

June 16, 2020

Clarke County Board of Supervisors  
Regular Meeting  
Main Meeting Room

1:00 pm

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2<sup>nd</sup> Floor, Berryville, Virginia conducted on Tuesday, June 16, 2020.

#### Board Members

Present Afternoon Session: Doug Lawrence – Russell District; Matthew E. Bass – Berryville District; David S. Weiss – Buckmarsh / Blue Ridge District; Terri T. Catlett - Millwood / Pine Grove District; Bev B. McKay – White Post District

Absent Afternoon Session: None

#### County Staff Present

Brenda Bennett, Chris Boies, Tiffany Kemp, Cathy Kuehner, Brian Lichty, Brandon Stidham, Brianna Taylor

#### Constitutional / State Offices / Other Agencies

Chuck Bishop, Barbara Bosserman, Ed Carter, Sheriff Anthony “Tony” Roper

#### Press

Mickey Powell

#### Others Present

Ross Oldham

1) Call to Order

Chairman Weiss called the afternoon session to order at 1:03 pm.

2) Adoption of Agenda

- Add to the consent agenda Authorization of Public Hearing – PH-2020-04 to be held on July 21, 2020 to hear citizen comments on the boundary line adjustment between Warren County and Clarke County.

**Vice Chair McKay moved to adopt the agenda as modified. The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

3) Citizens Comment Period

Ross Oldham, Paris: appeared to address the Board on the removal of the Confederate monument from the courthouse grounds. He put forth the following points:

- Suggested transitioning the monument to a more appropriate location of historical earning such as the Clarke County Historical Society or somewhere on the grounds of the Battle of Berryville.
- The statue represents a long lasting sentiment of control and oppression over African Americans.
- It is a statue that memorializes the losers struggle of a battle for independence in effort to maintain the institution of slavery.
- The statues presence at the courthouse defies all logic and is morally repugnant.
- According to the Clarke County Historic Society the statue was placed at the County seat of power July 21, 1900, nearly 35 years after the conclusion of the war.

- Then and now it serves as a hateful reminder that while the institution of slavery was defeated those in power would support erecting a monument memorializing the losing side, that had it won would have kept African Americans in bondage.
- People owning people, a mindset rooted in the belief that one man is superior to another based solely on his race.
- The Confederacy lost and yet, even though they lost, the underlining sentiment of those who sought to remember the fallen Confederate soldiers from Clarke County, omits the end goal of the soldiers called to arms, the defense of the institution of slavery.
- The statue is etched with the following: “Erected to the memory of the sons of Clarke who gave their lives in defense of the rights of the states and of constitutional government.”, “Fortune denied them success, but they achieved imperishable fame.”
- The Confederacy was fighting for states’ rights. They fought for their State’s right to run their economy as they saw fit. And since the Confederacy was agrarian based economy, its economic survival was founded on and required enslaved labor. The Confederacy could have never maintained their economic success without slaves.
- The Confederacy fought for a constitutional government. But look no further than the Confederate constitution to see what that constitutional government was founded on. The Confederate constitution explicitly stated that “no bill or law ... denying or impairing the right of property in African American slaves shall be passed.”
- Those that fought for the Confederacy were traitors against the United States of America. Can you think of any other nation, any other war, where the losers retained so much influence, were able to whitewash history so well, that they could erect a monument at the county courthouse glorifying those that fought and lost?
- Had we lost the American Revolution, would the British have allowed the traitorous colonists to erect memorials in front of their courthouses?
- According to the 1860 census prior to the start of the Civil War, 47% of Clarke County inhabitants were enslaved peoples. That monument symbolizes that had those men have been successful, 47% of Clarke County would have remained enslaved.

- Think about that. Every person who walks into that complex sees a statue that memorializes men that fought to keep nearly half of the county enslaved.
- Its time let's move it to where is belongs.

Chairman Weiss offered the following remarks:

- As a Board, this issue has not been discussed; the Board is sensitive to this issue.
- Appreciate you coming forward and giving a very well thought out and well researched plea.
- Believes that the Board will be discussing this in the near future, the goal of our Board is to represent all citizens' views. Bring the community forward as one and find a way to answer concerns and to work very carefully and sensitively to all concerns of citizens.
- We do not want fear in our minority community. We are opposed to things represented by the Confederacy, but we also do not want to upset and cause fear within other areas of our community.
- We certainly do not uphold any racism or any racist attitudes, and we will not discuss anything that upholds racist attitudes.
- This is a complicated issue; so, if the community will give the Board time to reflect on how to best move forward, we will do that in a serious and thoughtful manner.

#### 4) School Update

Chuck Bishop, Superintendent, provided the following update to the Board of Supervisors.

- End of 2019-2020 school year, over on March 13, for next two weeks stayed on path, then closed.
- When closure happened, prepped for the remainder of the year.
- Implemented to close out third quarter from March 30 to April 9.
- April 14 to June 5 kept students engaged but not graded.
- The fourth quarter was not graded because we did not want students to be penalized for what they could not have, for example, students with no internet could not access assignments.

- All GPA averages and final grade averages were compiled at the end of the third quarter.
- Since closure began, started serving meals over 43,300 meals not counting today or tomorrow.
- Reimbursement: Breakfast \$2.16 and Lunch \$3.76.
- There is revenue that is coming into the division even though schools have been closed. This does not equate to the revenue that we receive during a school year, but we do have revenue coming in.
- Food service plan will continue throughout the summer, have approval to continue until August 25, 2020. Allowable under USDA Summer Feeding Program.
- Clarke County typically does not qualify to participate because of the relative wealth of the community.
- Participation among students has been strong, attendance records for remote / online learning show that students were on and working on assignments. Participation rating percentages were as follows:
  - Clarke County High School 87%.
  - Johnson William Middle School 91%
  - D.G. Cooley Elementary School 79%
  - Boyce Elementary School 67%
- Biggest challenge per our parent and teacher survey was the lack of internet service. Know that this will have to be addressed to move forward.
- Overall, from the survey, most stated that this was a bad situation and the school system made the best of it. Did learn ideas of how to move forward in this situation in the future.

