

The regular meeting of the Botetourt County Board of Supervisors was held on Tuesday, December 22, 2020, at the Greenfield Education and Training Center in Daleville, Virginia, beginning at 2:00 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. Christopher Dadak, County Attorney  
Mr. David Moorman, Deputy County Administrator  
Mr. Gary Larrowe, County Administrator (left at 4:30 PM)

The Chairman called the meeting to order at 12:30 P.M.

On motion by Mr. Martin, seconded by Dr. Scothorn, 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. 1, Discussion on personnel issues regarding departmental reorganization in respect to individual employees; 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 Buchanan 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 in the Amsterdam (Greenfield) and Fincastle Districts; and Section 2.2-3711.A. 7, Consultation with legal counsel pertaining to actual or probable litigation, where such consultation or briefing in an open meeting would adversely affect the negotiating or litigating posture of the public body, namely regarding a pending tax appeal and other possible actions. (Resolution Number 20-12-04)

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

NAYS: None

ABSENT: None ABSTAINING: None

The Chairman called the meeting back to order at 2:10 P.M.

On motion by Mr. Martin, seconded by Mr. Clinton, 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 20-12-05)

AYES: Mr. Clinton, Mr. Sloan, Mr. Martin, Dr. Bailey, 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. Martin stated that in response to the Governor's State of Emergency regarding the coronavirus pandemic all members of the Board of Supervisors and certain County staff are participating remotely and partially electronically via Zoom within the Greenfield Education and

Training Center. He noted that the meeting's agenda and supporting documents were posted on the County's web site and provided to the Board members for their review.

Mr. Martin stated that the public was also provided the opportunity to provide comments via e-mail, by calling into the County Administrator's Office for their comments to be forwarded to the Board of Supervisors, or they could speak in person during today's meeting.

Mr. Martin encouraged those present in the building to maintain appropriate distance and wear a mask or other face covering. He also asked that all speaker phones be muted until the speaker provides input into the meeting's topics and that speakers identify themselves before speaking. Mr. Martin noted that votes conducted at this meeting will be taken by roll call vote.

He thanked everyone for their cooperation and patience as we work through today's socially-distanced meeting.

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

Mr. Martin then asked for a moment of silence.

Mr. Martin then opened the public comment period.

Mr. Dave Condon of McKinney Hollow Road then stated that earlier today he provided information to the County Administrator to be forwarded to the Board members regarding the Rocky Forge wind farm project. He stated that the Federal Aviation Administration's (FAA) review of the Rocky Forge project includes aeronautical studies for the proposed site's latitude/longitude coordinates. Mr. Condon stated that Apex did not do their due diligence in investigating this proposed site.

Mr. Condon stated that a notice was sent by the FAA on May 7, 2020, that an open comment period on the Rocky Forge project would be held from June 25 through August 1, 2020. He noted that only 1 comment was received during this period. Mr. Condon noted that the State of Virginia also failed to notify everyone including the Board of Supervisors and Nicole Pendleton, Community Development Director.

Mr. Condon stated that a new aeronautical study is required after 120 days. Mr. Condon also stated that he discovered that the "people using the Roanoke Airport did not receive any notice" about this proposed wind farm.

Mr. Condon noted that in an October 14 letter, the FAA reopened the public comment period on the proposed Apex wind farm. Mr. Condon noted that, through a Freedom of Information Act request, he asked for various information from the FAA and received a delivery on December 12 of information regarding the military flight routes in the northern Botetourt area.

Mrs. Ann Condon of McKinney Hollow Road then stated that she was present to speak representing the group, Virginians for Responsible Energy. She noted that there have been never-ending delays in the Rocky Forge project and no information has been provided by Apex on the turbines' make/model to be constructed on this site. Mrs. Condon stated that the recently announced location of the turbines on this site is different than what was previously-announced.

Mrs. Condon noted that the FAA's evaluation of this proposed project has been reopened once it was realized that appropriate public notice was not provided earlier this year.

After discussion, Mrs. Condon stated that maximum turbine heights of 624' and 686.5' have been previously announced and questioned "what is going on." She further stated that there is also no evidence that Apex has provided the Virginia Department of Transportation with

pre-construction road evaluation data. Mrs. Condon stated that Apex continues to say one thing and do another regarding this project and questioned why the Board continues to endure these false and misleading statements.

After discussion, Mrs. Condon stated that the Virginia Department of Environmental Quality approved the project's Permit-by-Rule in mid-October. She noted that this PBR is also under review. Mrs. Condon requested that the Board "just say no" and put an end to the foot-dragging by voiding the Special Exception Permit. She noted that Apex continues to change the quantity and location of the turbines and the County continues to waste money.

Mr. Martin thanked Mr. and Mrs. Condon for their comments.

After questioning, Mr. Martin noted that there was no one present on the telephone who wished to speak during the public comment period.

After discussion, on motion by Dr. Bailey, seconded by Dr. Scothorn, and carried by the following roll call vote, the Board approved the following consent agenda items: (Resolution Number 20-12-06)

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

NAYS: None

ABSENT: None

ABSTAINING: None

Approval of minutes of the regular meeting held on November 24, 2020, and

Approval of a refund from Howell's Motor Freight for overpayment of personal property taxes.

Consideration was then held on requests for transfers and additional appropriations. Mr. Tony Zerrilla, Director of Finance, stated that there were two recurring quarterly transfers for the Purchasing Department and one transfer of County funds to match private donations for the Greenfield Preservation Fund.

He further stated that there were also 6 pass-through and 6 regular appropriations for receipt of expenditure reimbursements, insurance funds, State Funds, and miscellaneous receipts. Mr. Zerrilla stated that the \$148,810 appropriation to the Sheriff's and Animal Control Capital Outlay accounts was for four new vehicles purchased in FY 20 but were not made available for road duty by the end of June 2020. He noted that this necessitates these vehicle expenses being charged against the FY 21 budget.

Mr. Zerrilla stated that there is also an appropriation in the amount of \$201,366 for the second and final appropriation for hiring and training of up to 7 new full-time equivalent positions to staff the Blue Ridge Fire Station. He further stated that the final three appropriations were for unforeseen expenses in unemployment claims, Registrar's Office renovations, and recycling costs in FY 21.

There being no further discussion, on motion by Mr. Sloan, seconded by Mr. Clinton, and carried by the following roll call vote, the Board approved the following transfers and additional appropriations. (Resolution Number 20-12-07)

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

NAYS: None

ABSENT: None

ABSTAINING: None

Transfer \$89.98 to Central Purchasing – Store Supplies, 100-4012530-12530-6021-000, from various departments as follows for store supplies usage:

\$44.99 Econ. Devel. – Office Supplies, 100-4081500-81500-6001-000  
 \$44.99 CSA – Office Supplies, 100-4053500-53500-6001-000

Transfer \$233.14 to Central Purchasing – Pool Car Transfers, 100-4012530-12530-6020-000, from various departments as follows for fuel usage:

\$42.67 Treasurer – Fuel, 100-4012410-12410-6008-000  
 \$11.43 Co. Admin. – Fuel, 100-4012110-12110-6008-000  
 \$11.81 Technology Services – Fuel, 100-4012510-12510-6008-000  
 \$21.90 Comm. Devel. – Fuel, 100-4081200-81200-6008-000  
 \$ 1.90 Economic Devel. – Fuel, 100-4081500-81500-6008-000  
 \$76.38 Van Program – Fuel, 100-4071500-71500- 6008-000  
 \$67.05 Fire & EMS – Fuel, 100-4035500-35500-6008-000

Transfer \$1,400.00 from General Fund 100-Undesignated Fund Balance to Greenfield Preservation Fund – Fund 240. This provides a match of FY21 private donations received into the Preservation Fund.

