

**VIRGINIA:**

A meeting of the Lancaster County Board of Supervisors was held in the Administrative Building Board/Commission Meeting Room of said county on Thursday, September 26, 2019.

Members Present: Jason D. Bellows, Chair

Ernest W. Palin, Jr., Vice Chair

Jack D. Larson, Board Member

William R. Lee, Board Member

Member Absent: Robert S. Westbrook, Board Member

Staff Present: Don G. Gill, County Administrator

Brian D. Barnes, Planning/Land Use Director and  
Environmental Codes Compliance Officer

Crystal Whay, Clerk to the Board and  
Building/Land Use Assistant

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

Mr. Bellows led everyone in the Pledge of Allegiance.

**PUBLIC INPUT**

Ross Johnson, a District 1 citizen, stated that she wanted to talk about dogs. She stated that she has been taking walks along Morattico Road towards Norwood Church Road and is concerned about free roaming dogs and the dangers that she associated with them. She stated that she has experienced some aggressive dogs during her walks. She stated that her friends who walk in the neighborhood have had similar experiences with dogs that are allowed to run free, but, to date, no one has been bitten. She stated that she was shocked to find out that there was no recourse for citizens when a dog is menacing and unless the dog bites someone, it is allowed to roam free. She stated that even when the leash law is in effect, the fine is only \$25.00.

Ms. Johnson stated that, as she understood it, the leash law is not in effect from September 1 to May 1 because of hunting. She stated that she would like to see the leash law effective all year for any dog that is not a registered legal hunting dog. She also suggested increasing the leash law fine to \$100.00 and after three tickets, the dog should be removed.

Sidney Swann, a District 1 citizen, stated that Ms. Johnson was speaking about her dogs. She stated that her dogs have never bitten anyone and only one of her dogs has run away, one time. She stated that Ms. Johnson talked about hunting dogs and she stated that a couple of her dogs are used for hunting. She stated that if any of her dogs attacked anyone, they would be put down. She stated that she keeps her dogs inside in the morning to allow Ms. Johnson and her friends to take walks and ride bikes without seeing the dogs. She stated that Mrs. Lackert from Animal Control visited her home after Ms. Johnson's complaint and verified that her dogs did not look abused, aggressive or malnourished.

Mr. Larson stated that they obviously had a "she said she said" situation. He stated that he wanted to ask Ms. Swann if she was aware of the personal liability that she could incur if her dogs were to bite someone.

Ms. Swann replied that she understood that.

Lynn Laws, a District 1 citizen, stated that she was one of the people that walks with Ms. Johnson. She stated that her concern was with one particular dog, whose nature has changed and now they don't know what it is going to do. She stated that she did not have a comfort zone when it came to walking in that area.

## **PRESENTATIONS**

### **1. Broadband Authority Update**

Cassie Thompson of the Broadband Authority stated that the first stage under the Telecommunications Planning Grant has been completed successfully and they had received the analysis from the Center for Innovative Technology (CIT) and were informed that the average response to those surveys is 10 to 15 percent, with the highest rate of return seen by CIT being 24 percent. She stated that the Lancaster County response is the highest they have ever seen at 35 percent. She stated that this is a good indication of the interest, need and support for broadband expansion in the County. She stated that, in addition, they have been informed by the Department of Housing and Community Development, which oversees this grant, that they have been approved to continue to the next stage of the grant and will now have access to \$40,000.00 to continue forward. She stated that they will hold a public meeting in the next few weeks, date to be determined, to share the analysis with the public.

Mrs. Thompson stated that, as noted last month, they held a special meeting to start the process for issuing a formal Request for Information (RFI) from interested parties and potential vendors to design and implement a comprehensive plan for extending internet service to the entire County. She stated that the RFI will close on October 30<sup>th</sup>.

Mrs. Thompson stated that they hosted a special public meeting on September 3<sup>rd</sup> at the Lancaster Community Library. She stated that the guests included Representative Rob Wittman, the Governor's Chief Broadband Adviser, Evan Feinman and Virginia Senator Ryan McDougle, who is a member of the Governor's Broadband Advisory Council. She stated that the meeting was opened by Supervisor Jack Larson and also in attendance were Supervisors Bill Lee and Dr. Robert Westbrook. She stated that Northumberland County residents came as well to find out more about what Lancaster County was doing with broadband service. She stated that Northumberland County is now establishing its own Broadband Authority and they were willing to work with them to get them on the right track.

