

MEETING #1 January 2

At an Organizational Meeting of the Madison County Board of Supervisors on January 2, 2014 at 9:00 a.m. in the Madison County Administrative Center Auditorium located at 414 N. Main Street:

PRESENT: Doris G. Lackey, Member
Jonathon Weakley, Member
Robert W. Campbell, Member
R. Clay Jackson, Member
Kevin McGhee, Member
V. R. Shackelford, III, County Attorney
Ernest C. Hoch, County Administrator
Jacqueline S. Frye, Deputy Clerk

Agenda:

1. Organizational Meeting Agenda

Vice-Chair, Doris G. Lackey called the meeting to order – all members are present.

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. Description of Meeting & Election Procedures (Presented by County Attorney)

Supervisor Lackey advised the County Attorney will proceed with a description of the meeting election process (i.e. Chairman and Vice-Chairman).

The County Attorney advised that once the Chairman is selected, that individual will then conduct the election process for Vice-Chair.

The County Attorney advised the first order of business will be to determine the term of office for the Officers; in the past, the term for the Chairman has been for one (1) year or until a successor is appointed, which generally takes place at the Organizational meeting.

The second order of business will be to elect a Chairman; he/she will open the floor for nominations; any member of the Board may make a nomination of him or herself, or of a fellow Board member – no 'second' is required for the nomination of a Chairman; following the receipt of nominations, the floor will be closed – discussion will be called for pertaining to nominations, followed by the voting process; the vote on the nominations will transpire in the order in which the nominations are made. The

majority vote for a particular nomination will be declared as the elected Chairman of the Board – the floor will then be turned over to this individual who will proceed with the election of the Vice-Chairman, which will follow the same aforementioned procedure. After the election process, the organizational meeting agenda will be followed as published.

Supervisor Weakley moved the terms of the Chairman and Vice-Chairman of the Madison County Board of Supervisor remain for one (1) year or until a successor is elected, seconded by Supervisor Lackey, with the following vote recorded:

Doris G. Lackey	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
R. Clay Jackson	Aye
Kevin McGhee	Aye

4. Election of Chairman

The County Attorney then moved forward with opening the floor for nominations for the office of Chairman of the Madison County Board of Supervisors.

Supervisor Campbell nominated Supervisor McGhee for the position of Chairman of the Madison County Board of Supervisors.

Supervisor McGhee expressed appreciation for the nomination, but respectfully declined and advised the incumbent should be someone with more experience.

Supervisor Jackson nominated Supervisor Lackey for the position of Chairman of the Madison County Board of Supervisors.

With no further nominations being brought forth, the County Attorney closed the floor for nominations.

The County Attorney called for a vote on the nomination of Supervisor Lackey.

Doris G. Lackey	Aye
Jonathon Weakley	Aye
Robert Campbell	Abstain
R. Clay Jackson	Aye
Kevin McGhee	Aye

The County Attorney advised the nomination has received the majority vote and Supervisor Lackey has been selected as the Chairman of the Madison County Board of Supervisors for a term of one (1) year or until a successor has been elected, and proceeded to turn the meeting over to the Chairman elect.

Chairman Lackey thanked the Board members for their support – she pledged to be a Chairman who will be fair, concerned about the County and work with the best interest of the County in mind; the hope is to have a unified and positive Madison County Board of Supervisors for the good of the County.

5. Election of Vice-Chair

Chairman Lackey proceeded to open the floor for nominations for the Vice-Chairman of the Madison County Board of Supervisors.

Supervisor Campbell nominated Supervisor Jackson for the position of Vice-Chairman of the Madison County Board of Supervisors; explained his reasons for standing stems from Robert’s Rules of Order that states ‘an individual should stand when placing someone for nomination.’

Chairman Lackey called for further nominations and there were none; therefore, she called for a vote on the one (1) nomination that was made.

Doris G. Lackey	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
R. Clay Jackson	Aye
Kevin McGhee	Aye

6. Establishment of meeting dates and locations for calendar year 2014

Chairman Lackey advised the Board will need to establish meeting dates, times and locations for the 2014 calendar year.

- a. Regular Monthly Meeting (Currently 2nd Tuesday of each month beginning at 3:00 p.m. and at 7:00 p.m.):

Supervisor Weakley referred to an email that he posted which suggested a change for the meeting times for the monthly Regular Meeting (i.e. 3 p.m. to 6 p.m.; 4 p.m. to 7 p.m.; 5 p.m. to 8 p.m.), which will allow folks a more convenient time to attend if they so desire.

After discussion, Supervisor Jackson and Supervisor McGhee were in favor of holding the regular meeting from 4:00 p.m. to 7:00 p.m.

The County Administrator also advised the 4:00 p.m. to 7:00 p.m. session could be a viable option, as most department heads are ‘exempt’ employees and some tend to return for the evening session.

The County Attorney suggested the Board continue to advertise public hearings to transpire at 7:00 p.m.

