

**MEETING #15 – March 14**

At a Budget Workshop Meeting of the Madison County Board of Supervisors on March 14, 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-Chair  
Jerry J. Butler, Member  
Pete Elliott, Member  
Jonathon Weakley, Member  
Ernie Hoch, County Administrator  
V. R. Shackelford, III, County Attorney  
Phillip Tartaglia, Finance Director

ABSENT: Jacqueline S. Frye, Clerk of the Board

**1. Budget Workshop Agenda**

Chairman Allen called the meeting to order and noted that all 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 moment of silence.

**3. Adopt Agenda**

Chairman Allen asked if there were any changes to today’s agenda and there were none.

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:**

The County Administrator provided an overview of key points for review.

\*Health Insurance

\*Wage Increase



### **Increases for Constitutional Officers**

Chairman Allen suggested the County do the same for school and county employees; he also advised that past discussions called for no significant tax increase.

An increase in revenue of three percent (3%) is denoted in today's report for the Constitutional Officers – verification of this was provided last week for the Comp Board positions. It was also denoted these positions haven't received a raise in quite some time; however, the County isn't legally required to provide a raise since all positions are actually being paid more than what the County currently receives in funding.

The School's Finance Officer has reported no significant change in revenue they are to receive.

### **Healthcare Insurance**

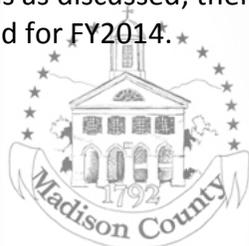
Coventry Insurance Company has offered a four percent (4%) rate increase if the school and county signs on now; pricing is being attained from local carriers (jointly, separately and parity); BB&T Insurance Company will place all the bids out for pricing, but if done, this will remove the offer being presented by Coventry Insurance Company; if figures can be attained from Local Choice [same coverage provided by other localities within the State] (which may actually be higher for a better type of coverage) can be compared to the four percent (4%) offer.

The County is required to contribute and provide an affordable amount for employee's healthcare coverage; the school system currently pays about \$425.00 per employee and the County pays about \$480.00 per employee. The school system has factored in a ten percent (10%) increase which may actually come in lower than what has been denoted in their FY2014 proposed budget. The County Administrator advised the County will actually save money if coverage is separate from the school system, but this will result in an increase for the school system; a meeting will be held shortly with the healthcare provider for the regional jail.

The Board discussed possibly agreeing to cover up to five percent (5%) for employee's healthcare costs and propose that additional costs be absorbed by employees after they are advised of the proposed options (i.e. Coventry versus Local Choice).

The Board discussed the proposed salary increase for the Constitutional Officers; the school system is planning a two percent (2%) increase; therefore, it was suggested the County offer a two percent (2%) raise across the Board to all County employees and the Constitutional Officers; numbers will be reviewed in order to balance the budget without interfering with any other programs.

Information is being gathered to complete a salary study; this will be ready for review/advisement before the end of the budget process, along with a balanced budget that contains the proposed increases (salary and healthcare) and other significant reductions as discussed; there is also \$350,000.00 in the contingency fund that isn't earmarked for FY2014.



Although costs have increased, the County has been able to denote a savings without a tax increase to the citizens; most categories within the budget did decrease (excluding the Sheriff's Department); however, there have been reductions in pension benefits and the debt service, and the County's fund balance has been steadily increasing each year.

The Board anticipated hearing something definitive from the school system shortly.

### **School System**

A print out was provided to reflect the school's expenditure numbers from February 2013 (through January 30, 2013) totaling \$1,450,000.00; school contracts run from September through August and checks for July and August payroll are cut in June of each year; the school's current budget calls for the purchase of a school bus, and they have factored the purchase of two (2) buses in their FY2014 budget. The school system has been advised that whatever funding they can save during the new budget cycle will be re-appropriated into the next year's budget; therefore, they are being encouraged to attain savings within their budget; the County can also establish a specific amount of local funding for the school system as a budgeted line item.

After discussion, it was suggested the Board allocate \$90,000.00 to the County's budget for appropriation to the school system (in the transportation category for the purchase of a bus), plus level funding from last year's request to meet their budgetary needs; they will also be encouraged to submit their intentions to the Board for review.

Additional budgetary correspondence was drafted for review (from the school system); the Board was in agreement with the final draft, and agreed to attach a budget worksheet for review and advisement by the school system

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

It was reported that Mr. Duncan will be asked to attend a future meeting to explain the budget increase that was presented; it's presumed these funds are being requested to assist with mental health services, as there aren't enough evaluators to assist law enforcement to meet state mandates.

### **Vehicles (Law Enforcement)**

There will be five (5) cars and one (1) truck purchased for the Sheriff's Department; proposal information will be forthcoming from Eddin's Ford.

