

The regular meeting of the Botetourt County Board of Supervisors was held on Tuesday, June 26, 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
Mr. Steve Clinton
Mr. I. Ray Sloan
Mr. Billy W. Martin, Sr.

ABSENT: Members: Dr. Donald M. Scothorn, Vice-Chairman

Others present at the meeting:

Mr. David Moorman, Deputy County Administrator
Mr. Michael W. S. Lockaby, 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 Mr. Martin, and carried by the following recorded vote, the Board went into Closed Session to discuss personnel issues related to individual employee(s) with regarding to performance; staff evaluations and information prepared to evaluate a proposal under the Public-Private Education Facilities Act of 2002 by County Waste; consideration of the acquisition of property for public purposes or the disposition of publicly held real estate in the Valley and Blue Ridge Districts where discussion in open session would adversely affect negotiations; discussion concerning a prospective business or industry or the expansion of an existing business or industry in the Buchanan, Blue Ridge, and Valley Districts 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 and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the County relating to the Aqua rate case pursuant to Section 2.2-3711 (A) (1) (3), (5), (8), and (28) of the Code of Virginia, 1950, as amended. (Resolution Number 18-06-01)

AYES: Mr. Leffel, Mr. Clinton, Mr. Sloan, Mr. Martin

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

The Chairman called the meeting back to order at 2:05 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 18-06-02)

AYES: Mr. Leffel, Mr. Sloan, Mr. Clinton, Mr. Martin

NAYS: None

ABSENT: Dr. Scothorn

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.

Mr. Clinton then led the group in reciting the pledge of allegiance.

Mr. Jim Farmer, Director of Recreation and Facilities, then introduced Mr. Ross Groenevelt as the County's new Parks and Sports Field Manager. He noted that Mr. Groenevelt

has a Bachelor's degree in soil science and previously worked for the San Francisco Giants and the Salem Red Sox baseball teams. Mr. Farmer stated that he is thankful to have someone of Mr. Groenevelt's caliber on his staff to oversee the County's parks and ballfields.

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

Mr. Groenevelt then thanked the Board.

Mr. Jason Ferguson, Battalion Chief, then introduced Mr. Tyler Flora as the County's new Captain of Training in the Department of Fire and EMS. Mr. Ferguson stated that Mr. Flora previously worked for the County from 2011 to 2015 as an initial crew member on the first career staffed fire engine. He noted that there was a large pool of candidates for this position but Mr. Flora's background in training coordination and oversight was an asset in his hiring. Mr. Ferguson stated that Mr. Flora is a resident of Franklin County and began work for the County yesterday.

Mr. Leffel welcomed Mr. Flora back to Botetourt County.

Mr. David Moorman, Deputy County Administrator, then introduced Mr. Mahesh Tailor as the County's new Director of Technology Services. He noted that Mr. Tailor has a great deal of experience and expertise in computer technology and previously worked for Carilion Clinic as a Director of Technology Services. He noted that Mr. Tailor began work for the County at the end of May.

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

Mr. Leffel noted that "with the technology expertise of this Board," Mr. Tailor will always have something to do.

Mrs. Nicole Pendleton, Community Development Director, then introduced Mr. Jim Whitten to the Board. She noted that Mr. Whitten has been hired as a Capital Projects Manager and, among other duties involving development projects, will oversee the construction of the new Colonial Elementary School. She noted that he previously lived and worked in Carroll County and also has a wealth of knowledge and expertise in building, erosion and sediment control, etc.

Mr. Whitten noted that he has purchased a home in the County and looks forward to working with the staff.

Mr. Martin and Mr. Leffel then welcomed Mr. Whitten to employment with Botetourt County.

Mrs. Pendleton then introduced Mr. Mark Villarreal to the Board. She noted that Mr. Villarreal has been hired as a Geographical Information Systems intern in the Community Development Department. She noted that he is a graduate student at Virginia Tech and they are pleased to have him working in the department this summer.

The Board welcomed Mr. Villarreal to employment with the County.

Mr. Cody Sexton, Assistant to the County Administrator, then introduced Mr. Jason Tyree to the Board. Mr. Sexton noted that Mr. Tyree is the new Buchanan Town Manager and he (Mr. Sexton) served on the search committee for this position.

Mr. Craig Bryant, Mayor of Buchanan, stated that Mr. Tyree previously worked for three years in the City of Lynchburg's Code Enforcement Office and has obtained a graduate certif-

icate in Local Government Management from Virginia Tech. Mr. Bryant stated that they are glad that Mr. Tyree is working for the Town. He noted that it is a busy time for the Town as the annual carnival starts on Thursday.

On behalf of the Board, Mr. Leffel welcomed Mr. Tyree to the County and the Town of Buchanan.

Mr. Tyree thanked the Board for their welcome.

Mr. Jason Ferguson, Battalion Chief, then recognized three Fire and EMS employees for obtaining certifications in their field. He noted that Ms. Amanda Simmons was not able to attend today's meeting but had recently completed the paramedic program at Central Virginia Community College (CVCC). He also noted that Mr. Joey Wirt has completed a six month Advanced EMT program through New River Valley Community College and has received certification as a nationally registered Advanced EMT. Mr. Ferguson noted that Mr. Wirt has been employed by the County for two years.

Mr. Ferguson further stated that Mr. Aaron Hagerman was also enrolled in a two year paramedic program at CVCC and recently received his EMT-Intermediate certification.

Mr. Martin congratulated Mr. Wirt and Mr. Hagerman for obtaining these certifications. The Board concurred in Mr. Martin's comments

After questioning by Mr. Martin, Mr. Ferguson stated that he had recently received the 2018 Award of Excellence in EMS from the Western Virginia Emergency Medical Services Council.

The Board congratulated Mr. Ferguson for receipt of this award.

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 various consent agenda items.

After discussion, on motion by Mr. Sloan, seconded by Mr. Martin, and carried by the following recorded vote, the Board removed items 2 (Water/Sewer Ordinance amendments public hearing request), 3 (Comprehensive Plan public hearing request on water/sewer service areas), 4 (Comp Plan public hearing request on proposed Baileywick Holdings development), and 11 (Memorandum of Understanding with the Botetourt Chamber of Commerce on administration and funding of the Botetourt Wine and Brew Trail) from the Consent Agenda to the General Items agenda. (Resolution Number 18-06-03)

AYES: Mr. Leffel, Mr. Sloan, Mr. Clinton, Mr. Martin

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

On motion by Mr. Martin, seconded by Mr. Leffel, and carried by the following recorded vote, the Board approved the following consent agenda items: (Resolution Number 18-06-04)

AYES: Mr. Leffel, Mr. Sloan, Mr. Clinton, Mr. Martin

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Approval of minutes of the regular meeting held on May 22, 2018;

Approval of an amendment to a MoU with the Virginia Community College System conveying certain personal property in fulfillment of a performance agreement;

Approval of a tax refund to Virginia Forge Company due to an erroneous assessment of business tangible personal property and machinery and tools taxes;

Consideration of approval of the FY 18-19 budget appropriation resolution and the Capital Improvements Plan as follows:

WHEREAS, the General Fund, School Budgets, and Tax levies have been approved for Fiscal year 2018 – 2019,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Botetourt County hereby makes the following categorical appropriations for Fiscal Year 2018 – 2019 for the functions, as indicated; the Treasurer of Botetourt County is authorized to transfer local funds, as needed, not to exceed \$24,509,282 to the School Operating Fund:

100-4011100 - 11010	Board of Supervisors	261,767
100-4012110 - 12110	County Administrator	383,721
100-4012120 - 12120	Deputy Administrators	418,777
100-4012310 - 12310	Commissioner of Revenue	407,002
100-4012320 - 12320	Assessor	211,000
100-4012410 - 12410	Treasurer	488,734
100-4012430 - 12430	Financial Services	302,056
100-4012510 - 12510	Technology Services	1,042,161
100-4012530 - 12530	Central Purchasing	110,058
100-4012560 - 12560	Central Garage	86,156
100-4013300 - 13300	Electoral Board / Registrar	281,537
100-4021100 - 21100	Circuit Court	59,150
100-4021200 - 21200	General District Court	25,174
100-4021300 - 21300	Magistrate	2,510
100-4021600 - 21600	Clerk of Circuit Court	659,880
100-4022100 - 22100	Commonwealth's Attorney	803,857
100-4031200 - 31200	Sheriff	5,020,315
100-4031400 - 31400	Dispatch	832,553
100-4032200 - 32200	Volunteer Fire & Rescue	1,511,482
100-4035500 - 32421	Western Va. EMS Council	6,722
100-4033100 - 33100	Correction & Detention	4,386,740
100-4033200 - 33200	Juvenile Detention Center	117,000
100-4033300 - 33300	Probation Office	4,701
100-4035100 - 35100	Animal Control	607,291
100-4035500 - 35500	Fire & EMS	3,637,211
100-4035600 - 35600	Emergency Communications	284,769
100-4040000 - 40000	General Services	155,274
100-4042400 - 42400	Division of Waste Management	678,483
100-4043000 - 43000	Maint. of General Bldgs. & Grounds	857,678
100-4051000 - 51100	Local Health Department	329,252
100-4051000 - 52500	Mental Health Service Bd.	40,000
100-4051000 - 53710	Total Action For Progress (TAP)	1,000
100-4051000 - 53716	Brain Injury Services	2,500
100-4053000 - 53000	Social Services	1,373,730
100-4053500 - 53500	Children's Services Act (CSA)	1,262,556
100-4053730 - 53730	Child Health Invest. Partn. (CHIP)	2,000
100-4081200 - 81200	Community Development	880,966
100-4051000 - 53740	Roanoke Area Ministries	1,000
100-4081200 - 69130	Botetourt County FFA Alumni	1,000
100-4051000 - 53775	Botetourt Resource Center	10,000

