



**DUE TO THE COVID-19 PANDEMIC, IN-PERSON ATTENDANCE IS NOT PERMITTED**  
**THIS MEETING WILL BE LIVE STREAMED: <https://us02web.zoom.us/j/83915527469>**

**Agenda**  
**Page County Board of Supervisors**  
**Regular Meeting**  
**Board of Supervisors Room – County Government Center**  
**103 South Court Street, Luray, VA**  
**June 16, 2020 – 7:00 p.m.**

---

**Call to Order**

- Moment of Silence (District 2)
- Pledge of Allegiance

**Adoption of Agenda**

**Public Hearings**

Rezoning Request – Gary Cubbage  
Ordinance for Sheriff’s Disposal of Unclaimed Property

Tracy Clatterbuck (p. 3)  
Nathan Miller (p. 30)

**Public Comments on Agenda Items**

**Action Matters**

Resolution – Local Choice Health Benefits  
Budget Changes  
Board and Commission Appointments

Amity Moler (p. 33)  
Dennis Click (p. 34)  
Regina Miller (p. 46)

**Consent Agenda** (p. 47)

- Approval of Financial Reports
- Approval of Accounts Payable
- Approval of Minutes – May 5, 2020 and May 19, 2020

**Old Business**

CDBG Funding Opportunities for COVID-19 Response

Liz Lewis (p. 77)

**New Business**

TOT Funds Distribution

Amity Moler

**Open Public Comments**

**Administrator’s Report**

Amity Moler

**Supervisors Time**

Agenda - Board of Supervisors  
June 16, 2020

**Closed Session**

- Legal Matters, Pursuant to § 2.2-3711(A)(8) of the Code of Virginia

**Exit Closed Session/Certification of Closed Session**

**Adjourn**

Comments on the Public Hearings, Public Comment on Agenda Items, or Open Public Comments can be submitted by completing the [Public Hearing & Comment Form](#) on the County's website. The deadline for submitting comments is 12:00 p.m., Tuesday, June 16, 2020.

Mission Statement

To provide our citizens and businesses with a superior quality of life by delivering County services and programs in a fiscally prudent and responsible manner.



## COUNTY OF PAGE

103 South Court Street, Suite F  
Luray, Virginia 22835  
(540) 743-4142  
Fax: (540) 743-4533

### Board of Supervisors:

Morgan Phenix - Chairman - At-Large  
D. Keith Guzy, Jr. - District 1  
Allen Louderback - District 2  
Mark Stroupe - District 3  
Larry Foltz - District 4  
Jeff Vaughan - District 5

County Administrator:  
Amity Moler

---

**TO:** Chairman Phenix and Board of Supervisors  
**FROM:** Tracy Clatterbuck, Zoning Administrator  
**SUBJECT:** Martin/Cabbage Rezoning Application- Public Hearing  
**DATE:** June 9, 2020

---

### **SUMMARY:**

Application to rezone from Agriculture (A-1) to Commercial (C-1).

---

### **BACKGROUND:**

Gary Cabbage has filed an application to rezone property located at TBD US Highway BSN 340, Stanley, VA, and further identified by tax map number 72-A-34. This property contains 4.9 acres and is currently zoned as Agriculture (A-1). The applicant is proposing to rezone this parcel to Commercial (C-1). If approved, this rezoning would allow for retail, office space, and a service shop.

### **ISSUES:**

The applicant has plans to construct a new building that will potentially house an auto repair service facility, multiple office spaces, and/or retail services. In the Agriculture (A-1) zoning district, several of these uses either require a special use permit or are not permitted by-right or by special use permit. In the Commercial (C-1) zoning district, all of the proposed uses are permitted by-right which is why the applicant is requesting to rezone the property to Commercial (C-1).

### **REFERRAL COMMENTS:**

The applicant has reached out to the following agencies for comment:

**Virginia Department of Transportation (VDOT)** - As you will see in the application packet, the applicant was required to upgrade the existing entrance to a commercial entrance. The entrance has been permitted by VDOT and is currently under construction.

**Page County Health Department**- Mr. Gerald Dovel has stated he has no objections to the rezoning request. Proper means of sewage disposal will need to be approved before issuance of the building permit.

**Page County Building Office**- Mr. Don Williams has stated he has no objections to the rezoning request. He is currently working with the applicant on building code/permit requirements.

### **ADJACENT ZONING:**

The properties that are adjacent to this lot are zoned as Agriculture (A-1) and Commercial (C-1). There is a pending rezoning application for property located beside this property (tax map number 72-A-93G) from Agriculture (A-1) to Commercial (C-1) as well.

### **ENVIRONMENTAL:**

According to the FEMA flood maps, a portion of this property is located in the floodplain. The applicant plans to construct the new building out of the floodplain.

**RECOMMENDATIONS:**

The Page County Comprehensive Plan, Volume I, Goal 6 states:

Policy 6.2: "Encourage economic growth that is compatible with the County's rural character while generating a positive net cash flow for the County".

Policy 6.6 states: "Promote local employment opportunities."

Policy 6.8 states:

"Encourage small business incubators in existing or new buildings in commercially zoned areas."

Policy 6.13 states:

"Support and encourage a local skilled labor force needed by local employers."

Based on the above referenced policies, staff feels the rezoning of this property from Agriculture (A-1) to Commercial (C-1) is appropriate for our community. Also, considering that this property is located directly on business 340 and is adjacent to already commercially zoned property, staff recommends that the board consider granting this rezoning request.

**PLANNING COMMISSION ACTIONS:**

The Planning Commission held their public hearing on this application on May 12, 2020. The commission voted unanimously (8-0) to recommend approval of the rezoning request.

**ADJOINING LANDOWNER COMMENTS:**

Adjoining property owners were notified in accordance with the Virginia State Code. Copies of comments received from adjoining landowners have been included in your packet for review.

**FISCAL IMPACT:**

If the rezoning is approved, the proposed new building could possibly house several new businesses in which they will be required to obtain a county business license which will generate additional tax revenue.

**MOTION(S):**

I move that the Board of Supervisors approve the rezoning request for property identified by tax map number 72-A-34 from Agriculture (A-1) to Commercial (C-1).

**ATTACHMENT:**

1. Cabbage/Martin Rezoning Application

COUNTY OF PAGE  
REZONING APPLICATION

FOR OFFICE USE ONLY:

DATE RECEIVED: 4/3/2020 DENSITY RANGE: Medium  
AMOUNT PAID: 1300<sup>00</sup> pd 4/22/2020 RECEIPT #: ch#  
ZONING AMENDMENT #: \_\_\_\_\_

\*\*\*\*\*

1. The applicant is the owner \_\_\_\_\_ other  (Check one)
  2. OWNER/MAILING ADDRESS: OCCUPANT (If other than owner)  
Name: Thomas K. Martin Name: Gary Cabbage  
Address: 373 River Rd. Address: 415 River Rd.  
Stanley, VA 22851 Stanley, VA 22851  
Phone Number: (540) 244 9400 Phone Number: (540) 244 9400
  3. Site Address: TBD US Hwy BSN 340, Stanley, VA 22851
  4. Directions to property: 340S to Stanley. Lot located beside  
Knotts Roofing in Stanley.
  5. Property size: 4.9
  6. Tax Map Number: 72-A-34  
Magisterial District: Marksville District
  7. It is desired and requested that the property be rezoned from Agriculture (A-1)  
to Commercial (C-1).
  8. It is proposed that the property will be put to the following use: Retail/service Shop/office  
(Auto Repair)
  9. It is proposed that the following buildings will be constructed: \_\_\_\_\_  
Building that is approx. 63x200 total in size with  
36x36 offices on each side of the building
- Applicants' additional comments, if any: \_\_\_\_\_

I (we), the undersigned, do hereby certify that the above information is correct and true. I (we) further understand that in granting approval of this application, the Board of Supervisors may require that I (we) comply with certain conditions and that such approval shall not be considered valid until these conditions are met. *Please refer to the attached "Power of Attorney" form for those applicants that desire to have a spokesperson, who is not the property owner, represent the application and property.*

Signature of Owner: Thomas K Martin

Signature of Applicant: Frank C. [unclear]

\*\*\*\*\*

**COMMENTS BY PLANNING AND COMMUNITY DEVELOPMENT OFFICE:**

---

---

---

---

---

---

---

---

---

---

\_\_\_\_\_  
ZONING ADMINISTRATOR

\_\_\_\_\_  
DATE

Submit names and complete mailing addresses of all adjoining property owners, including property owners across any road or right-of-way (continue on separate sheet if needed).

Note: Names and address of property owners may be found in the Real Estate and Land Use Office at the Commissioner of Revenue's Office.

NAME	ADDRESS
<u>Farmview Farms II LLC</u>	<u>348 Farmview Rd, Luray, VA 22835</u>
<u>Michael P. Cave</u>	<u>5843 US Hwy 310, Stanley, VA 22851</u>
<u>Ronnie D + Dianna S. Alger</u>	<u>165 W Breezy Hill Dr, Stanley, VA 22851</u>
<u>Johnny E. + Beth A. Breeden Jr.</u>	<u>2570 Vista View Rd, Stanley, VA 22851</u>
<u>Sheila R. McKay</u>	<u>1411 Marksville, Rd., Stanley, VA 22851</u>

ADJOINING PROPERTY OWNER VERIFICATION:

AS APPLICANT FOR THIS REZONING REQUEST, I Gary Lee Cobbage HEREBY ACKNOWLEDGE THAT I HAVE FAITHFULLY AND CORRECTLY PROVIDED NAMES AND COMPLETE MAILING ADDRESSES OF ALL MY ADJOINING PROPERTY OWNERS AND THOSE DIRECTLY ACROSS THE ROAD OR RIGHT-OF-WAY. I UNDERSTAND THAT FAILURE TO PROVIDE ALL ADJOINING PROPERTY OWNERS WILL LEAVE ME LIABLE FOR ADDITIONAL COSTS FOR RE-ADVERTISEMENT AND NOTICES MAILED AND THAT MY REQUEST COULD BE DELAYED UNTIL PROPER NOTIFICATION HAS BEEN GIVEN TO ALL ADJOINING PROPERTY OWNERS AND THOSE PROPERTY OWNERS ACROSS THE ROAD OR RIGHT-OF-WAY.

4-3-2020  
DATE

Gary Lee Cobbage  
SIGNATURE OF APPLICANT

PLEASE HAVE THE FOLLOWING AGENCIES ENTER THEIR COMMENTS BELOW BEFORE SUBMITTING THIS APPLICATION TO THE PLANNING DEPARTMENT.

VIRGINIA DEPARTMENT OF TRANSPORTATION- HARRISONBURG RESIDENCY  
3536 NORTH VALLEY PIKE  
HARRISONBURG, VIRGINIA 22802  
(540) 434-2587

*Attached*

DATE

VDOT OFFICIAL

\*\*\*\*\*

PAGE COUNTY HEALTH DEPARTMENT  
75 COURT LANE  
LURAY, VIRGINIA 22835  
(540) 743-6528

*NO OBJECTIONS TO RECEIVING REQUEST. PROPER MEANS OF SEWAGE DISPOSAL*

*WILL NEED TO BE APPROVED BEFORE ISSUANCE OF BUILDING PERMITS*

*4/7/2020*

DATE

*[Signature]*  
HEALTH OFFICIAL

\*\*\*\*\*

PAGE COUNTY BUILDING OFFICIAL  
103 SOUTH COURT STREET, SUITE B  
LURAY, VIRGINIA 22835  
(540) 743-6674

*No objections*

*4-2-2020*

DATE

*[Signature]*  
BUILDING OFFICIAL

\*\*\*\*\*

SUBDIVISION PROPERTY OWNERS ASSOCIATION

*N/A*

DATE

PRESIDENT OR SECRETARY



**HARRISONBURG RESIDENCY**  
**LAND USE MEMORANDUM**

**DATE:** April 17, 2020  
**TO:** Tracy Clatterbuck, Page County Acting Zoning Administrator  
**FROM:** David B. Atwood, P.E., Area Land Use Engineer  
**RE:** Rezoning – Gary Cubbage/Thomas Martin Property (US 340 Business)

---

Ms. Clatterbuck,

The following are VDOT comments for the upcoming hearing on the above rezoning application:

**Owner:** Gary Cubbage, 415 River Road, Stanley, VA 22851 and Thomas Martin, 373 River Road, Stanley, VA 22851, to rezone 4.9 acres (Taxmap No. 72-A-34 from Agricultural (A-1) to Commercial (C-1).

**Roadway Information:**

US 340 Business (Route 340)

**Functional Class.:** Rural Major Collector

**Geometry:** Two Lane Highway

**Traffic Count:** 4100 VPD (2018)

**Posted Speed:** 45 MPH

**VDOT Comments:**

1. This proposed rezoning of 4.9 acres from Agricultural (A-1) to Commercial (C-1) should not have a significant impact to the roadway network (based on surrounding development trends).
2. A commercial entrance at this property has been permitted by VDOT and is currently under construction. The entrance will be able to support the proposed building(s) and undetermined land use; future modification would only be required if traffic generated by the site warrants a right and/or left turn lane. Based on current traffic data on Rt. 340, turn lanes would not need to be considered unless the business generates in excess of 48 vehicles per hour entering via left or right hand turning movement.

Thank you for allowing VDOT the opportunity to comment. Please let me know if you have any additional questions or concerns.

Sincerely,

David B. Atwood, P.E.

VDOT | Area Land Use Engineer

# Page County, Virginia

## Legend

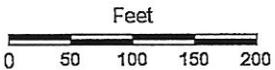
- 9-1-1 Addresses
- Major Roads
- Roads
- Railroads
- Other Counties
- Parcels
- FEMA Flood Zones
  - 500-Year Flood
  - ▨ 100-Year Flood
- Shenandoah River
- Streams



Title:

Date: 3/24/2020

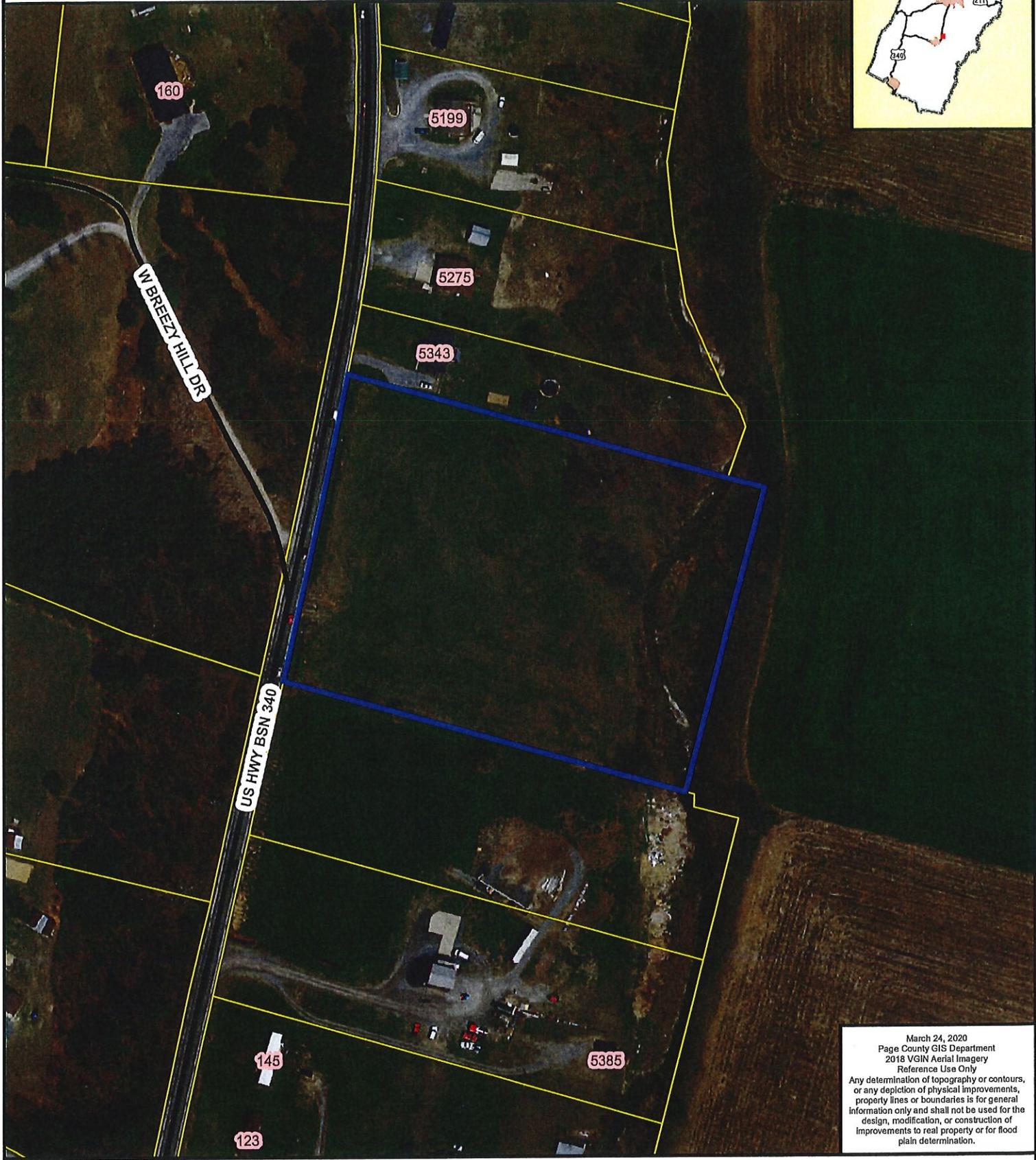
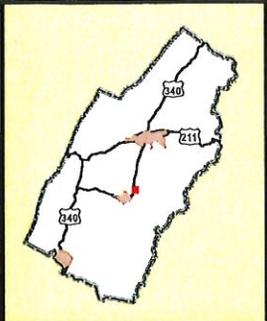
DISCLAIMER: THIS MAP IS PROVIDED WITHOUT WARRANTY OF ANY KIND, either expressly or implied, but no limited to, the implied warranties of merchantability and fitness for a particular purpose. Site-specific information is best obtained after an onsite visit by a competent professional. Please call Page County, VA for specialized products. Any person, firm or corporation which uses this map or any of the enclosed information assumes all risk for the inaccuracy thereof, as Page County, VA expressly disclaims any liability for loss or damage arising from the use of said information by any third party. In addition use of Virginia Base Mapping Program (VBMP) statewide aerial photography requires the following disclaimer: "Any determination of topography or contours, or any depiction of physical improvements, property lines or boundaries is for general information only and shall not be used for the design, modification, or construction of improvements to real property or for flood plain determination."



