

The regular meeting of the Botetourt County Board of Supervisors was held on Tuesday, April 24, 2018, 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
Dr. Donald M. Scothorn, Vice-Chairman
Mr. Steve Clinton
Mr. I Ray Sloan

ABSENT: Members: Mr. Billy W. Martin, Sr.

Others present at the meeting:
Mr. David Moorman, Deputy County Administrator
Mr. Jim Guynn, County Attorney
Mr. Gary Larrowe, County Administrator

The Chairman called the meeting to order at 12:45 P. M.

On motion by Mr. Leffel, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board went into Closed Session to discuss 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 of the County relating to a property in the Amsterdam District; discussion concerning a prospective 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; discussion or consideration of information and analysis related to a proposal under the Public-Private Education Facilities and Infrastructure Act of 2002, made by County Waste; consultation with legal counsel pertaining to actual or probable litigation relating to the Aqua Virginia matter; and consultation with legal counsel regarding specific legal matters relating to a public contract dispute as per Section 2.2-3711 (A) (3), (5), (7), (8), and (28) of the Code of Virginia of 1950, as amended. (Resolution Number 18-04-02)

AYES: Mr. Sloan, Mr. Leffel, Mr. Clinton, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin ABSTAINING: None

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

On motion by Mr. Leffel, seconded by Dr. Scothorn, 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 18-04-03)

AYES: Mr. Leffel, Mr. Sloan, Mr. Clinton, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin 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.

Mr. Leffel welcomed everyone to the meeting and asked for a moment of silence.

Dr. Scothorn then led the group in reciting the pledge of allegiance.

Mrs. Nicole Pendleton, Planning Manager, then introduced Mr. Darren Beckner, the County's new Code Enforcement Officer, to the Board. She noted that Mr. Beckner previously worked for the Sheriff's Department and has a background in law enforcement and construction.

She noted that he is making a lot of impact in the Planning/Zoning Department and they are glad to have him working on the Botetourt County team.

The Board welcomed Mr. Beckner to employment with Botetourt County.

After questioning by Mr. Leffel, it was noted that there was no one present to speak during the public comment period.

Discussion was then held on the consent agenda items.

Mr. Sloan then read the following resolution declaring May as "Guillain-Barre Syndrome (GBS) and CIDP Awareness Month":

Whereas, the month of May has been designated as "GBS and CIDP Awareness Month" to educate the public and to focus attention on Guillain-Barre Syndrome (GBS) and Chronic Inflammatory Demyelinating Polyneuropathy (CIDP), which are rare, paralyzing, and potentially catastrophic disorders of the peripheral nerves; and,

Whereas, the cause of GBS and CIDP is unknown and the length of the illness is unpredictable. It's characterized by the rapid onset of weakness and often paralysis of the legs, arms, breathing muscles, and face. Usually months of hospital care are required with patients and families facing an uncertain future, not knowing if and when recovery will occur and some may face long-term disabilities of varying degrees. GBS and CIDP can develop in any person at any age, regardless of gender or ethnic background; and,

Whereas, in 1980, the Guillain-Barre Syndrome Foundation International (now the GBS/CIDP Foundation International), was founded to provide a support network to patients and their families through the national office headquartered in Philadelphia and its 185 chapters with more than 30,000 members throughout the United States, Canada, Asia, Europe, Australia, South America, and South Africa; and,

Whereas, through the local chapter's liaison, the Foundation provides educational materials including a comprehensive booklet, "GBS, an Overview for the Layperson," newsletters, as well as funding medical research and conducting symposia; and

Whereas, the Foundation's Medical Advisory Board includes prominent neurologists active in GBS and CIDP research, leading physicians in rehabilitation medicine, and physicians who, themselves, have had the disorder;

Now, therefore, I, L. W. Leffel, Jr., Chairman of the Botetourt County Board of Supervisors, do hereby proclaim the month of May 2018 as "**GBS/CIDP AWARENESS MONTH**" and I encourage all citizens to recognize the importance of raising public awareness of GBS and CIDP.

Mr. Sloan stated that one of his employees has this disease and he appreciates his work abilities while fighting this disease.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Sloan, and carried by the following recorded vote, the Board approved the following consent agenda items: (Resolution Number 18-04-04)

AYES: Mr. Leffel, Mr. Sloan, Mr. Clinton, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Approval of minutes of the regular meeting held on March 27, 2018;

Approval of minutes of the bond issuance public hearing held on March 29, 2018;

Approval of minutes of the budget public hearing held on April 17, 2018; and

Approval of resolution declaring May as "Guillain-Barre Syndrome (GBS) and CIDP Awareness Month."

Consideration was then held on approval of transfers and additional appropriations. Mr. Tony Zerrilla, Director of Finance, stated that there was one transfer, 7 pass-through appropriations, and two regular appropriations for the Board's consideration this month. He noted that these requests were for grant funds, insurance proceeds, cost reimbursements, and receipt of funds. He further noted that the \$620,000 appropriation to the EDA is the final appropriation for the purchase of land for the new Colonial Elementary School and the \$1,440 appropriation is for telecommunications expenses for the Magistrate's Office.

There being no discussion, on motion by Dr. Scothorn, seconded by Mr. Sloan, and carried by the following recorded vote, the Board approved the following transfers and additional appropriations: (Resolution Number 18-04-05)

AYES: Mr. Leffel, Mr. Sloan, Mr. Clinton, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Transfer \$946.12 to Sheriff's Department - Vehicle & Power Equipment Supplies, 100-4031200-31200-6009, from the various departments as follows for vehicle repairs at the County Garage:

\$ 17.74	General Svces.–Repair & Maint.–Vehicles, 100-4040000-40000-3312
\$108.98	Comm. Devel.–Repair & Maint. – Veh., 100-4081200--81200-3312
\$254.87	Animal Contr. - Veh. & Power Equip. Supp.100-4035100-35100-6009
\$ 28.19	Rec. & Fac. – Veh. & Power Equip. Sup., 100-4071100-71100-6009
\$122.10	Van Program–Repair & Maint. – Vehicles, 100-4071500-71500-3312
\$ 21.25	Maintenance–Repair & Maint. - Vehicles, 100-4043000-43000-3312
\$354.20	Fire & EMS–Repair & Maint. – Vehicles, 100-4035500-35500-3312
\$ 14.08	Dep. Co. Admin – Repair & Maint. - Veh., 100-4012120-12120-3312
\$ 24.71	Library–Repair & Maint. - Vehicles, 100-4073100-73100-3312

Additional appropriation in the amount of \$1,000.00 to Recreation & Facilities – Education & Training, 100-4071100-71100-3180. These are scholarship funds received from Shenandoah Baptist Church which will be allocated to the County's athletic booster clubs.

Additional appropriation in the amount of \$733.57 to Animal Control – Professional Services, 100-4035100-35100-3100. These are Animal Friendly Grant funds received from the State to be passed through to the spay/neuter service provider (RVSPCA) for the regional animal shelter (RCACP).

Additional appropriation in the amount of \$1,393.98 to Sheriff's Department – Repairs & Maintenance – Equipment, 100-4031200-31200-3311. These are insurance funds received for a claim for a damaged vehicle.

Additional appropriation in the amount of \$453.75 to Correction & Detention – Uniforms, 100-4033100-33100-6011. These funds received were for contract payments.

Additional appropriation in the amount of \$2,294.20 to Correction & Detention – various accounts, 100-4033100-33100. These are reimbursement funds for medical and laboratory costs and professional services.

Additional appropriation in the amount of \$860.85 to the following Sheriff's Department accounts: \$206.00 to Uniforms, 100-4031200-31200-6011; and \$654.85 to Firing Range Expenses, 100-4031200-31200-6015. The former is for contract payments and the latter is for the sale of brass casings.

Additional appropriation in the amount of \$1,136.05 to the following Sheriff's Department accounts: \$728.12 to Vehicle & Power Equipment Supplies, 100-4031200-31200-6009; and \$407.93 to Subsistence & Lodging, 100-4031200-31200-5530. These funds are reimbursement from the State for extradition costs.

Additional appropriation in the amount of \$620,000 to EDA Transfers, 100-4091800-91800-3800-000. This appropriation combined with appropriations in March provides budgeted funds for the purchase of property to be used for the construction of the new

Colonial Elementary School. The purchase cost for the land and associated fees will be reimbursed as part of the financial closing process in May.

Additional appropriation in the amount of \$1,440.00 to Magistrate – Telecommunications, 100-4021300-21300-5230. This appropriation will cover costs not included on the FY18 original budget for two telecommunication lines that were previously charged to Correction & Detention Department.

Consideration was then held on approval of accounts payable and ratification of the Short Accounts Payable List. Mr. Tony Zerrilla, Director of Finance, stated that this month's accounts payable totaled \$1,435,954. He noted that large expenditures include \$553,800 to Blue Ridge Rescue Suppliers for the new Blue Ridge fire truck; \$78,400 to the Botetourt County Health Department as the County's quarterly operations support payment; and \$74,844 to Sheehy Auto Stores for three new Sheriff's Department vehicles.

