

**VIRGINIA:**

A Meeting of the Lancaster County Board of Supervisors was held in the Administrative Building Board/Commission Meeting Room and via conference call through the Zoom platform on Thursday, June 25, 2020.

- Members Present: Jason D. Bellows, Chair  
Ernest W. Palin, Jr., Vice Chair  
William R. Lee, Board Member  
Robert S. Westbrook, Board Member  
Jack D. Larson, Board Member (Remote participant)
- Staff Present: Don G. Gill, County Administrator  
James Cornwell, County Attorney  
Brian D. Barnes, Planning/Land Use Director and Environmental Codes Compliance Officer  
Glenn Rowe, Information Technology Director  
Crystal Whay, Clerk to the Board and Building/Land Use Assistant

Mr. Bellows called the meeting to order at 6:30 p.m.

Mr. Bellows stated that the first order of business was to adopt a policy to allow a member of the Board to participate remotely. He read “It shall be the policy of the Lancaster County Board of Supervisors to allow no more than one of its members to participate electronically in any of its meetings when that member is not physically present at the meeting location and is located remotely pursuant to the terms and conditions of the Code of Virginia 2.2-3708.2. This policy will be added to the By-Laws of the Lancaster County Board of Supervisors at its next Organizational Meeting.”

Mr. Bellows made a motion to accept this addition to the By-Laws of the Lancaster County Board of Supervisors.

- VOTE: Jason D. Bellows Aye  
Ernest W. Palin, Jr. Aye  
William R. Lee Aye

Robert S. Westbrook                      Aye

VOTE: 4-0 (Mr. Larson was not in attendance electronically at this time.)

Mr. Bellows made a motion to allow Supervisors Larson to participate remotely because of being away on vacation for the week.

VOTE:                      Jason D. Bellows                      Aye  
                                 Ernest W. Palin, Jr.                      Aye  
                                 William R. Lee                      Aye  
                                 Robert S. Westbrook                      Aye

**CLOSED MEETING**

Motion was made by Mr. Bellows to enter into closed meeting to discuss matters exempt from the open meeting requirements of the Virginia Freedom of Information Act. The subject matters to be discussed in the closed meeting are Acquisition of Real Property, §2.2-3711.A.3 and Legal Matters, §2.2-3711.A.8 of the Code of Virginia, 1950, *as amended*. The subject and purpose falls within the following exemption(s) under §2.2-3711.A.3 (acquisition of real property for public purpose OR the disposition of government owned property where public discussion would jeopardize the County’s bargaining or negotiating position) and §2.2-3711.A.8 (for the consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.)

VOTE:                      Jason D. Bellows                      Aye  
                                 Ernest W. Palin, Jr.                      Aye  
                                 Jack D. Larson                      Aye  
                                 William R. Lee                      Aye  
                                 Robert S. Westbrook                      Aye

Mr. Bellows called the regular meeting to order at 7:00 p.m.

**RECONVENE**

Motion was made by Mr. Palin to reconvene the open meeting.

VOTE:                      Jason D. Bellows                      Aye

Ernest W. Palin, Jr.	Aye
Jack D. Larson	Aye
William R. Lee	Aye
Robert S. Westbrook	Aye

**CERTIFICATION**

**WHEREAS**, the Lancaster County Board of Supervisors convened in a closed meeting on June 25, 2020 pursuant to an affirmative recorded vote on the motion to close the meeting to discuss Acquisition of Real Property, §2.2-3711.A.3 and Legal Matters, §2.2-3711.A.8 of the Virginia Freedom of Information Act;

**WHEREAS**, §2.2-3712 of the Code of Virginia requires a certification by the board of supervisors that such closed meeting was conducted in conformity with Virginia law;

**NOW, THEREFORE BE IT RESOLVED** that the Lancaster County Board of Supervisors hereby certifies that, to the best of each member’s knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the closed meeting to which this certification applies 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 to which this certification applies.

Motion was made by Mr. Palin to certify the closed meeting.

Before a vote is taken on this resolution, is there any member who believes that there was a departure from the requirements of number 1 and number 2 above? If so, identify yourself and state the substance of the matter and why in your judgment it was a departure. There was no comment.

Hearing no further comment, Mr. Palin called the question. A roll call vote was taken:

**ROLL CALL**

VOTE:	Jason D. Bellows	Aye
	Ernest W. Palin, Jr.	Aye
	Jack D. Larson	Aye
	William R. Lee	Aye

Robert S. Westbrook                      Aye

This certification resolution is adopted.

No action taken on the closed meeting matters.

Mr. Bellows stated that he wanted to announce that Supervisor Larson was participating remotely at tonight’s meeting as the Board of Supervisors recently adopted a new policy since the emergency ordinance expired and that policy allows for up to one member to participate remotely. He stated that policy will be added to the Board’s By-Laws at its next Organizational Meeting.

**PUBLIC INPUT**

None.

**VIRGINIA DEPARTMENT OF TRANSPORTATION**

Mike Bryant, the VDOT Brookvale Superintendent, stated that he wanted to introduce David Beale, who was the new Residency Engineer for the area.

Mr. Beale stated that he joined the Board of Supervisors remotely at their last meeting. He stated that he had provided a written report for the Board packages and he discussed on-going work such as mowing and paving. He stated that the ferry service will resume July 3<sup>rd</sup>.

**PRESENTATIONS**

1. Broadband Authority Update

Mark McKercher, a member of the Broadband Authority, stated that on June 1<sup>st</sup>, the Broadband Authority participated in a virtual “fireside chat” with Federal Communications Commission Chair, Ajit Pai. He stated that Representative Rob Wittman hosted the event and many representatives from Virginia’s First District also attended. He stated that, later in the month, they attended a video conference hosted by the Virginia Department of Housing and Community Development on “How to Apply for a Virginia Telecommunications Initiative Grant (VATI) in the upcoming cycle. He stated that VATI is a statewide program in which the Commonwealth funds a portion of broadband expansion costs for private providers who partner with local government entities. He stated that the “How to Apply” event announced the various rule changes applicable to the VATI program for the FY 2021 award cycle. He stated that Evan Feinman, who represents the Governor on all matters pertaining to broadband, introduced the event and encouraged potential applicants to “go big”.

Mr. McKercher stated that, while their application for a large Rural Utilities Service (RUS) ReConnect grant is pending, they have been actively planning to submit a VATI grant

application this year. He stated that there were initially two projects under consideration, but they are now concentrating on one substantial project that will be activated in partnership with Atlantic Broadband and potentially 3 other counties on the Middle Peninsula. He stated that the details of the project are still being worked out, but in general terms they are looking to fill all the gaps in Atlantic Broadband's coverage in the area from Good Luck Road south to Windmill Point. He stated that this will serve nearly 500 additional homes in that area and provide full coverage in an area where another provider would have to do substantial overbuild to reach those currently unserved customers. He stated that the total value of the project in Lancaster County will be approximately \$2.5 million with an additional \$600,000 to bring extra fiber into the County from Saluda. He stated that the additional fiber will be used for this project and will also allow Atlantic Broadband to expand/improve its service in the future. He stated that County matching funds of \$583,200 will be expected with Atlantic Broadband and the Commonwealth providing the rest. He stated that no final action has yet been taken on this proposal, but they expect to submit a letter of intent in mid-July and submit the final grant application in mid-August.

