannon." Mr. Porter noted that any citizen concerns will be taken care of immediately.

After questioning by Mr. Leffel, Mr. Porter stated that the Cloverdale to Lexington project should be completed by mid-June.

After questioning by Mr. Dodson, Mr. Porter stated that he has not received any citizen comments/concerns about the Cloverdale to Lexington project. He noted that they have talked to several residents of Rainbow Ridge Subdivision, located adjacent to the Cloverdale substation, who did not realize how large the upgraded substation would be.

Dr. Scothorn stated that he has discussed the benefits of these electrical substation improvement projects with his constituents.

Mr. Dodson stated that he appreciated AEP's efforts in "getting the word out" and answering citizens' questions regarding these projects.

Mr. Porter stated that AEP currently has approximately \$640 million in project upgrade investments in Virginia and approximately \$300 million of this amount is located in Botetourt County.

After questioning by Mr. Williamson, Mr. Wright stated that the 500 kV substation will be approximately 90% in service and the 765 kV substation will be approximately 75%-80% in service by December 31, 2016. He further stated that they do not have an estimated in service time for the 345 kV substation improvement project.

Mr. Leffel complimented AEP for their work on the 500 kV line and noted that he has not received any negative comments about the project from his constituents.

The Board then thanked Mr. Wright and Mr. Porter for their update on this project.

A public hearing was then held on proposed amendments to Chapter 23. Taxation of the Botetourt County Code to change the due date for County taxes from December 5 to November 1. Mr. Bill Arney, County Treasurer, stated that, as discussed last month, this request to change the tax due date is a result of comments he has received from the public questioning why taxes are due so close to the Christmas holiday.

Mr. Arney stated that Washington County changed their tax due date and he discussed the issues/comments that they received from their citizens about this proposal. Mr. Arney stated that he was told that the Washington County taxpayers were appreciative about having their taxes due in November instead of December. Mr. Arney stated that he has reviewed the impacts of this proposed tax due date change with the Commissioner of Revenue and they do not anticipate any issues in getting the tax information finalized, bills printed, and mailed by mid-September.

Mr. Arney requested that the Board consider this request as he believes that it will be "something good" for the citizens. He noted that "there is no other agenda" behind the request to change the tax due date.

After questioning by Mr. Martin, Mr. Arney stated that he has only heard of two citizens' objections to this due tax change; however, when citizens come into his office to pay their taxes he hears comments from them about the December due date being so close to Christmas.

Mr. Williamson stated that he received one or two letters in opposition to this proposal.

In regard to Mr. Williamson's concern last month regarding the approximate 6 week approval/payment timeline of invoices by corporate taxpayers, Mr. Arney stated that he and the Commissioner feel that they can close out the tax book/computer files in time to have the tax bills sent to the printing company in the first week of September and mailed to the citizens in mid-September. He noted that this schedule would allow 6 – 7 weeks for corporate and residential taxpayers to pay their bills.

After questioning by Mr. Dodson, Mr. Arney stated that, in previous year's, the Treasurer's Office has tried to mail out the tax bills by October 1 and if the tax due date is changed, they anticipate mailing out the bills by September 15. Mr. Arney stated that he will also include a message prominently placed on the outside of the bill's envelope notifying the taxpayer of the due date change, if it is approved today.

Mr. Arney further stated that the proposed ordinance amendments include a five day "window" which will allow citizens a few extra days after the November 1 due date for their payments to be received through the mail without being assessed a late fee.

After questioning by Mr. Williamson regarding unanticipated delays in printing the tax bills and a mechanism for granting an additional grace period for payments, Mr. Arney stated that, if there was a problem with one printer, he would be able to have the file transferred to another printer in order to have the bills ready to be mailed by September 15.

Mr. Leffel stated that since the processing of Roanoke's mail was transferred to Greensboro, North Carolina, delivery of mail from Fincastle to Eagle Rock can take anywhere from 6 to 9 days to be received.

Mr. Arney stated that his office refers to the postmark in determining whether the tax payments are past due, not the date that the payment arrives in his office.

Mr. Martin noted that any mail requiring an address correction is now sent to Merrifield (Fairfax County) and he recently had a piece of mail with an incorrect address take 27 days to be returned to him.

Ms. Rhonda Rose of Buchanan then requested that the Board not approve this tax due date change. She stated that citizens "need to stand on our own two feet" and take responsibility for our actions. Ms. Rose stated that citizens can pay their taxes ahead of time and can also pay their taxes in monthly installments.

Ms. Rose stated that she escrows her tax payment with her mortgage company which pays the bill when it is received. She noted that people are not being responsible in getting their bills paid and they should be adults as they know that the tax bills are due in early December. Ms. Rose stated that "people need to step up to the plate and pay their bills."

Mr. Bill Fahrback of Troutville stated that he concurs with Ms. Rose's comments. He questioned who would benefit from this due date change? Mr. Fahrback stated that he is opposed to this change even though this does not affect him one way or another.

Mr. James Norris of Troutville stated that he agrees with the comments made by the previous two speakers and the letter to the editor recently published about this issue. Mr. Norris stated that many tax adjustments will be needed if this tax due date change is implemented.

Mr. Norris stated that he believes that the tax bills should be sent out on December 31 and due in late January/early February.

After questioning by Mr. Leffel, it was noted that there was no one else present to speak regarding this matter. The public hearing was then closed.

After questioning by Mr. Martin regarding the mortgage escrow account statement by Mrs. Rose, Mr. Arney stated that he discussed this proposed tax due date change with the mortgage companies and they did not have any issues with the earlier date.

