

Staff Briefing Meeting, Monday, March 24, 2025, 1:30 PM Government Center Main
Board Room

1. **ROLE CALL:**

Gerald Garber
Butch Wells
Jeffrey Slaven
Pam Carter (VIA ZOOM)
Michael Shull
Carolyn Bragg
Scott Seaton
Timothy K. Fitzgerald County Administrator
Jennifer M. Whetzel, Deputy County Administrator
James Benkahla, County Attorney
Doug Wolfe, Director of Community Development
Misty Cook, Finance Director

VIRGINIA: At an adjourned meeting of the
Augusta County Board of
Supervisors held on Monday,
March 24, 2025, at 1:30 PM at
the Government Center Main
Board Room, and in the 249th
year of the Commonwealth...

Ms. Bragg moved, seconded by Mr. Shull, that the Board allow Ms. Carter to join the meeting via Zoom.

Vote was as follows: Yeas: Garber, Wells, Slaven, Shull, Bragg, and Seaton
Nays: None
Absent: Carter

Motion carried.

2. **VDOT**

a. Report by VDOT.

Don Komara, Residency Administrator, discussed the VDOT status report of March 24, 2025.

The Board accepted the report as information.

3. **Fire-Rescue**

a. Report by Staff.

Greg Schacht, Fire Chief, discussed the Fire and Rescue year-end report.

The Board accepted the monthly report as information.

4. **29th Division Museum**

- a. Presentation by Jimmy Kilbourne and Dr. Rick Potter.

Jimmy Kilbourne, Museum Director, updated the Board on the cabin being built in front of the museum.

The Board accepted the update as information.

5. **PDC Update**

- a. Update from Jeremy Crute.

Jeremy Crute, Director of Planning for the Central Shenandoah Planning District Commission, updated the Board on the Central Shenandoah Regional Housing Study.

The Board accepted the update as information.

6. **Extension Office Update**

- a. Update from Staff.

John Benner, Extension Office, gave an Extension Office staff update. Matt Booher has left an extension position and moved over to an NRCS Virginia Tech Partnership.

Doug Horn, Crop Agent retired effective July 31 and Ashley Craun, 4H Program Assistant has moved to the Extension Agent for 4-H in Rockingham. Rosemary Life is the new Crops and Soils Extension Agent and will be housed in Rockingham County.

Morgan Cole is the new 4-H Program Educator.

The Board accepted the update as information.

7. **Library Update**

- a. Update from Staff.

Jennifer Brown, Director of Augusta County Library, presented the Board with an update on the library.

The Board accepted the update as information.

8. **Contract Amendment-Entrance Sign for Government Center**

- a. Discuss a contract amendment for design services for a new entrance sign at

the intersection of Lee Highway and Dick Huff Lane for the Government Center.

Timothy Fitzgerald, County Administrator, discussed a contract amendment for design services for a new entrance sign at the intersection of Lee Highway and Dick Huff Lane for the Government Center in the amount of \$12,629.00.

The Board authorized placing on the Wednesday, March 26, 2025 regular meeting agenda.

9. **County BMP Maintenance 2025, RFP**

- a. Discuss awarding the contract to Brooks Land Services, LLC of Stuarts Draft for up to \$25,000.00 for the current fiscal year.

Doug Wolfe, Director of Community Development, discussed awarding the contract to Brooks Land Services, LLC of Stuarts Draft for up to \$25,000.00 for the current fiscal year.

The Board authorized placing on the Wednesday, March 26, 2025 regular meeting agenda.

10. **Garbage Removal-Celebrity Lane, Fishersville**

- a. Discuss removal of garbage-Augusta County Code Section 15-21.

Mr. Wolfe discussed removal of garbage, according to Augusta County Code Section 15-21, on Celebrity Lane.

The Board agreed that something needed to be done to take care of the issue.

11. **Matters to Be Presented by Staff**

The following was discussed:

1. Mr. Fitzgerald discussed the two Augusta County Landfill Property Leases between Charley Schooley and Jesse Hershberger. Authorization of the Board of Supervisors and Staunton and Waynesboro City Councils are required to renew the lease agreement.

The Board authorized placing on the Wednesday, March 26, 2025 regular meeting agenda.

2. The Board Budget Worksession will begin at 8:30 a.m. on Monday, March 31, 2025 in the Smith West room. The 5-Year Financial Plan was given to the Board

for their review prior to the Budget Worksession.

12. **Matters to Be Presented by the Board**

Dr. Seaton thanked the County Attorney for his work on the Bunny Lu Rescue Ordinance. He also questioned the status of the playground at the Fishersville Library property and the status of the broadband project.

Mr. Fitzgerald stated that as a result to the Comprehensive Plan there will be a recommendation for a Parks & Recreation Plan. The plan for the playground is on hold until the Comprehensive Plan and potential Parks & Recreation Plan are completed.

13. **Closed Session**

On motion of Mr. Wells, seconded by Mr. Shull, the Board went into closed session pursuant to:

(1) the personnel exemption under Virginia Code § 2.2-3711(A)(1)

[discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body]:

- a. County Attorney
- b. County Administrator
- c. Boards and Commissions: Central Shenandoah Planning District Commission

(2) the real property exemption under Virginia Code § 2.2-3711(A)(3)

[discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body]:

- a) Augusta County Courthouses and Zapton Building in downtown Staunton

(3) the economic development exemption under Virginia Code § 2.2-3711(A)(5)

[discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of its interest in locating or expanding its facilities in the county]:

- a. Proposed Office space, flex space, storage facilities, manufacturing

facilities, utility and mixed use development.

Vote was as follows: Yeas: Garber, Wells, Slaven, Shull, Bragg, and Seaton
Nays: None
Absent: Carter

Motion carried.

* * * * *

On motion of Dr. Seaton, seconded by Mr. Shull, the Board came out of Closed Session.

Vote was as follows: Yeas: Garber, Wells, Slaven, Shull, Bragg, and Seaton
Nays: None
Absent: Carter

Motion carried.

* * * * *

The Chairman advised that each member is required to certify that to the best of their knowledge during the closed session only the following was discussed:

1. Public business matters lawfully exempted from statutory open meeting requirements, and
2. Only such public business matters identified in the motion to convene the executive session.

The Chairman asked if there is any Board member who cannot so certify.

Hearing none, the Chairman called upon the County Administrator/ Clerk of the Board to call the roll noting members of the Board who approve the certification shall answer AYE and those who cannot shall answer NAY.

Roll Call Vote was as follows:

Yeas: Garber, Wells, Slaven, Shull, Bragg and Seaton
Nays: None
Absent: Carter

Motion carried.

The Chairman authorized the County Administrator/Clerk of the Board to record this certification in the minutes.

Minutes approved by the Board on Wednesday, April 9, 2025. The signed minutes can be reviewed in the County Administrator's Office.

Chairman

County Administrator