100-4051000 - 53780	League of Older Americans	11,000
100-4068000 - 00000	Community Colleges	42,140
100-4071100 - 71100	Recreation & Facilities	1,252,025
100-4071300 - 71300	Botetourt Sports Complex	381,563
100-4071500 - 71500	Van Program	84,593
100-4072000 - 72240	Botetourt Co. Museum Hist. Society	9,000
100-4072000 - 72241	Standing Room Only	7,000
100-4072000 - 72242	Attic Productions	7,000
100-4073100 - 73100	Library	1,080,250
100-4081200 - 81210	Planning District Commission	31,517
100-4081200 - 81220	Roanoke Valley Transp. Plan. Org.	2,688
100-4081200 - 81240	Virginia's Blue Ridge	150,197
100-4081200 - 81250	Roanoke Valley Greenway Comm.	14,300
100-4081200 - 81410	Roanoke Valley Broadband Auth.	5,000
100-4081200 - 81510	Economic Devel. Partnership	68,674
100-4081200 - 82500	Environmental Management	20,111
100-4081500 - 81500	Economic Development	509,385
100-4081500 - 81520	Western Va. Reg. Ind. Facility Auth.	6,051
100-4083000 - 83000	Cooperative Extension Program	67,783
100-4091000 - 91000	Wellness Program	63,514
100-4091000 - 91000	Personnel Compensation Adjustm.	600,000
100-4091800 - 91800	EDA Transfers	750,000
100-4094000 -	Capital Projects	1,009,500
	TOTAL GENERAL FUND	33,721,054
100-4095000	Debt Service-County/VPSA	4,047,147
100-4095000	Debt Service-School Literary Fund	697,220
	TOTAL DEBT SERVICE FUNDS	4,744,367
100-4091000 - 93000	Contingency	273,520
220-4050000 -	School Operations	50,742,928
	Self-Sustaining Funds	3,298,490
	School Nutrition Fund	1,804,416
	Textbook Fund	1,918,608
	Capital Reserve Fund	475,088
	TOTAL SCHOOL FUND	58,239,530
	TOTAL ALL FUNDS	96,978,471

Approval of reassignment of Class 1 and 2 garbage collection and disposal franchises from Community Sanitation to County Waste;

Approval of request for the School System to transfer the Avery Row property (Tax Map 112(3), Parcel C) to the EDA; and

Approval of a Noise Ordinance variance request for a concert on the Jeter Farm property in Buchanan on August 10, 2018.

Consideration was then held on authorization of advertisement of a public hearing on proposed amendments to Article II. Approval of Water Supply Systems and Article IV. Sewers

Generally of the Water, Sewers, and Sewage Disposal Ordinance regarding water and sewer system service areas. Mr. Michael Lockaby, County Attorney, stated that this agenda item and the item regarding a request for a public hearing on proposed Comprehensive Plan amendments regarding water and sewer service areas and main lines, and for the new Colonial Elementary School site “go together to some degree” because of the County’s 2015 joinder agreement with the Western Virginia Water Authority.

Mr. Lockaby stated that the Water, Sewers, and Sewage Disposal Ordinance was not fully revised to reflect the provisions of this joinder agreement after it was approved/signed in 2015. He noted that the proposed revisions would remove any requirement that would force property owners to mandatorily connect to private water/sewer systems. Mr. Lockaby further noted that these revisions are designed to make this changeover easier and to centralize policies in the County’s Comprehensive Plan.

He stated that the request to advertise for a public hearing on proposed Comp Plan amendments regarding water and sewer service areas and for the new Colonial Elementary School site is in conjunction with these ordinance amendments.

After questioning, Mr. Jerod Myers, County Planner, stated that the next agenda item requests advertisement of a public hearing on additional amendments to the Comprehensive Plan’s Future Land Use Map regarding a proposed mixed use commercial (B-2) and residential (R-3 and R-4) development by Baileywick Holdings, LLC. Mr. Myers stated that this company owns 80.32 acres which is zoned Agricultural A-1 on U. S. Route 220 across from Ikenberry Orchard that they are proposing to rezone to R-3, R-4, and B-2 uses.

Mr. Myers noted that this area is currently identified on the Future Land Use Map as “medium density residential,” and for this high-density residential and commercial development’s rezoning request to be considered by the Planning Commission and Board of Supervisors, a public hearing on a proposed Comp Plan amendment is required.

There being no further discussion, on motion by Mr. Martin, seconded by Mr. Clinton, and carried by the following recorded vote, the Board directed staff to advertise for a public hearing at the July regular meeting on proposed amendments to Sections 24-201, 24-202, 24-403, and 24-404 of Chapter 24 Water, Sewers, and Sewage Disposal of the Botetourt County Code regarding water and sewer system service areas; refer the amendments regarding water and sewer service areas and main lines and for the new Colonial Elementary School site to the Planning Commission for public hearing and consideration and preparation of amendments and new maps within 6 months; and directed staff to advertise for public hearings at future Planning Commission and Board of Supervisors’ meetings on proposed amendments to the Comprehensive Plan’s Future Land Use Map regarding a proposed commercial and Residential R-4 development by Baileywick Holdings, LLC. (Resolution Number 18-06-05)

AYES: Mr. Leffel, Mr. Sloan, Mr. Clinton, Mr. Martin

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Consideration was then held on approval of a MOU with the Botetourt County Chamber of Commerce regarding administration and funding of the Botetourt Wine & Brew Trail. Mr. Ken McFadyen, Economic Development Director, stated that staff has been in conversations with the Chamber of Commerce since last year on rebranding and updating the County’s marketing initiative for wineries and breweries.

Mr. McFadyen stated that a new winery (Stoney Creek) in the Troutville area will be opening soon and, along with the opening of the Ballast Point Brewery last year, the County's marketing program needs to be updated. He noted that as the Chamber is also updating its marketing and branding programs, it is a "natural fit" for the County to work with them together on this project. Mr. McFadyen stated that the Chamber will work with the Virginia Tourism Corporation on obtaining grant applications to fund these rebranding initiatives.

He noted that a Memorandum of Understanding (MoU) has been drafted for this scope of work which details the project's parameters and states that the County will fund up to \$10,000 of these marketing initiatives for the wineries and breweries.

After questioning by Mr. Clinton, Mr. McFadyen stated that this project will include a new marketing platform for the wineries and breweries including new brochures and internet/advertising formats. After further questioning by Mr. Clinton, Mr. McFadyen stated that both the County and Chamber staff will work on these new marketing programs.

On motion by Mr. Clinton, seconded by Mr. Sloan, and carried by the following recorded vote, the Board approved a Memorandum of Understanding between the County and the Botetourt County Chamber of Commerce regarding administration and funding of the Botetourt Wine and Brew Trail, authorized the County Administrator to sign the agreement on the County's behalf, and approved an additional appropriation in the amount of \$10,000 to Economic Development-Marketing, 100-4081500-81500-5840. (Resolution Number 18-06-06)

AYES: Mr. Leffel, Mr. Sloan, Mr. Clinton, Mr. Martin

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Consideration was then held on approval of transfers and additional appropriations. Mr. Tony Zerrilla, Director of Finance, stated that there were 8 transfers, 16 pass-through appropriations, and 8 regular appropriations for the Board's consideration this month.

He noted that the transfers were for quarterly and department/fund budget transfers. Mr. Zerrilla stated that the appropriations were for cost reimbursements, receipt of grant funds, bond issuance costs regarding the financing's closing for the new Colonial Elementary School project, and fund appropriations. Mr. Zerrilla noted that the regular appropriations were for additional expenses that were not anticipated/foreseen in the FY 18 budget.

After questioning by Mr. Martin, Mr. Zerrilla stated that the \$10,000 transfer from the General Fund to the Greenfield Preservation Area Fund is the County's matching amount for receipt of \$5,000 contributions from both the Friends of Greenfield and the Botetourt Historical Society.

There being no further discussion, on motion by Mr. Sloan, seconded by Mr. Martin, and carried by the following recorded vote, the Board approved the following transfers and additional appropriations. (Resolution Number 18-06-07)

AYES: Mr. Leffel, Mr. Sloan, Mr. Clinton, Mr. Martin

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Transfer \$832.59 to Central Purchasing – Store Supplies, 100-4012530-12530-6021-000, from various departments as follows for store supplies usage:

\$ 10.00	Dep. Co. Admin – Office Supplies, 100-4012120-12120-6001
\$ 4.93	Financial Services – Office Supplies, 100-4012430-12430-6001
\$ 12.00	Techn. Services – Office Supplies, 100-4012510-12510-6001
\$ 42.21	Central Purchasing – Office Supplies, 100-4012530-12530-6001

\$ 57.00 Maintenance. – Uniforms, 100-4043000-43000-6011
 \$ 24.00 Rec. & Facilities – Office Suppl., 100-4071100-71100-6001
 \$ 76.00 Rec. & Facilities – Uniforms, 100-4071100-71100-6011
 \$223.45 Sports Complex – Repairs & Maint., 100-4071300-71300-3313
 \$ 54.00 Comm. Development – Uniforms, 100-4081200-81200-6011
 \$ 12.00 Comm. Development – Office Supplies, 100-4081200-81200-6001
 \$317.00 Econ. Development – Office Supplies, 100-4081500-81500-6001

Transfer \$165.54 to Central Purchasing – Pool Car Transfers, 100-4012530-12530-6020-000, from various departments as follows for fuel usage:

\$ 10.11 County Admin. – Fuel, 100-4012110-12110-6008
 \$ 3.09 Financial Services – Fuel, 100-4012430-12430-6008
 \$ 4.54 Central Purchasing – Fuel, 100-4012530-12530-6008
 \$ 27.43 Sheriff - Fuel, 100-4031200-31200-6008
 \$ 23.92 General Svcs. – Fuel, 100-4040000-40000-6008
 \$ 3.20 Rec. & Facilities – Fuel, 100-4071100-71100-6008
 \$ 68.09 Comm. Development. – Fuel, 100-4081200-81200-6008
 \$ 25.16 Econ. Development. – Fuel, 100-4081500-81500-6008

Transfer budgeted funds of \$7,500 from Deputy County Admin. – Professional Services, 100-4012120-12120-3100, to Board of Supervisors – Professional Services, 100-4011100-11010-3100. This budget transfer will cover health benefit advisor's costs charged to the Board of Supervisors department that were budgeted in the Deputy County Administrator's department.