Additional appropriation in the amount of \$36,908.50 to Fire & EMS - Capital Outlay - Motor Vehicles & Equipment, 100-4035500-35500-8005. These are insurance funds received for damage to an apparatus.

Additional appropriation in the amount of \$250.00 to Animal Control – Repairs & Maintenance, 100-4035100-35100-3311. These are funds received from VACoRP for reimbursement of an insurance deductible.

Additional appropriation in the amount of \$6,210.27 to the following Correction & Detention accounts: \$5,029.30 to Medical & Lab Supplies, 100-4033100-33100-6004; \$380.97 to Uniforms, 100-4033100-33100-6011; and \$800.00 to Food Supplies and Service, 100-4033100-33100-6002. These funds are for medical co-pays and Craig County reimbursements regarding medical care for inmates, contract payments, and Social Security incentive payments.

Additional appropriation in the amount of \$6,775.50 to Clerk of Circuit Court – Maintenance Service Contracts, 100-4021600-21600-3100-000. These are funds received for the State Compensation Board to be applied against charges for maintenance of the Annual Records Management System.

Additional appropriation in the amount of \$627.74 to Commonwealth’s Attorney – Electrical Services, 100-4022100-22100-5110. This is a reimbursement from the Bank of Fin-castle for the FY21 portion of billings for electric service that was paid by the County that should have been billed to the Bank for a meter that tracked electric usage at the previous Commonwealth’s Attorney’s office.

Additional appropriation in the amount of \$258.78 to Community Development – Professional Services, 100-4081200-81200-3100. These are funds received for mowing work that was performed due to a County Code violation.

Additional appropriation in the amount of \$19,200.00 to Technology Services – Professional Services, 100-4012510-12510-3100. This is for an evaluation of the County’s financial and payroll systems by our software vendor (Harris) as the County transitions and upgrades to Harris’ CitySuite platform.

Additional appropriation in the amount of \$148,810.15 to the following accounts: \$116,013.73 to Sheriff – Capital Outlay – Motor Vehicle/Vehicle Equipment, 100-4031200-31200-8005; and \$32,796.42 to Animal Control – Capital Outlay – Motor Vehicle/Vehicle Equipment, 100-4035100-35100-8005. These are for four vehicles purchased in FY20 that were reclassified as pre-paid expenses in FY20 since these vehicles were not available for road duty by year end. Therefore, the expense charge for the vehicles fall into FY21; these appropriations provide FY21 budget coverage for these vehicles.

Additional appropriation in the amount of \$201,366.00 to Fire & EMS – 100-4035500-35500. This is the second and final FY21 appropriation for the hiring of up to 7 full-time equivalent positions to send to the Fire & EMS Academy for training and staffing the Blue Ridge Station on a 24 hour/7 days per week basis due to the ceasing of operations

of the Blue Ridge Volunteer Rescue Squad. This brings the total appropriation to \$349,366.00.

Additional appropriation in the amount of \$8,597.20 to Unemployment Claims, 1004091000-91000-2600. These are the County's portion of unemployment claims/charges for the two most recent quarters.

Additional appropriation in the amount of \$14,267.40 to CIP – Voter Registration Expansion, 100-4094000-13300-8012-418. This covers the final billings vs. budget for Part 1 of this project.

Additional appropriation in the amount of \$47,770.14 to Waste Management – Recycling Processing, 100-4042400-42400-3192. This appropriation covers total expenditures to date.

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 \$2,690,521.10, which includes \$1,342,000 in CARES Act funds. He noted that this month's large expenditures include \$37,620 to Magic City Ford for the purchase of a new pickup truck for the Department of Fire and EMS; \$86,473 to Priority Dispatch Corporation for the purchase of new medical dispatch programming software; \$384,827 to Garland/DBS, Inc., for the final bill for the ETC roof replacement project; \$38,000 to Robinson, Farmer, Cox Associates for the FY 20 audit; and \$34,453 to the Roanoke Regional Partnership for their FY 21 budget allocation.

There being no discussion, on motion by Dr. Bailey, seconded by Dr. Scothorn, and carried by the following roll call vote, the Board approved the Accounts Payable and ratified the Short Accounts Payable List as submitted. (Resolution Number 20-12-08)

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

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on approval of the most recent FY 21 budget categorical appropriation resolution. Mr. Tony Zerrilla, Director of Finance, stated that in June 2020, due to the revenue impacts associated with the pandemic, the Board decided to approve the FY 21 budget through quarterly appropriation resolutions. He noted that for the first quarter, which began on July 1, 2020, the Board approved a 30% allocation for County departments and 18% for the schools and in September, the Board approved a 55% allocation each for the County and Schools budgets.

He noted that the third quarter appropriation resolution in the amount of \$22,550,452 to be considered by the Board today amounts to a cumulative 80% of the FY 21 total budget allocation.

After further discussion, Mr. Zerrilla requested that the Board approve the resolution as presented.

After questioning by Mr. Clinton, Mr. Zerrilla stated that, with the quarterly budget appropriation being requested today, 80% of the total adopted FY 21 budget will have been allocated by the Supervisors.

After further questioning by Mr. Clinton, Mr. Zerrilla stated that this is the first time in his tenure as Finance Director that the County has approved partial budget appropriations. After

further questioning by Mr. Clinton, Mr. Zerrilla stated that, in previous years, the Supervisors approved an appropriation of the total yearly budget amount in June.

After further questioning by Mr. Clinton as to how the quarterly appropriation process is doing, Mr. Zerrilla stated that County administration recommended providing the individual departments with a “cushion at the beginning of the fiscal year” and this has resulted in there not being any issues with departments overspending their budgets. He stated that as of this time things have been working very smoothly.

There being no further discussion, on motion by Mr. Clinton, seconded by Dr. Scothorn, and carried by the following roll call vote, the Board adopted the following FY 21 budget categorical appropriation resolution.

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

NAYS: None

ABSENT: None

ABSTAINING: None

Resolution Number 20-12-09

**WHEREAS**, the General Fund, School Budgets, and Tax Levies have been approved for Fiscal Year 2020 - 2021,

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors of Botetourt County hereby make the following categorical appropriations for Fiscal Year 2020 - 2021 for the functions, as indicated; and the Treasurer of Botetourt County is authorized to transfer local funds, as needed, not to exceed \$25,690,881 to the School Operating Fund.