6



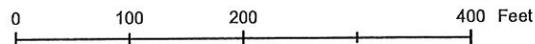
# Tax Map 72-((A))-34



March 24, 2020  
Page County GIS Department  
2018 VGIN Aerial Imagery  
Reference Use Only  
Any determination of topography or contours, or any depiction of physical improvements, property lines or boundaries is for general information only and shall not be used for the design, modification, or construction of improvements to real property or for flood plain determination.

### Legend

- Roads
- 72-((A))-34
- Other Lots

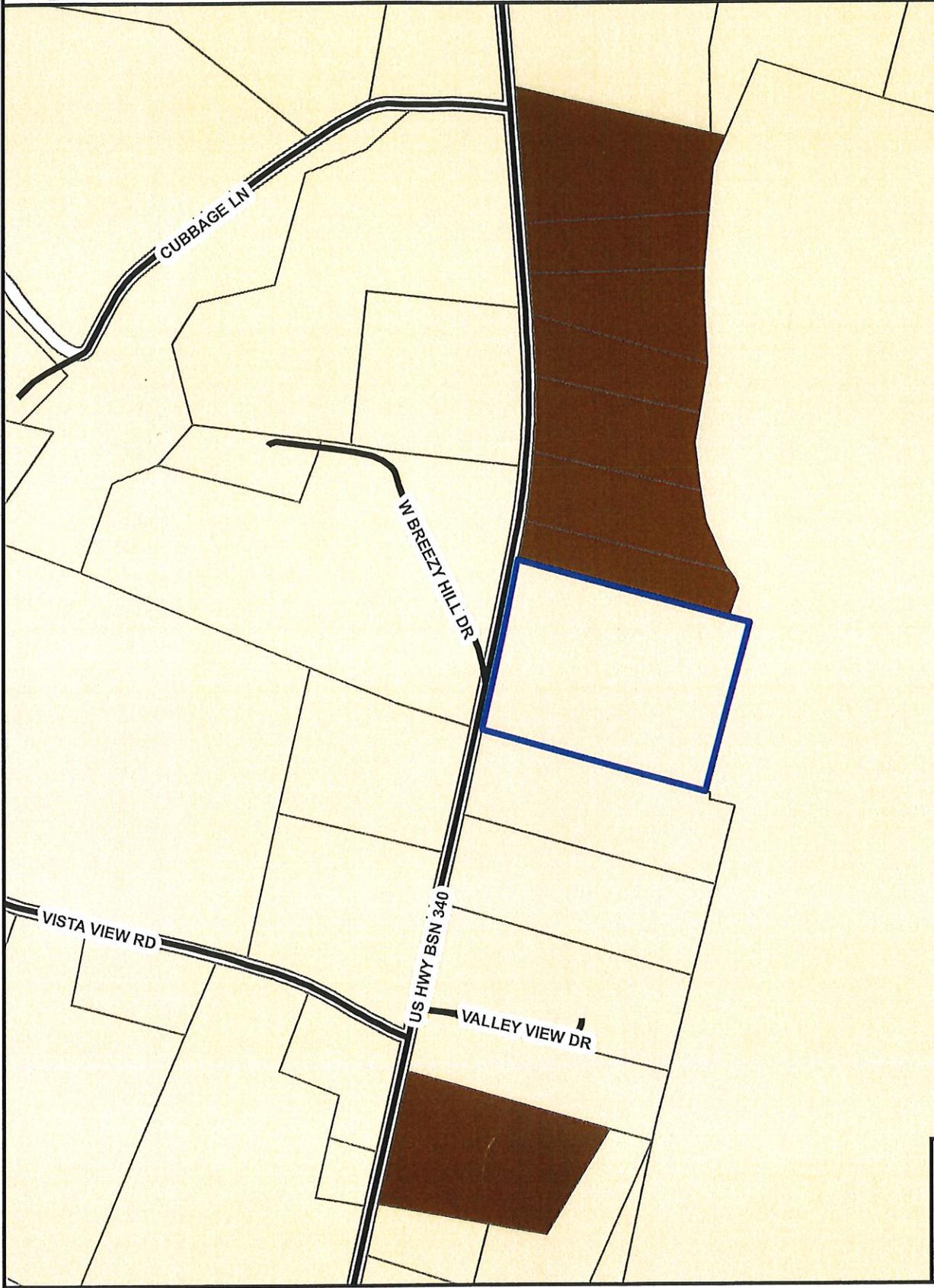
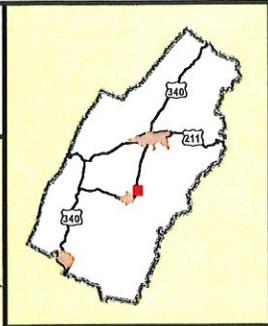


1





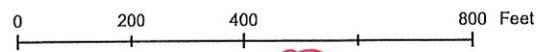
# Tax Map 72-((A))-34



March 24, 2020  
Page County GIS Department  
Reference Use Only  
Any determination of topography or contours, or any depiction of physical improvements, property lines or boundaries is for general information only and shall not be used for the design, modification, or construction of improvements to real property or for flood plain determination.

### Legend

- Roads
- 72-((A))-34
- Other Lots
- Current Zoning**
- Agricultural
- Commercial

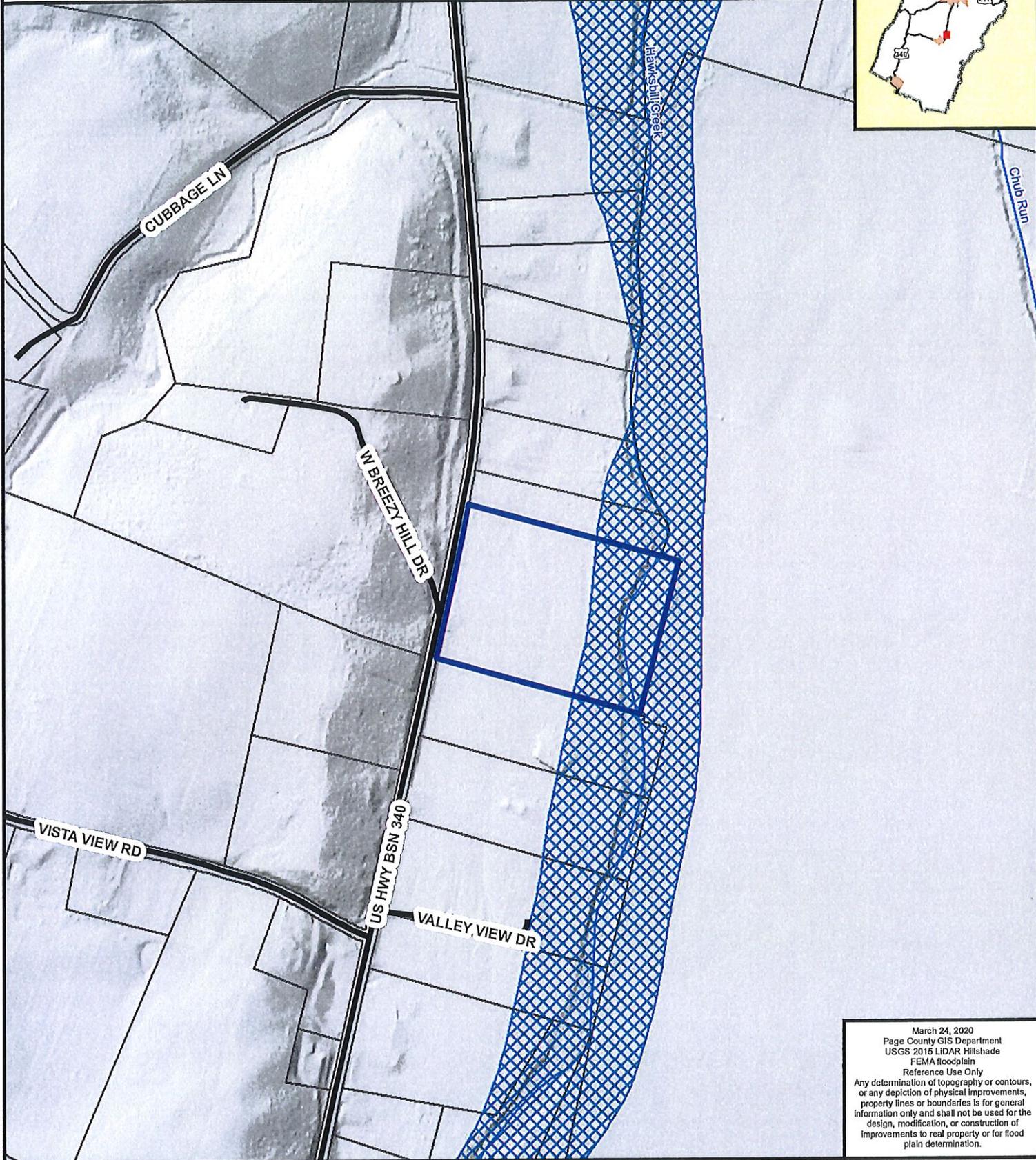
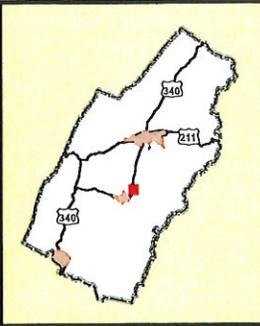


8



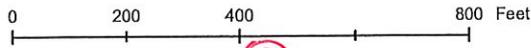


# Tax Map 72-((A))-34



March 24, 2020  
Page County GIS Department  
USGS 2015 LIDAR Hillshade  
FEMA floodplain  
Reference Use Only  
Any determination of topography or contours,  
or any depiction of physical improvements,  
property lines or boundaries is for general  
information only and shall not be used for the  
design, modification, or construction of  
improvements to real property or for flood  
plain determination.

- Legend**
- Roads
  - Streams
  - FEMA 100-year floodplain
  - 72-((A))-34
  - Other Lots



9



PC PH

### ADJOINING PROPERTY OWNERS COMMENTS

I (we) FREDERICK D. ATWOOD adjoining property owner(s) have the following comments on the rezoning application of Gary Cabbage, for property located at TBD US Highway BSN 340, Stanley, VA, and further identified by tax map number 72-A-34, to rezone the parcel from Agriculture (A-1) to Commercial (C-1).

(Check One)

I (we) have no opposition to this rezoning request.  
 I (we) object to this rezoning request.

COMMENTS:

---

---

---

---

(continue on reverse side if necessary)

Frederick D. Atwood  
Signature of Adjoining Property Owner

\_\_\_\_\_  
Signature of Adjoining Property Owner

April 30 2020  
Date

\_\_\_\_\_  
Date

Please complete and return this form (if desired) to the Department of Planning and Community Development, 103 South Court Street, Suite B, Luray, Virginia 22835. If you have any questions, please contact Tracy Clatterbuck, Zoning Administrator, at (540) 743-1324 or via email at [tclatterbuck@pagecounty.virginia.gov](mailto:tclatterbuck@pagecounty.virginia.gov). Thank you.

PC PH

**ADJOINING PROPERTY OWNERS COMMENTS**

I (we) Sheila R. McKay adjoining property owner(s) have the following comments on the rezoning application of Gary Cabbage, for property located at TBD US Highway BSN 340, Stanley, VA, and further identified by tax map number 72-A-34, to rezone the parcel from Agriculture (A-1) to Commercial (C-1).

(Check One)

I (we) have no opposition to this rezoning request.

I (we) object to this rezoning request.

COMMENTS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(continue on reverse side if necessary)

Sheila R. McKay  
Signature of Adjoining Property Owner

\_\_\_\_\_  
Signature of Adjoining Property Owner

5/2/2020  
Date

\_\_\_\_\_  
Date

Please complete and return this form (if desired) to the Department of Planning and Community Development, 103 South Court Street, Suite B, Luray, Virginia 22835. If you have any questions, please contact Tracy Clatterbuck, Zoning Administrator, at (540) 743-1324 or via email at tclatterbuck@pagecounty.virginia.gov. Thank you.

PC PH

05/06/2020

Staff (Tracy Clatterbuck) spoke to Mr. Wayne Petefish today regarding the rezoning request of Cubbage/Martin located on 340 in Stanley. Staff explained the details of the rezoning request and future plans of the applicant.

He would like to go on record to say that he would be very opposed to the auto repair facility if the applicant/lessee plans to keep inoperable motor vehicles onsite for more than 30 days.

He does not want the site to become a lot full of junk and/or inoperable vehicles as it would be an eyesore for neighbors and the community.

Wayne Petefish  
843-4371

PC PH

**ADJOINING PROPERTY OWNERS COMMENTS**

I (we) Mike & Darlene Cave adjoining property owner(s)

have the following comments on the rezoning application of Gary Cabbage, for property located at TBD US Highway BSN 340, Stanley, VA, and further identified by tax map number 72-A-34, to rezone the parcel from Agriculture (A-1) to Commercial (C-1).

(Check One)

I (we) have no opposition to this rezoning request.

I (we) object to this rezoning request.

COMMENTS:

Do not wish to see this happen. Its a very quiet & beautiful neighborhood. Dont want to see junk & other things next door. my husband gets up early plus goes to bed early & sometimes work at night and need to sleep during the day. Lived here for 12 years and it has been so peaceful. Really dont want to hear trucks going in and out all the time. Plus something else we hope you consider. There is alot of traffic on this road. People dont do the  
(continue on reverse side if necessary)  
speed limit and we really don't need more accidents from over

Michael Cave  
Signature of Adjoining Property Owner

Michael Cave  
Signature of Adjoining Property Owner

5/4/2020  
Date

5/4/2020  
Date

Please complete and return this form (if desired) to the Department of Planning and Community Development, 103 South Court Street, Suite B, Luray, Virginia 22835. If you have any questions, please contact Tracy Clatterbuck, Zoning Administrator, at (540) 743-1324 or via email at tclatterbuck@pagecounty.virginia.gov. Thank you.