After further questioning by Mr. Martin, Mr. Arney stated that, even after hearing the citizens' comments opposing this tax due date change, he still requests that the Board consider adopting these ordinance amendments.

There being no further discussion, on motion by Mr. Dodson, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board adopted the attached amendments to Chapter 23. Taxation of the Botetourt County Code to change the due date for County taxes from December 5 to November 1, with a tax penalty date of November 6. (Resolution Number 16-03-18)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Mr. Williamson then expressed his appreciation to the County administration and staff for the amount of work and effort that was required to bring about last week's successful announcement of Eldor Corporation's location in Botetourt Center at Greenfield. He noted that discussions with this company have been occurring since September/October 2015 and required many evening and weekend conversations with Mr. Moorman, during his tenure as Interim County Administrator, to facilitate the company's announcement.

Mr. Leffel echoed Mr. Williamson's comments and thanked Mr. Moorman for his work during these negotiations. He noted that many nighttime hours were spent on this project.

Mr. Moorman thanked the Board for their comments. He noted that this was a team effort from the administrative level down to the Recreation and Maintenance department staffs. Mr. Moorman stated that the County is fortunate to have a dedicated team to do whatever it takes in these types of situations.

The Chairman then called for a break at 3:25 P. M.

The Chairman called the meeting back to order at 4:03 P. M.

On motion by Mr. Leffel, seconded by Mr. Dodson, and carried by the following recorded vote, the Board went into closed session at 4:03 P. M. with the Economic Development Authority to discuss a prospective business or industry or the expansion of an existing business or industry not previously announced; consultation with legal counsel regarding specific legal matters; and discussion of the award of a public contract involving expenditure of public funds, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body as per Section 2.2-3711(A) (5), (7), and (29) of the Code of Virginia of 1950, as amended. (Resolution Number 16-03-19)

AYES: Mr. Leffel, Mr. Williamson, Mr. Dodson, Mr. Martin, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Mrs. Joyce Kessinger, Chairman of the Economic Development Authority, then called the Authority's meeting to order at 4:04 P. M.

On motion by Mr. Hayth, seconded by Mr. Griffin, and carried by the following recorded vote, the Authority went into closed session at 4:05 P. M. with the Board of Supervisors to discuss a prospective business or industry or the expansion of an existing business or industry not previously announced; consultation with legal counsel regarding specific legal matters; and discussion of the award of a public contract involving expenditure of public funds, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body as per Section 2.2-3711(A) (5), (7), and (29) of the Code of Virginia of 1950, as amended.

AYES: Mrs. Kessinger, Mr. Griffin, Mr. Hayth, Mr. Emry, Mr. Flint, Mr. Alderson

NAYS: None

ABSENT: Mr. Kilby

ABSTAINING: None

Mrs. Kessinger called the Authority meeting back to order at 5:38 P. M.

On motion by Mr. Alderson, seconded by Mr. Hayth, and carried by the following recorded vote, the Authority returned to regular session and adopted the following resolution by roll call vote.

AYES: Mrs. Kessinger, Mr. Griffin, Mr. Hayth, Mr. Emry, Mr. Flint, Mr. Alderson

NAYS: None

ABSENT: Mr. Kilby

ABSTAINING: None

BE IT RESOLVED, that to the best of the Authority members' knowledge only public business matters lawfully exempt from open meeting requirements and only such matters as were identified in the motion to go into Closed Session were heard, discussed or considered during the Closed Session.

The Authority then adjourned their meeting at 5:40 P. M.

Mr. Leffel called the Board of Supervisors meeting back to order at 6:05 P. M.

On motion by Mr. Leffel, seconded by Mr. Martin, and carried by the following recorded vote, the Board returned to regular session from Closed Session and adopted the following resolution by roll-call vote. (Resolution Number 16-03-20)

AYES: Mr. Martin, Dr. Scothorn, Mr. Leffel, Mr. Dodson, Mr. Williamson

NAYS: None

ABSENT: None

ABSTAINING: None

BE IT RESOLVED, that to the best of the Board members' knowledge only public business matters lawfully exempt from open meeting requirements and only such matters as were identified in the motion to go into Closed Session were heard, discussed or considered during the Closed Session.

A public hearing was then held on a request in the Amsterdam Magisterial District from Fralin & Waldron, Inc., for a change in proffers associated with the Daleville Town Center in the Traditional Neighborhood Development TND Use District, to update proffers, to correct the date and title of the concept plan to which the development is required to substantially conform, as well as to amend the proffers related to design guidelines and signage in the development. The applicant is proposing that all signage would be regulated by a revised signage plan titled, "Daleville Town Center Master Signage Plan & Guidelines." This 117.847 acre site is located adjacent to southbound U. S. Route 220 (Roanoke Road), between Route 675 (Glebe Road) and Route 779 (Catawba Road) in Daleville, identified on the Real Property Identification Maps of Botetourt County as Section 88-33; 88(8)3A; 88(8)3B; 88(8)3C; 88(8)2; 88(8)1; 88(9)1; 88(9)SW; 88-33A; 88-33B; 101(21)1; 101(21)2; 101(21)3; 101(21)4; 101(21)5; 101(21) 5A; 101(21)6; 101(21)7; 101(21)8; 101(21)9; 101(21)10; 101(21)11; and 101(21)12.

It was noted that the Planning Commission had recommended conditional approval of this request.

