

The regular meeting of the Botetourt County Board of Supervisors was held on Tuesday, July 23, 2019, in Room 212 of the Greenfield Education and Training Center in Daleville, Virginia, beginning at 12:30 P. M.

PRESENT: Members: Mr. Billy W. Martin, Sr., Chairman  
Dr. Donald M. Scothorn, Vice-Chairman  
Mr. Steve Clinton  
Mr. I. Ray Sloan  
Dr. Richard G. Bailey

ABSENT: Members: None

Others present at the meeting:

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

The Chairman called the meeting to order at 12:37 P. M.

On motion by Dr. Scothorn, seconded by Dr. Bailey, and carried by the following recorded vote, the Board went into Closed Session pursuant to the Code of Virginia, 1950, as amended, to discuss the following: Section 2.2-3711.A.3, Acquisition or disposition of real property for economic development purposes where discussion in open session would adversely affect the County's bargaining position or negotiating strategy namely concerning the Amsterdam (Greenfield) and Blue Ridge Districts; Section 2.2-3711.A.5, Discussion on prospective businesses or industries or the expansion of existing businesses or industries where no previous announcement has been made of their interest in locating or expanding facilities in the community namely concerning the Amsterdam (Greenfield) and Fincastle Districts; and Section 2.2-3711.A.8, Consultation with legal counsel regarding specific legal matters requiring the provision of legal advice pertaining to litigation regarding the opioid crisis. (Resolution Number 19-07-01)

AYES: Mr. Clinton, Mr. Martin, Dr. Scothorn, Mr. Sloan, Dr. Bailey

NAYS: None

ABSENT: None

ABSTAINING: None

The Chairman called the meeting back to order at 2:02 P. M.

On motion by Mr. Martin, seconded by Mr. Sloan, 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 19-07-02)

AYES: Mr. Sloan, Mr. Clinton, Dr. Scothorn, Mr. Martin, Dr. Bailey

NAYS: None

ABSENT: None

ABSTAINING: None

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

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

Mr. Martin then asked for a moment of silence.

Mr. Ken McFadyen, Economic Development Director, then introduced Mr. Grant Holmes to the Board. He stated that Mr. Holmes is the new Executive Director of the Botetourt County Chamber of Commerce. He noted that Mr. Holmes was born in Ohio, has lived in this region for

some time, and has 24 years of experience in business including recently operating a marketing development and project improvement company.

Mr. McFadyen stated that he has been impressed with the Emerging Leader series that Mr. Holmes has worked to develop over the past few weeks and he looks forward to working with him in the future.

Mr. Holmes stated that he is honored to be in the best County in Virginia and it is great to work with smart, intelligent people. Mr. Holmes noted that, as mentioned by Mr. McFadyen, he is working with Lesa Hanlin from Virginia Tech to conduct a four-day Emerging Leader series this fall at the Daleville YMCA. He also noted that the Chamber's fall banquet, to be held at Virginia Mountain Vineyards, is in the planning stages; a COBI group, which is a support circle of Botetourt influence for like-minded business people, has been created; a Leadership Botetourt series, similar to the Leadership Roanoke Valley program, is in development; and a VOWE group of women entrepreneurs is also being formed.

Dr. Scothorn stated that he is glad that Mr. Holmes is working to move the Chamber of Commerce forward.

Mr. Martin welcomed Mr. Holmes to Botetourt County and stated that he looks forward to a long and fruitful relationship.

Mr. Gary Larrowe then asked Mr. Tony Zerrilla, Director of Finance, to come forward. Mr. Larrowe stated that the County has been notified by the Government Finance Officers Association that our FY 2018 audit qualifies for their Certificate of Achievement for Excellence in Financial Reporting. He noted that this certificate is the highest form of recognition in governmental accounting and its receipt is a significant accomplishment for a local government's management team.

Mr. Larrowe stated that he appreciates the work that Mr. Zerrilla does for the County and noted that his work is very important for the community and the County.

After questioning by Mr. Larrowe, Mr. Zerrilla stated that this is the fourteenth year that the County has received this Certificate of Achievement.

Mr. Larrowe thanked Mr. Zerrilla for his work and stated that everything he does for the County is appreciated.

Mr. Zerrilla stated that he appreciated the words and sentiments. He stated that completing the audit is a team endeavor and thanked all departments for their accuracy and hard work throughout each fiscal year. He also thanked the County's auditors (Robinson, Farmer Cox Associates), County Treasurer Bill Arney, and the Botetourt County Schools for their unsurpassed assistance in completing the audit report. Mr. Zerrilla noted that, prior to the first year of certification, the audit contained approximately 90 pages and the FY 18 audit consists of 200 pages.

