

**HIGHLAND COUNTY BOARD OF SUPERVISORS  
HIGHLAND MODULAR CONFERENCE CENTER  
SPRUCE STREET / HIGHLAND CENTER DRIVE  
MONTEREY, VIRGINIA**

**AGENDA  
DECEMBER 3, 2019  
7:30 PM**

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**A. GENERAL**

7:30 Call Meeting to Order

**B. PRESENTATIONS**

7:31 Saidee Gibson - Robinson, Farmer, Cox  
Presentation of FY19 audit report

Matt Ratcliffe  
Bolar Volunteer Rescue Squad

**C. PUBLIC COMMENTS:**

*Public Comments on the following Agenda Items for Action, Discussion, Review or Information*

**D. ITEMS FOR ACTION, DISCUSSION, REVIEW OR INFORMATION**

Item 1. **McDowell Presbyterian Church**  
Review correspondence from the Department of Historic Resources advising of a review and comment period for an application nominating the Church for recommendation on the National Register of Historic Places and inclusion in the Virginia Landmarks Register

Item 2. **Chamber of Commerce**  
Review a request for a Letter of Support as a non-financial partner on a Virginia Tourism Corporation Marketing Leverage Program Grant

**D. ITEMS FOR ACTION, DISCUSSION, REVIEW OR INFORMATION - continued**

- Item 3.           **Local Emergency Planning Committee (LEPC)**  
Consider the following requests for appointment to the LEPC
- a. Letitia Amirault to replace Debbie Perdue for a term beginning January 1, 2020 and ending September 30, 2021
  - b. Reappoint Doug Siron, Jerry Moats, Joshua Simmons, Captain Ronald Wimer, Scott Smith, Melissa Dowd, Erin Will and Sheriff David Neil for 3-year terms ending September 30, 2022
- Item 4.           **Tourism Council**  
Review a recommendation from the EDA to reappoint Marty Leech to the Tourism Council for a 4-year term ending December 31, 2023
- Item 5.           **Old Business**
- a. Agreement with National Forest for maintenance of the vault toilets and surrounding area at the top of Shenandoah Mtn.
- Item 6.           **New Business**
- a. Region 8 GO Virginia Project Director – request from EDA for the Board to schedule a meeting with Faith McClintic, Program Director.  
(Suggested dates: January 20-EDA regular meeting, January 22 or January 15)
  - b. National Forest Letter of Support
  - c. Playground Proposal
- Item 7.           **County Administrator’s Reports, Requests and Recommendations**
- Item 8.           **Board Comments**
- Item 9.           **Consent Agenda**
- a. Warrants (Accounts Payable) November 2019
  - b. Adopt a Resolution to set the appropriations for the General Fund for December 2019
- Item 10.          **Open Public Comments**  
*The public comment period is an opportunity for citizens to address comments to the Board concerning the services, policies and affairs of the County. There is a five (5) minute time limit per speaker.*

**D. ITEMS FOR ACTION, DISCUSSION, REVIEW OR INFORMATION - continued**

Item 11.        **Closed Meeting**    (*See Next Page*)  
                  2.2-3711 (A) (1)                    Personnel (*as needed*)  
                  2.2-3711 (A) (3)                    Property (*as needed*)  
                  2.2-3711 (A) (5)                    Prospective Business (*as needed*)  
                  2.2-3711 (A) (7)                    Legal – (*as needed*)  
                  2.2-3711 (A) (8)                    Legal Advice – (*as needed*)  
                  2.2-3711 (A) (29)                    Contract – (*as needed*)

Item 12.        **Adjourn / Recess**

## BOARD INFORMATION

### MOTION TO GO INTO CLOSED MEETING:

#### Personnel:

I move that the Board of Supervisors convene in closed meeting to discuss (*select one of the following – assignment, duties, promotion, performance, discipline, dismissal or resignation*) of a specific employee pursuant to the personnel exemption at § 2.2-3711 (A) (1) of the Code of Virginia.

#### Prospective Business:

I move that the Board of Supervisors convene in closed session to discuss a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community pursuant to the prospective business exemption at § 2.2-3711 (A) (5) of the Code of Virginia.

#### Legal:

I move that the Board of Supervisors convene in closed session to meet with legal counsel about probable (*or actual*) litigation pursuant to the consultation with legal counsel exemption at § 2.2-3711 (A) (7) of the Code of Virginia.

OR

I move that the Board of Supervisors convene in closed session to meet with legal counsel about specific legal matters requiring legal advice by such counsel pursuant to the consultation with legal counsel exemption at § 2.2-3711 (A) (8) of the Code of Virginia.

#### Contract:

I move that the Board of Supervisors convene in closed session to discuss the award of a public contract involving the expenditure of public funds including discussion of the terms or scope of such contract, where such discussion in open session would adversely affect the bargaining position or negotiating strategy of the public body pursuant to the contract exemption at § 2.2-3711 (A) (29) of the Code of Virginia.

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### MOTION TO COME OUT OF CLOSED MEETING:

***(Chairman reconvenes in an open meeting and the following motion is made:)***

I move that the Board certify that to the best of each member's knowledge:

1. Only public business matters lawfully exempted from open meeting requirements,  
and
2. 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 by the Board of Supervisors.

***(Motion is seconded by a Board member)***

**Roll Call Vote**

## **REMINDERS**

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### **NEXT MEETING(S):**

Regular Monthly Work Session  
December 18, 2019  
7:30 pm  
Highland Modular Conference Center

### **BOARDS AND COMMISSIONS:**

The following boards / commissions have current vacancies:

#### **RECREATION COMMISSION**

None

#### **BOARD OF BUILDING CODE APPEALS**

None

#### **BOARD OF ZONING APPEALS**

One (1) vacancy                      Term expires June 30, 2020

#### **ECONOMIC DEVELOPMENT AUTHORITY**

None

#### **PLANNING COMMISSION**

None

## TABLED / UNDER ADVISEMENT

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### **ITEMS CURRENTLY TABLED OR UNDER ADVISEMENT:** (from prior meetings)

1. Planning Commission Proposed Amendment to the Zoning Ordinance  
Proposal to add a new §713 to address oil and gas mining and  
transmission lines in the County  
Adopted by the Planning Commission: February 12, 2015
  
2. Transportation Chapter of the Comprehensive Plan  
Recommendations for updates to the Transportation Chapter of the  
Comprehensive Plan including designation of an Urban Development  
Area(s) in order to qualify for HB2 Transportation Funding
  
3. Central Shenandoah EMS Council  
Request for appointment of an individual to represent Highland County  
on the CSEMS Council Board of Directors  
Tabled July 3, 2018
  
4. Virginia War Memorial Foundation  
Request for funding  
Action – review during budget development  
Tabled August 21, 2019
  
5. Robinson, Farmer, Cox  
Conflict of interest policies  
Action – County Attorney reviewing  
Tabled August 21, 2019

## PENDING

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### **ACTION NEEDED – PENDING – INFORMATION:**

(from prior meetings)

1. PENDING:
  - a. Personnel Policy
  - b. Capital Improvement Plan – Develop
  - c. Website – Develop