Vice Chair McKay asked if Chuck Bishop could put together a map or chart to show the students who could not access internet. Expressed that this would help us try to figure out ways to get internet to those locations.

Chuck Bishop stated that he knows where the pockets in the community are, adding that there are 119 households with 199 students who could not get high speed broadband. Adding that he would send the raw data to Chris Boies.

- At the end to celebrate, students at Johnson William Middle school had a virtual student awards program, the elementary schools did something similar, and high school graduation ceremony was covered by the Winchester Star.

- The graduation ceremony took a significant amount of planning. The Sheriff's Department was awesome to work with, and everyone had the commitment that our students would be recognized.
- Those students lost a third of their senior year, lost out on spring sports and prom.
- Baccalaureate and the senior awards program were held virtually at the high school.
- Graduation went very well for the scenario, the way it was done allowed students to have a one on one ceremony and receive recognition that was more individual based than the traditional ceremony. Photos were taken throughout and we had more local photographers taking those photos.
- Next year is going to be interesting; we have a set of guidance documents from the Department of Education that were developed with CDC and Virginia Department of Health recommendations in place.
- The State has a three-phase opening plan for education.
- Phase one we can serve extended school year students or compensatory services, special education that is primarily remote.
- Phase two the restrictions allow us to offer pre-k to third grade services and English as a second language services.
- Offering remote summer school services to special education students.
- Phase three allows for more in-person teaching and learning.
- Chuck Bishop then showed the Board two pictures, the first of a classroom with no restrictions with 20 desks and the second with the restrictions of six feet of social distancing allowing only room for 10 desks.
- Significantly reduces the number of students in each classroom.
- School divisions are forced to choose the type of plan; the two extremes are either 100% remote or 100% in class learning.
- Forced to implement an alternative schedule, looking at all of the students being divided into two groups, orange and blue groups. Orange group might attend in class learning on Monday and Wednesday and the blue group might attend in class learning on Tuesday and Thursday. On the days not attending in class learning, would be remote learning; and all students would be remote learning on Fridays.
- Likely that many of the special education students and English as a second language students would be in the building more frequently.
- The plan also speaks to equity, in order to provide equitable service to an IEP, we are bound to do certain things with students to qualify for those services.

Therefore, we want to make sure we are meeting those requirements for the approximate 220 IEP students in the division.

- We will also give the families the option of choosing remote learning if they want.
- We will have to work with staff members, if they have a preexisting condition, any of those teachers would qualify as virtual learning instructors for the group that choose remote learning.
- School divisions all over the State are struggling to find ways to get students back in school.
- Concern as a Superintendent and as a parent is that this will have an impact on this entire generation of students negatively. We have to try to overcome that and get back to normal at some point.

Supervisor Catlett stated that at the School Board meeting there were many good questions and concerns. The meeting was streamed on YouTube and there were 60 to 70 viewers.

- All documents are on the Department of Education Covid-19 page and reopening page.
- Social distancing applies to transportation, a 65-passenger bus can carry ten students and a 77-passenger bus can carry 12 students.
- Both students and staff will be health screen every time they come in next year.
- Many moving parts and we will move forward the best we can.
- This has all been a great partnership between all county agencies, all worked together to make the best out of the situation.

Chris Boies asked for better understanding of internet speeds needed. Chuck Bishop confirmed that the virtual learning will be a combination of live streaming and downloading materials.

Supervisor Bass asked if there is a chance for reevaluation in the late fall or early winter as to what the spring 2021 schedule will look like. Chuck Bishop stated that this is a moving target and it changes every day, adding that they have been told to prepare for rolling school closures throughout the entire school year. Opining that everything could be running smoothly for two months and then, we would have to shut down with no grace period and have to start remote learning immediately.

Chris Boies and Chuck Bishop confirmed that the three phases of reopening for education resemble the business reopening model but it is not entirely in concert with that plan.

Chairman Weiss opined that the Board is ready to help in anyway, including political pressure. Adding that he believes that the personnel in Richmond are on a zero risk tolerance but that is not how this Country is going to get back to work and school; so, they will have to find new and better ways. Personal view is that if you have a population that is least at risk and the most easily tested, to not allow them back into buildings in a more aggressive manner is not the right way to go.

Chuck Bishop opined that this is hard because we are told that we cannot have large congregations; but, we can do an alternate setting, which means childcare has to happen somewhere. So, instead of congregating in the schools, they may be congregating in a childcare facility.

Chairman Weiss stated that the Board appreciates all of the hard work from all of the staff.

Chuck Bishop thanked the Board and told them that this will be an expensive endeavor but the school will make it work.

##### 5) VDOT

The following update was provided to the Board of Supervisors by Ed Carter, Residency Administrator.

###### Maintenance:

- We began patching on routes for the 2021 surface treatment schedule and will continue this month.
- Completed ditching operations on routes 644, 655 and 634.
- We will begin adding shoulder stone on Rt. 644, Gun Barrel Rd.
- Finished incidental patching on Rt. 7 east from Rt. 632 to Rt. 635.
- Completed the first round of mowing on routes 255, 7 business and 340 business
- Started the first round of mowing on secondaries.
- We will complete the secondary mowing this month.
- Began pipe replacements on Rt. 761 between Rt. 661 and the Frederick County line.

- We will complete replacements this month.
- Addressed pothole patching and storm debris removal as needed.
- All projected work is weather dependent.
- July looking to put a group together to do residency piping (trial basis).

Board Issues:

*SSYP & Budget Impacts*

- By this time in the past we had the SSYP done but Covid presented VDOT with unique crisis because revenue projections are down.
- At this time, we still do not know what that SSYP will look like.
- Comfortable with anything funded to June 30, 2021 is set and the money is available.
- Beyond June 30, 2021 will depend on the model based on the revenue projection.
- For Clarke County, Janesville Road will get done this summer. Right now, anything beyond that we do not know.
- For Public Hearing requirements it is still being discussed in Richmond. The one from last year for 2021 still stands because there were no changes.
- Route 7 safety improvements are under HSIV funds so that work should not be effected.
- The secondary roads are currently on hold until we receive information from the financial personnel.