After discussion, Supervisor Jackson motioned the Regular Monthly meetings be held from 4:00 p.m. to 7:00 p.m. on the second Tuesday of each month

Supervisor Campbell wanted to clarify that the meeting will not end at 7:00 p.m. should there be additional business to discuss, to which Chairman Lackey advised the meeting will not adjourn until all business has been completed.

Seconded by Supervisor Weakley, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

- b. Workshop Session (Currently the last Monday of each month beginning at 2:00 p.m.).

Supervisor Jackson was not in favor of continuing the workshop session at 2:00 p.m. in the afternoon; he suggested the session begin either at 4:00 p.m. or 6:00 p.m.

Chairman Lackey advised there are people who sometimes attend to address certain issues/concerns; she feels there may be some individual who may not be readily available during the suggested time frame; therefore, she suggested the session begin at either 4:00 p.m. or 5:00 p.m.

Supervisor Campbell suggested by starting at 6:00 p.m.; this will allow some of the citizens to attend and take part in the session, and be allowed to offer input.

Chairman Lackey advised the purpose of the workshop session is to allow the Board to discuss and attain information concerning issues that the Board will need to act upon at the regular monthly meeting; this session isn't one that allows for 'public interchanges' during the meeting, although folks can be invited to attend and address the Board with specific concerns.

Supervisor Weakley moved that the Workshop Session Meeting be held on the last Monday of each month from 6:00 p.m. to 8:00 p.m., seconded by Supervisor Jackson.

Supervisor Weakley questioned whether the day of the week should be changed, as there are Boards/Commissions which hold their monthly meetings on the last Monday of each month during the time from of 6:00 p.m. to 8:00 p.m. (i.e. Skyline CAP and PRA).

After discussion, it was suggested the meeting be held on the second Tuesday of each month instead of the last Monday.

Supervisor Weakley amended his motion to hold the Workshop Session Meeting on the 4th Tuesday of each month from 6:00 p.m. to 8:00 p.m., seconded by Supervisor Jackson, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

- c. Organizational Meeting: (Currently held the first business day of each new year or as soon as possible).

Chair(man) Lackey advised the first business day in 2015, is Friday, January 2nd; it has been the Board's tradition is to hold the organizational meeting as soon as possible after the first of each year.

Supervisor Jackson moved the Board scheduled the organizational meeting on Friday, January 2, 2015 at 9:00 a.m., seconded by Supervisor McGhee, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

- a. Adopt Agenda

Supervisor Campbell suggested a public comment opportunity be added to today's agenda since the Board will be considering resolutions to borrow additional funds and to turnover funding to the school system; he also has other items to discuss that could possibly be done under "Information/Correspondence."

Chairman Lackey called for further changes (current changes will call for a 'public comment' period to be added following Item #11 (i.e. 11-a).

After discussion, Supervisor Weakley moved the Board adopt today's Agenda with the addition of a 'public comment' period following Item #11, seconded by Supervisor Campbell, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

7. Establish parliamentary procedures for 2014

Chairman Lackey advised the Board must establish parliamentary procedures for 2014; establish the 11th edition of Robert's Rules of Order operating procedures for guidance on parliamentary procedures; the Board's bylaws are consistent with Robert's Rules of Orders; she asked if the Board would like to continue this objective.

Supervisor Campbell moved the Board deviate from the norm and eliminate Robert's Rules of Order's requirement that individuals should stand to be recognized when making a motion.

Chairman Lackey advised the Board's Bylaws don't require anyone to stand; therefore, she feels that will preclude what is denoted in Robert's Rules of Order.

Supervisor Weakley moved the Board continue on with parliamentary procedures for 2014 by utilizing the 11th Edition of Robert's Rules of Order, seconded by Supervisor McGhee, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

8. Consideration of the Madison County Board of Supervisors Code of Ethics

9. Consideration of the Madison County Board of Supervisors Bylaws

The County Attorney advised there is no need for the Board to adopt the existing Code of Ethics year; as these have already been adopted as rules of procedures governing the Board no matter who the members of the Board are; however, amendments/changes can be incorporated at any time, which is the reason today's agenda denotes "consideration". In closing, if changes or discussion are necessary to the Code of Ethics or the Bylaws, this would be the appropriate time to implement such changes. No action is necessarily required today, as discussion could take place at a later time. In closing, he feels it would be desirable to implement any necessary changes to either document in a prompt manner.

Supervisor Campbell suggested the Board defer any type of action on the Bylaws and Code of Ethics until all members have had an opportunity to review the documents; he further suggested these items be discussed further at a workshop session.

Chairman Lackey asked the County Administrator to add the Bylaws and Code of Ethics to the workshop meeting agenda.

The County Attorney advised the Board will need to designate an alternate parliamentarian in the absence of the County Administrator.

Chairman Lackey advised the County Attorney has served as the parliamentarian; in his absence, the County Administrator has usually served in this capacity.

