



HIGHLAND COUNTY BOARD OF SUPERVISORS  
HIGHLAND MODULAR CONFERENCE CENTER  
89 HIGHLAND CENTER DRIVE  
MONTEREY, VIRGINIA  
REGULAR MONTHLY MEETING  
DATE: 7/1/2025  
TIME: 7:30pm

**A. Call to Order**

**B. Approval of Minutes**

**C. Public Hearings/Apearances/Presentations**

1. Bonus Ordinance

- a. Staff report
- b. Open Public Hearing—Public Comments
- c. Board Comments
- d. Close Public Hearing
- e. Action (approve, Table, Deny)

2. PHI Care contract renewal-Michelle Chaisson, PHI CARES Field Sales  
Manager Lead

3. Informational Presentation about Highland Community Development  
Initiative's Strategic Plan

**D. Public Comments on Agenda Items** Public Comments on the following Agenda Items for Action, Discussion, Review or Information PLEASE NOTE YOU MUST COME TO THE PODIUM TO MAKE A COMMENT.

**E. Items for Action, Discussion, Review or Information**

1. Family Assessment and Planning team (FAPT) Appointments or reappointments- the following individuals have been recommended for appointment or reappointment for a two-year term beginning July 1, 2025, ending June 30, 2027

Kimberly Showalter, CSU Supervisor or designee

Robert Vandevander, HCSO Investigator, or designee

Dr. Elizabeth Kemp, Valley Community Services Board, or designee

Tim Johnson-HES Administrator or designee

2. Community Policy and Management Team (CPMT) Appointments or reappointments for the following individuals have been recommended for appointment or reappointment for a two-year term beginning July 1, 2025, ending June 30, 2027

Jerri Botkin- County Administrator or designee

Drew Marez—HCPS Superintendent or designee

Robert Kelly-Sheriff or designee

Peter Kosenko-EMS Chief or designee

3. Virginia Board of Historic Resources Sign information only

4. Reappointment of Robin Sullenberger to Shenandoah Valley Partnership for a one-year term

5. Virginia Association of Counties Membership renewal

6. VACORP Risk insurance renewal

7. Highland County Recreation Commission request of the county to pay a portion of the rent at the new facility in the amount of \$250 per month

8. Request to hold a rabies vaccine clinic on September 6, 2025, at the Highland County Volunteer Rescue Squad Administrative building

9. Economic Development Authority recommendation to appointment Sarah McCarty for a four-year term beginning July 1, 2025 and ending on June 30, 2029

**F. Old Business**

1. Drew Maerz, Highland County Public Schools Superintendent—update
2. Solid Waste and Collection Site Bid process

**G. New Business**

1. Set annual close-out meeting for July 16, 2025, work session

**H. County Administrator's Reports, Requests and Recommendations**

**I. Board Comments**

**J. Consent Agenda**

1. Warrants—Accounts Payable for June 2025
2. Adopt a Resolution to set the appropriations for July 2025

**K. Open Public Comments**

1. The public comment period is an opportunity for citizens to address the Board concerning the services, policies and affairs of the County.

Designated Time Limit for Speakers 5 minutes per speaker, for each meeting

**L. Closed Meeting (as needed)**

- |    |                   |                                  |
|----|-------------------|----------------------------------|
| 1. | 2.2-3711 (A) (1)  | Personnel (as needed)            |
| 2. | 2.2-3711 (A) (3)  | Property (as needed)             |
| 3. | 2.2-3711 (A) (5)  | Prospective Business (as needed) |
| 4. | 2.2-3711 (A) (7)  | Legal – (as needed)              |
| 5. | 2.2-3711 (A) (8)  | Legal Advice – (as needed)       |
| 6. | 2.2-3711 (A) (29) | Contract – (as needed)           |

**M. Adjourn / Recess**

## **NEXT MEETING(S)**

Work Session

HIGHLAND MODULAR CONFERENCE CENTER

MONTEREY, VIRGINIA

DATE: 7/16/2025

TIME: 7:30pm

Upcoming items to address or consider

1. Cigarette Tax Ordinance
2. Highland County Erosion and Sediment Control Ordinance-update
3. Transient Occupancy Tax Ordinance-update
4. Agenda items for Joint meeting with Highland County School Board
5. Public Procurement Ordinance-update