100-4011100 - 11010	Board of Supervisors	58,868
100-4012110 - 12110	County Administrator	152,709
100-4012220 - 12220	Human Resources	88,374
100-4012310 - 12310	Commissioner of Revenue	110,370
100-4012410 - 12410	Treasurer	139,638
100-4012430 - 12430	Financial Services	85,819
100-4012510 - 12510	Technology Services	307,029
100-4012530 - 12530	Central Purchasing	36,976
100-4012560 - 12560	Central Garage	25,747
100-4013300 - 13300	Electoral Board/Registrar	99,544
100-4021100 - 21100	Circuit Court	17,348
100-4021200 - 21200	General District Court	5,992
100-4021300 - 21300	Magistrate	747
100-4021500 - 21500	Juvenile & Domestic Relations Court	4,214
100-4021600 - 21600	Clerk of Circuit Court	189,499
100-4022100 - 22100	Commonwealth's Attorney	215,299
100-4031200 - 31200	Sheriff	1,378,263
100-4031400 - 31400	Dispatch	234,971
100-4033100 - 33100	Correction & Detention	1,262,536
100-4033200 - 33200	Juvenile Detention Center	43,750
100-4035100 - 35100	Animal Control	175,678
100-4035500 - 35500	Fire & EMS	1,376,031
100-4035600 - 35600	Emergency Communications	85,410
100-4042400 - 42400	Division of Waste Management	175,410
100-4043000 - 43000	Maint. of General Bldgs. & Grounds	266,229
100-4051000 - 51100	Local Health Department	85,204
100-4053000 - 53000	Social Services	361,034
100-4053500 - 53500	Children's Services Act (CSA)	388,483
100-4081200 - 81200	Community Development	295,482
100-4071100 - 71100	Recreation & Facilities	364,625

100-4071300 - 71300	Botetourt Sports Complex	95,486
100-4071500 - 71500	Van Program	25,702
100-4073100 - 73100	Library	325,693
100-4081200 - 81240	Virginia's Blue Ridge	38,300
100-4081500 - 81500	Economic Development	116,035
100-4083000 - 83000	Cooperative Extension Program	16,604
100-4094000 -	Capital Projects	67,188
	<b>TOTAL GENERAL FUND</b>	<b>8,716,287</b>
100-4095000 -	Debt Service - County/VPSA	658,203
100-4095000 -	Debt Service - School Literary Fund	29,354
	<b>TOTAL DEBT SERVICE FUNDS</b>	<b>687,557</b>
220-4050000 -	School Operations	13,146,608
	<b>TOTAL SCHOOL FUND</b>	<b>13,146,608</b>
	<b>TOTAL ALL FUNDS</b>	<b>22,550,452</b>

Consideration was then held on approval of a School Capital Reserve Fund expenditure request. Mr. Brandon Lee, the School's Director of Business and Finance, stated that the Supervisors and School Board have had a policy in place since May 2017 that allows the schools to retain unspent year-end funds for capital project improvements. He noted that the current balance in this Fund is \$1.8 million and the school system is requesting approval to spend \$159,000 of these monies to purchase playground equipment for the new Colonial Elementary School.

He noted that this equipment was purchased through Omnia Partners which is a Statewide purchasing cooperative authorized under the Virginia Public Procurement Act.

After questioning by Dr. Bailey whether any playground equipment at the old Colonial Elementary School could be relocated to the new school site, Mr. Lee stated that all of the playground equipment at the new school will be newly purchased. He noted that the old equipment, which is several years old, would be difficult to remove as it is set in concrete for stability/safety.

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 use of School Capital Reserve Funds in the amount of \$159,000 to purchase playground equipment for the new Colonial Elementary School through the State's purchasing cooperative agreement. (Resolution Number 20-12-10)

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

NAYS: None

ABSENT: None

ABSTAINING: None

Various committee reports were then given.

Dr. Scothorn then updated the Board on the recent activities of the Broadband Committee. He noted that everyone is looking forward to improved internet service as a result of the various broadband installation projects currently underway in the County. He noted that it is anticipated that 80% of County citizens will have access to broadband when these projects are completed compared to 70% or less who had broadband before these projects began.

Dr. Scothorn noted that that Roanoke Valley Broadband Authority's project (\$1,342,000) is complete except for a few punch list items and the Craig-Botetourt Electric Cooperative (CBEC) broadband project is proceeding into phase 2. He further noted that, on the CBEC project, it has been reported by some citizens that they now have 300 Mbs download and upload speeds.

He then stated that a second application of the Governor's CARES Broadband funds in the amount of \$805,604 was approved by the State for the extension of 4.35 miles of backbone cable from the RVBA project to interconnect to CBEC's broadband project. Dr. Scothorn stated that this application/approval process took longer than anticipated and, even though this construction project has begun, the County has requested an extension of time to allow this project to be completed.

Dr. Scothorn stated that Mr. Dean Lynch, Executive Director of the Virginia Association of Counties, wrote a letter to the federal government requesting an one-year extension of the December 30, 2020, deadline for the expenditure of CARES Act funds. He noted that it is hoped that the U. S. President will agree to this request.

Regarding the new Fincastle wireless communication project, Dr. Scothorn stated that they are working to deploy the project after finding the best location. He noted that it is hoped that this project will be completed soon in combination with the other two Citizens Broadband Radio Service (CBRS) projects.

Dr. Bailey then updated the Board on the recent activities of the CARES Act Committee. He noted that the Committee has been working daily on approvals of requests for CARES Act monies to make good use of the dollars sent to the County. He noted that the Towns have received a total of \$24,714; Administration (public information systems) have expended \$56,480; and telework and technology have spent \$117,671 for equipment upgrades and licensing costs.

Dr. Bailey stated that there are no contingencies and the Committee is "winding down" these expenses before the December 30 CARES Act expenditure deadline.

He noted that CARES Act funds have also been spent in the amount of \$81,327 for heart monitors for the Department of Fire and EMS and \$473,011 for small business and farm assistance grants. Dr. Bailey noted that 48 County farmers received these grant funds and he believes that we are the only County in Virginia that provided special farm-based assistance through the CARES Act.

After discussion, Dr. Bailey stated that 17.1% of the CARES Act monies allocated to the County have been allocated to the Schools for the purchase of school buses, Chromebook computers, and HVAC improvements in various buildings; \$81,750 for various workforce and fire department/public safety upgrades; and 55.4% (\$3,230,782) of the funds were spent on broadband improvements. He further stated that approximately 64% of the total \$7,206,770 CARES Act funds received by the County were allocated to broadband extension projects.

Dr. Bailey stated that \$5.8 million of federal CARES Act monies were sent to the State. He noted that the Governor's broadband initiative made \$1.375 million available to supplement other CARES Act funding for broadband expansion projects, including the RVBA and Fincastle projects. Dr. Bailey stated that the Board is hopeful that the President will sign the most recent CARES Act package approved by Congress which includes an extension into 2021 of the time that these funds can be spent.

Dr. Bailey noted that “part of our problem is fighting the time factor in getting these projects completed by December 30, 2020.”

Mr. Sloan then provided an update on the Emergency Communications Committee.

He stated that the Committee went through the request for proposal (RFP) process and ranked all 13 submitted proposals. He noted that the top four firms have been contacted and the Committee will conduct virtual interviews in January. Mr. Sloan stated that the Committee is putting together a list of questions to ask the companies and hope to bring back a recommendation for bid/contract award to the Board in March 2021.

Mr. Clinton then provided an update from the Monuments and Memorials Committee.

He noted that the Committee is proceeding with their goals and have requested that the Circuit Courthouse’s architectural firm, Architectural Partners, consider possible locations for the Confederate Memorial elsewhere on the Courthouse site as part of the Courthouse’s renovation project. Mr. Clinton stated that once these recommendations are received the Committee will evaluate the suggestions and make a presentation to the Supervisors at their January 26, 2021 meeting.