There being no discussion, on motion by Dr. Scothorn, seconded by Mr. Leffel, 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 18-04-06)

AYES: Mr. Leffel, Mr. Sloan, Mr. Clinton, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Consideration was then held on a financing resolution for the new Blue Ridge and Eagle Rock fire trucks. Mr. Tony Zerrilla, Director of Finance, stated that, in February 2018, the Board authorized staff to bid, award, and the County Administrator to execute, a financing agreement for the purchase of two fire apparatus in an amount not to exceed \$1.2 million. He stated that a request for proposals was issued on March 8 to 16 lending and financing institutions with four bids received.

Mr. Zerrilla stated that Banc of America offered the lowest rate—2.8769%, non-bank qualified—for a seven year period which the County accepted on April 2. He stated that the total financing amount, excluding bond counsel fees, is \$1,188,185. Mr. Zerrilla noted that this financing will allow the County to replenish the Undesignated Fund Balance which was used to fund the vehicles in order to take advantage of \$60,965 in early ordering and pre-payment discounts.

After discussion, Mr. Zerrilla stated that the closing is scheduled for the end of this week and the Board is being requested to adopt a lease financing resolution which provides for approval of the lease financing arrangement, designation of authorized signatory officers for the County, appropriate funds for the financial obligation including the Board's intent to appropriate funds in the future for this obligation, and obligations for other matters relating to the financing arrangement. Mr. Zerrilla further stated that the Board also is being requested to authorize the execution, delivery, and performance of the Master Equipment Lease/Purchase Agreement and related schedules, documents, and actions.

He then thanked Battalion Chief Jason Ferguson and his team and Purchasing Manager Susan Tincher for their work and assistance during this financing process.

Mr. Leffel acknowledged that it has taken a long time and a lot of hard work to get these two fire apparatus ordered and the financing process implemented.

After questioning by Dr. Scothorn, Mr. Zerrilla stated that the requests for proposals were sent out to 16 financing institutions and the four responses received were from banking

entities. Mr. Zerrilla noted that he believes that the best option was chosen to finance this purchase.

There being no further discussion, on motion by Mr. Leffel, seconded by Mr. Sloan, and carried by the following roll call vote, the Board adopted the attached resolution authorizing the lease financing for the new Blue Ridge and Eagle Rock fire trucks through Banc of America and authorizing the execution, delivery, and performance of a master equipment lease/purchase agreement, and its separate schedules, and related documents and actions, and authorized the County Administrator to execute the Master Equipment Lease/Purchase Agreement and related schedules on the Board's behalf. (Resolution Number 18-04-07)

AYES: Mr. Leffel, Mr. Sloan, Mr. Clinton, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Consideration was then held on a request to issue a RFP for a reassessment contractor to conduct the 2020 reassessment and appointment of a Reassessment Oversight Committee. Mr. Cody Sexton, Assistant to the County Administrator, stated that State law requires counties with a population of 50,000 or less conduct general real estate reassessments at least every six years. He noted that in the past the County has on average conducted a reassessment every four years with the exception of the 2016 reassessment which was conducted 6 years after the 2010 reassessment.

Mr. Sexton stated that the Board is being requested today to approve three actions: adopt a resolution authorizing competitive negotiations instead of a competitive sealed bidding process to obtain these assessment services; authorize the issuance of a request for proposals (RFP) for an independent assessor to conduct the reassessment; and appoint a Reassessment Oversight Committee. Mr. Sexton noted that the Committee is proposed to consist of the County Administrator, Commissioner of Revenue, Deputy County Administrator, Finance Director, and himself.

Mr. Sexton noted that a draft copy of the RFP was included in the Board's information packets. He noted that the Commissioner of Revenue provided some revisions to the RFP after the packets were sent out which include an updated tax parcel count and the provision that up to two photographs of each parcel/dwelling be provided by the assessor for use by the Commissioner's office.

Dr. Scothorn then questioned that, if the Board postpones the reassessment until 2021, how long would the delay be before the RFP process begins on that schedule.

Mr. Sexton stated that, based on previous reassessment schedules, the staff would need to begin this process in February 2019 for a reassessment that would become effective on January 1, 2021. After further discussion, Mr. Sexton stated that, if the Board is considering this delay, it would be better to make this decision sooner rather than later.

Mr. Clinton then suggested that a citizen representative be appointed to the Oversight Committee. He noted that few things are of a higher concern to the County's residents than the reassessment of their property.

Mr. Sexton noted that a citizen member was appointed to this Committee in the past; however, the individual elected not to serve. He further stated that, if the Board would like to appoint a citizen member, they could delay appointing the Committee until the May regular

meeting; however, it is being requested that the other two actions be approved so that the process can begin in order to retain the 2020 reassessment timetable.

Dr. Scothorn stated that potential citizen member's names could be provided to the Board for consideration of appointment in May.

Mr. Sexton noted that the RFPs are proposed to be submitted to the County on May 15.

Mr. Clinton then noted that the draft resolution and the RFP state that the bids/quotes will be through a competitive negotiation process and he is concerned that the RFP indicates what the County wants done. He noted that we are asking for a price and he is concerned that "we will get ourselves into trouble" if we ask for a price and also state that it is a non-binding figure.

Mr. David Moorman, Deputy County Administrator, stated that typically competitive negotiations are used by local governments when they are obtaining professional services. He stated that assessor services are not considered professional services under the State's procurement regulations. Mr. Moorman stated that experience with previous reassessments has shown that the County does need to negotiate with vendors for this work as some firms provide administrative/support operations and some do not, and, in this case, acceptance of a bid through a straight bidding process does not work well financially for the County.

After further questioning by Mr. Clinton, Mr. Moorman stated that obtaining a non-binding price is not a requirement under the procurement regulations. Mr. Clinton stated that, if the County does ask for a price, we should ask for a work plan or the vendor's approach process to conducting the reassessment. He requested that page 12 of the RFP be revised to show an evaluation criteria percentage for the responder's proposed work plan. He suggested that this criteria be given a weight percentage of 20%.

Mr. Moorman stated that this criteria could be included in the proposal ranking listings if the Board desires and the other criteria percentages' consideration percentages adjusted accordingly. He further stated that the reassessment process is prescribed in the Code of Virginia and all of the State's reassessment firms have to conduct their work in the same manner.

Mr. Clinton then made a motion to add a 20% weight factor for the reassessment firm's approach to the work to the chart on page 12 of the RFP and adjust the other proposal review factor percentages accordingly.

Dr. Scothorn stated that Mr. Moorman had informed the Board that the State of Virginia has requirements under which reassessment firms must conduct their work and questioned if these requirements are similar to what Mr. Clinton is requesting in his motion.

Mr. Moorman noted that the State Department of Taxation will review the assessment firm's work upon completion of the reassessment to ensure that it is in compliance with their standards.

Mr. Clinton then revised his earlier motion, which was seconded by Dr. Scothorn, and carried by the following recorded vote, to approve the following resolution authorizing that competitive negotiations, instead of a competitive sealed bidding process, be implemented to procure professional real estate assessment services and authorized the issuance of the proposed RFP for general property reassessment with the revisions as suggested by the Commissioner of Revenue and to include a proposal evaluation parameter of 20% regarding the firm's approach to work. (Resolution Number 18-04-08)

AYES: Mr. Leffel, Mr. Sloan, Mr. Clinton, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Whereas, historically, Botetourt County has conducted reassessments of real estate every four years for the purpose of establishing fair market values for taxing purposes; and,

Whereas, a general reassessment of real property for Botetourt County was most recently conducted effective January 1, 2016; and,

Whereas, a general reassessment of real property for Botetourt County is scheduled to be conducted effective January 1, 2020; and,

Whereas, the Board is required to hire a certified professional firm to conduct the reassessment; and,

Whereas, selection of a firm must be pursuant to provisions of the Virginia Public Procurement Act and County procurement policies; and,

Whereas, in the selection of a firm factors other than cost must be considered, including experience, ability to work with the County's information systems, knowledge of the County, and ability to perform within the County's schedule; and,

Whereas, numerous elements of reassessments may be performed either by the firm or the County subject to negotiation;

Now, therefore, be it resolved, that the Botetourt County Board of Supervisors hereby determines that competitive sealed bidding is neither practicable nor fiscally advantageous for the procurement of reassessment services for the general reassessment of real estate in Botetourt County effective January 1, 2020; and

Be it further resolved, that the Board does hereby authorize the procurement of reassessment services using competitive negotiations in lieu of competitive sealed bidding as permitted by law.

After questioning by Mr. Clinton regarding a statement in the RFP's scope of work that the assessing firm must provide a sketch and record measurements and modifications to each property/residence, Mr. Sexton stated that there are sketches of each property's structures on the land cards kept by the Commissioner's Office and the assessors are required to show modifications to the structures since the previous assessment in 2016.

After questioning by Mr. Sloan regarding how potential citizen representatives would be identified for consideration, Mr. Clinton stated that the County Administrator and his staff could provide some potential names for the Board's consideration at the May regular meeting.

