

MEETING #9 – February 10

At a Regular Meeting of the Madison County Board of Supervisors on February 10, 2015 at 4:00 p.m. in the Madison County Administrative Center Auditorium located at 414 N. Main Street:

PRESENT: Doris G. Lackey, Chairman
R. Clay Jackson, Vice-Chairman
Jonathon Weakley, Member
Robert Campbell, Member
Kevin McGhee, Member
Ernest C. Hoch, County Administrator
V. R. Shackelford, III, County Attorney
Leo Tayamen, Finance Director
Jacqueline S. Frye, Deputy Clerk

Agenda Items:

Call to Order

Pledge of Allegiance & Moment of Silence

1. Determine Presence of a Quorum/Adopt Agenda:

Chairman Lackey noted that a quorum was present.

Recommendations to the Agenda: Add Item 4-d – Aging Together (Presentation on volunteer driving initiative). Supervisor Jackson moved the Board approved the Agenda as amended, seconded by Supervisor McGhee. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

2. Constitutional Officers: None

3. County Departments:

a. Robert Finks, 911 Director

i. EMD – Grant Update: Robert Finks, E911 Director, provided an overview of E911 EMD; dispatchers are now trained to provide emergency medical guidance to callers, if necessary.

ii. Enhanced 911 – Grant Update: An E911 grant (totaling \$150,000.00) has been awarded to the County; funding will be used to replace the County's aging 911 system; new system will be "IP" based and will allow texting and video streaming to the EOC.

iii. 911 Mapping (Grant): The County also received notice that an additional \$150,000.00 in grant funding will be received to replace the 911 mapping system; an additional \$150,000.00 grant has been received to replace the existing 911 mapping system.

b. Tracey Gardner, Economic Development & Tourism Director:

i. Updates: Ms. Gardner, Director, was present and provided a brief overview of the first weekend opening of the Tourism Center; new part-time staff on board to work the weekend shifts; new staff to be hired shortly to work on weekdays; hours of operation were noted for information (i.e. spring/fall); highlights were provided on happenings with the Madison Chamber of Commerce (i.e. new business, grand opening events, TOTM, etc.) and the Transient Occupancy Committee. It was also noted that once the tourism center is fully certified by the state, tourism signage will cost about \$2,500.00 each; the TOT Committee has approved to fund the cost for signage; it's anticipated signage will be in place by the spring; it was also suggested those that participated in last year's summit be asked to revitalize and begin working on some future projects.

4. Independent Committees/Organizations

a. Blue Ridge Heritage Association: James Lillard and Kit Johnston were present to provide literature and information on the Blue Ridge Heritage Association; the association is working on project (formulated about two (2) years ago in Greene County) that will involve developing a memorial monument in honor of those families who were displaced by the national park (i.e. Madison County has the largest amount of families displaced); the Historical Society has been setting funding aside to be earmarked for the monument; donations may also be made to the Historical Society on behalf of the Blue Ridge Heritage Association's project.

Ms. Johnston thanked the Madison Historical Society for all of its support; it was questioned whether the monument could be sited on the Criglersville Elementary School site and whether there is a process the BRHA should follow in order to formalize today's request; a community summer reading project will also be underway about a young girl and her family that lived in the mountains during the Great

Depression Era and attended the Hoover School that involves a story written by a young girl who grew up in the mountains during the Great Depression.

Chairman Lackey advised that a letter of proposal will need to be written to the Madison County Board of Supervisors (on behalf of the BRHA) regarding today's proposal.

It was noted the time frame involved is flexible, as a land site will need to be secured before the project can come; once a land site has been secured, the project will be able to move forward. It was also noted a dinner will be held at the Graves' Mountain Lodge on April 22 2015 to support the association, and will host a small video of past events; additional sites for the monument will also be sought.

B. Rappahannock Juvenile Detention Center Appointment: Chairman Lackey advised there is an opening on the RJDC Board; a discussion was held at the recent workshop session that focused on the Superintendent's suggestion that the County Administrator be designated as the County's representative, as all participating localities currently have their County Administrator designated as their representative.