Mr. Martin noted that the Board appreciates all that Mr. Zerrilla does and for his quick and proper response to requests for information from the citizens and Board members.

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

A public hearing was then held on consideration of an amendment to the FY 2019-2020 County budget for authorization to spend proceeds from the continuation of the Colonial Elementary School project. Mr. Tony Zerrilla, Director of Finance, stated that this public hearing,

which is required by the County of Virginia when a budget amendment exceeds 1% of the County's adopted budget, was duly advertised in *The Fincastle Herald* on July 10 and 17, 2019.

Mr. Zerrilla stated that the proceeds from the Virginia Public School Authority's 2018A bond issuance for the Colonial Elementary School project totaled \$21,424,628.39 as of June 30, 2019. He stated that, in order for these funds to be appropriated into the FY 20 County budget to be used to pay for engineering, construction, etc., costs associated with this new school, a public hearing on this proposed budget amendment is necessary.

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

On motion by Dr. Scothorn, seconded by Dr. Bailey, and carried by the following recorded vote, the Board approved an amendment to the 2019-2020 Botetourt County budget and approved an appropriation for the Colonial Elementary VPSA 2018A Fund (Fund 303) in the amount of \$21,424,628.39 to fund engineering and construction costs associated with the new Colonial Elementary School. (Resolution Number 19-07-03)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

On motion by Dr. Scothorn, seconded by Mr. Sloan, and carried by the following recorded vote, the minutes of the regular meeting held on June 25, 2019, were approved as submitted. (Resolution Number 19-07-04)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on approval of transfers and additional appropriations. Mr. Tony Zerrilla, Director of Finance, stated that there was one transfer, 17 pass-through appropriations, and one regular appropriation for the Board's consideration this month. He noted that these are for reimbursement costs, miscellaneous receipts, donations, and appropriations from non-General Fund accounts into the FY 20 budget.

Mr. Zerrilla further stated that a last minute request had been submitted from the Sheriff's Department for \$60,000 in funds to replace malfunctioning radio system equipment. He noted that one-half of these funds can be allocated from the General Fund Balance and one-half as a repayment from Traffic Safety Program funds into the Emergency Communications-Repairs and Maintenance-Equipment account, 100-4035600-35600-3311.

After questioning by Dr. Bailey, Mr. Zerrilla stated that the radio communications system should be able to operate satisfactorily until the new power amplifier equipment is delivered in approximately 6 – 8 weeks. He noted that 28 new amplifiers and two spare amplifiers are proposed to be purchased.

After questioning by Mr. Sloan, Mr. Zerrilla stated that the failing equipment is six years old. Mr. Zerrilla further noted that other localities who have this same type of equipment have also experienced the same problem.

Dr. Scothorn stated that the Board had previously been informed that the County's radio communications system needed to be upgraded/replaced.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Sloan, and carried by the following recorded vote, the Board approved the following transfers and additional appropriations in addition to an appropriation in the amount of \$60,000 from the Undesignated Fund Balance (\$30,000) and the Traffic Safety Program Fund (\$30,000) to Emergency Communications-Repairs and Maintenance-Equipment, 100-4035600-35600-3311, for the purchase of new power amplifiers for the County's radio communications system. (Resolution Number 19-07-05)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Transfer \$1,304.43 to Sheriff's Department – Vehicle & Power Equipment Supplies, 100-4031200-31200-6009, from the various departments as follows for vehicle repairs at the County garage:

\$ 35.79	Dep. County Adm.–Rep. & Maint.–Veh., 100-4012120-12120-3312
\$1,005.48	Comm. Dev.-Rep. & Maint.–Veh., 100-4081200-81200-3312
\$ 66.55	Animal Cont.–Veh. & Pwr. Equip Sup., 100-4035100-35100-6009
\$ 20.69	Fire & EMS – Rep. & Maint. – Veh., 100-4035500-35500-3312
\$ 175.92	Van Program – Rep. & Maint – Veh., 100-4071500-71500-3312

Additional appropriation in the amount of \$378.44 to the following Sheriff's Department accounts: \$46.00 to Uniforms, 100-4031200-31200-6011; and \$332.44 to Vehicle & Power Equip. Supplies, 100-4031200-31200-6009. The former is for uniform contracts and the latter is for an expenditure reimbursement for extradition costs.