Consideration was then held on approval of the 2018 tax rate resolution and the FY 18-19 County and Schools budget. Mr. Tony Zerrilla, Director of Finance, stated that the Board conducted the required public hearing on the 2018 tax rate resolution and the FY 18-19 County and Schools budget on Tuesday, April 17.

He noted that resolutions to adopt the tax rate and budget were included in the Board's agenda packet. He further noted that the figures included in the resolution are as advertised and there is no increase/decrease proposed in the 2018 tax rates. Mr. Zerrilla stated that the budget totals \$96.9 million which is a 2% increase over the FY 18 budget.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Leffel, and carried by the following recorded vote, the Board adopted the 2018 tax rate and the FY 18-19 budget approval resolutions as follows:

AYES: Mr. Leffel, Mr. Sloan, Mr. Clinton, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Resolution Number 18-04-09

WHEREAS, the County proposed tax levy was duly advertised and a public hearing was held on April 17, 2018, in accordance with the Code of Virginia;

NOW, THEREFORE, BE IT RESOLVED, that the tax rates per \$100 of assessed value for tax year 2018 are set as follows:

Personal Property	\$2.71
Machinery & Tools	\$1.80
Mobile Homes	\$0.79
Real Estate	\$0.79
Motor Homes	\$2.71
Wind Farms	\$0.99

Resolution Number 18-04-10

WHEREAS, the County proposed budget was duly advertised and a public hearing was held on April 17, 2018, in accordance with the Code of Virginia,

NOW, THEREFORE, BE IT RESOLVED, that the Botetourt County budget for Fiscal Year 2018 - 2019 is

Revenues:

General Fund Revenues:

Local	51,291,847
State	10,864,836
Federal	<u>1,091,540</u>
<i>Total General Fund Revenues</i>	<i>63,248,223</i>

School Fund Revenues:

Other	702,284
State	25,506,362
Federal	25,000
Self-Sustaining Funds	3,298,490
School Nutrition Fund	1,804,416
Textbook Funds	1,918,608
Capital Reserve Fund	<u>475,088</u>
<i>Total School Fund Revenues</i>	<i><u>33,730,248</u></i>

Total Revenues **96,978,471**

Expenditures:

General Fund Expenditures:

Operations as detailed on following pages*	31,961,554
Capital Projects	1,009,500
Transfer to EDA	<u>750,000</u>
<i>Total General Fund Expenditures</i>	<i>33,721,054</i>

Debt Fund Expenditures:

County/VPSA Fund	4,047,147
School Literary Fund	<u>697,220</u>
<i>Total Debt Fund Expenditures</i>	<i>4,744,367</i>

Contingency: 273,520

School Operating Fund Expenditures: 58,239,530

Total Expenditures **96,978,471**

*OPERATIONS DETAIL:

BOARD OF SUPERVISORS	261,767
COUNTY ADMINISTRATOR	383,721
DEPUTY ADMINISTRATOR	418,777
COMMISSIONER OF REVENUE	407,002
ASSESSOR	211,000
TREASURER	488,734
FINANCIAL SERVICES	302,056
TECHNOLOGY SERVICES	1,042,161
CENTRAL PURCHASING	110,058
CENTRAL GARAGE	86,156
ELECTORAL BOARD / REGISTRAR	281,537
CIRCUIT COURT	59,150
GENERAL DISTRICT COURT	25,174
MAGISTRATE	2,510
CLERK OF CIRCUIT COURT	659,880
COMMONWEALTH'S ATTORNEY	803,857
SHERIFF	5,020,315
DISPATCH	832,553
VOLUNTEER FIRE & RESCUE	1,511,482
CORRECTION & DETENTION	4,386,740
JUVENILE DETENTION CENTER	117,000
PROBATION OFFICE	4,701
ANIMAL CONTROL	607,291
FIRE & EMS	3,637,211
EMERGENCY COMMUNICATIONS	284,769
GENERAL SERVICES	155,274
DIVISION OF WASTE MANAGEMENT	678,483
MAINTENANCE OF BUILDINGS & GROUNDS	857,678
LOCAL HEALTH DEPARTMENT	329,252
MENTAL HEALTH SERVICES BOARD	40,000
SOCIAL SERVICES	1,373,730
CHILDREN'S SERVICES ACT (CSA)	1,262,556
TOTAL ACTION FOR PROGRESS (TAP)	1,000
BRAIN INJURY SERVICES	2,500
CHILD HEALTH INVESTMENT PARTN. (CHIP)	2,000
ROANOKE AREA MINISTRIES	1,000
BOTETOURT RESOURCE CENTER	10,000
LEAGUE OF OLDER AMERICANS	11,000
DABNEY S. LANCASTER COMMUNITY COLLEGE	2,140
DABNEY S. LANCASTER C.C. - PROMISE PROG.	5,000
VIRGINIA WESTERN COMM. COL. - CCAP PROG.	35,000
BOTETOURT COUNTY FFA ALUMNI	1,000
RECREATION & FACILITIES	1,252,025
BOTETOURT SPORTS COMPLEX	381,563
VAN PROGRAM	84,593
ROANOKE VALLEY TRANSP. PLANNING ORG.	2,688
VIRGINIA'S BLUE RIDGE	150,197
ROANOKE VALLEY BROADBAND AUTHORITY	5,000
ROANOKE VALLEY GREENWAY COMMISSION	14,300
BOTETOURT CO./MUSEUM/HISTORICAL SOCIETY	9,000
WESTERN VA REGIONAL INDUS. FACIL. AUTH.	6,051
LIBRARY	1,080,250
COMMUNITY DEVELOPMENT	880,966
ECONOMIC DEVELOPMENT	509,385
PLANNING DISTRICT COMMISSION	31,517
ECONOMIC DEVELOPMENT PARTNERSHIP	68,674
ATTIC PRODUCTIONS	7,000
STANDING ROOM ONLY	7,000
WESTERN VA. EMS COUNCIL	6,722
ENVIRONMENTAL MANAGEMENT	20,111
COOPERATIVE EXTENSION PROGRAM	67,783
PERSONNEL COMPENSATION ADJUSTMENTS	600,000
WELLNESS PROGRAM	63,514
GENERAL FUND EXPENDITURES - OPERATIONS	31,961,554

Mr. Kevin Hamm, Maintenance Operations Manager, with the Virginia Department of Transportation, was then present to speak to the Board.

In reviewing the monthly report, Mr. Hamm stated that the McFall's Road Rural Rustic Road project has begun. He noted that they are working on some drainage improvements on

the road and hope to have the project completed by the end of May. Mr. Hamm noted that pavement repairs and overlay work has begun on I-81 northbound between mile markers 147.4 and 149.7 which will at times necessitate alternative lane closures. He stated that this project should be completed this fall.

Mr. Hamm stated that one project review is underway and 14 utility/entrance permits were issued in the past month. Regarding traffic engineering studies, Mr. Hamm noted that the traffic marking/signage project at Read Mountain Fire Station has been completed and their staff are still reviewing data obtained from several other projects, e.g., Long Run Road, Glebe Road, Brugh's Mill Road. He further noted that VDoT has received approval from their Richmond office to install guardrail along Mountain Pass Road and work on this project will begin as soon as the contractor has completed a previous project. Mr. Hamm estimated that this project would be finished in 4 – 6 weeks.

Regarding area headquarter projects, Mr. Hamm stated that VDoT personnel have been busy over the past month dealing with issues related to wind storms, heavy rains, etc., and, as soon as the weather cooperates, pavement patching work will begin. He noted that patching will also be done on Route 220 in the Iron Gate area, on Route 43 between Buchanan and Springwood, and on Alternate 220 near Read Mountain Road with an anticipated finish by mid-June.

Dr. Scothorn stated that he has received some concerns from his patients and constituents regarding the need for additional lighting at the new roundabout at Exit 150 to help drivers navigate through the area at night.

Mr. Hamm stated that, when the final pavement markings are placed, it will help traffic to more easily maneuver through this intersection; however, he will bring this concern to the attention of the project manager.

Mr. Sloan noted that there are 6 light poles located in the area of the roundabout but they have not yet been turned on.

After questioning by Dr. Scothorn, Battalion Chief Jason Ferguson stated that he knows of no current problems with traffic blocking the entrance/exit to the Read Mountain Fire Station on EastPark Drive.

A work session was then held on the FY 19 – 24 Secondary System Six Year Plan and the FY 19 budget. Mr. Brian Blevins, Assistant Resident Engineer with the Virginia Department of Transportation, stated that this agenda item included a project and priority listing, a draft of the proposed Secondary System Six Year Plan, and project location maps.

Mr. Blevins then reviewed the proposed Plan. He noted that there are three Priority "0" projects—Catawba Road, Blue Ridge Turnpike, and British Woods Drive—which have been completed but are awaiting financial closure by VDoT. He noted that Priority "1" is vertical curve improvements on Glebe Road (Route 675) at a cost of approximately \$1.9 million. Mr. Blevins stated VDoT and County staff have discussed submitting this project as a SmartScale regional funding project. He stated that Priority "2" is to reconstruct and hard-surface 4 miles of White Church Road (Route 666) and Priority "3" is to reconstruct and hard-surface 1 mile of Stone Coal Road (Route 748) both of which have been designated as Rural Rustic Road (RRR) projects. He noted that White Church Road has an estimated advertisement for bids date of July 2019 and Stone Coal Road has an estimated advertisement date of July 2020; however,

they hope to accelerate these projects so work can begin when McFall's Road is completed this summer.