Vehicles pulling in and out. We really hope you  
consider our thoughts. Please don't let this happen!!!  
sorry have 1 more thing to say. We keep our property very  
clean and we know what its going to end up looking  
like with the property beside us. Please don't let this happen!!

DC PH  
Mike + Darlene Cave

RECEIVED

6/8/2020

JW

ADJOINING PROPERTY OWNERS COMMENTS

I (we) Sheila R McKay adjoining property owner(s) have the following comments on the rezoning application of Gary Cubbage, for property located at TBD US Highway BSN 340, Stanley, VA, and further identified by tax map number 72-A-34, to rezone the parcel from Agriculture (A-1) to Commercial (C-1).

(Check One)

I (we) have no opposition to this rezoning request.

I (we) object to this rezoning request.

COMMENTS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(continue on reverse side if necessary)

Sheila R McKay  
Signature of Adjoining Property Owner

\_\_\_\_\_  
Signature of Adjoining Property Owner

6/11/2020  
Date

\_\_\_\_\_  
Date

Please complete and return this form (if desired) to the Department of Planning and Community Development, 103 South Court Street, Suite B, Luray, Virginia 22835. If you have any questions, please contact Tracy Clatterbuck, Zoning Administrator, at (540) 743-1324 or via email at [tclatterbuck@pagecounty.virginia.gov](mailto:tclatterbuck@pagecounty.virginia.gov). Thank you.

**§ 125-10. Agriculture (A-1). [Amended 4-8-1991; 4-12-1993; 9-9-1996; 5-11-1999; 7-13-1999; 2-12-2002; 6-10-2003; 6-21-2005; 12-19-2006; 3-18-2008; 12-16-2008; 4-21-2009; 6-16-2009; 10-20-2009; 4-20-2010; 9-18-2012; 9-16-2014; 2-7-2017]**

- A. Statement of intent. This district is intended to preserve the character of those portions of the County where agricultural and other low-intensity uses predominate. To ensure the success of the above goal, it is necessary to maintain a relatively low density of development. The permitted uses should include mainly agriculture and related uses. Generally, soils in these areas are well suited for agricultural purposes. As agricultural land is a primary resource and economic asset of the County, it must be preserved to the greatest extent possible. Very low-density development may be permitted in this area, but agricultural preservation is the primary intent of this district.
- B. Permitted uses shall be as follows:
- (1) Agriculture.
  - (2) Wayside or roadside stand or market.
  - (3) Forest, scenic and wildlife preserves and conservation areas.
  - (4) Single-family detached dwellings.
  - (5) Cemeteries; police, fire and rescue squad stations; other essential public services.
  - (6) Portable sawmills, portable chipping mills, and portable shaving mills.
  - (7) Electric facilities operating at 40 kilovolts or below.
  - (8) Bed-and-breakfast establishments and short-term tourist rentals, subject to the provisions of § 125-30.21. **[Amended 8-1-2017]**
  - (9) Manufactured homes and individual mobile homes.
  - (10) Confined feeding operations pursuant to the requirements of Article VI of this chapter and pursuant to all other provisions of this chapter.
  - (11) Only one permitted principal residential structure shall be allowed on any lot, tract or parcel of land.
  - (12) Town of Luray Wastewater Facility.

(13) Distilleries which are licensed by the Commonwealth in accordance with the Virginia Alcoholic Beverage Control Act, or other Virginia laws, as amended, from time to time. There shall be a limit of 5,000 gallons per year. The applicant shall provide a measured site sketch of the property, including but not limited to parking, and the building used to house the operation. Anything above and beyond the gallons allowed or activity allowed will require a special use permit.

(14) Farmers market. **[Added 6-5-2018]**

(15) Greenhouse retail sales. **[Added 6-5-2018]**

(16) Brewery. **[Added 6-5-2018]**

(17) Winery. **[Added 6-5-2018]**

C. Permitted accessory uses located on the same lot with the permitted principal use shall be as follows:

(1) Private garage or private parking area.

(2) Signs pursuant to § 125-20.

(3) Home occupations pursuant to § 125-15.

(4) Customary accessory uses and buildings, provided that they are clearly incidental to the principal use pursuant to § 125-16.

(5) Guesthouse, as defined in § 125-4.

(6) Family day home (less than five unrelated children).

(7) Small system wind energy facility.

(8) Windmill.

D. Uses permitted by special permit shall be as follows:

(1) Lodges or clubs for climbing, hunting, fishing, gunning, nature observation or other similar recreation purposes pursuant to § 125-22.

(2) Commercial outdoor recreation areas and facilities: parks (except amusement parks), playgrounds, picnic grounds, swimming clubs, country clubs, golf courses and driving ranges, miniature golf courses; archery; laser tag; paintball; and other similar uses, all pursuant to § 125-22.

- (3) Publicly owned sanitary landfills which meet all federal, state and County requirements.
- (4) Recreational trailer camps pursuant to § 125-19.
- (5) Airstrips meeting all federal, state and County requirements and not to be closer than 1,000 feet from a residential district boundary. All airstrips shall meet requirements as established in § 125-26.
- (6) Electric facilities operating above 40 kilovolts.
- (7) Churches and public schools.
- (8) Professional offices, not higher than two stories and not exceeding 5,000 square feet in area, by special use permit.
- (9) Outdoor commercial recreation areas and facilities: camps and campgrounds pursuant to § 125-66.
- (10) Pole-designed tower facilities or pole-designed structures not to exceed 100 feet in height with a minimum setback from all property lines of 200 feet, to be used for the primary purpose of communications, including, by way of illustration but not limited to, the following: telephone, radio, television, cable, and signal by special use permit.
- (11) Commercial sawmills, commercial chipping mills, and commercial shaving mills pursuant to § 125-30.4.
- (12) Commercial workshops as defined in § 125-4.
- (13) Veterinarian clinics, pet grooming, boarding and breeding of animals as defined in § 125-4.
- (14) Family day home (five or more unrelated children) pursuant to § 125-30.6.
- (15) Wholesale businesses and storage warehouses within "confined poultry feeding operation" buildings constructed prior to October 1, 2009. Storage of personal property of the property owner and all agricultural uses are exempt.
- (16) Banquet facility and event facility.
- (17) (Reserved)<sup>1</sup>
- (18) (Reserved)<sup>2</sup>

---

1. Editor's Note: Former Subsection D(17), Farmers market, was repealed 6-5-2018; see now Subsection B(14).

- (19) Self-storage unit.
- (20) Farm implements sales with or without service facilities.
- (21) Indoor and outdoor shooting ranges.
- (22) Auto repair service facility/public garage.
- (23) (Reserved)<sup>3</sup>
- (24) (Reserved)<sup>4</sup>
- E. Minimum lot size shall be as follows: area: 1 3/4 acres; width at setback line: 150 feet.
- F. Minimum yard dimensions shall be as follows: front yard: 50 feet, except cul-de-sac lots may be 70 feet; each side yard: 20 feet; rear yard: 50 feet.
- G. Maximum building coverage and height shall be as follows: maximum building coverage: 10%; maximum height from average grade: 35 feet/2 1/2 stories. All accessory buildings shall be less than the main building in height, except as provided in § 125-14D.
- H. Any new structure designed to be occupied as a residence, church, school, community center or commercial business establishment or industry or any other structure designed for public occupancy shall not be located closer than 300 feet from any confined feeding operation as defined in § 125-32, Article VI, of this chapter.
- I. All wells in Agricultural Zoned Districts shall be a Class III "B" well and shall maintain a fifty-foot setback from all property lines adjacent to parcel(s) three acres or larger that are used for an agricultural operation, as defined in § 3.1-22.29(B), Code of Virginia (1950), as amended.<sup>5</sup> A variance may be sought through the Page County Board of Zoning Appeals for a well location closer than 50 feet to the property line if either of the following criteria listed can be achieved: i) the owner of the adjacent property that is used for an agricultural operation may grant written permission for construction within 50 feet of the property

---

2. Editor's Note: Former Subsection D(18), Greenhouse, was repealed 6-5-2018; see now Subsection B(15).

3. Editor's Note: Former Subsection D(23), Brewery, was repealed 6-5-2018; see now Subsection B(16).

4. Editor's Note: Former Subsection D(24), Winery, was repealed 6-5-2018; see now Subsection B(17). Former Subsection D(25), Air bed-and-breakfast establishments, which immediately followed this subsection, was repealed 8-1-2017.

5. Editor's Note: See now Code of Virginia, § 3.2-300.

line; or ii) certification by the Page County Health Department that no other site on the property complies with zoning regulations for the construction of a private well. If approved, a variance conveyance form, which is part of the Page County appeal/variance application, must be recorded at the Page County Circuit Court within 90 days of the approval. Failed private drinking water wells that must be replaced by order of the local health department shall follow state health regulations for determining a site for a new well and are exempt from adhering to the foregoing variance procedure.

- J. Site plan. Before obtaining a zoning permit for the uses listed within this district either as a permitted use, accessory use or by special use permit a site plan shall be submitted with the zoning application (prior to construction). The site plan should include:
- (1) Boundary of the parcel with project name, tax map number, and owner name and contact information.
  - (2) Building location and setbacks from property lines.
  - (3) Parking spaces.
  - (4) Proposed signs.
  - (5) Lighting with a description.

**§ 125-12. Commercial (C-1). [Amended 11-10-1999; 2-12-2002; 5-14-2002; 6-21-2005; 3-18-2008; 12-16-2008; 4-21-2009; 6-16-2009; 10-20-2009; 10-18-2016]**

- A. Statement of intent. Generally, this district covers the areas of the County intended for the conduct of general business to which the public requires direct and frequent access, but which is not characterized either by constant heavy trucking, other than stocking and delivery of light retail goods, or by any nuisance factors other than occasioned by light and noise of congregation of people and passenger vehicles. This area is also intended to provide services for visitors and tourists.

B. Permitted uses shall be as follows:

- (1) Retail stores or shops for the conducting of any retail business, including but not limited to convenience store; craft shop; florist; pawnshop; farmers market; greenhouses; hardware store; art and framing; antique shop; and other similar uses (excluding coal, wood and lumber yards).

- (2) Service shops, including but not limited to physical fitness center; funeral home; beauty, barber, or nail shops; laundromat and dry cleaner; self-storage unit; community center; auto body shop; car wash/detail; auto repair service facility; metal working and welding; and other similar uses.
- (3) Business, professional or government offices, and office buildings, including but not limited to post office; public safety facilities- police, fire, and rescue; real estate office; medical and dental offices; veterinarian clinic; animal husbandry/commercial kennel operation; media-related office; library; contractor office; rehabilitation centers; religious cultural and educational institutions; tax preparation; pharmacy; telecommunication call center; nursing homes; and other similar uses.
- (4) Banks, savings, and loan associations, including but not limited to credit unions; payday loans; investment services; and other similar uses.
- (5) Places serving food and/or beverages including but not limited to restaurant; cafe; tavern; nightclub; bar; pub; bakery; deli; brewery; winery; drive-ins; banquet facility; event facility; and other similar uses.
- (6) Theaters or motion-picture theaters, except drive-ins and adult movie theaters.
- (7) Automobile or mobile home sales with or without service facilities.
- (8) Travel information areas.
- (9) Motels and hotels (except adult motels); short-term tourist rentals, subject to the provisions of § 125-30.21; bed-and-breakfast establishments; and accessory and/or upstairs apartments. **[Amended 8-1-2017]**
- (10) Indoor bowling alleys; skating rinks; archery; laser tag; and paintball.
- (11) Farm implement sales with or without service facilities.
- (12) Agriculture.
- (13) Single-family detached dwellings; however, each lot shall comply with the requirements of §§ 125-9E or 125-10E.

- (14) All facilities required by public utilities except power generation and water and/or wastewater treatment plants.
  - (15) Shops engaged in the manufacturing and retail sales of cabinets, furniture and upholstery.
  - (16) Luray Caverns Airport.
  - (17) Child day center pursuant to § 125-30.6.
  - (18) Commercial outdoor recreation areas and facilities: parks (except amusement parks), playgrounds, picnic grounds, swimming clubs, country clubs, golf courses and driving ranges, miniature golf courses; archery; laser tag; paintball; and other similar uses.
- C. Permitted accessory uses located on the same lot with the permitted principal use shall be as follows:
- (1) Off-street parking areas pursuant to the provisions of § 125-21.
  - (2) Signs pursuant to § 125-20.
  - (3) Customary accessory uses and buildings, provided that such are clearly incidental to the principal use pursuant to § 125-16.
  - (4) Small system wind energy facility and/or other small alternative energy (ex. Solar panels).
  - (5) Windmill.
- D. Uses permitted by special permit shall be as follows:
- (1) Gasoline service stations pursuant to § 125-23.
  - (2) Commercial parking facilities.
  - (3) Shopping centers pursuant to § 125-18.
  - (4) Outdoor recreation to include drive-in theaters and outdoor firearm ranges.
  - (5) Hospitals and residential care facilities to include group homes, halfway houses, adult day-care facilities, and assisted living facilities.
  - (6) Junkyards, but subject to the limitations of § 33.2-804(C) of the Code of Virginia 1950, as amended.

- (7) Pole-designed tower facilities or pole-designed structures or monopoles, to be used for the primary purpose of communications, including, by way of illustration but not limited to, the following: telephone, radio, television, cable, and signal by special use permit.
  - (8) Motorsports facility pursuant to § 125-30.2.
  - (9) Adult business in accordance with § 125-30.7.
  - (10) Riding stable or academies.
  - (11) Water and/or wastewater treatment plants.
- E. Minimum lot size shall be as follows: 20,000 square feet with a minimum lot width of 100 feet.
  - F. Minimum yard dimensions shall be as follows: front yard: 40 feet; each side yard: 25 feet; rear yard: 25 feet; distance between buildings: 30 feet.
  - G. Maximum building coverage and height shall be as follows: maximum building height from average grade: 35 feet; maximum combined building coverage and paved area: 80% of the total lot area.
  - H. Buffer area. All property lines abutting a residential district shall be appropriately screened, fenced, walled or enclosed with a suitable enclosure of a minimum height of six feet, unless natural vegetation or wooded areas are used as buffer strips. All buffer strips must be at least six feet in height.
  - I. Any new structure designed to be occupied as a residence, church, school, community center or commercial business establishment or industry or any other structure designed for public occupancy shall not be located closer than 300 feet from any confined feeding operation as defined in Article VI, § 125-32, of this chapter.
  - J. All wells in Commercial Zoned districts shall be a Class III "B" well and shall maintain a fifty-foot setback from all property lines adjacent to parcel(s) three acres or larger that are used for an agricultural operation, as defined in § 3.1-22.29(B),<sup>6</sup> Code of Virginia 1950, as amended. A variance may be sought through the Page County Board of Zoning Appeals for a well location closer than 50 feet to the property line if either of the following criteria

---

6. Editor's Note: Said section was repealed by Laws 2008, Ch. 860, cl. 9, eff. 10-1-2008. See now § 3.2-300, Code of Virginia.

listed can be achieved: i) the owner of the adjacent property that is used for an agricultural operation may grant written permission for construction within 50 feet of the property line; or ii) certification by the Page County Health Department that no other site on the property complies with zoning regulations for the construction of a private well. If approved, a variance conveyance form, which is part of the Page County appeal/variance application, must be recorded at the Page County Circuit Court within 90 days of the approval. Failed private drinking water wells that must be replaced by order of the local health department shall follow state health regulations for determining a site for a new well and are exempt from adhering to the foregoing variance procedure.

- K. Site plan. Before obtaining a zoning permit for the uses listed within this district either as a permitted use, accessory use or by special use permit a site plan shall be submitted with the zoning application (prior to construction). The site plan should include:
- (1) Boundary of the parcel with project name, Tax Map number, and owner name and contact information.
  - (2) Building location and setbacks from property lines.
  - (3) Parking spaces.
  - (4) Proposed signs.
  - (5) Lighting with a description.
  - (6) Buffer area as described in the above Subsection H.

