

## MEETING #21 – June 28

At a Regular Meeting of the Madison County Board of Supervisors on June 28, 2016 at 6:00p.m. in the Madison County Administrative Center Auditorium located at 414 N. Main Street:

PRESENT: R. Clay Jackson, Chairman  
Jonathon Weakley, Vice-Chairman  
Kevin McGhee, Member  
Robert Campbell, Member  
Charlotte Hoffman, Member  
Daniel J. Campbell, County Administrator  
V. R. Shackelford, III, County Attorney  
Mary Jane Costello, Interim 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 Jackson noted that a quorum was present; Supervisor McGhee is on his way and should arrive shortly.

Chairman Jackson called for any additions to today's Agenda:

Supervisor Campbell moved the Board adopt today's Agenda as presented, seconded by Supervisor Hoffman. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

#### 2. Public Comment:

Chairman Jackson opened the floor for public comment; with no public comment being brought forth, the public comment session was closed.

#### 3. Constitutional Officers: None

#### 4. County Departments: None

#### 5. Organization Reports

##### *a. Culpeper Soil & Water Conservation District Funding Request – Lynn Graves, Greg Wilchens, Tom O'Halloran*

Lynn Graves, CSWCD Board Representative, was present to provide highlights regarding today's funding request of \$14,400 for the next two (2) years plus \$. Input was also provided on the cost share funding (provided by the Governor) to fund the back log of SL-6 projects (livestock exclusion from streams); the district will be receiving \$4,600,000 for the next two (2) years (to fund the back log), along with a regular cost share of \$1,500,000 this year; \$1,700,000 of the \$4,600,000 will be allocated to Madison County.

A narrative provided by the CSWCD stated the following highlights:

#### **Culpeper Soil and Water Conservation District Budget Request Addendum FY17-18 5-25-16**

Grant agreements currently being prepared between the Commonwealth of Virginia and the Culpeper Soil and Water Conservation District will produce agriculture cost share program workloads across the 5 county district which are unprecedented in recent history. The driving force behind this being the 2.5 year, 100 percent reimbursement option for producers. Due to our aggressive outreach to producers to market this opportunity, it produced record levels of signup in all 5 counties. Now it is time to deliver the planning and implementation services to our producers who have already made the commitments to move forward with conservation projects. This workload is above and beyond our normal workload which remains steady and strong. The District will be receiving an additional \$4.6 million in cost share funds over the next 2 years in addition to our regular annual \$1.5 million program; \$ 1.7 million of this additional funding is in Madison County.

To accommodate this workload the Commonwealth has provided additional funding for staff to accomplish the work. After a full accounting of all our resources and an acknowledgement that our staff are already very busy, we find that we are lacking 1 full time employee and also have the need for an additional vehicle. At this time the district only has 2 farm ready vehicles spread across 6 staff. We propose to hire one more employee for 2 years at \$60,000 per year (total employee cost) and purchase a new vehicle on the state contract since the purchase rates for new are equivalent to what one would pay for used on the open market. We have 111 additional contracts to service, 23.4 percent (26) of which are in Madison County.

We request the following additional support for 2 years only:

- FY17:** \$5,200 towards the vehicle purchase (represents 1/5 of price)  
 \$14,040 towards a full time employee (represents 23.4 percent)  
**TOTAL FY17** additional support request \$19,240  
**FY18:** \$14,040 towards year 2 of the full time employee  
**TOTAL FY18** additional support request \$ 14,040

Mr. Graves advised that the CSWCD currently just hired a new part-time employee, but still needs one (1) additional full-time employee for only two (2) years. In closing, he noted that the proposal has received high favor from Rappahannock and Orange Counties; however, the receipt of the funding is contingent upon approval by all participating localities.

Tom O'Halloran advised that the CSWCD currently has about sixty (60) working projects and twenty-four (24) pending at this time prior to 2017.