Regarding the "Cost Center" budget category, Mr. Blevins stated that he is proposing to add \$25,000 in additional funding for the Countywide Traffic Service and Engineering and Surveying categories in FY 19. Mr. Blevins further stated that Rural Addition category funds are no longer included in the budget as all of those funds were used on the British Woods Drive project last year.

After discussion, Mr. Blevins then stated that information on five possible new RRR projects is included in the proposed Plan—Clyde's Run Road, Price's Bluff Road, Roy Road, Stevens Road, and Sugar Tree Hollow Road. He noted that these roads are in no particular order of preference. Mr. Blevins further noted that a formal resolution from the Board designating two or three of these roads as RRR projects would be required if the Board wants these roads to be added to the Plan for funding over the next six years.

Mr. Blevins stated that the project cost figures are based on the cost per tenth of a mile of project length. Mr. Blevins further stated that a cost estimate was not included for the improvements on Sugar Tree Hollow Road as a determination will need to be made on the length of the project. He noted that this road is approximately 4.5 miles in length and improvements will probably have to be made in sections.

After questioning by Mr. Leffel, Mr. Blevins stated that VDoT staff can evaluate this road to obtain a cost estimate.

After discussion, Mr. Blevins stated that he will need to have a determination from the Board as to which of the gravel road projects to include in the Plan before the public hearing for the Secondary Six Year Plan is advertised.

After questioning by Mr. Clinton, Mr. Blevins stated that the agenda item cover sheet for this work session does show an increase in the total Secondary System allocation between FY 18 (\$381,212) and FY 19 (\$418,370) with \$306,858 of the FY 19 amount designated for unpaved road projects.

After further questioning by Mr. Clinton, Mr. Blevins stated that the allocation for unpaved roads is fixed for the first year of the Plan and is subject to change for the remaining five years.

After further questioning by Mr. Clinton, Mr. Blevins stated that funding for the Glebe Road improvement project will depend on how the funding application is submitted by staff. Mr. Blevins stated that it is anticipated that the Route 220/International Parkway project will be submitted as a statewide SmartScale project while Glebe Road would probably be considered under the District grant application program.

After questioning by Mr. Clinton, Mr. Blevins stated that preliminary SmartScale applications are submitted by June 1, closure of the application process is August 1, and VDoT staff then begins the application validation/scoring process. He noted that the County would be notified of the application award results in January 2019.

Mr. Jeff Wolfe stated that he lives on Stevens Road which is a gravel road. Mr. Wolfe noted that he has a group of approximately 70 students and parents visit his home each week and questioned what can be done to speed up the process of having this road paved.

Mr. Blevins stated that Stevens Road is being considered for addition to the Six Year Plan. He noted that the Board could designate this project as Priority "4;" however, given the contractor's schedule, the project could cost more than the estimated \$550,000 to reconstruct

and pave. Mr. Blevins estimated that this project would not be fully funded for at least 3 – 4 years.

After questioning by Mr. Clinton, Mr. Blevins stated that Stevens Road has not yet been added to the Six Year Plan. He noted that a recommendation from the Board/staff would be needed on which gravel roads to add to the Plan for construction in the next six years. After further questioning by Mr. Clinton, Mr. Blevins stated that the five gravel roads that he previously mentioned would qualify as RRR projects as each has at least 50 vehicle trips per day. He noted that a traffic count was conducted on Stevens Road in 2016 and it has 60 vehicle trips per day. Mr. Blevins further noted that Stevens Road may need to be widened in certain sections as a minimum roadway width of at least 12' – 14' is required.

There being no further discussion, the Board thanked Mr. Blevins for this presentation.

Consideration was then held on advertisement of a public hearing on proposed text amendments to the Zoning Ordinance to eliminate the maximum gross floor area of storage buildings and to increase the maximum floor area ratio (FAR) in the B-3 Use District. Mrs. Nicole Pendleton, Director of Community Development, stated that Layman Family Properties, LLC, (Secure Store, LLC, contractual purchaser) has submitted two text amendment requests to the provisions of the Business B-3 Use District: to eliminate the maximum 6,000 square foot requirement for mini-warehouses, and to increase the maximum gross floor area ratio (FAR) to accommodate a future two-story storage building.

Mrs. Pendleton stated that eliminating the maximum square footage of 6,000 does add flexibility to the building size options under the SEP provisions of the B-3 Use District. She noted that there are other limitations on the height of buildings in the Zoning Ordinance and staff is of the opinion that this text amendment request can be advertised for public hearing.

Regarding the request to increase the maximum gross FAR, Mrs. Pendleton stated that Renaissance Planning is currently drafting proposed Zoning Ordinance text amendments to the Business and Urban Development Area (UDA) districts and staff is recommending that the FAR text amendments be included in this process. She noted that Renaissance's work should be completed later this year.

After questioning by Dr. Scothorn, Mrs. Pendleton stated that the Layman Family property is located adjacent to the Daleville UDA.

After questioning by Mr. Sloan, Mrs. Pendleton stated that these text amendments would allow this mini-warehouse developer to construct a two-story building.

After discussion, Mrs. Pendleton stated that the first text amendment proposes to eliminate the 6,000 sf maximum gross floor area requirement for mini-warehouse facilities which would allow a larger facility to be constructed.

After questioning by Dr. Scothorn, Mrs. Pendleton noted that the consultant is meeting with the Planning Department staff on these proposed text amendments on Monday. Dr. Scothorn suggested that the Board receive some information from the staff's meeting with the consultant before moving forward with this request.

After questioning by Mr. Clinton, Mrs. Pendleton stated that the FAR increase from 0.35 to 0.50 is basically the "volume" of the building and gave an example of a large one-story building having the same FAR as a smaller building consisting of two or more stories. She noted that FAR requirements are more commonly used to regulate bulk in more urban areas.

After questioning by Mr. Clinton, Mrs. Pendleton stated that this calculation is the total square footage to total building area volume in relationship to the size of the parcel. She noted that the Zoning Ordinance's lot coverage requirements regulate the area of the building in other non-commercial districts.

Mr. Leffel agrees with Dr. Scothorn's suggestion that the Board wait until information is received from the consultant on this proposal before it is considered for public hearing by the Planning Commission and Board.

After questioning by Mr. Leffel, Mrs. Pendleton stated that staff believes that they should review the FAR provisions in all of the Business use districts.

After discussion, on motion by Dr. Scothorn, seconded by Mr. Leffel, and carried by the following recorded vote, the Board directed staff to advertise for a public hearing on a request from Layman Family Properties, LLC, for proposed Zoning Ordinance text amendments to eliminate the 6,000 square foot maximum size of mini-warehouse facilities as a Special Exceptions use in the Business B-3 Use District. (Resolution Number 18-04-11)

AYES: Mr. Sloan, Mr. Clinton, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

On motion by Dr. Scothorn, seconded by Mr. Sloan, and carried by the following recorded vote, the Board delayed further consideration of the proposed text amendment from Layman Family Properties, LLC, to increase the maximum gross floor area ratio (FAR) in the Business B-3 Use District from 0.35 to 0.50 until the consultant's report on proposed Zoning Ordinance amendments is completed. (Resolution Number 18-04-12)

AYES: Mr. Sloan, Mr. Clinton, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Consideration was then held on the advertisement of a public hearing on proposed text amendments to the Zoning Ordinance to permit alternative surfacing treatments for parking and storage areas. Mrs. Nicole Pendleton, Director of Community Development, stated that Altec Industries has requested a text amendment in the provisions of the Research and Advanced Manufacturing (RAM) Use District to allow gravel parking areas. She noted that the ordinance currently requires, at a minimum, a surface of prime and double seal for parking lots.

She noted that the Zoning Ordinance's definition of a lot and the paving requirements for parking storage areas is ambiguous. Mrs. Pendleton then stated that staff has contacted other County businesses to discuss this issue. She stated that staff would like to continue to work with these businesses, industries, and paving contractors on these parameters prior to proposing amendments for consideration by the Planning Commission and Board in late summer/early fall.

Dr. Scothorn suggested that large-size gravel be used on these parking/storage areas to reduce dust. After questioning by Dr. Scothorn, Mrs. Pendleton stated that discussion on screening/buffering requirements around these gravel lots would be a part of the staff's review of these proposed amendments.

Mr. Leffel stated that it is common sense to consider this text amendment. He noted that "one size does not fit all" in this situation.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Leffel, and carried by the following recorded vote, the Board directed staff to further consider text amendments as per the request from Altec Industries regarding the use of alternative surface materials for parking and/or storage lots, and to other application sections of the Zoning Ordinance. (Resolution Number 18-04-13)

AYES: Mr. Sloan, Mr. Clinton, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Consideration was then held on a resolution authorizing a sales agreement with Gala Farm, LLC, for the purchase of 0.184 acre adjoining the Gala boat ramp property. Mr. Jim Farmer, Director of Recreation and Facilities, stated that last month the County purchased the land that had previously been leased from Mrs. Bonnie Anderson for the Gala boat ramp on the James River. He noted that, while conducting the property's survey, it was discovered that part of Sinking Creek, which used by boaters to reach the James River, is owned by Gala Farm, LLC.

