VIRGINIA: AT A REGULAR MEETING OF THE COUNTY OF AMELIA BOARD OF SUPERVISORS HELD IN THE GENERAL DISTRICT COURTROOM OF THE COUNTY OF AMELIA COURTHOUSE ON WEDNESDAY, FEBRUARY 17, 2016.

PRESENT:	THOMAS R. GLEASON	District 1
	JUDY M. JONES	District 2
	RALPH A. WHITAKER, JR.	District 3
	CARROLL E. BARNARD	District 4
	FRANKLIN D. HARRIS	District 5

Board of Supervisors

TAYLOR HARVIE, III, County Administrator
DAVID WHITAKER, Planning and Zoning
ROGER WILEY, County Attorney
CARLA CAVE, Finance Director
BRENDA ARTHUR, Administrative Assistant

Chairman Harris called the February 17, 2016 Regular Meeting of the County of Amelia Board of Supervisors to order at 7:00 P.M. and determined there was a quorum present with five members in attendance.

Supervisor Harris offered the invocation, and everyone was invited to join in the Pledge of Allegiance.

APPROVE/AMEND AGENDA

The Agenda was amended to include an update on the current budget, EOC MOU for Red Cross and Central Virginia Incident Management Team, Piedmont Soil and Water letter of support, Uniform Environmental Covenants Act Agreement, Bridgeforth Mills and Morefield Meadows request update, GBC Renovation Update and a Special Event Permit application for the Farmer's Market. The amended agenda was unanimously approved on a motion by Supervisor Jones.

APPROVAL OF MINUTES

The following minutes were unanimously approved on a motion by Supervisor Whitaker.

- August 24, 2015 Joint Public Hearing Meeting
- January 2016 Organizational Meeting
- January 20, 2016 BOS Regular Meeting

APPROVAL OF TREASURER'S JANUARY 2016 ACCOUNTABILITY BALANCE SHEET

The Treasurer's January 2016 Accountability Balance Sheet was unanimously approved on a motion by Supervisor Jones.

APPROVAL OF TREASURER'S JANUARY 2016 REVENUE SUMMARY

The Treasurer's January 2016 Revenue Summary Report was unanimously approved on a motion by Supervisor Whitaker.

APPROVAL OF EXPENDITURES REPORT FOR JANUARY 2016

The Expenditures Report for January 2016 was unanimously approved on a motion by Supervisor Jones.

APPROVAL OF AP CHECK REGISTER (BILLS HAVING BEEN PAID)-JANUARY 2016

The AP Check Register for January 2016 was unanimously approved on a motion by Supervisor Whitaker.

INTERNAL FINANCIAL TRANSACTIONS

The Amelia County School Board has submitted a request for several supplemental appropriations. County Administrator, Taylor Harvie, announced that Dr. Jack McKinley, School Board Superintendant, along with Finance Director, Carla Cave would address the Board regarding this matter. Dr. McKinley presented a PDF of proposed purchases to be supported by carryover funds due to a pending Resolution that would allow the School Board to recoup up to $515, 000 into the FY2016 budget, and State and Federal reimbursements not included in the original budget. He reported that $15,000.00 was raised from a surplus auction. The School also received a grant to start a Robotics Team. He reported that instructional needs would total $55, 875.00 while Operations are expected to total $649,576.00. The Federal and States funds would need to be appropriated to receive full reimbursement. Supervisor Jones pointed out through January, the School has only expended 47% of the allocated budget but should have expended 58%. She asked if that 11% would be left over funds at the end of the fiscal year. Dr. McKinley stated he did not believe so. He stated he was more conservative with spending the first half of the fiscal year to be sure funding would be there for projects already budgeted for then make adjustments accordingly. Supervisor Jones said she thought it was a little premature to appropriate any more funds until the funds already appropriated were expended. Dr. McKinley pointed out again that projects paid for by Federal and State funds need to be appropriated in order for the County to be reimbursed. Supervisor Jones suggested that only State and Federal funds be allocated at this time and if need is shown in the upcoming months, carryover funds would be appropriated. When asked for clarification from Carla Cave, Finance Director, she stated it was necessary for State and Federal funding to be appropriated. She recognized that an explanation for appropriating the carryover funds were needed before those funds were

appropriated and she believed the School complied. She pointed out that the Resolution stated that the funds shall be appropriated and she believed the full appropriation request should be approved. Supervisor Jones stated she believed that the Resolution was approved on the basis that funds would be allocated if it was needed to balance the School's budget and there is no indication of that at this point. Dr. McKinley asked if there were any legal ramifications if the carryover funds were not appropriated. County Attorney, Roger Wiley, pointed out that the unbudgeted State and Federal funding needs to be appropriated now so the reimbursement can happen. He said he understood the concerns that any other funding may or may not be needed. Dr. McKinley stated that no one wants to see unexpended funding left at the end of the fiscal year as it had in previous years. Mr. Wiley said his interpretation of the Resolution was the School can request appropriation not to exceed $515,000.00 if the School demonstrates need. Dr. McKinley suggested the State and Federal funds be appropriated now and continue dialogue regarding the carryover funds. Supervisor Jones motioned that the Board appropriate the State and Federal funds (a total of $327,872.85) and defer a decision on the appropriation of the local funds until they see where the budget is going to be further into the fiscal year. The motion was unanimously approved.