**§ 125-30.11. Auto repair service facility. [Added 10-18-2016]**

- A. Auto repair service facility includes a commercial garage and an auto body shop.
- B. They shall be screened from view of any adjacent residential district or residential use on an adjacent lot by means of a combination of evergreen landscaping and/or solid fencing with a minimum height of six feet and with the landscaping located nearest the affected lot.
- C. Auto repair service facility shall be located on a lot or parcel adjacent to and have access to a state-maintained road.
- D. The owner of the operation shall submit plan which meets the County's approval, in the County's sole discretion, stating how the environment will not be degraded by the following aspects:
  - (1) The commercial garage structure.
  - (2) The accumulation of operable or inoperable vehicles or parts.
  - (3) Repair equipment and tools.
  - (4) Containers for the storage of parts and liquids (used oil, antifreeze and similar fluids). Containers for liquids shall be clearly identified as to their contents.
- E. All associated materials for the operation of the garage at the particular site indicated in the application.
- F. A sketch of the parcel showing all of the following information:
  - (1) The location of the facility.
  - (2) All other buildings (house, outbuildings, storage buildings and similar structures).
  - (3) Proposed and existing parking areas and spaces.
  - (4) Septic tank and drain field location.
  - (5) Well location.
  - (6) All other prominent features of the property.
  - (7) Setback distances between all the features above shall be shown in feet.

**ORDINANCE TO AMEND THE PAGE COUNTY CODE  
BY  
CREATING A NEW CHAPTER 132  
ENTITLED  
SHERIFF DISPOSAL OF UNCLAIMED PROPERTY**

**WHEREAS**, upon mature consideration, the Board of Supervisors has determined it is in the best interest of the County to create a new chapter in the Code entitled Sheriff Disposal of Unclaimed Property.

**WHEREAS**, PURSUANT TO THE 1950 Code of Virginia, § 59.1-538, *et seq.*, as amended, the Board intends to amend the County Code to add a new Chapter 132 entitled Sheriff Disposal of Unclaimed Property.

**NOW THEREFORE**, be it resolved and ordained by the Board of Supervisors of the County of Page, Virginia, that the following additions shall be made to the County Code:

**Chapter 132 – Sheriff Disposal of Unclaimed Property**

**§ 132-1 – Sheriff Disposal of Unclaimed Property**

Pursuant to §§ 15.2-1719 and 15.2-1721 of the Code of Virginia, as amended, The Sheriff of Page County is authorized to sell or retain by way of public sale unclaimed personal property which has been in the possession of the Sheriff's Department for more than sixty (60) days.

**§ 132-2 – Unclaimed Personal Property, Definition**

"Unclaimed personal property" is any personal property belonging to another which has been acquired by a law enforcement officer pursuant to his/her duties, which is not needed in any criminal prosecution, which has not been claimed by its rightful owner and which the State Treasurer has indicated will be declined if remitted under the Uniform Disposition of Unclaimed Property Act (Sections 15.2-1719 and 15.2-1721, Code of Virginia).

**§ 132-3 – Procedure for Sale**

Prior to the sale of any unclaimed item, the Sheriff or his/her duly authorized agent shall make reasonable attempt to notify the rightful owner of the property, obtain from the Commonwealth Attorney, in writing, a statement advising that the item is not needed in any criminal prosecution, and cause to be published in a newspaper of general circulation in the locality once a week for two (2) successive weeks a notice that there will be a sale of unclaimed personal property. Such property shall be described generally in the notice together with the date, time, and place of sale.

**§ 132-4 – Disposal of Proceeds**

The Sheriff or his/her duly authorized agent shall pay for the proceeds of such sale, the costs of advertisement, removal, storage, investigation and liens, and notice of sale. The balance of the funds shall be held for the owner and paid to the owner upon satisfactory proof of ownership.

**§ 132-5 – Disposal of Firearm**

Pursuant to Sections 15.2-1719 and –15.2-1721 of the Code of Virginia, as amended, the Sheriff or his/her designees is authorized to sell or dispose of firearms in the possession of the Sheriff.

**§ 132-6 – Claim of Owner**

If no claim has been made by the owner for the proceeds of such sale within sixty (60) days after the sale, the remaining funds shall be deposited in the general fund of the County.

This Ordinance shall be in full force and effect from and after \_\_\_\_\_, 2020, as provided by Virginia law.

Dates of Notice Publication: \_\_\_\_\_, 2020

\_\_\_\_\_, 2020

Date of Adoption of Ordinance \_\_\_\_\_, 2020

---

Morgan Phenix, Chairman-at-Large  
Board of Supervisors of the County of Page, Virginia

Attest:

\_\_\_\_\_  
Amity Moler, Clerk to Board of Supervisors

**CERTIFICATE OF VOTES**

The undersigned Clerk of the Board of Supervisors of Page County, Virginia, hereby certifies that the foregoing Ordinance constitutes a true and correct copy thereof adopted by the Board of Supervisors at a regular meeting duly held and called on \_\_\_\_\_, 2020. A record of the roll-call vote by the Board of Supervisors is as follows:

<b>NAME</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Morgan Phenix				
Mark Stroupe				
D. Keith Guzy, Jr.				
Larry Foltz				
Jeff Vaughan				
Allen Louderback				

Dated: \_\_\_\_\_, 2020

\_\_\_\_\_  
Amity Moler, Clerk, Board of Supervisors  
Page County, Virginia

**#2020-12  
RESOLUTION**

The Local Choice Health Benefits Program provides health insurance benefits to our employees and their dependents. Be it hereby resolved that this 16<sup>th</sup> day of June, 2020, Page County does approve that coverage be added for our elected governing body and their dependents to be effective on July 1, 2020 and continuing in conjunction with our health insurance benefits. It is our desire to cover them as a special class of full-time employees. We recognize that health benefits for this class of employee will be available as long as they remain in their elected position. Retiree coverage for elected officials is not available.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Group Name



# COUNTY OF PAGE

103 South Court Street, Suite F  
Luray, Virginia 22835  
(540) 743-4142  
Fax: (540) 743-4533

Board of Supervisors:  
Morgan Phenix – Chairman – At- Large  
D. Keith Guzy, Jr. – District 1  
Allen Louderback – District 2  
Mark Stroupe – District 3  
Larry Foltz – District 4  
Jeff Vaughan – District 5

County Administrator:  
Amity Moler

**TO:** Chairman Phenix and Board of Supervisors  
**FROM:** Dennis Click, Director of Finance  
**SUBJECT:** Budget Appropriations  
**DATE:** June 8<sup>th</sup>, 2020

---

## **SUMMARY:**

The Page County Public Schools requests appropriation of state revenues in the amount of \$26,133.33

The Page County Sheriff's department requests appropriation of state revenues in the amount of \$151.82. Additionally, \$1,474.41 in local funds requires appropriation.

On behalf of various departments, appropriation of \$54,671.29 in federal funds is requested.

## **RECOMMENDATIONS:**

Staff recommends appropriation of local, state, and federal funding in the amount of \$82,430.85

---

## **BACKGROUND:**

The Page County Public Schools requests appropriation of Virginia Preschool Initiative grant funds which exceed original budget estimates by \$26,133.33

The Page County Sheriff's department requests appropriation of state asset forfeiture proceeds in the amount of \$151.82. \$1,474.41 in restricted local funds set aside for the Town of Luray share of e-summons fees collected also requires appropriation.

On behalf of various departments, detailed in the attached request, Coronavirus Relief Fund eligible expenditures are requested for reimbursement totaling \$54,671.29.

## **ISSUES:**

None.

## **ALTERNATIVES:**

None.

**FISCAL IMPACT:**

Appropriation of the requested funding for the Page County Public Schools will increase the total County budget by \$26,133.33

Appropriation of the requested funding for the Page County Sheriffs' Department will increase the total County budget by \$1,626.23

Appropriation of the requested funding for the Coronavirus Relief Funding will increase the total County budget by \$54,671.29

The total fiscal impact is an increase to the county budget of \$82,430.85

**MOTION(S):**

- 1) I move to approve the appropriation of local, state, and federal funding in the amount of \$82,430.85

**ATTACHMENT(S):**

Letter(s) of request, Page County Public Schools

Letter(s) of request, Page County Sheriff's Department

Letter(s) of request, Page County Finance Department

**RESOLUTION TO  
THE PAGE COUNTY BOARD OF SUPERVISORS  
FOR ADDITIONAL FUNDING**

**VA DEPARTMENT OF EDUCATION  
VIRGINIA PRESCHOOL INITIATIVE (VPI) PROVISIONALLY LICENSED GRANT**

**WHEREAS,** The Page County School Board has received approval and authorization during 2019-2020 on a grant within an existing state program; and

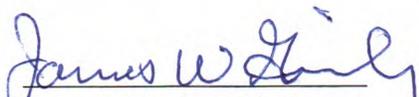
**WHEREAS,** the anticipated funds in this grant will exceed the original estimated budget for 2019-2020; and

**WHEREAS,** the Page County School Board has already received the additional funds, which were channeled through the Virginia Department of Education and grantors directly; and

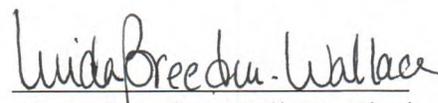
**NOW, THEREFORE, BE IT RESOLVED,** that the Page County School Board, for audit and record keeping purposes to keep the 2019-2020 budget in balance, with no increase or decrease of local appropriation involved, respectfully requests the Page County Board of Supervisors to appropriate additional grant funds for the Virginia Preschool Initiative (VPI) Provisionally Licensed Grant in the amount of \$26,133.33 for the expansion of the Virginia Preschool Initiative (VPI) Program.

EXPENDITURE FUNCTION	REVISED BUDGET FY 2020	APPROPRIATION REQUEST	REVISED BUDGET FY 2020
61 INSTRUCTIONAL	\$27,371,418.77	\$26,133.33	\$27,397,552.10
62 ADMIN, ATTENDANCE, & HEALTH	\$1,968,153.00		\$1,968,153.00
63 TRANSPORTATION	\$2,134,816.00		\$2,134,816.00
64 OPERATIONS & MAINTENANCE	\$3,674,171.00		\$3,674,171.00
66 FACILITIES	\$0.00		\$0.00
67 DEBT SERVICE	\$3,924,295.00		\$3,924,295.00
68 TECHNOLOGY	\$1,215,176.00		\$1,215,176.00
<b>TOTAL EXPENDITURES</b>	<b>\$40,288,029.77</b>	<b>\$26,133.33</b>	<b>\$40,314,163.10</b>
REVENUE SOURCE	REVISED BUDGET FY 2020	APPROPRIATION REQUEST	REVISED BUDGET FY 2020
SALES TAX	\$3,864,357.00		\$3,864,357.00
STATE	\$18,485,778.48	\$26,133.33	\$18,511,911.81
FEDERAL	\$2,014,053.00		\$2,014,053.00
RECOVERED COSTS	\$1,545,400.00		\$1,545,400.00
LOCAL OPERATIONS MATCH	\$10,454,146.29		\$10,454,146.29
LOCAL DEBT SERVICE	\$3,924,295.00		\$3,924,295.00
<b>TOTAL REVENUES</b>	<b>\$40,288,029.77</b>	<b>\$26,133.33</b>	<b>\$40,314,163.10</b>

This is to certify that the foregoing resolution was authorized by the Page County School Board during its regular session on Monday, May 11, 2020.

  
James Grimley, Chairman

Page County School Board

  
Linda Breeden-Wallace, Clerk

Page County School Board



*Accredited Law Enforcement Agency*



# PAGE COUNTY SHERIFF'S OFFICE

CHAD W. CUBBAGE, SHERIFF • PETER J. MONTELEONE, MAJOR

---

To: Dennis Click, Director of Finance

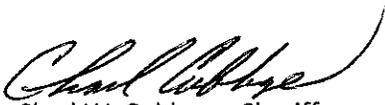
From: Chad W. Cubbage, Sheriff

Date: June 5, 2020

Subject: State Asset Forfeiture Appropriation - June

Please appropriate State Asset Forfeiture funds from Revenue Line #101-0000-324.04-01 to Investigations State Asset Forfeiture expenditure line #3121-431-5809, the amount of \$151.82 (documentation attached).

Thank you,

  
Chad W. Cubbage, Sheriff  
Page County Sheriff's Office

**Department of Criminal Justice Services**  
**1100 Bank Street - 12th Floor**  
**Richmond, VA 23219**



**Asset Forfeiture Proceeds**

**Disbursements for:** 4/17/2020 through 4/17/2020

<i>Date to Finance</i>	<i>DCJS Seizure No</i>	<i>Asset Description</i>	<i>Value</i>	<i>Disbursal Amt</i>	<i>Voucher No</i>
<b>County of Page</b>					
<i>Page County Sheriff's Office</i>					
4/17/2020	19-FS09204	currency Joseph Bryan Spencer	\$1,387.00	\$107.88	16789
4/17/2020	20-FS26905	currency Noah Zachary Milbourne	\$565.00	\$43.94	16790
<b>Subtotal:</b>				<b>\$151.82</b>	
<b>Total:</b>				<b>\$151.82</b>	



## Dennis Click

---

**From:** Steve Burke <sburke@townofluray.com>  
**Sent:** Thursday, June 4, 2020 4:02 PM  
**To:** Dennis Click  
**Cc:** Penny Gray; Bryan Chrisman; Mary Broyles; Danielle Babb; Chief Bow Cook  
**Subject:** E-Summons Account Fund Request

[NOTICE: DO NOT CLICK on links or open attachments unless you are sure the content is safe. No email should ever ask you for your username or password.]

Dennis,

The Town of Luray would like to request the \$1,474,41 in the E-Summons Account as established by Virginia Code 17.279.1 for the purchase of software, hardware, and other equipment for the implementation and maintenance of the electronic summons system.

Please let me know if you need anything further to process this request.

Thanks,  
Steve

Steve Burke, PE  
Town Manager

Town of Luray, Virginia  
PO Box 629  
45 East Main Street  
Luray VA 22835  
(540) 743-5511 (O)  
(540) 743-1486 (F)

[www.townofluray.com](http://www.townofluray.com)

# Appropriation Request

## From Finance Department

TO: Board of Supervisors

FROM: Dennis Click, Director of Finance

DATE: June 5<sup>th</sup>, 2020

---

Good Afternoon,

In accordance with provisions of the Coronavirus Relief Fund monies allocated to the County, appropriation is requested of funds received (101-0000-333.01-74) to the following line items:

**Key:**

Commissioner of Revenue = 101-1231  
Treasurer = 101-1241  
Central Purchasing = 101-1253  
Electoral Board = 101-1310  
Clerk of Circuit Court = 101-2160  
Magistrate = 101-2191  
Sheriff = 101-3120  
EMS Career Staff = 101-3230  
Emergency Communications Center = 101-3240  
Battle Creek Landfill = 101-4241  
General Properties = 101-4320  
Employee Benefits = 101-9120  
Reserve for Contingencies = 101-9310

101-1231-412.30-10	1,400.93
101-1241-412.30-10	2,001.00
101-1253-412.60-01	99.99
101-1310-413.58-15	124.97
101-2160-421.30-10	1,400.93
101-2160-421.58-15	24.11
101-2191-421.58-15	53.88
101-3120-431.58-45	10,649.21
101-3230-432.60-04	2,667.32
101-4241-442.60-05	737.12
101-4241-442.60-11	17.98
101-4320-443.50-01	405.60
101-4320-443.60-05	3,790.62

101-4320-443.60-07	1,904.06
101-9120-541.60-11	300.00
101-4241-442.11-03	7,250.00
101-3230-432.11-03	9,250.00
101-3240-432.11-03	1,000.00
101-4320-443.11-03	1,100.00
101-4241-442.20-01	554.63
101-3230-432.20-01	707.63
101-3240-432.20-01	76.50
101-4320-443.20-01	84.15
101-9310-493-59.99	9,070.67
Totaling	\$54,671.29

Thank you,

Dennis Click



**SUPPLEMENTAL APPROPRIATIONS REQUESTS:**

<i>Item #</i>	<i>Department</i>	<i>Funding Type</i>	<i>Description/Reason</i>	<i>Revenue Source</i>	<i>Expenditure</i>	<i>Requested Amt.</i>
A	Investigations	State	Asset Forfeiture	Asset Forfeiture 101-0000-324.04-01	Asset Forfeiture 101-3121-431.58-09	\$151.82
B	Sheriff	Local	E-Summons - Town Share	E-Summons 101-0000-314.01-54	E-Summons 101-3120-431.58-44	\$1,474.41
TOTAL REQUESTS:						\$1,626.23

**BUDGET TRANSFER REQUESTS:**

<i>Item #</i>	<i>Department</i>	<i>Description/Reason</i>	<i>Transfer From</i>	<i>Transfer to</i>	<i>Requested Amt.</i>

TOTAL REQUESTS:

\$0

State Funding	\$151.82
NGO Funding	\$0.00
Carryover Funding	\$0.00
Federal Funding	\$0.00
Local Funding	\$1,474.41
Local Match	\$0.00
Recovered Costs	\$0.00
Total Funding	<u>\$1,626.23</u>

**SUPPLEMENTAL APPROPRIATIONS REQUESTS:**

<i>Item #</i>	<i>Department</i>	<i>Funding Type</i>	<i>Description/Reason</i>	<i>Revenue Source</i>	<i>Expenditure</i>	<i>Requested Amt.</i>
A	Various	Federal	Coronavirus Relief Funding	CARES Act 101-0000-333.01-74	Various Various	\$54,671.29
TOTAL REQUESTS:						\$54,671.29

**BUDGET TRANSFER REQUESTS:**

<i>Item #</i>	<i>Department</i>	<i>Description/Reason</i>	<i>Transfer From</i>	<i>Transfer to</i>	<i>Requested Amt.</i>

TOTAL REQUESTS:

\$0

State Funding	\$0.00
NGO Funding	\$0.00
Carryover Funding	\$0.00
Federal Funding	\$54,671.29
Local Funding	\$0.00
Local Match	\$0.00
Recovered Costs	\$0.00
Total Funding	<u>\$54,671.29</u>



## COUNTY OF PAGE

103 South Court Street, Suite F  
Luray, Virginia 22835  
(540) 743-4142  
Fax: (540) 743-4533

Board of Supervisors:  
Morgan Phenix – Chairman – At- Large  
D. Keith Guzy, Jr. – District 1  
Allen Louderback – District 2  
Mark Stroupe – District 3  
Larry Foltz – District 4  
Jeff Vaughan – District 5

County Administrator:  
Amity Moler

**TO:** Chairman Phenix and Board of Supervisors  
**FROM:** Regina Miller, Assistant County Administrator  
**SUBJECT:** Board and Commission Appointments  
**DATE:** June 12, 2020

---

### **Northwestern Community Services Board:**

One seat on the Northwestern Community Services Board is currently vacant. A resume was received from Wendy Bundy expressing interest in serving on the Board. I would recommend Mrs. Bundy for the appointment. The term would begin immediately and expire on December 31, 2022.