Mrs. Thompson stated that two members of the Broadband Authority attended the September 18<sup>th</sup> meeting of the Governor's Broadband Advisory Council. She stated that Senator McDougle arranged for them to be on the agenda and it gave them an opportunity to talk about the problems and recommend solutions for rural counties when working to expand broadband in their localities. She stated that the council asked questions and decided to take an action item to pursue further as a result of the presentation. She stated that Senator McDougle recommended that the council look at Lancaster County as a unique county with our own unique issues in regards to broadband expansion. She stated that Senator McDougle also said that the council should look to expanding those funds in the Tobacco Region Revitalization Commission's broadband program to other areas in the state.

Mrs. Thompson stated that they sent a formal expression of interest regarding Dominion Energy's recent Request for Information on middle-mile broadband infrastructure projects using additional fiber strands brought to and through Dominion substations located in rural areas.

Mrs. Thompson stated that one of the members of the Broadband Authority has submitted his resignation, with regret, but his business pursuits require that he step down. She stated that they are refining their process for the identification of a new member and once an individual has been identified, they will forward a recommendation to the Board of Supervisors.

## 2. Lancaster Community Library Update

Bob Denton, the President of the Lancaster Community Library Board, stated that he wanted to talk about managing their endowment. He stated that, last year, they heard from the Library of Virginia that they had fallen short of their formula by \$96,000.00. He stated that the Library of Virginia wants to see two-thirds of their operating budget come from a combination of endowment withdrawals and tax-based public funds. He stated that the shortfall endangered the library's ability to get funds from the Commonwealth. He stated that the library entered into an agreement that said that over five years, the library would make up the shortfall.

Mr. Denton stated that during discussions last year, there was some confusion about how the library board manages the endowment. He stated that their endowment includes an investment policy and a spending policy and it is consistent with Virginia code. He stated that they invest only in high-quality instruments with moderate risks. He stated that they can only withdraw up to four and a half percent annually based on a twelve quarter rolling average of the value of the funds. He stated that percentage is based on the wealth management rule that retirees are suggested to follow. He stated that, with this method, the principal stays in place. He stated that, in recent years, the endowment has grown approximately seven percent. He stated that their operating budget this year was approximately \$650,000.00. He stated that they will withdraw \$190,000.00 from the endowment.

Mr. Denton stated that the library has received \$5,000.00 from the Town of Kilmarnock and \$2,000.00 from the Town of Irvington. He stated that they were still talking with the Town of White Stone about a possible donation. He stated that he personally intended to meet with the management of the Library of Virginia to try to further understand the \$96,000.00 gap.

Mr. Larson asked if Mr. Denton said that the Town of Kilmarnock had donated \$5,000.00 to the library.

Mr. Denton replied yes.

Mr. Larson stated that he thought the local paper had reported that the Town of Kilmarnock had given \$15,000.00 to the library.

Mr. Denton replied that was not correct.

Mr. Larson referred to the \$10,000.00 in extra funds that the County gave the library this year and asked if that was a one-time donation.

Mr. Denton replied that he did not know.

Mr. Larson stated that, given the fact that Mr. Denton just said the library's endowment was growing by seven percent each year, means that the shrinking endowment that they had talked about was not really occurring at all.

Mr. Denton stated that they were in good shape.

Mr. Lee asked Mr. Denton if he really understood the \$96,000.00 gap that was brought to their attention by the Library of Virginia.

Mr. Denton stated that they took the Commonwealth at their word last year, but he intended to find out more about it.

## **VIRGINIA DEPARTMENT OF TRANSPORTATION**

Mike Bryant, Brookvale Superintendent, stated that a contractor is mowing the primary roads and his crews will be mowing the secondary roads with a completion time around the middle of October.

Mr. Larson stated that he appreciated VDOT's visibility in District 1.

Mr. Palin stated that he would like Mr. Bryant to check out a hole in the pavement on Lara Road where utility work had recently been done.

### **PUBLIC HEARINGS**

#### **1. Application for Special Exception-Cellco Partnership**

Mr. Barnes stated that this is an application for a special exception to construct a wireless communications tower on a parcel in Weems described as Tax Map #27-110, zoned A-2, Agriculture General and in District 5. He stated that the public hearing has been advertised as required by law and he had received six phone calls, but no objections to the request. He stated that the applicants were present.

