

AT A REGULAR MEETING OF THE ROCKBRIDGE COUNTY BOARD OF SUPERVISORS  
HELD IN THE ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICE BUILDING  
AT 150 SOUTH MAIN STREET, LEXINGTON, VIRGINIA  
ON MONDAY, JANUARY 11, 2021 AT 5:30 P.M.

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BOARD MEMBERS PRESENT: D. E. LYONS  
R. W. DAY  
A.J. "JAY" LEWIS, II.  
L.E. AYERS (virtually)  
D.B. MCDANIEL (virtually)

COUNTY ADMINISTRATOR: SPENCER H. SUTER

COUNTY ATTORNEY: VICKIE L. HUFFMAN

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CALLED TO ORDER:

Chairman Lyons called the meeting to order at 5:30 p.m.

Administrative Assistant to the County Administrator Brandy Whitten conducted a roll call of the Board members. Supervisors Lewis, Day, and Lyons attended in-person, while Supervisors Ayers, and McDaniel attended virtually.

Chairman Lyons offer a statement regarding the recent riot in Washington, D.C. stating that the Board does not support nor will tolerate violence.

Supervisor Lewis offered an invocation for anyone who wished to participate.

The Board then led in the Pledge of Allegiance.

Chairman Lyons advised of the following announcements:

"While the room will be open to the public, due to the size of the meeting room and social distancing requirements, no more than 10 attendees in addition to County staff will be allowed into the room at one time. Per

the Governor of the Commonwealth of Virginia Executive Order 63, all persons over the age of five, that do not have a precluding medical condition, are asked to wear a face covering.

We will hold citizens comments near the beginning of the meeting.

We will do our best to take citizen comment remotely. There are two options for citizens to offer comment:

- 1) To join by Telephone, you may dial in to one of the numbers listed on the County Website. Webinar ID and Password are there for your convenience. Citizens wishing to simply view the meeting live or after the fact can do so on the Rockbridge County Board of Supervisors YouTube Channel, also available on the County website.
- 2) If you wish to make a citizen comment as a Zoom meeting participant, you will use the "Raise your Hand" feature. You can press the "Raise Hand" button on the bottom of your Zoom window, or press \*9 if you are calling in by telephone."

#### **Election of Chair and Vice Chair:**

Supervisor Day nominated Supervisor Lyons as Chairman and Supervisor McDaniel as Vice Chairman. A second was provided by Supervisor Ayers, and the motion carried by the following roll call vote by the Board:

Ayes: Day, Ayers, Lewis, McDaniel, Lyons  
Nays: None  
Absent: None  
Abstain: None

**Standing Committee Assignments:**

**Finance Committee:**

Chairman Lyons appointed Supervisor McDaniel and Supervisor Lewis to the Finance Committee.

**Buildings and Grounds Committee:**

Chairman Lyons appointed himself and Supervisor McDaniel to the Buildings and Grounds Committee.

**Solid Waste Committee:**

Chairman Lyons appointed Supervisor Day and Supervisor Ayers to the Solid Waste Committee.

**Personnel Committee:**

Chairman Lyons appointed Supervisors Day and Supervisor Lewis to the Personnel Committee.

**Fire and Rescue Committee:**

Chairman Lyons appointed Supervisors Ayers and Supervisor Day to the Fire and Rescue Committee.

**Consideration of the Board of Supervisors Meeting Schedule for CY2021:**

Supervisor Day moved to approve the 2021 meeting schedule. Supervisor Ayers provided the second, and the motion carried by the following roll call vote by the Board:

Ayes: Day, Ayers, Lewis, McDaniel, Lyons  
Nays: None  
Absent: None  
Abstain: None

**Changes to the Agenda:**

There were none.

**Recognitions and Presentations:**

There were none.

**Approval of the December 14, 2020 Minutes:**

Supervisor McDaniel moved to approve the minutes. Supervisor Ayers provided the second, and the motion carried by the following roll call vote by the Board:

Ayes: McDaniel, Ayers, Lewis, Day, Lyons  
Nays: None  
Absent: None  
Abstain: None

**Citizens Comments:**

There were none.