Motion: I move to appoint \_\_\_\_\_ to the Northwestern Community Services Board of Directors for a term through December 31, 2022.

### **Current Vacancies:**

Broadband Authority (District 5)  
Economic Development Authority (District 3, Town of Shenandoah Representative)  
Social Services Board (District 2, District 4)



## COUNTY OF PAGE

103 South Court Street, Suite F  
Luray, Virginia 22835  
(540) 743-4142  
Fax: (540) 743-4533

### Board of Supervisors:

Morgan Phenix – Chairman – At- Large  
D. Keith Guzy, Jr. – District 1  
Allen Louderback – District 2  
Mark Stroupe – District 3  
Larry Foltz – District 4  
Jeff Vaughan – District 5

### County Administrator:

Amity Moler

**TO:** Chairman Phenix and Board of Supervisors  
**FROM:** Amity Moler, County Administrator  
**SUBJECT:** Consent Agenda  
**DATE:** June 12, 2020

---

### **SUMMARY:**

The Consent Agenda is a part of the Board's regular meeting agenda, which includes the financial reports, accounts payable and payroll, the meeting minutes for the prior month, and any other items, which would not require discussion.

### **RECOMMENDATION:**

Approval of the Consent Agenda.

---

### **BACKGROUND:**

The purpose of the Consent Agenda is to provide a method for the expeditious handling of items, which will not require discussion by the Board. The Code of Virginia requires the Board of Supervisors to approve accounts payable and payroll checks as well as payroll related electronic fund transfers. According to the Board's Rules of Procedure, all warrants must be presented to the Board of Supervisors for action as a consent agenda item at their regular meeting.

### **FISCAL IMPACT:**

The accounts payable checks, payroll checks, payroll direct deposit, and payroll tax electronic fund transfers totaling \$1,449,801.96 for the month of May 2020.

### **MOTION:**

I move to approve the Consent Agenda as follows:

- Financial reports for the periods of May 1-31, 2020;
- Accounts payable checks, payroll checks, payroll direct deposits, and payroll tax related electronic fund transfers totaling \$1,449,801.96 for the month of May 2020;
- Minutes of May 5, 2020 and May 19, 2020.

### **ATTACHMENTS:**

1. Financial Reports for May 1-31, 2020 (provided separately)
2. Warrant Report for May 1-31, 2020
3. Payroll Report for May 1, 2020
4. Payroll Report for May 15, 2020
5. Payroll Report for May 29, 2020
6. Board of Supervisors Minutes of May 5, 2020
7. Board of Supervisors Minutes of May 19, 2020

MOTION: I move to accept the Financial Reports for the period May 1 – May 31, 2020.

**AGENDA** **BOARD OF SUPERVISORS** **June 16, 2020**

SUBJECT: Financial Reports

ISSUE: Approval by the Board of Supervisors of monthly Financial Reports in accordance with county policy and the Code of Virginia.

RECOMMENDATION: Approval

FISCAL IMPLICATIONS: These are summaries of all fiscal activity for the month.

TIMING: Routine

POLICY IMPLICATIONS: None

DISCUSSION: The County's budget ended the month with an unencumbered balance of \$11,169,144.95. The general fund accounts for \$2,931,628.76 of the unencumbered amount.

The county's cash and investment portfolio equaled \$12,581,353.83 at the end of the month.

\*Numbers were submitted based on reports generated by the computer and by a study of reports submitted in prior months by the Finance Department.

STAFF:

  
\_\_\_\_\_

  
\_\_\_\_\_

ATTACHMENTS: Summary of Revenue and Expenditures  
Balance Sheet  
Departmental Expenditures

MOTION: I move to approve accounts payable checks, payroll checks, payroll direct deposits, and payroll tax related electronic funds transfers, which total \$ 1,449,801.96 as detailed in the discussion section and the supporting warrant lists.

AGENDA

BOARD OF SUPERVISORS

June 16, 2020

SUBJECT: Warrant Lists

ISSUES: State law requires the Board of Supervisors to approve accounts payable and payroll checks as well as payroll related electronic funds transfers.

RECOMMENDATION: Approval.

FISCAL IMPLICATIONS: This action is necessary to fulfill the County's financial obligations to vendors and employees.

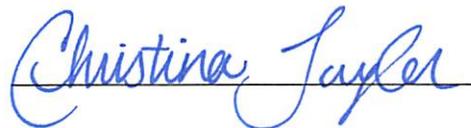
TIMING: Routine.

POLICY IMPLICATIONS: This action complies with the policy that was set by the Board of Supervisors as to the payment of invoices, payroll, etc.

DISCUSSION:

	Beginning Check #	Ending Check #	Amount
Payroll Checks dated May 1, 2020	234066	234085	14,835.17
Direct Deposits			174,978.15
Tax Electronic Transfers			59,376.26
Payroll Checks dated May 15, 2020	234086	234137	33,869.16
Direct Deposits			181,644.06
Tax Electronic Transfers			67,648.06
Payroll Checks dated May 29, 2020	234138	234158	17,674.76
Direct Deposits			203,748.45
Tax Electronic Transfers			70,531.03
Payroll Total			824,305.10
Accounts Payable- May, 2020	201740	201984	575,201.68
Electronic Transfers	91857	91860	50,295.18
AP Total			625,496.86
May Check Total			1,449,801.96

 \_\_\_\_\_

 \_\_\_\_\_

ATTACHMENTS: Warrant Lists, Check Registers, Direct Deposit Registers, and Payroll Register summary pages, which details the Tax Electronic Transfer.

**AGENDA****BOARD OF SUPERVISORS****June 16, 2020**

	<b>May, 2019</b>	<b>May, 2020</b>
Payroll Checks - 1st Monthly Period	15,370.09	14,835.17
Direct Deposits	175,212.68	174,978.15
Tax Electronic Transfers	58,210.25	59,376.26
Payroll Checks - 2nd Monthly Period	17,289.26	33,869.16
Direct Deposits	186,372.25	181,644.06
Tax Electronic Transfers	64,096.47	67,648.06
Payroll Checks - 3rd Monthly Period	17,914.90	17,674.76
Direct Deposits	200,795.03	203,748.45
Tax Electronic Transfers	68,332.57	70,531.03
	<hr/>	<hr/>
	<b>Payroll Total</b>	<b>803,593.50</b>
Accounts Payable - Physical Checks	833,869.47	575,201.68
Electronic Transfers	49,365.39	50,295.18
	<hr/>	<hr/>
	<b>Accounts Payable Total</b>	<b>883,234.86</b>
	<hr/>	<hr/>
	<b>TOTAL Accounts Payable and Payroll</b>	<b>1,686,828.36</b>
	<hr/>	<hr/>
<b>Year over Year Increase (Decrease)</b>		<b>(237,026.40)</b>

# Warrant Report

May 1, 2020

through

May 31, 2020

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
05/06/2020	91857	TREASURER OF VA. - VRS	256	16,014.25
05/13/2020	91858	SUNTRUST BANK	3632	26,954.93
05/13/2020	91859	USDA RURAL DEVELOPMENT	2751	3,663.00
05/13/2020	91860	USDA RURAL DEVELOPMENT	2751	3,663.00
05/06/2020	201740	ADVANCE AUTO PARTS	2956	13.64
05/06/2020	201741	AUTOZONE INC.	2703	86.04
05/06/2020	201742	BLUE RIDGE EDUCATIONAL CENTER,	4970	1,212.00
05/06/2020	201743	BLUE RIDGE LEGAL SERVICES, INC	2486	931.25
05/06/2020	201744	C&C EXTERMINATING	4523	255.00
05/06/2020	201745	CENTURYLINK	3616	200.12
05/06/2020	201746	CLEAR COMMUNICATIONS & ELECTRO	27	1,062.47
05/06/2020	201747	COMCAST	2892	43.86
05/06/2020	201748	CONNECTED COMMUNITIES, INC.	5007	400.00
05/06/2020	201749	CRYSTAL SPRINGS	4599	36.37
05/06/2020	201750	EMERGENCY MEDICAL PRODUCTS INC	2032	1,582.07
05/06/2020	201751	FAMILY EDUCATIONAL SERVICES, L	4508	595.00
05/06/2020	201752	FLOWERS BAKING CO. OF LYNCHBUR	59	74.69
05/06/2020	201753	FORM NETWORKS LLC	4242	5,200.00
05/06/2020	201754	HALLMARK YOUTHCARE-RICHMOND, I	3138	4,998.00
05/06/2020	201755	HOLTZMAN OIL CORP	1167	251.63
05/06/2020	201756	HUGHESNET	4286	105.93
05/06/2020	201757	J REX BURNER CO.	22	138.75
05/06/2020	201758	HANNAH MARIE JACKSON	4804	1,207.00
05/06/2020	201759	KIMBERLY M. LUCAS	4458	945.00
05/06/2020	201760	TOWN OF LURAY	147	145.34
05/06/2020	201761	PAGE NEWS & COURIER	185	477.26
05/06/2020	201762	PENN VETERINARY SUPPLY, INC.	171	119.11
05/06/2020	201763	PERFORMANCE FOODSERVICE-VIRGIN	4480	3,128.95
05/06/2020	201764	AMBER KAY POWELL	4814	1,169.00
05/06/2020	201765	THE POWER CONNECTION INC.	1495	1,540.00
05/06/2020	201766	RICOH USA INC	3973	960.07
05/06/2020	201767	SHENANDOAH VALLEY ELECTRIC COO	3703	2,893.90
05/06/2020	201768	MELODY L. SNIDER	4394	9,281.00
05/06/2020	201769	TOWN OF STANLEY	227	201.60
05/06/2020	201770	SUNTRUST BANK	1274	5,590.19
05/06/2020	201771	THE SUPPLY ROOM COMPANIES	205	1,561.99
05/06/2020	201772	ELISA THOMPSON	4958	2,846.00
05/06/2020	201773	VECTOR SECURITY	2926	27.30
05/06/2020	201774	VERIZON	1645	27.00
05/06/2020	201775	VETERINARY EMERGENCY SERVICES	4895	87.17
05/06/2020	201776	WALMART COMMUNITY/GEGRB	1790	155.67
05/06/2020	201777	PAMELA S. WIGHTMAN	4254	710.00
05/06/2020	201778	JERRY WILLIAMS	5075	242.00
05/06/2020	201779	WITMER PUBLIC SAFETY GROUP, IN	4327	99.99
05/13/2020	201780	AIR QUALITY SYSTEMS, INC.	4925	940.00
05/13/2020	201781	AIRGAS USA LLC	2509	67.79
05/13/2020	201782	AMERICAN FAMILY LIFE ASSURANCE	270	1,222.30
05/13/2020	201783	AMERIGAS	3494	284.17
05/13/2020	201784	ANTHEM BLUE CROSS BLUE SHIELD	276	92,402.00
05/13/2020	201785	ANTHEM HEALTH PLANS OF VIRGINI	4751	3,383.96
05/13/2020	201786	AUTOZONE INC.	2703	28.36

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
05/13/2020	201787	BAI COMMISSIONERS' USER GROUP	2560	400.00
05/13/2020	201788	BI, INC	4803	145.60
05/13/2020	201789	BLUE MOUNTAIN ANIMAL CLINIC	15	3,062.89
05/13/2020	201790	BOB BARKER COMPANY INC.	17	205.92
05/13/2020	201791	RACHAEL BOWMAN	5083	30.00
05/13/2020	201792	CENTURYLINK	3634	1,523.88
05/13/2020	201793	CENTURYLINK	3616	451.33
05/13/2020	201794	CHARM-TEX	4304	512.12
05/13/2020	201795	HEATHER A. COMER	3348	23.53
05/13/2020	201796	GARY CORNELIUS, SR	5001	750.00
05/13/2020	201797	CORRECTIONAL PEACE OFFICERS FO	2605	7.50
05/13/2020	201798	CTA CONSULTANTS, LLC	4948	10,000.00
05/13/2020	201799	CULLIGAN OF FRONT ROYAL	4806	31.95
05/13/2020	201800	CURTIS BAY MEDICAL WASTE SERVI	4819	105.34
05/13/2020	201801	DAILY NEWS-RECORD	48	735.00
05/13/2020	201802	DOMINION VIRGINIA POWER	255	30.14
05/13/2020	201803	EAST COAST EMERGENCY VEHICLE,	4892	170.00
05/13/2020	201804	EMERGENCY MEDICAL PRODUCTS INC	2032	852.62
05/13/2020	201805	FLOWERS BAKING CO. OF LYNCHBUR	59	117.33
05/13/2020	201806	STEVEN FOX J.	4403	30.00
05/13/2020	201807	FREE RANGE PSYCHIATRY	4740	375.00
05/13/2020	201808	GALLS LLC	116	1,230.85
05/13/2020	201809	MOLLY ANNE GEORGE	5080	60.00
05/13/2020	201810	BRITTNEY HEBERMEHL	5084	30.00
05/13/2020	201811	INVENTORY TRADING COMPANY	3792	1,440.00
05/13/2020	201812	LAWRENCE ENVIRONMENTAL	4830	192.00
05/13/2020	201813	LD&B INSURANCE & FINANCIAL SER	4135	641.15
05/13/2020	201814	RICKY J. LUCAS JR	5086	30.00
05/13/2020	201815	LURAY FIRE DEPARTMENT	316	13,000.00
05/13/2020	201816	MICHELLE MARTIN	5081	30.00
05/13/2020	201817	MINNESOTA LIFE	257	191.64
05/13/2020	201818	BILLY R. MUMAW	4105	68.04
05/13/2020	201819	NATIONAL COUNSELING GROUP, INC	2681	2,040.50
05/13/2020	201820	GLORIA NICHOLS	5085	30.00
05/13/2020	201821	NORTHWESTERN COMMUNITY SERVICE	796	22,634.50
05/13/2020	201822	PAGE CO-OP FARM BUREAU, INC.	175	353.32
05/13/2020	201823	PAGE VALLEY VETERINARY CLINIC	802	95.00
05/13/2020	201824	PERFORMANCE FOODSERVICE-VIRGIN	4480	4,269.61
05/13/2020	201825	PITNEY BOWES GLOBAL FINANCIAL	2788	150.00
05/13/2020	201826	PURCHASE POWER/PITNEY BOWES	1711	1,020.99
05/13/2020	201827	QUARLES ENERGY SERVICES	4039	254.31
05/13/2020	201828	RAPPAHANNOCK CREATIVE HEALTH C	2887	3,750.70
05/13/2020	201829	RED BUD SUPPLY, INC.	5066	742.13
05/13/2020	201830	RICOH USA INC	3973	1,027.24
05/13/2020	201831	RICOH USA INC	3999	8.75
05/13/2020	201832	ROBERTS OXYGEN COMPANY, INC.	2583	153.00
05/13/2020	201833	SATELLITE TRACKING OF PEOPLE,	4540	24.80
05/13/2020	201834	SHELL FLEET/WEX BANK	4966	20.81
05/13/2020	201835	SHENANDOAH VALLEY ELECTRIC COO	3703	4,014.79
05/13/2020	201836	TONYA SIEGLER	5082	30.00
05/13/2020	201837	DEPARTMENT OF SOCIAL SERVICES	1545	530.60