*Weed Control Spraying*

- Approximately 85 shoulder miles of spraying in the county has been completed.

*Hillsboro Project*

- So far, it is going fairly well, the biggest reason it has gone well in Clarke County is because of Sheriff Roper and Chief Deputy Sumption. They have done an outstanding job coordinating with VDOT and exchanging information.
- Hillsboro has approached the NOVA people to extend the full closure until the end of August while the Covid traffic counts are lower.

- Initially in March and April the traffic counts dropped down by better than 50%.
- Traffic counts are starting to come back up but they are still down compared to normal non-Covid traffic.
- Two weeks ago we were averaging 17,000 vehicles per week traveling on Route 7 East and West. Last week the traffic counts jumped up to approximately 58,000.
- Pre-Covid the average was approximately 26,000 per day, so we are still down significantly.
- At this time no decision has been made, Hillsboro still has to submit data and schedules, if they do this and the weather stays good, we should be seeing an earlier opening of the full Route 9 come next spring. This also eliminates the need to have any more closures in 2020.
- If data supports it and the schedule meets what we need there will be no more closures in 2020, the next closure would be partial closures in order to put crosswalks in.
- The other discussion was because of the incident on Route 7 bridge, concerned that there needed to be a contingency plan in case Route 7 needed to be closed for four to five days. Their plan is to be able to open Route 9 to at least one-way traffic within two hours.
- Another reason for the extended closure is to complete the utilities, do the trenching and replace manholes in the street close to the poles. Now the utilities personnel have stated that the poles are too brittle, so they would have to move things over so they can guarantee safety to hold the poles while they are working.
- Traffic thresholds have been set and VDOT stated that as long there is not three consecutive like-failures, for examples not being able to turn left onto 340 or traffic backed up on Route 7 from westbound off ramp onto 340, then we can handle it.
- Waiting for their scheduling and proposals.
- No decision has been made this is just what they are asking for, VDOT believes that this is a decent thing to do because of the lower traffic counts caused by Covid.

Vice Chair McKay opined that extending the closure makes sense.

Supervisor Catlett stated that we have been fortunate with the decrease in traffic. Adding that Hillsboro is dealing with the residents and businesses being effected by the closure, so it will be interesting to see the plans they make.

Chairman Weiss expressed that the Board supports VDOTs method. Ed Carter stated that traffic data is collected and reviewed every day. Chairman Weiss added that the Board appreciates the Sheriff's department for their management throughout this project. Ed Carter added that the Sheriff's Department has also been able to keep traffic down to below pre-Covid levels on Route 612.

Supervisor Lawrence:

- Pipes on Old Charlestown Road look good. He asked what could be done to raise the road around the bridge since that part of the road will not be included in the bridge construction when that happens in the future. Ed Carter stated that unfortunately it depends on the hydraulic flow through that area, adding that backwater does not affect asphalt the same way that hydraulic flow does.
- Bees and Butterfly agreement: is there a way for counties to opt out of that agreement. Ed Carter stated that the agreement was entered in by the State and that he would have to look at the agreement to see if it had a timeframe or if it was in place forever. Supervisor Lawrence stated that he would send a follow up email.
- Is there a process the County has to go through to have memorial signs removed. Ed Carter stated that he would check the requirements.
- If the mower or the wind from the cars on the highway is carrying seeds from Johnson grass. Ed Carter said he would ask his roadside manager.

Vice Chair McKay

- There is a hole on Old Chapel road in the pavement, will send you the closest address.

Supervisor Catlett

- Thanked VDOT for the signage in front of Trips.
- Pyletown Road on the railroad trackside coming onto 340, to the left keep mowed because it is hard to see.

Chairman Weiss:

- 1655 Lockes Mill Road, Rolling Hills Farm over years when snow is pushed the asphalt has been damaged, is there anything that can be done.

6) Approval of Minutes

May 19, 2020, Regular Meeting

**Vice Chair McKay moved to approve the May 19, 2020 Regular Meeting minutes as presented.** The motion carried by the following vote:

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

7) Consent Agenda

2020-10R Resolution Designation and Publicly Identifying the Freedom of Information Officer for the Clarke County Board of Supervisors

**Resolution Designating and Publicly Identifying the Freedom of Information Officer for the Clarke County Board of Supervisors  
2020-10R**

**Whereas**, the Code of Virginia sets forth in Chapter 37 Freedom of Information Act § 2.2-3704.2. Public bodies to designate FOIA officer:

- A. All state public bodies, including state authorities, that are subject to the provisions of this chapter and all local public bodies that are subject to the provisions of this chapter, shall designate and publicly identify one or more Freedom of Information Act officers (FOIA officer) whose responsibility is to serve as a point of contact for members of the public in requesting public records and to coordinate the public body's compliance with the provisions of this chapter.
- C. For such local public bodies, the name and contact information of the public body's FOIA officer to whom members of the public may direct requests for public records and who will oversee the public body's compliance with the provisions of this chapter shall be made available in a way reasonably

calculated to provide notice to the public, including posting at the public body's place of business, posting on its official public government website, or including such information in its publications.

- E. Any such FOIA officer shall possess specific knowledge of the provisions of this chapter and be trained at least annually by legal counsel for the public body or the Virginia Freedom of Information Advisory Council (the Council) or through an online course offered by the Council. Any such training shall document that the training required by this subsection has been fulfilled.
- F. The name and contact information of a FOIA officer trained by legal counsel of a public body shall be (i) submitted to the Council by July 1 of each year on a form developed by the Council for that purpose and (ii) updated in a timely manner in the event of any changes to such information.