**Consideration of County Financial Package:**

Fiscal Services Director Steven Bolster reviewed his monthly memorandum followed by the revenues verses expenditures chart. He then presented the County's resolution for the payment of bills and recommended

adding the following two (2) invoices: A PSA payment of \$75,618.81 for Route 60E project cost not funded by 2018 revenue bond; and, a VHC payment of \$249,375 which represents the estimated lodging revenues for January to June 2021.

Later in the meeting, Mr. Bolster advised that the County Treasurer had recommended the Board consider extending the deadline for the purchase of County Decals as was done in 2020.

Supervisor Day moved to adopt the resolution, as amended. Supervisor McDaniel provided the second, and the motion carried by the following roll call vote by the Board:

Ayes: Day, McDaniel, Ayers, Lewis, Lyons  
Nays: None  
Absent: None  
Abstain: None

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY,  
VIRGINIA, HELD AT THE COUNTY ADMINISTRATIVE BUILDING,  
150 SOUTH MAIN STREET, LEXINGTON, VIRGINIA,  
ON MONDAY, JANUARY 11, 2021 AT 5:30 P.M.

On motion by Supervisor Day, seconded by Supervisor McDaniel, the Board, by record vote, approved the payment of bills for the month as follows:

<b>Current County</b>	
11 - General Fund	\$1,155,678.71
94 - Central Stores	\$7,198.61
202 - COVID-19 Response Fund	\$45,420.45
372 - Construction Project Fund	<u>\$3,233.60</u>
<b>Total County Bills</b>	<b>\$1,211,531.37</b>
<b>Current Fiscal Agent</b>	
80 - Regional Jail Fund	<u>\$185,223.64</u>
<b>Total Fiscal Agent</b>	<b>\$185,223.64</b>
<b>TOTAL ALL BILLS</b>	<b>\$1,396,755.01</b>

**Presentation of the FY 2020 CAFR by Robinson, Farmer, Cox Associates:**

Mr. Bolster briefly reviewed the agenda item which included the following information:

"The Comprehensive Annual Financial Report (CAFR) of Rockbridge County, Virginia for the fiscal year ended June 30, 2020 is submitted. Responsibility for both the accuracy of the data, and the completeness and fairness of the presentation, including all disclosures, rests with the government. To the best of our knowledge, the CAFR data is accurate in all material respects and has been reported in a manner designed to present fairly the financial position of the County.

The County currently contracts with Robinson, Farmer, Cox Associates (RFC) to complete the CAFR. Mr. James Kelly and Ms. Saidee Gibson from RFC will remotely present the highlights of the CAFR for the County and associated governmental activities.

An electronic copy is uploaded to the County website and accessible using the hyperlink below. Staff will provide hard copies of the County audit to the Board prior to the RFC presentation."

Mr. Kelly and Ms. Gibson presented the highlights of the CAFR for the County and associated governmental activities via PowerPoint slides. Some of the highlights included:

1. The County Received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for fiscal year 2019.

2. RFC is giving an unmodified audit opinion (highest level available) that the financial statements are fairly presented in all material respects.
3. The government-wide statements reflect that the County ended fiscal year 2020 with a net position of \$38.8 million. Of this amount, approximately \$21.2 million was unrestricted.
4. The government-wide statement shows the County ended the year with \$21.7 million in unrestricted cash and cash equivalents.
5. The business type activities generated a decrease in net position of (\$2,102,802) for 2020. The decrease in net position was due to an increase in the engineering estimate and actual costs for closure and post closure costs of the landfill. The estimated liability for closing the County's old landfill in prior years were based on an engineering estimate and a contract has been established for closure of the landfill, thus the remaining liability for closure of the old landfill is now based on the outstanding portion of the contract. The closure cost of the old landfill turned out to be higher than was previously estimated, and this accounts for a significant portion of the nonoperating cost for closure and post closure in FY20. The remaining liability for closure and post-closure is adjusted annually based on the change in percentage of landfill used and by inflation.
6. The unassigned fund balance reported in the General Fund amounted to \$19.8 million, up approximately \$2.2 million compared to 2019. A good measure of the County's financial position is the ratio of unassigned fund balance to general fund expenditures. For FY2020

the unassigned fund balance was 30.71% of General Fund plus School Fund expenditures.