Mr. Clinton noted that the Committee has been working on this project since July and it has been a fulfilling experience to try and meet the needs and expectations of a diverse County. Mr. Clinton noted that he thinks that the Board will be pleased with the Committee’s final report which includes a recommendation proposing to relocate the monument within the Courthouse Square area.

Dr. Bailey then updated the Board on the Circuit Courthouse Study Committee’s recent actions.

He noted that the Committee has had a couple of constructive meetings with Architectural Partners to help the members determine their options for the Courthouse’s renovation. Dr. Bailey stated that there are three different options for renovation being considered at this time. He further stated that this project will be a “long haul” as it has a “lot of moving parts.”

After discussion, Dr. Bailey stated that the building is in need of many repairs and there are also needed improvements from the Circuit Court’s point of view as the building does not meet State standards for handicapped accessibility, etc.

After questioning by Mr. Martin, Mr. Clinton, who also serves on this Committee, stated that Dr. Bailey’s updates covered the topic very well.

Mr. Clinton then stated that both the Monuments and Memorials Committee and the Historic Greenfield Committee have received very good coverage from the local television stations and printed media over the past few months.

He noted that these news stories have resulted in both committees receiving a lot of interest from the Valley’s residents and the Historic Greenfield Committee has received a pledge from an individual who will match any contributions received in the month of December. Mr. Clinton noted that this has resulted in the receipt of \$4,000 in donations as of this time. He noted that the \$5,000 matching base will result in a total of \$20,000 in matching funds for the Historic Greenfield Committee.

Mr. Clinton further stated that an open house with self-guided tours was held on the Greenfield Preservation Area on Sunday. He noted that this event received a good turnout.

Mr. Martin stated that all of the Board members have done an outstanding job in handling the work requested of these various committees.

Under Board Comments, Dr. Bailey then thanked Mr. Larrowe and his staff for all that they have done this year. He noted that the County has had a trying year and a large amount of time was spent by the staff in dealing with the coronavirus's impacts on the County, its citizens, and its businesses. He also thanked Mrs. Fain for doing an outstanding job in "keeping everything straight" and wished everyone a merry Christmas.

Dr. Scothorn agreed with Dr. Bailey's comments regarding Mr. Larrowe and his staff. He noted that the relocation of several County and constitutional offices to Greenfield during the pandemic was handled smoothly.

Dr. Scothorn stated that many of his patients comment on the Confederate monument issue and some still think that the monument is going to be destroyed. He noted that this is not the case and he appreciated Mr. Clinton's comment that the Monuments and Memorials Committee was considering a site on which to relocate the memorial.

Dr. Scothorn also noted that some citizens have previously commented that they would like to see a map of the new broadband service areas in the County. He noted that this request has been presented to Lumos who responded that the construction project is still ongoing and mapping will be provided when available. He noted that the County wants to ensure that the mapping is as complete as possible before it is made public.

Mr. Clinton endorsed Dr. Bailey's and Dr. Scothorn's comments about the County staff, the difficulties of the past year, and the efforts to overcome many issues that have arisen. He wished everyone a merry Christmas.

After questioning by Mr. Martin, Mr. Sloan stated that he would like to defer his comments until later in the meeting.

A public hearing was then held on proposed amendments to Chapter 14 Nuisances of the Botetourt County Code to create a Criminal Nuisance Blight Ordinance. Mr. John Alexander, Commonwealth's Attorney, stated that the County Attorney's office drafted the proposed Criminal Nuisance Blight Ordinance as included in the Board's information packets.

Dr. Scothorn noted that this ordinance was requested based on repeated complaints of criminal activities and drug use that occurred on the same properties. Dr. Scothorn then questioned the language pertaining to "repeated acts of the malicious discharge of a firearm" and why the discharge of a firearm once would not be a violation of this proposed ordinance.

Mr. Alexander stated that this ordinance was based on a template used in other jurisdictions for these types of incidents. He noted that the ordinance pertains to a "pattern of conduct" on these properties.

Mr. Christopher Dadak, County Attorney, stated that this ordinance's language pertaining to the definition of criminal blight was taken from the Code of Virginia.

After questioning by Mr. Martin, it was noted that there was no one present or on the telephone to speak regarding this proposed ordinance. The public hearing was then closed.

There being no further discussion, on motion by Dr. Scothorn, seconded by Mr. Clinton, and carried by the following roll call vote, the Board approved the attached amendments to Chapter 14. Nuisances of the Botetourt county Code to create a Criminal Nuisance Blight Ordinance. (Resolution Number 20-12-11)

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

NAYS: None

ABSENT: None

ABSTAINING: None

Mrs. Nicole Pendleton, Director of Community Development, then updated the Board on the Apex Wind Energy project. She stated that her office has received a set of digital construction plans for the Rocky Forge Wind Farm project and in the past few days have also received a payment for plan review fees.

Mrs. Pendleton noted that the State and County Codes contain certain procedures for zoning staff to follow in reviewing these plans. She also noted that the staff is currently reviewing the submitted plans for zoning and the site's erosion and sediment control for completeness.

After discussion, she noted that a technical review committee meeting which included staff and representatives from Timmons and Apex was held last Friday. She noted that it does not appear that the plans are complete at this time, nor was any supplemental information, including the off-site road construction plans, provided to staff.

Mrs. Pendleton stated that these construction plans are processed through the Planning and Zoning Office then forwarded to VDoT for further review. She noted that Mr. Charlie Johnson with Apex said that the fieldwork for the geotechnical studies should be beginning in the next week or so.

There being no further discussion, Mrs. Pendleton then wished the Board happy holidays.

Consideration was then held on a request for a Comprehensive Plan amendment for the Demaury and Amos properties on Etzler Road. Mr. Drew Pearson, County Planner, stated that a request has been received from Family Builders, LLC, on behalf of Elizabeth Ann Demaury and Michael and Melinda Amos, that the Board consider allowing the advertisement of a public hearing by the Planning Commission on amendments to the Comprehensive Plan that would establish a Medium Density Residential Future Land Use designation for the Demaury and Amos properties (Tax Map 87, Parcels 95 and 96).

He noted that this public hearing, if authorized, would be to amend the Plan's Future Land Use and Sewer and Water Infrastructure maps to allow a rezoning request to be submitted on a total of 108.5 acres located on Etzler Road across from the Botetourt Sports Complex and Greenfield Elementary School and for public water/sewer service to be extended to this property. Mr. Pearson stated that, if the Comp Plan amendments are approved, the applicants would then submit an application to rezone this property from an Agricultural A-1 to a Residential R-1 Use District for the construction of a 130 single family dwelling development.

Mr. Pearson stated that on July 28, 2020, the Board denied a similar Comp Plan amendment request from these applicants; however, that request was for an eventual Traditional Neighborhood Use District which would have been a much denser development (175 single family dwellings, 618 multi-family units, and 70,000 square feet of commercial space).

After discussion, Mr. Pearson stated that, if the Board approves this request, the proposed Comp Plan amendments would be considered/reviewed by the Planning/Zoning staff and then advertised for a public hearing by the Planning Commission who would make a recommendation to the Supervisors for consideration at a public hearing. Mr. Pearson noted that the Board could also deny today's request which would not allow the proposal to move forward.