**Now, Therefore Be It Resolved**, effective July 1, 2020, the Clarke County Board of Supervisors:

- 1) Names Tiffany Kemp, Freedom of Information Officer to the Clarke County Board of Supervisors, replacing Lora B. Walburn, Freedom of Information Officer October 30, 2002, through June 30, 2020.
- 2) Orders contact information for Tiffany Kemp be made publicly available and PD-121101-04 General Government Policy: The Rights of Requesters and the Responsibilities of the County of Clarke under the Virginia Freedom of Information Act be updated accordingly on its website, [www.clarkecounty.gov](http://www.clarkecounty.gov), and the revised document distributed to all general government department heads.
- 3) Acknowledges that Tiffany Kemp has successfully completed DLS – Freedom of Information Act – FOIA training on April 24, 2020, and holds a certificate of completion.
- 4) Instructs staff to submit on the appropriate form notice of its action to Freedom of Information Advisory Council by July 1, 2020, of its public designation of Tiffany Kemp replacing Lora B. Walburn.

**Adopted** this 16th day of June, 2020, by the Board of Supervisors, County of Clarke, Virginia.

---

David S. Weiss, Chair

2020-11R Resolution Designation Records Officer for the Clarke County Board of Supervisors and Clarke County General Government Reporting to the County Administrator

**Resolution Designating Records Officer for the Clarke County Board of Supervisors and Clarke County General Government Reporting to the County Administrator  
2020-11R**

**Whereas**, the Code of Virginia sets forth in Title 42.1. Libraries Chapter 7. Virginia Public Records Act. § 42.1-85. Records Management Program; agencies to cooperate; agencies to designate records officer.

- C. Each state agency and political subdivision of this Commonwealth shall designate as many as appropriate, but at least one, records officer to serve as a liaison to The Library of Virginia for the purposes of implementing and overseeing a records management program, and coordinating legal disposition, including destruction, of obsolete records. Designation of state agency records officers shall be by the respective agency head. Designation of a records officer for political subdivisions shall be by the governing body or chief administrative official of the political subdivision. Each entity responsible for designating a records officer shall provide The Library of Virginia with the name and contact information of the designated records officer, and shall ensure that such information is updated in a timely manner in the event of any changes.

**Now, Therefore Be It Resolved**, effective July 1, 2020, the Clarke County Board of Supervisors:

- 5) Names Tiffany Kemp, Records Officer to the Clarke County Board of Supervisors and Clarke County General Government reporting to the County Administrator, replacing Lora B. Walburn, Records Officer October 30, 2002, through June 30, 2020.
- 6) Instructs staff to complete and submit on the appropriate form notice of its action to the Library of Virginia by July 1, 2020, of its designation of Tiffany Kemp replacing Lora B. Walburn.

**Adopted** this 16th day of June, 2020, by the Board of Supervisors, County of Clarke, Virginia.

---

David S. Weiss, Chair

2020-12R Resolution Designating Clarke County as a Destination Marketing Organization (DMO)

**Resolution Designating Clarke County as a Destination Marketing Organization (DMO)  
2020-12R**

**Whereas**, the County of Clarke wishes to increase tourism opportunities;

**Whereas**, the Commonwealth of Virginia's Tourism Corporation coordinates marketing activities solely with Destination Marketing Organizations within the state to market the Commonwealth as a premier travel destination;

**Whereas**, the advantage of being a Destination Marketing Organization within the Commonwealth would allow for partner opportunities and grant applications;

**Whereas**, increasing tourism to the County of Clarke would serve to increase local business, in turn increasing tax revenues to the County and surrounding area;

**Now, Therefore Be It Resolved**, by the Clarke County Board of Supervisors this 16th of June, 2020 requests the Virginia Tourism Corporation to recognize Clarke County as a Destination Marketing Organization.

**Be it still further resolved**, that the Director of Economic Development & Tourism is authorized and directed to act as chief liaison for the Destination Marketing Organization.

**Adopted** this 16th day of June, 2020, by the Board of Supervisors, County of Clarke, Virginia.

---

David S. Weiss, Chair

Abstract of Votes: Town of Berryville

### ABSTRACT of VOTES

Cast in the Town of BERRYVILLE in CLARKE COUNTY, VIRGINIA  
at the JULY MAY TOWN GENERAL ELECTION HELD ON MAY 19, 2020.

#### Mayor

District: BERRYVILLE

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Harry L. "Jay" Arnold, Jr.	103
Total Write-in votes [From Write-ins Certifications] [Valid Write-ins + Invalid Write-ins = Total Write In Votes]	20
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on May 19, 2020, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Mayor.

Harry L. "Jay" Arnold, Jr.

Given under our hands this 20<sup>th</sup> day of MAY, 2020



[Signature] , Chairman  
[Signature] , Vice Chairman  
[Signature] , Secretary  
[Signature] , Acting Secretary

### ABSTRACT of VOTES

Cast in the Town of BERRYVILLE in CLARKE COUNTY VIRGINIA  
at the 2020 May Town General Election held on May 19, 2020 for,

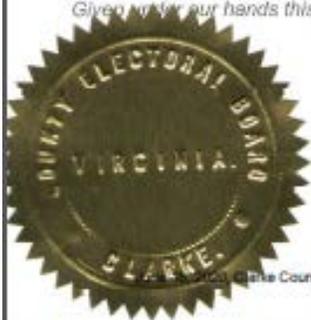
#### Member Town Council - Ward 1 District: BERRYVILLE

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Donna Marie McDonald	245
Total Write-In votes [From Write-Ins Certifications] [Valid Write-ins + Invalid Write-ins = Total Write-In Votes]	19
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on May 19, 2020, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member Town Council - Ward 1

Donna Marie McDonald

Given under our hands this 20<sup>th</sup> day of MAY, 2020



Donald By Harrison, Chairman  
[Signature], Vice Chairman  
Carol's [Signature], Secretary  
Carol's [Signature], Acting Secretary

# ABSTRACT of VOTES

Cast in the Town of BERRYVILLE in CLARKE COUNTY, VIRGINIA  
at the 2020 May Town General Election held on May 19, 2020 for,

## Member Town Council - Ward 3

~~Town of BERRYVILLE~~

NAME(S) OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Erecka L. Gibson	260
Total Write-in votes [From Write-Ins Certifications] [Valid Write_In + Invalid Write_In - Total Write In Votes]	11
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on May 19, 2020, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member Town Council - Ward 3.