Mr. Larson stated that he had spoken with the applicant today. He stated that, when possible, they try to locate these kinds of structures on government property, so the County can realize the leasing revenues. He asked Mr. Barnes if he was satisfied that adequate effort had been made to make sure that there was no County property on which this structure could be located.

Mr. Barnes replied yes. He stated that there was some County property closer to Irvington Road, but he thought that a request there would have brought many protests. He stated that this parcel is 592 acres and the closest neighbor is Claybrook Baptist Church.

Mr. Larson asked about the possibility of the tower enhancing cellular service in the Corrotoman area, since it will be close in proximity by water.

Steve Romine, local counsel for Verizon Wireless, stated that he thought that would be addressed in their presentation.

Mr. Bellows opened the public hearing.

Mr. Romine stated that they were requesting a special exception to install a 199-foot tower on Tax Map #27-110 along Indiantown Road in Weems. He stated that he wanted to thank Mr. Barnes for all of his help during the process. He stated that Stuart Squier, the Zoning Manager for Verizon Wireless, was also in attendance.

Mr. Romine stated that they build towers where there are no tall buildings or infrastructure that can hold the antennas. He stated that the proposed tower will help with identified gaps in service in the area. He explained the equipment and stated that the tower is built with room for future co-locators. He stated that the proposed tower will not need lights because it is below 200 feet. He showed several slides that showed how the tower would look from different directions.

Mr. Romine stated that there was a great demand for the service. He stated that the tower will be in a good location and will be well screened and he was requesting that the Board approve the request.

Mr. Bellows asked if the request was approved, when would the tower be in service.

Mr. Squier replied that the tower is on the 2020 plan.

Mr. Bellows closed the public hearing.

Mr. Bellows made a motion to Approve the Application for Special Exception by Cellco Partnership to construct a wireless communications tower on Tax Map #27-110.

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

## 2. Update to Chapter Three of the Comprehensive Plan

Mr. Barnes stated that this was a public hearing for the update to Chapter Three of the Comprehensive Plan. He stated that the chapter is entitled “Protection of Potable Water Supply.” He stated that the Planning Commission spent two work sessions on this updated version. He stated that they have also included the mention of reverse osmosis. He stated that the technology for reverse osmosis is getting better. He stated that the reservoir language remains, but building one now would be difficult and expensive. He stated that this issue has been advertised, as required by law and he has received no comments from the public.

Mr. Bellows opened the public hearing.

There was no public comment.

Mr. Bellows closed the public hearing.

Mr. Larson referred to page 3-2 and the sentence that was crossed through that read “Most pressing is the need to address the application rate for biosolids that under the current standards allow two to five times the amount of phosphorous necessary for crop uptake to be applied” and asked if this issue has been resolved.

Mr. Barnes replied yes and stated that the new nutrient management plans now take that into account. He stated that he is not seeing biosolids applied that much in the County anymore and one of the reasons is that the soil here already has a good level of phosphorus.

Mr. Larson asked Mr. Barnes about the new nutrient management plans.

Mr. Barnes replied that the citizen would be in violation of the nutrient management plan if they apply five times the amount of phosphorus with the biosolids.

Mr. Larson asked if they know for sure that they will not have two to five times the amount of phosphorus when biosolids are put down.

Mr. Barnes stated that he did not want to be on the record saying that, but nobody is supposed to do that now. He stated that the way the nutrient management plans are written, he does not think it is a problem. He stated that government farm program payments and crop insurance are tied to compliance with the nutrient management plans.

Mr. Lee asked who manages the nutrient plans.

Mr. Barnes replied that the Soil and Water Conservation Board holds the plans and the Natural Resources Conservation Service oversees it.

Mr. Bellows stated that he thought it would come down to economics because a farmer is not going to want to pay to put down extra nutrients that they don't need.

Mr. Larson asked about the plan requirements of the County.

Mr. Barnes stated that the County asks the Soil and Water Conservation Board if there is an adequate plan in place and if it meets the Chesapeake Bay Preservation Act requirements and the answer is supposed to be yes.

Mr. Larson referred to page 3-2 and suggested that the last sentence of the next to last paragraph read “As mandated by the Chesapeake Bay Preservation Act, Lancaster County requires plans” instead of “As mandated by the Chesapeake Bay Preservation Act, Lancaster County requires existing plans and is required to take the necessary action to ensure plans are developed for the remainder.”