Mr. McKercher stated that the timing of the two award cycles for VATI and RUS will allow them to apply to both programs at the same time. He stated that the RUS grant would cover all construction in the County to provide service to all unserved residents. He stated that the RUS award announcement is expected in the fall. He stated that, if they are fortunate enough to be selected for RUS, they will withdraw from the VATI competition. He stated that, if they are not selected for RUS, they will retain their VATI application and hope for a VATI grant when they are announced in December or January. He stated that both grant programs require matching funds, but they need to reiterate that no funds will be required if they are not selected and they will only participate in one program.

Mr. McKercher stated that, neither the Authority nor Atlantic Broadband, is in a position to answer calls or emails asking whether service is anticipated at specific addresses. He stated that they will publish the complete proposed project map on their website as soon as possible. He stated that the Broadband Authority will take final action on this proposal at its next regular meeting on July 1, 2020. He stated that meetings are held at 4:30 p.m. in the Public Meeting Room of the County Administration Building.

Mr. McKercher stated that they have secured a volunteer web master, Davis Works Media and they expect to have their website working at full capacity very soon.

Mr. McKercher stated that they are still working to get the Telecommunications Planning Grant funds released.

Mr. McKercher stated that, with regret, the Broadband Authority accepted the recent resignation of Gary Silverman and they thanked him for his prodigious contributions over the past two years. He stated that they will begin the search for his replacement and will make a recommendation to the Board as soon as they have a nominee.

## **2. Business Relations Advisory Committee Update**

Jimmie Carter stated that, several months ago, the Board of Supervisors asked Paul Sciacchitano, Julien Patterson and him to establish an advisory committee to look at ways to grow the economy in the County. He stated that, since then, they have been meeting weekly and have also brought in Jeff Szyperski and Susan Cockrell. He stated that they have gone through the process of identifying their mission, short-term and long-term goals. He stated that Mr. Patterson has had a lot of leadership positions in the state and through his contacts, they have met Dan Gundersen of Camoin Associates. He stated that the vast majority of the projects that Camoin Associates has done have been in rural areas.

Mr. Carter stated that they have learned from Mr. Gundersen that the National Economic Development Authority has been given \$1.5 billion dollars because of the COVID-19 crisis to help stimulate the economy. He stated that Lancaster County is in close proximity to the urban areas of Washington DC, Richmond and Hampton Roads. He referred to a Time magazine article that said that Hampton Roads was the fastest growing millennial city in America and Richmond was the second. He stated that the County has three vibrant areas around it and the committee believes that there is tremendous potential here. He stated that Mr. Gundersen has told the committee that they need to apply for potential grants through the National EDA. He stated that Mr. Gundersen's contract of \$7,500 would involve him coming down to help identify the issues that would fit into the COVID-19 funding and help this community. He stated that they were proposing to have a meeting on Thursday, July 16<sup>th</sup>, which is the next meeting of the Lancaster County EDA. He stated that he had met with the EDA yesterday and Chesapeake Bank has agreed to put up half of Mr. Gundersen's fee and the EDA has agreed to pay the other half. He stated that they were not asking the Board of Supervisors for any money, but just wanted to give them an update.

Mr. Carter stated that he was more optimistic about the County's economy than he has ever been and he thought that the County could brand itself as the "go to place" between these urban areas. He stated that the "work from home" opportunities can allow people to move here and bring their job with them, which was not possible in the past. He stated that the committee believes that Lancaster County is a unique, quality of life location.

Mr. Bellows stated that he wanted to thank the Business Relations Advisory Committee for its hard work. He stated that he agreed that it was a good time to get the economy going.

## **PUBLIC HEARINGS**

### **1. Application for Special Exception – Ronald and Anita Sheppard**

Mr. Bellows asked Mr. Barnes to present the issue.

Mr. Barnes stated that the issue was a request for a special exception pursuant to Article 5-1-3 of the Lancaster County Zoning Ordinance. He stated that the Sheppards have owned the property for decades and demolished the prior structure in February. He stated that, due to the COVID-19 crisis, the hearing had been postponed until tonight. He stated that he had not heard from any of the adjacent property owners.

Mr. Bellows opened the public hearing.

There was no public comment.

Mr. Bellows closed the public hearing.

Mr. Lee made a motion to Approve the Request for Special Exception for Placement of an Individual Manufactured Home to be located on Tax Map #35-18A.

VOTE:	Jason D. Bellows	Aye
	Ernest W. Palin, Jr.	Aye
	Jack D. Larson	Aye
	William R. Lee	Aye
	Robert S. Westbrook	Aye

2. Application for Special Exception – John and Deborah Dawson

Mr. Bellows asked Mr. Barnes to present the issue.

Mr. Barnes stated that the issue was a request for a special exception pursuant to Article 5-1-3 of the Lancaster County Zoning Ordinance. He stated that the property was purchased in 2017 by the applicants. He stated that the previous owner had constructed a small dwelling, but he could not find any building permits. He stated that the current owners want to remove the unpermitted structure. He stated that the listing that the Dawsons had seen, prior to purchase, showed the parcel as being zoned A-2, Agricultural. He stated that the A-2 District allows an individual manufactured home less than 24 feet wide as a permitted use. He stated that the Dawsons found out later that the property was actually zoned R-1 and they would need to apply for a special exception if they wanted to place an individual manufactured home on this parcel.

Mr. Barnes stated that he had not heard from any adjacent property owners.

Mr. Bellows opened the public hearing.

There was no public comment.

Mr. Bellows closed the public hearing.

Mr. Lee made a motion to Approve the Request for Special Exception for Placement of an Individual Manufactured Home on Tax Map #23-111.

VOTE:	Jason D. Bellows	Aye
	Ernest W. Palin, Jr.	Aye
	Jack D. Larson	Aye
	William R. Lee	Aye
	Robert S. Westbrook	Aye

3. Application for Special Exception – Gaskins Living Trust

Mr. Bellows asked Mr. Barnes to present the issue.

Mr. Barnes stated that this special exception request involves expansion or change of use on a parcel that is listed on the County’s prior non-conforming use list. He stated that the applicant has expressed a desire to operate a food truck to sell meals to go. He stated that this issue was to be heard in March, but because of the COVID-19 crisis, it had to be postponed.