Erecka L. Gibson

Given under our hands this 20<sup>th</sup> day of MAY, 2020



Ronald De Haven , Chairman  
[Signature] , Vice Chairman  
[Signature] , Secretary  
[Signature] , Secretary

Authorization of Public Hearing – PH-2020-04 to be held on July 21<sup>st</sup>, 2020 to hear citizens' comments on the boundary line adjustment between Warren County and Clarke County.

**Supervisor Catlett moved to adopt the items on the Consent Agenda as amended. The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

8) Town / County agreement on Economic Development and Tourism

**Memorandum of Understanding (MOU)  
Between The Town of Berryville and Clarke County  
Regarding Economic Development and Tourism**

**WHEREAS**, the Town of Berryville and Clarke County have previously entered into a MOU regarding economic development and tourism and now wish to update that document; and

**WHEREAS**, the Town of Berryville and Clarke County over the past four decades have worked cooperatively to promote a unique and highly successful land use philosophy that focuses growth and development within the Town while preserving the County's natural, historical, and agricultural resources; and

**WHEREAS**, the County's small land area, close proximity to four surrounding urban growth areas, and limited access to public water and sewer capacity make the sharing of Economic Development resources a necessity; and

**WHEREAS**, the future of economic development – including business, retail, industry, agriculture, and Tourism – in Clarke County is dependent upon effective collaboration and cooperation between the Town and County;

**AND WHEREAS**, the Town and the County recognize that combining resources and creating unified points of contact for Economic Development and Tourism will enable our communities to more efficiently address the needs of new and existing businesses, streamline regulations and regulatory processes, and more effectively market our unique assets.

NOW THEREFORE, BE IT RESOLVED THAT the Town of Berryville and Clarke County agree to work cooperatively to implement the following action items:

1. **Joint Management of Economic Development and Tourism.** The Town and County shall jointly manage the Economic Development and Tourism efforts in Clarke County and the Town of Berryville on an ongoing basis.
2. **Single Points of Contact for Economic Development and Tourism.** Both the Town and County agree that it would be best if the business community dealt with a single point of contact for Economic Development and Tourism. The point of contact will be the Clarke County Director of Economic Development & Tourism. The Town Director of Community Development will serve as the primary liaison to the County Director of Economic Development & Tourism for economic and tourism activities in the Town.
3. **Joint Committee for Economic Development and Tourism.** The Berryville/Clarke County Joint Committee for Economic Development and Tourism shall consist of two members of the Board of Supervisors and two members of the Town Council. The Committee shall elect a Chair and Vice Chair annually, rotating between the Town and County. For example, when the Chair position is held by an elected representative of the Town, the Vice Chair position shall be held by an elected official of the County. In the following year the Chair position would be held by an elected official of the County and the Vice Chair position held by an elected official of the Town. The Committee shall meet as it determines necessary to conduct the business of the Committee as described in this MOU. The County Administrator and Town Manager (or designee) shall provide staff support to the Committee.
4. **Economic & Tourism Development Director.** The County will employ the director of economic development and tourism. This position will report to the County Administrator. A job description is attached as an appendix to this MOU. The funding for this position will be shared between the Town and County with the Town providing \$17,500 in FY 21, \$18,500 in FY 22, and \$19,500 in FY 23.
5. **Goals.** The Committee will annually set goals and priorities for economic development and tourism with clear direction on who is responsible for those goals and priorities. A status report on the progress of those goals will be provided annually to the Committee by those responsible for the achievement of the goals.

BE IT FURTHER RESOLVED THAT it is expected that this Memorandum of Understanding will be modified as the Town and County learn from their experiences. This MOU shall renew automatically on July 1, 2021 and annually on July 1 thereafter, however either the Town or County may choose to request the opportunity to review or modify this MOU with provision of 60 days of notice to the other party. Either party may cancel this MOU with provision of written notice to the other party no later than May 1 of each year.

WITNESS the following signatures and seals:



**Supervisor Lawrence moved to accept the Town / County agreement on Economic Development and Tourism. The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

Chairman Weiss thanked the Town for their financial contribution.

9) Board of Supervisors Personnel Committee Items

A. Expiration of Term for appointments expiring through August 2020.

2020-06-08 Summary: Following review, the Personnel Committee recommends the following:

- Reappoint Gerald Dodson to the Board of Social Services to a four-year term expiring July 15, 2024.

2020-06-16 Action: Chris Boies reviewed the Personnel Committee recommendations adding the following:

- Reappoint Wade Wilson to the Lord Fairfax Emergency Medical Services Council as the career representative to a one-year term expiring August 15, 2021.
- Reappoint Brian Conrad to the Lord Fairfax Emergency Medical Services Council as the volunteer representative to a one-year term expiring August 15, 2021.
- Reappoint Carolyn Trent to the Lord Fairfax Emergency Medical Services Council as the medical professional to a one-year term expiring August 15, 2021.

**Vice Chair McKay moved to accept the appointments. The motion carried by the following vote:**

Matthew E. Bass - Aye  
Terri T. Catlett - Aye  
Doug M. Lawrence - Aye  
Beverly B. McKay - Aye  
David S. Weiss - Aye

B. Discussion of the Broadband Implementation Committee

2020-06-08 Summary: The Personnel Committee reviewed the following:

- The staff lead for Broadband will be the new full-time Director of Economic Development and Tourism, Brandon will continue to support the group from an ordinance and land use planning perspective and Cathy will continue with the public relations piece.
- The Broadband Committee will be assembled when the new director is hired and will invite Dr. Bishop in so they can hear about the challenges the schools have been facing as a result of COVID-19 and the lack of broadband, staff will also update the group on funding opportunities available.
- The Planning Commission representatives:
  - o Doug Kruhm will remain on the Committee.
  - o Buster Dunning will replace the seat previously held by Robina Bouffault.
- Board of Supervisors representatives:
  - o Bev McKay will remain on the Committee.
  - o Doug Lawrence will replace Matthew Bass.