Transfer \$10,000 from Botetourt County General Fund (Fund 100) to Greenfield Preservation Area Fund (Fund 240). This transfer places \$10,000 in Fund 240 as County matching funds for contributions equally supplied (\$5,000 each) by Friends of Greenfield and Botetourt Historical Society. The budget source for these County funds resides in CIP – Greenfield Historic Preservation Match, 100-4094000-72243-8012-733.

Transfer budgeted funds of \$7,700 from Sports Complex – Hospital & Medical Plan, 100-4071300-71300-2300 to Van Program – Hospital & Medical Plan, 100-4071500-71500-2300. This transfer will cover Van Program costs incurred due to new enrollment in the County's health plan.

Transfer budgeted funds of \$1,149.76 from Financial Services – Part-Time Wages, 100-4012430-12430-1300, to County Administrator – Part Time Wages, 100-4012110-12110-1300. This transfer will cover temporary part-time wages incurred.

Transfer budgeted funds of \$1,437.14 from Technology Services – Capital Outlay - EDP Equipment, 100-4012510-12510-8007, to County Administrator – Capital Outlay – EDP Equipment, 100-4012110-12110-8007. This transfer will cover an EDP equipment purchase.

Transfer \$29,581.47 from Colonial Elementary – VPSA 2018 - Fund 303 to General Fund – Fund 100. This transfer is to provide for preliminary costs incurred to date for the new Colonial Elementary School Project.

Additional appropriation in the amount of \$2,299.44 to the following Sheriff's Department accounts: \$2,136.03 to Wages – Overtime, 100-4031200-31200-1200; and \$163.41 to FICA, 100-4031200-31200-2100. These are funds received for traffic control services from Branch Highways.

Additional appropriation in the amount of \$277.56 to the following Sheriff's Department accounts: \$265.96 to Vehicle Supplies, 100-4031200-31200-6009; and \$11.60 to Subsistence & Lodging, 100-4031200-31200-5530. This is a reimbursement of extradition expenses.

Additional appropriation in the amount of \$2,318.95 to Sheriff's Department – Various Accounts, 100-4031200-31200. This is for uniform contract payments and reimbursement of U. S. Marshals Service overtime.

Additional appropriation in the amount of \$1,327.90 to the following Correction and Detention accounts: \$1,251.93 to Medical and Lab Supplies, 100-4033100-33100-6004; and \$75.97 to Uniforms, 100-4033100-33100-6011. The former is for Craig County inmate medical costs and the latter is for uniform contract payments.

Additional appropriation in the amount of \$29,581.47 to Colonial Elementary – VPSA 2018 Fund – Fund 303. This appropriation covers total proceeds that will be transferred to the General Fund through June 30, 2018.

Additional appropriation in the amount of \$20,431.47 to CIP - Capital Projects – School Construction – Preliminary Costs, 100-4094000-60000-8012-166. This appropriation covers June 2018 expenses paid by the County that will be reimbursed by the Colonial Elementary – VPSA 2018 Fund – 303.

Additional appropriation in the amount of \$41,679.40 to Colonial Elementary – VPSA 2018 Fund – Fund 303. This appropriation covers bond issuance costs incurred as part of the closing process for the financing of the new Colonial Elementary School project.

Additional appropriation in the amount of \$1,768.40 to Volunteer Fire & Rescue – County Volunteer Fire Depts., 100-4032200-32200-5641. This is a reimbursement of a duplicate payment.

Additional appropriation in the amount of \$190 to Children’s Services Act – Convention & Education, 100-4053500-53500-5540. This is a reimbursement for attending a CSA conference.

Additional appropriation in the amount of \$8,560 to Maintenance – Repairs & Maintenance – Buildings, 100-4043000-43000-3313. These are funds to be received in June from Virginia Western Community College for labor and materials supplied by the County to facilitate VWCC’s HVAC program at Greenfield ETC.

Additional appropriation in the amount of \$750 to Economic Development – Professional Services, 100-4081500-81500-3100. These are grant funds received from the Virginia Economic Development Partnership.

Additional appropriation in the amount of \$5,472.07 to Sheriff’s Department – DMV Salaries, 100-4031200-31200-1800. These are DMV grant funds received from the State for alcohol and speed enforcement.

Additional appropriation in the amount of \$5,899.58 to Transfer to EDA, 100-4091800-91800-3800. This is a refund check received from HVS Convention, Sports and Entertainment.

Additional appropriation in the amount of \$30,793.80 to E-Summons Fund - Fund 213. This appropriation will cover all FY18 expenditures for this fund.

Additional appropriation in the amount of \$53.11 to Botetourt County Restitution Fund – Fund 215. This appropriation will cover FY18 expenditures for this fund.

Additional appropriation in the amount of \$20,000 to Greenfield Preservation Area Fund – Fund 240. This appropriation provides budgeted dollars for the fund at June 30, 2018.

Additional appropriation in the amount of \$17,428 to the following departments: \$7,530.00 to Central Purchasing, 100-4012530-12530-2300; \$3,270.00 to Children’s Services Act, 100-4053500-53500-2300; and \$6,628.00 to Economic Development, 100-4081500-81500-2300. This appropriation will cover Hospital and Medical Plan budget shortages due to a change in method of allocating healthcare costs by department.

Additional appropriation in the amount of \$10,995 to Board of Supervisors – Professional Services, 100-4011100-11010-3100. This appropriation covers unanticipated expenses charged to this expense line including bond counsel fees.

Additional appropriation in the amount of \$10,754 to Electoral Board/Registrar – Maintenance Contracts, 100-4013300-13300-3320. This appropriation covers a FY19 maintenance contract paid in June.

Additional appropriation in the amount of \$35,000 to Department of Social Services, 100-4053000-53600. This appropriation covers operational costs not anticipated in the FY18 adopted budget.

Additional appropriation in the amount of \$2,500 to Wellness Program, 100-4091000-91000-2450. This appropriation provides coverage for expenses incurred due to additional participation in the Wellness Program.

Additional appropriation in the amount of \$15,773 to Transfer to EDA, 100-4091800-91800-3800-000. This appropriation covers additional costs incurred related to the land purchase transaction for construction of the new Colonial Elementary School.

Additional appropriation in the amount of \$36,462.36 to VDOT Revenue Sharing, 100-4094000-40000-9409-809. This appropriation covers FY18 costs for the Blue Ridge Turnpike project.

Additional appropriation in the amount of \$3,999.93 to Debt Service – School Energy Performance Lease, 100-4095000-60000-9500-696. This appropriation will cover a budget shortage for this expense.

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 \$1,375,545.61 which included Debt Service, General Fund, and E-Summons Fund expenditures.

Mr. Zerrilla noted that this month's large expenditures included: \$80,724 to Sheehy Auto Stores for three new deputies' vehicles; \$354,175 to Sure-Flow, Inc., for replacement oxygen cylinders for the Volunteer Fire and Rescue units and the County's Fire and EMS Department, and \$40,125 to Engineering Concepts, Inc., for work on the Daleville Greenway project. He noted that this is year one of a three year oxygen cylinder replacement (SCBA) project.

There being no discussion, on motion by Mr. Sloan, seconded by Mr. Leffel, and carried by the following recorded vote, the Board approved the Accounts Payable and ratified the Short Accounts Payable List as submitted. (Resolution Number 18-06-08)

AYES: Mr. Leffel, Mr. Sloan, Mr. Clinton, Mr. Martin

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Mr. Kevin Hamm, Maintenance Operations Manager, Mr. Ray Varney, Resident Engineer, and Mr. Brian Blevins, Assistant Resident Engineer, with the Virginia Department of Transportation, were then present to speak to the Board.

Mr. Hamm then introduced Mr. Ray Varney to the Board. He noted that Mr. Varney is the new Salem Resident Engineer. He noted that Mr. Varney has been with VDoT for approximately 20 years and also has worked in the private sector for 14 years. Mr. Hamm noted that in the future Mr. Varney will be presenting VDoT's monthly report to the Board of Supervisors.

The Board welcomed Mr. Varney to the meeting.

Mr. Hamm then reviewed VDoT's June monthly report. He noted that the Exit 150 project is winding down and questions regarding traffic flow, signage, etc., through this area have been transferred to their Traffic Engineering Department for further review. Mr. Hamm noted that the project's remaining punch list items should be completed this summer.

He stated that a new box culvert will be installed under Route 779 (Catawba Road) beginning on July 23. He noted that this project is located approximately ½ mile east of the Route 630 (Blacksburg Road) intersection and is expected to take approximately 60 days to complete. Mr. Hamm stated that this work will necessitate having one lane closed at a time with traffic flow controlled by a temporary signal, so there will be some traffic backups during this period.

Mr. Hamm also noted that there will be I-81 bridge painting projects over Looney Mill Creek, Blue Ridge Turnpike, Narrow Passage Road, and the CSX railroad tracks which will begin in July. He stated that surface treatment work is proceeding in Buchanan and Lithia and will then move to Marion Oaks Subdivision and the Catawba/Fincastle area. Mr. Hamm further stated that a cape seal surface treatment on Route 43 in the Eagle Rock area has been completed and a slurry seal is scheduled to be placed on top of the surface treatment. He noted that plant mix will be placed on several high-volume roadways (Brugh's Mill Road, Stony Battery Road, Read Mountain Road, International Parkway, etc.) this year, including Route 11 in the Town of Buchanan which was completed last week.