Mr. Barnes stated that Article 12-1-5 of the Lancaster County Zoning Ordinance requires a special exception for the creation or expansion of commercial uses on prior non-conforming parcels. He stated that Article 12-4-2 requires a special exception for an owner or operator to expand or enlarge a prior non-conforming use.

Mr. Barnes stated that the current request is very limited compared to the old building and its uses. He stated that the structure was a country store for many years. He stated that the current request will be mobile in nature and other than an electrical connection, it requires no other permits from the Planning and Land Use Department. He stated that the applicant is working with the Health Department and the Building Official. He stated that the old building was ordered to be either fixed or torn down in 2011. He stated that adjacent property owners had been notified and to date, no one has expressed a statement directly to County staff, but he had received one anonymous statement of concern.

Mr. Barnes stated that Article 13-3 allows the Board of Supervisors to place conditions on special exceptions as necessary to carry out the intent of the ordinance. He stated that they have typically applied conditions in order to match each unique situation.

Mr. Bellows opened the public hearing.

Craig Gaskins, the applicant, stated that he wanted to bring some enlightenment to the situation. He stated that his grandfather, Mathew Gaskins, was a great man and he knew the worth of this land. He stated that, in the late 1960’s, his grandfather opened a community store on this site and it was inevitable that someone of his lineage would continue his legacy. He stated that he is his grandfather and God chose him from birth to fulfill this legacy. He stated that all of his grandfather’s children have fulfilled a part of his legacy and it is their duty to honor that legacy.

Mr. Gaskins stated that he had taken the proper steps and learned of the procedures that he would need to take in order to operate his food truck. He stated that he had abided by the regulations set forth by the Health Department and purchased the permit for the electrical pole. He stated that he felt he had done everything he could to get his business going and followed the appropriate steps.

Sandra Smyre, the co-applicant, stated that she was a life long resident of the County. She stated that she felt that young entrepreneurs should be given a chance to fulfill their dreams.

Carlton Davis stated that another gentleman had spoken earlier about economic opportunities and Mr. Gaskins' proposed business seems like a great opportunity for the neighborhood and the future.

Lloyd Hill, a District 4 citizen, stated that he supported this request for a special exception. He stated that, currently, that area is almost like a food desert. He stated that this young man was planning on operating his food truck five days a week and it will not be open on Sundays and Mondays. He stated that the hours of operation would be from 11-7. He stated that he saw no compelling reason for this food truck not to operate. He stated that the neighbors in the area that would be most impacted are in favor of it. He stated that this young man is trying to carry on the entrepreneurial spirit of his grandfather, Captain Mathew Gaskins.

Faith Waddy, a Weems resident, stated that she was present to support Mr. Gaskins and his endeavor to open a food truck business. She stated that some things can start small and become larger. She referred to Ben Franklin and the invention of electricity and stated that he started off with small items and an idea that ended up being a great invention. She stated that Mr. Gaskins has the will to make things prosper and grow. She stated that Mr. Gaskins has much restaurant experience and he wants to make the community grow. She stated that she is supporting him 100 percent.

Monty Jackson stated that a gentleman earlier in the evening talked about expanding the economy and that was what Mr. Gaskins was trying to do.

Mr. Bellows closed the public hearing.

Mr. Larson stated that he supported what Mr. Gaskins wants to do and he agreed with the comment that the area was a food desert and thought having a food truck would also be a good idea in other parts of the County. He stated that the problem that he has was that he did not think it had been handled the right way. He stated that the Zoning Ordinance is there to protect all of the citizens in the County. He stated that they are disregarding the two-year rule. He stated that, even though he likes the idea, he cannot vote in favor of the request, but he also won't vote against it, especially if Supervisor Lee is in favor of it. He stated that he does not like to abstain from any vote, but, in this case, he feels strongly enough to do so.

Dr. Westbrook stated that he had a problem with the request. He stated that the previous structure has been gone for quite a while and it was his understanding that the use does not go

with the land. He stated that he had received a phone message on May 15<sup>th</sup> that said that cars were parked at the food truck, food was being served and people were drinking from containers in brown paper bags. He stated that he had an issue with the complete disregard for the process that they had heard earlier was followed. He stated that, even now, there is a sign near the food truck that reads “now open” and that permission was never granted. He stated that they had a right to put the power pole there and to hook up to the power, but Mr. Gaskins did not have a right to sell food before the permission was granted.

Dr. Westbrook stated that he did not believe that the request meets the non-conforming use ordinance and he was upset because it seemed like it was alright to ignore the rules. He stated that he understood that this trailer would be taken to other places to sell food and he objected to a business being in the middle of residential area. He stated that he would vote against it.

Mr. Lee stated that he appreciated what Mr. Larson said and he had been talking with the staff and they have determined that this request should move ahead. He stated that they needed to look at the merits of this particular request and not worry about what happened in the past with the old building. He stated that this will add value to that neighborhood and like Mr. Hill pointed out, the area was basically a food desert. He stated that there are a lot of people in this County that don't have transportation or a driver's license and it is helpful for them to be able to go places on foot. He stated that, when he was younger, there were three places for his family to go for food within walking distance of their home and that was the way it was then. He stated that many neighborhoods had country stores that people could walk to, but now the situation seems to be that is forbidden and it should not be that way.

Mr. Lee stated that Dr. Westbrook had talked about what had happened in May and he was made aware of it as well. He stated that, on that same day, there was a problem going on in White Stone that Dr. Westbrook probably didn't get a call about. He stated that some things get reported and some things do not. He stated that everybody should be treated the same.

Mr. Lee stated that he had talked with Mr. Gaskins and he was prepared to make a motion with four conditions. He stated that Mr. Gaskins has agreed to the conditions. He stated that, if the conditions are not met, the food truck can be shut down.

Mr. Lee made a motion to Approve the Request for Special Exception for Property owned by Gaskins Living Trust, Tax Map #27-182A with the following conditions: 1) the hours of operation shall be 11:00 a.m. to 7:00 p.m., 2) there shall not be outdoor dining at the property described as Tax Map #27-182A, 3) all food and beverage orders shall be taken off premises for consumption, 4) no tables or chairs will be permitted around or about the food truck located on the property described as Tax Map #27-182A.

Mr. Bellows stated that they are trying to promote economic development and this is an underserved neighborhood as far as having food and groceries available. He stated that food trucks are the new trend and are particularly popular with young people and millennials and he was in support of the request.

Mr. Larson stated that it was one thing to approve the request for the reasons that Chairman Bellows just identified, but to him, procedure and form are important. He stated that it was unfortunate that back in March a harder look was not taken at this and what they were trying to do now was not the right way. He stated that, with respect to ingress and egress, they don't know if the road will support the increased traffic. He stated that the anonymous letter brought up that issue even though he does not put a lot of faith in someone remaining anonymous because if you are making a complaint, you should state your name. He stated that they have an incomplete package because, at the very least, VDOT has not signed off on this. He stated that, if this request is granted, it may come back later on and be a problem.