Following review, the Personnel Committee recommends the following:

- Add a citizen representative.
- Appoint Dr. William "Bill" Houck to the Broadband Implementation Committee as the citizen representative, effective July 1, 2020, to a two-year term expiring June 30, 2022.

2020-06-16 Action: Chris Boies reviewed the Personnel Committee recommendations:

**Supervisor Lawrence moved to accept the addition of a citizen representative to the Broadband Implementation Committee and the appointment. The motion carried by the following vote:**

Matthew E. Bass - Aye  
Terri T. Catlett - Aye  
Doug M. Lawrence - Aye  
Beverly B. McKay - Aye  
David S. Weiss - Aye

Chairman Weiss stated that this is a high priority for all.

C. LEOS - Actuarial Study

2020-06-08 Summary: Following review, the Personnel Committee recommends moving forward with the actuarial study.

2020-06-16 Action: Chris Boies reviewed the Personnel Committees recommendation. Adding that this is the first step to get that program moving. The study takes 60-90 days to complete and the results are valid for one year.

**Supervisor Lawrence moved to accept moving forward on the LEOS – Actuarial Study and directed the County Administrator to write a letter to the Virginia Retirement System to begin the study. The motion carried by the following vote:**

Matthew E. Bass - Aye  
Terri T. Catlett - Aye  
Doug M. Lawrence - Aye  
Beverly B. McKay - Aye  
David S. Weiss - Aye

D. COVID Leave

2020-06-08 Summary: Chris Boies informed the Personnel Committee that this is being handled by staff. Adding that federal regulations required the county to provide up to 80 hours of leave if certain eligibility requirements were met.

2020-06-16 Action: Information only.

10) Board of Supervisors Work Session Items for June 8, 2020

Board of Supervisors Work Session Agenda  
Berryville/Clarke County Government Center, 2nd Floor  
101 Chalmers Court, Berryville, Virginia 22611

June 8, 2020, 10:00 AM, Main Meeting Room

Board Members Present: Matthew E. Bass, Terri T. Catlett, Doug M. Lawrence,  
Beverly B. McKay, David S. Weiss

Officers / Staff Present: Chris Boies, Tiffany Kemp, Cathy Kuehner, Brian Lichty,  
Sheriff Anthony "Tony" Roper, Brandon Stidham, Travis Sumption

Others Present: Robina Rich Bouffault

06-08-2020 Summary: At 10:00 am, Chairman Weiss called the meeting to order.

A. County Funding Options

Chris Boies reviewed the provided material.

The Board agreed that Meals Tax is an option in the future to review.

For Transient Occupancy Tax, the Board agreed to have the Director of Economic Development & Tourism once hired, to convene a working group of the impacted entities to gain their feedback on how they think the revenues should be spent, then bring findings and ideas to the Board in the future.

The Board agreed that the Cigarette Tax is an option in the future to review.

By consensus, for the courthouse and courtroom security fee the Board agreed to have an item of authorization on the June 16, 2020, regular meeting agenda. In order to discuss setting a Public Hearing in the near future to amend the Code of Clarke County, Chapter 165 Taxation Article XVIII Assessment of Court Costs for courtroom Security Fees, to increase those fees from \$10 to \$20.

The Board discussed the pros and cons of Business, Professional, and Occupational License (BPOL) Tax and generally agreed the cons outweighed the pros at this time.

2020-06-16 Action: Chris Boies reviewed and following review:

Supervisor Bass reiterated that he supports the Sheriff's office.

**Supervisor Bass moved to authorize a public hearing PH-2020-03, CC-2020-01 to be held on July 21, 2020 to hear citizen comments on a proposed increase of the courtroom security fee from \$10 to \$20. The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett		Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

11) Finance Board of Supervisors Finance Committee Items

A. CARES Act funding:

2020-06-08 Summary: FYI - The Committee discussed the receipt of \$1,275,451 in federal relief money through the CARES Act funds for Covid-19 related expenses. The Department of Joint Administrative Services has set up a new, distinct, general ledger account fund to record the receipt of this money. A memo was sent to the Town of Berryville, Town of Boyce, and Clarke County Public Schools to participate in the receipt of this funding. Budget and appropriation actions for the relevant organizations will be brought forward on an as needed basis for action by the Board. All requests will be thoroughly reviewed to determine eligibility and compliance with the conditions set forth by the CARES ACT document.

2020-06-16 Action: Brenda Bennett reviewed the Finance Committees summary. Adding that the request will be brought to the Board of Supervisors on an as-needed basis. Method and process will be set this week between Brenda Bennett, Chris Boies, and Brian Lichty. The money has to be spent by December 30, 2020. The schools do have CARES Act funding that is going directly to the schools, the request from the schools is an additional request to be considered to cover items that are not covered by the CARES Act funding that they are already receiving.

Chairman Weiss confirmed that Brenda Bennett, Chris Boies, and Brian Lichty would review the requests then it would be brought to the Finance Committee for review, and then presented to the full Board for review and approval.

B. Disposition of Comcast Grant

2020-06-08 Summary: FYI - The Comcast Broadband to White Post project is complete. The project came in approximately \$100,000 under budget and ahead of schedule. Pending a final audit by the state, there will most likely be grant funds to return.

2020-06-16 Action: Information Only.

C. FY2020 Supplemental Appropriations.

2020-06-08 Summary: The Finance Committee recommends the following:

- a) Boyce Elementary School Resource Officer: The Sheriff's Office has been awarded a continuation grant for the School Resource Officer located at Boyce Elementary School for FY21. The County has already appropriated the full salary and benefit amount for this position in the FY21 budget. The awarded grant revenue of \$29,480 would offset this expenditure. The Finance Committee recommends approval of the following:

2020-06-16 Action: Brenda Bennett reviewed the Finance Committee recommendation. Adding that the Boyce Resource Officer is a continuation grant, this was already included in the FY2021 budget, now have revenue for that expenditure in the amount of \$29,480 to offset the position. Going to the next grant for D.G. Cooley Resource Officer, this is a new grant with an estimated expenditure of \$56,432. The additional revenue is \$23,323. Therefore, the revenue from the first grant and the second grant will offset the expenditure but it does not cover it all, so the county would have to fund \$3,629 to make up the difference.