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
05/13/2020	201838	SOUTHERN SOFTWARE, INC.	4616	3,500.00
05/13/2020	201839	SOUTHSIDE REGIONAL JAIL AUTHOR	4876	42,180.00
05/13/2020	201840	SPRINT	3238	1,360.12
05/13/2020	201841	STEVE'S AUTOMOTIVE & TOWING	2009	175.00
05/13/2020	201842	SUNRISE MEDICAL LABORATORIES,	4181	81.25
05/13/2020	201843	THE SUPPLY ROOM COMPANIES	205	2,007.00
05/13/2020	201844	TOM'S AUTO REPAIR	2677	85.47
05/13/2020	201845	TREASURER OF PAGE COUNTY	811	75.00
05/13/2020	201846	TREASURER OF VIRGINIA	4411	228.60
05/13/2020	201847	TREASURER OF VIRGINIA (DCSE)	4587	202.12
05/13/2020	201848	UNITED WAY OF NORTHERN SHEN VA	1556	1.00
05/13/2020	201849	VACORP HYBRID DISABILITY PROGR	880	321.12
05/13/2020	201850	VALIC	1231	2,037.50
05/13/2020	201851	VERIZON	1645	33.48
05/13/2020	201852	VETERINARY EMERGENCY SERVICES	4895	81.00
05/13/2020	201853	VIRGINIA CREDIT UNION	385	275.00
05/13/2020	201854	VISA	1914	8,070.41
05/13/2020	201855	WHSV	114	450.00
05/13/2020	201856	JESSICA WOODWARD	5087	30.00
05/13/2020	201857	BENJAMIN M. ZIMMERMAN	4831	250.00
05/20/2020	201858	NAZIR AHMED ADAM	4786	3,000.00
05/20/2020	201859	AIR MEDICAL EXPERTS, LLC	4995	1,565.00
05/20/2020	201860	AMBULANCE MEDICAL BILLING	4470	4,818.95
05/20/2020	201861	THE BERKLEY GROUP	4996	7,262.50
05/20/2020	201862	BREEDEN'S AUTO SERVICE	544	156.65
05/20/2020	201863	COMCAST	2892	29.24
05/20/2020	201864	CORNET, INC.	4730	186.83
05/20/2020	201865	EAGLE FLIGHT BUSINESS FORMS	1954	473.00
05/20/2020	201866	FLOWERS BAKING CO. OF LYNCHBUR	59	208.30
05/20/2020	201867	RACHEL FOLTZ	5092	30.00
05/20/2020	201868	HEATHER FORD	5093	25.00
05/20/2020	201869	HOLTZMAN OIL CORP	1167	717.89
05/20/2020	201870	HOLTZMAN OIL CORPORATION	1872	6,864.33
05/20/2020	201871	JR'S TIRE CENTER, INC.	2541	20.00
05/20/2020	201872	LAWRENCE ENVIRONMENTAL	4830	65.00
05/20/2020	201873	KIMBERLY M. LUCAS	4458	106.29
05/20/2020	201874	LURAY-PAGE CO CHAMBER OF COMME	146	25,000.00
05/20/2020	201875	LUTHERAN FAMILY SERVICES OF VA	3224	25,678.00
05/20/2020	201876	MARLOW FORD	1777	1,919.54
05/20/2020	201877	LEXISNEXIS MATTHEW BENDER	1339	247.10
05/20/2020	201878	NATHAN MCANULTY	5094	30.00
05/20/2020	201879	NETWORK SERVICE BILLING, INC	5025	17.99
05/20/2020	201880	NORTH SPRING BEHAVIORAL HEALTH	2784	16,001.11
05/20/2020	201881	NORTHWESTERN COMMUNITY SERVICE	796	10.00
05/20/2020	201882	OFFICE DEPOT BUSINESS ACCOUNT	4091	656.95
05/20/2020	201883	PAGE CO-OP FARM BUREAU, INC.	175	384.52
05/20/2020	201884	PAGE COUNTY HEALTH DEPARTMENT	402	40.00
05/20/2020	201885	PERFORMANCE FOODSERVICE-VIRGIN	4480	2,556.71
05/20/2020	201886	RICOH USA INC	3973	308.59
05/20/2020	201887	ROBERTS OXYGEN COMPANY, INC.	2583	165.00
05/20/2020	201888	ROCKINGHAM COUNTY	2813	610.00

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
05/20/2020	201889	PATRICIA SALINAS	5091	30.00
05/20/2020	201890	SHENANDOAH RESCUE SQUAD INC.	335	1,467.61
05/20/2020	201891	SHENANDOAH VALLEY ELECTRIC COO	3703	1,244.47
05/20/2020	201892	SHOWALTER SIGNS & SILKSCREENIN	568	30.00
05/20/2020	201893	SIR EXCELLENCE AUTO BODY	2860	6,174.61
05/20/2020	201894	STANLEY AUTO PARTS & SERVICE	4226	356.51
05/20/2020	201895	STANLEY VOLUNTEER FIRE DEPARTM	340	416.10
05/20/2020	201896	TODD HUFFMAN INSTALLS	4889	130.00
05/20/2020	201897	THOMSON REUTERS - WEST	262	367.00
05/20/2020	201898	TOM'S AUTO REPAIR	2677	20.00
05/20/2020	201899	TSSI	2444	2,899.00
05/28/2020	201900	ACF ENVIRONMENTAL INC	2335	2,470.00
05/28/2020	201901	WILLIAM W. ALESHIRE	69	80.00
05/28/2020	201902	AMAZON.COM	4580	6,801.00
05/28/2020	201903	WILLIAM N. AMONETTE	5022	104.00
05/28/2020	201904	ARC3 GASES	2962	244.20
05/28/2020	201905	MARY ANN ARRINGTON	645	120.00
05/28/2020	201906	MIKE ATKINS	2447	96.00
05/28/2020	201907	AUTOZONE INC.	2703	31.28
05/28/2020	201908	BMS DIRECT INC	4216	7,794.48
05/28/2020	201909	JOYCE BURKE	371	104.00
05/28/2020	201910	BURNER ELECTRICAL SERVICE, INC	21	11.55
05/28/2020	201911	C&C EXTERMINATING	4523	255.00
05/28/2020	201912	FAITH CARLSON	4141	20.00
05/28/2020	201913	CARTER MACHINERY CO., INC.	2346	4,695.12
05/28/2020	201914	CENTURYLINK	3616	433.76
05/28/2020	201915	COMCAST	2892	278.51
05/28/2020	201916	CONTRACT PHARMACY SERVICES INC	4126	2,219.44
05/28/2020	201917	PETER J. CREATURO, JR.	4138	120.00
05/28/2020	201918	GLENROSE DAMERON	368	120.00
05/28/2020	201919	WILLIAM DAVIS	4766	16.00
05/28/2020	201920	EMERGENCY MEDICAL PRODUCTS INC	2032	447.99
05/28/2020	201921	FLOWERS BAKING CO. OF LYNCHBUR	59	90.20
05/28/2020	201922	FORM NETWORKS LLC	4242	3,038.55
05/28/2020	201923	TIM FOSTER	375	36.00
05/28/2020	201924	COUNTY OF FREDERICK, TREASURER	3152	1,884.80
05/28/2020	201925	FREE RANGE PSYCHIATRY	4740	350.00
05/28/2020	201926	CINDY GOOD	496	120.00
05/28/2020	201927	GRANITE TELECOMMUNICATIONS, LL	4950	2,091.94
05/28/2020	201928	JACQUELINE E. GREEN	4137	48.00
05/28/2020	201929	EVELYN A. HARVEY	4139	72.00
05/28/2020	201930	BRENDA C. HILLIARD	781	120.00
05/28/2020	201931	HOLTZMAN OIL CORP	1167	1,199.93
05/28/2020	201932	HUFFY'S ROLLBACK & WRECKER SER	803	1,921.21
05/28/2020	201933	HUGHES CENTER, LLC	4517	23,388.60
05/28/2020	201934	ID NETWORKS, INC.	2621	1,550.00
05/28/2020	201935	MARY E. JOHNSON	513	128.00
05/28/2020	201936	SUE C. KEYTON	947	120.00
05/28/2020	201937	KIMBALL MIDWEST	5005	121.02
05/28/2020	201938	LABELLA ASSOCIATES, D.P.C., P.	4873	59,202.45
05/28/2020	201939	OTIS R. LAM, JR.	1467	120.00

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
05/28/2020	201940	GREGORY LAWRENCE	3170	155.00
05/28/2020	201941	LD&B INSURANCE & FINANCIAL SER	4135	641.15
05/28/2020	201942	LONG'S FLORIST	1813	42.12
05/28/2020	201943	LUTHERAN FAMILY SERVICES OF VA	3224	7,126.00
05/28/2020	201944	DEBRA MARTIN	5095	30.00
05/28/2020	201945	RONALD MCCLELLAND	3434	20.00
05/28/2020	201946	CAROYLN A. MILLER	3547	16.00
05/28/2020	201947	KAY MIMS	651	120.00
05/28/2020	201948	PHILIP MIMS	727	120.00
05/28/2020	201949	MUNDY STONE COMPANY	3855	4,854.50
05/28/2020	201950	NATIONAL COUNSELING GROUP, INC	2681	583.00
05/28/2020	201951	JAMES E. NICHOLSON, JR.	2280	28.00
05/28/2020	201952	BLUETARP FINANCIAL	4161	89.47
05/28/2020	201953	PAGE CO-OP FARM BUREAU, INC.	175	370.52
05/28/2020	201954	PAINTERS GARAGE TOWING & RECOV	3613	3,159.83
05/28/2020	201955	PERFORMANCE FOODSERVICE-VIRGIN	4480	2,604.01
05/28/2020	201956	PITNEY BOWES INC.	1473	721.50
05/28/2020	201957	DANIEL W. PRESGRAVES	996	40.00
05/28/2020	201958	ELVENA PRICE	1013	48.00
05/28/2020	201959	REED'S TIRE CENTER #1 INC.	887	338.27
05/28/2020	201960	RICOH USA INC	3973	302.93
05/28/2020	201961	ROBERTS OXYGEN COMPANY, INC.	2583	319.60
05/28/2020	201962	CHARLES W. ROSE	566	120.00
05/28/2020	201963	EDWARD M. SEDWICK	4136	120.00
05/28/2020	201964	SHENANDOAH VALLEY ELECTRIC COO	3703	982.48
05/28/2020	201965	SHENANDOAH VALLEY S.O.T.P.	2745	240.00
05/28/2020	201966	SHOWALTER SIGNS & SILKSCREENIN	568	30.00
05/28/2020	201967	SOUTHSIDE REGIONAL JAIL AUTHOR	4876	988.78
05/28/2020	201968	SPRINT	3238	4,367.21
05/28/2020	201969	TOWN OF STANLEY	227	11,615.56
05/28/2020	201970	STEVE'S AUTOMOTIVE & TOWING	2009	250.00
05/28/2020	201971	BETTY JO STILLWELL	1165	120.00
05/28/2020	201972	REBECCA W. STRAWDERMAN	4149	68.00
05/28/2020	201973	THE SUPPLY ROOM COMPANIES	205	118.81
05/28/2020	201974	PATRICIA TEMPLE	1691	104.00
05/28/2020	201975	JOHN B. THOMAS	1670	24.00
05/28/2020	201976	TREASURER OF PAGE COUNTY	811	75.00
05/28/2020	201977	TREASURER OF VIRGINIA	4411	228.60
05/28/2020	201978	TREASURER OF VIRGINIA (DCSE)	4587	202.12
05/28/2020	201979	TRUCK & EQUIPMENT CORP.	2581	397.31
05/28/2020	201980	UMFS	3724	8,323.20
05/28/2020	201981	VALIC	1231	2,037.50
05/28/2020	201982	W.B. MASON, INC	4539	391.51
05/28/2020	201983	WITMER PUBLIC SAFETY GROUP, IN	4327	192.99
05/28/2020	201984	DONALD L. YOUNG	1732	120.00

DATE RANGE TOTAL \* 625,496.86 \*

**Payroll Warrant Report**  
**Checks Dated May 1, 2020**

		Gross Pay	With Hold	Net Pay	Advance Out	Paid Back	Dir Dep	Check Amount
*****	Grand Totals ***	283363.54	93550.22	189813.32	.00	.00	174978.15	14835.17
	HR\$ 16.00 ADMINISTRATIVE LEAVE		222.56					1920.50
	HR\$ 44.00 BEREAVEMENT LEAVE		1753.88	114.75				
	HR\$ 86.75 COMP TIME PREMIUM			69.25				1458.53
	HR\$ 39.00 OVERTIME PREMIUM		325.84	38.00				625.03
	HR\$ 4502.00 REGULAR PAY		81927.39					187296.16
	HR\$ 144.75 SICK LEAVE		2891.65	110.25				1659.56
	HR\$ 240.00 EMS VACATION		3241.22					283322.32 HR\$
	ADD SUPPLEMENTAL HEALTH		41.22					41.22 ADD
	ABT AFLAC		890.04		VRS DEFINED BENEFIT		2336.08	
	ABT FLEXIBLE SPENDING ACCT		641.15		HEALTH SINGLE W/ COMP		2515.00	
	ABT HEALTH DUAL W/ COMP		5492.50		HEALTH FAMILY W/ COMP		10820.00	
	ABT HEALTH/KEY ADV 500/SINGLE		144.00		HEALTH/KEY ADV 500/DUAL		.601.50	
	ABT HEALTH/KEY ADV 500/FAMILY		2340.00		SUPP LIFE EMPLOYEE (TEMP)		191.64	
	ABT VALIC		2037.50		VRS DEFINED CONT ICMA		584.05	
	ABT VRS		10693.65		VRS ICMA VOL .50%		100.35	
	ABT VRS ICMA VOL 1.00%		171.86		VRS ICMA VOL 1.5%		21.34	
	ABT VRS ICMA VOL 3.0%		51.50		VRS ICMA VOL 4.00%		208.78	39840.94 ABT
	TAX FEDERAL WITHHOLDING		21515.18		MEDICARE		3588.13	
	TAX FICA		15342.41		VIRGINIA WITHHOLDING		12094.08	52539.80 TAX
	DED AFLAC		332.26		VA. CREDIT UNION		275.00	
	DED CHILD SUPPORT		228.60		CHILD SUPPORT		202.12	
	DED EMPLOYEE DONATION		48.00		GARNISHMENT		75.00	
	DED CORR PEACE OFFICERS FOUN		7.50		UNITED WAY OF PAGE COUNTY		1.00	1169.48 DED
	BEN GROUP LIFE INSURANCE		3566.77		HEALTH INS. DUAL		13584.00	
	BEN HEALTH INS. FAMILY		25606.00		HEALTH INSURANCE		23140.50	
	BEN VRS HYBRID ER 9.14%		1834.47		VRS HYBRID ER 7.14%		372.68	
	BEN HEALTH/KEY ADV 500/SINGLE		1300.00		HEALTH/KEY ADV 500/DUAL		1402.50	
	BEN HEALTH/KEY ADV 500/FAMILY		5456.00		VRS HYBRID ER 8.64%		1484.97	
	BEN VRS ICMA-RC		584.05		MEDICARE		3588.13	
	BEN VRS RETIREMENT EE		22756.08		VRS HYBRID ER 8.39%		119.38	
	BEN VRS HYBRID ER 7.64%		131.15		HYBRID DISABILITY		308.36	
	BEN SOCIAL SECURITY		15342.41		VRS HYBRID ER 9.64%		1232.43	
	BEN VRS ICMA ER MATCH .50%		100.35		VRS ICMA ER MATCH 1%		171.86	
	BEN VRS ICMA ER MATCH 1.25%		17.79		VRS ICMA ER MATCH 2.0%		34.33	
	BEN VRS ICMA ER MATCH 2.50%		130.49					122264.70 BEN
	IMPUTED INCOME		759.99					
192 Employees	192 Checks							
	192 Regular checks amount -		14,835.17					
	0 Supplemental checks amount -		.00					
	0 Advance checks amount -		.00					
	0 Deduction checks amount -		.00					
	76 Females paid							
	153 Full time employees paid							
	39 Part time employees paid							

**Payroll Warrant Report**  
**Checks Dated May 15, 2020**



Minutes  
Board of Supervisors  
Work Session  
May 5, 2020

Members Present: Morgan Phenix, Chairman At-Large  
D. Keith Guzy, Jr., District 1  
Allen Louderback, District 2  
Mark Stroupe, District 3 (remotely)  
Larry Foltz, District 4  
Jeff Vaughan, District 5

Staff Present: Amity Moler, County Administrator  
Regina Miller, Assistant County Administrator  
Nathan Miller, County Attorney

**Call to Order:**

Chairman Morgan Phenix called to order the work session of the Page County Board of Supervisors on May 5, 2020, at 7:00 p.m., in the Board of Supervisors Room located in the Page County Government Center, 103 South Court Street, Luray. The Call to Order was followed by a Moment of Silence and the *Pledge of Allegiance*. Due to the COVID-19 pandemic, in person attendance was not permitted. This meeting was live-streamed, via Zoom.