Mr. Bellows called the question.

VOTE:	Jason D. Bellows	Aye
	Ernest W. Palin, Jr.	Aye
	Jack D. Larson	Abstain
	William R. Lee	Aye
	Robert S. Westbrook	Nay

**VOTE: 3-1-1 (Motion carried.)**

4. Update to the Capital Improvement Budget FY 21-25

Mr. Bellows asked Mr. Gill to present the issue.

Mr. Gill stated that this was an opportunity to take public comment on the FY 21-25 Capital Improvement Budget that the Planning Commission forwarded to the Board. He stated that he had included the spreadsheet with the items listed in the priority that the Planning Commission put them in.

Mr. Gill stated that last month he briefed the Board on some money remaining from the \$2 million dollar borrowing that was done a couple of years ago. He stated that the "penny" in the real estate tax rate that the Board has chosen to set aside for school projects for both CY 2019 and CY 2020 is also available. He stated that there is a total of \$1,009,616 available to fund FY 21 Capital Improvement items before additional funding would be needed.

Mr. Gill stated, at last month's meeting, he suggested moving the lowest prioritized item, which is the Sheriff's Office building expansion at \$858,703 and the Patrol Division renovation, which was half of the Registrar Office and Patrol Division renovation project, out to FY 22.

Mr. Gill stated that he had also suggested that the two largest items, which are the USDA RUS Grant matching funds of \$8,300,000 and the P25 Digital Radio Upgrade at \$1,100,000, be considered later if and when they are approved for the USDA grant, since additional financing

would be needed for those items at that time. He stated that they should know about the grant sometime in August or September. He stated that the radio upgrade is mandated by 2025. He stated that the EMS Chief, Matt Smith, told him recently that Lancaster and Northumberland can work together on the P25 upgrade and there are grant opportunities that could fund a significant portion of that expense.

Mr. Gill stated that, since last month's meeting, the Virginia Department of Elections has informed us that the Lancaster Registrar's Office is eligible for \$48,414 of separate CARES Act funds that may be used for the renovations to that office. He stated that the estimate for the renovations to that office was approximately \$35,000. He stated that the renovations were needed to allow them to accept more of the public because now there is a requirement to have a staffed voting precinct for 45 days prior to every election beginning with the November elections.

Mr. Gill referred to the school bus garage roof and stated that it was listed among the Capital Improvement items. He stated that it was extensively damaged by a storm on June 6<sup>th</sup> and an insurance claim has been filed which should help fund the replacement of the roof.

Mr. Gill stated that the Board separated the Capital Improvement Budget from the General Operating Budget this year and that has also been done in the past. He stated that some of the projects listed in the Capital Improvement Budget need to get started as soon as possible.

Mr. Bellows opened the public hearing.

There was no public comment.

Mr. Bellows closed the public hearing.

Dr. Westbrook asked Mr. Gill if they followed his recommendations what would the bottom line be.

Mr. Gill replied that the bottom line would be not to exceed \$1,009,616 because that is what is available.

Mr. Bellows asked Mr. Gill if what he was saying was that if the Board considers his recommendations, they have enough money to fund the items in FY 21.

Mr. Gill replied that was correct.

Mr. Gill stated that it was hard to give an exact number because he does not know yet what the insurance claim for the bus garage roof will be. He stated that it is also not set in stone what the Registrar's Office renovations will cost because they used a budget estimate and they will need to get three estimates before they award the contract.

Mr. Larson asked what items were to be funded in FY 21.

Mr. Bellows replied that the items for FY 21 included the school security grant matching funds, convert the school annex into classrooms, Registrar's Office renovations at \$35,000, Westland Beach restoration project, EMS Communication equipment, school bus replacement, repave the Kilmarnock Refuse Site, Sheriff's Office HVAC replacement, Sheriff's Office patrol vehicle, replace ceiling tile with drywall in the jail, Building Inspector replacement vehicle and replace the bus garage roof.

Mr. Larson referred to the item of replacing the ceiling tiles in the jail with drywall and asked if that was a safety issue or just something cosmetic.

Mr. Gill replied that the replacement was because of a safety issue. He stated that, about a year ago, an inmate tore down the drop ceiling and was able to break part of the metal that was used to hang the drop ceiling and then used that metal as a weapon. He stated that they thought that drywall would be a safer option to the ceiling tiles to prevent that from happening again.

Mr. Gill stated that the total for the list comes to \$1,026,548 and that includes the total amount for the bus garage roof, which that expense may be handled with the insurance claim.

Mr. Bellows asked Mr. Gill if he had included the Registrar's renovation because that amount will probably be covered with the CARES Act funds.

Mr. Gill replied that he had included the Registrar's renovations in his figure. He stated that, after taking that expense out, the new total was \$991,548.

Mr. Bellows made a motion to Approve the FY 21-25 Capital Improvement Budget with Mr. Gill's recommendations, including funding the Registrar's Office's renovations out of the CARES Act money, for a total of \$991,548.

VOTE:	Jason D. Bellows	Aye
	Ernest W. Palin, Jr.	Aye
	Jack D. Larson	Aye
	William R. Lee	Aye
	Robert S. Westbrook	Aye

**CONSENSUS DOCKET**

Motion was made by Mr. Bellows to approve the Consensus Docket and recommendations as follows:

1. Minutes for the May 28<sup>th</sup> Regular Meeting

Recommendation: Approve minutes as submitted

2. Abstract of Votes for the May 19, 2020 Town Elections

Recommendation: Approve abstract as submitted

3. Revised License Agreement for Tri-County Landfill

Recommendation: Approve revised agreement as submitted

VOTE:	Jason D. Bellows	Aye
	Ernest W. Palin, Jr.	Aye
	Jack D. Larson	Aye
	William R. Lee	Aye
	Robert S. Westbrook	Aye

**CONSIDERATION DOCKET**

The Board considered the following items on its Consideration Docket:

1. Salaries and Invoices – June 2020

The motion was made by Mr. Palin to approve the salaries for June 2020 in the amount of \$293,016.47 and invoice listings for June 2020 in the amount of \$515,858.95.\*

\*Capital Improvements - \$28,000.00

VOTE:	Jason D. Bellows	Aye
	Ernest W. Palin, Jr.	Aye
	Jack D. Larson	Aye
	William R. Lee	Aye
	Robert S. Westbrook	Aye

2. Consideration of a FY 20 Supplemental Appropriation for the Childrens' Services Act

Mr. Bellows asked Mr. Gill to present the issue.

Mr. Gill stated that this was the third month in a row where the Board has had to approve a supplemental appropriation for these expenses. He stated that the June invoices will carry the appropriated amount to \$736,132.67 for the Childrens Services Act. He stated that he was asking the Board to approve a request for \$103,187 for the June expenses. He stated that, as discussed in the past, there is very little that the County can do to control these costs, but the state does reimburse 56.1 percent of these expenses. He stated that every county that he is aware of is also seeing increased expenses for this item.