Supervisor Jackson moved the Board appoint, Ernest Hoch, County Administrator to serve on the Rappahannock Juvenile Detention Center Board, seconded by Supervisor Campbell. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

c. Parks & Recreation: Jerry Carpenter, Manager, was present and provided highlights on projects at Hoover Ridge Park (i.e. signage, Carpenter pavilion, etc.); participation level for youth sports, special events (i.e. summer/fall league groups, Tour de Madison, 5K run, summer camp. Obstacle race, high school cross country races, pass/punt/kick; elementary school picnics, etc.); it was noted that "Ed Gentry" funding is now complete; funding for the Carpenter fund comes from the foundation each year (about \$4,400.00-\$4,500.00 annually) – the foundation provides funding to different organizations (from the interest earned).

Concerns from the Board focused on:

- Funding collected for PRA sports to date
- PRA's future funding plans

After discussion, Supervisor Campbell noted that although he would be willing to help the PRA accomplish goals and supports them fully, he would be unwilling to allocate approve any requests for start-up funding the PRA has a complete plan in place that provides the full cost for any proposed projects.

d. Aging Together: Chris Miller, Director, was present and provided a brief overview of a project that will involve a collaborative effort of six (6) organizations to recruit volunteers to provide transportation services to citizens (in Madison County) that don't own a private vehicle or have access to public transportation. Aging Together received funding during the past year from the Department of Rail & Public Transportation to assist and support non-profit organizations (in Madison County) with today's proposal. A flyer was provided and advised of a resource day that will be hosted at the Madison Senior Center on Tuesday, March 3rd (5:00 p.m. – 7:00 p.m.) and Saturday, March 7th (10:00 a.m. to 12:00 p.m.) to provide awareness to those who may be interested in learning what is required to become a volunteer driver. A "save the date" notice was also provided for the "Five Over Fifty" event scheduled for Saturday, April 11, 2015 at the Culpeper State Theatre.

5. Committee Reports: None.

a. Blue Ridge Committee Appointments: Chairman Lackey advised there was a recent resignation of the citizen representative and the County's alternate member on the Blue Ridge Committee- these positions will need to be filled. It was noted the County has two (2) voting representatives – the alternate member can vote if the other member is absent.

Supervisor Jackson moved the Board appoint:

- a. Jonathon Weakley, Member
- b. Kevin McGhee, Alternate

Seconded by Supervisor Campbell. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

6. Finance:

i. General Operations (Fund 10) General Fund FY2014 – December

Supervisor McGhee moved the Board approve the Certificate of Claims (Fund 10) General Operations for December 2015 in the amount of \$882,123.24, seconded by Supervisor Jackson. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0)*

ii. Certificate of Claims (Fund 11) Tourism Enhancement FY2014 – December

Supervisor Jackson moved the Board approve the Certificate of Claims (Fund 11) Tourism Enhancement for December 2015 in the amount of \$1,798.51, seconded by Supervisor McGhee. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

iii. Certificate of Claims (Fund 40) Debt Service FY2015 – December

Supervisor Jackson moved the Board approve the Certificate of Claims (Fund 40) Debt Service for December FY2015 in the amount of \$499.15, seconded by Supervisor McGhee. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

iv. Supplemental Requests – General Operations FY2015 –

PRA	71200-5702; 499999	Hoover Ridge	\$17,367.09
PRA	71200-5703; 161203	PRA Youth Programs – Basketball	\$ 3,415.98
PRA	71200-5704; 161204	PRA Youth Programs – Cheerleading	\$ 1,361.82
PRA	71200-5705; 161205	PRA Youth Programs – Football	\$ 19.68
PRA	71200-5706; 161206	PRA Youth Programs – Hockey	\$ 1,014.79
PRA	71200-5707; 161207	PRA Youth Programs – Soccer	\$ 134.54
PRA	71200-5709; 499999	PRA Youth Programs – Wrestling	\$ 767.92
PRA	71200-5711; 161211	PRA Youth Programs – Youth Registration	\$ 5.00
PRA	71200-5727; 161227	PRA Youth Programs – Jazz	\$ 200.00
PRA	71200-5730; 161230	PRA Youth Programs – Tae Kwon Do	\$ 1,851.05
Revenue Refunds	92100-5834; 180301	Revenue Refunds – B. Campbell – FOIA Pmt.	\$ 764.05
Sheriff's Department	31200-1720; 180301	Sheriff's Department – Deputies Part-time	\$ 5,114.50
E911	31401-5890; 240107	Emergency Opts. - Grant- EMD Exp.	<u>\$12,258.22</u>
TOTAL SUPPLEMENTS:			\$44,247.64