Chairman Weiss confirmed that the Board is being asked to increase FY2021 funding by \$3,629 but that increase will allow us to get a School Resource Officer in D.G. Cooley Elementary. One more thing to remember is that the grants will run out in three years; so, at that time, the Board will review and choose to fund at full expense or not continue to fund.

Supervisor Bass asked in three years will there be an opportunity to apply for additional grants. Sheriff Roper stated that the Sheriff Office is always applying for grants.

**Vice Chair McKay moved “Be it resolved that FY21 revenue of \$29,480 from the Commonwealth be recognized for the purpose of accepting DCJS SRO grant funds, for the continuation of a School Resource Officer assigned to Boyce Elementary School.” The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

- b) DG Cooley Elementary School Resource Officer: The Sheriff’s Office has been awarded a new grant for FY21 for the purpose of providing a School Resource Officer at DG Cooley Elementary. The Finance Committee recommends approval of the following:

2020-06-16 Action: After review:

**Supervisor Bass moved, “Be it resolved that FY21 Sheriff’s budgeted expenditure and appropriation be increased \$56,432, that revenue of \$23,323 from the Commonwealth be recognized, and that the designation for Government Savings be decreased \$3,629, all for the purpose of hiring an additional School Resource Officer to be assigned to DG Cooley Elementary School.” The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

- c) EMS Materials & Supplies Program: The EMS materials and supplies program was modified at several points in the budget process. It is now apparent that it is the Board’s intention that the amount be set at \$20,000 higher than adopted. The Finance Committee recommends approval of the following:

2020-06-16 Action: After review:

**Supervisor Catlett moved, “Be it resolved that FY21 budgeted EMS Materials & Supplies expenditure and appropriation be increased \$20,000, and designation for Government Savings be decreased \$20,000, all for the purpose of providing materials and supplies to volunteer fire companies.”**

**The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

d) EMS Fuel Program: In similar fashion it was the Board’s intention to fully fund the fuel program. The Finance Committee recommends approval of the following:

2020-06-16 Action: After review:

**Supervisor Catlett moved, “Be it resolved that FY21 budgeted EMS Fuel expenditure and appropriation be increased \$5,000, and designation for Government Savings be decreased \$5,000, all for the purpose of funding the EMS fuel program.”** The motion carried by the following vote:

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

D. Bills and Claims.

2020-06-08 Summary: The Finance Committee recommends acceptance.

2020-06-16 Action: Following review, **Supervisor Catlett moved to accept the May 2020 Invoice History Report. The motion carried by the following vote:**

Matthew E. Bass - Aye  
Terri T. Catlett - Aye  
Doug M. Lawrence - Aye  
Beverly B. McKay - Aye  
David S. Weiss - Aye

E. Standing Reports. FYI: Reconciliation of Appropriation, General Fund Balance, General Government Capital Projects, Expenditure Summary

2020-06-16 Action: Information only.

12) Joint Administrative Services Board Update

Brenda Bennett provide an update.

- Joint Administrative Services employees are back at work.
- Medical Flex Benefits, third party administrator extending all carryover until December 31, 2020. Then, on January 1, 2021, the balance over \$550 will be forfeited. The \$550 will be carryover until June 30, 2021.

13) Government Projects Update

Chris Boies provided the monthly project update:

- As many of you know, most of Virginia, including Clarke County, moved into Phase 2 on June 5.
- This has allowed us the opportunity to have some activities in the pool open, some recreational classes, the park shelters are now open as is the playground.
- We are working with a vendor to install glass in the Joint Government Center and hope this work can be completed for a July 1 reopening of windows in this building.
- As you know, we have continued to provide services to citizens but in a different manner.
- The Treasurer's office has been very busy processing real estate and personal property payments through the drive through window.

- The Building Inspections office has hardly missed a beat, there were 234 permits issued from January to June 1 last year, this year we are at 215 during the same time period.
- I am very proud of the entire county government team for maintaining a high level of service to our citizenry during this pandemic.
- For the public's awareness, we continue to look at the Kohn property and are engaging in conversations with potential partners for this property who have a mission consistent with the intended use of the property. We are making some progress and may have something to report to you in the near future.

Director Brian Lichty provided the following Covid-19 update:

- Clarke County is at 40 cases and Virginia is at approximately 55,000.
- Percentage of testing positive is 11.4%.
- With numbers the antibodies testing is being included in those figures.
- According to Virginia Department of Health there are less than ten people in the county that actively have it right now.
- Pandemic plan is being worked on.
- Continue to work on CARES Act funding and other planning to get things open.
- Rose Hill Nursing Home has a National Guard Element that will be coming and testing the facility within the next few weeks. Unfortunately, this is not an open to the public test; and, it is confined to the nursing home.
- Reached out to the state to try to coordinate our county to get an access point for testing. Unfortunately, due to our low numbers, we are low on the priority list; eventually, we will get that.
- Virginia Department of Health does contact tracing; so, if someone has tested positive, anyone who was in contact with them will get notified that they have been in contact with a positive case.
- In this area, the testing is fairly accurate; the ones you have to be careful of is the pop-up testing.

Chris Boies stated that Clarke County has a low ratio and thanked Director Lichty for his leadership during this crisis.

Chairman Weiss thanked all Fire & EMS paid staff and volunteers for the great work that is being done throughout this time.

Chris Boies responded to Supervisor Lawrence that he was going to look into the federal requirements to determine if personnel who had to take their personal leave

due to Covid, prior to the effective date of the CARES Act, could be reimbursed for their leave.