Comments from the Board:

- *Supervisor Campbell: Questioned the definition of an "SL-6 Project", and also advised that:*
  - ✓ Government funding comes from the taxpayers and isn't free
  - ✓ Questioned if the cost to (the County) to attain these funds would be worthwhile (funding should be refused)
  - ✓ Landowners with livestock should incur expense for their own fencing
  - ✓ Unbalance in tax breaks for some
- *Supervisor McGhee: Questioned how much of the funding will make its way back to the locality (i.e. for the purchase of fence posts [from MWP, Inc.]*
- *Supervisor Hoffman: Questioned if CSWCD would be able to perform the work if funding request isn't approved*

Mr. Graves advised advised that:

- The work could possibly still get done
- Allocation could be lost after the end of a two year period if all funding isn't used of the following:
  - An "SL-6 Project" is stream exclusion and involves the installation of fence panels to keep cattle out of streams
  - 100% cost share was offered two (2) years ago in an attempt to encourage people to sign up for inclusion in the program
  - The government guaranteed funding if anyone signed up for the program
  - Funding for the program became available this year in an effort to eliminate the back-log currently in place.
  - Funding was derived from a surplus in the Governor's budget
  - If funding isn't received, the necessary work may still get done; however, the allocation could be lost
  - Funding not utilized after a two-year period is generally disbursed to another locality
- *Supervisor Weakley: Questioned the amount of backlog for Madison County; also asked if DEQ will be performing any testing, and the timetable for action on today's funding request*

Mr. Graves further noted that cost share funding received last year was used to complete a portion of the backlog items, and not the SL-6 funding program that CSWCD (not SL-6 program funding).

Mr. O'Halloran also noted that some of the funding received does pass through the EPA (i.e. about eighty percent [80%]), and further explained that all work (i.e. fencing) is determined through the use of a particular formula method. In closing, he noted that current DEQ program requirements are being met, excluding slight issues with classifications for sedimentation, which are deemed to be remedied by the year 2025. In closing, it was indicated that today's request is a 'shared event' and that there is a need for funding; if all districts don't agree, the funding will be lost; Rappahannock County has approved the request, contingent upon what action by the remaining localities.

Mr. Graves advised that if funding isn't received until July 2016, the CSWCD should still be ok.

- ✓ *Chairman Jackson: Concerns verbalized regarding average salary (\$60,000), and whether benefits are included; additional concerns focused on:*
  - ✓ Average number of workday hours
  - ✓ Incumbent will be responsible for administration of the program
  - ✓ The percentage of funding the County is being asked to consider
  - ✓ Doubts that the incumbent will only be hired for a two (2) year time frame

Chairman Jackson questioned whether the Board would like to take action tonight or assess what other participating localities do and make a decision at the next Board session.

**Comments:**

- *Supervisor Campbell: Suggested a decision be made tonight; wasn't in favor of placing additional burdens upon the taxpayers*

- *Chairman Jackson: Noted that some districts aren't as proactive as Madison County; concerns verbalized regarding the use of public money within the private sector; verbalized disfavor of accepting governmental funding*

After discussion, Supervisor Campbell moved the Board **not** provide the funding being requested by the Culpeper Soil & Water Conservation District for an additional staff member (and a new vehicle), seconded by Supervisor Hoffman. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**b. Rapidan Service Authority: Dudley Pattie, Executive Director:** Dudley Pattie, Executive Director, and Steve Hoffman, County Board representative, were present for tonight's session. Mr. Pattie proceeded to thank the County for the continued support and the opportunity to provide highlights on the service authority. Overview provided reflected on the RSA's comprehensive financial report with emphasis on:

- Representatives from participating jurisdictions (Orange, Madison & Greene) [Madison's representatives: Steven Hoffman & Troy Coppage]
- Letter of transmittal from the Board Chairman
- Representation Certificate of Achievement & Recognition
- Organizational structure
- Management discussion and analysis
- Financial Statements (for the entity)
- Notations from the auditors
- RSA is a 'stand-alone' entity
- RSA is a designated wastewater facility
- No participating County has author over another

Additional highlights focused on:

- Comprehensive view of operating area
- Fact sheet describing RSA systems in place in all service areas
- Letter to denote no instances of non-compliance
- Service areas include lines from:
  - ✓ Madison to Albemarle
  - ✓ Sewer in Ruckersville to Town of Stanardsville
  - ✓ Orange water system (on Route 20)
  - ✓ Line on Route 16 connects Gordonsville, Orange, Lake of the Woods, Route 3 Corridor, Route 3 to Route 20
  - ✓ Madison line serve the Town of Madison, Madison Wood Preservers, Maple Drive, Route 29 to Oak Hill and Pratts to Route 20
  - ✓ Designated wastewater and sewer treatment
  - ✓ Currently have five (5) sewer plants and three (3) water plants
  - ✓ Currently have fifteen (15) DEQ permits in place
  - ✓ Required to report to:
    - ✓ DEQ
    - ✓ Valley Authority (Northern Virginia Branch)
    - ✓ Richmond EPA
    - ✓ State Corporation Commission
    - ✓ Auditor of Public Accounts
    - ✓ Public Service Authority
  - ✓ RSA is a regional service authority
  - ✓ Currently has 14,800 active accounts
  - ✓ Operates with two (2) offices (i.e. Greene and Lake of the Woods)
  - ✓ Currently operates with a 250,000 gallon tank
  - ✓ Eight (8) miles of main waterline
  - ✓ 290 connections in place
  - ✓ Plants can provide 80,000 gallons of water per day
  - ✓ Currently provides service to the Town of Madison, Madison County School System
  - ✓ System upgrades/changes have been initiated in Madison County (past ten [10] years)

#### **Comments from the Board:**

- *Chairman Jackson: Questioned the time frame for the last upgrades*
- *Supervisor Campbell: Questioned if RSA owns/operates package treatment plants; noted lack of business expansion (in Madison) due to lack of water service*
- *Supervisor Hoffman: Noted the County would like to bring business in, but there's no sewer available; questioned the cost to build a new sewer plant here*

- Mr. Pattie noted that:
- RSA is a unique tool and 'can make things happen'
- Upgrades in Madison were done about ten (10) years ago
- Entity operates successfully and follows the County's zoning requirements

The cost to build a sewer system in the County would run about \$5,000,000 (all fees must be paid by the development & nutrient management allocation will be required)

- *Supervisor Weakley: Noted that costs would involve attainment of easements and 'state of the art' plan; also provided input from a recent meeting with Mr. Pattie and Mr. Hoffman that focused on capacity, number of folks to be served; verbalized concerns regarding the development of a sewer and water master plan (Madison is low/slow growth)*
- *Supervisor McGhee: Questioned nutrient allocation challenge*

Mr. Pattie provided:

- ✓ Highlights of actions utilized during the flood of '95 (to provide electricity and water to areas in distress); and
- ✓ Advised that the EPA estimates nutrient discharge into the Chesapeake Bay
- ✓ The goal is to meet the determined target rate
- ✓ Wetlands are considered to be an asset

The Board thanked Mr. Patted for attending tonight's session.

## 6. Committee Reports:

*a. Topping Committee Recommendations – Clay Jackson, Jonathon Weakley, Greg Cave, Annette Dodson, Dan Campbell:* The County Administrator provided highlights of the recent meeting held on June 22<sup>nd</sup> with the Topping Committee that focused on activities involving the spay/neuter program (offered by the County in 2013), and the possibility of applying \$3,000.00 of the Topping Fund to assist with spay/neuter of cats and \$2,000 towards spay/neuter of dogs; event should be more effectively advertised for the public (i.e. newspaper, county website); also suggested the County look at repairing/replacing kennel doors and evaluation additional maintenance items; remaining balance in the Topping Fund is \$76,477.69.

Greg Cave, ACO, was present and advised that efforts are being made to assess which veterinarians will participate in the spay/neuter effort (for cats [\$3,000] and dogs [\$2,000]), to possibly be held near the end of June to August; discussions also focused on whether to utilize maintenance funds (vs. Topping Funds) for the repairs to kennel doors – in the process of attaining pricing.

- *Supervisor Campbell: Provided accolades to the County Administrator and Mr. Cave for following up on the citizen issue regarding stray cats*

The County Administrator suggested the Board approve today's funding request initiative totaling \$5,000.00 for the spay/neuter of cats (\$3,000.00) and dogs (\$2,000.00).