Mr. Larson asked, if it is found that there is no plan, does the County have the means to enforce it.

Mr. Barnes stated that the County is somewhat at the mercy of the Soil and Water Conservation Board to perform that task.

Mr. Larson asked if a person has no nutrient management plan, is it a violation under the Chesapeake Bay Preservation Act.

Mr. Barnes replied yes.

Mr. Larson referred to the last paragraph on page 3-2 and asked why it was eliminated.

Mr. Barnes stated that, during the Planning Commission work sessions, there was discussion that the sentence that reads “There appears to be little demand to reopen these sites for seafood processing and, as the crab population becomes more depleted, there is indication that some existing sites may go out of business” was not true. He stated that another sentence in the paragraph read “These sites occupy prime real estate for redevelopment for residential purposes”. He stated that statement may or may not be true because there are sites, such as the old Oyster World parcel that have been withdrawn from the market and many of these parcels have been sitting vacant for years. He stated that the Planning Commission decided that the majority of the paragraph was no longer applicable.

Mr. Larson referred to the last paragraph on page 3-3 and stated that it read that there were seven ambient water quality stations, but on page 3-4, two of those stations have been eliminated.

Mr. Larson referred to page 3-6 and asked why the soil type of Dragston fine sandy loam was eliminated from the highly permeable soil type list.

Mr. Barnes replied that Dragston fine sandy loam soil was eliminated from the list because it is not highly permeable and more of a wetlands soil.

Mr. Bellows made a motion to Approve the Update to Chapter Three of the Comprehensive Plan with the changes that were mentioned at tonight’s meeting.

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

**CONSENSUS DOCKET**

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

1. Minutes for the August 29<sup>th</sup> Regular Meeting

Recommendation: Approve minutes as submitted

2. Resolution Appointing Brian D. Barnes as the Land Use Ordinances' Enforcement Officer

Recommendation: Approve resolution as submitted

**APPOINTING**  
**BRIAN D. BARNES**  
**AS THE LAND USE ORDINANCES'**  
**ENFORCEMENT OFFICER**

**WHEREAS**, Brian D. Barnes has been appointed as the Director of Planning and Land Use for the County of Lancaster, Virginia; and

**WHEREAS**, the Director of Planning and Land Use is responsible for the enforcement and management of the various Land Use Ordinances of the County of Lancaster, Virginia.

**NOW, THEREFORE BE IT RESOLVED**, that the Lancaster County Board of Supervisors appoints Brian D. Barnes as Lancaster County's Zoning Administrator, Subdivision Agent, Chesapeake Bay Preservation Act Enforcement Officer, and Erosion and Sediment Control Ordinance Enforcement Officer, and

**BE IT FURTHER RESOLVED**, that the Lancaster County Board of Supervisors appoints the County Administrator as the Zoning Administrator, Subdivision Agent, Chesapeake Bay Preservation Act Enforcement Officer, Erosion and Sediment Control Ordinance Enforcement Officer and County Planner in the absence of Brian D. Barnes, Director of Planning and Land Use.

3. Resolution Recognizing September 17-23, 2019 as Constitution Week

Recommendation: Approve resolution as submitted

**CONSTITUTION WEEK 2019**

**Whereas**, September 17th marks the two hundred and thirty-second anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

**Whereas**, it is fitting and proper to officially recognize this magnificent document and the anniversary of its creation; and

**Whereas**, it is fitting and proper to officially recognize the patriotic celebrations which will commemorate the occasion; and

**Whereas**, public law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as constitution week;

**Now, Therefore Be It Resolved**, that the Lancaster County Board of Supervisors does hereby recognize September 17 through 23, 2019 as

**CONSTITUTION WEEK IN LANCASTER COUNTY**

and asks our citizens to reaffirm the ideals the Framers of the Constitution had in 1787.

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

**CONSIDERATION DOCKET**

The Board considered the following item on its Consideration Docket:

1. Approval of September 2019 Salaries and Invoice Listings

The motion was made by Mr. Palin to approve the salaries for September 2019 in the amount of \$287,799.23 and invoice listings for September 2019 in the amount of \$951,080.99\*.