After questioning by Mr. Clinton, Mr. Pearson stated that this request is for the Board to direct staff to review the proposed Comp Plan amendments and advertise the proposal for a public hearing before the Planning Commission, who would make a recommendation to the Supervisors. Mr. Pearson noted that, if this request is approved, the applicants would still have to apply for, and public hearings advertised and held by the Commission and Board on, the rezoning request.

After questioning by Mr. Martin, Mr. Pearson stated that the applicant is requesting that the Board authorize a public hearing to be advertised and held by the Planning Commission and Supervisors for amendments to two Comp Plan maps.

Dr. Bailey stated that he recalls that the earlier request for Comp Plan amendments for these parcels resulted in concerns by VDOT on the large amount of traffic generated by the proposal and its impact on two intersections as well as the impact of the accessibility of public water and sewer service on future development of this area.

Mr. Pearson stated that the previous request did include a traffic impact analysis (TIA) and there were concerns about the traffic impacts at the Catawba/Etzler Road and the Catawba/Route 220 intersections from the large number of potential residents in the proposed Traditional Neighborhood Development (TND). Mr. Pearson stated that the TIA stated that these intersection improvements were recommended once 175 homes were constructed on the Demaury/Amos property. He noted that the Comp Plan amendment requested today is proposing a maximum of 130 single family dwellings on this 108 acre site.

Mr. Clinton stated that he is not endorsing this project—it is a question of due process. He noted that it is reasonable to allow the staff and Planning Commission to consider this request for a Comprehensive Plan amendment through the public review and public hearing process.

There being no further discussion, on motion by Mr. Clinton, seconded by Dr. Scothorn, and carried by the following recorded roll call vote, the Board directed staff to review the request for a public hearing to consider amendments to the Comprehensive Plan's Future Land Use Map and the Sewer and Water Infrastructure Map by the Planning Commission and Board of Supervisors for the Demaury and Amos properties on Etzler Road as identified on the Real Property identification Maps of Botetourt County as Section 87, Parcels 95 and 96. (Resolution Number 20-12-12)

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

NAYS: None

ABSENT: None

ABSTAINING: None

Consideration was then held on a resolution in opposition to a new State boating access ramp permit and fee. Mr. Cody Sexton, Assistant to the County Administrator, stated that the Virginia Department of Wildlife Resources, which was formerly known as the Department of Game and Inland Fisheries, received approval from the Virginia General Assembly to implement a new boating access permit and fee effective January 1, 2021. He noted that this fee would be

assessed on anyone using Department-owned or maintained boat access sites and would result in a number of difficulties for the County's river outfitting companies who use DWR boat ramps.

Mr. Sexton stated that, at the request of one of the County's river outfitter companies, a resolution in opposition to this fee is being provided for the Board's consideration. He noted that, if approved, the resolution would be forwarded to the County's General Assembly representatives and VDWR.

There being no discussion, on motion by Mr. Clinton, seconded by Dr. Bailey, and carried by the following recorded roll call vote, the Board approved the following resolution in opposition to boat landing access fees being implemented by the Virginia Department of Wildlife Resources.

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

NAYS: None

ABSENT: None

ABSTAINING: None

Resolution Number 20-12-13

**WHEREAS**, the Botetourt County Board of Supervisors is committed to advocating for the free and peaceable enjoyment of all of the natural resources in the County and throughout the Commonwealth, especially the rivers, streams, and other waterways; and,

**WHEREAS**, Article XI, Section 1 of the Constitution of Virginia likewise supports "the use and enjoyment for recreation of adequate public lands, waters, and other natural resources"; and,

**WHEREAS**, effective January 1, 2021, the Virginia Department of Wildlife Resources (DWR) will be requiring any person using a DWR-owned or managed facility, including boating access sites, to have a valid Virginia hunting, trapping, or fishing permit, a Restore the Wild membership, an access permit, or current certificate of boat registration issued by DWR to use the facility; and,

**WHEREAS**, the permit process and the fee associated with boating access would create an extra barrier for those seeking to enjoy Virginia's rivers and waterways; and,

**WHEREAS**, outfitters have expressed concerns that their needs and concerns were not fully taken into account when implementing the permits and fees for boating access sites and that the new boating access permits and fees are a detriment to tourism; and,

**WHEREAS**, the process to register and pay for a permit is cumbersome and inefficient and creates an undue time burden on the outfitters and other tourism-related businesses and their customers and anyone else seeking to enjoy the waters of Virginia; and,

**WHEREAS**, the fee to use the boating access sites is fundamentally regressive in nature, causing greatest detriment to the least affluent and casual users who would only occasionally seek some recreational respite in nature; and,

**WHEREAS**, the funds from the fees charged for boating access are anticipated to be disproportionately larger than the resources dedicated to the maintenance and construction of boating access sites; and,

**WHEREAS**, this proposal will encourage people to circumvent the fees by using unauthorized boat access points on private property, with the attendant environmental damage, unsafe roadside parking, and personal exposure to unexpected swift currents upon entry; and,

**NOW, THEREFORE, BE IT RESOLVED**, that the Botetourt County Board of Supervisors opposes the charging of fees by the Department of Wildlife Resources for use of boating access sites in the Commonwealth and encourages the Department to seek a more efficient, effective, and equitable solution to conserve, develop, and utilize boating access sites.

**BE IT RESOLVED**, that a copy of this resolution be forwarded to the County's state legislative representatives and the Virginia Department of Wildlife Resources.

Consideration was then held on various appointments.

On motion by Mr. Clinton, seconded by Dr. Bailey, and carried by the following roll call vote, the Board reappointed Mr. Hiawatha Nicely as the Amsterdam District representative on the Planning Commission for a four year term to expire on January 1, 2025. (Resolution Number 20-12-14)

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

NAYS: None

ABSENT: None

ABSTAINING: None

On motion by Dr. Scothorn, seconded by Dr. Bailey, and carried by the following roll call vote, the Board appointed Dr. Elizabeth Leffel as the County's representative on the Blue Ridge Behavioral Healthcare Board of Directors for a three year term to expire on December 31, 2023, and directed staff to send a letter to Mr. Michael Parish thanking him for his previous service on the Board of Directors. (Resolution Number 20-12-15)

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

NAYS: None

ABSENT: None

ABSTAINING: None

The Chairman then called for a 5 minute break.

The Chairman called the meeting back to order at 3:40 P. M.

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

Mr. Martin thanked Mr. Varney for the gift. He noted that the homemade cheesecakes were excellent.

Mr. Varney then wished the Board and County staff a merry Christmas.

He noted that a revised listing of Secondary System roads scheduled for paving in 2021 had been presented to the Board earlier today. He noted that this list is shorter than the previous listing due to less funding being received. Mr. Varney stated that this list also includes the type of surface treatment that each road will receive, e.g., surface treatment (tar and gravel); plant mix (hot asphalt), or latex mix (thin layer of asphalt with small stones). Mr. Varney stated that not all roads will receive plant mix; some will receive a tar and gravel surface treatment.

Mr. Varney then reviewed VDoT's monthly report. He noted that the Route 220 safety improvement project is continuing on budget and on schedule for completion in the fall of 2021. Mr. Varney noted that traffic flagging operations are continuing but the flow of traffic through the project should improve over the next few months.