Mr. Bellows asked about the upcoming FY 21 budget and if they had enough budgeted for this item.

Mr. Gill replied that the Board would be looking at more supplemental appropriations, but he did not know to what extent. He stated that it depends on how many local children are in the program and that varies quite a bit. He stated that this item was level funded for \$600,000 for FY 21. He stated that the state allocates over \$800,000 for Lancaster County. He stated that the amounts can be a little less if the Community Services Board is used for services instead of private day placement or residential placement for facilities outside of the County. He stated that the Community Policy and Management Team (CPMT) always looks for ways that the Community Services Board can provide services.

Mr. Bellows made a motion to Approve the FY 20 Budget Supplemental Appropriation Request for the Childrens' Services Act.

VOTE:	Jason D. Bellows	Aye
	Ernest W. Palin, Jr.	Aye
	Jack D. Larson	Aye
	William R. Lee	Aye
	Robert S. Westbrook	Aye

3. FY 20 Budget Supplemental Appropriation Request for Refuse Disposal

Mr. Bellows asked Mr. Gill to present the issue.

Mr. Gill stated that he thought everyone realized that the volume of waste being generated has increased over the last year. He stated that during the first two-thirds of FY 20, when the economy was doing well, people tended to generate more trash. He stated that the last third of FY 20, they have been faced with the COVID-19 pandemic and "stay at home"

orders, which appears to have caused people to do more at-home projects and clean-ups around their homes, which has generated more waste. He stated that the bottom line was that they are generating more waste than they have in the past.

Mr. Gill stated that the Solid Waste Supervisor, Donald Brown, was in attendance if the Board had any specific questions of him.

Mr. Gill stated that he had included the expenditure summary for the Refuse Disposal Department in the Board's packages. He stated that the biggest increase is obviously the "Maintenance Service Contracts", which is what is paid to Waste Management, by volume, for removal of waste from the three convenience center sites. He stated that the part-time salaries have also increased by about \$18,000 and the reason was that three employees had to go out on extended sick leave, so those shifts were worked by other employees that had to work additional hours. He stated that one positive point was that the uniform line item was \$15,000 under budget because they had made the change to purchasing uniforms, instead of renting them.

Mr. Gill stated that he was asking the Board to approve this supplemental appropriation of \$144,852.73 for FY 20.

Mr. Bellows stated that, going forward, this department will probably need more supplemental appropriations as well.

Mr. Gill stated that, unless citizens generate less trash, they will more than likely need another supplemental appropriation for this department around the same time next year.

Dr. Westbrook stated that he also thought some of this expense was due to the people who are living here now to escape the more populated areas during the pandemic.

Mr. Bellows stated that the increases for refuse disposal for the months of March, April and May and going forward can be compared to last year and any additional costs should be charged to the CARES Act money.

Mr. Gill stated that he was glad that Mr. Bellows had mentioned that because he had done the math and the overages above what was budgeted for March, April and May, so far, totals \$35,686.72. He stated that he agreed with Mr. Bellows in that the CARES Act money can be tapped for that overage.

Mr. Bellows stated that there was no doubt that there are additional people here because of the COVID-19 crisis.

Mr. Gill stated that several months ago the recycling standards changed and they were not able to accept all of the types of plastic that they had in the past, so those items that can no longer be recycled just go into the regular trash and that adds to the volume as well.

Mr. Bellows asked Mr. Gill to continue to monitor the overages in the Refuse Disposal Department through December. He asked if the Board agreed to charge those overages to the CARES Act funds. There was a consensus of the Board to use the CARES Act funds for overages in the Refuse Disposal Department relating to the volume of trash.

Mr. Bellows made a motion to Approve the FY 20 Budget Supplemental Appropriation Request for Refuse Disposal.

VOTE:	Jason D. Bellows	Aye
	Ernest W. Palin, Jr.	Aye
	Jack D. Larson	Aye
	William R. Lee	Aye
	Robert S. Westbrook	Aye

4. Consideration of Acceptance of CARES Act Funds from the Department of Elections

Mr. Bellows asked Mr. Gill to present the issue.

Mr. Gill stated that General Registrar, Susan Jett, was advised on Tuesday that Lancaster County is eligible to receive additional CARES Act funds from the Department of Elections in the amount of \$48,414 to assist with COVID-19 expenses related to elections. He stated that he would like for the Board to formally accept that money. He stated that, as discussed earlier, these funds can be used for the renovations for that office.

Mr. Bellows made a motion to Accept the CARES Act Funds from the Department of Elections and that those funds be earmarked for the needed improvements for the Registrar's Office for COVID-19 related expenses.

VOTE:	Jason D. Bellows	Aye
	Ernest W. Palin, Jr.	Aye
	Jack D. Larson	Aye
	William R. Lee	Aye
	Robert S. Westbrook	Aye

5. Bay Aging CARES Act Funding Request

Mr. Bellows asked Mr. Gill to present the issue.

Mr. Gill stated that Bay Aging is a non-profit organization and the Board gives funds each year to them. He stated that Bay Aging has submitted similar requests to all of the counties that they serve for a couple of programs. He stated that Bay Aging is seeking the Board's approval to use CARES Act funds to fund their most popular program, Helping Neighbors Hot Meals Program, for another six weeks. He stated that they would also like to continue another program entitled In-Home Personal Care as well.

Mr. Gill stated that Bay Aging has submitted documentation about what it would cost to continue these programs through December 30<sup>th</sup>. He stated that he had talked with some of the other County Administrators and they are funding these requests on a month-to-month basis. He stated that he was asking the Board if they wanted to fund one or both programs for six more weeks, which would run the programs until the end of July and then they can reevaluate at the July meeting.

Mr. Bellows stated that, since this is being tied to CARES Act funds and CARES Act funds have been distributed to the towns, and certainly some town residents are being served, his question would be if Bay Aging has approached the towns for funding as well.

Mr. Gill stated that he did not know if Bay Aging had approached the towns for funding.

Mr. Larson stated that the money had been distributed to the towns, so the money is in their hands and it may just be a matter of Bay Aging going to them with its request.

Mr. Bellows stated that they were in charge of those funds at the end of the day. He stated that, in his opinion, they should approve the request and then look at those populations and the costs and after they see how many residents from the three incorporated towns were served, those funds should be charged to the towns.

Mr. Lee referred to the Bay Aging summary sheet and asked Mr. Gill if they were asking for \$36,504 to fund the Helping Neighbors Hot Dinner Delivery until the end of the year.

Mr. Gill replied yes. He stated that figure was based on serving 78 residents, twice a week at \$9 per meal. He stated that they utilize local restaurants, so the service helps them as well.

Mr. Lee stated that they will need to know which people served are town residents and which are county residents.

Mr. Bellows stated that it was an accounting issue.

