

The regular meeting of the Botetourt County Board of Supervisors was held on Tuesday, July 24, 2018, in Rooms 226-228 of the Greenfield Education and Training Center in Daleville, Virginia, beginning at 12:45 P. M.

PRESENT: Members: Mr. L. W. Leffel, Jr., Chairman  
Dr. Donald M. Scothorn, Vice-Chairman  
Mr. Steve Clinton  
Mr. I. Ray Sloan  
Mr. Billy W. Martin, Sr.

ABSENT: Members: None

Others present at the meeting:

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 Dr. Scothorn, 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 and the Roanoke Valley Resource Authority; consideration of the acquisition of property for public purposes or the disposition of publicly held real estate in the Valley District 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 Valley and Blue Ridge 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), (7), (8), and (28) of the Code of Virginia, 1950, as amended. (Resolution Number 18-07-01)

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

NAYS: None

ABSENT: None

ABSTAINING: None

The Chairman called the meeting back to order at 2:05 P. M.

On motion by Mr. Leffel, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board returned to regular session from Closed Session and adopted the following resolution by roll-call vote. (Resolution Number 18-07-02)

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

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.

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

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

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

On motion by Mr. Leffel, seconded by Mr. Martin, and carried by the following recorded vote, the Board deferred the public hearing on proposed amendments to Article II. Approval of Water Supply Systems and Article IV. Sewers Generally of Chapter 24 Water, Sewers, and Sewage Disposal of the Botetourt County Code to remove language regarding connections in private water systems' service areas regulated by the SCC until the August regular meeting. (Resolution Number 18-07-03)

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

NAYS: None

ABSENT: None

ABSTAINING: None

Discussion was then held on the consent agenda items.

On motion by Dr. Scothorn, seconded by Mr. Martin, and carried by the following recorded vote, the Board approved the following consent agenda items: (Resolution Number 18-07-04)

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

NAYS: None

ABSENT: None

ABSTAINING: None

Approval of minutes of the regular meeting held on June 26, 2018;

Confirmation of the following resolution authorizing a sales agreement with Gala Farm, LLC, for the purchase of 0.184 acre adjoining the Gala boat ramp property:

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

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors of Botetourt County hereby authorizes the purchase of 0.184 acre from Gala Farm, LLC, in the amount of \$3,000;

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

Approval of an agreement to authorize AEP to extend electrical service to the new communications silo in Blue Ridge Park.

Consideration was then held on approval of transfers and additional appropriations. Mr. Tony Zerrilla, Director of Finance, stated that there were four transfers and 13 pass-through appropriations for the Board's consideration this month. He noted that the transfers were for County and departmental budget transfers including the merging of the Fire/EMS and volunteer fire and rescue budgets.

Mr. Zerrilla stated that the appropriations included payment of FY 18 traffic fine proceeds to the Town of Buchanan as per the County's law enforcement services contract, expenditure reimbursements, advance pass-through appropriations for inmate telephone commissions, and appropriation of funds other than General Funds for FY 19.

After questioning by Mr. Clinton, Mr. Zerrilla stated that the transfer of \$7,856.03 from the CIP-Economic Development Program to the Economic Development Authority is to transfer these funds from the Capital Improvements Plan to the EDA to pay an invoice for the Youth/Agriculture Workforce Development Center project that was discussed by the Board several months ago.

After further questioning by Mr. Clinton, Mr. Zerrilla stated that the various pass-through appropriation requests for the Sheriff's Department Property Seizure Proceeds Funds, the E-Summons Fund, the Commonwealth's Attorney's Asset Forfeiture Fund, the Courthouse Maintenance Fund, etc., are authorization by the Board to expend these funds based on pre-determined expenditure guidelines. After further questioning regarding these guidelines, Mr. Zerrilla stated that, for example, the Courtroom Security Fund can only be used for purchases related to enhancement of courtroom security, hiring of security staff, etc.

After further questioning by Mr. Clinton, Mr. Zerrilla stated that the cash balance appropriations for these funds are requested at the beginning of each fiscal year so that these approval requests do not have to come before the Board each month.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Clinton, and carried by the following recorded vote, the Board approved the following transfers and additional appropriations: (Resolution Number 18-07-05)

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

NAYS: None

ABSENT: None

ABSTAINING: None

Transfer \$1,079.77 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:

\$161.66 Dep. County Admin.–Rep. & Maint.–Veh., 100-4012120-12120-3312  
 \$212.12 Comm. Dev. - Rep. & Maint.–Veh., 100-4081200-81200-3312  
 \$122.57 Animal Control–Veh. & Power Equip. Supp., 100-4035100-35100-6009  
 \$183.24 Fire & EMS – Repair & Maint. – Vehicles, 100-4035500-35500-3312  
 \$ 16.30 Economic Dev. – Repair & Maint. –Veh., 100-4081500-81500-3312  
 \$177.71 Maint. - Rep. & Maint. – Vehicles, 100-4043000-43000-3312  
 \$172.50 Parks & Rec.–Veh. & Power Equip Supp., 100-4071100-71100-6009  
 \$ 33.67 Van Program – Rep. & Maint. – Veh., 100-4071500-71500-3312

Transfer budgeted funds of \$1,511,482 from Volunteer Fire & Rescue, 4032200, to Fire & EMS, 4035500. This budget transfer will combine the volunteer and career Fire & EMS areas into one department.

Transfer budgeted funds of \$21,000 from Emergency Communications, 100-4035600, to Fire & EMS, 100-4035500. This transfer aligns the funds with the department responsible for pager maintenance and repair costs.

Transfer budgeted funds of \$7,856.03 from CIP – Economic Development Program, 100-4094000-81500-8012-803, to Transfer to EDA, 100-4091800-91800-3800. These budget dollars provide funding for an invoice for professional fees associated with the Youth/Agriculture Workforce Development Center project.

Additional appropriation in the amount of \$5,752.05 to Sheriff's Department – Special Law Enforcement, 100-4031200-31200-5880. This is the portion of FY18 traffic fine proceeds payable to the Town of Buchanan per the County's contract for law enforcement services. This payment is included in this month's Accounts Payable disbursements.

Additional appropriation in the amount of \$453.92 to the following Sheriff's Department accounts: \$428.92 to Vehicle Supplies, 100-4031200-31200-6009; and \$25.00 to Anti-Drug Education, 100-4031200-31200-5860. The former is for reimbursement of extradition expenses and the latter is a donation.

Additional appropriation in the amount of \$1,920.34 to the following Sheriff's Department accounts: \$165.10 to Uniforms, 100-4031200-31200-6011; and \$1,755.24 to Repairs & Maintenance – Equipment, 100-4031200-31200-3311. The former is for contract payments and the latter is for insured vehicle repairs.

Additional appropriation in the amount of \$735.65 to the following Sheriff's Department accounts: \$60.00 to Other Operating Supplies, 100-4031200-31200-6014; and \$675.65 to Firing Range Expenses, 100-4031200-31200-6015. The former is for Solicitors Permits and the latter is for the sale of brass casings.

Additional appropriation in the amount of \$3,012.01 to the following Correction & Detention accounts: \$2,688.05 to Medical and Lab Supplies, 100-4033100-33100-6004; and \$323.96 to Uniforms, 100-4033100-33100-6011. The former is for a reimbursement from Craig County and medical co-pays and the latter is for a contract payment.

Additional appropriation in an amount not to exceed \$20,000 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 FY 18-19.

Additional appropriation in an amount up to \$3,856.19 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 \$46,273.61 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 154,654.14 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 \$12,144.43 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 \$5,881.71 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 \$53,708.07 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 \$1,755.74 to the Criminal Processing Fund – Fund 218. This provides the authorization to expend these funds based upon predetermined expenditure guidelines.

Mr. Zerrilla then stated that he would also like to request the Board's approval of a walk-on request for a reappropriation of funds in the amount of \$265,000 from the FY 18 to the FY 19 County budget. Mr. Zerrilla stated that this request is to purchase an ambulance that was budgeted but not purchased in FY 18. He noted that, if the County signs the purchase contract for this ambulance before August 18, price increases will be avoided.

Mr. Zerrilla further stated that additional requests for reappropriation of FY 18 funds into the FY 19 budget will be considered by the General Fund Budget Subcommittee and brought before the Supervisors in September for consideration.

There being no discussion, on motion by Mr. Martin, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board approved the following resolution authorizing the reappropriation of funds in the amount of \$265,000 from the FY 18 to the FY 19 County budget for the purchase of an ambulance.

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Mr. Leffel, Dr. Scothorn  
 NAYS: None  
 ABSENT: None ABSTAINING: None

Resolution Number 18-07-06

**NOW, THEREFORE, BE IT RESOLVED**, that the following appropriation for Fiscal Year 2018-2019 is made to allow carry-over of approved funding begun in Fiscal Year 2017-2018:

<u>Destination Acct. #</u>	<u>Acct. Description</u>	<u>July 2018 Amt.</u>	<u>Explanation</u>
100-4035500-3555-8005	Fire & EMS-Mtr. Veh. Equip.	\$265,000	Ambulance to be placed on order
<b>TOTAL</b>	General Fund Operations	<u>\$265,000</u>	

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 expenditures totaled \$1,544,141.82, including debt service and E-Summons Fund invoices. He noted that these expenditures include the operational funding payments for the volunteer fire and rescue departments for the first half of FY 19, an annual payment of \$110,699 for the County’s general insurance policy, and quarterly payments for Worker’s Compensation and Line of Duty Act coverage totaling \$71,468.