Supervisor Campbell moved the Board approve the funding request totaling \$5,000.00 (from the Topping Fund) for a spay/neuter initiative with \$3,000.00 being for spay/neuter of cats, and \$2,000.00 for spay/neuter of dogs, and that the County Administrator be authorized to determine the use of funding (i.e. maintenance) for repairing kennel doors, etc.

### Comments from the Board:

- *Supervisor Weakley: Suggested the initiative to fund maintenance items be within the County Administration determination*
- *Supervisor Campbell: Verbalized agreement with Supervisor Weakley's suggestion for maintenance concerns*

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

## 7. Finance

*a. Claims for June2016/FY2017*  
**\$ 25,056.73 (June 28'2016)**  
**\$ 75,583.26 (June 24,2016)**  
**\$100,639.99 (Total)**

The Interim Finance Director noted that today's claims show payments of:

- ✓ Sheriff's Office (vehicle purchase)
- ✓ Legal costs
- ✓ Transfer Station monitoring
- ✓ Fees for accounting service (i.e. Mary Earhardt & cost allocation)

Concerns were verbalized regarding a payment totaling \$3,800.00 being made to the accounting firm for services pertaining to the cost allocation plan, and a second payment of \$4,200.00 to Ms. Earhardt for external services, which it doesn't appear was allocated in the FY2016 budget (i.e. two payments were made for the cost allocation plan in FY2016).

**Claims in question:**

a. Virginia Logos, Inc.

The Interim Finance Director noted that the claim for Virginia Logos, Inc., was for the purchase of four (4) signs approved for the TOT project (i.e. visitor's signage)

**Comments from the Board:**

➤ Supervisor Weakley: Noted that the types of signage purchased are expensive (i.e. 3M design) and are similar to the type of signage in place at the Animal Shelter; questioned if the County could coordinate auditing services

The County Administrator stated that the type of signage is specialized and have been manufactured in accordance with VDOT signage regulations; he also noted that due to past issues, the County was slightly behind in getting word done on the auditor, which he feels is the reason for the overlapping of auditing charges. In closing, he noted that the process is now more concise and timely.

The Interim Finance Director noted that the total amount paid to Ms. Earhardt was less than the budgeted amount.

Supervisor Campbell moved the Board approve the claims for June 2016, totaling \$100,639.99, as presented, seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

b. Finance Department Items (Year End List)

Mary Costello, Interim Finance Director, provided highlights from FY16 Budget Estimates (as listed) that included encumbrances that will need to be re-appropriated in FY2017.

Commonwealth Attorney	\$ 700.00 (Supplies)
F&M Manager	\$33,798.00 (Compressor & Painting)
County Administrator	\$ 2,000.00 (Advanced Network – IT Audit)
EMS	\$11,416.00 (Supplies ordered, but not yet delivered)
Sheriff's Office (Office Manager)	\$ 1,167.99 (Computer ordered, but not yet received)
<b>Total:</b>	<b><u>\$49,081.99</u></b>

Chairman Jackson clarified that the aforementioned items will be encumbered now, but will be paid 'after the fact.'

The County Administrator advised the list is small, but efficient and concise.

**Comments from the Board:**

➤ Supervisor Weakley: Questioned the 'cut off' period (for Departments & Constitutional Offices) to present purchase orders (for payment)

Ms. Costello noted that all departments were advised to present purchase orders and advise of any pending orders that haven't been completed for FY2016.

The County Administrator explained that most localities do have an established cut-off date in place; he noted that based on how the close out progresses for FY2016, a deadline can be incorporated for FY2017.

Supervisor McGhee moved the Board approve the encumbered amount of \$49,081.99 of FY2016 funding in FY2017 for encumbered items, as presented, seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**FY2016****#31: Supplemental Appropriation: EMS (For 4 Life) totaling \$515.28**

Supervisor Weakley moved the Board approve supplemental appropriation #31 for FY2016 for EMS – Four-4-Life, totaling \$515.28, as presented, seconded by Supervisor Campbell. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**#32: Line Item Transfer: Commissioner of the Revenue totaling \$840.66 (reallocation of funding from COR line item #12320 to cover departmental deficit)**

