

## MEETING #6 – January 23

At a Budget Workshop Meeting of the Madison County Board of Supervisors on January 23, 2013 at 8:30 a.m. in the Thrift Road Complex located at 302 Thrift Road:

PRESENT: J. Dave Allen, Chairman  
Doris G. Lackey, Vice-Chairman  
Jerry J. Butler, Member  
Pete J. Elliott, Member  
Jonathon Weakley, Member  
Ernie Hoch, County Administrator  
V. R. Shackelford, III, County Attorney  
Phillip Tartaglia, Finance Director  
Jacqueline S. Frye, Clerk of the Board

### **1. Budget Workshop Agenda**

Chairman Allen called the meeting to order and noted that Supervisor Elliott has been contacted by the Clerk and he will be arriving late. All other members are present and a quorum was established.

### **2. Pledge of Allegiance & Moment of Silence**

The Board of Supervisors commenced their meeting with the Pledge of Allegiance and a

### **3. Adopt Agenda**

Chairman Allen asked if there were any changes to today's agenda.

On motion of Supervisor Weakley, seconded by Supervisor Lackey, the Agenda is adopted as presented, with the following vote recorded:

J. Dave Allen	Aye
Doris G. Lackey	Aye
Jerry J. Butler	Aye
Pete J. Elliott	Aye
Jonathon Weakley	Aye

### **4. Agenda Items:**

#### **a. Budget Discussions:**

#### **Rappahannock Rapidan Community Services Board**

Chairman Allen advised that he spoke with Mr. Bill Tidball and Ken McGhee, the County's representatives to the RRCSB, regarding the proposed increase that was



presented; they were under the impression the proposed increase is being sought to enhance the process to perform mental evaluations.

The County Administrator advised the request was for \$75,723.00, which included additional funding in the amount of \$17,100.00 for non-emergent mental health services.

### **Facilities**

The County Administrator advised that he has advised Bonnie Perryman, Office Assistant, of the possibility that her position may expire effective June 30, 2013; however, he will need permission from the Board regarding this issue. In closing, he advised the PRA has hired Mr. Gerald Carpenter to fill the position of Manager.

Concerns were verbalized by the Board that Mr. Carpenter may be unable to perform all the tasks associated with the position.

The County Administrator advised that a part-time clerical position may be needed. Additionally, Roger Berry, Facilities Manager, handles all details regarding contracts, invoices and purchase orders. In closing, he advised that Mr. Berry has taken classes that will allow him to assist with contract requirements at the transfer station and handle maintenance issues on the roadway leading to the firing range.

Supervisor Elliott questioned the true costs involved.

The County Administrator advised that overhead costs include large items. Although he is currently working on compiling figures for outside services and additional support contracts, there is no maintenance contract currently in place for the courthouse.

### **Rapidan Service Authority**

The County Administrator advised that RSA is proposing an increase for water services. In closing, he advised there has been no final report provided yet and he is unsure whether all localities will be affected.

After continued discussion, the Board recommended that either of the Board's representatives, Mr. Steve Hoffman or Mr. Troy Coppage, be asked to attend a future meeting to provide input concerning RSA's proposal.

### **Social Services**

Supervisor Butler verbalized concerns between the County and the State regarding the lease for the social services building.

The County Administrator advised that he is waiting to receive input regarding the new lease. He also advised that during the last meeting, it was denoted the contract was done in good standing; however, the State sought to reduce the rent to \$500.00 based on changes in their guidelines and reductions in revenue.

Chairman Allen asked for a cost analysis to utilize a building owned by Mr. David James.

The County Administrator advised the building space would cost \$10.00 per square foot and this would increase the County's contribution to social services. Additionally, he



feels the Old ABC Building could be a good location for the E911 dispatch center, but would also serve as a marketable building to sell.

Chairman Allen advised the Boys' & Girls' Club is also looking for a building to occupy.

Supervisor Butler provided input on the foster care program and how an increase for services produces a debt for the Social Services Department.

### **Clore House**

The County Administrator advised the rent for the farm house will disappear next year, but rent for the fields will continue.

Supervisor Elliott asked how the County can suffice an increase to the Facilities Manager's position now that the PRA has hired a new person to serve as Manager. In closing, he asked what the position is actually worth.

The County Administrator explained that Mr. Berry will assist at the transfer station, maintain contracts, and continue to supervise three (3) employees. In closing, he advised that Mr. Berry works whenever he is needed without documenting the additional time.

Supervisor Butler questioned whether the Facilities Manager will receive overtime or compensatory time.

The County Administrator advised the position of Facilities Manager is designated as a 'blue collar' position; in order to make this employee exempt from receiving any overtime or compensatory time, the employee must be designated as a 'white collar' position instead.

### **Park & Recreation Authority (PRA)**

The County Administrator advised the PRA is working with the school system to implement changes so that a key can be provided to the individual that is in charge of opening/closing the school facilities for activities, which will eliminate the school's part-time custodian being responsible for this task. In closing, he advised they will also need someone to assist with cutting grass and about \$27,800.00 will be needed to compensate the part-time staff.

Supervisor Weakley suggested the PRA attain pricing for grass cutting.

In closing, the County Administrator advised that Mr. Dean is hoping to attain some volunteers to perform this task.