Mr. Hamm then stated that there were 24 land use, utility, special event, and entrance permits issued from mid-April through mid-June and two plan reviews were conducted.

Regarding traffic engineering study requests, Mr. Hamm stated that the Brugh's Mill Road study has been completed and VDoT has determined that there is no need for a through-truck restriction at this time. He noted that additional signage and curve upgrades will be installed for traffic safety. He noted that VDoT staff will review this roadway after the traffic "settles down" once the Exit 150 upgrades are completed to see if any additional measures are needed.

Mr. Martin stated that, with all of the citizen calls that the Board and staff have received, he would think that VDoT would want to restrict through trucks on Brugh's Mill Road. Mr. Martin noted that he has also received calls from citizens about large trucks using this road even though it is not in his district.

Mr. Hamm stated that the trucks are maintaining the posted speed limit on this roadway but VDoT will work with law enforcement to continue to monitor the truck traffic over the next few months.

Regarding area headquarters projects, Mr. Hamm stated that with this spring's rains, VDoT has had a lot of drainage repairs and work to remove trees that have been knocked/blown down onto the roadways. He noted that this unexpected repair work has delayed some of the paving, patching, and other projects that were scheduled for this spring.

Mr. Clinton then questioned if there were any preventative measures being taken to deal with traffic using alternative routes during on the Route 779 culvert project. He noted that tractor trailers going to and from Roanoke Cement may use Route 630 to Fincastle to access Route 220 in order to avoid traffic delays at the Route 779 project.

Mr. Hamm stated that he will check into this issue.

Mr. Martin stated that he has received calls from citizens that Wildwood and White Oak Drives in White Oak Subdivision and Zimmerman Road need repairs after the recent heavy rains.

Mr. Hamm stated that he and other VDoT staff drove Zimmerman Road last week and are working to see what can be done to resolve the water runoff problems. He noted that short-range projects may include work on the dirt banks and ditches but VDoT is discussing several options to improve this situation.

After questioning by Mr. Sloan, Mr. Hamm stated that the sight distance improvement project at the Springwood Road/Copps Hill Road intersection was completed last week.

Mr. Sloan further stated that maintenance is needed on Loope Lane after the recent heavy rains.

Mr. Sloan then questioned if any progress had been made toward making sight distance improvements at the Shiloh Drive/Route 43 intersection.

Mr. Hamm stated that VDoT personnel have reviewed this intersection and are developing a cost estimate to cut back the dirt bank. He noted that there are also utility poles which will need to be relocated on this project and discussions held with the impacted property owner.

Mr. Sloan noted that there was almost another accident at this intersection recently and he conducted three funerals in this area over the last few weeks which resulted in a lot of traffic using this intersection. Mr. Sloan stated that he had one of the funeral home's staff on site to help safely direct traffic through this intersection.

After questioning by Mr. Leffel, Mr. Hamm stated that the brown gravel which was recently placed on Route 43 through Eagle Rock is used on high-volume roadways as it offers better traction. Mr. Hamm noted that the contractor will come back in a few weeks and place a slurry seal on top of the gravel.

Mr. Leffel then stated that he appreciated Mr. Bobby Simpson attending today's meeting regarding his concerns on the Shiloh Drive/Route 43 intersection.

There being no further discussion, the Board thanked Mr. Hamm for his update.

A public hearing was then held on the FY 19 – 24 Secondary System Six Year Plan and the FY 19 Secondary System budget. Mr. Brian Blevins, Assistant Resident Engineer, stated that, as reviewed with the Board at their April and May regular meetings, there are several road projects listed for improvements in the proposed Six Year Plan. He noted that priority 0 projects are those that have been completed and are awaiting financial closure; priority 1 is for approximately \$1.9 million in vertical curve improvements on a portion of Glebe Road; priorities 2 (White Church Road) and 3 (Stone Coal Road) are Rural Rustic Road (RRR) projects to reconstruct and hard-surface these roadways; and priorities 4 (Clyde's Run Road), 5 (Price's Bluff Road), 6 (Back Creek Lane), and 7 (Stevens Road) are to reconstruct, hard-surface, and/or pave-in place these roadways or a portion thereof.

Mr. Blevins noted that some funding has already been received for the White Church and Stone Coal road projects and priorities 4 – 7 were added to the Plan by the Board last month. He stated that VDoT generally funds these projects in the order as shown on the Plan.

Mr. Blevins further stated that VDoT transfers left-over money from one project to the next and projects can be completed earlier than anticipated if additional funding becomes available. Mr. Blevins stated that VDoT anticipates receiving \$1.3 million in unpaved road funds from FY 19 through FY 24.

The Board thanked Mr. Blevins for this report.

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 questioning by Mr. Leffel, Mr. Blevins stated that it is a good possibility that some of these projects will be completed sooner than anticipated. Mr. Blevins noted that use of VDoT personnel or hired equipment on recent projects has resulted in the work being completed earlier than anticipated. He further noted that on average these types of projects are completed one year earlier than planned.

After further questioning by Mr. Leffel, Mr. Blevins stated that, once the Six Year Plan's priorities are set, it is difficult to move one project ahead of another.

Mr. Leffel thanked Mr. Blevins for his efforts and assistance during this year's Six Year Plan update process.

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 FY 19 – 24 Secondary System Six Year Plan and the FY 19 Secondary System budget as submitted. (Resolution Number 18-06-09)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Consideration was then held on the Schools request regarding allocation of funds from the Capital Reserve Fund. Mr. John Busher, Superintendent of Schools, stated that the school system has used the Greenfield Education and Training Center for STEM-H classes for many years. He noted that there are transportation, security, and staffing issues in having these classes off of the high schools' campus.

Mr. Busher stated that, after participating in the County Administrator's Corporate Visitation Program which took school, community college, and other interested representatives to meet on-site with various County businesses, the school representatives learned a lot about preparing students for employment. He noted that engineering plays a big part in the County's businesses and these classes should be located at the Botetourt Technical Education Center where they can coordinate their work with the building trades and welding programs. He further noted that having teachers under the same roof to synchronize activities is financially and educationally prudent.

Mr. Busher stated that the school's health services class had 10 students in 2017-18 and there has been an increase in enrollment for this fall's course. He noted that having this program located at the Education and Training Center has caused difficulties. Mr. Busher further stated that relocating the agricultural science classes to the high schools will allow the lab-space to be used all day instead of just part of the day.

Mr. Busher stated that to this end the Schools would like to use Capital Reserve Funds to construct a lab for these classes adjacent to the agriculture classroom at Lord Botetourt High School. He noted that the current Fund balance is \$325,088.74 and the cost to construct the lab will be an amount not to exceed \$302,978.

After discussion, Mr. Busher stated that the County and Schools are starting to see growth in the southern end of the County and with economic development anticipated to increase, there will probably be an increase in student population over the next few years. He noted that an increase in students will mean additional funding received from the State for education.

Mr. Busher stated that it would be a tremendous benefit to have the STEM-H lab located at Lord Botetourt High School.

After questioning by Mr. Martin, Mr. Busher stated that there were 113 more students enrolled the County's schools in FY 17-18 than anticipated. Mr. Busher stated that the Community Development Department provides the School system with information on potential growth in the County so they can plan accordingly.

After questioning by Mr. Leffel, Mr. Martin noted that he did have a question/concern about this request but has discussed the matter with Mr. Busher and was satisfied with his response.

Mr. Clinton then questioned how the increased students would affect the classroom space at Lord Botetourt High School.

Mr. Busher stated that the proposed STEM-H lab will be located in the same space and is the same size as the existing lab.

After questioning by Mr. Clinton, Mr. Larrowe stated that the vacation of the STEM-H classes from the lower level of the Education and Training Center does open up opportunities for the County. He noted that a meeting with representatives from Virginia Western Community College is scheduled later this week to discuss this issue.

Mr. Sloan stated that he thinks this proposal is a great deal for the students at Lord Botetourt and James River high schools.

There being no further discussion, on motion by Mr. Martin, seconded by Mr. Sloan, and carried by the following recorded vote, the Board approved an allocation of an amount not to exceed \$302,978 from the School's Capital Reserve Fund to construct a STEM-H lab at Lord Botetourt High School. (Resolution Number 18-06-10)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

A public hearing was then held on proposed amendments to Chapter 3 Amusements of the Botetourt County Code regarding surety bond requirements for outdoor musical or entertainment festival permits. Mr. David Moorman, Deputy County Administrator, stated that the current surety bond requirements for outdoor musical or entertainment festivals is \$25,000 for a single event or \$100,000 for a multi-event annual permit.

He stated that this surety is used by the County to repair damage to public property or the fund the cost of sanitation or other public services resulting from an event. Mr. Moorman stated that one of the applicants that obtain this type of County permit each year had requested that the current requirements be reviewed and that the bond amount for smaller events be reduced.

He noted that staff, along with the County Attorney reviewed these provisions and are recommending that Section 3-106 of the Amusements Ordinance be amended as follows: \$25,000 surety/bond for a single event with 5,000 or less persons attending and \$100,000 surety/bond for an event with more than 5,000 persons attending. Mr. Moorman stated that the annual permit requirements would be maintained throughout the period of the annual permit and the surety would be replenished if used during the permit period.

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.

After questioning by Mr. Clinton regarding financial claims against the event's vendor, Mr. Moorman stated that this ordinance was originally created for large, outdoor events and the bond/surety provisions were a way to provide funding for community impacts from those large events. He stated that the proposed amendments would cover both of these types of events—large outdoor music festivals and those currently held at Daleville Town Center.

Mr. Clinton suggested that the staff further review this ordinance regarding provisions for occurrences of vandalism.

Mr. Michael Lockaby, County Attorney, stated that a lot of this has to do with controlling situations of liability when being an additional insured on the insurance policy would not be sufficient. He noted that the requirement of \$100,000 in surety for an annual permit for events of less than 5,000 people was not a necessity. Mr. Lockaby further stated that these proposed

amendments ensure that whoever is involved in these outdoor musical events has some financial responsibility.