**Public Hearing – CDBG Funding Opportunities for COVID-19 Response:**

Chairman Phenix opened the public hearing on CDBG Funding Opportunities for COVID-19 Response at 7:02 p.m.

Liz Lewis, Economic Development/Tourism Coordinator, explained that a letter of interest was submitted to the Virginia Department of Housing and Community Development (DHCD) for grant funding from the Community Development Block Grant (CDBG) Virginia Funding Opportunities for COVID-19 Response. The purpose of the grant funding is to provide food assistance to the unemployed restaurant and hospitality workforce and masks to the essential and general population in Page County.

DHCD is making available current CDBG funding to small cities, towns, and rural counties to respond to local needs related to COVID-19 response. Requirements for those funds state the public must have two opportunities to make comments to the governing body. Board action is not necessary but a second hearing is being held to fulfill those requirements. There is no fiscal impact to the County.

There were no speakers during the public hearing. Chairman Phenix closed the hearing at 7:13 p.m.

No action was needed by the Board.

**Review of Zoning Ordinance Amendment – Airport:**

Tracy Clatterbuck, Zoning Administrator, said staff has met with individuals associated with the Luray-Page County Airport about the potential for new businesses associated with the airport to be located on tax map number 41-A-6. This property is currently zoned Agriculture (A-1). Based on how the code is currently written, without an amendment to address these potential new businesses, they will not be allowed. The individuals are requesting that a code amendment be made to the Agriculture (A-1) zoning district, to allow for these buildings and/or structures as a by-right use. She proposed an amendment to § 125-10.B (18) as follows: "(18) Aircraft maintenance facilities, avionics repair facilities, aviation terminal buildings, and any other buildings and/or structures related to aviation that are associated with a public airport."

The Board discussed the current zoning districts within the airport and suggested looking at Warren County's airport. In order to obtain future funding, maybe the entire airport should be zoned Commercial. Mrs. Clatterbuck said the Berkley Group will be looking at this during their assessment of the county zoning areas.

**Motion:** Supervisor Vaughan moved that the Page County Board of Supervisors hold a joint public hearing with the Planning Commission on the above listed ordinance amendment, as drafted, at the May 19, 2020 regular meeting, and direct staff to provide adequate notice of such hearing in accordance with Section 15.2-2204, of the Code of Virginia. Supervisor Louderback seconded and the motion carried by a vote of 6-0. Aye: Phenix, Guzy, Louderback, Stroupe, Foltz, Vaughan. Nay: None.

**Adoption of the FY 2020-2021 Budget:**

Mrs. Moler reviewed the County's revenue funds, with a total of \$69,401,100 for FY 2020-2021. This includes a Social Services budget of \$3,118,300, with a local tax supported expenditure of \$508,855; Children's Services Act budget of \$2,552,410, with a local tax supported expenditure of \$766,339, the School Operating budget of \$40,431,875, with a local tax supported expenditure of \$14,254,096; and School Food Services in the amount of \$1,922,920.

The Board discussed possible tax forgiveness and late fees during the pandemic., Mrs. Moler said Treasurer Penny Gray has been in contact with the Sheriff's Office to use their mobile unit in the Towns for tax collection purposes. The Government Center has the drive through and drop box, and the Treasurer's Office exterior windows will be open to make walk-up payments as well. Mrs. Moler said once we

have a sure plan for moving forward it will be posted on the County’s website, Facebook page and in the newspaper. She said taxpayers will be encouraged to call in with any questions and also to use the U.S. Postal Service to mail their payments. The due date is June 5, 2020.

The Board requested staff to give them numbers that reflect past due and late fees, after the June 5, 2020 deadline, in order to make the appropriate decisions.

**Motion:** Supervisor Guzy moved to approve the FY2020-2021 Budget and appropriate funds as presented. Supervisor Vaughan seconded and the motion carried by a vote of 6-0. Aye: Guzy, Louderback, Stroupe, Foltz, Vaughan, Phenix. Nay: None.

#2020-10  
RESOLUTION  
ADOPTING THE FY 2020-2021 BUDGET  
AND APPROPRIATE FUNDS

WHEREAS, it is the responsibility of the Page County Board of Supervisors to approve and control the County’s fiscal plan for FY 2021; and

WHEREAS, the Board of Supervisors has reviewed each request for funding and has received comments from residents at a duly advertised public hearing.

NOW, THEREFORE BE IT RESOLVED, that the Page County Board of Supervisors hereby adopts the Fiscal Year 2020-2021 budget totaling \$69,401,100.

Revenues of All Funds:	
General Fund	\$ 20,554,774
VPA	3,118,300
Children's Services Act	2,552,410
Capital Projects	590,191
School Operating	40,431,875
School Cafeteria	1,922,920
Parks & Recreation	25,000
VJCCCA	30,076
CVWP	81,554
Page County Water Quality	3,000
Airport Hangar	91,000
Total Revenue of All Funds	\$ 69,401,100
Expenditures of All Funds:	
Board of Supervisors	\$ 189,826
County Administrator	335,328

Board of Supervisors  
Minutes – May 5, 2020

Finance Department	328,761
Legal Services	138,500
Commissioner of Revenue	529,423
Assessment	80,000
Geographical Information Systems	130,897
Treasurer	545,217
Information Systems	224,000
Central Purchasing	48,980
Electoral Board	59,264
General Registrar	113,414
Circuit Court Judge	9,250
General District Court	8,650
J&D Court	16,050
Clerk of the Circuit Court	454,451
Sheriff-Bailiffs	208,474
Magistrates	3,650
Commonwealth Attorney	578,933
Sheriff-Bailiffs	2,070,092
Investigations	810,818
Crime Prevention	426,949
E911	209,319
Volunteer Fire Departments & Rescue Squads	504,500
EMS Career Staff	1,504,189
Emergency Communications Center	763,965
Jail	3,445,960
Care of Juveniles	220,761
Animal Shelter	267,809
Animal Law Enforcement	131,442
Medical Examiner	500
Concern Hotline	1,500
Lord Fairfax Emergency Medical Services	11,236
Compactor Sites	80,158
Stanley Landfill	211,200
Battle Creek landfill	1,270,690
General Properties	394,220
Local Health Department	293,670
Northwestern Community Services Board	95,065
CHOICES	5,000
Public Assistance	18,988
Social Services Board	4,522
Shenandoah Area Agency on Aging	65,000
L.F. Community College	60,802
Recreation	103,103
Regional Library	227,502
Stanley Library	40,000
Planning Commission	14,061

Planning/Comm. Development	377,449
Northern Shenandoah Valley Regional Commission	22,033
Zoning Board	3,909
Economic Development	382,315
Airport Commission	56,100
Chamber of Commerce	275,000
Virginia Cooperative Extension	98,505
4-H	1,500
Employee Benefits	252,605
Reserve for Contingencies	100,000
Debt Service	1,729,269
Social Services	3,118,300
Children's Services Act	2,552,410
Capital Improvements	590,191
School Operating	40,431,875
School Food Services	1,922,920
Recreation/Enterprise Fund	25,000
VJCCCA	30,076
Criminal Victim/Witness Assistance	81,554
Page County Water Quality	3,000
Airport Hangars	91,000
Total Expenditures of All Funds	\$ 69,401,100

BE IT FURTHER RESOLVED, that the Page County Board of Supervisors hereby appropriates a Social Services Operating Budget of \$3,118,300 for Fiscal Year July 1, 2020 through June 30, 2021 and that the local tax supported expenditure of funds shall not exceed \$508,855.

BE IT FURTHER RESOLVED, that the Page County Board of Supervisors hereby appropriates a Children's Services Act Budget of \$2,552,410 for Fiscal Year July 1, 2020 through June 30, 2021 and that the local tax supported expenditure of funds shall not exceed \$766,339.

**Resolution #2020-11 to Adopt the FY2020-2021 School Budget:**

Mrs. Moler said the School Operating budget is \$40,431,875 for Fiscal Year July 1, 2020 through June 30, 2021 and that the local tax-supported expenditure of funds shall not exceed \$14,254,096. The School Food Service in the amount of \$1,922,920 for Fiscal year July 1, 2020 through June 30, 2021.

#2020-11  
RESOLUTION TO ADOPT THE FY 2020-2021  
PAGE COUNTY SCHOOL BUDGET

WHEREAS, the School Board and the Board of Supervisors have held separate duly advertised public hearings; and

WHEREAS, the Board of Supervisors has received a presentation from the School Board; and

WHEREAS, the Board of Supervisors has received comments from staff and citizens and weighed the needs of the school system with the need to provide support for all County services.

NOW, THEREFORE BE IT RESOLVED that the Page County Board of Supervisors hereby adopts a School Operating budget of \$40,431,875 for Fiscal Year July 1, 2020 through June 30, 2021 and that the local tax-supported expenditure of funds shall not exceed \$14,254,096.

BE IT FURTHER RESOLVED, that the Page County Board of Supervisors also appropriates School Food Services in the amount of \$1,922,920 to the School Board for Fiscal Year July 1, 2020 through June 30, 2021.

**Motion:** Supervisor Vaughan moved to approve the FY2020-2021 School Operating budget of \$40,431,875, and the local tax-supported expenditure of funds shall not exceed \$14,254,096 and the School Food Services in the amount of \$1,922,920. Supervisor Foltz seconded and the motion carried by a vote of 6-0. Aye: Louderback, Stroupe, Foltz, Vaughan, Phenix, Guzy. Nay: None.

**Update on Short Term Occupancy Restrictions Due to COVID-19:**

Mrs. Moler stated that the Governor did not place the restrictions on the short term occupancy rentals; however, the Board did and with good intentions. The outbreak in the County started at a nursing home and it likely did not stem from someone from Northern Virginia renting a cabin. She said all the cabin owners are responsible businesspeople and in her opinion the rentals be re-opened.

Supervisor Guzy said he thinks we do need to have CDC recommendations on cleaning and social distancing for the cabin owners.

Supervisor Louderback reminded everyone that we have citizens in our county that work in other counties that commute everyday so we can get infected by our own and not from a tourist renting cabins. We need to get our county open before this takes a real toll on our economy.

Chairman Phenix said the Governor has been absolute about the date of May 15, 2020 for Phase 1 to get back on track. However, this virus is bad and no one knows how fast it can spread. So, re-opening at any point will be dangerous. The Governor has made a statement that May 15 is the date he is looking at and the County should go by his guidelines.

Supervisor Vaughan said the Board needs to do what is best for Page County. Whatever decision the Board makes will not satisfy everyone, but our County needs to get back to work. The cabin owners have staff that need to work to feed their families. He said he is prepared to make the motion that the cabins reopen immediately.

Supervisor Guzy expressed that the outbreak just started and has not reached its peak yet. It can be spread by those employees as well as tourists.

Supervisor Stroupe agreed to get things reopened and said the May 15, 2020 date is where the county should start, as long as they can recommend following CDC guidelines.

Supervisor Louderback said staying closed now when most of the infected are in one spot and being controlled is the wrong move for business in the county.

**Motion:** Supervisor Vaughan moved to immediately open the short-term occupancy rentals, with CDC recommendations. Supervisor Louderback second and the motion failed with a tie vote. Aye: Foltz, Vaughan, Louderback. Nay: Stroupe, Phenix, Guzy.

**Motion:** Supervisor Guzy moved to allow short term occupancy rentals to re-open in the County, beginning May 15, 2020. Property owners will be strongly encouraged to follow the CDC guidelines for cleaning and disinfecting to further prevent the spread of COVID-19. Supervisor Foltz seconded and the motion carried by a vote of 6-0. Aye: Foltz, Vaughan, Phenix, Guzy, Louderback, Stroupe. Nay: None.

**Adjourn:** 8:24 p.m.

With no further business, Chairman Phenix adjourned the meeting.

---

Morgan Phenix, Chairman

---

Amity Moler, County Administrator

Minutes  
Board of Supervisors  
Regular Meeting  
May 19, 2020

Members Present: Morgan Phenix, Chairman At-Large  
D. Keith Guzy, Jr., District 1  
Allen Louderback, District 2  
Mark Stroupe, District 3 (remotely via Zoom)  
Larry Foltz, District 4  
Jeff Vaughan, District 5 (remotely via Zoom)

Planning Commission

Members Present: James Holsinger, Chairman (remotely via Zoom)  
Bernie Miller, District 1 (remotely via Zoom)  
Cathy Grech, District 1 (remotely via Zoom)  
Steve Atkins, District 2 (remotely via Zoom)  
Donnie Middleton, District 2 (remotely via Zoom)  
Jared Burner, District 3 (remotely via Zoom)  
Keith Weakley, District 3 (remotely via Zoom)  
Jonathan Comer, District 5 (remotely via Zoom)  
William Turner, District 5

Staff Present: Amity Moler, County Administrator  
Regina Miller, Assistant County Administrator  
Nathan Miller, County Attorney

**Call to Order:**

Chairman Morgan Phenix called to order the regular meeting of the Page County Board of Supervisors on May 19, 2020, at 7:00 p.m., in the Board of Supervisors Room located in the Page County Government Center, 103 South Court Street, Luray, VA 22835.

Due to the COVID-19 pandemic, in-person attendance was not permitted; therefore, the meeting was live streamed, via Zoom. The Call to Order was followed by a Moment of Silence and the *Pledge of Allegiance*.

Chairman Bernie Miller of the Planning Commission called to order the Page County Planning Commission, noting a quorum was present.

**Adoption of the Agenda – Planning Commission:**

**Motion:** Commissioner Jamie Holsinger moved to adopt the agenda, as presented. Commissioner Donnie Middletown seconded and the motion carried by 9-0. Aye: Holsinger, Miller, Grech, Atkins, Middleton, Burner, Weakley, Comer, Turner. Nay: None.

**Adoption of Agenda – Board of Supervisors:**

**Motion:** Supervisor Guzy moved to adopt the agenda, as presented. Supervisor Louderback seconded and the motion carried by a vote of 6-0. Aye: Phenix, Guzy, Louderback, Stroupe, Foltz, Vaughan. Nay: None.