The County Administrator advised that the County must complete a lease to denote what can or cannot be done at Hoover Ridge and it must also include equipment responsibilities.

The County Administrator also advised the garage behind the Commonwealth Attorney's office can be cleared of its contents to allow the garage to be used for storage space.



Supervisor Elliott advised the farmer's market is using a dumpster and he questioned whether the County was paying a fee for this use.

The County Administrator advised this is something the farmer's market must've attained through the Extension Office.

Supervisor Butler suggested the proposed funding range for the PRA (\$85,000.00 to \$102,000.00) be lowered and assessed.

Supervisor Weakley feels the additional funding will assist the PRA with offering more programs and will prove to be a good investment for the County.

Supervisor Lackey asked about money received through fundraisers. In closing, she advised that each sports group currently handles their own funds, and questioned whether all funds will be combined.

The County Administrator indicated that about \$47,000.00 is denoted in a separate line item and the PRA plans to provide a separate budget to show accurate income and expenditures by July 1, 2013.

Chairman Allen advised the PRA will be responsible for determining what will transpire, as they will be responsible for managing all funding.

After discussion, it was the consensus of the Board to allow an additional contribution in the amount of \$16,000.00 to the PRA.

The County Administrator advised he will finalize a lease agreement for review within the next sixty (60) days.

Supervisor Butler advised that he doesn't think the red barn located at Hoover Ridge should be managed by the PRA.

### **Fair Board**

The County Administrator advised the Fair Board has requested a funding amount of \$1,500.00.

After discussion, it was the consensus of the Board to leave the initial funding contribution as is.

### **Madison County Library:**

The County Administrator advised the library has asked for a funding increase in the amount of \$11,000.00.

Concerns were verbalized regarding whether the increase was due to a statutory requirement.

In closing, it was the consensus of the Board to hold off, as it was advised the members of the Library Board will attend on Thursday to explain their proposed request.

### **Zoning & Planning**

The County Administrator reported no changes to the funding request presented.



### **Aging Together**

Supervisor Butler advised he was uncertain if the funds get to the various groups they are being sought for. In closing, he advised that caregiver classes have been held throughout the year.

### **Board of Zoning Appeals**

The County Administrator reported no changes in this year's request.

### **TJPED**

The Board discussed the proposed \$10,000.00 funding request and feels the request should be about \$6,500.00, which is based on .50 cents per capita.

After discussion, there was a suggestion to utilize the initial report and assess what transpires.

Chairman Allen and Supervisor Lackey weren't in favor of the proposed request.

After discussion, it was the consensus of the Board to support a request of \$6,500.00, but not for \$10,000.00.

### **Chamber of Commerce**

Supervisor Butler questioned who pays the Tourism Director's salary.

Supervisor Lackey advised the Chamber receives a contribution from the County.

Supervisor Butler advised the Director has additional duties in lieu of the transient occupancy tax, and suggested the contribution be raised two percent (2%) and be allocated toward a salary increase.

### **Courthouse**

The County Administrator provided input regarding the fees paid to the architects as per bills sent to the County for the project.

Supervisor Elliott advised the architects billed the County more than what was initially due and this issue hasn't been resolved.

The County Administrator advised that he feels the contractor (Warren Flynn Construction Company, Inc.) defaulted on the job.

The County Administrator suggested the budget also be structured to cover any potential litigation fees, as monies denoted within the contingency fund have been earmarked for specific items.

Supervisor Elliott suggested funding from the CIP fund be used for cover the costs to renovate the school's restrooms rather than from the contingency fund.

### **Accumulated Leave**

Chairman Allen advised the Board previously discussed pulling accumulated leave funding from the contingency fund and establishing a separate line item within each department.



### **Revenue Refunds**

Debt Service: The County Administrator explained the debt service payments (Waverly Yowell Elementary School, Courthouse Project, CIP, communications equipment, capital lease software). He also advised there is an RFP for software and the school system will be required to pay a portion of the fee.

Schools: The County Administrator advised the Governor has proposed to cover a one percent (1%) increase, but the County will be required to fund two percent (2%).

Discussions continued regarding the:

- a) General fund; and
- b) Replacement of buses;

Chairman Allen suggested that before determining what to do for the schools, the County will need to assess what will be done for County employees (i.e. healthcare, and/or salary increases).

The Board also verbalized concerns regarding the land use program and any proposed changes to the forestry program.

The County Administrator also advised there may be a payment in lieu of taxes from the park.

### **b. Information/Correspondence (if any)**

None.

### **c. Adjournment**

With no further action being required, on motion of Supervisor Weakley, seconded by Supervisor Lackey, Chairman Allen adjourned the meeting, with the following vote recorded:

J. Dave Allen	Aye
Doris G. Lackey	Aye
Jerry J. Butler	Aye
Pete J. Elliott	Aye
Jonathon Weakley	Aye

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J. Dave Allen, Chairman  
Madison County Board of Supervisors

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Jacqueline S. Frye, Clerk of the Board

Adopted on: March 12, 2013



Copies: J. Dave Allen, Doris G. Lackey, Jerry J. Butler, Pete J. Elliott, Jonathon Weakley,  
V. R. Shackelford, III & Constitutional Officers

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