Mrs. Nicole Pendleton, Planning Manager, noted that the original rezoning of the Daleville Town Center property included a proffered condition that signage guidelines would be established. She noted that these guidelines were submitted to the Planning/Zoning Office but never considered by the Board of Supervisors; therefore; they could not be enforced. She noted that, in an attempt to update these signage guidelines to make them easier to regulate, understand, maintain the character of the development, be sensitive to future development in

Daleville Town Center, and be in conformance with the Zoning Ordinance's intention, staff has met with representatives of Fralin and Waldron, Inc.

Mrs. Pendleton stated that major points reached in these discussions included the development of a "Daleville Town Center Master Signage Plan and Guidelines" which regulate the definition of signage, sign area, specific guides for ground-mounted sign, sign heights, setbacks, size, and the number of signs to be allowed along Route 220. She noted that off-premise signs are prohibited in these revised guidelines. Mrs. Pendleton further noted that all of the permitted signage currently located on the property would not be affected by these guidelines.

She noted that Mr. Andy Kelderhouse, President of Fralin and Waldron, was present to speak regarding this request.

After questioning by Mr. Dodson, Mrs. Pendleton stated that these guidelines incorporate what is currently existing on the DTC property.

After questioning by Mr. Williamson regarding non-conforming signs, Mrs. Pendleton stated that these signs would have been permitted under previous ordinance provisions.

After questioning by Mr. Williamson, Mr. Kelderhouse stated that there are currently 120 apartment units in DTC which is the maximum number permitted under the original rezoning request's proffered conditions. Mr. Kelderhouse stated that he believes that there is a need for additional apartments; however, if F&W wants to construct additional units they would have to submit a request to the Planning Commission and Board of Supervisors and go through the required public hearing process.

After questioning by Mr. Leffel, it was noted that there was no one present to speak in regard to this request. The public hearing was then closed.

Mr. Dodson stated that he discussed this request with Mrs. Pendleton and Mr. Kelderhouse. After questioning by Mr. Dodson, Mrs. Pendleton stated that the proposed DTC signage guidelines are more restrictive than is what is currently allowed in the County's sign ordinance for general commercial uses.

Mr. Dodson stated that he would like to keep the Route 220 corridor in a nice-looking condition.

Mr. Williamson then stated that he is a member of the Bank of Botetourt's Board of Directors and the bank has recently completed a new facility on the DTC property. Mr. Williamson questioned if he would have to abstain from voting on this request due to a possible conflict of interest.

Mr. Lockaby stated that, in his legal opinion, Mr. Williamson would not need to abstain from voting on this request.

Mr. Martin noted that he attended the Planning Commission meeting and the members agreed with these revised proffered conditions.

There being no further discussion, on motion by Mr. Dodson, seconded by Mr. Leffel, and carried by the following recorded vote, the Board approved a request in the Amsterdam Magisterial District from Fralin & Waldron, Inc., for a change in proffers associated with the Daleville Town Center in the Traditional Neighborhood Development TND Use District, to update proffers, to correct the date and title of the concept plan to which the development is required to substantially conform, as well as to amend the proffers related to design guidelines and signage in the development. This 117.847 acre site is located adjacent to southbound U. S. Route 220 (Roanoke Road), between Route 675 (Glebe Road) and Route 779 (Catawba Road)

in Daleville, identified on the Real Property Identification Maps of Botetourt County as Section 88-33; 88(8)3A; 88(8)3B; 88(8)3C; 88(8)2; 88(8)1; 88(9)1; 88(9)SW; 88-33A; 88-33B; 101(21)1; 101(21)2; 101(21)3; 101(21)4; 101(21)5; 101(21) 5A; 101(21)6; 101(21)7; 101(21)8; 101(21)9; 101(21)10; 101(21)11; and 101(21)12, with the following conditions: (Resolution Number 16-03-21)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

1. The property will be developed in substantial conformance with the concept plan titled "Designated Use Plan" dated May 18, 2005, which is attached hereto and expressly incorporated herein as a proffered condition of approval of the rezoning, identifying the Core, Workplace, and Edge areas as defined in the Botetourt County zoning ordinance.
2. The property will developed to the exclusion of all other uses other than those indicated in this application for rezoning.
3. No more than 300 residential units and 400,000 square feet of commercial spaces shall be constructed in this project.
4. No more than 120 multi-family units shall be included in the 300 residential units.
5. A Master Property Owners Association (POA) shall be formed for the development, whose purpose shall be to provide for an organized structure to ensure the maintenance and enhancement of the intended structures and grounds throughout Daleville Town Center. Their responsibilities shall include, but not be limited to:
 - a. The creation of adequate budget(s) for the maintenance of all common areas, parks, trails, alleys, stormwater management facilities, signage, necessary insurance, management services, and the like.
 - b. To collect dues and other assessments to support the budgets.
 - c. To execute or contact to execute the work necessary for the maintenance and associated work.
 - d. The Association shall have the right to create classes of membership, or sub-associates, or both, to better facilitate the particulars of any section, type or group that may be developed within the property (i.e., commercial, office, residential).
 - e. The Association shall be bound by its Articles of Incorporation (to be developed) and by the laws of the State of Virginia.
6. Signage for all of the parcels within the development known as the Daleville Town Center, and zoned Traditional Neighborhood Development (TND) Use District, will be regulated by the document titled "Daleville Town Center Master Signage Plan & Guidelines," dated March 8, 2016, which is attached hereto and expressly incorporated herein as a proffered condition of approval of the rezoning. The signage plan will supersede the signage regulations in the zoning ordinance outlined in Chapter 25 Zoning, Sec. 25-461. – General Provisions, and Sec. 25-462. – Sign standards and regulations. These proffers are not meant to supersede the requirements in Sec. 25-463. Administration. An approved sign permit, and building and zoning permit, if applicable, and applicable fees, are required for the construction or installation of any and all proposed signage. Any violations of the standards and regulations will be considered a violation of the zoning ordinance and will be regulated by Sec. 25-522. – Enforcement and Penalties. When regulations for certain types of signage are not included in the attached Guidelines, the regulations of the zoning ordinance will apply. In addition to the proffered conditions submitted hereto, all other sections of the zoning ordinance will apply uniformly to all buildings, structures, land, water and uses within the development.
7. The developer will pay for all costs associated with the installation of a traffic signal at the mail entrance along U. S. Route 220 for the purposes of serving the DTC. The traffic signal will be installed as warranted and approved by the Virginia Department of Transportation.