Mr. Clinton further questioned how clean-up of roadways after these events falls onto the County. He asked that staff further review these provisions.

Mr. Lockaby stated that "experience bears things out or it does not."

Mr. Reid McMurry of Daleville stated that these ordinance provisions were drafted to regulate the Lithia Fiddlers Festival that was held many years ago. He noted that this event caused a lot of trouble for the County and the area's residents and the ordinance's provisions "bears that in mind."

Sheriff Ronnie Sprinkle then asked that the Supervisors keep in mind that the County is growing but his departmental personnel is not. He stated that, if these types of events are brought into the County, someone has to police them and asked that the Board keep these concerns in mind when making these decisions.

There being no further discussion, on motion by Mr. Martin, seconded by Mr. Clinton, and carried by the following recorded vote, the Board adopted the following amendments to Chapter 3 Amusements of the Botetourt County Code regarding surety bond requirements for outdoor musical or entertainment festival permits. (Resolution Number 18-06-11)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

BOTETOURT COUNTY CODE

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Chapter 3. Amusements

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Article IV. Outdoor Musical or Entertainment Festivals

Section 3-86 through 3-105 (Same)

Section 3-106. Applicant's bond.

(a) Prior to the granting of a permit under this division, the county administrator shall require the applicant to give bond, with corporate surety, payable to the county. **For a single event or annual permit where the county administrator or his designee reasonably anticipates that attendance at any event is likely to be 5,000 or more persons, the bond shall be in the amount of one hundred thousand dollars (\$100,000.00). For a single event or annual permit where the county administrator or his designee reasonably anticipates that attendance at each event is likely to be less than 5,000 persons, the bond amount shall be in the amount of twenty five thousand dollars (\$25,000.00) for a single event permit and one hundred thousand dollars (\$100,000.00). For an annual permit, the bond shall be maintained in full force and effect for each event, notwithstanding any claim against a bond as a result of any previous event.** In lieu of such a bond, the applicant may deliver to the county administrator cash, a certified check or cashier's check made payable to the county.

(b) through (e) (Same)

A public hearing was then held on an option for the sale and purchase of 11.08+/- acres and dedication of a 50' easement in Botetourt Center at Greenfield by Appalachian Power Company for construction of a new substation. Mr. David Moorman, Deputy County Administrator, stated that a draft copy of the option agreement for the sale and purchase of approximately 11 acres in Botetourt Center at Greenfield for a proposed electrical substation had been included in the Board's agenda packet.

He noted that later today the Board will be conducting a public hearing on a Commission Permit and Special Exceptions Permit for this property and the Board is being asked to approve this sale/purchase agreement contingent upon approval of the Commission and Special Exception permits.

Mr. Moorman noted that representatives from Appalachian Power Company were present to answer any questions.

After questioning by Mr. Leffel, the APCo representatives stated that they had no further information to add to Mr. Moorman's presentation of this request.

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.

On motion by Mr. Sloan, seconded by Mr. Leffel, and carried by the following recorded vote, the Board approved an Option for the Sale and Purchase of Real Estate with Appalachian Power Company for the purchase of an 11.08+/- acre site in Botetourt Center at Greenfield for construction of a new electrical substation, subject to approval of the Commission Permit and Special Exceptions Permit, and authorized the County Administrator to sign the agreement, subject to review and approval of the County Attorney. (Resolution Number 18-06-12)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

The Chairman then called for a 5 minute break.

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

A public hearing was then held on PPEA conceptual proposals for solid waste and recycling disposal services. Mr. David Moorman, Deputy County Administrator, stated that the County had received an unsolicited conceptual proposal from County Waste of Southwest Virginia, LLC, to enter into a public-private solid waste services partnership under the Public-Private Education Facilities and Infrastructure Act (PPEA). He noted that County Waste proposes to assume full administrative and operational control of the County landfill, including leasing the site from the County, with the County continuing operations of the citizens convenience center using County staff.

He further noted that the proposal included the construction of a transfer station in Cloverdale that would begin operations near the point in time that the Landfill's permitted space has been fully utilized and exhausted and then County Waste would assume responsibility for closing and capping the landfill as per the Virginia Department of Environmental Quality's (VDEQ) requirements.

He stated that the proposal also provides the County with financial incentives along with competitive and stable long-term disposal costs for non-hazardous solid waste and a long-term outlet for the handling and processing of recyclable materials, including residential, commercial, and industrial.

Mr. Moorman stated that the PPEA guidelines require that, upon receipt of an unsolicited proposal, the County must advertise for any competing proposals for this same service. He noted that an advertisement to this effect was published in The Fincastle Herald on April 4 and 11, 2018, and one proposal from the Roanoke Valley Resource Authority was received by the May 21 deadline.

After discussion, Mr. Moorman stated that the PPEA guidelines also require that a public hearing be scheduled to allow public input on both proposals and today's hearing was advertised in The Fincastle Herald on June 13 and 20, 2018. Mr. Moorman requested that the Board open the public hearing and allow any citizens present to speak. He noted that any comments received will be forwarded to the Solid Waste Committee for inclusion in their deliberations for presentation to the Board at a future meeting.

Mrs. Rebecca Kelley of Narrow Passage Road the questioned if closure of the landfill was specifically advertised as a PPEA project. Mrs. Kelley also noted that she has concerns about the proposed Cloverdale solid waste transfer station. She questioned what assurances the Board would require from County Waste that the company would pay the same transfer station tipping fees as the County's other franchised trash haulers. Mrs. Kelley recommended that a third party company or the County be responsible for billing the haulers, not County Waste.

After discussion, Mrs. Kelley also questioned what the tipping fee for recyclables would be at the proposed transfer station. She noted that RDS currently charges \$38/ton for recyclable materials. Mrs. Kelley stated that her trash collection company tries to not pass on any costs to their customers. She also asked that the Board ensure that, once the initial term of the agreement, if approved, has passed, County Waste or RVRA do not raise their rates exorbitantly.

Mrs. Kelley stated that her preference is to retain the current County arrangement and not transfer the landfill operations to another entity.

Mrs. Kelley further stated that "she does not want to be forced to work with someone who is not paying the full (tipping fee) price." Mrs. Kelley stated that County Waste's proposal maintains that they will provide bi-weekly curbside recyclable collection for the entire County. Mrs. Kelley stated that these services are already provided for free by the County's franchise haulers. Mrs. Kelley stated that it is not proper to let a competitor come into a contracted franchise area to do business.

After discussion, she noted that they try to keep their costs down for their customers and questioned how were they going to do so with these new operations. She further questioned why the County wants to change the trash collection/franchise operations and make the customers pay higher fees. Mrs. Kelley noted that her company is ready and able to serve the residents of Botetourt County and asked that the Board consider her thoughts during this review process.

Mr. Leffel stated that Mrs. Kelley had good questions/concerns for the Solid Waste Committee to consider and her comments will be forwarded to the Committee. Mr. Leffel also thanked Mrs. Kelley for the reliable solid waste collection work that her company has done in the County over the years.

Mrs. Kelley noted that Kelley's Garbage Collection Service has been operating in the County for 50 years.

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.

A presentation was then given by Shawn Hildebrand, CEO of Craig-Botetourt Electric Cooperative, on the Rural Electrification Administration (REA) program. Mr. Hildebrand stated that he has been CEO of Craig-Botetourt for 10 years. He noted that the company's mission statement is to provide safe, reliable electrical service at the lowest possible cost.

He noted that the cooperative was incorporated in 1936 under the REA program created by President Franklin Roosevelt, it exists to serve their members, and is now known as a rural utility service. He noted that the REA serves rural areas that other utilities do not. Mr. Hildebrand stated that they are a member-owned cooperative and are a 501c(12) organization under the U. S. tax code.

Mr. Hildebrand stated that there are 900 REA cooperatives in the United States; 12 of which are in Virginia with Craig-Botetourt being the smallest in the state. He noted that they are regulated by the State Corporation Commission (SCC) and serve the Virginia counties of Alleghany, Botetourt, Craig, Giles, Roanoke, Montgomery, as well as Monroe County, West Virginia.

Mr. Hildebrand stated that they have 2,028 electrical meters and 1,388 miles of line in their system with 270 miles of line and 2 substations in Botetourt County—one on Stone Coal Gap Road, and one in Bessemer. He noted that they have purchase power agreements with Appalachian Power Company and Dominion Power as they do not own any generating/transmission assets. He noted that the company's infrastructure is valued at over \$40 million; \$10.3 million of which is located in Botetourt County. He noted that their annual sales are over \$12.2 million.

After discussion, Mr. Hildebrand stated that they are a locally-governed utility and have a six member Board of Directors. He noted that two of their Board members from Botetourt County, Mr. James Huffman and Mr. Patrick Ryan, were present at today's meeting.

He noted that the company is involved in the community, provides funding to events and organizations, provides scholarships, and returns capital credits to their members. Mr. Hildebrand stated that Craig-Botetourt is currently updating their four year strategic plan and are working on Smart Grid initiatives to improve electrical service reliability and a revised distribution system plan.

After questioning by Mr. Martin, Mr. Hildebrand stated that the SCC designates certified service areas for the electrical utilities that serve customers in the State of Virginia. He noted that their Botetourt County service area includes the areas west of Route 220 and north of Fincastle. Mr. Hildebrand stated that these service areas were designated in the 1950s.

After further questioning by Mr. Martin, Mr. Hildebrand stated that a determination as to which electrical utility would provide service to a new home in the County is based on the property's physical address.

Mr. Larowe stated that Mr. Hildebrand is deeply involved in workforce development as he is the current Chairman of the region's workforce development board.

Mr. Hildebrand stated that the workforce development board does great work.

After further questioning by Mr. Martin, Mr. Hildebrand stated that their utility rates are higher compared to the other electrical utilities serving Botetourt County because Craig-Botetourt does not generate electricity but has to purchase it from companies such as APCo or Dominion Power.