Supervisor McGhee moved the Board approve supplemental appropriation #32, noted as an interdepartmental line item transfer for FY2016 for the Commissioner of the Revenue totaling \$840.66, as presented, seconded by Supervisor Hoffman. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**#33: Supplemental Appropriation: Sheriff's Department totaling \$16,278.04 (to reallocate funding from the Sheriff's line item 31200 into line item 21800 (court security) to cover deficit in Court security line item)]**

Supervisor Campbell moved the Board approve supplemental appropriation #33 noted as an interdepartmental line item transfer for FY2016 for the Sheriff's Department totaling \$16,278.04, as presented, seconded by Supervisor McGhee. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**#34: Supplemental Appropriation: Legal Services totaling \$19,871.87**

The County Administrator explained that the legal cost item is primarily due to costs of bringing on Mr. Jim Alexander to assist with the Dominion Powerline issue.

<i>Legal Services</i>	\$ 9,752.80 ( <i>Legal expenses</i> )
<i>Auditor</i>	\$ 3,506.57 ( <i>Accounting services</i> )
<i>Accounting Services</i>	\$ 6,443.44 ( <i>Accounting services</i> )
<i>Line of Duty</i>	\$ 169.00 ( <i>LODA fund payment</i> )
<i>Rapidan/Rappahannock Planning District I</i>	\$ .06 ( <i>Gen. Contribution</i> )
<b>Total:</b>	<b>\$19,871.87</b>

Mc. Costello also noted that the County will need to utilize the full balance left in the general contingency (after CSA supplemental appropriation), and \$10,878.00 of the accumulated leave balance; after today's supplement, a remaining balance of \$29,121.00 will remain in the general contingency fund. In closing, it was also noted that other positives will remain despite utilization of most of the contingency fund.

The County Administrator noted that the goal is to develop a good close-out/transition process; advised that department heads have done a good job of monitoring their departmental budgets; the departments that have gone over budget was attributed to unforeseen circumstances; suggested the department heads be recognized for their efforts.

Supervisor Campbell moved the Board approve the supplemental appropriation #34 from the contingency fund in the amount of \$19,871.87, as presented for FY2016 as identified, seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**FY2017****Supplemental Appropriation #1:**

Ms. Costello noted there are two (2) supplemental appropriations (PRA) that need to be requested totaling \$51,219.10 as noted:

<i>Salary Expense:</i>	\$36,790.00
<i>VRS (Retirement)</i>	\$ 3,244.88
<i>Group Life</i>	\$ 481.95
<i>VRS HIC</i>	\$ 33.11
<i>FICA</i>	\$ 2,814.44
<i>Health Insurance</i>	\$ 7,854.72
<b>Total:</b>	<b>\$51,219.10</b>

Ms. Costello provided a brief overview of each funding item and also noted that on the PRA's one (1) full-time position should be kept on the County's system (due to benefits); the County will bill PRA for the costs, which will need to be done in arrears (October 2016) and is noted as an additional expenditure.

The County Administrator noted that components provided show a breakdown of total costs.

**Comments from the Board:**

- Supervisor Campbell: Questioned today's funding to be allocated to PRA; additional concerns

Ms. Costello advised that the County could've allocated funding (\$175,000.00) and initiated a deduction; however, PRA requested this not be done, and requested to have two (2) separate transactions, and receive the full funding allocation from the County, and provide a reimbursement check to the County.

The County Administrator noted that the County's budget denotes a funding allocation totaling \$175,290.00 for PRA; line items are being created within the County's budget document for FY2017 that will not create questions for the auditors so the County can continue to carry PRA's one (1) full time employee plus salary/benefits on the County's payroll. In closing, he noted that PRA will be billed at the end of the quarter for the costs and a reimbursement check will be provided to the County to recoup the associated costs.