7. Under the County's policy, it strives to maintain a minimum 20% unassigned fund balance which is a good measure of the County's financial position.
8. Federal revenues were approximately \$1.4 million over budget as the result of additional funding for Coronavirus Relief under the CARES Act.
9. Overall expenditures came in \$2.1 million under the final budget or 4.49% less than the final budget.
10. RFC believes that FY 2020 CAFR meets the requirements for the GFOA Certificate of Achievement for Excellence in Financial Reporting.

Chairman Lyons thanked Mr. Kelly and Ms. Gibson.

**Consideration of Provisional Adoption of the FY2022-2026 Capital Improvement Plan (CIP):**

Mr. Bolster briefly reviewed the agenda item which included the following information:

"At the November 23, 2020, the Board received a presentation on the draft FYE 2022-2026 CIP during a regularly scheduled work session. On December 14h, staff communicated to the Board that staff made one update to the CIP presented at the 25th meeting, the addition of a Fleet Services request for a vehicle A/C recharge and recovery machine in FY 2022.

The provisional adoption will serve as a guide for departments as they plan for the procurement and/or financing (sourcing) efforts associated with the capital budget development. Updates to the CIP will be provided during the FYE 2022 budget cycle, if necessary. Staff will request formal adoption of the CIP in conjunction with the operational and capital budget approvals currently scheduled for April 26, 2021.”

Supervisor McDaniel asked Mr. Bolster if the CIP presented included the CIP for the Schools.

Mr. Bolster replied, yes.

Supervisor McDaniel moved to provisionally adopt the CIP. Supervisor Lewis provided the second, and the motion carried by the following roll call vote by the Board:

Ayes: McDaniel, Lewis, Ayers, Day, Lyons  
Nays: None  
Absent: None  
Abstain: None

**Consideration of Virginia Department of Wildlife Resources Resolution:**

Mr. Suter briefly reviewed the agenda item which included the following information:

“In the 2020 General Assembly legislative session, HB 1604 was passed into law. Succinctly, the law requires that any person 17 year of age and older and using a Department of Wildlife Resources (DWR - previously the Department of Game and Inland Fisheries)-owned or managed facility, including boating access sites, to have a valid Virginia hunting, trapping, or fishing permit, a Restore the Wild membership, an access

permit, or current certificate of boat registration issued by DWR to use the facility. The cost of an access permit is \$4 daily or \$25 per year. Violation may result in a \$50 fine.

On December 8<sup>th</sup>, the Virginia Department of Wildlife Resources (DWR - previously the Department of Game and Inland Fisheries - DGIF), issued a press release noting intention to begin enforcement of the bill on January 1, 2021. Because it was not widely debated during the budget session, the December announcement came as a surprise to nearly everyone, from County officials, to outfitters to the general public.

The resolution describes potential detrimental impacts to residents, businesses, landowners and the local tourism economy. It requests reconsideration of the law by the General Assembly.”

Supervisor Lewis moved to adopt the resolution with instruction for the County Administrator to remit a copy to our House and Senate representatives and the Department of Wildlife Resources. Supervisor Day provided the second, and the motion carried by the following roll call vote by the Board:

Ayes: Lewis, Day, Ayers, McDaniel, Lyons  
Nays: None  
Absent: None  
Abstain: None



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ROCKBRIDGE COUNTY BOARD OF SUPERVISORS

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**RESOLUTION OPPOSING  
BOAT LANDING ACCESS FEES BY DEPARTMENT OF WILDLIFE RESOURCES**

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

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

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

**WHEREAS**, the permit process and the fee associated with boating access would create an extra barrier for those seeking to enjoy Virginia’s rivers and waterways, including families and individuals with limited income; and,

**WHEREAS**, many Rockbridge County businesses, including retailers and outfitters, rely on the tourism-related revenues generated by users of our rivers and lake; and,