A public hearing was then held on a request in the Fincastle Magisterial District from Teen Murti, LLC, dba Quickette, for a Special Exception Permit, with possible conditions, in the Business B-2 Use District on a 0.72 acre parcel to expand an existing fuel center to include a larger fuel canopy and additional gasoline pumps at the current convenience store, located at 725 Botetourt Road (U. S. Route 220 southbound), Fincastle, approximately 0.3 miles north of the Botetourt Road/North Roanoke Street (Route T1204) intersection, identified on the Real Property Identification Maps of Botetourt County as Section 60, Parcel 115.

It was noted that the Planning Commission had recommended conditional approval of this request.

Mr. Drew Pearson, Planner, stated that this property is currently zoned Business B-2 and the existing convenience store with fuel pumps is considered a non-conforming use. He noted that the applicant would like to increase the number of fuel pumps and extend the existing pump canopy which requires a Special Exceptions Permit under the Zoning Ordinance. Mr. Pearson noted that the surrounding properties are zoned Agricultural A-1 and Business B-2.

Mr. Pearson stated that the new pumps and canopy expansion would be added between the existing fuel pumps and the convenience store. He noted that a 24' driving aisle would be retained between the new pumps and the parking spaces located in front of the store.

After questioning by Mr. Williamson, Mr. Pearson stated that changes to the Zoning Ordinance since this convenience store was built resulted in this site being considered a non-conforming use.

Mr. Pearson stated that both the existing and new gasoline canopy would be "tied together" to appear to be one canopy and a new, red lighted band (fascia) would extend around the entire canopy which would include a lighted "Exxon" sign. He noted that the existing canopy structure would be painted to appear similar to the new canopy.

After discussion, Mr. Pearson stated that the Planning Office received a couple of letters--one from the Town of Fincastle and another from a citizen--expressing concerns about the proposed lighting for this project. Mr. Pearson stated that the Planning Commission took their concerns into consideration in drafting the request's recommended conditions.

Mr. Pearson then read the recommended conditions for this request ("The project shall be developed in substantial conformance with site plan dated January 7, 2016, and included in the application; the total number of fuel dispensers shall be limited to five (5); new fascia shall be installed around the existing and proposed canopies to give the appearance of one canopy; the columns supporting both the proposed and existing canopies must be painted to match in color; lighting underneath the proposed and existing canopies shall be flush-mounted and one-half of the number of canopy lights shall not be illuminated beyond one-half hour past the closing of the interior of the convenience store each evening, and shall not be illuminated more than one-half hour prior to the opening of the store each morning; if backlighting is installed in any portion of the canopy fascia, said backlighting shall not be illuminated beyond one-half hour past the closing of the interior of the store each evening nor more than one-half hour prior to the opening of the store each morning.").

Mr. Pearson noted that the existing, under-canopy lights spread their illumination outward and the new lighting would be flush-mounted and the lighting directed downward. He further noted that the applicant would have to submit a lighting plan to the County for review in order to bring all of the property's lighting into compliance with the existing ordinance requirements.

After questioning by Mr. Williamson, Mr. Pearson stated that the flush-mounted lights would be similar to canned lights.

Mr. Pearson then stated that the Town of Fincastle is concerned about the backlighting on the fascia area of the canopy and the potential impacts due to the business's proximity to the Town's historic district. Mr. Pearson stated that the convenience store's regular operating hours are from 5AM to 11PM; however, the fuel center will be open 24/7. He noted that, to alleviate some of the Town's concerns, the applicant has agreed that one-half of the under-canopy lighting would be on a timer which will turn them off ½ hour after the store closes and turn them on ½ hour before the store opens.

Mr. Pearson further stated that the staff is also proposing two additional conditions for the Board's consideration of this request. He noted that, if the Board would like to further control the fascia lighting, condition number 6 could be revised to say that there would be no back-lighting on the canopy or the fascia itself. Mr. Pearson noted that, if the applicant decided to operate the store 24/7, it would impact the lighting on the entire site.

He further noted that a proposed seventh condition could state that the interior store operations would be limited to hours between 5AM and 11PM and, in the future if the market changes and the owner would like to operate the business for longer hours, they would have to submit an application for a SEP to do so.

Mr. Leffel stated that most of the comments he has heard regarding this request pertain to the "outflow" of lighting beyond the property lines and the proposed lighting on the fascia/ outer band area of the canopy.

After questioning by Mr. Leffel, Mr. Pearson stated that, if in the future the owner would like to extend the convenience store's hours, they would have to submit an SEP to amend the conditions.

Mr. Pearson stated that there are existing lights for visibility and security on the canopy as customers can buy fuel at these pumps 24/7.