Supervisor Campbell moved the County Administrator be designated as the parliamentarian in the absence of the County Attorney, seconded by Supervisor Jackson, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

10. Establish appointments to various boards, commissions and committees

Chairman Lackey advised of recommendations she submitted which denoted that Supervisor Jackson be designated as the Board's liaison to the Parks & Recreation Authority and that Supervisor Weakley be selected to serve as the Board's liaison to the Madison County School Board. In closing, she questioned whether the Board would like to approve the entire listing or proceed with each item separately.

Supervisor Campbell motioned the Board proceed with each listing separately to assess whether any Board members have questions or would like to call for any deletions, corrections or adjustments, seconded by Supervisor Weakley, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

1. Blue Ridge Committee (for Shenandoah Nat'l Park Relations (2 Board Members + 1 Citizen)]
Meetings: Twice per year in SNP
Assignment (2): Board Members & (1) citizen
 - a. Jonathon Weakley
 - b. Citizen: James Ballard and Bruce Bowman

Supervisor Jackson moved the recommendation be approved as presented, seconded by Supervisor Weakley, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

2. Central Virginia Regional Jail Authority
(Each locality is represented on the Jail Authority Board by the Sheriff and One (1) primary appointee, plus one (1) alternate per VA Code Section 53.1-106. The alternate is responsible for attending the Authority's meetings when the primary member cannot; alternate has same voting and other rights as the primary member when attending a meeting)
Meetings: 2nd Thursday every month, 6:00 p.m.
Assignment (1): Primary & Alternate
 - a. Steven S. Hoffman
Term: One year or successor is selected

Chairman Lackey recommended the Board Chairman be appointed as the County's designee.

Supervisor Campbell suggested that Mr. Hoffman be elected to continue serving; not only has he served for a number of years, but has been a great asset to the County in the position; he has indicated a willingness to continue serving, which is felt to be in the best interest of the County with the future jail expansion falling into place.

Supervisor Campbell motioned that Steve Hoffman be elected to appointed to continue serving as the County's designee to the Central Virginia Regional Jail Authority, seconded by Supervisor Weakley.

Supervisor Weakley also feels that Mr. Hoffman has earned the respect of his peers and County citizens; he also has a great deal of knowledge pertaining to the operations of the jail and the proposed jail expansion project.

Chairman Lackey explained the recommendation to have the Board Chair serve was due to her believe that any organization the County allocates \$100,000.00 or more annually should have a Board member in place as a representative to look out for the County's interest, which she feels is of the utmost importance and suggested be considered during future discussions.

Supervisor Campbell advised that he'd be willing to volunteer to attend the jail board meetings as a guest on behalf of the County.

Supervisor Jackson was also in favor of Mr. Hoffman being designated to continue serving if he was in agreement with the appointment; although he understands the amount off funding the County allocates to the jail, he feels Mr. Hoffman's level of representation will be done in the County's best interest.

Supervisor McGhee also supported the rationale regarding the amount of funding and the desire to appoint a Board member to serve, he also feels that Mr. Hoffman should remain in place at this time; he was also in favor of a Board member attending the meetings as a guest, should any member wish to do so.

With the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

3. CIP
 Meetings: 4th Thursday – TBC
 Recommended appointees: Kevin McGhee, Doris G. Lackey

Supervisor Campbell suggested that Kevin McGhee be appointed because of his design background and construction knowledge; he also expressed a desire to be appointed because of his construction background as well.

Supervisor Campbell moved that Supervisor McGhee and Supervisor Campbell be designated to serve on the CIP Committee as the Board's representatives.

Chairman Lackey asked the County Administrator if there was an understanding that the Board Chairman would serve or can any Board member be appointed. The County Administrator advised that any Board member can be designated to serve; the Madison County School Board did not appoint their Chairman, but their Vice-Chair and a Board member assigned, as per the MOU.

Supervisor Weakley agreed with Supervisor McGhee being appointed along with the Chairman.

With the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Nay
Robert Campbell	Aye
Kevin McGhee	Aye

- 4. CSA Board
 - Meetings: 2nd Tuesday of every month at 9:00 a.m.
 - a. Jonathon Weakley

Supervisor McGhee moved to approve the recommendation as presented, seconded by Supervisor, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

- 5. Emergency Services Director
 - a. Doris G. Lackey
 - b. County Administrator

Supervisor Jackson moved to approve the recommendation as presented, seconded by Supervisor Weakley, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

- 6. Liaison to Madison Town Council
 - Meetings: 1st Thursday of every month (regular)
 - a. Robert Campbell
 - b. R. Clay Jackson

Supervisor Weakley moved to approve the recommendation as presented, seconded by Supervisor Jackson, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

7. Liaison to Madison County School Board
Meetings: 2nd Monday of every month @ 7:00 p.m.
a. Jonathon Weakley

Supervisor Jackson moved to approve the recommendation as presented, seconded by Supervisor Weakley, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

8. Madison Extension Council
Meetings: Quarterly at 6:30 p.m.
a. R. Clay Jackson

Supervisor Weakley moved to approve the recommendation as presented, seconded by Supervisor Campbell, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

9. Park & Recreation Authority
Meetings: 3rd Wednesday of every month at 7:30 p.m. (Hoover Ridge)
a. R. Clay Jackson
b. Kevin McGhee

Chairman Lackey advised the County has a MOU in place with the Madison Park & Recreation Authority that indicates two (2) Board members will serve on the PRA Board.