Supervisor Weakley moved the Board approve Supplemental Requests for FY2015 Ended December 31'2014 totaling \$44,274.64, seconded by Supervisor Jackson. *Ayes: Lackey, Jackson, Weakley, McGhee. Nays: Campbell.*

Due to concerns regarding the supplemental requests for the PRA, it was the consensus of the Board to request that PRA representatives attend the next workshop session to provide input on their departmental funding.

7. Minutes

a. #56 (2014) b. #1, #2 (2015)

Amendments were requests as follows:

Minutes #1 (Bylaws vs. Code of Ethics)

Minutes #2 (Clarification of Finance Committee & Members Present [i.e. McGhee])

Supervisor McGhee moved the Board approve Minutes #56 (2014) and Minutes #1 and #2 (2015), as amended, seconded by Supervisor Jackson. *Ayes: Lackey, Jackson, Weakley, McGhee. Nays: Campbell*

8. Discussions/Actions

a.FY2016 Budget Update: The County Administrator provided a summary of findings from the last budget work session which includes some revisions; the proposed budget shows a 1.9% increase over last year's budget (operational) – increase is largely due to the increase in jail funding that is still in the process of being adjustments.

Jail: The jail's budget will not be finalized until the March meeting. Proposed funding amount has decreased slightly, but is still substantial (i.e. from \$500,000.00 to \$170,000.00+) – final number will be confirmed on Thursday. Information from the recent finance committee meeting will be presented to the Jail Board later this week; the jail is assessing various options (i.e. fund balance, assess protected interest costs, projected construction costs); the upcoming meeting should provide a better update on the proposal; it's anticipated the Superintendent can then be asked to present the jail's budget to the Board for discussion and advisement; the jail's proposed budget does include some potential revenue from Richmond; the jail's budget has to be presented to the County at least two (2) weeks before they take a final vote; it's felt that something should be presented to the County by the end of February 2015.

School: The school system held a budget public hearing, but did not take action.

Healthcare: Costs in the proposed budget call for a five percent (5%) increase for healthcare (i.e. \$30,000.00).

Revenue: Looking at flat revenue projection based on last year's projection (i.e. \$118,000.00 variance); revenue is increased in some areas; this will be discussed further at the next budget work session.

Discussion:

- *Chairman Lackey: Questioned is the localities have any authority to oppose/reject the jail's proposed budget*
- *County Attorney: Advised that a concrete decision will more than likely not be made this week; also noted the Jail Board has the authority to change the jail's proposed budget*

- *Supervisor Weakley: Noted the school board didn't approve the proposed budget; it's anticipated they will have healthcare costs within the next two (2) weeks; it's felt the State may pick up the proposed 1.5% salary increase which will result in a reduction to the school's funding request to the County; there was discussion about replacing equipment (computers); a supplemental request from the school board will be forthcoming for FY2014 remaining balance of \$199,388.00; a resolution was passed to support a request to the County to return these funds to be used towards the purchase of the phone system and apply the remaining balance toward the school's CIP; there was also a report there may be state reductions to VRS costs.*
- *Supervisor Jackson: Advised the school system will be using \$40,000.00 for the purchase on computer equipment (by use of internal funds); if the State provides the school system with 1.5% of funding to cover salary requests, this will equal about \$195,000.00 from the County's tax burden; the school system will postpone taking action on their proposed budget until the March meeting in order to attain revenue and other associated costs that may affect their budget.*
- *Supervisor Campbell: Verbalized concerns regarding proposed salary increases; questioned what additional services can the citizens expect in response to a tax increase; also questioned the amount of veterans that participate in the tax relief program; feels seniors will also be greatly affected by a proposed tax increase.*