Mr. Farmer stated that staff is requesting adoption of a resolution authorizing the purchase of 0.184 acres from Gala Farm, LLC, for the Gala boat ramp. He noted that the purchase price for this property is \$1,100.

There being no discussion, on motion by Mr. Leffel, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board adopted the following resolution authorizing the purchase of 0.184 acre of property from Gala Farm, LLC, to provide full access to Sinking Creek along the recently purchased Anderson property.

AYES: Mr. Sloan, Mr. Clinton, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Resolution Number 18-04-14

WHEREAS, the County of Botetourt has developed a boat access on the James River in the Gala community; and,

WHEREAS, the County purchased 3.080 acres from Mrs. Bonnie Anderson for this purpose; and,

WHEREAS, during the survey of the Anderson property, it was determined that 0.184 acre is also needed from Gala Farm, LLC, that is part of Tax Map 18-49B; and,

WHEREAS, this small piece of land will complete the boundary adjustment known as new Tax Map 18-48A;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Botetourt County hereby authorizes the purchase of 0.184 acre from Gala Farm, LLC;

AND, BE IT FURTHER RESOLVED, that the County Administrator is authorized to sign any documents regarding this purchase on the County's behalf.

Consideration was then held on approval of a proclamation declaring May as Business Appreciation Month. Mr. Ken McFadyen, Economic Development Director, stated that there are currently over 800 business entities in the County which employ over 10,500 workers.

He noted that most of these businesses are small companies which employ less than 10 people and it is important for the County to assist and encourage their development. He noted

that the County participates in The Gauntlet competition for small business development which is sponsored by the Advancement Foundation in Vinton.

Mr. McFadyen stated that, to recognize Business Appreciation Month, the Blue Ridge Library is providing their display case in which various business items will be placed and new brochures have been printed which outline the steps and provides various resources that are available for individuals who want to open businesses in the County. He noted that copies of the brochure were provided to the Board members.

Dr. Scothorn thanked Mr. McFadyen for the informative brochure.

Mr. Clinton stated that he concurs with Dr. Scothorn's comments. He noted that the information provided in the brochure "breaks down barriers" and shows that the County is open for business. Mr. Clinton further noted that he has discussed ways the County can further help small businesses with the County Administrator.

There being no further discussion, on motion by Mr. Leffel, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board adopted the following resolution declaring May as Business Appreciation Month.

AYES: Mr. Sloan, Mr. Clinton, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Resolution Number 18-04-15

WHEREAS, the Botetourt County Board of Supervisors is committed to ensuring the long-term economic stability of the County and creating a business-friendly environment that benefits all who live, work, and travel in the County; and,

WHEREAS, all of Botetourt County's businesses, from small, family-owned businesses to large manufacturers and logistics companies, play a pivotal role in strengthening our County and the Roanoke Valley by creating and maintaining a diverse array of jobs, utilizing innovative technologies, and investing in our community which provides greater economic prosperity for all our citizens; and,

WHEREAS, Botetourt County currently has more than 800 businesses that provide approximately 10,500 jobs in the County and beyond, and offer a variety of services and products worldwide; and,

WHEREAS, the Board of Supervisors recognizes the new and continued accomplishments and expansions of our existing businesses and celebrates and supports the entrepreneurial spirit that thrives in Botetourt County; and,

WHEREAS, the Board of Supervisors acknowledges the many charitable, civic, and philanthropic contributions made by the County's businesses and encourages the highest level of corporate citizenship and community involvement; and,

WHEREAS, the Board of Supervisors also thanks its partnering organizations for the collaborative efforts required to promote, retain, and grow a vibrant and varied business community;

NOW, THEREFORE, BE IT RESOLVED, that the Botetourt County Board of Supervisors does hereby recognize May 2018 as **Business Appreciation Month** in Botetourt County as a distinct opportunity to recognize Botetourt County's businesses for the essential roles they play in our community as well as for driving and strengthening the County's economy.

The Chairman then called for a 10 minute break.

The Chairman called the meeting back to order at 3:25 P. M.

Mr. Jim Guynn, County Attorney, then stated that in 1994 the County entered into a contract of sale with JGK Properties, Inc., for a parcel of land in EastPark Commerce Center. He noted that the former SEMATCO facility was constructed on this property.

Mr. Guynn stated that the property was conveyed to Winston Realty, LC, in 1995 and the company has requested that the Board approve a deed of release for this contract of sale which states that the terms and conditions of the contract have been accomplished to the County's satisfaction. He noted that a draft resolution releasing the company's obligations under this contract had been presented to the Board earlier today.

On motion by Dr. Scothorn, seconded by Mr. Sloan, and carried by the following recorded vote, the Board adopted the following resolution releasing JGK Properties, Inc., from their obligations under a 1994 contract with the County for their property in EastPark Commerce Center.

AYES: Mr. Sloan, Mr. Leffel, Mr. Clinton, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Resolution Number 18-04-16

WHEREAS, Botetourt County and JGK Properties, Inc., entered into a contract of sale of land on July 26, 1994 ("the Contract"); and,

WHEREAS, JGK Properties, Inc., has substantially complied with the terms of the Contract;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Botetourt County that Botetourt County releases JGK Properties, Inc., from any further obligations under the Contract and authorizes the County Administrator to execute any necessary documents to that effect.

Consideration was then held on appointments.

On motion by Mr. Leffel, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board reappointed Mr. William Burleson as the Fincastle District representative on the Board of Social Services for a four year term to expire on July 1, 2022. (Resolution Number 18-04-17)

AYES: Mr. Sloan, Mr. Leffel, Mr. Clinton, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

A public hearing was then held on a proposed first amendment to the option and lease agreement with Blue Ridge Towers, Inc., for their telecommunications tower site in Blue Ridge Park. Mr. David Moorman, Deputy County Administrator, stated that in April 2017 the Board authorized the County Administrator to execute a lease with Blue Ridge Towers for a cell tower site in Blue Ridge Park and approved a Special Exceptions Permit for this tower in August 2017.

Mr. Moorman stated that Blue Ridge Towers came before the Supervisors last month requesting a change in proffered conditions for this tower to modify the structure to a 130' silo structure instead of a 199' monopine due to concerns from the National Park Service on the monopine's impact on the viewshed of the Blue Ridge Parkway.

He noted that these design modifications resulted in a significant increase in construction costs for this tower. Mr. Moorman stated that these modifications have resulted in additional negotiations between the company and the County regarding a reduction in the lease

agreement's base rental rate and an increase in the antenna co-location rate. He noted that Blue Ridge Towers has also agreed to reserve the tower's third and fourth antenna co-location spaces for use by wireless broadband internet service providers.

Mr. Moorman noted that this lease amendment requires that a public hearing be advertised and held by the County. He noted that this hearing was duly advertised in The Fincastle Herald on April 18.

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

Dr. Scothorn stated that he appreciates Blue Ridge Towers' willingness to have co-location spaces on this tower for broadband connections. He noted that the company has spent a lot of money to implement the tower's design revisions required by the National Park Service.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Leffel, and carried by the following recorded vote, the Board authorized the County Administrator to sign the First Amendment to an Option and Lease Agreement dated June 1, 2017, between the County and Blue Ridge Towers, Inc., on the Board's behalf, for the Blue Ridge Park cell tower. (Resolution Number 18-04-18)

AYES: Mr. Sloan, Mr. Leffel, Mr. Clinton, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

Mr. Clinton then updated the Board on the recent actions regarding the Greenfield Historic Preservation Advisory Committee. Mr. Clinton noted that they are moving forward and he has scheduled a pre-planning meeting tomorrow with approximately 12 interested individuals and Cody Sexton to discuss goals, objectives, and criteria for the Committee once it is appointed by the Supervisors. He noted that there are several citizens who are interested in planning the next steps for the historic area on the Greenfield property.

Mr. Clinton then stated that he had received a letter from Mr. Randy Lichtenberger with Hurt & Proffitt who directed the 2016 archaeological dig conducted near the former kitchen and slave cabin on the Greenfield property. He noted that there is still some opportunity for archaeological finds of value on the site and Mr. Lichtenberger has requested that the County allow one last simple shovel investigation of the area south of the shell building and near the magnolia tree for this purpose.

After discussion, Mr. Clinton stated that this summer would be a good time to do this project. He noted that Mr. Lichtenberger would like to investigate the area around the terraces and the undeveloped edge of the hilltop and is requesting permission from the County for himself and one assistant to access the site. He noted that this access would allow them to prepare a proposal to conduct further archaeological investigations of the terraces and a building feature that they found protruding out of the shell building's construction footprint in 2016.