After questioning by Mr. Sloan, Mr. Hildebrand stated that he does not anticipate any changes being made to the electrical utility service area boundaries because of the large investment in infrastructure that the utilities have made in their designated areas.

Mr. Leffel thanked Mr. Hildebrand for attending this meeting. Mr. Leffel noted that he asked that Mr. Hildebrand give this presentation so that the Board members could see the geographical territory that Craig-Botetourt has in Botetourt County.

Mr. Leffel also commended Mr. James Huffman and Mr. Patrick Ryan for their work.

After discussion by Mr. Leffel regarding rights-of-way maintenance issues, Mr. Hildebrand stated that they have over 1,300 miles of overhead lines in their service area and they conduct maintenance on 165 miles of line/right-of-way each year.

There being no further discussion, Mr. Leffel again thanked Mr. Hildebrand for his presentation. Mr. Hildebrand then left the meeting at this time.

Consideration was then held on a resolution authorizing the sole source procurement of a new communications system for the Jail. Mr. David Moorman, Deputy County Administrator, stated that Captain Elaine Vickers with the Botetourt County Sheriff's Department was present to speak regarding this request.

Mr. Moorman noted that the jail is in need of an updated inmate communications system. He noted that Jail staff have reviewed all of the options for the needed equipment and have found a system that would be of no cost to the County and would not require maintenance/support by County staff.

Captain Vickers stated that Jail inmates are currently allowed four opportunities per week for visitation by family and friends but these individuals have to physically be present at the jail for these visits. She noted that the new system would give the inmates the opportunity to participate in video communications up to 13 times per week with family and friends from anywhere in the nation. Captain Vickers stated that it has been proven that constant contact with family members is good for the inmates' mental wellbeing.

She further stated that the staff contacted and visited several jail facilities and researched several inmate communications systems including those used by Roanoke City, Roanoke County, the Western Virginia Regional Jail, (WVRJ) and the New River Valley Regional Jail. She noted that Roanoke City and the WVRJ recommended the system provided by Securus due to their quality of service and the system's capabilities which include inmate access to an up-to-date Law Library; access to electronic copies of paperwork including the inmate handbook, grievance procedures, reports, sick calls, etc., instead of paper copies which have to be updated from time to time; access to the commissary system, educational information, etc., in several languages; reduction of occurrences of contraband entering the jail as letters would be in electronic format and screened for security; biometric voice capabilities; etc.

Captain Vickers stated that the Securus system is the only company that offers all of the capabilities that the Jail needs for this type of inmate communications system. She noted that the other companies' systems would need additional infrastructure put in place which would be costly.

After questioning by Mr. Martin, Captain Vickers stated that Securus would pay for the system. She noted that the company is offering a 5 year contract for this system at no cost to the County.

After further questioning by Mr. Martin, Captain Vickers stated that Securus charges the inmates a fee for each call, mail, etc., which is how the system is paid for. She noted that this electronic system would also remove the danger of Jail personnel handling inmates' mail.

Mr. Michael Lockaby, County Attorney, stated that Captain Vickers worked with Susan Waddell in his office on the details of complying with the sole source provisions of the State's purchasing regulations. He noted that their research determined that there is no other company in the United States that could provide the scope of services needed for this project.

Mr. Leffel stated that a lot of bases were covered from safety, to socialization, to security in this presentation and Captain Vickers put a lot of work in this background report.

Captain Vickers stated that she believes that this system will be a huge benefit to the inmates and their families.

There being no further discussion, on motion by Mr. Martin, seconded by Mr. Sloan, and carried by the following recorded vote, the Board adopted the following resolution authorizing a sole source procurement of a new inmate telephone system for the Botetourt County Jail from Securus Technologies.

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Resolution Number 18-06-13

WHEREAS, the Botetourt County Jail requires comprehensive communications services for inmates that allow for visitation and family/friend contact with decreased security risk to the Jail staff and inmates themselves; and,

WHEREAS, Jail staff has identified potential vendors through contact with other facilities in the Commonwealth and by online research; and,

WHEREAS, once identified have thoroughly investigated the services provided by visiting surrounding facilities, and by direct vendor interview and demonstrations; and,

WHEREAS, through this process have determined the system offered by Securus is the only one of its kind that can provide and maintain the entire system with all programming required; and,

WHEREAS, these findings and research are documented through the Memorandum dated June 15, 2018; and,

WHEREAS, Section 2.2-4303-E of the Code of Virginia provides that when a determination, as this, can be made that only one source is practicably available for that which is to be procured, a contract may be negotiated and awarded to that source without competitive sealed bidding or competitive negotiation.

WHEREAS, in consideration of the above conditions, the Botetourt County Board of Supervisors finds that to be true for the procurement of the comprehensive communications system needed at the Jail; and,

NOW, THEREFORE, BE IT RESOLVED, that the Botetourt County Board of Supervisors authorizes the sole source purchase of this system from Securus Technologies.

Consideration was then held on a recommendation of contract award for accident and sickness insurance for volunteer fire/EMS personnel. Battalion Chief Jason Ferguson stated that for the past three years the Virginia Association of Counties Risk Pool (VACoRP) has provided accident and sickness coverage for volunteer fire and rescue personnel. He noted that in 2017, VACoRP notified the County that it would be discontinuing this plan offering as of June 30, 2018.

He noted that previously the County had consolidated its insurance coverages (accident, sickness, property and liability) for volunteer fire and rescue personnel but this resulted in higher costs so the policies were split between VACoRP and VFIS/J. Mark Bowery Insurance, Inc. He noted that VACoRP is discontinuing this offering as these policies are such a small percentage of its total insurance coverage program.

Chief Ferguson stated that a request for proposals (RFP) was advertised for this insurance coverage and two proposals were received. He noted that staff reviewed the proposals and is recommending that the Board approve an agreement with VFIS/J. Mark Bowery Insurance, Inc. He noted that the County has an established relationship with this company as they currently provide property and liability insurance coverage for the volunteer fire and rescue

facilities and their rolling stock. Chief Ferguson stated that the proposed policy will provide equal coverage to that offered through VACoRP as well as some needed additional benefits for public safety personnel, such as critical incident stress management and post-traumatic stress benefits which assist in providing for the mental health and well-being of these responders.

Chief Ferguson stated that the company's annual coverage fee will be within the allocated budget amount but is \$3,000 higher than what the County is currently paying to VACoRP. He noted that the policy is for a one year term with the option of annual renewals for up to five years.

Chief Ferguson stated that there are currently 175 volunteer fire and rescue personnel included under this policy which provides coverage for accident, illness, and injuries that occur as a result of their service.

After questioning by Mr. Martin, Chief Ferguson stated that this coverage is effective while the volunteers are "serving in the capacity as a volunteer" including training, station duties, fund-raising activities, etc. After further questioning by Mr. Martin, Chief Ferguson stated that there are benefits for spouses and children of fire and rescue volunteers available under the State's Line of Duty Act (LODA) program.

After questioning by Mr. Martin, Chief Ferguson stated that this new policy would have more benefits than what is currently provided by the VACoRP plan.

After questioning by Mr. Sloan, Chief Ferguson stated that any fire/rescue-related activity that the volunteers are participating in is covered by this new insurance policy.

There being no further discussion, on motion by Mr. Sloan, seconded by Mr. Martin, and carried by the following recorded vote, the Board authorized the County Administrator to award the Volunteer Accident and Sickness insurance contract to VFIS/J. Mark Bowery Insurance, Inc., for a one year term with an annual contract renewal of up to five years, and authorized the County Administrator to sign all associated documents, upon review and approval by the County Attorney. (Resolution Number 18-06-14)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Consideration was then held on the recommendation of contract award for third-party fire and EMS cost collections. Battalion Chief Jason Ferguson stated that the Department of Fire and EMS has issued a Request for Proposals (RFP) for third-party collection agency services. He noted that this proposal would offer the County a secondary means to collect bad debt for non-County individuals that use the County's fire and EMS system.

Chief Ferguson stated that approximately \$200,000 in bad debt is written off as uncollectable by the County each year for mutual aid and transient fire/EMS responses. He noted that County residents' insurance companies, not the residents themselves, are billed for fire/EMS response.

Chief Ferguson stated that the County encourages those who have used the County's fire/EMS system to pay any portion that they can of the response costs but there is no capacity to follow up to see if these costs have been paid. He noted that the County will not place liens or garnish wages to obtain these funds—this is a base-level type of collection service.

After discussion, Chief Ferguson stated that 8 responses were received from the RFP, a staff team reviewed and ranked the proposals, and then interviewed the top two companies. He noted that the staff is recommending that a contract be awarded to Bull City Financial Solutions.

Chief Ferguson stated that this company has a longstanding history of these types of collections, including EMS, and has an established relationship with the County's current third-party billing agency as well as experience in working with the data extracts from the County's patient care reporting software.

After questioning by Mr. Sloan, Chief Ferguson stated that he and the County Administrator met earlier this year with State representatives to discuss allowing the County to have access to the Department of Motor Vehicles' (DMV) database in order to obtain names/addresses of individuals involved in crashes and other incidents in which Botetourt County Fire/EMS personnel have responded to make billing these individuals easier. Chief Ferguson stated that he is working with the DMV to establish an electronic portal for access to license plate and vehicle make/models in order to obtain the name/address of the registered owner for billing purposes.

Mr. Sloan stressed that County citizens will not be billed directly for fire/EMS response.

After questioning by Mr. Leffel, Chief Ferguson stated that he does not have any collection statistics from other jurisdictions that have this type of third-party collections service but there are several localities that have these type of services. He noted that the County has been billing residents' insurance companies for fire/EMS response since 2005.

After questioning by Mr. Clinton, Chief Ferguson stated that the County's write-off debt for these services is approximately \$200,000 each year and he would conservatively estimate that the County would capture 50% of this amount through the use of a collections agency.