**WHEREAS**, the majority of publicly accessible waters in Rockbridge County are not well suited for watercraft requiring a certificate of boat registration; and,

**WHEREAS**, there are multiple longstanding cooperative relationships and agreements between the Department of Wildlife Resources (previously the Department of Game and Inland Fisheries) and various County entities including Rockbridge County (Lake Roberson), the Town of Glasgow (Locher Landing) and the Virginia Military Institute (Chessie Trail access), in which these entities have made investments and provide maintenance in the interest of free access to the public; and,

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

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

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

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

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

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

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

**Resolution adopted this 11<sup>th</sup> day of January, 2021.**

#### **Update on Glasgow Volunteer Rescue Squad Responses and COVID19 Vaccine**

##### **Update:**

Chief of Fire and Rescue Nathan Ramsey briefly reviewed the agenda item which included the following information:

"As you may recall, the Glasgow Life Saving and First Aid Crew hereinafter referred to as the "Squad", sent a letter on August 10, 2020 stating that the agency can only cover one night a week due to a low number of active volunteers. On August 20, at their request, I met with the Executive Committee of the Squad to discuss the issues they are having. Subsequently, the Squad held their regular business meeting on September 1, where the membership voted to officially request the additional staffing in order to provide 24x7 service due to lack of coverage during the evening and nighttime hours.

Prior to the September 14<sup>th</sup> Board meeting, the Squad held a special called membership meeting and voted to rescind their original request. The updated information was presented to the Board, with the explanation that staff would continue to work with the Squad's leadership over the coming months and monitor the call/staff calendar to ensure nighttime coverage is provided.

During Board discussion at its regular meeting on December 14<sup>th</sup>, Supervisor McDaniel requested a Board update on the Squad. Over the past several months, the Squad has had added one fully trained/certified BLS provider, and have four trainees enrolled in the EMT class. They have two trainees who are studying to take their EMT test (have completed the EMT course). All of these members, with the exception of one, have taken the Emergency Vehicle Operator Course and are cleared to drive. They spend a lot of time at the building studying and learning the equipment."

Chief Ramsey introduced Captain of the Glasgow Life Saving and First Aid Crew Sheri Wilcox and President Larry Mayo who were present.

Chairman Lyons commended Captain Wilcox and President Mayo and asked that they extend the Boards gratitude to the squad's members.

#### Update on COVID19 Vaccinations:

Chief Ramsey advised that COVID cases in the area continue to rise stating that there were 803 cases to-date in the Rockbridge area. He noted that there was a brief pause on drive-thru COVID testing sites in order to get the vaccine rolled out. However, he shared, there would be another testing on Thursday, January 14<sup>th</sup> from 8 A.M. to 10 A.M. at the 911 Center

and that VDH would continue to try holding test sites on a weekly basis. Chief Ramsey advised that doses of the vaccine had been distributed and many administered throughout the State to those in the Phase I category as listed on the Department of Health's website.

Supervisor Lewis stated that some constituents listed in the Phase I-B category had not been offered the vaccine and asked if he knew when it would be provided to them.

Chief Ramsey shared that he was not certain but advised that the Health Center was working on a plan for administering the vaccine to those over 75 years of age.

Supervisor Lewis advised that those throughout the agricultural district have expressed concern.

Supervisor McDaniel asked how long-term care facilities were being given the vaccine.

Chief Ramsey replied he was uncertain but would find out and let the Board know.

Supervisor McDaniel stated that one of the groups listed was for manufacturing businesses and asked Chief Ramsey if there would be pods set up at the manufacturing plants to administer the vaccine as a means of accommodating those people.

Chief Ramsey replied that he would find out and let the Board know.

## **Update on the Cigarette Tax Consideration:**

Mr. Suter briefly reviewed the agenda item which included the following information:

"In a work session on November 23<sup>rd</sup>, the Board received information on the potential to implement a cigarette tax in the County. To recap, 2020 General Assembly legislation provided an avenue for counties to begin assessing certain taxes (or increase certain tax rates) which had previously only been granted to cities. Since July, counties across the state have been considering implementation of a tax up to the cap of \$0.40 per pack. The earliest a tax could be implemented is July 1, 2021.