PUBLIC COMMENTS

Gregory Thompson appeared before the Board to express his concerns about the road conditions at the intersection of Richmond Road and Bevils Bridge Road. He has seen 3 major accidents and believed improvements by VDOT are needed. He said he is having a problem with Southside Electric removing a tree. He would like to see some kind of surveillance camera installed to catch drivers who run though the intersection.

Sandra Leonard asked the Board to consider having a leash law applied to all subdivisions. She also complained about the conditions of the property at the old car wash adjacent to Emerson's Antiques.

Robert Flowers also requested to have a leash law imposed for all subdivisions.

STAFF/COMMITTEES/ORGANIZATIONAL REPORTS AND PRESENTATIONS

1. Monthly VDOT Status Report

David Whitaker, Director of Planning and Zoning, reported on VDOT activities around the County. He reported that Library signs are now posted in each direction on Route 360. Supervisor Jones asked if VDOT has responded to mailbox damage. Mr. Harvie said he has not had a response but he assumed that if a mailbox is damaged by a plow or truck making contact with the mailbox, VDOT would be responsible for the damage. However, if a mailbox was damaged by the force of snow being thrown by the blade, it would be considered a force of nature.

2. Amelia County Volunteer Department

Bruce Baker, President of the Amelia Fire Department Executive Board, addressed the Board of Supervisors regarding dispatch and the Fire Department volunteers. He explained that there is one dispatcher on duty at a time for 12 hours. They are responsible for 6 monitors, 5 admin lines and 8 "911" lines. All warrants must be entered and cleared when they are served. There are no breaks. 3 people were recently hired and 2 have already left for better pay. Only 2 people have been there more than 3 years.

He also told the Board the County was very lucky to have the Volunteer Firefighters. He explained how difficult it was to get volunteers because most have one or more jobs. When a truck is dispatched, there may be only one person on that truck, and they are having equipment going out of service. Training is on- going and they have a Junior Volunteer program. They have being doing fund raising and applying for grants. He hoped the County considers these obstacles when preparing the Budget.

PLANNING COMMISSION

1. Comp Plan Goals Affirmation

David Whitaker, Planning and Zoning, reported any revisions that have been made by the Comp Plan committee at the last 2 meetings. The Committee would like affirmation from the Board that they are going in the right direction. Supervisor Gleason said he believed they were doing a good job and things seem to be on track. Supervisor Harris said when you compare the goals of the VGA, our locality plan seems to be right on point. Supervisor Jones addressed Bruce Baker and said that one of those goals included trying to enhance and improve fire safety and rescue in the County.

OLD/NEW BUSINESS

1. Appointment

An appointment to fill an Amelia Day Committee appointment for District 3was brought before the Board. Supervisor Whitaker said he had no appointment at this time.

AMENDED AGENDA ITEMS

1. Director of Finance Budget Update

Carla Cave, Finance Director, reported that she has requested agency heads to submit any budget requests for the FY2017 year not included in their draft budget that was prepared based on the prior 3 year trend. Those numbers and requests will be presented at the March BOS meeting. The CSA program has been experiencing an increase in funding requests for FY 2016 budget. The CSA coordinator estimated this will cause that department to exceed their budget by $95, 000.00. The main reason is that the State passed a mandate that parents can directly request assistance instead of having to qualify through one of the 5 outside agencies.

She reported that there have been conversations with Peggy Jordan, USDA, Rural Development Area specialist. She has suggested the County apply for a grant/loan, which will allow reimbursement of 35% of the total cost of the budgeted fire truck up to $50, 000.00 plus borrowing 65% for the remainder. The only requirement to begin the process is for minutes of this meeting to reflect the Board's discussion and approval to file the application for USDA loan and grant assistance to purchase a truck. Supervisor Jones asked if they could reallocate other equipment. Supervisor Whitaker asked if the limitations of what District can benefit from the grant/loan would be imposed for the life of the loan or the life of the truck. Ms. Cave believed it would be the life of the loan. Mr. Harvie said that an inventory would be conducted once a year. Supervisor Whitaker motioned for the County to proceed with the application. The motion was unanimously approved.

2. <u>EOC MOU'S for Red Cross and Central Virginia Incident Management Team</u>

Kent Emerson, Director of Emergency Services, explained that there is no stipulation where the County is providing anything for the Red Cross but the agreement determines what the Red Cross is capable of providing to the County. The Central Incident Management Team MOU would allow the County to recoup in the event of a disaster situation where the County would request assistance.

On a motion by Supervisor Jones, the Board unanimously approved to direct Mr. Harvie to sign both agreements.