Supervisor Weakley moved the Board approve supplemental appropriation #2 for FY2017 to be a revenue expense offset in the amount of \$41,219.10 (for PRA), seconded by Supervisor McGhee. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**Supplemental Appropriation #2:**

Ms. Costello noted that:

- ✓ PRA has funding in the bank that they've collected vs. what they've spent, noted as an assigned fund balance for FY2017.
- ✓ Funding (being requested) are a part of the County's assigned fund balance as of June 30'2016
- ✓ Funds will need to be allocated to PRA in FY2017

She also noted that today's financial item was discussed with Mary Earhardt, Auditor, regarding whether the transaction would be seen as an actual expense. It was noted that since two (2) governmental entities will be moving forward separately, today's transaction must be handled by way of a supplemental appropriation. In closing, she noted that funding (for FY2015) was provided to the Treasurer (by the PRA) and is based on FY2014 carryover funding, budget revenues and actual expenses ; carryover funding for FY2015 is based on actual funding collected (by the PRA) and deposited through the Treasurer minus expended funding.

The County Administrator noted that today's funding request will not be necessary in future years, but is necessary during this transition period.

Ms. Costello noted that today's calculation was comprised last week, and includes revenues (posted through last Friday), plus expenses posted to #71200 for FY2016. In closing, she noted that from an accounting perspective, PRA's department needs to remain open within the County's records through FY2016.

Chairman Jackson noted that the County will have to do a full close-out at the end of the fiscal year.

**Comments from the Board:**

- *Supervisor Campbell: Comments made pertained to past errors and co-mingling of PRA funds; questioned continuation of allocations and an error made in the past (with PRA)*
- *Chairman Jackson: Noted that the close-out process will eliminate the current issues; the County will have to take action on today's request and one (1) additional request (i.e. full closeout of PRA)*

It was further noted that the County will no longer be responsible for handling PRA's paperwork.

Supervisor Weakley moved the Board approve supplemental appropriation #1 for FY2016 for the PRA, totaling \$38,459.12, as presented, seconded by Supervisor Hoffman. *Ayes: Jackson, Weakley, McGhee, Hoffman. Nays: Campbell.*

- *Supervisor Campbell: Advised that his vote of "Nay" was due to him not understanding today's funding request and (in his opinion) past issues of manipulation of PRA appropriations presented (to the Board) for approval*

**Supplemental Appropriation #3**

**FY2017 Disbursements:**

Sixty percent (60%) of PRA cash balance calculated as of 6/24/16 (as approved in supplement)	\$38,459.13	
FY2017 1 <sup>st</sup> Quarter PRA Allocation (as approved in Original Budget)	\$42,822.50	<b>\$82,281.63</b>
		<b>[Total to be disbursed to PRA]</b>

Madison County Library – July 2016 Installment (as approved in Original Budget)	<b>\$10,314.33</b>
<b>Total:</b>	<b>\$92,595.96</b>

Ms. Costello advised that the PRA has a banking account with a 'zero' balance; she noted the figures do match PRA's numbers.

Comments from the Board:

- *Supervisor Campbell: Questioned how much extra money from FY2016 will be for PRA*

The County Administrator noted that the aforementioned funding amount is for FY2015 and FY2016

- *Chairman Jackson: Noted that there will be a final funding amount of forty percent (40%) and then the County will be complete with carryover allocations to the PRA*

Ms. Costello advised that based on the guidelines noted in the existing MOU, the PRA must continue depositing funds through the County's Treasurer through June 30'2016; she also noted that PRA records have been balanced on a period basis throughout the year.

**PRA - \$82,281.63**

Supervisor Weakley moved the Board approve the pre-approved payments due on July 1, 2016 for: PRA totaling \$82,281.63, seconded by Supervisor McGhee. *Ayes: Jackson, Weakley, McGhee, Hoffman. Nays: Campbell.*

**Madison Library - \$10,314.33**

Supervisor McGhee moved the Board authorize the pre-approved payment due on July, 2016 as the July 2016 installment to the Madison County Library totaling \$10,314.33, seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

The County Administrator noted the aforementioned process was a good/thoughtful closeout that will pay dividends during the next audit.

- *Supervisor Campbell: Noted that (in his opinion) it's most important to understand what's being done before he votes to spend taxpayer dollars*

**c. Appropriation of FY2017 County Budget [Resolution #2016-7]**

Supervisor McGhee moved the Board approve Resolution #2016-7 [To Appropriate the FY2017 Madison County Budget], seconded by Supervisor Campbell.

**Comments from the Board:**

- Supervisor Campbell: Provided accolades (to the Interim Finance Director) for the presented document that reflects total operating budget for the County (which is a 'business')

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

Chairman Jackson called for a five (5) minute recess.