Mr. Gill stated that no one knew how long this crisis would go on and to what extent and that was why he thought the other counties were funding these programs month-to-month.

Mr. Bellows stated that Bay Aging was providing vital services during this crisis and he would be in favor of it.

Mr. Palin agreed.

Mr. Bellows made a motion to Approve the Bay Aging CARES Act Funding Request and charge the incorporated towns with their share based on their served residents and reevaluate at the next regular Board meeting in July.

VOTE:	Jason D. Bellows	Aye
	Ernest W. Palin, Jr.	Aye
	Jack D. Larson	Aye
	William R. Lee	Aye
	Robert S. Westbrook	Aye

### **BOARD REPORTS**

Mr. Palin made a motion to appoint Andy Veney to the Board of Zoning Appeals in an alternate position.

VOTE:	Jason D. Bellows	Aye
	Ernest W. Palin, Jr.	Aye
	Jack D. Larson	Aye
	William R. Lee	Aye
	Robert S. Westbrook	Aye

Mr. Palin made a motion to appoint Sandy Ball to the Historic Resources Commission as a representative from District 2.

VOTE:	Jason D. Bellows	Aye
	Ernest W. Palin, Jr.	Aye
	Jack D. Larson	Aye
	William R. Lee	Aye
	Robert S. Westbrook	Aye

Mr. Lee stated that 1969 was the last year that schools in Lancaster County were segregated and in that same year, Brookvale High School won the state baseball championship.

He stated that championship was never recognized. He stated that, on June 16<sup>th</sup>, the Virginia High School League officially recognized that team as state baseball champions. He stated that he was going to work with Mr. Gill to see what the County can do to recognize and honor this team.

Mr. Bellows suggested a resolution along with whatever Mr. Lee suggests.

Mr. Lee stated that he received a call a few months ago from Captain Ulysses Turner, who had asked him about it since he had graduated in 1969. He stated that they determined that the first thing to do was to make sure that the state recognizes the championship. He stated that Mr. Turner worked on that and got the notice on June 16<sup>th</sup>. He stated that the County needs to do its part now.

Mr. Bellows stated that, in the same vein, he would still like to see the County's entrance signs updated to say something like "Home of the Champion Red Devils", instead of the littering fine.

Mr. Larson asked if there was a way to get the word to the members of the 1969 baseball team, so they could be present for the resolution presentation.

Mr. Lee stated that he knew most of the members and many of them have been in touch. He stated that some of the members live out of town now, but he would like to get as many to attend as possible.

Dr. Westbrook stated that they are generally limited in their selection of people to appoint to the various authorities, boards, commissions and committees because they only know a relatively small number of the people in their district and, although, they may have good candidates from within the pool of people that they know, there may be other, more recent arrivals in their districts who would prove to be as qualified or more qualified and may be equally motivated to serve.

Dr. Westbrook stated that they cannot know the interests of those people who are unknown to them and as importantly, some residents may not know of the opportunities available to them. He stated that they often reappoint someone who is coming to the end of their term if he or she indicates a willingness to serve again, but this is unfair to everyone outside of the circle of our acquaintance.

Dr. Westbrook stated that, to be fair to everyone in the County and to encourage everyone to share in their government, he was proposing that they advertise all potential future openings as a way to notify everyone throughout the County who may be interested in serving their neighbors. He stated that these advertisements should be prominently displayed on the County website and in the newspapers at a reasonable interval. He stated that the term potential future openings would include when a current member's term is due to be completed, even if they might wish to be considered for reappointment, their history, interest and qualifications would need to be compared to all other applicants.

Dr. Westbrook stated that he believed the best interests of the County would be better served by alerting every citizen of the opportunities available to them to serve their neighbors and he believed that the Supervisors would be in a better position to choose the best candidate.

Dr. Westbrook stated that, to reach out to as many people as possible about these opportunities, he moved that they modify a Board policy that was adopted in 1996 to advertise all future appointments, beginning immediately with the following positions: 1) Two positions on the Board of Directors for the Economic Development Authority, both terms to end in November, 2) One alternate position on the Wetlands Board whose term has expired, 3) Two positions on the Historic Resources Commission, one that has an expired term and one that is due to expire in December, 4) One position on the Social Services Board whose term will expire in December, 5) One position on the Building Code Appeals Board whose term will expire in December, 6) One member of the Broadband Authority to replace a member who has resigned and 7) Both at-large members of the Northern Neck Planning District Commission whose terms will expire in December.

Mr. Lee asked about why the 1996 policy was adopted.

Mr. Gill replied that he had a copy of the policy for everyone to look at because he knew that Dr. Westbrook was going to mention it at tonight's meeting. He stated that what the policy says is if a Board member cannot find someone to serve, then, at that point, they would advertise the vacant position. He stated that what Dr. Westbrook was suggesting is that they advertise first for every vacant position.

Mr. Larson stated that he supported Dr. Westbrook's suggestion and by advertising, they can bring more people in than just the ones that they may know. He stated that, with respect to advertising in the local paper, he wondered how often the ads would be run and thought that should be nailed down. He stated that using the County's website to advertise the positions is a good idea, too.

Dr. Westbrook stated that he had thought about that and suggested that they advertise twice a year and list every position that would be coming due.

Mr. Bellows stated that he thought advertising quarterly might be better.

Mr. Palin stated that he was in favor of leaving it the way it is as outlined in the 1996 policy. He stated that he would rather do his own appointments for his district and to keep it the way it is for equity purposes.

Dr. Westbrook stated that the decision of who to appoint would remain with the Supervisors and the advertising would give them a larger pool of people to consider. He stated that a Supervisor could always appoint the same person if they chose.

Mr. Lee stated that his concern was how would they ensure diversity on these various committees and boards because, at the present time, only Mr. Palin and he were appointing African-Americans. He stated that an effort has to be made to ensure diversity and advertising in

the paper and on the website would not be enough. He stated that, if the effort is not made, he thought that in five years all of the committees and boards would be made up of only white people. He asked his fellow Board members to think about who they have appointed over the last few years and how many times they went to an African-American to see if they wanted to serve.

Dr. Westbrook stated that they could rely on the general population to tell them if they are interested in serving rather than trying to browbeat people into taking a position.

Mr. Palin stated that he does not have to browbeat anyone into taking a position. He stated that the two citizens that he just appointed were happy to be asked. He stated that he had recognized them as being capable. He stated that his concern was that if they leave it that someone has to apply online, he did not think that would work.

Mr. Lee stated that a good example was Cassie Thompson, who he had asked to serve on the Broadband Authority. He stated that she would not have responded to an advertisement, but she did respond when personally asked and she was doing a fine job.

Dr. Westbrook stated that there would be nothing to prohibit a Supervisor from going to the people they know and asking them if they would like to serve. He stated that all he was trying to do is alert the general population of an opportunity.

Mr. Palin stated that he still liked the original memorandum.