Additional appropriation in the amount of \$396.03 to the following Sheriff's Department accounts: \$367.88 to Wages – Overtime, 100-4031200-31200-1200; and \$28.15 to FICA, 100-4031200-31200-2100. These funds represent a receipt for traffic control fees.

Additional appropriation in the amount of \$1,910.16 to the following Sheriff's Department accounts: \$1,440.00 to Wages – Forest Patrol Salaries, 100-4031200-31200-1900; \$110.16 to FICA, 100-4031200-31200-2100; and \$360.00 to Vehicle & Power Equip. Supplies, 100-4031200-31200-6009. These are reimbursed costs relating to National Forest Patrol work.

Additional appropriation in the amount of \$379.94 to the following Correction & Detention accounts: \$250.00 Uniforms, 100-4033100-33100-6011; and 129.94 to Medical & Lab Supplies, 100-4033100-33100-6004. The former is for uniform contracts and the latter is a reimbursement from Craig County and medical co-pays.

Additional appropriation in the amount of \$211.62 to Recreation & Facilities – Education and Rec Supplies, 100-4071100-71100-6013. These are donations for the recent fishing carnival which will be applied towards event costs.

Additional appropriation in the amount of \$225.00 to Community Development – Professional Services, 100-4081200-81200-3100. These are funds received to cover grass mowing for a location that was cited for a code violation.

Subject to actual receipt of funds, additional appropriation in an amount not to exceed \$21,000 to Correction & Detention – Inmate Phone Commissions, 100-4033100-33100-5820. This is an advance pass-through for funds received for debit card phone commissions received by the County for FY19-20.

Additional appropriation in an amount up to \$3,861.98 to the Property Seizure Proceeds Fund – Sheriff's Office – Federal Justice – Fund 210. This provides the authorization to expend these funds based upon predetermined expenditure guidelines.

Additional appropriation an amount up to \$29,631.84 to the Property Seizure Proceeds Fund – Sheriff's Office – State – Fund 212. This provides the authorization to expend these funds based upon predetermined expenditure guidelines.

Additional appropriation in an amount up to 33,443.26 to the E-Summons Fund – Fund 213. This provides the authorization to expend these funds based upon predetermined expenditure guidelines.

Additional appropriation in an amount up to \$16,588.29 to the Asset Forfeiture Fund – Commonwealth’s Attorney – State – Fund 204. This provides the authorization to expend these funds based upon predetermined expenditure guidelines.

Additional appropriation in the amount of \$21,380.25 to the Courthouse Maintenance Fund – Fund 216. This provides the authorization to expend these funds based upon predetermined expenditure guidelines.

Additional appropriation in the amount of \$100,655.61 to the Courthouse/Courtroom Security Fund – Fund 217. This provides the authorization to expend these funds based upon predetermined expenditure guidelines.

Additional appropriation in the amount of \$50,000.00 to the Sestercentennial Committee Fund – Fund 250. This provides the authorization to expend these funds based upon budgeted guidelines.

Additional appropriation in the amount of \$5,626.89 to the Criminal Processing Fund – Fund 218. This provides the authorization to expend these funds based upon predetermined expenditure guidelines.

Additional appropriation in the amount of \$219,245.70 to the Traffic Safety Program Fund – Fund 206. This provides the authorization to expend these funds based upon predetermined expenditure guidelines.

Additional appropriation in the amount of \$10,120.00 to the Greenfield Preservation Area Fund – Fund 240. This provides the authorization to expend these funds based upon predetermined expenditure guidelines.

Additional appropriation in the amount of \$38.00 to Virginia War Memorial Foundation, 100-4072000-72250-3800. This is for a donation to the Foundation.

Consideration was then held on approval of Accounts Payable and ratification of the Short Accounts Payable List. Mr. Tony Zerrilla, Director of Finance, stated that this month’s accounts payable totaled \$1,553,450.11. He noted that this month’s large expenditures included \$24,322 to Harris Enterprise for software maintenance contracts; \$78,847 to SHI International for the second of three payments for Microsoft license renewals; \$82,313 to the Botetourt County Health Department for the County’s first quarter budget allocation; \$34,337 for a FY 19 budget payment to the Roanoke Regional Partnership, \$33,350 for the FY 19 budget payment to the Roanoke Valley/Alleghany Regional Commission; \$37,549 for a FY 19 budget payment to Visit Virginia’s Blue Ridge; \$40,587 to Banc of America for telephone system lease payments; \$64,082 to VFIS for accident and sick coverage insurance for the Department of Fire and EMS; \$43,287 to VFIS for vehicle and property liability insurance for the Department of Fire and EMS; and \$60,397 to Jeff Wyler Ft. Thomas, Inc. for the purchase of a 2019 Dodge Ram for the Fire and EMS Department.