During the work session, Commissioner of Revenue David Whitesell reported that he felt his office could manage the stamp sale process in-house with no additional staff. Board discussion included the desire to ensure that if a tax was implemented, it would be as consistent as possible with other localities in the region. As such, the Board directed me to seek and share additional information.

Included in the Boards packet is a listing of Virginia localities which have implemented a cigarette tax. I have highlighted in red text some of the localities in our general region. With exception of Fairfax and Arlington (which have already implemented the tax via special legislation), no counties are yet listed, as the legislation is new. However, I have been coordinating with administrators in nearby localities in an attempt to ascertain their heading. Amherst County has adopted a rate of \$0.27 per pack. While it has not been officially considered, Augusta County appears to be leaning toward remaining consistent with the

Cities of Staunton and Waynesboro at \$0.30 per pack. Botetourt has not yet made a determination; Alleghany and Bath do not appear to be considering the tax this year.

I have consulted with the Lexington and Buena Vista City Managers and we have collectively agreed to recommend a rate of \$0.30 per pack, should the Board wish to pursue. Staff anticipates a \$0.30 per pack tax will generate in the neighborhood of \$300,000 per year. We arrived at this number by selecting five cities which currently tax at the same rate (\$0.30 per pack) and compared population with the amount of revenue generated in each (and applied the ratio to Rockbridge County based on population). As there are many variables to consider (such as number of businesses, rates in adjoining localities, socio economics and travel patterns), it is important to note that this is simply an estimate. More solid numbers would not be available until 1 - 3 years after implementation, should the Board determine to do so.

If supported by the Board, the recommendation would be to direct staff to return to the Board with an ordinance for consideration, followed by advertisement and public hearing. Another decision would be to determine an implementation date. Staff recommends not less than 6 months from approval to implementation, to allow time to procure stamps and for distributors and vendors to prepare."

Supervisor Lewis stated that it was important to note that a majority of cities have already implemented this tax, along with the admissions tax. He added that it was not the Boards intention to further burden the citizens, but given there are two (2) interstates that run through the

County, he hoped those who pass by would be paying the majority of the fee.

Supervisor McDaniel asked that the County continue monitoring neighboring counties and cities along Interstates 81 and 64.

Supervisor Ayers asked if it were possible to begin collecting the tax at the same time as other localities.

Mr. Suter replied, potentially at the same time the City of Lexington and City of Buena Vista.

The Board unanimously agreed to move forward with the process of implementing a cigarette tax of \$.30 per-pack, and directed staff to bring an ordinance to the Board for consideration at its first regular meeting in February to schedule public hearing.

**Appointments:**

**Blue Ridge Resource Authority (BRRA) Annual Appointments for CY2021:**

Supervisor McDaniel moved to nominate the five (5) Board of Supervisors to serve on the Blue Ridge Resource Authority (BRRA). Supervisor Day provided the second, and the motion carried by the following roll call vote by the Board:

Ayes: McDaniel, Day, Ayers, Lewis, Lyons  
Nays: None  
Absent: None  
Abstain: None

**Rockbridge Regional Jail Commission Annual Appointments for CY2021:**

Mr. Suter advised that this year, a representative from Glasgow would be nominated once a candidate was confirmed, as Glasgow and Goshen alternate representation each year. Mr. Suter stated that the Goshen representative would continue serving until an appointment could be made.

Supervisor Lewis moved to nominate Spencer Suter and Ed Hosken, Jr. to the Regional Jail Commission. Supervisor McDaniel provided the second, and the motion carried by the following roll call vote by the Board:

Ayes: Lewis, McDaniel, Day, Ayers, Lyons  
Nays: None  
Absent: None  
Abstain: None

**Board Liaison Appointment to the Virginia Horse Center Board for CY2021:**

Supervisor Lewis agreed to continue serving as the Board Liaison to the Virginia Horse Center Board for CY2021. There were no objections by the Board.

**Board Liaison Appointment to the Chamber of Commerce for CY2021:**

Chairman Lyons agreed to serve as Board Liaison Appointment to the Virginia Horse Center Board for CY2021. There were no objections by the Board.