Dr. Scothorn stated that he thought that the previous archaeological excavation had been allowed adequate time to do all the work needed and questioned why the County is hearing from Mr. Lichtenberger at this time.

Mr. Clinton stated that Mr. Lichtenberger contacted him about his work in the formation of the Preservation Advisory Committee. He noted that the area Mr. Lichtenberger would like to review is easily accessible for this investigation.

After questioning by Dr. Scothorn regarding cost, Mr. Clinton stated that Mr. Lichtenberger is not offering to conduct this archaeological work for free but he would probably offer a reduced rate.

Mr. Clinton then read a portion of Mr. Lichtenberger's letter of request.

Mr. Clinton stated that he thinks that this investigation would be worthwhile and requests that the Board give permission for Mr. Lichtenberger to access the property.

Mr. Clinton then made a motion to allow Mr. Randy Lichtenberger to access the Greenfield shell building property for the purpose of obtaining information to develop a proposal for further shovel investigations of the terraced gardens area.

Dr. Scothorn then requested that the Chairman call for a short break so that he could consult with the County Attorney.

Mr. Leffel noted that there was a motion on the floor which had not received a second.

Mr. Clinton then withdrew his motion.

On motion by Dr. Scothorn, seconded by Mr. Clinton, and carried by the following recorded vote, the Board went into Closed Session at 3:42 P. M. to consult with legal counsel regarding specific legal matters relating to the request to allow access to the Greenfield property for an archaeological investigation as per Section 2.2-3711 (A) (8) of the Code of Virginia of 1950, as amended. (Resolution Number 18-04-19)

AYES: Mr. Sloan, Mr. Leffel, Mr. Clinton, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

The Chairman called the meeting back to order at 3:55 P. M.

On motion by Mr. Leffel, seconded by Dr. Scothorn, 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 18-04-20)

AYES: Mr. Leffel, Mr. Sloan, Mr. Clinton, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

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.

Dr. Scothorn stated that the closed session was requested to discuss the County's liability if Mr. Lichtenberger's request were approved and what would happen if some artefacts were found on the site. Dr. Scothorn stated that he would like some parameters developed for consideration if this site visit were allowed.

After questioning by Dr. Scothorn, Mr. Danny Kyle, who served on the Greenfield Preservation Advisory Committee, stated that they were allowed 3 weeks in 2016 to conduct the archaeological dig on the Greenfield property. He noted that, due to lack of time, an investigation was not conducted on the southeastern edge of this site.

After questioning by Mr. Larowe, Mr. Kyle stated that the County did allow the group additional time to complete their archaeological work beyond the originally allowed time period.

After questioning by Dr. Scothorn, Mr. Kyle stated that a ground penetrating radar device was used on this site in March 2016 to determine if any gravesites were located on the shell building property. He noted that no graves were found.

Mr. Clinton stated that Mr. Lichtenberger's request is to allow him to access County property; there is no commitment for any further work at this time and there is no hidden agenda with this request. He noted that this is an opportunity to determine if there is anything of value in the area of the terraced gardens. He further noted that any artefacts found would be owned by the County.

After discussion, Mr. Clinton stated that this investigation would probably include a grid survey and a couple of shovel tests. Mr. Clinton further stated that this additional investigation would "close the loop" on the archaeological work that was previously done on this site.

After questioning by Mr. Clinton, Mr. Kyle stated that this area was not investigated in 2016 because time ran out on the limited period that the County allowed this work to be done. After further questioning, Mr. Kyle noted that, since the 2016 archaeological survey was completed, he has thought that they needed to return to this site to see if there were any additional artefacts to be found.

Mr. Kyle further stated that to date the Friends of Greenfield Preston Plantation have paid \$54,000 for the archaeological work on the Greenfield property with most of the funds provided through donations. He noted that the artefacts collected in 2016 show that the Greenfield property has been occupied for over 10,000 years and they would like access to the property once more to see what items may still be there.

Mr. Clinton noted that he has visited other archaeological dig sites at historic properties including Montpelier in Orange, Virginia. He noted that these sites have pieced together artefacts found on the property to tell a story and the goal is to do whatever is reasonable to gather the artefacts on the Greenfield property to tell the story of this site's long history.

Dr. Scothorn stated that he would prefer to have Mr. Martin, as well as Mr. Lichtenberger, present at the meeting to discuss this proposal further.

Mr. Leffel stated that he has some concerns about this request and he cannot and will not vote on this request today. Mr. Leffel noted that the Board is not any closer on this issue than they were before going into closed session. He stated that the Board does not have a cost estimate or a definite timeframe to complete this work. Mr. Leffel stated that Mr. Lichtenberger says that his schedule would allow him to do this investigative work during the summer but the Board has not been informed if this analysis will take 3 days or 3 months.

After questioning Mr. Leffel stated that he would like to have a cost estimate and an answer as to who--the County, will the cost be shared with other organizations, or through private donations--would pay Mr. Lichtenberger's fee to conduct this investigation.

Mr. Clinton stated that the Board does not know yet if there are any historical artefacts on this site and requested, "let's see what it is" and then the cost estimate can be obtained. Mr. Clinton noted that he does not see how the amount of time needed for this work matters at this point.

Mr. Leffel stated that "there is no process here" and he is going into this issue "blind." Mr. Leffel stated that he would prefer that some "concrete parameters" be provided on this request and he will then consider this proposal.

Mr. Clinton stated that he is not asking the Board to allow another archaeological dig on this property only to allow Mr. Lichtenberger to analyze the site to see what artefacts may be there.

Mr. Leffel stated that he and Mr. Clinton will have to "agree to disagree on this issue."

Mr. Clinton stated that there would be no cost to the County to have Mr. Lichtenberger conduct an inspection of this site to estimate how much remains undisturbed and then provide a cost estimate to explore the site further.

Mr. Sloan stated that he would also like Mr. Martin's input on this request as well as have Mr. Lichtenberger attend a Board meeting to discuss this proposal and answer the Board's questions.

After discussion by Dr. Scothorn, Mr. Clinton stated that having Mr. Lichtenberger attend a Board meeting is an opportunity for him to explain his proposal to the Board. Dr. Scothorn stated that he is not saying no or yes to this request but he would like the opportunity to discuss the proposal with Mr. Lichtenberger personally.

Mr. Clinton stated that he believes it is "speculative" for Mr. Lichtenberger to attend the Board meeting at this stage and noted that he would have to drive to Botetourt from his Lynchburg office which may not be convenient with his (Mr. Lichtenberger's) work schedule.

Dr. Scothorn stated that he would be glad to take care of Mr. Lichtenberger's fee/costs to attend a Board meeting to discuss his proposal and answer questions from the Board.

Mr. Clinton then questioned that, if Mr. Lichtenberger could not attend a Supervisors meeting due to his work schedule, would the Board accept a written statement from him regarding this site inspection request. Mr. Clinton then stated that he will ask Mr. Lichtenberger to attend a future Board meeting to discuss his proposal.

After discussion, Mr. Clinton stated that Mr. Leffel's questions will not be able to be answered until the site is inspected to see whether it is possible that additional artefacts are located there.

Mr. Leffel stated that he believes that the Board is trying to look out for the citizens' tax dollars in asking questions about this proposal. Mr. Leffel stated that he will support the other Board members' suggestion that Mr. Lichtenberger attend a future Board meeting to discuss this request in more detail.

Dr. Scothorn stated that he understands Mr. Clinton's concerns about having Mr. Lichtenberger attend the Board meeting being a waste of Mr. Lichtenberger's time. After questioning by Dr. Scothorn, Mr. Clinton stated that he believes that Mr. Lichtenberger would be willing to attend a Supervisors meeting to discuss this matter if his schedule allows.

After questioning by Mr. Leffel, Mr. Guynn stated that Mr. Clinton's earlier motion to allow Mr. Lichtenberger to access the Greenfield shell building property for the purpose of obtaining information to develop a proposal for further shovel investigation of the terraced gardens area had been withdrawn.

Dr. Scothorn stated that he does not think a motion is necessary to ask that Mr. Lichtenberger attend a future Board meeting on this request.

Mr. Clinton stated that he would contact Mr. Lichtenberger to see if and when he would be available to attend a Supervisors meeting on this matter.

Regarding committee reports, Dr. Scothorn then stated that the first meeting of the County's Broadband Committee is scheduled for Friday morning. He noted that this meeting will discuss what opportunities for broadband service are available. He further noted that the preliminary work that has been done looks good and he will report back to the Board in May on their work to date.

There being no further discussion, the Chairman then adjourned the meeting at 4:15 P. M. until 6:00 P. M.

The Chairman called the meeting back to order at 6:00 P. M.

A public hearing was then held on a request in the Buchanan District from Kenneth A. Mooty (Cellco Partnership, dba Verizon Wireless, lessees) for a Commission Permit in accord with §15.2-2232 of the Code of Virginia, in addition to a Special Exception Permit, with possible conditions, in the Agricultural A-1 Use District in accordance with Section 25-73. Uses permissible by special exception of the Botetourt County Code to construct and maintain a non-illuminated, 199-foot telecommunications facility within a 0.9-acre area (ground lease area and access easement). The tower site is proposed to be accessed from Lithia Road (Route 640) via a proposed 20-foot access/utility easement. The 152.22-acre parcel is located at 5300 Lithia Road, approximately 0.4 miles southwest of its intersection with Back Creek Lane (State Route 646), identified on the Real Property Identification Maps of Botetourt County as Section 77, Parcel 45.