3. <u>Piedmont Soil and Water Conservation District Letter of Support</u>

Mr. Harvie submitted a letter to the Board to support PSWCD effort to expand the grant watershed program to the entire county. They have the funding but have only committed 10%. Supervisor Gleason motioned for the Board to support the expansion of the watershed grant to all of Amelia County. The motion was unanimously approved.

4. <u>Uniform Environmental Covenants Act Agreement</u>

Ray York explained that the County has been monitoring the old Epps lane Landfill for approximately 23 years. Since there have been no significant problems, if approved by DEQ, the County will not be required to adhere to the standard regulatory requirements for monitoring that costs $40,000 to $50,000 per year.

5. <u>Bridgeforth Mills and Morefield Meadows Update</u>

At the November Board of Supervisor meeting, a resident of Morefield Meadows requested that his subdivision be included in the 12 month leash law. At the January meeting, Bridgeforth Mills Homeowners Association requested their subdivision be included in a year round dog confinement area as well. Both subdivisions are surrounded by agricultural areas and uses. Research has shown that very few calls, if any, have originated from either subdivision. Both subdivisions have the potential to address their issues internally with restrictive covenants. The

County does not recommend a change at this time but promised to monitor the area more closely. Since these are small and isolated subdivisions, it is felt confinement would unfairly restrict those in surrounding areas and farms which historically have not had to adhere to year-round confinement.

6. GBC Renovation Update

Taylor Harvie reported that demolition of unneeded electrical equipment has begun while plans and specs are being developed. The County is meeting with several Asbestos demo contractors, and working with Fire Sprinkler Limited to get the sprinkler system working. A concrete contractor is working on a price for repairing the back stoops and apron at the side door of the loading dock. The County has retained the services of an architectural and is waiting on quotes for the HVAC engineering.

7. Special Event Permit-Farmer's Market

A Special Event Permit application was received to hold the 2016 Farmer's Market on Tuesday evenings May through October from 4pm until 7pm at the Amelia Fairgrounds. The permit was unanimously approved on a motion by Supervisor Barnard.

8. Commonwealth Regional Council Meeting Request

Taylor Harvie informed the Board the CRC has been meeting with each community to evaluate their services and would like to meet with Amelia County. Mr. Harvie asked the Board if they wanted to set up a special meeting or include it with a budget workshop. Mary Hickman, from CRC, explained that they are reflecting on the value of service it provides to its members. Since it is more in-depth than budget requests, the Board decided to meet with CRC at 6PM on March 16, 2016.

CONSENT AGENDA

COUNTY ADMINISTRATOR'S REPORT

1. Waste Management of Virginia

Taylor Harvie, County Administrator reported the check from Waste Management for January was $121,657.55. The total for FY2016 is $592,408.54.

2. Amelia Day Minutes

The minutes from the February 1, 2016 Amelia Day Committee meeting was submitted to the board for review.

3. Progress Report of Septic Grant

Mr. Harvie reported on the progress of the Septic Grant for the Flat Creek Water Shed. He reported there have been efforts to create target lists to send postcards, advertisement in Amelia and Nottoway, and have held two workshops. The Health Department has visited 15 sites and approved 11 applications. PSWCD provided funds for 2 free pump outs to citizens who attended workshops. They plan to prepare septic maintenance packets to distribute to realtors.

4. Southside Virginia Community College Newsletter

The Board was provided with the January 2016 SVCC Newsletter for their review.

BOARD MEMBER COMMENTS /REPORTS

District 1-The Honorable Thomas R. Gleason

Supervisor Gleason thanked Bruce Baker for coming to speak with the Board and wanted him to know they heard his concerns. He also wanted to thank the Volunteer Firefighters that attended the meeting, saying that the County was proud of them and what they have done and will do in the future.

District 2-The Honorable Judy M. Jones

Supervisor Jones reported that she attended STEPS regular meeting and they are still struggling with the challenges of the Head Start program and are scheduling Board training. Piedmont Senior Resources has received the "No Wrong Door" grant. They are planning a fund raiser in May and encouraged folks to sponsor a "Kentucky Derby Day".

The Honorable Ralph A. Whitaker, Jr.

Supervisor Whitaker stated that Virginia Growth Alliance has presented an opportunity for growth as a region.

District 4-The Honorable Carroll E. Barnard

Supervisor Barnard said he appreciated the efforts Mr. Harvie and staff are making on the GBS Building and the Industrial Park. He feels strongly about taxpayers trying to walk and "put up with bad dogs". He believes it is a serious issue and can't be pushed aside.

MOTION TO ADJOURN/CONTINUE MEETING

Being no other business, the February 2016 Regular meeting was continued to March 16, 2016 at 6:00 pm. on a motion by Supervisor Whitaker.

ATTEST:

A. Taylor Harvie, III
Amelia County Administrator

Minutes Approved: March 16, 2016

Franklin D. Harris, Chairman
Amelia County Board of Supervisors