**Public Hearing (Joint with the Planning Commission):**

Exhibit A

**Zoning Ordinance Amendment – Airport:**

The joint public hearing of the Planning Commission and Board of Supervisors on the Zoning Ordinance Amendment was advertised, as follows:

NOTICE OF JOINT PUBLIC HEARING  
PAGE COUNTY PLANNING COMMISSION AND BOARD OF SUPERVISORS  
ZONING ORDINANCE AMENDMENT

NOTICE is hereby given pursuant to Section 15.2-2204 of the Code of Virginia, as amended, that the Page County Planning Commission and Board of Supervisors shall hold a joint public hearing at 7:00 p.m. on May 19, 2020, in the Board of Supervisors Meeting Room, located in the County Government Center, 103 South Court Street, 2<sup>nd</sup> Floor, Luray, VA, to receive public comments and to consider the below amendment. Comments will be accepted electronically, by submitting the public comment form on the County website, at [www.pagecounty.virginia.gov](http://www.pagecounty.virginia.gov). All comments are due by 12:00 p.m., on May 19, 2020.

Amendment to §125-10.B [Agriculture (A-1)] to add the following:

(18) Aircraft maintenance facilities, avionics repair facilities, aviation terminal buildings, and any other buildings and/or structures related to aviation that are associated with a public airport.

A complete copy of the full text of the proposed ordinance may be reviewed and inspected on the County's website at [www.pagecounty.virginia.gov](http://www.pagecounty.virginia.gov). For inquires on the proposed amendment, please contact the Page County Planning and Community Development Department, at 540-743-1324, Monday – Friday, 8:00 a.m. to 4:00 p.m.

Chairman Bernie Miller opened the Planning Commission's public hearing at 7:02 p.m.

**Motion:** Supervisor Guzy moved to open the public hearing of the Board of Supervisors at 7:04 p.m. Supervisor Foltz seconded and the motion carried by a vote of 6-0. Aye: Guzy, Louderback, Stroupe, Foltz, Vaughan, Phenix. Nay: None.

Tracy Clatterbuck, Zoning Administrator, said staff has met with individuals associated with the Luray-Page County Airport about the potential for new businesses associated with the airport to be located upon tax map number 41-A-6. This property is currently zoned as Agriculture (A-1). Based on how the Code is currently written, without an amendment to address these potential new businesses, they will not be allowed. The individuals are requesting that a Code amendment be made to the

Agriculture (A-1) zoning district, to allow for these buildings and/or structures as a by-right use. She proposed an amendment to § 125-10.B(18) to be read as follows:

*"(18) Aircraft maintenance facilities, avionics repair facilities, aviation terminal buildings, and any other buildings and/or structures related to aviation that are associated with a public airport. "*

By making this Code amendment, it will allow new businesses which will generate additional tax revenue to Page County.

Public Comments on the Public Hearing:

No comments were received from the public.

Chairman Bernie Miller closed the Planning Commission's public hearing at 7:05 p.m.

**Motion:** Supervisor Guzy moved to close the public hearing of the Board of Supervisors at 7:05 p.m. Supervisor Louderback seconded and the motion carried by a vote of 6-0. Aye: Louderback, Stroupe, Foltz, Vaughan, Phenix, Guzy. Nay: None.

Commissioner Cathy Grech indicated that she felt the procedure was not proper and her objection is procedural not substantive. She recommended that in the future the County have guidelines set up for anything that is associated with the airport. She suggested that this should fall under a special use permit, so the adjacent landowners would be notified. She expressed support for the project, however, she feels this is not following proper procedure and will set a precedent for the future. She suggested that the wording the amendment read: "Aircraft maintenance facilities, avionics repair facilities, aviation terminal buildings, and any other buildings and/or structures related to aviation that that are adjacent to and under control of a public use airport." She mentioned that if there are future projects involving the development of the airport, they should consider creating a zoning overlay for those parcels under the control of the Luray-Page County Airport Authority.

Chairman Bernie Miller said the property does not abut against any other and felt there is no reason to oppose the amendment.

Commissioner Jonathan Comer said he would prefer using the words "under control of" and not the word "associated" in the amendment. It's worded differently on two separate pages and said it should be the same.

Commissioner Jamie Holsinger agreed that with Commissioner Comer.

Commissioner Jared Burner said he has no issues with a business coming into the airport but also expressed opposition to the procedure and stated that the county is bending over backwards for one business when he knows of a few others not getting the same treatment.

**Motion:** Commissioner Jamie Holsinger moved to remove the word "associated" and replace with "adjacent to and under the control of a public airport". Commissioner

Keith Weakley seconded and the motion carried by vote of 7-2. Aye: Comer, Middleton, Atkins, Holsinger, Turner, Weakley, Miller. Nay: Grech, Burner.

Chairman Bernie Miller said the Planning Commission recommends approval of the Zoning Ordinance amendment to the Board. The proposed amendment was revised to read: "Aircraft maintenance facilities, avionics repair facilities, aviation terminal buildings, and any other buildings and/or structures related to aviation that is adjacent to and under the control of a public airport."

Supervisor Guzy agreed that this amendment is not following standard procedure, but this needs to be done so the airport can grow.

**Motion:** Supervisor Foltz moved that the Page County Board of Supervisors approve the Zoning Ordinance amendment, as amended, by the Planning Commission. Supervisor Louderback seconded and the motion carried by a vote of 6-0. Aye: Stroupe, Foltz, Vaughan, Phenix, Guzy, Louderback. Nay: None.

Chairman Bernie Miller adjourned the Planning Commission meeting at 7:23 p.m.

**Public Comments on Agenda Items:**

There were no comments received during Public Comments on Agenda Items.

**Action Matters:**

**Budget Changes:**

Dennis Click, Director of Finance, reviewed that the Page County EMS Department has requested an appropriation of federal revenues in the amount of \$23,554.03 received as a disbursement through the CARES Act for Medicare fee for service providers. This was an allocation payment from the Public Health and Social Emergency Fund of the CARES Act that was distributed to Medicare providers. The amount was based on individual payments based on the proportion of the 2019 Medicare payments to providers.

Department	Description	Revenue Source	Expenditure	Amount
EMS	Cares Act Disbursement	CARES Act 101-0000-333.01-74	CARES Act 101-3230-432-5999	\$23,554.03
Total				\$23,554.03

**Motion:** Supervisor Stroupe moved to approve the appropriation of federal funding in the amount of \$23,554.03. Supervisor Vaughan seconded and the motion carried by a vote of 6-0. Aye: Foltz, Vaughan, Phenix, Guzy, Louderback, Stroupe. Nay: None.

**Ordinance for the Disposal of Unclaimed Property and Firearms in Possession of the Sheriff:**

Nathan Miller, County Attorney, informed the Board that Tim Lansberry of the Sheriff's Office Investigations came to him explaining that the Sheriff's Office has a lot of evidence that has collected over the years and they need a way to get rid of it. Mr.

Miller said there is a section in the Code of Virginia outlining how it can be disposed of, but there is nothing in the County Code allowing for it. He said he drafted an ordinance that will allow the Sheriff's Office to be able to sell the items. Mr. Miller said the Board needs make a motion to hold a public hearing. He said he will have Mr. Lansberry give the list of items in evidence to the Board as an idea of what they have to sell.

**Motion:** Supervisor Guzy moved to set the public hearing for an Ordinance for the Disposal of Unclaimed Property and Firearms in Possession of the Sheriff for June 16, 2020. Supervisor Vaughan seconded and the motion carried by a vote of 6-0. Aye: Vaughan, Phenix, Guzy, Louderback, Stroupe, Foltz. Nay: None.

**Consent Agenda:**

**Motion:** Supervisor Guzy moved to approve the Consent Agenda as follows:

- Financial reports for the periods of April 1-30, 2020;
- Accounts payable checks, payroll checks, payroll direct deposits, and payroll tax related electronic fund transfers totaling \$1,868,693.77 for the month of April 2020;
- Minutes of April 7, 2020 and April 21, 2020.

Supervisor Foltz seconded and the motion carried by a vote of 6-0. Aye: Phenix, Guzy, Louderback, Stroupe, Foltz, Vaughan. Nay: None.

**Old Business:**

There was no Old Business to discuss.

**New Business:**

**Review of Rezoning Request for Gary Cubbage:**

Tracy Clatterbuck, Zoning Administrator, explained that Gary Cubbage has filed an application to rezone property located at TBD US Highway BSN 340, Stanley, VA, and further identified by tax map number 72-A-34. This property contains 4.9 acres and is currently zoned as Agriculture (A-1). The applicant is proposing to rezone this parcel to Commercial (C-1). If approved, this rezoning would allow for retail, office space, and a service shop. The applicant has plans to construct a new building that will potentially house an auto repair service facility, multiple office spaces, and/or retail services. In the Agriculture (A-1) zoning district, several of these uses either require a special use permit or are not permitted by-right or by special use permit. In the Commercial (C-1) zoning district, all of the proposed uses are permitted by-right, which is why the applicant is requesting to rezone the property to Commercial (C-1). The applicant has reached out to the following agencies for comment: Virginia Department of Transportation (VDOT), Health Department and the County Building Office. VDOT will require the applicant to upgrade the existing entrance to a commercial entrance. The entrance has been permitted by VDOT and is currently under construction. The Health Department has stated they have no objections to the rezoning request. Proper means of sewage disposal will need to be approved before

issuance of the building permit. Mr. Don Williams, Building Official, has stated he has no objections to the rezoning request. He is currently working with the applicant on building code/permit requirements. The properties that are adjacent to this lot are zoned as Agriculture (A-1) and Commercial (C-1). There is a pending rezoning application for property located beside this property (tax map number 72-A-93G) from Agriculture (A-1) to Commercial (C-1) as well. According to the FEMA flood maps, a portion of this property is located in the floodplain. The applicant plans to construct the new building out of the floodplain. The Page County Comprehensive Plan, Volume I, Goal 6 states: Policy 6.2: "Encourage economic growth that is compatible with the County's rural character while generating a positive net cash flow for the County". Policy 6.6 states: "Promote local employment opportunities." Policy 6.8 states: "Encourage small business incubators in existing or new buildings in commercially zoned areas." Policy 6.13 states: "Support and encourage a local skilled labor force needed by local employers."

Based on the above referenced policies, she said the rezoning of this property from Agriculture (A-1) to Commercial (C-1) is appropriate for the community. Also, considering that this property is located directly on business 340 and is adjacent to an already commercially zoned property, she recommended that the Board consider granting this rezoning request. The Planning Commission held their public hearing on this application on May 12, 2020. The Commission voted unanimously (8-0) to recommend approval of the rezoning request.

**Motion:** Supervisor Foltz moved that the Board of Supervisors hold a public hearing on the rezoning request for property identified by tax map number 72-A-34 at the June 16, 2020, regular meeting, and direct staff to provide adequate notice of such hearing in accordance with the Code of Virginia Section 15.2-2204. Supervisor Stroupe seconded and the motion carried by a vote of 6-0. Aye: Guzy, Louderback. Stroupe, Foltz, Vaughan, Phenix. Nay: None.

**Update on Berkely Group:**

Tracy Clatterbuck, Zoning Administrator, said the Planning Commission is at a standstill with the Zoning Ordinance update. They have been working on the solar ordinance draft line by line and the Berkely Group was to come in April to present the solar document, however with the pandemic it was cancelled. Due to the high publicity and citizen concerns over solar, the Planning Commission does not want to meet and discuss solar with the public not being able to attend meetings. So as of now everything is on hold.

Supervisor Foltz suggested skipping over the solar and moving on to the zoning update, in order to get these zoning issues cleaned up.

Supervisor Guzy agreed and asked Ms. Clatterbuck and Mrs. Moler to schedule a joint meeting between the Board, Planning Commission and the Berkely Group so this can be discussed.

**Open Public Comments:**

There were no comments received for Open Public Comments.

**Administrators Report:**

Mrs. Moler said Skyline Drive plans to re-open on Wednesday, May 20. County Offices re-opened on May 15, except the Commissioner of the Revenue and Treasurer's Offices. The County should be receiving over \$2 million due to COVID19 from the CARES act money. The County has purchased an ambulance and she is working with other staff on a Drug Court grant. Lastly, she said the Courthouse project has commenced. It was discovered that the roof over the Commonwealth's Attorney's area has been patched over rust, so it will need to be repaired properly.

**Supervisors Report:**

Supervisor Louderback said he is looking forward to the economy rolling again. Regarding the Zoning Ordinance update, the Berkeley Group will be a help to the public hearings once it's complete.

Supervisor Guzy said the county needs infrastructure including broadband in place for businesses and students.

Chairman Phenix thanked all the County staff for keeping things running while others were in quarantine.

Supervisor Foltz thanked everyone for attending the meeting.

Supervisor Stroup asked if we could create a proclamation for Fire Company 24 for the awesome job they did not only fighting a house fire, but saving a sleeping occupant.

Supervisor Vaughan wanted an update on the transition of the Shenandoah Squad. Woody Brown, Director of Emergency Services, said he will call him with an update.

**Closed Session:**

**Motion:** Supervisor Guzy moved that the Page County Board of Supervisors convene in closed session under the Virginia Freedom of Information Act: to discuss personnel matters of specific officers or employees of the Page County Board of Supervisors for the purpose of considering such person's assignment, appointment, performance, disciplining or resignation pursuant to Section 2.2-3711(A)(1) of the Code of Virginia. Supervisor Foltz seconded and the motion carried by a vote of 6-0. Aye: Phenix, Guzy, Louderback, Stroupe, Foltz, Vaughan. Nay: None.

**Exit Closed Session:**

**Motion:** Supervisor Guzy moved the closed meeting be adjourned and the Page County Board of Supervisors reconvene in open session. Supervisor Foltz seconded and the motion carried by a vote of 6-0. Aye: Guzy, Louderback, Stroupe, Foltz, Vaughan, Phenix. Nay: None.

**Certification of Closed Meeting:**

To the best of my knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711 (A) of the Code of Virginia, 1950, as amended, 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.

Recorded Roll Call Vote:	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
D. Keith Guzy, Jr.	X			
Allen Louderback	X			
Mark Stroupe	X			
Larry Foltz	X			
Jeff Vaughan	X			
Morgan Phenix	X			

No action was taken as a result of Closed Session.

**Adjourn:** 9:02 p.m.

With no further business, Chairman Phenix adjourned the meeting.

---

Morgan Phenix, Chairman

---

Amity Moler, County Administrator

DRAFT



## COUNTY OF PAGE

103 South Court Street, Suite F  
Luray, Virginia 22835  
(540) 743-4142  
Fax: (540) 743-4533

### Board of Supervisors:

Dr. Phenix – Chairman – At- Large  
D. Keith Guzy, Jr. – District 1  
Allen Louderback – District 2  
Mark Stroupe – District 3  
Larry Foltz – District 4  
Jeff Vaughan – District 5

### County Administrator:

Amity Moler

**TO:** Page County Board of Supervisors  
**FROM:** Liz Lewis – Page County Economic Development & Tourism Coordinator  
**SUBJECT:** Community Development Block Grant - Virginia Funding Opportunities for COVID-19  
**DATE:** June 16, 2020

---

### **SUMMARY UPDATE:**

In May, Page County Economic Development submitted another letter of interest to the Virginia Department of Housing and Community Development (DHCD) for additional grant funding from the Community Development Block Grant (CDBG) Virginia Funding Opportunities for COVID-19 Response. The purpose of the grant funding is to provide food assistance to the unemployed restaurant and hospitality workforce and masks to the essential and general population in Page County. Funding awards by DHCD are pending.

In June, Page County Economic Development submitted a letter of interest to the Virginia Department of Housing and Community Development (DHCD) for grant funding from Community Development Block Grant (CDBG) Small Business Recovery Assistance. The request for funding will support business recovery in Page County by supplying local business sectors with the appropriate operating equipment and additional assistance needed to function under COVID-19 conditions.

#### **Customer and Employee Safety Equipment and Technical Supplies Include:**

- masks, sanitizing stations and cleaning products
  - rent assistance
  - signage - open, COVID and CDC guidelines, social distancing
  - floor stickers
  - plexiglass register guards
  - contactless point of sale systems and technical assistance
  - touchless credit card terminals
  - outdoor dining kit (picnic tables, cleaning supplies, lighting, barriers)
- 

### **BACKGROUND:**

DHCD is making available CDBG funding to small cities, towns, and rural counties to respond to local needs related to COVID-19. Small Business Recovery Assistance program is designed to help businesses meet their long-term goals by adjusting to COVID-19 demands and supports safe and clean reopening procedures.

### **FISCAL IMPACT:**

There is no fiscal impact to the County.