After questioning by Dr. Bailey, Mr. Ken McFadyen, Economic Development Director, stated that the \$10,000 payment to the City of Lexington was the County’s contribution for the marketing program for the Upper James River Water Trail as per the Memorandum of Understanding approved last month.

There being no further discussion, on motion by Dr. Bailey, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board approved the Accounts Payable and ratified the Short Accounts Payable List as submitted. (Resolution Number 19-07-06)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Mr. Larrowe then introduced Dr. Lisa Chen, new Superintendent of Schools, to the Board. He noted that she previously worked as the Assistant Superintendent of Schools in Louisa County and the County is very happy that Dr. Chen is here.

Mr. Larrowe stated that things are changing in a positive direction for the County and its schools and Dr. Chen is pushing the limits. He noted that County staff have been working with her since July 1 and he sees positive things happening in the future to make us stronger as a group instead of weaker as a division.

Dr. Chen stated that she is excited to be working for the School Board and with the Board of Supervisors to serve the County and its students. She noted that Mr. Larrowe has been a “true advocate” for the County since day one.

Dr. Chen noted that she is very grateful for this opportunity and she will be working hard with the Board, School Board, and members of the community to take the County to the next level in educating its students.

Dr. Scothorn thanked Dr. Chen for “kick-starting” the County and making sure that everything between the Board, School Board, and administration has been open and congenial. He also appreciated her efforts to talk individually with the Supervisors members to find out what they want and how they want to be involved with the progress of the County’s school system. Dr. Scothorn stated that he looks forward to seeing what she has in store for the County’s future.

Dr. Chen stated that the people she has met have made the County feel like her home, she is grateful for the partnership, and looks forward to keeping what has been working and tweaking things that need to be improved.

Mr. Martin welcomed her and stated that he looks forward to working with Dr. Chen and the School Board.

Mr. Ray Varney, Resident Engineer with the Virginia Department of Transportation, was then present to speak to the Board.

Mr. Martin thanked Mr. Varney and Kevin Hamm for accompanying him on a drive along the roads in the Blue Ridge District.

Mr. Varney stated that they appreciated the opportunity to visit the Blue Ridge District.

Mr. Varney then reviewed VDoT’s monthly report. He noted that the Route 220 safety improvement project is continuing; the two Route 11 bridge replacement projects are nearing completion; the Ball Park Road bridge rehabilitation project is proceeding and once the work is finished the bridge’s maximum weight limit will be increased from 18 tons to 23 tons; the I-81 bridge deck overlay project is proceeding and should be completed next month; the Wheatland Road bridge deck replacement project is complete; River Road (Route 632) in Springwood is scheduled for a bridge deck replacement on August 6 which will necessitate the road being closed for the entire day; and paving preparation work has been completed and paving work in the County should be completed in October.

Mr. Varney noted that the land development projects include several roadways in Ashley Plantation. He noted that VDoT recently inspected Ashley Links Drive and Fairway Court and

found a few minor items that need to be corrected before these roads can be considered for acceptance into the Secondary System for maintenance. Mr. Varney further stated that the County is moving forward with having three streets in the Orchards of Ashley (Island Green Road, Graystone Drive, and Crest Haven Lane) paved for future consideration of acceptance into the Secondary System.

Mr. Varney stated that VDoT staff is reviewing site plans from Daleville Town Center, Phase 3 and 3A; the new Daleville Secure Store; West Center Drive in Botetourt Center at Greenfield; a cell tower location in Lithia; and they have a meeting scheduled next week with County staff on Murray Drive, which will access the new Colonial Elementary School, to discuss this Locally Administered Project and how it can move forward.

Mr. Varney stated that VDoT staff have talked to the property owner at the Route 11/Simmons Drive intersection and provided him with additional information on this turning movement improvement project; a utility pole installation is all that remains to be completed on the Route 43/Shiloh Drive intersection project; and surveying work is in process along Zimmerman Drive to establish the roadway's centerline for proposed drainage/ditch improvements. Mr. Varney noted that VDoT has to wait for carryover funds from the McFalls Road improvement project to be transferred to the Zimmerman Road project, and completion of negotiations with the property owners regarding the right-of-entry agreements, before work can begin.