Supervisor Jackson moved to approve the recommendation as presented, seconded by Supervisor Campbell, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

10. PD-9 & PD-10 Workforce Act

Meetings: 4th Wednesday at 1:00 p.m. (bi-monthly in Ruckersville)

a. Doris G. Lackey

Chairman Lackey advised the PD-9 & PD-10 Workforce Act meets to discuss employment concerns; it is recommended the Chairman serve in this position.

Supervisor Jackson moved to approve the recommendation as presented, seconded by Supervisor McGhee.

Supervisor Campbell asked if this meeting is one that additional members can attend.

Chairman Lackey advised that any Board member can attend if they so desire.

With the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

11. Madison County Planning Commission

Meetings: 1st Wednesday of each month at 7:00 p.m.

3rd Wednesday of each month at 7:00 p.m. (workshop)

Chairman Lackey advised there are several vacancies on the Commission; the Board will also need to appoint a liaison as well. She further recommended these appointments be placed on hold for discussion at the upcoming workshop session, as there is some concern about the 'staggering' of appointments and the role of the Board appointee.

Supervisor Weakley moved the recommendation to discuss the Madison County Planning Commission vacancies and Board appointment at the upcoming workshop session, seconded by Supervisor Campbell.

Supervisor Campbell suggested the vacancies be advertised and that the appointments be made from the applicants only.

With the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

12. Rappahannock Juvenile Detention

Meetings: Quarterly - 4th Monday at 12:00 p.m.

- a. Alfred Goossens (citizen liaison)
- b. Doris G. Lackey (alternate)

13. Rappahannock River Basin Committee

Meetings: Quarterly (March, May, August, October) 3rd Thursday

- a. Jonathon Weakley
- b. Kevin McGhee

Supervisor Weakley questioned whether an alternate should be designated on this committee.

The County Administrator advised there is generally just one member with an additional member to attend to keep apprised of what's transpiring. With most committees, anyone can attend.

Supervisor Campbell moved the recommendation be approved as presented, seconded by Supervisor Jackson, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

14. Rappahannock-Rapidan Community Services Board

Meetings: 1st Tuesday from 1:00 p.m. to 3:00 p.m.; Reg. Bd. Mtg. 4th Tuesday beginning at 9:30 a.m.

Chairman Lackey advised there is an opening on the RRCSB; she suggested this be discussed at the upcoming workshop session.

Supervisor Campbell suggested some input be received from the current members as well.

Supervisor Jackson moved the recommendation to discuss the RRCSB appointments at the upcoming workshop session be accepted, seconded by Supervisor Weakley, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

- 15. Skyline CAP
 - Meetings: 4th Monday of every month
 - a. Jonathon Weakley
 - b. Kevin McGhee

Supervisor Weakley moved to approve the recommendation as presented.

Supervisor Campbell advised a letter was received from Skyline CAP to request that Jerry Butler be appointed to continue serving on the Committee along with Supervisor Weakley.

Chairman Lackey advised that Mr. Butler can be elected to serve in the capacity of a citizen, but suggested there be two (2) Board members in place.

Supervisor McGhee advised he was in favor with Mr. Butler continuing to serve unless there was a problem with the appointment.

The County Administrator advised he was unsure if the appointments could only be filled by Board members.

Supervisor Weakley advised that Mr. Butler has done a fantastic job.

After discussion, a vote was taken on the recommendation to appoint Supervisor McGhee and Supervisor Weakley to serve as the Board’s liaisons to Skyline CAP, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Nay
Jonathon Weakley	Nay

Robert Campbell	Nay
Kevin McGhee	Aye

Supervisor Campbell moved that Mr. Jerry Butler and Supervisor Weakley be appointed to serve on the Skyline CAP, as requested, seconded by Supervisor McGhee.

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Nay
Robert Campbell	Aye
Kevin McGhee	Aye

16. Social Services Department
 Meetings: 4th Tuesday of each month at 8:30 a.m.
 a. Doris Lackey

Supervisor McGhee moved the recommendation be approved as presented, seconded by Supervisor Jackson.

Supervisor Weakley advised that Ms. Gilley was recently appointed; she has advised a willingness to continue; he questioned whether this will need to be considered at the workshop.

Supervisor Campbell suggested that Mr. Jerry Butler be elected to continue serving in this capacity; he questioned whether a Board member has to be designated to serve on this particular Board.

Chairman Lackey explained the position on the Social Services Board should be filled by a Board member.