He stated that the Ballpark Road bridge rehabilitation project was completed on November 28. Mr. Varney further stated that several site plans are under review by VDoT staff and VDoT issued one special event permit, 3 utility permits, and 6 private entrance permits in the past month.

After discussion, Mr. Varney stated that VDoT's contractor has returned to the Murray Drive road improvement project to put in ditches along the roadway. He noted that, in the next two weeks, the paving contractor will put in the road's stone and base asphalt so there will be a hard surface on the road over the winter months. He further noted that this surface does not

wear well and they may have to put a prime and seal coat on the roadway to keep it passable until the final pavement can be placed in the spring.

Mr. Varney stated that work on the Stone Coal Road Rural Rustic Road project will begin in the spring of 2021. He noted that VDoT has found a few ditch issues on the upper end of this roadway and will need to talk to the affected property owners as there is the potential that easements will be needed.

He stated that the winning bidder for the landscaping work at the Exit 150 roundabout withdrew their bid and this project will be readvertised. Mr. Varney further stated that he did not know if the bid's project requirements would be revised to allow additional bidders to participate in the process. Mr. Varney further noted that there are also issues of tractor trailers driving over the sidewalk from Route 220 to the roundabout which has resulted in areas of broken concrete. He stated that VDoT is working with a contractor to make repairs.

After discussion, Mr. Varney stated that VDoT is also working on issuing contracts after January 2021 for increased maintenance in the Exit 150 area. He noted that they previously conducted three mowings a year in this area and will advertise for bids for a total of 6 mowings. Mr. Varney stated that additional landscaping work on the former truckstop property will have to be delayed until FY 22 due to unanticipated funding issues caused by several landslides in the County and the Salem District because of this year's higher than average rainfall.

Mr. Varney stated that he does not have an update on when a public information meeting will be scheduled on the Route 460 traffic engineering study. Mr. Varney further noted that the monthly report included a listing of area headquarter in-house projects that had been handled over the past month, e.g., adding stone to gravel roads, pavement patching, brush trimming, pipe replacements, grading gravel roads, etc.

Regarding Fringer Trail, Mr. Varney stated that he has received an e-mail from a resident of the road and was presented with a copy of a petition at the Board's October meeting which included citizen comments on aspects of the road that needed to be improved. He noted that many of the comments pertained to dust control, the road being narrow and curvy, and requests that the road be paved.

Mr. Varney stated that this is the nature of an unpaved road and they are the most difficult road type to maintain in the VDoT system. Mr. Varney noted that there are over 140 miles of unpaved roads in Botetourt County and it is not practical for VDoT to do as much dust control and other maintenance on this roadway as is being requested. He stated that this road has previously been considered by the Board for paving and can be considered again during the next Six Year Plan update process.

After questioning by Dr. Bailey, Mr. Varney stated that he does have a meeting at 1PM tomorrow to meet Dr. Bailey and others regarding a bridge on Beaver Dam Farm Road.

After questioning by Mr. Martin, Mr. Varney stated that he does have a meeting scheduled with Mr. Martin for later this week regarding a drainage issue for a resident on Mountain Pass Road. Regarding the bridge on Welches Run Road, Mr. Varney stated that VDoT has asked the well drilling company who wishes to use this bridge to weigh their drilling truck to ascertain if the truck's gross weight will allow it to cross this low-weight limit bridge.

After questioning by Dr. Scothorn regarding the new County Waste trash transfer facility on Route 11 in Cloverdale, Mr. Varney stated that he does not know anything about American Electric Power (AEP) and VDoT issues associated with the site but would investigate and provide an update.

There being no further discussion, the Board thanked Mr. Varney for his assistance during the year and wished him a merry Christmas. He then left the meeting at this time.

Mr. Martin then noted that it had previously been announced that the Board of Supervisors would hold a meeting at 6PM on December 30 to handle any close-out actions needed as part of the CARES Act funding legislation.

He noted that there is a possibility that the State and federal government may extend the period allowing expenditure of these funds into 2021. Mr. Martin stated that, if this legislation is approved, there is no need for the Board to have a meeting on December 30. He stated that a decision on whether the meeting will be held will be made early next week.

Mr. Corbin Stone with Robinson, Farmer, Cox Associates, was then in attendance at the meeting via Zoom to give a presentation on the County's FY 20 audit report. Mr. Stone stated that the audit went very well and his staff was able to conduct their work with various County departments both remotely and through field work.

Mr. Stone stated that the County received an unqualified opinion on the audit and was also awarded the Governmental Finance Officers Association's (GFOA) Award of Excellence on this audit report. He noted that the GFOA is very thorough in their review and the only issue they found with the County's report was an indentation issue which was the fault of his office.

Mr. Stone then reviewed a chart showing the County's Select Financial Information from the FY 2020 audit. He noted that the County's General Fund Balance as of June 30, 2020, was \$40.1 million which was less than the FY 19 amount of \$50 million and \$49.8 million in FY 18. He noted that the County had some bond proceeds (\$12.1 million) that were spent on the new Colonial Elementary School which is shown on the chart as "Restricted/Committed Funds," as well as \$269,000 in "Nonspendable fund balance (prepaid items)" monies.

Mr. Stone stated that this resulted in an unassigned fund balance of \$27.7 million as of June 30, 2020 which is a \$1 million increase over FY 19 (\$26.7 million). Mr. Stone noted that unspent CARES Act money is not reflected in the County's Fund Balance.

Mr. Stone then discussed the County's and School System's long-term obligations which total \$114.5 million. He noted that these obligations include landfill post-closure, compensated absences, and pension and post-employment liabilities. Mr. Stone further noted that the County's debt per capita is \$3,419 which compares favorably with the State average.

After discussion, Mr. Stone stated that the County's total net position, which includes investment in capital assets, restricted funds, and unrestricted funds, is \$59.5 million which puts the County in a good financial position.

Mr. Stone stated that no one knows what the economic impact from the COVID-19 pandemic will be or the implications caused by low interest rates. He noted that the County is positioned very well coming out of COVID with an unassigned fund balance of \$27 million.

Mr. Stone noted that page 2 of his presentation shows a graph comparing the fund balance and County debt. He noted that debt increased in 2018 due to the bonds issued for the new Colonial Elementary School; however, the County's fund balance has been increasing since 2016. He noted that the graph on page 3 of his presentation shows the County's unrestricted net position for the past 10 years. Mr. Stone stated that this graph indicates the value of the County's assets if everything was sold. He noted that "you do want to see an upward trend" in this aspect of accounting.

After discussion, Mr. Stone stated that page 4 indicates the County's major revenue sources over the past 13 years. He noted that growth has occurred in the general property tax category as well as in other types of local taxes. Mr. Stone noted that page 5 charts the County's expenditures per year. He stated that there were large increases in the education and public safety categories in FY 20. Mr. Stone further stated that the increase in the community development category is due to receipt of Governor's Opportunity Fund monies for economic development incentives.