After questioning by Mr. Williamson, Mr. Pearson stated that the Planning Commission did recommend condition #6; however, he is proposing that the Board amend this condition to state that there would be no back-lighting on the canopy or fascia. Mr. Pearson stated that the Commission did not discuss/consider his proposed condition #7 which sets out the convenience store's hours of operation.

After questioning by Mr. Williamson, Mr. Pearson noted that the applicant, Mr. Dharmendra Patel, and his contractor were present at the meeting to answer questions about this proposal. After further questioning by Mr. Williamson, Mr. Pearson stated that this property is approximately 1/3 mile from the Fincastle corporate limits.

After questioning by Mr. Martin, Mr. Pearson stated that the applicant has been made aware that he will have to submit a lighting plan, which includes both the new lighting and existing lighting, for this property for review by County staff. After further discussion, Mr. Pearson noted that the County's lighting ordinance includes various lighting foot candle measurements that the applicant will have to comply with.

Mr. Patel then stated that he owns several businesses in southwest Virginia and purchased the Quickette store approximately two years ago. Mr. Patel stated that he wants to improve the facility and bring it up to the County's standards. He noted that improvements inside the store have already been made and, when the fuel canopy upgrade is completed, additional exterior/outside improvements are planned.

Mr. Patel then showed photographs of another store that has standard Exxon gas station lighting and canopy design. He noted that this proposal is for red lighting around the canopy and flush-mounted LED lights directed downward toward the fuel pump area. Mr. Patel noted that he is concerned about the safety and security of the store's customers and having appropriate lighting is necessary for this purpose. Mr. Patel stated that they want to be a good citizen in the community and obtain the best possible solution to these concerns.

After discussion, Mr. Patel stated that he has no plans to have the convenience store open 24/7 and has no objections to the proposed conditions. He noted that the under-canopy lighting will be directed downward and they plan to turn one-half of the lights off after 11:30 PM. Mr. Patel further stated that the intensity of the lighting on the fascia can be reduced/turned down; however, the "Exxon" name on the canopy is required to be lit at night.

After discussion, Mr. Patel stated that the lighting intensity can be experimented with and can be adjusted, if necessary. Mr. Patel stated that, if the red fascia lighting is not permitted, he would request that at least the "Exxon" sign be lighted.

Mr. Terry Kidman with Four-Star Petroleum Services stated that his company will be installing the new canopy and its lighting system. He noted that the proposed LED lights will be flush-mounted under the canopy and are more energy efficient than the halide bulbs that are currently in use. Mr. Kidman stated that his company provides lighting for many canopies of this type in the County and they are aware of the County's lighting requirements.

After questioning by Mr. Martin, Mr. Kidman stated that they can "tone down" the red lighting. He noted that different wattages can be used and there is also a "dimmer-type switch" that can be used to adjust the brightness.

Mr. Leffel stated that he wants Mr. Patel to have a very successful business and for Mr. Patel and the Town of Fincastle to both be satisfied with the results of this hearing. Mr. Leffel stated that he is also concerned about the safety factor of the business' employees and customers but would feel more comfortable if the fascia lighting is "toned down."

Mr. Patel stated that his current plan is to turn off the fascia lighting when the store is not open for business. He further stated that he also intends to submit a lighting plan for the parking lot lighting to bring it into compliance with the County's ordinance.

After questioning by Dr. Scothorn, Mr. Pearson stated that the County's lighting ordinance is concerned with the brightness of the lights and does provide for routine maintenance of the lighting equipment. He noted that, if the convenience store's lighting options change in the future, the property owner would be required to obtain County approval to make any changes.

After discussion, Mr. Kidman stated that each individual LED light contains 60 small, long-lasting bulbs.

Mr. Patel stated that LED lights have a longer life span and there are no heating issues with these types of bulbs as there are with the halide bulbs currently used on the canopy.

Mr. Williamson stated that Mr. Patel currently has no restrictions in place that would prohibit him from operating the convenience store 24/7 or turning off the fascia lighting after 11:30 PM.

Mr. Leffel stated that he understands that the applicant wants his business to be seen by passing traffic but he would prefer that the brightness of the fascia's red lighting be toned down during evening/overnight hours.

Mr. Kidman stated that that the brightness can be reduced but it requires someone to climb on top of the canopy to change the wattage. Mr. Kidman stated that the lighting's brightness can be adjusted when it is installed to the requested/preferred level.

After questioning by Mr. Leffel, it was noted that there was no one present to speak regarding this request. The public hearing was then closed.

After discussion regarding the proposed additional conditions for this request, Mr. Pearson stated that, if the Board has concerns about the canopy lighting and hours of operation of the convenience store, they could issue a temporary Special Exceptions Permit and have this matter brought back to the Board for review in six months.

After questioning, Mr. Lockaby stated that that the Board could include a condition that the lighting plan would be brought back to the Board for consideration in six months. He noted that this lighting plan review would not need to be readvertised for a public hearing.

Mr. Leffel stated that he would like to include representatives from the Town of Fincastle in the discussions held in six months on the site's lighting issues.

It was noted that the lighting plan submitted by the property owner would have to be in compliance with the County Code.

Mr. Dodson stated that the County needs to begin reviewing development and land use issues around the Town of Fincastle so that citizens/businesses submitting rezoning/SEP applications are aware up-front of what design elements are encouraged to reduce the impact on Fincastle's historic nature.

Mr. Williamson stated that this issue could be considered during the Comprehensive Plan update process.

Mr. Williamson stated that the Board does appreciate Mr. Patel's business operating near the Town of Fincastle.