It was noted that the Planning Commission had recommended approval of the Commission Permit and conditional approval of the SEP.

Mr. Jerod Myers, County Planner, stated that the tower's visibility was the chief concern of residents who attended the Planning Commission meeting on this request. He noted that, after the meeting, the applicant met with the citizens to discuss what their preferences for the tower's color instead of the usual galvanized/silver finish. Mr. Myers noted that the applicants have indicated that they would like to table this request to allow additional discussions with the area's property owners.

Ms. Lori Schweller, attorney with LeClair Ryan in Charlottesville, representing Verizon, and Mr. Stephen Waller, Planner/Site Development Consultant with GDNsites, were then present to speak regarding this request.

Ms. Schweller noted that the applicant had learned this afternoon that the Supervisors had received concerns from constituents about this proposed 199' cell tower request. She noted that, to date, they have only discussed concerns regarding this tower with the Mitchells. Ms. Schweller stated that they would like to request a deferral of consideration of this request at today's meeting "if the Board thinks it is in the best interest of the County."

Dr. Scothorn stated that he would like Ms. Schweller to give the applicant's presentation on this request and allow the citizens present to speak on this matter.

The Chairman directed Ms. Schweller to proceed with her presentation.

Ms. Schweller stated that access to the proposed tower site will be via a new gravel road constructed off of Lithia Road approximately ½ mile southwest of the Back Creek Lane intersection. She noted that the tower will be located on a 1,600 square foot lease area and be supplied with underground utility service located along the new gravel access road. Ms. Schweller stated that there will also be a backup diesel generator placed at the site.

After discussion, Ms. Schweller stated that the proposed tower site would have adequate ground space for placement of other carriers' equipment.

Ms. Schweller stated that they had received a question after the Planning Commission meeting about the generator's noise level. She noted that the generator will only be operational during emergencies and will be tested about once a week. Ms. Schweller noted that the gener-

ator creates about 70 decibels of sound at the site, when operational, and would register around 20 decibels at the closest property line.

After discussion, she stated that this tower is proposed to be a monopole design and, as the tower is less than 200' in height, no aircraft warning lights are required by the Federal Aviation Administration (FAA). She noted that the tower is proposed to have space for Verizon and at least 3 additional cellular carriers.

Ms. Schweller stated that their propagation studies indicate that there is a need for cell-phone coverage and capacity in this area. She noted that their nearby tower's capacity is overloaded and this tower is needed to relieve the strain. Ms. Schweller noted that there are currently Verizon cell towers approximately 3 miles to the north and south of this proposed site. Ms. Schweller then reviewed the propagation maps of the cell signal strength in this area. She noted that the green shading shows good coverage and the red shading indicates marginal cell signal coverage. Ms. Schweller then stated that Verizon may request approval of an additional tower to the north of this site in the future.

After discussion, Ms. Schweller stated that questions were raised at the Planning Commission meeting whether the propagation studies had been conducted at varying tower heights, e.g., 199', 150', and 100'. She noted that, at the 150' elevation, a significant amount of cell coverage to the east of the proposed tower is lost.

After discussion, Ms. Schweller stated that they did review the County's recently conducted Internet/broadband survey. She noted that, according to the Federal Communications Commission, approximately 70% of 911 emergency calls are made from mobile phones.

She further stated that a small portion (30') of the proposed access road near Lithia Road is located in the flood plain and they have begun the process of obtaining any necessary permits to construct the road in the flood plain.

She noted that a balloon test was conducted at the 199' elevation and the proposed tower will be visible from 2 locations—Lithia Road, and from the properties facing northwest. Ms. Schweller stated that Verizon is willing to conduct another public balloon test so that all of the neighboring properties can see if the tower will be visible from their location. She further stated that Verizon believes that they have complied with all County requirements regarding this SEP application but want to give the citizens an opportunity to ask questions and obtain the information that they need.

After questioning by Dr. Scothorn, Ms. Schweller stated that to provide 4G cell service in this area requires that towers be placed every 3 – 4 miles. After further questioning, Ms. Schweller stated that she does not know the details about the required distance between 5G towers.

After further questioning by Dr. Scothorn regarding generator noise, Ms. Schweller stated that the closest residence to this proposed tower site is approximately 1,000'.

After questioning by Dr. Scothorn, Mr. Myers stated that the Zoning Ordinance does not require a cell tower applicant to conduct a community information meeting. Dr. Scothorn noted that he would like to have requirements for a community meeting and notification of a balloon test of a proposed cell tower's height included in the Zoning Ordinance.

The Board thanked Ms. Schweller for her presentation.

Mr. Tim Mitchell of Lee Highway, Buchanan, stated that his residence is directly across from, and at the same elevation as, the base of this proposed tower. Mr. Mitchell stated that he

opposes this request and has forwarded letters to the Board and Planning Commission members from 9 area property owners who also oppose this request.

Mr. Mitchell stated that he has discussed his concerns with Verizon and the Planning Department on how to make the tower less obtrusive and believes that painting the tower and its antennas a brown color would have less of a visual impact than a galvanized/silver color. Mr. Mitchell stated that he provided the Board members with photo renderings of the proposed tower in the brown color. He stated that, "if they have to have a tower, they would be supportive of it if it could be painted brown, along with the antennas and other appurtenances."

After questioning by Mr. Leffel, Mr. Mitchell stated that his house is approximately 2,400' from the tower's location. He noted that a map showing the distances between the various neighbors and the proposed tower was provided to the Board. Mr. Mitchell stated that he believes that Verizon has done a good job in the last couple of weeks in addressing the neighbors' concerns about this tower.

Mr. Sloan noted that he has been in contact with almost all of the impacted property owners and they are agreeable with the tower being a brown color.

Dr. Scothorn then questioned if it would be helpful for the community to see another balloon test as a group. Mr. Mitchell stated that it would be helpful but not necessary, in his opinion, but it may be helpful to the other neighbors.

Mr. Clinton stated that there are a lot of shades of brown and some of them may not be appropriate against a sky or mountainous background.

Mr. Mitchell stated that he and his wife drove to various locations and took pictures of varying colors of cell and electrical towers. He noted that one suggestion was a self-rusting tower but its color appears "more red" than brown. Mr. Mitchell noted that gray is the predominant color of towers in this area; however, he believes that in the winter months the brown color would be less obtrusive and in the summer the color would make the tower look like a tree trunk.

After questioning by Mr. Sloan, Ms. Schweller stated that there would be no lights placed on this tower as it is below the 200' elevation required by the FAA for aircraft warning lights.

Mrs. Donna Cox of Back Creek Lane, Buchanan, then stated that photograph #3 of the balloon test pictures shows that the proposed tower would not be visible from her driveway. She stated that there could be a height variance of 6' +/- in the test balloon's elevation versus the actual tower and questioned that, if the photograph is off by 6' and the actual antenna is constructed to 199', how does it change what portion of the tower may be seen from her driveway/property.

Mrs. Cox stated that she was also concerned as to whether this tower would have a strobe light but has been told that this will not be the case, as the tower is proposed to be less than 200' tall. Mrs. Cox stated that she "does not want to feel like she lives at the airport." She further stated that "for the citizens that live under this tower they will be looking at a brown pole stuck up in the sky" and "it may not look good underneath."

Mrs. Cox stated that photo 2A is a picture of the balloon facing south from Lithia Road. She noted that the neighbors in the area of that photo will be looking straight out at a brown pole. Mrs. Cox noted that the construction of this cell tower will not change her cell service; she will still have bad cell reception from her property.

After questioning by Mr. Leffel, Mrs. Cox indicated on the photographs the location of her residence. She noted that her property is located approximately 1,500' west of the proposed tower site.

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

Dr. Scothorn stated that he would like to table this request to allow Verizon to conduct another balloon test to which the neighbors impacted by this proposed cell tower would be invited.

Mr. Sloan noted that he is concerned about the proposed color of this antenna and does not know if green would be a better color than brown or silver for this tower.

Dr. Scothorn stated that he would also like consideration given to a Zoning Ordinance amendment to require that cell tower applicants conduct a balloon test and community meetings for the public to attend.

After questioning by Mr. Sloan regarding public notifications of SEP requests, Mrs. Nicole Pendleton, Planning Manager, stated that the State Code requires that written notification of rezoning/SEP requests be sent to the adjacent property owners and to those located across the street of the property making the request by certified/return receipt mail. She noted that 12 adjacent property owners to Mr. Mooty's property were notified of the Planning Commission's and Supervisors' scheduled public hearings on this proposal. She further noted that localities cannot require applicants to conduct community meetings as per the Code of Virginia.

After questioning by Dr. Scothorn, Mr. Mitchell stated that there are some additional property owners on the other side of the ridge and at least 5 or 6 of those 9 properties have a direct view of the tower.