Mr. Zerrilla noted that this month’s large expenditures included \$38,739 to VFIS for Fire and EMS insurance coverage; \$40,500 to the EDA for an economic development incentive payment to Altec Industries; \$49,744 to Harris Enterprise Resource Planning, as well as FY 19 budget allocations to the Roanoke Valley/Alleghany Regional Commission, the Roanoke Regional Partnership, and the Roanoke Valley Convention and Visitors Bureau. He also noted that \$39,780 in E-Summons Fund monies was used to purchase scanners and other equipment and provide training for the new computerized summons system to be placed in Sheriff’s deputies’ vehicles.

There being no further discussion, on motion by Mr. Clinton, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board approved the Accounts Payable list and ratified the Short Accounts Payable List as submitted. (Resolution Number 18-07-07)

AYES: Mr. Sloan, Mr. Clinton, Mr. Martin, Mr. Leffel, Dr. Scothorn  
 NAYS: None  
 ABSENT: None ABSTAINING: None

Consideration was then held on a proposed amendment to Chapter 23 Taxation of the Botetourt County Code to revise the penalties and interest charged on delinquent real estate and tangible personal property taxes. Mr. William Arney, County Treasurer, noted that the Code of Virginia limits the penalties that localities can assess on past due tax payments to 10%. He noted that this penalty is currently assessed on tax payments received after November 5. He further noted that this percentage is assessed by the County and most of the State’s jurisdictions on past due taxes.

Mr. Arney stated that each year his office encounters taxpayers who have previously paid their taxes on time but for one reason or another submit their payment after November 5. Mr. Arney stated that he would like to request that the Board amend Section 23-2 of the County Code to reduce the penalty to 2% for the first 30 days after the due date and 10% for tax payments received after the 30 day period.

Mr. Arney noted that he researched those counties and cities, e.g., Highland County, Accomack County, York County, Poquoson, Alexandria, etc., that have a past due penalty other than 10% and most have either a base penalty of 2% or 5%, and an additional penalty of 5%, 8%, or 10%. He noted that a 10% late fee/penalty assessed in the private sector is a considerable amount.

Mr. Arney requested that the Board consider enacting a 2% late penalty for the first 30 days which would increase by 8% after that period.

After discussion, Mr. Arney stated that, if approved, delinquent tax notification letters will be mailed containing this revised late fee.

Mr. Martin stated that he thinks that this is a good proposal and a “real win” for the citizens.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Martin, and carried by the following recorded vote, the Board authorized staff to advertise for a public hearing at the August regular meeting on a proposed amendment to Chapter 23 Taxation of the Botetourt County Code to revise Section 23-2 regarding the penalties and interest charged on delinquent real estate and tangible personal property taxes. (Resolution Number 18-07-08)

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

NAYS: None

ABSENT: None

ABSTAINING: None

Discussion was then held on the County’s 250<sup>th</sup> anniversary preparation. Mr. Cody Sexton, Assistant to the County Administrator, thanked the Botetourt Historical Society’s museum staff for their assistance in obtaining the exact date that the County was created—January 31, 1770—in the development of this agenda item.

Mr. Sexton stated that a number of citizens have asked about the celebrations planned around the County’s 250<sup>th</sup> anniversary of its founding in 2020. He noted that the County Administrator’s staff has begun preliminary planning for this anniversary which tentatively includes a year’s worth of events and programs involving the schools, libraries, towns, community groups, and utilization of existing events such as the Botetourt County Fair.

Mr. Sexton noted that staff is requesting discussion/input from the Board on the initial direction of these planning efforts so that a more formal recommendation to the Supervisors can be developed over the next few months. He noted that the Board will also be asked to consider appointment of an oversight committee for this celebration and regular progress updates will be provided to the Board.

After discussion, Mr. Sexton stated that the first celebratory events are anticipated to be held in late 2019.

Dr. Scothorn requested that the staff ensure that the Botetourt Historical Society is involved in this project.

Mr. Sexton stated that the plan is to look at the past, present, and future of Botetourt County in these planned celebrations/events.