\*Loan Payment - \$198,282.00

\*Capital Improvements - \$203,762.00

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

2. Consideration of a FY 20 Supplemental Appropriation for the Board of Equalization

Mr. Gill stated that the Board will recall that no funds were budgeted for the Board of Equalization for FY 20 when the FY 20 budget was adopted on June 27, 2019. He stated that the Board of Equalization is required by state code to sit until December 31, 2019, but historically, most of their work is done during the first half of the year in which they are appointed. He stated that the Board of Supervisors opted to wait and see if a budget appropriation would be needed for the Board of Equalization in FY 20.

Mr. Gill stated that the Board of Equalization has met six times in FY 19 and has already met once in FY 20 in August. He stated that they have issued 188 orders to date. He stated that they have at least eleven appointments scheduled for November and may have a December meeting to finalize their actions. He stated that, as a result, he was asking that the Board of Supervisors approve and appropriate \$1,750.00 for the Board of Equalization for FY 20. He stated that includes compensation for the five members for three meetings at \$100.00 a piece and at least one additional advertisement in the Rappahannock Record, which he estimated that cost to be \$250.00 for a total of \$1,750.00.

Mr. Larson asked if there was a deadline for appeals.

Mr. Gill replied that he was not aware of a deadline. He stated that the Board of Equalization will be disbanded after December 31, 2019 and then citizens would have to go to the Circuit Court for their appeals.

Mr. Bellows made a motion to Approve the FY 20 Supplemental Appropriation for the Board of Equalization.

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

**BOARD REPORTS**

Mr. Larson stated he and Dr. Westbrook have been working together and reviewing the Virginia Tax Book that lists the tax rates for every locality in the state. He stated that they will be coming to the Board in the next couple of months to make some recommendations based on their findings. He referred to the upcoming budget process and stated that he would like for them to plan on finishing all budget business by the end of May, rather than the end of June, as it has been done in the past. He stated that it has been troubling to him that they are finalizing a budget sometimes within a few days of the new fiscal year starting and he did not see any reason why the work couldn't be done by the end of May.

Mr. Bellows stated that seemed reasonable. He stated that the biggest portion of the budget is the school budget and that will be taken care of in May as well.

Mr. Lee referred to the litter concerns and stated that he thought they should allow Mr. Gill and Mr. Sadler to pursue other options concerning the video cameras. He stated that he would like for them to find out the costs of the cameras that are equipped to do wireless communication and report back to the Board. He stated that they want to install something that will be useful for potential court cases.

Everyone was in agreement.

Mr. Bellows made a motion to reappoint Roy Carter to the Economic Development Authority as a representative from District Three.

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

### **COUNTY ADMINISTRATOR**

Mr. Gill stated that the Area Agency on Aging has a representative from Lancaster County whose term expires Monday, September 30<sup>th</sup> and does not wish to be reappointed. He stated that there was a citizen, Vera Lee, who was interested in serving on that board. He asked the Board of Supervisors if they wanted to entertain that motion at tonight's meeting.

Mr. Bellows made the motion to appoint Vera Lee as the representative from Lancaster County to the Area Agency on Aging.

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

Mr. Gill stated that the next Hazardous Household Waste Collection Day is Saturday, October 12<sup>th</sup> and will be held in the new courthouse parking lot, just as the last one was since there is more space there.

Mr. Gill referred to the Next Generation 911 mandate and stated that Fairfax County had entered into a contract with A. T. & T. to satisfy the requirements of the migration and Lancaster County waited until the Request for Proposals that the City of Virginia Beach issued to see if it resulted in another carrier, but it did not. He stated that Lancaster County is scheduled for migration beginning January 2020 through June 2020. He stated that the County Attorney always likes to have a motion by the Board of Supervisors authorizing the County Administrator to execute all documents related to the agreement with A. T. & T. regarding the Next Generation 911 Migration.

Mr. Bellows made a motion to Authorize the County Administrator to execute all documents related to the Next Generation 911 Migration for Lancaster County through the Fairfax Contract with A. T. & T.

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

Mr. Gill stated that Mr. Larson had asked him to give an update on short-term rentals in the County. He stated that, a few months ago, he told the Board that he had done some research and had visited a website called AirDNA and during a free trial period, he was able to find out that there were 82 addresses in the County that were on the various sites such as AirBNB and VRBO. He stated that 59 of those addresses are located in the incorporated towns, which leaves 23 that would be in the County's jurisdiction.