After questioning by Mr. Leffel, Mr. Mitchell stated that he did not see any green-colored cell/electrical towers when he was taking photographs. Mr. Mitchell stated that many of the towers were brown and, to him, this provided a better appearance than a galvanized tower viewed in front of the blue sky.

After questioning by Mr. Leffel, Ms. Schweller stated that in Verizon's experience a matte, galvanized steel color is preferred for cell towers as it blends into the sky's color. She noted that in some areas cell towers are white and some are brown. Ms. Schweller noted that when brown is preferred, the specific color that is chosen is "java brown" which is a very grey/brown hue which blends into the background extremely well. After discussion, Ms. Schweller stated that she thinks that a stainless steel or a brown color would be a good choice for this specific tower.

After further discussion, on motion by Mr. Sloan, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board tabled the request in the Buchanan District from Kenneth A. Mooty (Cellco Partnership, dba Verizon Wireless, lessees) for a Commission Permit in accord with §15.2-2232 of the Code of Virginia, in addition to a Special Exception Permit, with possible conditions, in the Agricultural (A-1) Use District in accordance with Section 25-73. Uses permissible by special exception of the Botetourt County Code to construct and maintain a non-illuminated, 199-foot telecommunications facility within a 0.9-acre area (ground lease area and access easement). The tower site is proposed to be accessed from Lithia Road (Route 640) via a proposed 20-foot access/utility easement. The 152.22-acre parcel is located at 5300 Lithia Road, approximately 0.4 miles southwest of its intersection with Back Creek Lane (State Route 646), identified on the Real Property Identification Maps of Botetourt County as Section 77,

Parcel 45, for up to 3 months to allow the applicant to have additional discussions with the adjacent property owners and to allow the public and area property owners an opportunity to attend an additional balloon test of the proposed tower's height. (Resolution Number 18-04-21)

AYES: Mr. Sloan, Mr. Clinton, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

After questioning by Dr. Scothorn, Ms. Schweller stated that Verizon typically receives requests for emergency services antennas to be placed on their cell towers at no charge. She noted that requests for broadband antenna placement would be considered under the same parameters as any other carrier proposing to locate on a tower.

After questioning by Mr. Sloan, Ms. Schweller noted that this proposed tower would provide Verizon broadband service.

A public hearing was then held on a request in the Buchanan District from Brugh's Mill, LLC, for a change of proffered conditions to change a proffered condition from prohibiting on-site tractor-trailer truck parking to limited tractor-trailer parking and to modify a proffered condition of substantial conformance to the original concept plan which did not show the existing truck parking area on a parcel located in the Business (B-2) and Agricultural (A-1) Use Districts on an 8.02-acre lot at 345 Brugh's Mill Road, Fincastle. The area subject to this request is 5.609 acres of the 8.02 acre-lot, located in the Business (B-2) Use District. The parcel is located approximately 0.3 miles northwest of the intersection of Brugh's Mill Road (State Route 640) and Lee Highway (U. S. Route 11), identified on the Real Property Identification Maps of Botetourt County as Section 89, Parcel 122.

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

Mrs. Nicole Pendleton, Director of Community Development, stated that the proffered conditions included with the approval of this property's 1999 rezoning request prohibited on-site tractor-trailer parking and required conformity with the concept plan. She noted that the original concept plan did not include a gravel lot on the property. She noted that staff discovered this situation after receiving a site plan application for electric car charging stations on this property.

Mrs. Pendleton stated that the County never formally approved the gravel lot and the applicant has filed a change in proffer request to allow short-term truck parking on the gravel lot only. Mrs. Pendleton stated that there are no proposed changes to the site—only to the proffered conditions approved in 1999.

After discussion, Mrs. Pendleton stated that there were 7 residents who had concerns about this request in attendance at the Planning Commission's public hearing. She noted that some citizens were concerned that the site would become a truck stop and others were concerned about additional tractor trailers on Route 640 (Brugh's Mill Road).

Mrs. Pendleton stated that, if this request is approved, the existing conditions will be brought into compliance with the proffers regulating the property's zoning. She noted that the proffer would require that signs be placed on the gravel lot stating that only customer parking is allowed, with a one-hour limit, and no sleeping permitted.

Dr. Scothorn stated that he visited this area one afternoon and noted the applicant has done a great job in the placement of the electric car charging station. He noted that during his

visit there was one truck on the site and a UPS truck that parked there for about 15 minutes. Dr. Scothorn noted that signs restricting parking were posted.

Dr. Scothorn then questioned where truckers would take a short break, if there was no truck parking on this site, as the nearest truckstop is several miles away. He noted that no overnight parking is allowed on the lot.

After discussion, Dr. Scothorn stated that this was a well put together proposal and noted that Mr. Rader was present to answer any questions.

Mr. Sloan noted that any business owner that is located close to the interstate will have truck traffic. He noted that the federal government has implemented laws and regulations that require truckers to have a rest stop after a certain number of hours on the road but the government does not have any place for them to park. He noted that Mr. Rader's proposal will give the truckers a little respite.

Mr. Sloan also applauded Mr. Rader for allowing the electric car charging station to be placed on his property.

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

After questioning by Dr. Scothorn, Mr. Rader stated that he has been told that the grand opening for the charging station will be scheduled in a couple of weeks.

After questioning by Mr. Sloan, Mr. Rader stated that it takes approximately 20 minutes to recharge an electric car at one of these charging stations.

There being no further discussion, on motion by Mr. Sloan, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board approved a request in the Buchanan District from Brugh's Mill, LLC, for a change of proffered conditions to change a proffered condition from prohibiting on-site tractor-trailer truck parking to limited tractor-trailer parking and to modify a proffered condition of substantial conformance to the original concept plan which did not show the existing truck parking area as follows with the removal of proffer #11 from the property's 1999 rezoning approval which did not allow tractor-trailer parking, on a parcel located in the Business (B-2) and Agricultural (A-1) Use Districts on an 8.02-acre lot at 345 Brugh's Mill Road, Fincastle. The area subject to this request is 5.609 acres of the 8.02 acre-lot, located in the Business (B-2) Use District. The parcel is located approximately 0.3 miles northwest of the intersection of Brugh's Mill Road (State Route 640) and Lee Highway (U. S. Route 11), identified on the Real Property Identification Maps of Botetourt County as Section 89, Parcel 122. (Resolution Number 18-04-22)

AYES: Mr. Sloan, Mr. Clinton, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None

1. That the property will be developed in substantial conformity with the Concept Plan, titled "Topographic Survey, A portion of 345 Brughs Mill Road, Buchanan District, Botetourt County, Virginia", prepared by Clark Land Surveying, Inc., dated 2/1/2018, which includes the gravel lot parking area designated for truck parking. Signs stipulating "customer truck parking only, a one hour limit and no sleeping" shall be permanently placed on property.
2. The B-2 property will exclude the following uses: Meat and poultry slaughterhouse, hospital and nursing home, upholstery shops, and funeral home.
3. That the exterior construction of the building within the development will be coordinated in a consistent manner on all elevations, facades and sides. Construction

material for the exterior of the building shall be brick or wood with a metal roof and include a front porch and a minimum of two dormers.

4. That all roof-mounted mechanical equipment, ground equipment, dumpsters, waste compactors and storage areas shall be screened from view. One or a combination of the following may accomplish screening: landscaping berms, continuous evergreen buffers or board on board fencing.
5. That the maximum building height will be thirty-five (35) feet as measured from the average elevation of grade at the building face, to one of the following: mean elevation of a sloped roof, top of parapet or flat roof, or highest point of a mansard roof.
6. That parking areas shall consist of one or a combination of the following: asphalt, concrete block pavers, pea gravel or equivalent materials that provide a smooth surface. All necessary header curbs and curb and gutter shall be concrete. No parking shall be permitted in a required buffer area or screening area. Parking lot landscaping shall be provided as required by the Botetourt County Zoning Ordinance. All parking areas shall be graded at a minimum slope of one percent (1) to ensure positive drainage.
7. That signage shall be uniform in materials, color scheme, letter style proportions and other characteristics and will conform to all zoning standards and requirements. That the freestanding sign will not exceed 30' in height.
8. That all landscaping shall meet or exceed the requirements of the Botetourt County Code and shall be maintained by the property owner.
9. Specific lighting locations to be determined in final plan development. All exterior lighting shall be installed in a manner that will control glare and spillover beyond the property boundary. Pole lighting shall not exceed a mounting height of twenty (20) feet and shall use luminaries with "cut-off" optics, light diffusing shields or the equivalent.
10. That utility services such as natural gas, fiber optic, sanitary sewer and water lines shall be installed underground. Transformers or other required ground level service will be screened to the extent possible without affecting serviceability or operation.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Leffel, and carried by the following recorded vote, the meeting was adjourned at 6:45 P. M. (Resolution Number 18-04-23)

AYES: Mr. Sloan, Mr. Clinton, Mr. Leffel, Dr. Scothorn

NAYS: None

ABSENT: Mr. Martin

ABSTAINING: None