Mr. Clinton stated that this is a great idea and a great opportunity to celebrate Botetourt County. He suggested that a time capsule could be put together, a notification of the 250<sup>th</sup> anniversary could be put on the County's letterhead, etc. He noted that there are many themes that could be worked into these celebrations including the County's agricultural background, transportation, the coming of the railroad, etc., and he applauded the staff for beginning work on this event.

Mr. Sexton stated that the staff may also reach out to some of those individuals who were involved in the County's 200<sup>th</sup> anniversary celebrations to ask for their participation, advice, and assistance.

The Board thanked Mr. Sexton for this update and noted that they would provide him with suggestions and ideas for this celebration.

A public hearing was then held on consideration of an amendment to the FY 18-19 County budget regarding expenses related to the new Colonial Elementary School project. Mr. Tony Zerrilla, Director of Finance, stated that the County is required to conduct a public hearing on any proposed budget amendment exceeding 1% of the total adopted budget. He noted that this public hearing was advertised on July 11, 2018.

Mr. Zerrilla stated that the financial closing on the new Colonial Elementary School construction project was held in mid-May and a fund was established to retain proceeds provided by that financing. He noted that, as of late last week, the fund contained \$22,516,050.28 and staff is requesting that these funds be appropriated in order to pay preliminary, construction, and related project costs.

After discussion, Mr. Zerrilla stated that authorizations for payment of invoices from this fund will be approved by the project's manager, Jim Whitten, and the Economic Development Authority. He then recommended that the Board open the public hearing and allow any citizens present to speak and, if agreeable approve the proposed FY 19 budget amendment.

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.

There being no further discussion, on motion by Mr. Martin, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board approved an amendment to the FY 18-19 County budget and approved an appropriation in the amount of \$22,516,050.28 for the Colonial Elementary VPSA 2018A Fund (Fund 303) regarding expenses related to the new Colonial Elementary School project. (Resolution Number 18-07-09)

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

NAYS: None

ABSENT: None

ABSTAINING: None

Mr. Ray Varney, Resident Engineer with the Virginia Department of Transportation, was then present to speak the Board. Mr. Varney then reviewed VDoT's monthly report. He noted that the Exit 150 project is close to conclusion and various maintenance inspection items have been supplied to the contractor for completion.

Mr. Varney noted that work on the Route 779 box culvert replacement project has not yet begun; there are paving projects currently occurring in the Catawba and Fincastle areas, work still has to be completed on placement of the final cape seal surface on Route 43; and plant mix on several high volume secondary roads is scheduled to begin this week. Mr. Varney

noted that the contractor determines the schedule for paving the roadways; VDoT has no control over this aspect of the project. Mr. Varney further noted that paving of I-81 near the weigh scales has not yet begun.

After discussion, Mr. Varney stated that VDoT continues to review the proposed Glebe Road vertical curve improvements and noted that this project is being considered by the Board later today for application for SmartScale funding.

Mr. Varney noted that there was one site plan project review and four private entrance and utility permits approved by VDoT in the past month. Regarding the Route 220 corridor study, Mr. Varney noted a few members of the public attended a citizens information meeting on this project held last Thursday. He also noted that VDoT's headquarters staff are working on various asphalt and shoulder repair projects.

After questioning by Mr. Sloan, Mr. Varney stated that VDoT staff have begun the engineering stage to determine the scope of the sight distance improvements needed at the Shiloh Drive/Route 43 intersection. He noted that this engineering work will include how much material will have to be moved from the site, the cost of relocation of an adjacent utility pole, etc.

After further questioning by Mr. Sloan regarding drainage and washout issues on Loope Lane, Mr. Varney stated that he would forward this matter to their maintenance staff.

Mr. Clinton then thanked Mr. Varney and the other VDoT representatives who recently attended a citizens meeting regarding Azalea Road. Mr. Clinton then questioned the location of the box culvert replacement project on Route 779 (Catawba Road). Mr. Varney stated that he will confirm this project's location and inform Mr. Clinton.

Mr. Leffel thanked Mr. Varney for the update on the cape seal surface treatment on Route 43. He noted that the citizens are interested in when this project will be completed.

Mr. Leffel then discussed the complaints about tractor trailers using Long Run Road in Buchanan. Mr. Leffel noted that this is a narrow roadway and he could not imagine tractor trailers using this road as a cut-through.

Mr. Martin stated that, even though signs have been installed restricting through tractor trailer traffic on Mountain Pass Road, large trucks still use this roadway and then become stuck in the curves, resulting in traffic being blocked for hours.