In closing, the Board was reminded of tomorrow's budget work session scheduled to begin at 5:00 p.m. in the Madison Firehouse Lounge Room.

b. 4-H Club To Consider Permit Fee Waiver:

Brad Jarvis, Extension, was present to provide input on the request submitted on behalf of the Madison 4-H Adventure Club for a waiver of all building fees for the construction of the amphitheater project at the Waverly Yowell Elementary School; a layout drawing was provided that showed the design for the outdoor classroom; seating will be for thirty (30) to thirty-five (35) people; the project was initiated by the Madison Garden Club a while back; a grant (the Chesapeake Bay Grant totaling \$12,750.00) was written specifically to fund the project.

It was noted the project is on school property; the County has no specific procedure or vote in place to denote the school system wouldn't be charged for any projects; therefore some clarification will be needed.

Supervisor Campbell moved the Board approve the waiver of permit fees to the school system for the Madison 4-H Adventure Club Project, seconded by Supervisor Jackson.

Discussion:

Supervisor Weakley: Questioned whether other sites were assessed for the project.

Mr. Jarvis noted the grant was written specifically for the site plan (at Waverly Yowell Elementary School); the Superintendent was consulted about resurrecting the project for an outdoor classroom; once all specifics were in place, the grant was pursued and tied to this specific property, and will eliminate the need for grading and the linear feet of handicap paving that would otherwise be necessary.

Vote: Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).

Betty Grayson, Zoning Administrator, was present and noted the former County Administrator had advised the school system was not to be charged for any projects being initiated; this practice has been in place since that request.

Wes Smith, Building Official, was present and advised the Building Department has followed the aforementioned process during the entire time he has been with the County.

The County Attorney provided input on the process pertaining to the performance agreement (i.e. local contribution, tax credits, etc.) and urged the Board to maintain a level of flexibility that will assist applicants with attaining grant funding for specific projects.

After discussion, it was the consensus of the Board to discuss the matter of establishing a policy for fee waivers of school projects at a future workshop session.

c. Plow & Hearth Performance Agreement:

The County Administrator provided an overview of the performance agreement between the County, Plow & Hearth, Foothills, LLC, and Vivaterra, LLC; agreement has been publicly reviewed and signed by all parties involved. Once approved, the agreement must be presented to the IDA Board for approval in order for the County to receive the grant funding. Specifics of the governor's grant opportunity were provided for information/

Discussion:

- *Supervisor Campbell: Verbalized concerns that the matter has only been discussed in closed session and that the entire process hasn't been fully discussed in open session.*

- *The County Attorney noted that negotiations and legal points on the agreement were discussed in closed session in order to work out the terms and legal points noted in the agreement and is now a legal matter of public record; company is required to meet a performance criteria and they're confident these goals will be met. Additionally, the agreement notes that if the company doesn't meet the criteria noted, there will be criteria to declare default of the agreement and collection of the funding.*
- *Supervisor Weakley: Noted appreciation of the investment being made in Madison County and feels the amount of the business investment is phenomenal.*
- *Supervisor Jackson: Feels the creation of twenty-five (25) new jobs (at \$32,040.00 each) will total about \$801,000.00 per year for new employees in Madison County.*

Supervisor Jackson moved the Board approve the performance agreement as presented (between the County of Madison, Virginia, Madison Foothills, LLC, Plow & Hearth, LLC, Vivaterra, LLC, and the Industrial Development Authority of Madison County, Virginia), seconded by Supervisor Weakley.

Discussion:

- *Supervisor Campbell: Verbalized concerns with the process implemented by the Board on this matter, and the public statement regarding the opportunity.*
- *The County Attorney noted the process regarding the initial public announcement on the issue was handled by the Governor's Opportunity Fund, and the County fell in line with the process.*

Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).

d. Additional Funding for Sheriff's Vehicles:

Erik Weaver, Sheriff, was present and advised a law enforcement vehicle was recently totaled during an accident; the County's insurance carrier has forwarded a check totaling \$11,125.00 that he'd like to request be appropriated into the Sheriff's departmental budget for the purchase of a replacement vehicle.