Supervisor Weakley advised no objections to allow the Chairman to serve on the Board.

Supervisor Weakley moved the recommendation be approved as presented, seconded by Supervisor Campbell, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

Chairman Lackey advised Ms. Gilley's unexpired term has now expired and she is eligible to serve another appointment.

It was advised by the Social Services Board that Ms. Gilley has expressed a desire to continue serving.

Supervisor Weakley moved the Board reappoint Ms. Gilley to serve an additional term on the Social Services Board, seconded by Supervisor Jackson, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

17. Thomas Jefferson Area Criminal Justice Board
 Meetings: Quarterly months on Monday at 5:00 p.m. (in Albemarle County)
 a. Robert Campbell

Supervisor Jackson moved the recommendation be accepted as presented.

Supervisor Campbell advised that although he appreciates the nomination, he has no experience in the aforementioned area and suggested another Board member be appointed who may be more knowledgeable on this subject.

Supervisor McGhee expressed some interest in attending the meetings since he is in Albemarle County a few days each week.

Supervisor Campbell asked if the appointment could only be filled by a Board member; he suggested that Mr. Steve Hoffman be delegated to serve.

Chairman Lackey advised the Thomas Jefferson Area Criminal Justice Board is responsible for overseeing the community diversion incentive program, funded by the State to divert non-violent felons to community service and treatment.

Supervisor Jackson withdrew his motion to accept the recommendation as presented, seconded by Supervisor McGhee.

After discussion, Supervisor Weakley moved this topic be deferred for discussion at the upcoming workshop session, seconded by Supervisor Jackson, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye

Robert Campbell	Aye
Kevin McGhee	Aye

- 18. Thomas Jefferson EMS Council
 Meetings: 2nd Wednesday in January, March and May at 7:30 p.m.
 - a. Kevin McGhee
 - b. Jonathon Weakley (Alternate)

Supervisor Weakley moved the recommendation be accepted as presented, seconded by Supervisor Jackson, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

- 19. Topping Fund Committee
 Meetings: As needed – required 1x annually
 - a. R. Clay Jackson
 - b. Jonathon Weakley

Supervisor McGhee moved the recommendation be approved as presented, seconded by Supervisor Jackson.

Supervisor Campbell questioned the amount of funding remaining in the Topping Fund and whether this committee will continue once all funds have been dissolved.

The County Administrator advised there is currently \$50,000.00 remaining in the Topping Fund; he advised the fund could be expanded for other donations which are constantly being received by the shelter facility.

Supervisor Weakley advised the Topping Fund was established solely for the money accepted by the Topping Family; however, there are other businesses (i.e. Prince Michele Vineyards) who faithfully donate funds to the shelter.

With the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

After discussion, it was suggested further discussion on the future of this committee be discussed at the upcoming workshop session.

20. Tourism Committee
Meetings: Quarterly

Supervisor Jackson moved discussion on the Tourism Committee be held at the upcoming workshop session, seconded by Supervisor Weakley.

With the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

Supervisor Weakley also suggested the members of the Tourism Committee be invited to the upcoming workshop to participate in the discussion.

21. Transportation Committee

Supervisor Jackson moved the Board discuss the Transportation Committee at the upcoming workshop session, seconded by Supervisor Weakley.

Supervisor Campbell questioned the suggestion of a Transportation Committee.

Supervisor Weakley advised there have been citizen issues brought to the attention of the Board that need to be addressed that pertain to VDOT issues; VDOT has advised they will attend the regular meetings on a bi-monthly basis and he feels the development of a committee may assist in getting citizens a quicker response in the future.

Chairman Lackey advised the discussion of a Transportation Committee has been in effect for the past three (3) months; she suggested this item be discussed at the workshop session since there hasn't been any structure to determine the purpose of such a committee.

With the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye

Robert Campbell	Aye
Kevin McGhee	Aye

22. VACo
 Meetings: Quarterly
 a. Doris G. Lackey
 b. County Administrator

Chairman Lackey advised that any Board member can participate; members wanting to participate were encouraged to sign up for a committee and VACo will contact interested parties with meeting and other information.

Supervisor Campbell suggested this committee be discussed at the upcoming workshop session, to which Chairman Lackey advised wasn't really since any Board member is eligible to attend the committee meetings after signing up to be a part of VACo's structure.

Supervisor Campbell suggested that a Transfer Station Committee be formulated.

Chairman Lackey advised the discussion for a Transfer Station Committee isn't on the Agenda and suggested this issue be added to the upcoming workshop agenda for future discussion.

11. Appoint County Administrator as Purchasing Agent and Communications Director

The County Administrator explained today's request is to officiate the Purchasing Agent for the County; the Virginia statute requires certain actions done on behalf of the County to be implemented by a Purchasing Agent appointed by the Madison County Board of Supervisors; the authority doesn't change the process already in place for County purchasing procedures, but does denote someone with the title of Purchasing Agent. Also, the Communications Director is discussed in the job description of the County Administrator, but there's no clarity that the Administrator is actually the 'voice for the County' – on behalf of the Board, all communications should come through the Administrator. In closing, he advised the requested appointments will merely provide authorization by the Board.