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

Consideration was then held on approval of a resolution of support for the 2018 SmartScale program project applications. Mr. Cody Sexton, Assistant to the County Administrator, stated that VDoT requires that the Supervisors adopt a resolution of support for the County's SmartScale road improvement project applications. He noted that, for the August 1, 2018, deadline, the County is submitting applications for the following road projects: International Parkway/U. S. Route 220 intersection improvements; Glebe Road alignment and bike/pedestrian improvements; U. S. Route 220 pedestrian crossing at the Daleville Town Center/Orchard MarketPlace intersection; and U. S. Route 220 superstreet improvements for seven intersections between Botetourt Commons and Route 779 (Catawba Road).

Mr. Sexton noted that the Board is also being asked to support the application for I-81 northbound safety improvements from Mile Marker 167.4 to Mile Marker 169.5 as submitted by the Roanoke Valley/Alleghany Regional Commission, and the application for I-81 southbound improvements from Exit 150 to the weigh station as submitted by the Roanoke Valley Transportation Planning Organization.

He further noted that the Route 220 superstreet improvement project previously included the widening/straightening of curves on Brugh's Mill Road (Route 640); however, VDoT has determined that this combined project was ineligible under the SmartScale guidelines so the Route 640 portion has been removed from the application.

There being no discussion, on motion by Mr. Martin, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board adopted the following resolution of support for the 2018 SmartScale project applications:

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

NAYS: None

ABSENT: None

ABSTAINING: None

Resolution Number 18-07-10

**WHEREAS**, the Botetourt County Board of Supervisors is committed to advocating for and ensuring the long-term provision of superior transportation infrastructure both in the County and the region; and,

**WHEREAS**, the Board supports and is actively involved in regional transportation planning through memberships in the Roanoke Valley-Alleghany Regional Commission (RVARC) and the Roanoke Valley Transportation Planning Organization (RVTPO); and,

**WHEREAS**, the Virginia Commonwealth Transportation Board's application guidelines allow localities and regional entities, such as RVARC and RVTPO, to apply for funding through the SmartScale process; and,

**WHEREAS**, staff from Botetourt County, RVARC, RVTPO, and VDoT have identified six transportation projects in the County that would provide the greatest benefit to the citizens of and visitors to the County and the region and could possibly compete well in the 2018 SmartScale process; and,

**WHEREAS**, staff from RVARC, RVTPO, and VDoT have also identified other transportation projects throughout the region that will provide extensive indirect benefits to Botetourt County;

**NOW, THEREFORE, BE IT RESOLVED**, that the Botetourt County Board of Supervisors fully endorses and supports an application by County staff for the International Parkway/U. S. Route 220 Intersection Improvement, Glebe Road Alignment and Bike/Pedestrian Improvement, U. S. Route 220 Pedestrian Crossing, and U. S. Route 220 Superstreet Improvement projects; and,

**BE IT FURTHER RESOLVED**, that the Botetourt County Board of Supervisors fully endorses and supports applications by the Roanoke Valley-Alleghany Regional Commission staff for the following transportation project: I-81 Northbound Safety Improvements at MM167.4 - 169.5; and,

**BE IT FURTHER RESOLVED**, that the Botetourt County Board of Supervisors fully endorses and supports applications by the Roanoke Valley Transportation Planning Organization staff for the following transportation project: I-81 Southbound Improvements from Exit 150 to Weigh Station; and,

**BE IT FINALLY RESOLVED**, that the Botetourt County Board of Supervisors, in a spirit of regionalism and cooperation, fully endorses and supports other applications made by the staff of the RVARC and the RVTPO for transportation projects outside of Botetourt County which will benefit the region as a whole.

Mr. Clinton then gave a progress report of the Greenfield Discussion Group on the creation of a Greenfield Historical Advisory Council.

Mr. Clinton stated that the discussion group is an ad hoc citizens committee of approximately a dozen individuals formed earlier this year to establish a framework for the formation of the Greenfield Historical Advisory Council. He noted that their goal is for this advisory council,

in conjunction with the County, to conduct long- and short-range planning, funding, and operation of the Greenfield historical preservation area.

Mr. Clinton stated that he hopes that the Board will appoint this members to this Advisory Council by the end of this summer. He noted that the Council's membership is important and recommended that the group consist of 13 – 15 members, including an ex-officio member from the Board of Supervisors and a County employee who serves as an advisor to the group.

Mr. Clinton stated that recruitment of interested citizens to participate in the group could be done by advertisement and through use of existing County historical-related organizations that have a vested interest in the 18<sup>th</sup> century and Greenfield. Mr. Clinton then read a list of potential organizations to be represented on this Council: the Botetourt Historical Society, Historic Fincastle, the Countywide League, Fincastle chapter of the Daughters of the American Revolution, the Colonel Preston chapter of the Sons of the American Revolution, Friends of Greenfield Preston Plantation, County schools, the Mountain Valley Preservation Alliance, and a representative appointed by the Supervisors from each of the County's magisterial districts.