After discussion, Mr. Varney noted that work has begun on the White Church Road Rural Rustic improvement project. He noted that VDoT was required to conduct a survey of potential bat populations along the roadway before any trees could be cleared from the right-of-way. Mr. Varney stated that he contacted VDoT's District Office to find out why there has been a delay on progress of the Route 220 and 460 Arterial Preservation Plans but has received no information. He noted that public information meetings on these Plans are proposed for September. Mr. Varney further stated that VDoT will post "Route 606 Not Advised for Trucks - GPS Routing Not Advised" on Route 606 (Grove Hill Road) between Fincastle and Route 615 in Craig County, and work should begin on the Lowe Street ditch/drainage improvements in Buchanan in the next two weeks.

Regarding paving projects, Mr. Varney noted that paving of the roads on the schedule for 2020 will begin later than in previous years due to VDoT "evaluating their business model, the way that they do things, and the way that their schedules are made." Mr. Varney stated that he will provide the Board with information on which roads in their districts are scheduled for paving next year and the type of pavement to be used.

Regarding the emergency lights to be installed on Route 460 to warn drivers of fire/rescue equipment accessing the intersection at Blue Ridge Springs Road, Mr. Varney stated that he has been working with Chief Jason Ferguson on this project. He noted that the traffic signal installation contractors are very busy at this time and small projects like this one are difficult to get scheduled.

Mr. Varney then noted that he will introduce the new VDoT Assistant Resident Engineer at the Board's August meeting.

Dr. Bailey then stated that he had been contacted by a couple of citizens regarding having Roy Road (Route 677) paved and questioned the status of this project.

Mr. Varney stated that VDoT reviewed this road and it is not in their top 10 of future gravel roads to be paved due to its low traffic count.

After questioning by Dr. Bailey, Mr. Varney stated that VDoT is in the process of paving the crossovers on Route 220 between I-81 and Fincastle in preparation for the entire roadway to be paved. After further questioning by Dr. Bailey regarding the 6 streets in Ashley Plantation that need to be brought up to VDoT standards, Mr. Varney stated that there are different layers of pavement placed on each road. He noted that the base layer on these six streets is not as strong as the surface layer because it contains larger aggregate material. Mr. Varney stated that the Bank of Fincastle is having two of these streets paved in Ashley Plantation, Section 6, and the County has obtained bids to have the top/surface layer of paving placed on the remaining three streets in the Orchards of Ashley. He also noted that a turnaround at the end of one of the streets has to be installed before VDoT can consider these roads for acceptance into the Secondary System.

Dr. Bailey also requested that VDoT have someone visit Breckinridge Mill Road regarding a report of damage to the pavement caused by large trucks. Mr. Varney stated that he would have someone look into this matter.

Mr. Sloan then discussed the Blue Ridge Turnpike (Route 606)/Rt. 11 improvement project and noted that he had received calls questioning when the abandonment process on the unneeded right-of-way would be completed.

Mr. Larrowe stated that he sent Mr. Varney an e-mail regarding this matter earlier today.

Mr. Varney stated that he would review Mr. Larrowe's e-mail when he returned to his office later today and prepare a response.

Mr. Sloan noted that there are a couple of large ruts on the west end of Lowe Street that need to be repaired.

He further stated that according to Fire/EMS data there has been an increase in collisions/accidents on I-81 between Exits 167 and 168 this year (12 as of this date) compared to last year when there were only 7. He requested that VDoT check into this to determine if there is a specific cause.

Mr. Varney stated that VDoT has an improvement project scheduled for this section of I-81 in 2020. He noted that a slurry material with a higher friction factor was placed on the pavement in this area several years ago to help vehicles' traction through these "S" curves. Mr. Varney stated that he will discuss the full scope of these planned improvements with their project manager and update the Board at their August regular meeting.

Dr. Scothorn then questioned if VDoT has any plans to mow the old truckstops property at Exit 150.

Mr. Varney stated that VDoT planted a mix of wildflowers and trees/brush on this property after the roundabout project was completed. He noted that they consider it a meadow as part of their pollinator preservation program and there are no plans to mow this property.

Mr. Clinton then questioned how does VDoT determine where to place the "Not Advised for Trucks - GPS Routing Not Advised" signs similar to the one mentioned earlier by Mr. Varney on Route 606.

Mr. Varney stated that he does not know what caused VDoT to make this determination but he will check into this and provide Mr. Clinton with some information prior to the next Board meeting.

After further questioning by Mr. Clinton, Mr. Varney stated that VDoT has conducted pavement patching work on Route 630 (Blacksburg Road) ahead of the roadway's planned paving this summer.