### **Department of Social Services**

It was advised that the Department of Social Services didn't factor salary increases into their departmental budget.

### **Central Virginia Regional Jail**

The County's contribution to the jail will decrease this fiscal year as a result of a decrease in the County's 'use by numbers' for inmates last year – the County is funding a three percent (3%) increase for the Jail Board that has been factored into their FY2014 budget.



### **Renovations (School Restrooms)**

The Board discussed the renovations and costs associated with the project (i.e. locker rooms, middle school and high school); the scope of the project should be provided during the next CIP meeting – the original estimate was \$650,000.00 (which includes the two [2] main restrooms, one [1] locker room, and refreshing the other school restrooms) - \$900,000.00 will include renovations of both locker rooms, although nothing has been completely finalized to date; most of the expense will be in replacing/reconnecting the pipes, replacing of the flooring and relocation of the fixtures – it was suggested that measures be sought to ensure all renovations are regularly maintained after completion.

### **Festival Permit (Graves' Mountain Lodge)**

Graves Mountain Lodge has presented a festival permit for the upcoming Blue Grass Festival scheduled for May 30<sup>th</sup>, 31<sup>st</sup>, and June 1<sup>st</sup>; although the Board has handled these requests in the past, it was questioned if the Board had any objection to the County Administrator signing off on these requests. After discussion, the Board asked the County Administrator to research this issue to see if this is something he can attend to in the future.

### **Contingency**

The County Administrator advised the contingency fund is a budget item; it was suggested these funds be moved into specific departments that will be relocated in the future; it was advised that nothing can be spent without action on the part of the Board; a breakout of the funds was denoted for specific items (i.e. jail, accumulated leave, updated computer software); the debt service has been lowered by about \$250,000.00; savings will also be denoted in relinquishing RDA services; it was also advised the contingency funds aren't 'rolled over', but are placed in the general fund at the end of each fiscal year. Currently, there is \$935,000.00 in the capital fund, which does 'roll over' based on any budgeted funds placed there by the Board. Based on the proposed increases (salary and healthcare costs), the balance will be adjusted. It doesn't appear the County will need to use any of the fund balance to balance the FY2014 budget; nothing has been included for any anticipated sales tax or tax increase.

### **Tax Rate**

The equalized rate is being proposed for sixty-seven (.67) cents; it was the consensus to raise the rate by one cent; although citizens may see the above referenced rate as an increase, this factor could be explained that the County is trying to re-establish the 'rainy day' fund rather than to propose a significant tax increase all at once; it's felt that a slight increase over time will eliminate the need to force several fees or a major tax increase upon the citizens all at once as a means to increase revenue. It was also advised there will be major mandates imposed by the State for the E911 system, as the State will continue to impose mandates. Inflation will continue to impose a problem; however, there is no significant business here to offset any revenue shortfalls.



### **Electoral Board Concerns**

Discussions were brought forth about concerns verbalized by the Madison County Electoral Board regarding the need for additional space and whether a wireless intercom could be put into place to assist those with handicapped issues.

The County Administrator advised the Registrar hasn't advised of any specific issues they've been unable to work around; however, a decision needs to be made as to where departments will be placed; accommodations are already being made and it appears that all ADA requirements are currently being met. It was also questioned as to whether the stair lift at the War Memorial Building was in service; also, the second floor to the Sheriff's Office isn't ADA compliant and neither of the aforementioned buildings has an elevator.

### **Health Department (Issue Involving Graves' Mountain Lodge)**

There was no update to report on the issue pertaining to the lodge; it was advised that Mr. Graves had received two (2) letters from the Health Department advising the lodge was out of compliance; however, the concerns will not affect the upcoming Blue Grass Festival, as this will be allowed because it's a temporary use. It was advised the issues evolved because of the horse camp, which has become a continuous use; therefore, the Health Department advised that camping would need to cease at the grounds.

Mr. Dixon advised that he would advise who issued the complaint as soon as the issue is resolved; although FOIA guidelines are in place, information doesn't need to be released on an issue until litigation is complete on an impending case; it was questioned whether the County's Zoning Ordinance was out of compliance if the campground isn't in compliance with health guidelines.

### **Relocation of Offices**

The County Administrator advised of several options for shifting offices to alternative locations (i.e. Administration Building, Old ABC Building; Social Services Building; War Memorial Building, etc.); an elevator could be installed in the Sheriff's Office and the War Memorial Building to allow for future use of the upper levels of both locations. Additional highlights focused on the possibility of using the courtroom at the War Memorial Building for Board meetings and which buildings would house certain County departments; there have also been discussions that the Chamber of Commerce may be seeking better space and whether the existing location for "The Last Nickel" can be a viable option.

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

None.

#### **c. Adjournment:**

With no further action being required, on motion of Supervisor Weakley seconded by Supervisor Elliott, 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: June 10, 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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