Mr. Stone stated that the pie charts on pages 6 and 7 show the County's revenue percentages in 2011 and 2020 for comparison purposes. He noted that most of the County's revenues are derived from general property taxes (57.4% in 2011 and 61.1% in 2020). He noted that the graph on page 8 shows the County's tax assessment values by fiscal year from 2011 to 2020. Mr. Sloan stated that the real estate assessment figure is shown at 1/10 of the rate of the other figures for presentation purposes. He further stated that there has been some growth in the County's tax assessments and the strong increase in the public service corporation assessments was a result of American Electric Power facility improvements that have occurred in the County in the past few years.

After discussion, Mr. Stone stated that the graph on page 9 shows the School system's revenue sources over the past 10 years which show increases in local and State aid revenues. He noted that the federal revenues for schools increased in 2012; however, those revenues have decreased over the past few years and have not kept pace with inflation. Mr. Stone stated that this same pattern is anticipated to continue after the pandemic is under control.

Mr. Stone stated that pages 10 and 11 of his presentation includes their recommendations for improved internal control structures of a few school-related accounts/responsibilities. He noted that these recommendations have been discussed with the School system's staff.

He stated that pages 12 – 14 includes a letter from his firm listing their professional standards and responsibilities in completing the County's audit. He noted that the County and School staff provided everything that was needed to allow his firm to conduct this audit and he commended them for their work throughout the year. Mr. Stone further discussed estimates contained in the financial statements including those for the County employees' pension liability.

After discussion, Mr. Stone noted that a listing of adjusting journal entries for the General Fund was also included in the presentation. He stated that these are "reclassification-type items" that his staff determined should have been placed in different account categories than what was designated by County/School staff during the fiscal year.

Mr. Stone then noted that the final 7 pages of his presentation include upcoming accounting updates to be implemented by the Governmental Accounting Standards Board (GASB) with which the County will have to comply in the next few years. He noted that GASB delayed implementation of these standards in the current fiscal year due to the pandemic's impact.

After questioning by Mr. Martin, Mr. Stone stated that the County is in good financial shape in comparison with similar sized localities.

After questioning by Mr. Clinton, Mr. Stone noted that the graph on page 8 shows the various types of tax revenues received by the County, e.g., real estate, machinery and tools, personal property, etc. He noted that there is a separate line on the graph for each revenue type. Mr. Stone stated that several years ago, the County's machinery and tools tax assess-

ments were less than \$200 million and this assessment has increased to approximately \$250 million in FY 2020.

After questioning by Mr. Clinton regarding machinery and tools versus real estate taxes, Mr. Stone stated that, in the future, he can include information on the taxes related to each assessment over a 10 year period.

Mr. Clinton then noted that the chart on page 1 of Mr. Stone's presentation shows a large increase in the General Fund balance from FY 17 to FY 18 and questioned the reason for this increase.

Mr. Stone stated that the County issued bonds for the new Colonial Elementary School in FY 18. He noted that the chart on page 151 of the complete audit report details the General Fund balances via various categories over the past 10 years and includes data on the "restricted" funds to correspond to the increase from FY 17 to FY 18.

Mr. Clinton also stated that he was concerned about the increase in County revenues from property taxes; however, after reviewing the chart of County demographic and economic statistics on page 162 of the audit, the per capita income increases over the past 10 years appear to be very complimentary. He noted that this data mitigates his concern that the County is taxing real estate too much.

Mr. Stone stated that there is the "notion of the ability to pay" and the County might want to track the per capita income versus real estate tax increase data in the future.

After questioning by Dr. Bailey, Mr. Stone stated that the per capita debt comparison figures will not be provided by the State of Virginia until February. Dr. Bailey stated that a \$3,400 per capita debt figure included in Mr. Stone's report seems very reasonable.

Mr. Stone agreed with Dr. Bailey's statement.

After further questioning by Dr. Bailey regarding real estate assessment comparisons between the County and similar sized localities, Mr. Stone stated he is starting to see some growth in real estate assessments in other localities that his firm audits in the more urban parts of the State. He further stated that they saw very flat/almost no growth in most of their local government clients over a 10 year period. Mr. Stone noted that Botetourt County has seen some growth over the past 10 years.

There being no further discussion, the Board thanked Mr. Stone for his work on the County's audit and wished him a merry Christmas.

Mr. Stone thanked the Board and stated that, if they have any further questions about the audit, his contact information is included in the report.

Mr. Ray Sloan then asked for a few minutes to speak.

Mr. Sloan stated that he has had a passion for and been an advocate of fire and EMS for years and has seen first-hand how these public safety services impact individuals and families at the most severe times in their lives. Mr. Sloan noted that he moved away from a direct involvement in the County's volunteer fire/rescue units when he became a member of the Board of Supervisors and was involved in the search for a new fire chief, creation of a Fire and EMS Capital Reserve Fund, the purchase of a ladder truck for the Troutville Volunteer Fire Department, a crash truck for Buchanan, and four new ambulances for various County squads.

Mr. Sloan stated that this year "has been one for the record books" in having to deal with the pandemic and the resulting implementation of a tax relief program and use of CARES Act

funds to help the County, its citizens, and businesses deal with the economic and health impacts of the pandemic.

Mr. Sloan stated that he has enjoyed his time on the Board and has gained a lot of friends during his tenure. He noted that the County has continued to deliver services and support during the pandemic.

Mr. Sloan stated that he has again become an active member of the Buchanan Fire Department; however, he does not feel that he can fully serve on the Fire Department and the Board of Supervisors. Mr. Sloan then stated that he is submitting his resignation as a member of the Board of Supervisors effective December 30, 2020, at 5:00 PM.

Mr. Sloan stated that he would never leave the Board in a “bad place” and has an individual for the Board to consider appointing for the remainder of his term. He noted that this individual has agreed to serve.

Mr. Sloan stated that Mrs. Amy White is a native of Botetourt County, has an undergraduate degree from James Madison University and a Masters degree from Virginia Commonwealth University and the University of North Carolina at Chapel Hill. He noted that she previously worked for a private consulting firm and taught at Hollins University, JMU, and Virginia Western Community College. Mr. Sloan stated that she has held various roles at VWCC overseeing the STEM program. He further stated that she is committed to the success of the County, lives on a family farm in Arcadia, and has two children in college.

On motion by Mr. Sloan, seconded by Dr. Scothorn, and carried by the following roll call vote, the Board accepted Mr. Ray Sloan's resignation as the Buchanan District representative on the Board of Supervisors effective at 5:00 pm on December 30, 2020. In the same motion, the Board appointed Mrs. Amy S. White, a resident of the Buchanan District residing at 905 Stinnett Road, Buchanan, to serve the remainder of Mr. Sloan's term beginning as of 5:01 pm on December 30, 2020, and expiring on December 31, 2021. (Resolution Number 20-12-16)

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

NAYS: None

ABSENT: None

ABSTAINING: None

Mr. Martin thanked Mr. Sloan for his service as a member of the Board for the past 3 years. Mr. Martin noted that he worked with Mr. Sloan many years ago at the Blue Ridge Volunteer Fire Department and accompanied him on a number of emergency service calls.

Mr. Martin stated that Mr. Sloan was an excellent member of the Board who looked at and studied the issues at hand before making a decision. Mr. Martin noted that he appreciated all that Mr. Sloan has done as a member of the Board, wished him the best as a member of the Buchanan Fire Department, and hopes that it will be a rewarding service for him.

Dr. Scothorn agreed with Mr. Martin's comments. He noted that “we found a friend and are losing an important, valuable individual for the County.” Dr. Scothorn noted that Mr. Sloan will be dearly missed.