Mr. Clinton further stated that the duties of this Council would include strategic, operational, promotional, and capital planning, budget development, promotion, fund-raising, and on-site staffing as required. After discussion, Mr. Clinton suggested that he and Cody Sexton, Assistant to the County Administrator, work together to finalize the details and then request the Board to direct staff to contact these organizations for recommendation of members to serve on the Council.

Mr. Clinton noted that the Council's mission statement is to "recommend strategies and plans for the park's future that protect and maintain its historic assets, that showcase the lives and contributions of the William Preston family, the African American people, and Native Americans who lived there, and that promote the Park as a significantly early Republic Preservation Area and Interpretive Center for the county, region, state, and nation."

Mr. Clinton then requested input from the Board members as to whether they thought this project was headed in the right direction. He noted that work on an official metes and bounds description of the historic preservation area has not yet begun; however, Engineering Concepts, who is on the County's on-call engineering contract list, has provided an estimate of \$950 to survey the approximately 28 acre site.

After questioning by Dr. Scothorn, Mr. Clinton stated that the Advisory Council is proposed to be a "chartered" organization. He further noted that the next step will be to contact the previously named historical organizations and request that they recommend a representative for appointment to the Council.

Mr. Larrowe noted that the pricing to conduct the historical site's survey was procured under the County's at-large engineering contract.

After questioning by Mr. Larrowe, Mr. Clinton noted that the Mountain Valley Preservation Alliance is based in Rockbridge County but also serves, and has membership from, Botetourt County.

After questioning by Dr. Scothorn, Mr. Larrowe stated that the \$950 surveying cost will be paid from \$10,000 in funds received from the Friends of Greenfield and the Botetourt Historical Society which were matched by County funds. He noted that there is currently a total of \$20,000 in this separate, budget account.

The Board thanked Mr. Clinton for his report.

Dr. Scothorn then stated that the County had previously received two proposals under the Public/Private Education Act's (PPEA) provisions for solid waste disposal services--from County Waste of Southwest Virginia and the Roanoke Valley Resource Authority (RVRA).

Dr. Scothorn noted that the potential savings (\$16,000,000) to the County in landfill closure and tipping fee costs are "phenomenal." He noted that these savings include approximately \$3 million in landfill closure expenditures, and \$10 million in recycling savings, among others. He noted that the County currently spends \$254,000 each year to fund the recycling program.

He stated that County Waste is proposing a 20 year contract with two renewable 10 year options with landfill disposal tipping fees to be at or below the rate charged by the Roanoke Valley Resource Authority (\$55/ton), which currently accepts the County's solid waste through our trash transfer agreement with the City of Salem.

Mr. Leffel stated that none of the Board members could have believed that the County would obtain this expenditure savings offer for closure of the County landfill. He noted that the County Waste proposal is a great deal.

Mr. Larrowe stated that, under the PPEA process, if an unsolicited proposal is received by the locality, then the County must advertise for competing proposals. He noted that this process was followed and a proposal from the RVRA was received. Mr. Larrowe further stated that the County is required to conduct a public hearing on these proposals which was held at the Board's June 26 meeting. Mr. Larrowe noted that no action can be taken by the County on the proposals until 30 days after the public hearing; therefore, he requested that the Board schedule a meeting for Tuesday, July 31 at 7PM to further consider these solid waste disposal proposals.

The Board agreed with this request and noted that today's Supervisors meeting would be continued until July 31 at 7PM for this purpose.

The Chairman then called for a 5 minute break.

The Chairman called the meeting back to order at 3:10 P. M.

A public hearing was then held on proposed amendments to the Comprehensive Plan to update Map 26 (Education Facilities and Libraries) to show the location of the new Colonial Elementary School site. Mr. Jerod Myers, County Planner, stated that the Land Use Maps contained in the Comprehensive Plan are required to be kept up-to-date. He noted that these maps are important components of the Plan as they provide a long-term vision of how and where the County will grow and change over the next 20 years to accommodate expected population and job growth.

Mr. Myers stated that earlier this year the County announced plans to construct a new Colonial Elementary School on 143 Murray Drive in the Blue Ridge area; therefore, Map 26 "Education Facilities and Libraries" needs to be updated to indicate the new school's location.

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.