Supervisor Campbell questioned whether the designation of the County Administrator as the Communications Director will hinder the Board members from speaking on behalf of the County.

The County Administrator advised the designation will not preclude any Board member from speaking; the Administrator will be a 'point of contact' person in the event the news media would desire a statement on behalf of the Board.

The County Administrator advised there was a discussion with the County Attorney pertaining to the designation of Purchasing Agent; this designation will allow the Administrator to sell surplus equipment at the recommendation of the Board. There is also mention in the State statute pertaining to the Purchasing Agent, which can be discussed with VACo as to how this pertains to governmental entities.

Supervisor Jackson moved the Board appoint the County Administrator as the Purchasing Agent and the Communications Director, seconded by Supervisor Campbell, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

a. Public Comment:

Chairman Lackey opened the floor for public comment.

James Nelson, Madison County School Board, was present to provide input pertaining to allegations made at the recent public hearing regarding the Madison County School Board's mismanagement of the proposed CIP Project.

Kim Smith, Brightwood, VA, was present to verbalized concerns regarding the scope of work being addressed (mold and other environmental concerns) and hopes the issues will be addressed in logical order; also concerned whether a new school will be needed within the next 10-12 years – urged officials to look at options that will be the most cost effective.

With no further comments, Chairman Lackey closed the public comment period.

12. Board Action to Consider a Proposed Resolution to Borrow Funds for the School Improvement Project

The County Administrator advised the County will need to add \$2,400,000.00 in new money to the existing CIP; the County currently has about \$1,500,000.00 in the capital fund; funding must be in place before the school board can proceed with entering into a contract. A combination of options (i.e. borrow vs. line of credit) is available – the County can proceed with a loan (with a fixed rate) for up to \$2,500,000.00 which will be rolled into the current CIP; second option will be for the County to proceed with a commercial paper loan (with a fixed rate) for \$2,500,000.00 – funds will only be used as

needed up to the designated amount. In December 2013, the Board recommended to move forward with a floating rate, as the monies will not be needed just yet (i.e. eighteen month project) and there is sufficient funding to accommodate the project for the next twelve months. Based on the recommendations made by the prior Board in December 2013, today's package has documents to authorize/finalize the commercial paper loan for an amount yet to be determined; final contract documents will then be brought before the Board for final resolution sometime toward the end of January 2014.

The second resolution simply states the Board pledges to the school board that the County will finance the \$10,059,000.00 project, as bid, so the school board can proceed with a contracted low bidder and finalize documents to get the project started in the spring of 2014. In closing, it was denoted the County Attorney and the School Board's Attorney have reviewed today's documents and have indicated everything is in order.

Supervisor Campbell motioned the Board discuss the matter of borrowing funds for the school CIP projects, seconded by Supervisor Jackson.

Supervisor McGhee verbalized concerns regarding the best estimate of \$1,500,000.00 versus \$2,500,000.00.

Chairman Lackey advised there are two (2) options available; in order to move forward, the County will have to guarantee the school board that \$2,500,000.00 will be available to complete all the CIP projects; whether a portion is borrowed or the entire amount. If existing County resources are utilized, there will be a need to only borrow \$1,500,000.00; however, this option will deplete the County's current reserve.

Supervisor Campbell advised he was in favor of utilizing a 'one time' irrevocable line of credit to the schools for what's actually needed; he suggested only what's needed will be spent; he doesn't want to come back to the citizens within the next two (2) years for additional funding; he isn't in favor of anything being expanded and suggested the County only pledge what's needed in order for the school board to move forward; he doesn't feel the amount of \$2,500,000.00 will be enough to complete the entire proposed project; he only wants the projects to be done correctly.

The County Administrator advised that \$2,500,000.00 is the most the Board can work with, as this is the maximum amount that was advertised; at closing, there will be a minimum of \$1,500,000.00 that will need to be drawn down on - the interest rate is currently set at 1.5% with low closing costs. A larger line of credit will allow a greater lending opportunity but these funds can only be used for the school projects.

Supervisor Jackson suggested the County look at what's being borrowed versus what's needed and only spend what's actually needed for the proposed project.

Concerns were also verbalized regarding potential change orders for the proposed project.

Chairman Lackey advised the Board's liaisons will be on the CIP Committee and will be made aware of any change orders that may come forth and any concerns can be expressed at that time. In closing, it's deemed the Madison County School Board has implemented due diligence and the proposal is well written out.