Mr. Gill stated that Mr. Larson had asked if the County could collect the transient occupancy tax within the towns and the County Attorney replied no. He stated that the County Attorney, Jim Cornwell, is out of the country currently, but said he would research the code section when he returns.

Mr. Gill stated that a company, Host Compliance, is the main company in the United States that manages these short-term rentals by finding them and making sure that

they are in compliance. He stated that his research showed that using this service can be expensive, but if the Board would like for him to get a quote, he would do so.

Mr. Bellows asked how many short-term rentals are registered currently.

Mr. Gill replied that they have eight who have voluntarily requested to be on the registry. He stated that they had not done a lot of advertising or promoting the registry. He stated that he has put information concerning the short-term rentals, front and center, on the County's website. He stated that the forms for short-term rentals and transient occupancy tax are included on the website and are in a very simple, one-page format. He stated that there is a general ledger line item set up for the transient taxes and they have collected around \$700.00 to date. He stated that he can get a quote from Host Compliance, if the Board wishes and if the Board thinks an ad in the paper would be helpful, he will arrange that as well.

Mr. Bellows asked if they had the addresses of the 23 places that Mr. Gill had mentioned.

Mr. Gill replied that he could get the addresses from the various websites.

Mr. Bellows stated that he thought that some people just might not know about the new ordinances. He stated that once they got the addresses, the County should send them a letter to help educate citizens who might not be familiar with what has happened.

Mr. Larson asked about whose responsibility it was to make sure that the money was being collected.

Mr. Gill stated that there was an annual \$50.00 fee required for the short-term rental registration. He stated that there was also a two-percent occupancy tax required to be paid and accounted for on the month following the receipt of payment.

Mr. Larson stated that it seemed to him to be a function of the Commissioner of Revenue's office.

Mr. Gill stated that, according to the ordinance, the registry is to be maintained by the Director of Planning and Land Use, so that would be Mr. Barnes' responsibility. He stated that the collection of the taxes is the Commissioner of Revenue's office's responsibility. He stated that it will be a collaborative effort.

Mr. Bellows stated that it might be a good idea to put an ad in the paper with an end of year deadline to get the information out there.

Mr. Gill stated that the ordinance states that the rental be registered by January 1<sup>st</sup> or within sixty days of the start of the rentals.

Mr. Bellows stated that he would like an ad placed in the paper and notices sent to the properties that have been identified as being short-term rental properties.

Mr. Lee agreed.

Mr. Bellows asked if the ordinance contained any language about enforcement.

Mr. Gill replied yes. He stated that there was a \$500.00 penalty if someone fails to register their short-term rental. He referred to the occupancy tax and stated that the penalty is five percent of the tax due, per month, not to exceed twenty-five percent, plus eight percent interest on an annual basis.

Mr. Gill stated that there have been some recent discussions concerning the enterprise zones. He stated that zone 50, which encompasses the Northern Neck, is set to expire in 2019. He stated that a five-year extension will be granted assuming that the Northern Neck counties complete their annual reports. He stated that, a few years ago, the reports were changed and the counties that had incorporated towns had to submit its report with the towns in one report and this resulted in a few years of no reporting. He stated that Westmoreland County is completing its reports and filing for the extension today, he is going to the Northern Neck Planning District Commission this Monday for Lancaster County, the County Administrator for Richmond County is going later in the day, and Northumberland County has no incorporated towns. He stated that the deadline was next Friday, October 4<sup>th</sup>.

Mr. Gill stated that they have learned from a meeting with Michael Locher, who explained the enterprise zone very well, about state and local incentives, not only for new businesses, but existing businesses that are looking to expand. He stated that two of the Board members, who attended the meeting with him, suggested having Mr. Locher present to the entire Board. He stated that Mr. Locher could come for a meeting on Thursday, October 10<sup>th</sup> if the Board members could make that date.

Mr. Lee asked if this meeting was open for the public.

Mr. Gill replied yes.

The Board members could not all be present on that date, so Mr. Gill stated that he would see if Mr. Locher could meet in the month of November.

Mr. Bellows suggested inviting the Economic Development Authority and the Chamber of Commerce members to the meeting because that would be good information for them as well.

Mr. Lee stated that they really needed to look at the local incentives for businesses.

## **ADJOURNMENT**

Motion was made by Mr. Bellows to adjourn.

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