Supervisor Jackson moved the Board approve and appropriation totaling \$11,125.00 into the Sheriff's departmental budget for the purchase of a replacement vehicle, seconded by Supervisor McGhee.

Discussion:

Supervisor Campbell moved to amend the motion to approve that \$20,000.00 be provided to the Sheriff to replace a vehicle.

Amended motion died for lack of acceptance

Discussion:

Supervisor Jackson questioned whether the Sheriff was requesting additional funding besides the request of \$11,125.00.

The Sheriff noted that due to budget constraints, he was confident a replacement vehicle could be found for the amount originally requested.

Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).

e. Lease for 110 North Main Street:

The County Administrator provided specifics of the lease for 110 North Main Street (i.e. term, provisions, etc.); the lease has been signed by all parties involved. A copy was provided for discussion by the Board; currently in the process of getting specifications written in order to put a bid out; specifications will be reviewed with the owner of the building for verbal approval; \$25,000.00 has been set aside for improvements to the office configurations (i.e. reopening space, handicap ramp, etc.).

The original discussion called for the lease to be 'month-to-month; during the workshop session, it was noted that the:

- Lease will be for five (5) years
- County will have the option to purchase (the building) with owner financing at a price 'not to exceed'
- Lease price is locked for five (5) years with no increase

Specific concerns from the Board focused on:

- ✓ *Item 7: Improvements to Premises: "Lessee shall not make any improvement to the premises without prior written approval from Lessor. Lessor shall not unreasonably withhold approval for any improvements to the premises."*
- ✓ *Item 9: Sublease Option: "Lessee may sublease by written agreement the premises, in whole or in part, without written approval of Lessor. Lessee shall provide Lessor with a copy of any written agreement to sublease the premises."*

The County Attorney clarified a copy of a future sublease must be provided to the lessor.

The County Administrator noted the rate of \$1,400.00 per month is fixed for five (5) years; total spent will equal about \$2.50 per sq. ft.; the amount will not increase during the term of the lease. Specifications and drawings aren't yet complete – information will be discussed with the landlord to attain verbal approval; \$25,000.00 has been set aside for the proposed work.

Ms. Gardner was present and noted the landlord hasn't raised the rent on the building since the Visitor's Center has been utilizing the space.

Supervisor Jackson moved the Board approve the lease agreement (for 110 N. Main Street) as presented, with a monthly lease payment of \$1,400.00, seconded by Supervisor McGhee.

Discussion:

- *Supervisor Weakley: Clarified that the County does receive monthly rent for the Old ABC Building; there's also the potential for 110 North Main Street to become a 'business hub'; the County will also have the option to sublease portions of the building.*

Ayes: Lackey, Jackson, Weakley, McGhee. Nays: Campbell.

f. Planning Commission Business Zoning Changes – Public Hearing March 4, 2015

The County Attorney noted that due to an oversight, the advertisement wasn't provided to the newspaper; he suggested the public hearing be scheduled for the 1st Wednesday in April. It was also noted the Planning Commission will not meet on Wednesday, March 4th, as there are no cases for action; there will be cases scheduled for Wednesday, April 1, 2015.

After discussion, it was the consensus of the Board to hold the public hearing on Wednesday, April 1st.

9. The Good of the Order

- *Supervisor Campbell: Verbalized concerning 'task assignments' (as presented by the Chairman during a prior meeting session).*
- *Chairman Lackey: Explained the 'task assignments were only suggestions for each member, as the Board hasn't adopted or agreed to any of the specific descriptions provided.*

After discussion, it was the consensus of the Board to add "Proposal – Task Assignments Concerning Economic Development & Budget to the workshop for further discussion.

Chairman Lackey explained the concept of adding "The Good of the Order" to the Agenda in an effort to allow members to verbalize concerns that aren't issues that can be categorized as 'information/correspondence.'