With the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

Supervisor McGhee moved the Board approve Resolution #2014 [Madison County Board of Supervisors to Proceed with Additional Funding] to borrow funding up to \$2,500,000.00 in financing through the secured commercial paper loan program through VACo, seconded by Supervisor Jackson, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Abstain
Kevin McGhee	Aye

13. Board Action to Consider a Resolution Authorizing the Funds for the School Board to Enter Into a Contract for School Improvements

The County Administrator advised that Resolution #2014-2 [Madison County Board of Supervisors will pledge to the Madison County School Board and:

- Reaffirm the joint resolution done on December 9th and December 10th, 2013;
- Is in compliance with the MOU that readjusted the projects according to the attached schedule;
- Recognizes the total cost of the contract as being the sum of \$10,059,000.00;
- Authorizes the school system to move forward with the lowest successful bidder; and
- Assures that the Madison County Board of Supervisors will fund the proposed project;

Supervisor McGhee motioned the Board approve Resolution #2014-2 [Madison County Board of Supervisors to Fund School CIP Projects], seconded by Supervisor Weakley.

Supervisor Jackson verbalized concerns with how the contract is written and hopes it isn't biased toward the contractor; he'd like to be able to review the document.

Chairman Lackey advised the County Attorney has worked with the School Board's Attorney on the contract to ensure there are protections in place.

The County Attorney advised the Madison County School Board is a separate authority; they're charged with the responsibility of negotiating, executing and carrying out the contract; his sole responsibility is to represent the County. The School Board has a very capable Attorney and he has been kept well informed throughout the entire process. In closing, he advised the County need only provide financing.

Supervisor Campbell expressed concerns that many questions still remain unanswered on this particular issue.

Chairman Lackey advised that based on the MOU between the County and the Madison County School Board, there is an opportunity for members of the Madison County Board of Supervisors to be involved and aware of each aspect of the process.

Supervisor Weakley asked if it would be possible to discuss further questions at this evening's joint meeting in order to make a sound decision.

Supervisor McGhee moved the Board approve Resolution #2014-2 [Madison County Board of Supervisors to Fund School CIP Projects] Supervisor Weakley, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Abstain
Kevin McGhee	Aye

14. Information/Correspondence (if any)

Supervisor Campbell proposed the following future changes for informational purposes:

- Moment of silence with opening prayer by a guest speaker
- All five (5) members should receive the same amount of pay
- All members should cut their salary by twenty percent (20%)
- Public comment should be provided at every meeting, including the workshop sessions
- Any amounts of compensation (i.e. pay/reimbursement, etc.) paid to Board members for attending meetings should be reassigned to the County.

Supervisor Jackson moved the Board consider the above referenced items at an upcoming workshop session, seconded by Supervisor Weakley, with the following vote recorded:

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

15. Adjournment

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

Doris G. Lackey	Aye
R. Clay Jackson	Aye
Jonathon Weakley	Aye
Robert Campbell	Aye
Kevin McGhee	Aye

Doris G. Lackey, Chairman
Madison County Board of Supervisors

Clerk of the Board of Madison County Board Supervisors

Adopted on: February 11, 2014

Copies: Doris G. Lackey, R. Clay Jackson, Jonathon Weakley, Robert Campbell, Kevin McGhee, V. R. Shackelford, III & Constitutional Officers

Resolutions Adopted on 1/2/2014:

Resolution #2014-1 [Madison County Board of Supervisors to Proceed with Additional Funding]

Resolution #2014-2 [Madison County Board of Supervisors to Fund School CIP Projects]

**RESOLUTION OF MADISON COUNTY BOARD OF SUPERVISORS
TO PROCEED WITH ADDITIONAL FINANCING
RESOLUTION #2014-1**

WHEREAS, in order to fund the projects identified in a joint CIP Resolution adopted by

the Madison County School Board on December 9, 2013, and by the Madison County Board of Supervisors on December 10, 2013, it may be necessary to secure financing in addition to the Madison Public Facility Lease Revenue Bond, Series 2013 dated January 25, 2013; and

WHEREAS, options for such additional financing are set forth in a letter dated December 18, 2013, from VML/VACO Finance.

NOW, THEREFORE, the Madison County Board of Supervisors hereby authorizes the Madison County Administrator and Madison County Attorney to secure additional financing under the VML/VACO Commercial Paper Program in the amount of \$2,500,000.00.

Final documents for such additional financing shall hereafter be approved by the Madison County Board of Supervisors.

Adopted by the Madison County Board of Supervisors this 2nd day of January, 2014, on a motion by Supervisor McGhee and seconded by Supervisor Jackson.