Chief Ferguson further stated that there are legal parameters that allow the County to go back multiple years to obtain bad debt collections but staff is proposing that the County only go back to July 1, 2017, for review and collection of old debt.

After questioning by Mr. Clinton, Chief Ferguson stated that the vendor will provide the County with a percentage of the amount that they collect.

There being no further discussion, on motion by Mr. Martin, seconded by Mr. Sloan, and carried by the following recorded vote, the Board authorized the County Administrator to award the third-party fire and EMS collections contract to Bull City Financial Solutions and to sign all associated documents, after review and approval by the County Attorney, and authorized staff to work with Bull City Financial on the collection of unpaid cost-recovery debt beginning on July 1, 2017. (Resolution Number 18-06-15)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Consideration was then held on approval of contract award to conduct the 2020 General Property Reassessment and appointment of a Professional Assessor. Mr. Cody Sexton, Assistant to the County Administrator, stated that in May the Board appointed a Reassessment Oversight Committee to evaluate the proposals received to conduct the 2020 reassessment, negotiate contract terms, and to make a recommendation to the Board for contract award.

Mr. Sexton stated that two proposals were received and both firms were interviewed by the Committee. He noted that both firms are highly qualified and have extensive knowledge of the County's residential and industrial properties but, after consideration, the Committee is recommending that the Board award the contract to Wampler-Eanes Appraisal Group. Mr. Sexton stated that Wampler-Eanes' proposal is 4.5% below the estimated 2016 reassessment's cost.

Mr. Sexton stated that Wampler-Eanes total estimated cost is \$316,000 which is approximately \$40,000 less than the budgeted amount for this project. He noted that this price includes \$15.00 per parcel for real estate, \$8.00 per mobile home, and \$18.00 per hour for clerical support to the Board of Equalization. He further noted that Wampler-Eanes has also agreed to provide court testimony for a period of five years following the reassessment's effective date at no additional cost. Mr. Sexton stated that the proposed contract's provisions are similar to those contained in Wampler-Eanes 2014 reassessment contract.

After questioning by Mr. Martin, Mr. Sexton stated that the 2014 contract included a price of \$15.50 per parcel compared to \$15.00 per parcel in the proposed contract. After further questioning by Mr. Martin, Mr. Sexton stated that the total reassessment contract price is 4.5% less than the 2014 contract.

After discussion by Mr. Martin, Mr. Larowe stated that the Reassessment Oversight Committee's work is essentially completed when the reassessment contract is awarded so appointment of a citizen representative on the Committee is not necessary.

Mr. Clinton stated that he served as a Board/citizen member on this review committee. He noted that the proposed contract is a good value and both firms were clearly qualified to conduct the County's next reassessment. He noted that a decision on which firm to choose came down to the difference in price to conduct this work.

Mr. Sexton noted that the staff is recommending award of the reassessment contract to Wampler-Eanes and appointment of Mr. Gary Eanes as the County's Professional Assessor during this process.

There being no further discussion, on motion by Mr. Clinton, seconded by Mr. Sloan, and carried by the following recorded vote, the Board awarded a contract to Wampler-Eanes Appraisal Group to conduct the 2020 reassessment of real estate and authorized the County Administrator to execute a contract in substantial conformance with the draft document, upon review and approval by Wampler-Eanes and the County Attorney. (Resolution Number 18-06-16)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

After discussion, on motion by Mr. Sloan, seconded by Mr. Martin, and carried by the following recorded vote, the Board appointed Mr. Gary Eanes as the County's Professional Assessor for the 2020 Botetourt County general property reassessment. (Resolution Number 18-06-17)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Consideration was then held on proposed Zoning Ordinance text amendments to modify the definition of "cabin or cottage resort" and allow it as a special exception use in the Medium Density Residential R-3 Use District. Mr. Jerod Myers, County Planner, stated that Mr. Fred Taylor, who owns the historic Breckinridge Mill located west of Fincastle, has requested a text amendment to allow short-term rental opportunities through the Special Exceptions Permit process for the four apartments located in the mill. Mr. Myers stated that the property is zoned R-3 and, under the current ordinance provisions, short-term rental of more than one dwelling unit at this location is prohibited.

Mr. Myers stated that a “cabin or cottage, resort” is defined as “A lot, or tract of land, operated as a commercial enterprise on which multiple dwelling units are made available for short-term rental (less than thirty (30) days.)”. He further stated that the mill meets the intent of this definition which allows for multiple dwelling units; however, the use is currently not permitted in the R-3 district. He noted that staff is recommending that Section 25-163 of the Zoning Ordinance be amended to allow this use as a Special Exception.

Mr. Myers further noted that staff is recommending that the density requirements contained in Section 25-434 Bed and Breakfast and Short-Term Rental Establishments be amended exclusively for historic structures to encourage their adaptive reuse as well as tourism opportunities. He noted that the staff is proposing that this section be amended to include the following language, “Any habitable structure on the national or state historic registry, containing multiple dwelling units, may increase this density to four units per acre.”

Mr. Myers stated that as far as staff is aware there are no other historic properties located in a R-3 use district which would make this text amendment exclusive to Mr. Taylor’s request.

There being no further discussion, on motion by Mr. Leffel, seconded by Mr. Clinton, and carried by the following recorded vote, the Board directed staff to advertise for a public hearing at future Planning Commission and Board of Supervisors meetings to consider modifying the definition of “cabin or cottage resort” to include historic structures and allow it as a use permitted by special exception in the Medium Density Residential R-3 Use District and to amend Section 25-434 (c)(9)(c)1 to add the following language “Any habitable structure on the national or state historic registry, containing multiple dwelling units, may increase this density to four units per acre.” (Resolution Number 18-06-18)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Consideration was then held on proposed Zoning Ordinance text amendments to the Traditional Neighborhood District (TND) to modify residential lot and building requirements, lighting standards, parking requirements, and use limitations. Mr. Drew Pearson, County Planner, stated that Mr. Andy Kelderhouse, on behalf of Fralin and Waldron, LLC, is requesting that the TND provisions in the Zoning Ordinance be amended to modify residential lot and building standards, lighting standards, parking requirements, and use limitations for the Daleville Town Center (DTC) development.

He stated that staff has reviewed the proposed amendments and agree that they would allow for greater options and ability by the staff to work with the development community. He noted that, if agreeable to the Board, these amendments could be advertised for public hearings by the Planning Commission and Board as soon as August.

After questioning by Mr. Martin, Mr. Pearson stated that the staff met with Daleville Town Center representatives to discuss these proposed amendments and believe that they should be considered through the public hearing process.

Mr. Clinton stated that he believes that these proposed amendments make sense. After questioning regarding lighting spillover within the DTC core area and from the commercial workplace zones into the multi-family housing area, Mr. Pearson stated that lighting spillover would not be allowed beyond the TNDs exterior boundaries or onto areas containing only residential uses. He noted that DTC is encouraging pedestrian traffic in the development so lighting from a

commercial area to another commercial area would provide a safer environment for pedestrians.

After further questioning by Mr. Clinton, Mr. Pearson stated that the County regulations would not allow light spillover between multi-family and single family residential areas.

After further questioning by Mr. Clinton regarding items noted on the applicant's request with question marks, Mr. Pearson stated that staff is continuing to work with Mr. Kelderhouse on the final language of the proposed ordinance.

There being no further discussion, on motion by Mr. Clinton, seconded by Mr. Martin, and carried by the following recorded vote, the Board directed staff to advertise for a public hearing at future Planning Commission and Board of Supervisors meetings on proposed amendments to Division 9 Traditional Neighborhood District (TND) of the Zoning Ordinance. (Resolution Number 18-06-19)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

Consideration was then held on various appointments.

After discussion, on motion by Mr. Leffel, seconded by Mr. Sloan, and carried by the following recorded vote, the Board reappointed Mr. Steve Clinton and Mr. Billy Martin as the County's elected representatives on the Roanoke Valley-Alleghany Regional Commission for three year terms to expire on June 30, 2021. (Resolution Number 18-06-20)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

On motion by Mr. Martin, seconded by Mr. Sloan, and carried by the following recorded vote, the Board appointed Ms. Lee Minnix of 199 Sunset Avenue, Troutville, as the Valley District representative on the Board of Social Services for a term to expire on July 1, 2020, and directed staff to send a letter to Ms. Jan Smith thanking her for her previous service on the Social Services Board. (Resolution Number 18-06-21)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

The Chairman then adjourned the meeting at 4:30 P. M. until 6:00 P. M.

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

Mr. Drew Pearson, County Planner, then stated that the request in the Amsterdam District from Layman Family, LLC (Secure Store, LLC, contractual purchaser) for a text amendment to Chapter 25. Zoning, Article II, District Regulations Generally, Division 12.–Business District B-3, Sec. 25-263. Uses permissible by special exception (4) to remove the maximum gross floor area requirement; a text amendment to remove Sec. 25-267. Use limitations (d) for wholesale and mini-warehouse uses; a rezoning of 6.34 acres of the 10.39-acre parcel, with possible preferred conditions, from the Agriculture A-1 Use District to the Business B-3 Use District, with a Special Exception Permit, with possible conditions, for mini-warehouses in accordance with Sec. 25-263. Uses permissible by special exception; a Special Exception Permit to reduce the

minimum district size of the Business B-3 Use District to 6.34 acres, with possible conditions, in accordance with Sec. 25-264(a) District requirements for mini-warehouses; and a rezoning of 4.05 acres of the 10.39-acre parcel from the Agriculture A-1 Use District to the Shopping Center SC Use District, with possible proffered conditions, in accordance with Sec. 25-282. Permitted Uses for possible shopping and service businesses on a 10.39-acre property located on Roanoke Road (U. S. Route 220) between Layman Lane and Market Ridge Lane, approximately 0.31 miles north of its intersection with Valley Road (State Route 779), identified on the Real Property Identification Maps of Botetourt County as Section 101, Parcel 109B, had been requested to be tabled by the applicant.

