

**MINUTES OF REGULAR MEETING OF  
THE BOARD OF SUPERVISORS  
March 10, 2020**

A regular meeting of the Board of Supervisors was held at 4:00 p.m. in the Board Meeting Room, 600 North Main Street, Woodstock, Virginia on March 10, 2020. The following members of the Board of Supervisors were present: Chairman Dick Neese, Vice Chairman Steve Baker, Tim Taylor, Karl Roulston and Dennis Morris. Others present included County Administrator Evan Vass, Deputy County Administrator Mandy Belyea, Director of Finance Angie Schellhammer, Deputy Clerk Chris Sherman and County Attorney Jason Ham. Supervisor Pollack was absent.

Supervisor Baker provided the invocation followed by the Pledge of Allegiance.

**Supervisor Baker made the Motion, seconded by Supervisor Morris to approve the March 10, 2020 agenda by removing the special presentation by the Valley Conservation Council. The Motion passed by a roll call vote of 5-0 as follows:**

Taylor	aye	Roulston	aye
Pollack	absent	Morris	aye
Baker	aye	Neese	aye

**SPECIAL PRESENTATIONS/REPORTS**

1. Chairman Neese recognized Mr. Todd Borden for 35 Years of Service to Shenandoah County in the Department of Solid Waste and presented him an engraved service award made of heavy lead glass.
2. Dr. Collin Greene, Health Director for the Lord Fairfax Health District provided an update on the Coronavirus also known as COVID-19. He reviewed how it was discovered, how fast it is spread, the most common symptoms and steps to help prevent it.
3. Ms. Jenna French, Director of Tourism and Business Development presented a quarterly update of Economic Development projects and efforts.
4. Sheriff Tim Carter provided a demonstration of law enforcement body camera and integrated in car camera systems.

**CONSIDERATION OF NON-ACTION ITEMS**

1. Discussion regarding a resolution authorizing the Northwestern Community Services Board (NWCSB) to issue debt.  
Katie Russell, Chief Financial Officer explained that because NWCSB serves several localities, each locality is required to approve the Resolution for issuance of debt. She said the debt is for \$4 million dollars to purchase property and confirmed there will be no debt incurred on behalf of any locality. Action on this resolution can be expected at the March 24, 2020 meeting.

2. Discussion regarding a lease renewal with Genoa Healthcare Company for rental of space at the County's Health and Human Services building.

Evan Vass explained that this lease was created several years ago when the pharmaceutical company requested use of a small space in the NWCS office to assist clients with distribution of medication. He said this lease is up for annual renewal and a public hearing is required for lease of space and could be scheduled at a meeting in April.

Ms. Russell confirmed that this pharmaceutical space is of great assistance to clients.

3. Discussion concerning the possible refunding of indebtedness associated with the County.

Mandy Belyea, Deputy County Administrator explained that the Virginia Resource Authority offers this refinancing opportunity several times a year. She added that this spring bond was for a savings of 5.06% or \$68,000 off the remaining life of the loan.

Jason Ham reminded the board that there would be legal expenses involved with this. Ms. Belyea acknowledged that bond counsel expense had already been calculated into the projected savings.

Mr. Vass stated that Supervisor Pollack had recently inquired during a budget work session about refinancing opportunities and this type of refinancing for certain debts occurs periodically.

Angie Schellhammer, Director of Finance added that this refinancing does not extend the life of the loan.

Mr. Vass said it is likely a public hearing and resolution are needed before action can be taken.

4. Discussion regarding an amendment to the Board of Supervisors Rules and Procedures.

Mr. Vass explained that the use of technology will allow the board to relax their rules for the purpose of remote access for board members when they are off site or out of town or unavailable to physically attend a meeting. He said the board would need to amend the board Meeting Rules and Procedures.

Mr. Ham commented that he corrected a sentence including adding the Vice Chairman as a contact person, but FOIA will not allow that so the reference to Vice Chairman needed to be removed. He added that a quorum would still be necessary in a physical location with the ability to broadcast the voices to the public. Mr. Ham said it is a good tool to have and can be used up to twice a year for any reason, and unlimited times for an illness. Action could be expected at the next meeting on March 24, 2020.

PUBLIC COMMENT (other than matters previously the subject of a public hearing)

#### CONSIDERATION OF CONSENT AGENDA ITEMS

**Supervisor Baker made a Motion, seconded by Supervisor Morris to approve the consent agenda as presented. The Motion passed by a roll call vote of 5-0 as follows:**

Baker	aye	Roulston	aye
Morris	aye	Pollack	absent
Taylor	aye	Neese	aye

1. Approval of Minutes – February 11, 2020 regular meeting and February 25, 2020 regular meeting.
2. Consideration of the appointment of Ms. Abby Walters to the Industrial Development Authority.

PUBLIC HEARINGS - No public hearings are scheduled.

OLD BUSINESS - No old business was scheduled.

CONSIDERATION OF PLANNING COMMISSION ITEMS – No PC Items were scheduled.

NEW BUSINESS - No New business was scheduled.

COUNTY ATTORNEY COMMENTS - Mr. Ham made no comments.

BOARD MEMBER COMMENTS - No board comments were received.

COUNTY ADMINISTRATOR’S COMMENTS

OTHER BUSINESS - No other business was heard.

CLOSED SESSION(S)

**Supervisor Baker made a Motion, seconded by Supervisor Taylor to enter into the following Closed Sessions at 5:40 p.m.:**

1. Request to enter into Closed Session to discuss the assignment and appointment of specific public officers, appointees, or employees, as authorized by section **2.2-3711 (A) (1)** of the state code. The subject matter of the meeting is an appointment to the Citizens Advisory Committee to the Comprehensive Plan (CAC).
2. Request to enter into Closed Session pursuant to Code of Virginia **2.2-3711(A)(7) and (8)** for consultation with legal counsel and briefings by staff members or consultants pertaining to actual litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. The subject matters are Shenandoah County Board of Zoning appeals case numbers 20-01 and 20-02 and Allen E. Miller, executor of the estate of Zula Marie Wagner, et al, v. County of Shenandoah Virginia.

**The Motion to enter into closed session passed by a vote of 5-0 as follows:**

Roulston	aye	Taylor	aye
Morris	aye	Pollack	absent
Baker	aye	Neese	aye

**Supervisor Baker made a Motion, seconded by Supervisor Morris to return to regular session at 5:56 p.m. The Motion was approved by verbal vote of 5-0 as follows:**

**Ayes: Roulston, Taylor, Morris, Baker and Neese.**

Roulston	aye	Taylor	aye
Morris	aye	Pollack	absent
Baker	aye	Neese	aye

Mr. Vass read the certification that all members must certify that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirement, under The Virginia Freedom Information Act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting of the public body.

Members were polled to certify that only those matters identified in the above Code Section was discussed.

Roulston	aye	Pollack	absent
Taylor	aye	Morris	aye
Baker	aye	Neese	aye

With no further business to come before the Board, the meeting was adjourned at 5:58 p.m.

\_\_\_\_\_  
Dick Neese, Chairman

ATTEST: \_\_\_\_\_  
Evan Vass, Clerk of the Board