There being no further discussion, on motion by Mr. Leffel, seconded by Mr. Dodson, and carried by the following recorded vote, the Board approved a request in the Fincastle Magisterial District from Teen Murti, LLC, dba Quickette, for a Special Exception Permit in the Business B-2 Use District on a 0.72 acre parcel to expand an existing fuel center to include a larger fuel canopy and additional gasoline pumps at the current convenience store, located at 725 Botetourt Road (U. S. Route 220 southbound), Fincastle, approximately 0.3 miles north of the Botetourt Road/North Roanoke Street (Route T1204) intersection, identified on the Real Property Identification Maps of Botetourt County as Section 60, Parcel 115, with the following conditions: (Resolution Number 16-03-22)

AYES: Mr. Williamson, Mr. Dodson, Mr. Martin, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

1. The project shall be developed in substantial conformance with site plan dated January 7, 2016, and included in the application.
2. The total number of fuel dispensers shall be limited to five (5).
3. New fascia shall be installed around the existing and proposed canopies to give the appearance of one canopy.
4. The columns supporting both the proposed and existing canopies must be painted to match in color.
5. Lighting underneath the proposed and existing canopies shall be flush-mounted and one-half of the number of canopy lights shall not be illuminated beyond one-half hour past the closing of the interior of the convenience store each evening, and shall not

- be illuminated more than one-half hour prior to the opening of the store each morning.
6. If backlighting is installed in any portion of the canopy fascia, said backlighting shall be minimized and not be illuminated beyond one-half hour past the closing of the interior of the store each evening nor more than one-half hour prior to the opening of the store each morning. This lighting cut-off requirement does not include the illumination of the "Exxon" logo.
 7. The interior store operation hours will be limited to between 5AM and 11PM.
 8. An as-built lighting survey shall be completed within 6 months and presented to the Board of Supervisors certifying that all lighting for the site complies with the lighting standards in Section 25-504 of the Zoning Ordinance.

A work session was then held on the proposed FY 16-17 County budget. Mr. Williamson stated that the Board as a whole has been designated as the General Fund Budget Committee and a Budget Subcommittee consisting of himself and Mr. Leffel has met with County staff to review the proposed FY 17 budget in detail.

Mr. Leffel thanked Mr. Zerrilla for all of his hard work in gathering information and preparing the proposed budget.

Mr. Tony Zerrilla, Director of Finance, then stated that this budget overview would include major budget considerations, major category revenues and expenditures, school budget review, items still under review, and proposed funding scenarios. He noted that there are several major budget considerations that are still in the review process and he and the staff budget committee have already reduced the departmental budget requests by \$869,000 and reduced the CIP by \$501,000.

Mr. Zerrilla stated that the FY 16-17 School budget public hearing is scheduled for Thursday evening. He noted that staff is anticipating no revenue increase from the 2016 reassessment of County real estate and Fund Balance monies have been used in the last few years to balance the budget.

Mr. Zerrilla noted that some highlights of the proposed General Fund budget include: expenditure increases due to previous deferral of funding/costs associated with technology update requirements, a newly created Economic Development budget, increased need for Community Development services/resources, new personnel requests, CIP requests for software, economic development, and building maintenance issues, and several high-impact items are still being considered/reviewed. Mr. Zerrilla stated that there are increased technology/telecommunications expenses for some departments due to required access of remote locations, e.g., libraries and fire/rescue stations, and increased needs for higher data speed capabilities. He noted that requests have been submitted for additional personnel in the Sheriff's, Community Development, and Fire/EMS department budgets.

Mr. Zerrilla stated that in FY 17 the local revenues are expected to increase by \$1.5 million (3.5%) due to some growth in the local economy; State revenues are anticipated to decrease by \$190,000 (1.7%); and federal revenues are expected to decrease by \$95,000 (9.7%). He noted that the General Assembly approved a 2% increase in the County's Transient Occupancy Tax which will be effective as of July 1, 2016. He further noted that no significant revenue impacts are anticipated in the proposed budget from the Gateway Crossing construction project at Exit 150.

Mr. Zerrilla further noted that State revenues for non-categorical aid and shared expenses (Compensation Board) are anticipated to be "level" in FY 17 (\$4.3 million). He noted that the

General Assembly approved funding for a 2% salary increase for State-supported departments as of December 1, 2016; however, this is not included in the draft budget at this time. Mr. Zerrilla stated that Personal Property Tax Relief Act (PPTRA) funds will remain fixed at \$3.4 million in FY 17 and welfare payments are budgeted to reflect closer to FY 15 actual payments.

Regarding federal revenues, Mr. Zerrilla stated that no commitment has yet been made by the federal government regarding allocation of Payment in Lieu of Taxes (PILT) monies; however, based on previous actions, these monies will be included in the budget. He further stated that federal welfare payments are budgeted to closer reflect FY 15 actual payments. He stated that, in summary, local revenues are anticipated to grow and budgeted State and federal revenues will decline with an overall 2.3% (\$1.2 million) increase in General Fund revenues being projected in FY 17.

Regarding expenditures, Mr. Zerrilla stated that economic development funding has been included in the Community Development function budget instead of General Government Administration, the Sheriff's budget is flat as of this time, the public safety budget is down approximately 2% from the current fiscal year, the reassessment will be complete as of July 1 so the Assessor/Equalization Board budgets will decrease, and the Registrar's budget will decrease significantly in the new fiscal year as the new voting machines were paid for this year (FY 16). He noted that the Technology Services budget is proposed to increase 13% due to higher telecommunications and software costs.