Mr. Clinton further stated that he has received a citizen request that some vegetation at the Little Catawba Creek Road/Gravelly Ridge Road intersection needs to be removed to improve the sight distance and there are also culvert issues at this intersection. Mr. Varney stated that he will have their staff check into this matter.

After questioning by Mr. Martin regarding the Route 460/Laymantown Road intersection, Mr. Varney stated that this intersection is being reviewed as part of the Route 220/460 Arterial Preservation Plan. Mr. Martin further stated that the crossover at this intersection was recently cut and paved; however, the pavement has settled and needs to be repaved to the same level as the remaining roadway.

Mr. Varney stated that he was aware of this situation but has not been able to find out which utility service made this pavement cut; however, he will check into having this area repaved.

After questioning by Mr. Grant Holmes, with the Botetourt County Chamber of Commerce, Mr. Varney stated that VDoT does inform Google and other GPS routing software companies about routes that have restrictions on through-truck traffic but this information is often not passed on to the trucking industry.

There being no further discussion, the Board thanked Mr. Varney for his report.

Consideration was then held on approval of an appropriation of funds for the completion of the Orchards of Ashley street improvement project. Mr. David Givens, Development Services Manager, stated that in January the County began the VDoT Secondary System acceptance process for three roads in the Orchards of Ashley—Island Green Road, Graystone Drive, and Cresthaven Lane. He stated that these roads were not completed by the former developer of Ashley Plantation who declared bankruptcy a couple of years ago. Mr. Givens noted that the Bank of Fincastle has foreclosed on this development and taken ownership of the property.

Mr. Givens stated that the County has been working with VDoT to create a punch list of construction items needed for completion prior to these roadways being requested for acceptance by VDoT for maintenance. He noted that the County issued an Invitation For Bids (IFB) in May to have these roads completed to VDoT standards. Mr. Givens stated that two bids were received with the low bid of \$234,690 received from S. C. Rossi and Company, Inc. Mr. Givens stated that staff is recommending award of this bid to S. C. Rossi and Company.

After discussion, Mr. Givens stated that the County has acquired the subdivision developer's 2005 Letter of Credit which has been held by the Bank of Fincastle in the amount of \$168,563.51. He stated that the County has called in this bond so that these funds can be used to pay for these road improvements.

Mr. Givens stated that an additional \$66,126.49 is needed to complete this project and staff is recommending that \$49,000 in savings from the FY 19 Capital Improvements Plan and \$17,126.49 from the Undesignated Fund Balance be appropriated for this purpose.

Mr. Clinton stated that has been a long process but "hats off" to the staff for getting this project done. Mr. Clinton stated that he is in favor of this request.

After questioning by Mr. Clinton, Mr. Givens stated that two bids were received for this road construction/paving project. He noted that representatives of 6 – 7 construction companies attended the pre-bid meeting; however, only two firms actually submitted bids. After further questioning, Mr. Givens stated that he thinks that the other bid was approximately \$303,000.

Mr. David Moorman, Deputy County Administrator, stated that this was the second time that the County had advertised this project for bids. He noted that no one submitted a bid from the first IFB.

Mr. Givens noted that the Bank of Fincastle is handling the process of having the two remaining streets in Ashley Plantation, Section 6, brought up to VDoT standards for acceptance into the Secondary System for maintenance. He noted that the contractor on that project has a few minor items remaining to be completed before staff can begin the process of having them considered for acceptance into the Secondary System.

After questioning by Mr. Clinton, Mr. Givens stated that these roads should be completed and accepted by VDoT prior to the upcoming snow removal season.

After questioning by Dr. Bailey, Mr. Givens stated that he believes that these are the last two uncompleted street projects in Ashley Plantation.

There being no further discussion, on motion by Mr. Clinton, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board approved an additional appropriation in the amount of \$49,000 (based on CIP savings from FY19) for the Orchards of Ashley Road Correction Project, along with appropriating the balance of \$17,126.49 (based on other FY19 savings or from the County's Undesignated General Fund Balance), for a total FY20 appropriation of \$66,126.49, to Capital Projects-Orchards of Ashley Roads, 100-4094000-81200-8012-401. (Resolution Number 19-07-07)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on a request for advertisement of a public hearing on proposed Zoning Ordinance amendments to update lot and development requirements for by-right cluster developments in certain zoning districts. Mr. Drew Pearson, Land Use Planner, stated that this request is to allow staff to draft lot and development requirements for by-right cluster developments in certain zoning districts for consideration at future public hearings by the Planning Commission and Board of Supervisors.