He noted that the Planning Commission had recommended conditional approval of these requests.

Mr. Pearson stated that, since the Planning Commission's meeting, the applicant contacted the Planning and Zoning Office to request a possible continuation of the Board's hearing until the Supervisors' September regular meeting. He noted that the purpose of the delay was to give the applicant an opportunity to work out some details on this proposal with the contractual purchaser.

Mr. Pearson noted that the applicant's representative was present at this meeting to answer any questions.

After questioning by Mr. Leffel, Mrs. Mary Ann Layman Miller noted that she had no further information to provide to the Board at this time beyond Mr. Pearson's comments.

There being no further discussion, on motion by Mr. Clinton, seconded by Mr. Sloan, and carried by the following recorded vote, the Board tabled the request in the Amsterdam District from Layman Family, LLC (Secure Store, LLC, contractual purchaser) for a text amendment to Chapter 25. Zoning, Article II, District Regulations Generally, Division 12.—Business District B-3, Sec. 25-263. Uses permissible by special exception (4) to remove the maximum gross floor area requirement; a text amendment to remove Sec. 25-267. Use limitations (d) for wholesale and mini-warehouse uses; a rezoning of 6.34 acres of the 10.39-acre parcel, with possible proffered conditions, from the Agriculture A-1 Use District to the Business B-3 Use District, with a Special Exception Permit, with possible conditions, for mini-warehouses in accordance with Sec. 25-263. Uses permissible by special exception; a Special Exception Permit to reduce the minimum district size of the Business B-3 Use District to 6.34 acres, with possible conditions, in accordance with Sec. 25-264(a) District requirements for mini-warehouses; and a rezoning of 4.05 acres of the 10.39-acre parcel from the Agriculture A-1 Use District to the Shopping Center SC Use District, with possible proffered conditions, in accordance with Sec. 25-282. Permitted Uses for possible shopping and service businesses on a 10.39-acre property located on Roanoke Road (U. S. Route 220) between Layman Lane and Market Ridge Lane, approximately 0.31 miles north of its intersection with Valley Road (State Route 779), identified on the Real Property Identification Maps of Botetourt County as Section 101, Parcel 109B, until the Board's September regular meeting at the request of the applicant. (Resolution Number 18-06-22)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

A public hearing was then held on a request in the Amsterdam District from Botetourt County (Appalachian Power Company, subsidiary of American Electric Power, contractual purchaser) for a Commission Permit in accord with §15.2-2232 of the Code of Virginia, as well as

a Special Exception Permit, with possible conditions, in the Research and Advance Manufacturing (RAM) District in accordance with Sec. 25-393. Uses permissible by special exception (3) Utility substation of the Botetourt County Zoning Ordinance to construct, operate, and maintain a new 138 kV (operated at 69 kV) distribution substation, including the installation of approximately three miles of distribution lines, within the Botetourt Center at Greenfield to improve electrical reliability. The proposed substation and associated transmission line tap will be located on approximately 11.08 acres of the 613.20-acre tract, approximately 0.4 miles north of the intersection with Roanoke Road (U. S. Route 220) and International Parkway (State Route 839), identified on the Real Property Identification Maps of Botetourt County as Section 88, Parcel 20.

It was noted that the Planning Commission had recommended conditional approval of these requests.

Mr. Jerod Myers, County Planner, stated that APCo is requesting to locate a 138 kV substation on an 11.08 acre parcel located on the northern end of the Botetourt Center at Greenfield property. He noted that this substation will be operated at 69 kV and is needed to maintain a reliable supply of electricity to serve the current and proposed industries located in Greenfield.

Mr. Myers stated that six areas within the Greenfield property were evaluated for this site with a final location chosen on the northern portion of the property. He then displayed several photographs and renderings of the current property and the proposed site.

Mr. Myers noted that the Planning Commission had recommended approval of this request with the following conditions: "The proposed project must be constructed in substantial conformance to the concept plan prepared by American Electric Power, dated 05-24-18, titled "APCO Greenfield" and identified as "Update Concept Plan 1"; and Storage of materials, equipment, or trucks not needed for the operation of the substation or adjacent power lines is not permitted onsite once construction activities for the utility substation project have been completed. All such materials must be removed prior to issuance of final County permits."

Mr. Tim Hall, Planning Engineer with APCo, stated that APCo realizes that, when new buildings are being constructed and additional jobs are coming to their service area, their electrical load will increase. He noted that this then necessitates a review of their infrastructure to ensure that adequate electrical service can be provided to these new customers.

Mr. Hall stated that the proposed location of this new substation is a great site to serve their customers in Greenfield. He noted that this project has been a part of their work plan for some time but they did not have the electrical load/usage to necessitate the construction of a new substation until the Eldor facility located in Greenfield.

Mr. Hall stated that the substation will be screened very well and have two circuits serving the park. He noted that the new substation will allow them to realign their electrical service infrastructure so that the Education and Training Center and Altec Industries will be included in the park's circuitry instead of being serviced from the Country Club Road substation. He noted that the electrical load from Greenfield has increased to where it is causing a "traffic jam" at the Country Club Road substation.

After questioning by Mr. Clinton, Mr. Hall stated that this substation will be dedicated for use by customers within Botetourt Center at Greenfield and it will also be electrically connected to the Trinity substation circuit to handle area residents' needs in the event that there is a problem at the Trinity substation similar to what occurred earlier this year. After further questioning by Mr. Clinton, Mr. Hall stated that this new substation will give APCo another "road" to move the electric load from the Trinity substation.

After further questioning by Mr. Clinton, Mr. Hall stated that they cannot promise uninterrupted electrical service to their customers but noted that the Trinity substation outage was due to equipment failure. He further noted that this new substation will give APCo the ability to recover sooner from similar problems/outages in the future.

After questioning by Mr. Clinton as to how far in the future this new substation will be able to take up the park's power demands, Mr. Hall stated that this would depend on the size of the customer and their electrical usage requirements. He noted that this new substation will be adequate for the park's needs for the future. Mr. Hall stated that the new substation will be able to handle Greenfield's current customer load plus, for example, the electrical needs of 10 Wal-Marts or two more Eldors.

Mr. Hall stated that the substation will be designed to have 2 transformers on the site but only one will be implemented at this stage. He noted that is rare for APCo to see an industrial park outgrow the electrical output of 2 substation transformers.

Ms. Kris Bertholf of Daleville stated that she has been a County resident for over 20 years. She noted that the recently upgraded Cloverdale substation is the largest east of the Mississippi River. Ms. Bertholf stated that the County advertises its natural beauty to encourage tourists and businesses to locate here but large electrical substations impact this beauty.

Ms. Bertholf stated that she hopes that the Board would limit the Greenfield substation to the two transformers currently being proposed and not allow continual expansion of the site similar to the Cloverdale facility. She noted that a large substation would "scar" this part of the County.

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.

After questioning by Mr. Martin, Mr. Hall stated that this request is to construct a single substation in Greenfield that is designed to eventually include two transformers.

After questioning by Mr. Martin, Mr. Myers stated that APCo could not expand this substation beyond what is shown on the site's concept plan without submission of another SEP application to the County.

There being no further discussion, on motion by Mr. Clinton, seconded by Mr. Martin, and carried by the following recorded vote, the Board approved a request in the Amsterdam District from Botetourt County (Appalachian Power Company, subsidiary of American Electric Power, contractual purchaser) for a Commission Permit in accord with §15.2-2232 of the Code of Virginia in the Research and Advance Manufacturing (RAM) District in accordance with Sec. 25-393. Uses permissible by special exception (3) Utility substation of the Botetourt County Zoning Ordinance to construct, operate, and maintain a new 138 kV (operated at 69 kV) distribution substation, including the installation of approximately three miles of distribution lines, within the Botetourt Center at Greenfield to improve electrical reliability. The proposed substation and associated transmission line tap will be located on approximately 11.08 acres of the 613.20-acre tract, approximately 0.4 miles north of the intersection with Roanoke Road (U. S. Route 220) and International Parkway (State Route 839), identified on the Real Property Identification Maps of Botetourt County as Section 88, Parcel 20, on the basis that the requirements of Section 25-576 of the Zoning Ordinance have been satisfied. (Resolution Number 18-06-23)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Mr. Leffel

NAYS: None

ABSENT: Dr. Scothorn

ABSTAINING: None

On motion by Mr. Clinton, seconded by Mr. Martin, and carried by the following recorded vote, the Board approved a request in the Amsterdam District from Botetourt County (Appalachian Power Company, subsidiary of American Electric Power, contractual purchaser) for a Special Exception Permit in the Research and Advance Manufacturing (RAM) District in accordance with Sec. 25-393. Uses permissible by special exception (3) Utility substation of the Botetourt County Zoning Ordinance to construct, operate, and maintain a new 138 kV (operated at 69 kV) distribution substation, including the installation of approximately three miles of distribution lines, within the Botetourt Center at Greenfield to improve electrical reliability. The proposed substation and associated transmission line tap will be located on approximately 11.08 acres of the 613.20-acre tract, approximately 0.4 miles north of the intersection with Roanoke Road (U. S. Route 220) and International Parkway (State Route 839), identified on the Real Property Identification Maps of Botetourt County as Section 88, Parcel 20, with the following conditions: (Resolution Number 18-06-24)

1. The proposed project must be constructed in substantial conformance to the concept plan prepared by American Electric Power, dated 05-24-18, titled "APCO Greenfield" and identified as "Update Concept Plan 1".
2. Storage of materials, equipment, or trucks not needed for the operation of the substation or adjacent power lines is not permitted onsite once construction activities for the utility substation project have been completed. All such materials must be removed prior to issuance of final County permits.

There being no further discussion, the Chairman adjourned the meeting at 6:20 P. M.