Dr. Bailey stated that he respects Mr. Sloan's decision and is sad to see him go. He noted that the time Mr. Sloan spent as a Board member was appreciated, it has been a pleasure serving with him, and he will be missed. Dr. Bailey further noted that Mrs. White will be a good addition to the Board and he looks forward to seeing Mr. Sloan “down the road.”

Mr. Clinton stated that Mr. Sloan's comments were beautiful and heartfelt. Mr. Clinton stated that he has enjoyed working with Mr. Sloan and appreciated his sense of humor and

insights into the County. Mr. Clinton stated that he understands what Mr. Sloan is doing and he will be missed. He wished him Godspeed and good luck.

Mr. Sloan stated that this will not be the last time that the Board will see him at the speaker's podium. Mr. Sloan also thanked the County staff for their work and caring attitude. He noted that it has been a "learning experience."

Delegate Terry Austin then expressed his appreciation to Mr. Sloan for his service to the County and he understands Mr. Sloan's dedication and devotion to fire and EMS.

There being no further comments, the meeting was recessed at 4:35 P. M. until 6:00 P. M.

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

A public hearing was then held on a request in the Valley District from Potfillers, LLC, for a change of conditions in the Agricultural (A-1) Use District, associated with a Special Exceptions Permit granted in June 2017 for a storage yard, to revise only the substantial conformance condition to the September 21, 2017, concept plan by constructing two additional structures in accordance with Section 25-583. Special Exceptions of the Botetourt County Zoning Ordinance on a 2.032 acre lot located at 6149 Cloverdale Road (Alternate U. S. Route 220), Roanoke, and is identified on the Real Property Identification Maps of Botetourt County as Section 107, Parcel 243A.

It was noted that the Planning Commission had recommended approval of this request to remove the existing conditions.

Mr. Peter Volosin, County Planner, stated that the applicant would like to build two additional structures on this 2.032 acre site located on Alternate Route 220. He noted that this property is zoned A-1 and currently has a single family dwelling on the front portion of the lot and a landscaping company storage yard on the rear of the lot. He further noted that there are other single family dwellings and A-1 zoned property in this area and a forested area across Alternate 220 to the north.

Mr. Volosin stated that the Board approved a Special Exceptions Permit for the landscaping business's storage yard in June 2017 which included several conditions. He stated that the applicant is requesting that the Board approve a change of conditions specifically to revise the substantial conformance condition to allow the construction of two additional timber-frame structures. He noted that these structures will include an entrance to the office building and a pergola to be used to provide shade to potted trees/plants stored on the site. Mr. Volosin noted that pictures of the proposed timber-frame structures were included in the Board's information packets.

Mr. Volosin stated that the substantial conformance condition on the property's 2017 SEP requires that the owner submit a change of conditions application for any changes to the property beyond what was included on the site plan. He noted that this requires the advertisement and conduct of public hearings by the Planning Commission and Board of Supervisors.

Mr. Volosin stated that the property owner has complied with all of the conditions attached to the 2017 SEP; therefore, Planning/Zoning Department staff see no further reason for the owner to request permission to make any changes to the site's layout as all changes will be required to comply with the current Zoning and other County Code requirements. He noted that staff and the Planning Commission are recommending that the Board approve this request

which will delete all previously-approved conditions, including the one pertaining to substantial conformance to the previous concept plan.

It was noted that the property owner was available on the telephone to answer any questions.

After questioning by Mr. Martin, it was noted that there was no one else present at the meeting or on the telephone to speak regarding this request. The public hearing was then closed.

Dr. Scothorn stated that this request is self-explanatory and he has no objections to its approval.

On motion by Dr. Scothorn, seconded by Mr. Sloan, and carried by the following recorded roll call vote, the Board approved a request in the Valley District from Potfillers, LLC, for a change of conditions in the Agricultural (A-1) Use District, associated with a Special Exceptions Permit granted in June 2017 for a storage yard, which removes all previous conditions on a 2.032 acre lot located at 6149 Cloverdale Road (Alternate U. S. Route 220), Roanoke, and is identified on the Real Property Identification Maps of Botetourt County as Section 107, Parcel 243A. (Resolution Number 20-12-17)

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

NAYS: None

ABSENT: None

ABSTAINING: None

A public hearing was then held on a request in the Valley District from Carl H. Benson, Jr., on behalf of EMT C, LLC, to rezone 2.408 acres from the Business (B-3) Use District to the Industrial (M-2) Use District, with possible proffered conditions, in accordance with Section 25-581. Zoning Map Amendment-Owner Initiated of the Botetourt County Zoning Ordinance, for a contractor's equipment storage yard on a site located on Simmons Drive (Route 1047), approximately 0.1 mile east of the Lee Highway (U. S. Route 11) and Simmons Drive intersection, and is identified on the Real Property Identification Maps of Botetourt County as Section 101, Parcel (11)2.

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

Mr. Drew Pearson, County Planner, stated that Mr. Benson is requesting to rezone this 2.4 acre parcel, located on Simmons Drive between Bailey's Auto Sales and Utility Trailer Sales, from Business B-3 to Industrial M-2 to be leased to the Davis H. Elliot Company for use as a transition yard for utility truck parking and storage of equipment. He stated that the adjacent properties are zoned B-3 and M-2. Mr. Pearson stated that this property is currently vacant and contains a gravel parking lot.

Mr. Pearson stated that one public comment was received at the Planning Commission meeting requesting that road improvements be made along Lee Highway (U. S. Route 11) and Simmons Drive to accommodate the intended use. He stated that VDoT's comment letter on this request did not indicate that any road improvements would be necessary; only a VDoT Land Use Permit and a new driveway permit would be required.

Mr. Pearson noted that VDoT's traffic data shows that Simmons Drive has an average daily traffic count of 1,900 vehicles.

After questioning by Mr. Martin, Mr. Neal Kasee, attorney with WoodsRogers, who was on the telephone stated that he is representing the applicant and is available to answer any questions on this request.

After questioning by Mr. Martin, it was noted that the Board members had no questions for Mr. Kasee. After further questioning by Mr. Martin, it was also noted that there was no one else present at the meeting or on the telephone who had any questions. The public hearing was then closed.

Dr. Scothorn noted that the request looks appropriate for this site and he had no comments on the proposal.

There being no further discussion, on motion by Dr. Scothorn, seconded by Dr. Bailey, 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 20-12-18)

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

NAYS: None

ABSENT: None

ABSTAINING: None

**CARL H. BENSON, JR.  
ON BEHALF OF EMT C, LLC**

In the Valley District to rezone 2.408 acres from the Business (B-3) Use District to the Industrial (M-2) Use District, in accordance with Section 25-581. Zoning Map Amendment-Owner Initiated of the Botetourt County Zoning Ordinance, for a contractor's equipment storage yard on a site located on Simmons Drive (Route 1047), approximately 0.1 mile east of the Lee Highway (U. S. Route 11) and Simmons Drive intersection, and is identified on the Real Property Identification Maps of Botetourt County as Section 101, Parcel (11)2.

Mr. Martin then stated that the Board will miss Mr. Sloan's presence and input as a Board member and wished him well and merry Christmas.

There being no further discussion, the meeting was adjourned at 6:15 P. M.