Mr. Pearson stated that data from two recent housing studies indicated that employment and demographic trends will increase demand for more diverse housing options such as smaller lot single-family developments. He noted that one recommendation from Renaissance Planning, the County's housing consulting firm, was that the County encourage more flexible zoning in appropriate locations to allow for cluster residential development. He further noted that cluster development is defined as "An arrangement of structures on adjoining lots in groupings allowing closer spacing than would be generally permitted under requirements of lot widths, with the decrease in lot width or area compensated for by maintenance of equivalent open space, either elsewhere on the lot or in the form of common open space."

Mr. Pearson stated that the consultant's recommendation had been substantiated by the development community, as well as design professionals, both of which were represented as stakeholders in the study. He noted that proposed amendments, when finalized, would be presented to the Planning Commission and Board in a work session before a public hearing would be scheduled. He estimated that the work session could possibly be held as early as November.

After questioning by Mr. Clinton, Mr. Pearson stated that the staff is requesting the Board's authorization to conduct an evaluation of the Zoning Ordinance based on the housing

studies' findings to incorporate changes to encourage by-right cluster developments in certain zoning districts. Mr. Pearson stated that staff is not requesting that a public hearing be scheduled for a specific date but would like to be able to advertise for public hearings once the work session has occurred.

Mr. Clinton stated that cluster development "was all the rage 15 – 20 years ago" and now it is being considered again.

Mr. Pearson stated that he is not aware of any developer having taken advantage of the cluster development options currently allowed in the Zoning Ordinance. He further stated that staff is requesting that the Board allow them to look at the current provisions and determine if there are any revisions needed to make cluster development more favorable for the County as well as more economically viable for the development community.

There being no further discussion, on motion by Mr. Clinton, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board authorized staff to review the Zoning Ordinance and draft updates to the provisions pertaining to lot and development requirements for by-right cluster developments in certain zoning districts and present their findings at a work session before the Planning Commission and Board of Supervisors prior to scheduling a public hearing. (Resolution Number 19-07-08)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Regarding committee reports, Dr. Scothorn stated that Mr. David Marcum discussed the terraced gardens site at Greenfield at the June Board meeting and requested that a land survey be conducted of the area.

Mr. Larowe stated that he understands that the request is to survey the small parcel on which the terraced gardens are located off from the remaining Greenfield property with the intention of that property remaining in the County's ownership when the remainder of the Greenfield property is transferred to the Economic Development Authority's ownership.

Dr. Scothorn and Mr. Clinton noted that Mr. Larowe's statement was correct.

On motion by Dr. Scothorn, seconded by Mr. Clinton, the Board authorized staff to conduct a survey of the Greenfield terraced gardens area in order for this parcel to be separated from the remaining Greenfield property and its ownership retained by the Board of Supervisors. (Resolution Number 19-07-09)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

Mr. Clinton then noted that the Greenfield Historic Preservation Committee has been in touch with HistoriCorps, a Denver-based, non-profit group specializing in historic building restoration. He noted that a representative of the group visited the Greenfield site a week ago.

He noted that this group appears to be a good resource for the Committee to use in planning for the restoration of the two historic structures. Mr. Clinton noted that HistoriCorps will provide a formal proposal of their services to the Committee in September.

Mr. Clinton further noted that Preservation Virginia has contacted the Botetourt County Historical Society regarding possible financial support opportunities. He stated that a representative of that organization will visit Fincastle on August 29.

Consideration was then held on various appointments.

On motion by Dr. Scothorn, seconded by Mr. Sloan, and carried by the following recorded vote, the Board reappointed David Moorman (Tony Zerrilla, alternate) as the County's representative on the Community Policy and Management Team for a two year term to expire on September 1, 2021. (Resolution Number 19-07-10)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

It was noted that appointment of a parent representative on the CPMT would be tabled until a new appointee could be found.

On motion by Dr. Scothorn, seconded by Dr. Bailey, and carried by the following recorded vote, the Board reappointed Mr. Dean Hackett, as the Blue Ridge District representative, Mr. Alan Bayse, as the Fincastle District representative, and Mr. Danny Agee, as the Valley District representative, on the Parks and Recreation Commission for four year terms to expire on September 1, 2023. (Resolution Number 19-07-11)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

There being no further discussion, the Chairman then adjourned the meeting at 3:20 P. M., until 6:00 P. M., for a site visit to the new Colonial Elementary School site.

Upon arriving at the site, Mr. Jim Whitten, Project Manager, stated that 90% of the site is at the first stage of grading with the actual school building site at its final grade. He noted that the Economic Development Authority (EDA) is negotiating with the grading contractor, Plecker Construction, to have the first stage of grading completed and the entire site brought up to sub-grade so construction can begin.