**Board Liaison Appointment to the Economic Development Authority for  
CY2021:**

Supervisor McDaniel agreed to continue serving as the Board Liaison Appointment to the Economic Development Authority for CY2021. There were no objections by the Board.

**Board Liaison Appointment to the Staff Economic Development Committee for  
CY2021:**

Supervisor Lewis agreed to continue serving as the Board Liaison Appointment to the Staff Economic Development Committee for CY2021. There were no objections by the Board.

**Building Code Board of Appeals- Richard Siler- Term Expired 7/13/2020:**

This appointment was moved to the January 25<sup>th</sup> agenda.

**Community Services Board- Steve Funkhouser- Term Expired 12/31/2020:**

Supervisor Lewis moved to nominate Hugh Ferguson to serve on the Community Services Board for a three (3) year term set to expire 12/31/2023. Supervisor Ayers provided the second, and the motion carried by the following roll call vote by the Board:

Ayes: Lewis, Ayers, McDaniel, Day, Lyons  
Nays: None  
Absent: None  
Abstain: None

**Board of Supervisors and School Board Executive Committee:**

Chairman Lyons advised that Supervisor Ayers would begin serving in his place on the Board of Supervisors and School Board Executive Committee this year.

**Monthly Staff Reports:**

Supervisor Lewis moved to accept the staff reports as presented. Supervisor McDaniel provided the second, and the motion carried by the following roll call vote by the Board:

Ayes: Lewis, McDaniel, Ayers, Day, Lyons  
Nays: None  
Absent: None  
Abstain: None

**Board Comments:**

Chairman Lyons advised that the next regular meeting would be Monday, January 25<sup>th</sup> and a Joint School Board meeting was scheduled for Thursday, January 21<sup>st</sup>.

Supervisor Lewis commented on the appointments to the Blue Ridge Resource Authority (BRRRA) stating that he believed there should be citizen representation on the BRRRA and planned to serve only until such representation from the Walkers Creek Magisterial District could be found.

Supervisor Lewis then suggested that Agriculture be added to the introduction of the Comprehensive Financial Report and any other introduction pages of similar documents as agriculture is a large part of the local economy.

**Recess:**

Chairman Lyons called for a recess at 6:45 p.m. until the Blue Ridge Resource Authority (BRRA) met at 7:00 p.m.

**Reconvene:**

Chairman Lyons reconvened the Board of Supervisors meeting at 7:35 p.m.

**Closed Meeting:**

Supervisor Lewis moved to enter into a closed meeting as permitted by Virginia Code §2.2-3711(A) (1), a personnel matter involving consideration of specific individuals for appointment or promotion of particular officers, appointees, or employees. Supervisor Ayers provided the second, and the motion carried by the following roll call vote by the Board:

Ayes: Lewis, Ayers, Day, McDaniel, Lyons  
Nays: None  
Absent: None  
Abstain: None

Supervisor Lewis moved to reconvene in open session following the closed meeting. A second was provided by Supervisor Day, and the motion carried by the following roll call vote by the Board.

Ayes: Lewis, Day, Ayers, McDaniel, Lyons  
Nays: None  
Absent: None  
Abstain: None

Supervisor Day moved that the Board certify that, in the closed meeting just concluded, to the best of each member's knowledge, nothing was heard, discussed or considered except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be so discussed as exempt from open meeting requirements under the provisions of the Virginia Freedom of Information Act cited in that motion, as to both matters for which the closed meeting was convened. A second was provided by Supervisor McDaniel, and the motion carried by the following roll call vote by the Board.

Ayes: Day, McDaniel, Lewis, Ayers, Lyons  
Nays: None  
Absent: None  
Abstain: None

**Adjournment:**

Supervisor McDaniel moved to adjourn the meeting at 8:29 p.m. Supervisor Lewis provided the second, and the motion carried by the following roll call vote by the Board:

Ayes: McDaniel, Lewis, Day, Ayers, Lyons  
Nays: None  
Absent: None  
Abstain: None