On motion by Mr. Leffel, seconded by Dr. Scothorn, and carried by the following recorded vote, the Board approved an amendment to Map 26 - Education Facilities and Libraries of the Botetourt County Comprehensive Plan to indicate the location of the new Colonial Elementary School. (Resolution Number 18-07-11)

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

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on various appointments.

On motion by Dr. Scothorn, seconded by Mr. Leffel, and carried by the following recorded vote, the following individuals and their alternates were appointed to the Community Policy and Management Team for two year terms to expire on September 1, 2020. (Resolution Number 18-07-12)

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

NAYS: None

ABSENT: None

ABSTAINING: None

Sheriff's Department: Jeff Stritesky (Ronnie Sprinkle, alternate)

Department of Social Services: Susan Goad (Leigh Martin, alternate)

Schools: Julie Baker (John Busher, alternate)

Health Department: Dr. Stephanie Harper (Kristy Gusler, alternate)

Juvenile Probation/Court Services: Samantha Higgins (Sandra Crawford, alternate)

Provider Representative (Blue Ridge Behavioral Healthcare): Cheryl Wilkinson  
(Cathy Brown, Heather Gunn, Debbie Bonniwell, alternates)

Provider Representative (Family Preservation Services—Roanoke): Melinda Otey

The Chairman then called for a 15 minute break.

The Chairman called the meeting back to order at 3:20 P. M.

A staff presentation was then given on proposed Zoning Ordinance amendments regarding Home Agriculture uses. Mr. Jerod Myers, County Planner, stated that, in early 2017, the County received a request from a Daleville property owner for a Zoning Ordinance text amendment to allow beekeeping in residential use districts. He noted that staff also explored other forms of limited, residential agriculture uses and met with representatives of the Botetourt Beekeepers Association, the Cooperative Extension Service, the Sheriff's Office, and contacted adjacent localities (Roanoke County, Vinton, Salem, and Roanoke City) on these proposed amendments.

Mr. Myers stated that a community input meeting on the proposed ordinance amendments, attended by approximately 25 people, was held on May 8. He noted that participants were asked to vote for animals that they thought were suitable for home agriculture, minimum lot sizes, etc. He noted that as a result of the comments received, and after discussion with the Cooperative Extension Service, ducks were removed from the list of allowable animals as they are better suited for larger agricultural properties and, at the request of the Animal Control Officer, capons (castrated male roosters) were also removed from the draft ordinance. Mr. Myers noted that currently the following animals are proposed to be allowed as a home agriculture use: honeybees, chickens, doves/pigeons, rabbits, and quails/pheasants.

Regarding minimum lot sizes for home agriculture uses, Mr. Myers stated that a majority of those who attended the community input meeting preferred that home agriculture uses be allowed on a minimum of a 15,000 square feet (sf) (0.34 acre) lot with a 20,000 sf (0.46 acre) lot as the second choice.

After discussion, Mr. Myers noted that the TND and PUD zoning districts were removed from the proposed list of districts in which home agriculture uses would be allowed. He further noted that the Animal Control Officer also had concerns about chickens roaming beyond their

owner's property boundaries so language was drafted that required coops and runs to be fully enclosed.

Mr. Myers stated that the proposed Zoning Ordinance amendments regarding home agriculture uses were included in the Board's information packets. He requested that the Board authorize the advertisement of a public hearing on these amendments at the September Planning Commission meeting.

After questioning by Dr. Scothorn, Mr. Myers stated that he did not have current information on the average Residential R-1 lot size in the County but noted that the minimum lot size in the R-1 district is 20,000 sf.

After further questioning by Dr. Scothorn, Mr. Myers stated that when staff contacted the adjacent localities to obtain information on their regulations for allowing poultry in residential districts they did not ask how many property owners were permitted to have chickens in each locality.

Dr. Scothorn stated that he is concerned about the impact these proposed zoning amendments will have on the County's residentially-zoned communities.

After questioning by Mr. Myers, Dr. Scothorn stated that he believes that the proposed number of animals allowed will be satisfactory but he is concerned about the proposed minimum lot size allowed for citizens to have chickens, rabbits, doves, etc. Dr. Scothorn stated that the proposal to allow certain types/numbers of farm animals in residential districts "sounds good until you see it in reality." Dr. Scothorn further stated that he thinks allowing certain types of livestock is a logical permitted zoning use in these residential districts but it is a "lot size issue" for him.

After questioning by Mr. Martin, Mr. Myers stated that the draft amendments are proposing a 15,000 sf minimum lot size to allow up to 12 chickens/poultry in residential use districts. Mr. Myers stated that the amendments also propose a minimum of 12,000 sf lot size for up to 4 beehives.