Doris G. Lackey, Chair
Madison County Board of Supervisors

ATTEST:

Clerk, Madison County Board of Supervisors

	Aye	Nay	Abstain	Absent
Doris G. Lackey	<u> x </u>	_____	_____	_____
R. Clay Jackson	<u> x </u>	_____	_____	_____
Jonathon Weakley	<u> x </u>	_____	<u> x </u>	_____
Robert Campbell	_____	_____	_____	_____
Kevin McGhee	<u> x </u>	_____	_____	_____

**RESOLUTION OF MADISON COUNTY BOARD OF SUPERVISORS TO FUND
SCHOOL CIP PROJECTS
#2014-2**

WHEREAS, the Madison County School Board (School Board) received and opened competitive sealed bids on November 19, 2013, from qualified contractors to construct six (6) school related projects; and

WHEREAS, on December 9, 2013, the School Board adopted a joint CIP Resolution (referred to as the "CIP Resolution"), and on December 10, 2013, the Madison County Board of Supervisors (County Board) adopted the CIP Resolution with the deletion of paragraph 1; and by this joint CIP Resolution the County Board and the

School Board agreed to make modifications and adjustments to the Joint CIP Project and

Memorandum of Understanding (referred to jointly as the "MOU") which resulted in the addition of the six (6) school related projects for which the School Board has received and opened competitive sealed bids, and which are identified as follows:

- #27 High School Base Bid
- #28 Middle School Section A&B (Alternate Bid 1)
- #29 Middle School Section C&D (Alternate Bid 2)
- #30 High School Locker Rooms (Alternate Bid 3)
- #31 High School Roof – Gym (Alternate Bid 4)
- #32 (High School Roof – 1990 Roof (Alternate Bid 5); and

WHEREAS, as agreed in the CIP Resolution, the Joint County Board and School Board CIP Committee recommended that the School Board accept the lowest responsive and responsible bid received on November 19, 2013, to construct the six (6) school related projects (Base bid plus five alternates)(collectively referred to in the Bid Documents and Bid Sheet as "Alternate Bid 6" and collectively referred to herein as the "Project"); and

WHEREAS, the School Board intends to take action on or before January 18, 2014, to award the contract for the Project to contractor Blair Construction, Inc. in an amount of \$10,059,000.00, the low bid for the Project; and

WHEREAS, because the bid prices received on November 19, 2013, are only guaranteed to remain open for sixty (60) days, the School Board must take action on or before January 19, 2014, to enter into a contract with Blair Construction, Inc. to contractually procure the bid price of \$10,059,000.00; and

WHEREAS, although the County currently has funds available to fund a significant portion of the cost of the Project, the County must secure additional funding to fully fund the cost of the Project and the County Board is currently working diligently to secure such financing on favorable terms; and

WHEREAS, the County Board anticipates that full funding for the Project will not be available and appropriated to the School Board on or before January 18, 2014, the last date on which the School Board must take action to award the construction contract on the Project if the School Board is to contractually benefit from the low bid submitted by Blair Construction, Inc.; and

NOW THEREFORE, be it resolved that the County Board:

1. Affirms its commitment to procure additional funding to fully fund the Project; and
2. Consents to the School Board taking action on or before January 19, 2014, as provided for pursuant to Virginia Code section 22.1-91, to contract to expend \$10,059,000.00 for the construction of the Project although such contract funds shall not be made available or appropriated to the School Board by the County Board by such date.

Adopted by the Madison County Board of Supervisors this 2nd day of January, 2014, on a motion by Supervisor McGhee and seconded by Supervisor Weakley.

Doris G. Lackey, Chair
Madison County Board of Supervisors

ATTEST:

Clerk, Madison County Board of Supervisors

	Aye	Nay	Abstain	Absent
Doris G. Lackey	<u> x </u>	_____	_____	_____
R. Clay Jackson	<u> x </u>	_____	_____	_____
Jonathon Weakley	<u> x </u>	_____	_____	_____
Robert Campbell	_____	_____	<u> x </u>	_____
Kevin McGhee	<u> x </u>	_____	_____	_____

Attest:

Clerk, Madison County Board of Supervisors



Agenda
2014 Organizational Meeting
Madison County Board of Supervisors
Thursday, January 2, 2014: at 9:00 a.m.
County Administration Building, Auditorium
414 N. Main Street, Madison, Virginia 22727

Order of Business

1. Call to Order/ Determine Presence of a Quorum
2. Pledge of Allegiance & Moment of Silence
3. Description of Meeting & Election Procedures (by County Attorney or designee)
4. Election of the Chairman
5. Election of the Vice-Chair (Conducted by the new Chairman)
6. Establishment of meeting dates and locations for calendar year 2014
 - a. Planning commission meetings
 - b. Regular meetings
 - c. Workshop session meetings
 - d. Organizational meeting for 2015
7. Establish parliamentary procedures for 2014
 - a. Establish Robert's Rules of Order (11th Edition) as guidance on questions of parliamentary procedures for 2014, and designate the County Attorney to serve as Parliamentarian in 2014; or in his absence, the County Administrator
8. Consideration of the Madison County Board of Supervisors Code of Ethics
9. Consideration of the Madison County Board of Supervisors Bylaws
10. Establish appointments to various boards, commissions and committees
11. Appoint County Administrator as Purchasing Agent and Communications Director
12. Board action to consider a proposed resolution to borrow funds for the School improvement project

13. Board action to consider a resolution authorizing the funds for the School Board to enter into a contract for school improvements

14. Information and or correspondence

15. Adjournment