10. Information/Correspondence

Upcoming Meeting Schedule:

- *Workshop Session: Scheduled for Wednesday, February 11, 2015 at 5:00 p.m. in the Firehouse*
- *IDA Meeting: Scheduled for Wednesday, February 11, 2015 at 7:00 in the administrative auditorium*

Chairman Lackey:

- **Thomas Jefferson Criminal Justice Board:** *Chairman Lackey provided highlights of a recent presentation by Michael Styles, County OAR Representative.*
- **Piedmont Workforce Network:** *Chairman Lackey advised that a caseworker from the PWN recently met with local non-profit organizations in the County and the PWN's Program Director (from Culpeper); meeting focused on the need to provide tools for local job seekers. **Supervisor Campbell:***
- **Goals/Objectives:** *Supervisor Campbell focused on goals/strategies established by a prior Board in 2010; he suggested the Board move forward to establish a five-year plan.*
- **Supervisor Weakley:** *Provided accolades to past Board accomplishments; verbalized agreement with establishing future goals/objectives for the Board.*

After discussion, it was suggested the Board establish goals/objectives once the budget process is complete.

11. Closed Session – None.

12. Public Hearing: None.

13. Public Comment: Will be held as close to 6:00 p.m. as possible.

Chairman Lackey opened the floor for public comment.

The following citizens provided public comment:

- Reuben Woodward: (Request to add his family's name to the Blue Ridge Heritage listing; will the County help other local businesses; unable to hear those who are speaking)
- Anne Browning (Unable to hear those speaking)
- Dave Ashley (Christmas lights still in place; lanes needed at the recycling station; County still paying for post office boxes; Governor's Opportunity Fund contained a quote from the County)
- Tracey Williams Gardner: (specifics of the Governor's Opportunity Fund grant)

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

14. Adjournment:

With no further action being required, on motion of Supervisor Jackson, seconded by Supervisor Weakley, Chairman Lackey adjourn tonight's meeting. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

Doris G. Lackey, Chairman
Madison County Board of Supervisors

Ernest C. Hoch, Clerk of the Board

Adopted on: April 14, 2015

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



Regular Meeting Agenda
Madison County Board of Supervisors
Tuesday, February 10, 2015 at 4:00 p.m.
County Administration Building, Auditorium
414 Main Street, Madison, Virginia 22727



Agenda Items

1. Call to Order
2. ***Pledge of Allegiance & Moment of Silence***
3. **Determine Presence of a Quorum/Adopt Agenda**
4. **Monthly Reports**
 - a. **Department Reports: Attached**
 - b. **Constitutional Officers: Attached**
 - c. **Rappahannock Rapidan Community Services: Brian Duncan**
 - d. **Foothills Housing Corporation: John Reid**
5. **Committee Reports: None**
6. **Finance**
 - a. **Claims**
 - i. *General Operations (Fund 10) General Fund FY2014 – November*
 - ii. *Certificate of Claims (Fund 11) – Tourism FY2015 – November*
 - iii. *Certificate of Claims (Fund 40) – Debt Service FY2015 – November*
 - iv. *2 - Supplemental Requests – General Operations – FY2015 – November*
7. **Minutes:**
 - a. **#54 & #55**
8. **Discussions/Actions:**
 - a. *FY2014 County Audit Review: Robinson, Farmer Cox Associates – David Foley*
 - b. *Ordinance ID #2015-1 [Ordinance to Change the Polling Place for the Madison Precinct]*
 - c. *Boards/Commission Appointments: Tourism Committee*

d. Central Virginia Regional Jail: Budget Update

e. Resolution #2015-1 [Constitutional Officer Week]

9. Good of the Order

10. Information/Correspondence

11. Closed Session: Contract discussions, Plow & Hearth Performance Agreement

12. Public Hearing: None

13. Public Comment: Will be held at close to 6:00 p.m. as possible

14. Adjournment

AMENDMENTS DENOTED IN ROYAL BLUE WITH YELLOW HIGHLIGHT