Mr. Larson stated that he resented the suggestion that they are not going out to try to find the best candidates they can and what Dr. Westbrook is saying is that this is to supplement what they already do. He stated that each Supervisor will still be able to pick their best candidate. He stated that he did not agree that in five years there will not be any African-Americans on any of the boards or commissions because when he goes to try to fill a position he looks at who he thinks has the best qualifications and interest. He stated that he spends a lot of time and gives a lot of thought to who he appoints and will continue to do so regardless of the advertising.

Mr. Bellows stated that he tended to agree and it would allow the pool to be bigger, even though he would ultimately pick who he wants for the position. He stated that he has often had a hard time getting people to serve on the boards and committees. He stated that, often times, people may not even know that these opportunities exist.

Mr. Palin stated that the original memorandum from 1996 addresses the issue about if a Supervisor is having a hard time trying to find someone to fill a vacancy, then an advertisement can be placed. He stated that this has already been discussed before and he agreed with what was in place now.

Mr. Bellows called the question concerning Dr. Westbrook's motion.

VOTE:	Jason D. Bellows	Aye
	Ernest W. Palin, Jr.	Nay

Jack D. Larson	Aye
William R. Lee	Nay
Robert S. Westbrook	Aye

**VOTE: 3-2 (Motion carried.)**

Dr. Westbrook stated that, this past weekend, there was an unfortunate episode when an entire neighborhood within his district was disturbed, their peace and tranquility repeatedly transgressed by the wanton and boisterous acts of a group of short-term renters who chose to completely disregard the norms of society toward the full-time residents. He stated that this was at least the second time that it has happened and that the apparent understanding the County had with the property owner was only an illusion.

Dr. Westbrook stated that their first obligation should be to the full-time residents and this incident points out to him that they need to review and possibly modify our existing Short-Term Rental Ordinance. He stated that they might consider what Arlington County has had in place since 2016, which requires the owner to list that property as their primary residence, live on the property at least 185 days per year and limit the number of possible renters.

Dr. Westbrook stated that a fair and necessary inclusion into the ordinance, in his opinion, would also be a clear statement of the Neighbors Expectations and Rights.

Dr. Westbrook made a motion that the Board of Supervisors allows him to offer to empanel some of the aggrieved people from this neighborhood to meet with appropriate staff and with him to review our existing ordinance and compare it to that of other locations to help give them an assurance that what happened this past weekend will not happen again.

Dr. Westbrook stated that this particular property owner does not live here. He stated that if they made a restriction that the owner would have to live at the property six months out of the year, that would go far, in his opinion to ease the concerns of neighbors.

Mr. Bellows asked if the situation was a noise violation.

Dr. Westbrook stated that the neighbors had complained about cars racing up and down a private road and the incident is at least the second or third time that it has happened.

Mr. Bellows stated that it seemed like a speeding issue on a private road, so there would be no enforcement there that the Board of Supervisors or the Sheriff's Office could oversee.

Mr. Gill stated that was correct.

Mr. Bellows stated that if it was a noise violation then something could be done.

Dr. Westbrook stated that if a property owner signs an agreement that says there will be rules to go by when renting their property and then they don't do it, doesn't the County have some recourse.

Mr. Bellows stated that they should be able to revoke their ability to rent the property.

Mr. Gill stated that this particular property owner had not registered and Mr. Barnes has addressed that with a notice of violation.

Mr. Lee stated that along with empaneling the aggrieved people, the property owner who owns the rental house should also sit at that table or join the meeting via Zoom or a conference call. He stated that it should be any of the owners of these properties that are involved with short-term rentals, so that everyone will know about the issues.

Dr. Westbrook stated that he could invite the owners as well.

Mr. Larson stated that his concern was about the requirement that an owner would have to live at the property six months out of the year. He stated that, in his opinion, that would be very limiting. He stated that they have passed an ordinance that taxes these businesses and he would prefer that staff time be spent on making sure that these places are meeting that obligation. He stated that they were trying to promote economic development and activity, so he would not support a change to the ordinance that would require that the owner live at that property six months out of the year. He stated that another aspect was that if something like that was put into the ordinance, then how would it be enforced.

Mr. Palin stated that he agreed with Mr. Larson and had been thinking along those same lines.

Mr. Bellows stated that he had no issue with Dr. Westbrook talking to the neighbors about these issues.

Mr. Bellows called the question concerning Dr. Westbrook's motion.

VOTE:	Jason D. Bellows	Aye
	Ernest W. Palin, Jr.	Nay
	Jack D. Larson	Nay
	William R. Lee	Nay
	Robert S. Westbrook	Aye

**VOTE: 2-3 (Motion failed.)**

Mr. Palin stated that part of the motion he could not support, but Dr. Westbrook meeting with the neighbors he would support.

Mr. Bellows stated that he was not in favor of either of the ordinances dealing with short-term rentals to begin with because people should be able to do what they want with their property as long as it doesn't infringe on the rights of others. He stated that the ordinances that are in place for such things as noise violations should apply to everyone across the board.

Mr. Larson referred to private roads and stated that there were very few private roads in the County and there is no obligation of the County to maintain them. He stated that he agreed with Mr. Palin that if Dr. Westbrook wanted to have a meeting with the aggrieved neighbors, he was in favor of him doing so.

Mr. Bellows stated that the property owner had not registered or paid the fee and asked what the next step would be.

Mr. Cornwell stated that the property owner would be sent a notice of deficiency which Mr. Barnes has done.

Mr. Bellows asked if the issue went as far as the court system could the owners be forced to pay attorney's fees.

Mr. Cornwell replied that the judge may order that.

Mr. Bellows stated that he was not in favor of these ordinances at first, but the policies are now in place, so they need to be enforced. He stated that if they start enforcing them to that level, then everyone will get the notice. He stated that no one wants to go to court and have to pay legal costs when they could have just paid a registration fee and some taxes.

Mr. Bellows asked Mr. Cornwell if there would eventually be a lien on the property if the owner did not pay once the judge has ruled against them.

Mr. Cornwell replied yes.

Mr. Gill stated that they had discussed in the past about how to identify the short-term rentals located within the County. He stated that he has found a website called AirDNA which may locate all of the short-term rentals that are advertised on the various sites like AirBNB and VRBO. He stated that the subscription is \$20 per month for each area in the County to obtain the list of addresses, so the total is \$100 per month. He stated that would be the easiest way to find out how many short-term rentals are operating in the County. He stated that his plan is to subscribe to the service to at least get an initial list and subscribe for the shortest term possible and then revisit it on an annual basis to see if additional properties have been added.