Mr. Zerrilla stated that the various Judicial Administration budgets (Circuit Court, Magistrate, Commonwealth's Attorney, etc.) and Public Safety budgets will be flat in FY 17 but there are some increases proposed in the Fire/EMS and Emergency Communications budgets. He noted that the draft budget includes \$400,000 for a new air truck for one of the volunteer fire departments, purchase of a new ambulance, an ambulance remount; increases in part-time salaries to offset full-time vacancies; and a request for a new 24/7 crew at the Troutville Fire Department (\$591,000). Mr. Zerrilla further noted that the Sheriff's proposed budget is flat at this time because two new personnel requests have not yet been included.

Mr. Zerrilla stated that the Public Works budget is proposed to increase less than 4% and some General Services' budgeted funds will be transferred from a vacant position to fund a requested Code Enforcement Officer position in the Community Development department. He noted that the Waste Management/Landfill budget is expected to see increased recycling, telecommunications, and equipment rental costs and funds are being requested to purchase a hoist for a roll-off truck and new groundwater pumps. Mr. Zerrilla further noted that the Maintenance budget will have increases in maintenance contract costs and needed funding for previously-delayed repairs and unforeseen costs. He noted that the County is trying to "right-size" the Maintenance department's budget.

Regarding health and welfare (Health Department, CSA, Van Program), Mr. Zerrilla noted that an overall 4% budget increase is proposed; with CSA specifically proposed to have a 5% increase due to additional case activity for youth services. He further noted that the Social Services budget is proposed to be \$1.4 million including a new State-funded administrative employee to investigate fraud. He noted that this position will require a 15% local subsidy plus 15% of new vehicle costs. Mr. Zerrilla stated that there is an overall budget reduction versus the prior year due to budgeting for shared costs versus the entire cost of programs.

Regarding Parks, Recreation, and Cultural programs, Mr. Zerrilla noted that the budget is proposed to increase 7% overall due in part to additional telephone expenses, FY 17 will be

the first full budget year for a new recreation maintenance hire in FY 16, increases in repairs/maintenance costs, vehicle replacement, and metal roof replacements at various fields. He noted that the Sports Complex is now 10 years old and there are some repairs needed including replacement of the backstops netting. Mr. Zerrilla noted that the Library is proposed to have a small budget increase for book purchases and a large increase in telecommunications costs due to providing access to remote locations.

Mr. Zerrilla stated that the Community Development function budget is proposed to increase 57.8% overall because of newly developed Economic Development budget, the new Code Enforcement position, and increased advertising costs in Planning/Zoning. He noted that the Cooperative Extension Office's budget is proposed to increase by 3.8% due to the filling of a State-supported position that has been vacant for several years. Regarding the Tourism budget, Mr. Zerrilla stated that it is proposed to increase 19.6% due to health insurance costs for a replacement hire and an increase in professional services for various consultant costs.

Mr. Zerrilla noted that non-departmental expenditures (wellness, revenue refunds, salary compression/adjustments) are proposed to decrease by 11.3%. He noted that the County is proposing to hire a consultant to conduct a wage study, there is \$277,000 in net costs required to implement a 2% raise on July 1 for all County and State supported employees, and \$30,000 is needed to implement phase 2 of the Sheriff Department's salary compression/adjustment effective January 2017. Mr. Zerrilla noted that the consultant costs for the wage study will be shared with Roanoke City and Roanoke County.

Mr. Zerrilla then noted that the debt service costs are estimated to decrease \$500,000 in FY 17 because the bonds issued to construct Read Mountain Middle School and renovate Central Academy Middle School will be paid off. He also noted that \$100,000 in contingency monies are proposed to be included in the budget.

Regarding miscellaneous organizations, Mr. Zerrilla stated that there is an approximate \$100,000 increase proposed for FY due to new funding for the Dabney S. Lancaster Community College's Promise Program, membership fees in the Roanoke Regional Chamber of Commerce and the Roanoke Valley Greenway Commission, and full membership in the Roanoke Valley Convention and Visitors Bureau which will be funded by the 2% increase in the Transient Occupancy Tax.

Mr. Zerrilla noted that the draft Capital Improvements Plan (CIP) is proposed to increase 14% (\$155,000) over the current fiscal year. He noted that expenditures include County infrastructure items, replacement of mobile radios (3 year process), Enterprise Software (Treasurer's and Commissioner's software) updates, and a Library strategic planning study.

Mr. Zerrilla then reviewed the proposed School budget based on March 10 information. He noted that school revenues (State and dual enrollment tuition) are projected to increase \$375,000 and school expenditures are proposed to decrease \$267,000. Mr. Zerrilla stated that staff raises are estimated to cost \$1.5 million, replacement of three buses are estimated to cost \$255,000, and several other items are proposed for a total expenditure increase of \$2.6 million. He further stated that the total increase requested from the school system is \$1.9 million.

Mr. Zerrilla then reviewed the school's draft CIP which totals \$3.1 million. He noted that the largest expenditure is a new roof for Lord Botetourt High School (\$1.1 million), HVAC, electrical, plumbing upgrades (\$481,000), interior building services (\$251,000), \$333,000 for pupil transportation; and \$245,000 for technology items.

Mr. Zerrilla stated that operational items still under review by the budget committee include review of department costs (committed/required vs. discretionary), two additional Sheriff's Department positions (road deputy and clerical/administrative support), additional 24/7 career staff at Troutville Fire Department, and review of fire and EMS apparatus needs. He noted that CIP requests still under review include community/economic development funding; infrastructure funding for General Services; and project funding for Technology Services. Mr. Zerrilla further stated that the County still needs to consider funding for the completion of two additional softball fields at the Sports Complex.