Mr. Clinton stated that he concurs with Dr. Scothorn's concerns and believes that the County should "err on the more conservative proposals and have larger lots" for chickens/poultry. Mr. Clinton stated that he does not believe that there is a great demand for chickens, bees, etc., in residential districts.

Mr. Martin stated that a lot of people have shown an interest in home agriculture uses, especially chickens. Mr. Martin noted that he thinks that this is a good proposal.

Dr. Scothorn noted that only 16 citizens attended the community input meeting. He then thanked Mr. Myers for his work on researching and drafting this proposed language.

After questioning by Mr. Leffel, Mr. Myers stated that the City of Roanoke allows up to 40 chickens on lots exceeding 20,000 sf.

Mr. Leffel noted that he is concerned with waste disposal from chickens, pigeons, etc.

Mr. Myers noted that, with such a small density of animals, there should be no issue with waste runoff onto adjacent parcels.

Mr. Leffel further stated that the Board should "think these things through before action is taken." He also noted that chickens carry blackhead disease which is lethal to quail but doesn't harm humans.

Mr. Myers noted that he would provide Dr. Scothorn with information on the average lot size in the County's residential subdivisions.

After questioning by Mr. Martin, Mr. Myers stated that there are different minimum lot sizes for Residential R-1, R-2, and R-3 zoning districts.

Mr. Reid McMurry, Certified Land Surveyor, stated that the minimum lot size in the Agriculture A-1 Use District is 2.25 acres; the Rural-Residential District is 1 to 1.25 acres; the Residential R-1 Use Districts is 0.5 acre; and smaller sizes for the R-2 and R-3 districts.

There being no further discussion, on motion by Mr. Martin, seconded by Mr. Leffel, and carried by the following recorded vote, the Board directed staff to advertise for a public hearing at the September Planning Commission meeting, and with Planning Commission action, the Board of Supervisors September 2018 regular meeting, to consider proposed Home Agriculture amendments to Chapter 25. Zoning of the Botetourt County Code. (Resolution Number 18-07-13)

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

NAYS: None

ABSENT: None

ABSTAINING: None

The meeting was then adjourned at 3:45 P. M. until 6:00 P. M.

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

Mr. Leffel then welcomed those present at the meeting.

It was noted that the request in the Blue Ridge Magisterial District from Frank L. & Patricia E. Bramlett had been tabled by the Planning Commission at the applicant's request. It was noted that this request was for an amendment to the proffered conditions for a vehicle repair business previously approved by the Board of Supervisors on June 18, 1990, by removing proffers related to landscaping and use as a paint shop, and to allow for a maximum of thirty (30) vehicles under repair to be stored outside, rather than the previously approved fifteen (15), on a 2.17-acre parcel zoned in the Business (B-3) Use District located at 4299 Blue Ridge Boulevard (U. S. Route 460), approximately one-tenth of a mile southwest of its intersection with Blue Ridge Springs Road (State Route 616), identified on the Real Property Identification Maps of Botetourt County as Section 109, Parcel 4.

Mr. Leffel then stated that the principals involved in the request from VJL, LLC, for a residential subdivision on Greenfield Street near Daleville have requested that the Board of Supervisors defer the request.

On motion by Mr. Martin, seconded by Mr. Sloan, and carried by the following recorded vote, the Board tabled a public hearing on the request in the Amsterdam Magisterial District from VJL, LLC, (Courtland Meadow, LLC, contractual purchaser) for a Commission Permit in accord with §15.2-2232 of the Code of Virginia for the construction of public roads, in addition to a request for rezoning from the Agricultural (A-1) Use District to the Residential (R-3) Use District, with possible proffered conditions, on a 78.95-acre parcel, for single family detached dwellings with a maximum of 170 lots, located on Greenfield Street (Route 673), Troutville; the development is proposed to be accessed via Greenfield Street at the O'Hara Drive (Route 1155) intersection, approximately 0.5 miles northeast of the Roanoke Road (U. S. Route 220)/Greenfield Street intersection, identified on the Real Property Identification Maps of Botetourt County as Section 88, Parcel 94, until the October 2018 regular meeting. (Resolution Number 18-07-14)

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

NAYS: None

ABSENT: None

ABSTAINING: None

There being no further discussion, on motion by Mr. Leffel, seconded by Mr. Martin, and carried by the following recorded vote, the Board continued the meeting at 6:03 P. M., until Tuesday, July 31, 2018, at 7:00 P. M. in Room 229 of the Greenfield Education and Training Center to discuss PPEA proposals for solid waste disposal services. (Resolution Number 18-07-15)

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

NAYS: None

ABSENT: None

ABSTAINING: None