## **COUNTY ADMINISTRATOR**

Mr. Gill stated that he wanted to discuss the CARES Act funds. He stated that they have received the agreement back from the Town of Kilmarnock and their check will be dispersed next week. He stated that he had not received the agreements yet from the towns of Irvington or White Stone. He stated that the Town of Kilmarnock is going to be asking the Economic Development Authority (EDA) to be their dispersing agent for funds that the town intends to grant to for-profit businesses. He stated that the Code of Virginia limits political jurisdictions on who they can give money to and they are not able to give to for-profit businesses. He stated that the EDA had a special meeting yesterday and will meet again on July 16<sup>th</sup>. He stated that the Town of Kilmarnock will be giving a portion of their CARES Act allocation to the EDA, so that the EDA can write the checks, but the town will do the actual vetting of businesses to see who will receive funds. He stated that, if the County wishes to follow suit and provide some money for small for-profit businesses, it would need to funnel the money to the EDA and let that group do the vetting. He stated that they would also need to come up with a procedure and an application. He asked if the Board of Supervisors would like to give the EDA some “seed money” for lack of a better term from the CARES Act funds to facilitate helping small for-profit businesses in the County and outside of town jurisdictions.

Dr. Westbrook suggested waiting to hear what the consultant from Camoin Associates says if it would be a good investment to make.

Mr. Gill stated that a member of the EDA, Jeff Szyperski, said in the meeting yesterday that Chesapeake Bank had processed over \$70 million dollars in the Paycheck Protection Program. He stated that the bank serves other areas, so it was not just Lancaster County. He stated that Mr. Szyperski said that a lot of that money will be running out and there will be a need for another cash infusion. He stated that the Town of Warsaw and Richmond County has a grant program that is utilizing the CARES Act funds with a maximum of \$5,000 per business. He stated that they have a seven-page application that is geared to small businesses and not chain stores or franchises. He stated that he thought that the EDA would like to know that they have access to some of the CARES Act funds before they go through a lot of steps. He stated that the County has a little over \$700,000 that it will need to disperse before December 30<sup>th</sup> or it will have to be refunded. He stated that some of the funds will go towards direct expenses such as cleaning supplies, materials used for the Plexiglas shields, applying overages for the refuse sites and upgrading the audio and video in the meeting room to make it easier to conduct Zoom meetings.

Mr. Bellows stated that, when reading through the requirements of the CARES Act funds, one of the points was to provide grants to affected businesses in the local community. He stated that he thought it would be a good idea to earmark some of the CARES Act funds for the EDA to help out some of the local businesses.

Mr. Bellows made a motion to earmark \$100,000 of the CARES Act funds for the EDA to help the small businesses in the community.

Mr. Lee stated that he was concerned about the vetting of those businesses and wanted to make sure that all small businesses get an equal shot at receiving funds.

Mr. Larson stated that he was concerned about the oversight of the funds as well. He stated that they want to make sure that the money is spent in accordance with the guidelines. He stated that the EDA does not have much experience with for-profit businesses and the Board of Supervisors should have the final say in who receives the funds.

Mr. Bellows stated that he would want the EDA to develop the criteria of who should receive the funds.

Mr. Cornwell stated that he had shared with Mr. Gill the criteria, process and procedure documents from other jurisdictions, such as Chesterfield County. He stated that there will be a procedure for applications and approval.

Mr. Bellows stated that he would add to his motion the language of the EDA going through the proper procedures and process of approving applications before dispersing funds.

Mr. Lee stated that he was still concerned about the oversight of the EDA concerning this issue.

Dr. Westbrook asked if anyone thought it was ironic that now that businesses are starting to open back up, they are talking about giving them money. He stated that he thought they should let it evolve and if a business needed the money, they could apply for it. He stated that he would rather do that than rubber stamp \$100,000 for the EDA to distribute the best way it can.

Mr. Gill asked Mr. Cornwell if it would be a better idea if the EDA did all of the vetting of the businesses and then came to the Board with identified businesses and an amount of money.

Mr. Cornwell replied that would be one way to handle it. He stated that he did not think the EDA members would want to go through this process if there is no understanding that there would be funds.

Mr. Bellows agreed and stated that was why he wanted to set aside some funds earmarked for local businesses.

Mr. Larson suggested giving the EDA a planning figure because they don't know if \$100,000 is the right number. He stated that he would hold off on giving the EDA any money yet and let them identify the small businesses that are hurting because of the pandemic.

Mr. Bellows stated that was what he was suggesting and that the amount would be up to \$100,000 for the purpose of helping small businesses. He stated that he did not mean to write the EDA a check for that amount.

Mr. Larson stated that he thought the motion should be stated to say that the amount would be a planning figure.

Mr. Gill stated that he thought the EDA just wanted some assurance that if they are going to go through the procedure to vet small businesses that the money will be there.

Mr. Bellows amended his motion to say that if the EDA goes through the procedures to identify small for-profit businesses that have been affected by COVID-19, they will have up to \$100,000 from the CARES Act funds to help with that purpose.

Dr. Westbrook stated that some businesses may need much more money than others.

Mr. Cornwell stated that all of the processes he has seen have capped the contribution such as \$5,000 or \$10,000 per business.

Mr. Larson stated that there was another project that he was concerned may fall by the wayside since the resignation of Dr. Gary Silverman and that was the idea of having hot spots in the County for broadband. He stated that, in his opinion, it is a legitimate project and if they have to continue school closures there will be a need for having these hot spots throughout the County where there is limited broadband capabilities. He stated that would be a good use of the CARES Act funds.

Mr. Bellows stated that he thought the school system had done some of that already.

Mr. Gill stated that the school system has provided hot spots that are accessed through cell phones and what Mr. Larson was talking about is basically a pole that has high-speed internet capability and people could drive to these areas for access to free wifi. He stated that the Broadband Authority, along with a consultant, had identified quite a few areas that could provide this service. He stated that if all of those areas were funded, it would take up most of the CARES Act money that has been allotted to the County. He stated that Dr. Silverman had prioritized the most needed areas and brought the total number of poles down to seven or eight. He stated that he would do more research on this issue and try to bring it back to the July meeting. He stated that he thought it was an excellent use of the funds.

Mr. Bellows called the question on his amended motion.

VOTE:	Jason D. Bellows	Aye
	Ernest W. Palin, Jr.	Aye
	Jack D. Larson	Aye
	William R. Lee	Aye
	Robert S. Westbrook	Abstain

**VOTE: 4-0-1 (Motion carried.)**

Dr. Westbrook asked if they were going to agree on a procedure for spending some of the CARES Act money. He stated that he was anxious to have cameras in the meeting room and streamline the meetings through the website and a public access channel.

Mr. Gill stated that he would try to put together a list of what CARES Act money has been spent to date and what the County might want to consider to use the funds for in the future.

**ADJOURNMENT**

Motion was made by Mr. Bellows to adjourn the meeting.

VOTE:	Jason D. Bellows	Aye
	Ernest W. Palin, Jr.	Aye
	Jack D. Larson	Aye
	William R. Lee	Aye
	Robert S. Westbrook	Aye