Mr. Zerrilla then reviewed various funding scenarios based on a current anticipated budget shortfall of \$902,000. He noted that if no employee raises are given, no real estate tax increases are proposed, the ambulance remount is not approved, and no other budget requests above the FY 15 funding level are approved, the FY 16 budget would have a shortfall of \$429,000 which would necessitate an appropriation from the Undesignated Fund Balance. Mr. Zerrilla stated that if 2% employee raises were approved as of July 1, one Sheriff's position was funded, partial funding allocated for a career crew at Troutville, 40% of the school budget increase was approved, the real estate tax rate was increased 6¢, and the personal property tax rate increased 5%, then it would result in a \$2.36 million imbalance. He further stated that if all of the above were implemented, with school funding of 50% approved and real estate taxes increased by 7¢ (79¢) and personal property taxes increased by 5% (\$2.76) then there would be an imbalance of \$2.7 million. He noted that if all of the above were approved including two Sheriff's positions, a full 24/7 crew at Troutville, 60% of the school budget request approved; real estate taxes increased to 80¢ and personal property taxes to \$2.76, it would result in a \$3.06 million budget imbalance. He stated that if all of the budget requests were approved as recommended at this time, including fully funding the school budget, increasing the real estate tax rate 10¢ (82¢) and the personal property tax rate to \$2.85, it would necessitate a \$3.9 million budget imbalance.

After discussion, Mr. Zerrilla stated that the last time the Board increased the personal property tax rate it was increased by 3%. He noted that the outlook for FY 16-17 indicates that the 2016 reassessment yielded no incremental revenues on the current base to be used for future funding, the AEP Cloverdale substation project comes on line in late 2016/early 2017, revenue impacts from the Exit 150/Gateway Crossing construction, continued business expansions and new economic development opportunities, and continued pressure to fill deferred general budget and CIP needs.

Mr. Zerrilla then reviewed the budget calendar from November 2015 when the budget call letters were sent to all departments/offices through April 2016 with the adoption of the budget. He reminded the Board that the Code of Virginia requires that the School budget be adopted by May 15.

Mr. Martin stated that he would like to meet with Mr. Williamson and Mr. Zerrilla for approximately 1½ hours to discuss his questions/concerns about the proposed budget.

Mr. Williamson stated that he would be willing to meet with Mr. Martin to discuss his questions prior to another budget work session being scheduled with the entire Board on Monday, March 28. He noted that discussion at that meeting would include discretionary items, funding scenarios, etc.

Mr. Williamson stated that County staff eliminated over \$1.5 million in requested budget expenditures prior to the Budget Subcommittee's meetings at which approximately \$500,000 in

additional expenditure reductions were made. He noted that funding scenario #1 will possibly reduce the proposed budget by another \$300,000 - \$400,000 but this does not address a long list of needs for the Sheriff, EMS, schools, or the State-mandated salary increases. Mr. Williamson further stated that he does not know how the Board cannot fund a 2% salary increase for County employees if the State employees are receiving a 2% increase.

He noted that scenario #2 is "something that we can live with" but the schools may not think so. Mr. Williamson stated that, during the development/approval of the current year's (FY 15-16) budget, some of the Board members did not want to implement a tax increase.

After discussion, Mr. Williamson thanked Mr. Sexton, Mr. Moorman, and Mr. Larrowe, along with Mr. Zerrilla, for their contributions during this budget preparation process.

Mr. Williamson also noted that the Budget Subcommittee discussed the number of increased calls received in the past year by the Fire/EMS departments. He noted that people die when these calls are not answered.

Mr. Dodson stated that he was told that there are times when no ambulance crews are available because they are already responding to calls.

Mr. Zerrilla stated that there are several factors in Fire/EMS "that are going the wrong way" including an increase in the number of calls, numerous trips to medical facilities in the County, an aging population, etc.

Discussion was then held on the target response time for the career and volunteer fire/EMS units.

Mr. Martin stated that there are a lot of requests in the proposed budget and he questioned if they are needed at this point. He also questioned if Fire/EMS needs 8 full time staff personnel at Troutville or could they get by with one-half of this number. Mr. Martin stated that there are numerous budget requests this year and he is concerned about this and believes that the Board should look at these requests closely.

Mr. Zerrilla stated that the staff committee and the Board's Budget Subcommittee vetted all of these requests prior to the budget book being completed and provided to the Board.

Dr. Scothorn stated that the County just announced Eldor's location in Greenfield and the location of the Community College System's shared service center in Daleville and these projects will result in a population influx. He noted that the Board needs to review the needs of Fire/EMS, Sheriff, and Schools to see if the County is ready to meet these needs.

Mr. Williamson noted that any tax revenues from these new business locations will not be received by the County for 18 months to 3 – 4 years. He noted that the County has been "living off of drawdowns from the General Fund" for the past 3 – 4 years and this cannot continue if the County is to remain financially viable. Mr. Williamson stated that he hopes that these additional revenues will cover the County's needs in the future and noted that there is no clear path yet on how school enrollment will be affected with these new industry locations.

Mr. John Busher, School Superintendent, stated that he needs families with kids living in the County to increase the school revenues received from the State.

Mr. Leffel stated that the County's cost of business is going up regardless of Eldor's location in the County and the County needs to be prepared for the "lag time" until those revenues are realized.

After further discussion, Mr. Leffel continued the meeting at 8:00 P. M. until March 28, at 6:00 P. M. at either the Greenfield Education and Training Center or the Circuit Courthouse's second floor conference room in Fincastle.