Brianna Taylor provided the following FOIA Training update:

- The new FOIA training under Code of Virginia § 2.2-3704.3 requirement goes into effect July 1, 2020.
- Each local elected official shall complete a training session within two months after assuming office and at least once during each consecutive period of two calendar years commencing with the date on which the last training session was completed, for as long as the office is held.
- One training event opportunity is the Virginia FOIA Training Day.
- This virtual training session is scheduled for Friday, August 7, 2020.
- The tentative schedule is from 10:30 am to 2:30 pm with an hour long lunch break between noon and 1.
- Registration for this event is required.
- An email will be sent out with the information and the flyer to the event. If you would like to attend, please let Chris or me know; and, I will get you registered.
- Also looking into other training options. Currently, FOIA Council is working on doing more online training sessions; but, no information on those is available at this time. I will send any information that is received to all Clarke County elected officials so all meet the new requirements.
- The training record has to be handled by the clerk and kept for five years.

Chairman Weiss suggested that all Supervisors complete the training at the same time so it is easier to track and keep up with in the future.

The board agreed to have the meeting room reserved for the training.

November 8 – 10, 2020 is the VACo Conference the room reservations are open. Supervisor Catlett, Supervisor Bass, Supervisor Lawrence, and Vice Chair McKay would like a room reserved if there is a cancellation opportunity.

#### 14) Miscellaneous Items

None added to the June 16 meeting.

15) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process approved minutes for May 19, 2020.	Brianna R. Taylor
2.	Execute Notice of Appointment.	David S. Weiss
3.	Process appointments and update database.	Brianna R. Taylor
4.	Execute Resolution 2020-10R	David S. Weiss
5.	Process Resolution 2020-10R	Brianna R. Taylor
6.	Execute Resolution 2020-11R	David S. Weiss
7.	Process Resolution 2020-11R	Brianna R. Taylor
8.	Execute Resolution 2020-12R	David S. Weiss
9.	Process Resolution 2020-12R	Brianna R. Taylor
10.	Execute Town / County agreement on Economic Development and Tourism	David S. Weiss
11.	Process Town / County agreement on Economic Development and Tourism	Chris Boies
12.	Execute and Process letter to the Virginia Retirement Systems for LEOS Program - Actuarial Study	Chris Boies
13.	Develop public hearing notice for PH2020-03, CC-2020-01	Brianna R. Taylor
14.	Advertise the public hearing notice for PH-2020-03, CC-2020-01	Brianna R. Taylor
15.	Develop the public hearing notice for PH-2020-04	Brianna R. Taylor
16.	Advertise the public hearing notice for PH-2020-04	Brianna R. Taylor
17.	Add the Short term rental discussion to the July Work Session.	Brianna R. Taylor

16) Board Member Committee Status Reports

Supervisor Matthew E. Bass

– Planning Commission

- Met on June 5.
- Anne Caldwell and I are on the comprehensive plan committee.
- Discussion on short-term rentals, very thorough and well researched topic, that will come to the Board in the near future.
- Action items was to discuss with Chris Boies where we stand on short term rentals.
- In particular, the concerns are on Airbnb's, what can be done, if it will be retroactive, permits, and septic concerns.

The Board agreed to add the discussion on short term rentals to the July Work Session.

– Legislative Updates

- July 1 will kick off a whole new slate of legislation, many new laws.
- Equal taxing authority was discussed at the June 8, 2020, Work Session.
- Summary is available through VACo.
- Supervisor Bass mentions the following:
  - New flood plan ordinance.
  - Amendment for governing bodies to provide public comment.
  - Amendment to education with respect to law enforcement officer's employed as School Resource Officers.
  - Each School Board will be required to list the top 100 professions throughout the Commonwealth for the CTE program.
  - Amendment to the environment and agriculture with vehicle transportation.
  - Prohibitions on hunting and fishing.
  - Grant program with respect to agriculture in forestry's is being encouraged.
  - Agrotourism adding the inclusion of horseback riding.

Supervisor Terri T. Catlett

- CPMT
  - Met via ZOOM.

- Discussed providing services and telemedicine and how to mentor over the phone.
- Humane Foundation
  - Discussed pet food distribution options.
  - This Saturday a distribution will be done at the Shelter.
- School Board
  - Idea is to have another hotspot on the mountain.
  - Two in-person comments and many email comments.

Supervisor Doug M. Lawrence

- Board of Social Services:
  - Meeting next week.
- Berryville Clarke County Joint Committee for Economic Development and Tourism
  - Friday interviews will be held.

Vice Chair Bev B. McKay

- Clarke County Sanitary Authority:
  - Power surge at the plant caused a line to rupture, had to submit a claim.
  - DEQ new requirement is that plants with 50,000 gallons per-day discharge have additional testing, so different meters will need to be purchased.
  - Still replacing old meters.
- Economic Development Advisory Committee meets tomorrow.
- Town of White Post: The filling station will be the new community center. All of the work looks great and encourage all to go see.
- Northern Shenandoah Valley Regional Commission will meet virtually next Thursday.

Chairman David S. Weiss

- Fire & EMS Commission
  - Volunteer hours are tremendous.

- Paid staff is helping, response times have been quicker, failure rates are dropping, and Mutual Aid has decreased.
- IDA
  - Meeting tomorrow, a Joint meeting of the EDAC and IDA.
  - Input for CARES Act funding for business.
- Berryville Clarke County Joint Committee of Economic Dev and Tourism
  - Interviews on Friday will be good to have a full time staff and participation of the Town.

17) Closed Session

No closed session was held.

Chairman Weiss thanked all county staff for all the hard work to serve the citizens.

18) Adjournment

At 3:26 pm, Chairman Weiss adjourned the meeting.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, July 21, 2020, at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: June 16, 2020

\_\_\_\_\_  
David S. Weiss, Chair

\_\_\_\_\_  
Chris Boies, County Administrator

\_\_\_\_\_  
Transcribed by Brianna R. Taylor, Deputy Clerk to the Board of Supervisors