Mr. Whitten stated that he is waiting for the receipt of the school's final architectural plans from Spectrum Design so that plan reviews can begin. He further stated that the EDA has agreed to accept G&H Contracting as the project's general contractor.

He noted that there have been very few issues regarding erosion/runoff from the site onto adjacent properties even with the wet weather over the past few months. Mr. Whitten further noted that grass is growing on the graded slopes which deters erosion. He stated that large rocks have been discovered on the eastern side of the property which will need to be removed before the school's interior driveway can be constructed.

After further questioning, the Board thanked Mr. Whitten for his presentation and left the site at approximately 4:10 P. M.

The Chairman called the meeting back to order at 6:05 P. M.

A public hearing was then held on a request in the Amsterdam District from the Industrial Development Authority of Botetourt County (Economic Development Authority) to rezone 27.348

acres located in the Industrial (M-2) Use District to the Research and Advanced Manufacturing (RAM) Use District for the purpose of government buildings and functions; and a Special Exception Permit, with possible conditions, in accordance with §25-343. – Uses permissible by special exception. (8) Government buildings, functions of the Botetourt County Zoning Ordinance for the proposed purpose of relocating a portion of the Botetourt County administrative offices to the Greenfield Education and Training Center on a parcel located at the intersection of 57 South Center Drive (State Route 843), International Parkway (State Route 839), and Roanoke Road (U. S. Route 220), Daleville, within the Botetourt Center at Greenfield, identified on the Real Property Identification Maps of Botetourt County as Tax Map 88, Parcel 20A.

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

Mr. Drew Pearson, Long Range Planner, stated that these requests are to rezone the Greenfield Education and Training Center lot consisting of 27.348 acres from an M-2 to a RAM Use District and to obtain a SEP to locate certain County administrative offices on the property.

He noted that this property was the last remaining parcel from the M-3 rezoning in 1996 that had not been rezoned to RAM and this request is to make the Training Center site consistent with the zoning of the remainder of the industrial-zoned parcels in Greenfield. He further noted that this parcel is subject to the same covenants and restrictions that are in effect for the Botetourt Center at Greenfield industrial park.

After discussion, Mr. Pearson stated that there are no conditions included with the Planning Commission's recommendations on these requests and there was no one present from the public who spoke at the Commission's public hearing.

After questioning by Mr. Martin, it was noted that there was no one present to speak regarding these requests. The public hearing was then closed.

There being no further discussion, on motion by Mr. Clinton, seconded by Dr. Scothorn, and carried by the following recorded vote, the Botetourt County Board of Supervisors approved this rezoning request as submitted. Therefore, be it ordained by the Botetourt County Board of Supervisors that the Botetourt County Zoning Ordinance and the Botetourt County Real Property Identification Maps be amended in the following respect and no other. (Resolution Number 19-07-12)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

**INDUSTRIAL DEVELOPMENT AUTHORITY OF BOTETOURT COUNTY  
(Economic Development Authority)**

In the Amsterdam District, to rezone 27.348 acres located in the Industrial (M-2) Use District to the Research and Advanced Manufacturing (RAM) Use District for the purpose of government buildings and functions at the Greenfield Education and Training Center on a parcel located at the intersection of 57 South Center Drive (State Route 843), International Parkway (State Route 839), and Roanoke Road (U. S. Route 220), Daleville, within the Botetourt Center at Greenfield, identified on the Real Property Identification Maps of Botetourt County as Tax Map 88, Parcel 20A.

On motion by Mr. Clinton, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board approved a request in the Amsterdam District from The Industrial Development Authority of Botetourt County (Economic Development Authority) for a Special Exception Permit in accordance with Section 25-343. – Uses permissible by special exception. (8)

Government buildings, functions of the Botetourt County Zoning Ordinance for the proposed purpose of relocating a portion of the Botetourt County administrative offices to the Greenfield Education and Training Center on a parcel located at the intersection of 57 South Center Drive (State Route 843), International Parkway (State Route 839), and Roanoke Road (U. S. Route 220), Daleville, within the Botetourt Center at Greenfield, identified on the Real Property Identification Maps of Botetourt County as Tax Map 88, Parcel 20A. (Resolution Number 19-07-13)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Sloan, and carried by the following recorded vote, the meeting was adjourned at 6:10 P. M. (Resolution Number 19-07-14)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, Dr. Scothorn

NAYS: None

ABSENT: None

ABSTAINING: None