Chairman Jackson reconvened the meeting session.

**8. Minutes:**

a. #20

Chairman Jackson called for any corrections to Minutes #20.

Supervisor McGhee moved the Board approve Minutes #20 as presented, seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, Campbell, McGhee, Hoffman. Nays: (0).*

**9. New Business:**

**a. Fireworks Permit (Rapidan Baptist Camp):** Supervisor Campbell moved the Board approve the Fireworks Permit for Rapidan Baptist Camp as presented, seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, Campbell, Hoffman. Nays: (0).*

**b. Fireworks Permit (David Thompson):** Supervisor Weakley moved the Board approve the Fireworks Permit for David Thompson as presented, seconded by Supervisor Campbell. *Ayes: Jackson, Weakley, Campbell, Hoffman. Nays: (0).*

**c. VA World War I and World War II Commemoration Commission:** The County Administrator advised that the request is something that was established during the last session of the General Assembly; the request was shared with Tracy Gardner, Director of Tourism & Economic Development, - she was asked to attend the first discussion (meeting dates noted in the document); the County is also being asked to submit names of other individuals that would like to represent Madison County.

After discussion, Supervisor Campbell was asked to represent the County; it was also suggested that Mr. Garold Stephenson (American Legion Commander) be asked to consider being included as a representative, along with Ms. Gardner.

The County Administrator noted that no formal action is needed on the part of the Board; the names of the selected representatives will be submitted to the Commemoration Request.

**10. Old Business:**

**a. Update on IT Infrastructure Network Audit:** The County Administrator advised that the agreement was executed with ANS (Advanced Network Services, Inc.) on June 20<sup>th</sup>; representatives were on site last Thursday; meeting was also held with their technician who reported the County assessment was positive; it's felt that some equipment will be necessary. In the meantime, they'll be working on the port that will go along with the audit; a report is expected to be complete within the next two to three (2-3) weeks; consideration will be needed by the Board before moving forward to discuss maintenance provisions since the County doesn't have a IT personnel in place. In closing, it's anticipated the existing server may last an additional year or two under a maintenance program and the use of a server will be necessary in the future.

**Comments from the Board:**

- *Chairman Jackson: Feels the aforementioned assessment may allow the County to initiate more long-term planning*
- *Supervisor Weakley: Questioned if the analyzed alternative connection capabilities*

**b. Pending Appointments (MCPRA & Skyline CAP):** Supervisor Weakley advised that Mr. Peter Work will be meeting with Kim Frye Smith, Executive Director, of Skyline CAP tomorrow; an update will be provided after the meeting whether he intends to apply for the existing vacancy.

Supervisor Weakley noted that no applications have been received for the PRA vacancy; two (2) individuals have been asked to consider applying.

After discussion, it was clarified that there is one (1) vacancy (formerly held by Mr. J. T. Price) on the PRA Board; the term was slated to expire 12/31/16.

Comments from the Board:

- *Supervisor Campbell: Questioned PRA's requirement for members' to attend meetings; questioned if it would be proper to ask an individual to apply*
- *Chairman Jackson: Noted that members are encouraged to attend all meetings; if a member misses three (3) consecutive meetings, the PRA's bylaws reserves the right to request the member be removed or remain in place; questioned whether the Board could move forward and appoint a citizen now if he's willing to serve*

The County Attorney suggested the Board wait until the next meeting to assess whether the interested party completes the application process.

*d. Town Hall Meeting (with School) – June 29<sup>th</sup> at 6:00 p.m. (MCHS Auditorium):* Chairman Jackson reminded the members of the upcoming Town Hall Meeting with the School Board scheduled for June 29<sup>th</sup> at 6:00 p.m.; an agenda has been completed (by Dr. Eberhardt) and has been slightly revised. It was also suggested that both governing board sit together to represent a unified front. It was also questioned if there would be enough microphones for all members.

Bob Chappell, School Board Member, was present and advised that he would pass tonight's concerns onto Dr. Eberhardt before the town hall session.

#### **11. Public Comment**

Chairman Jackson opened the floor for public comment. With no public comment being provided, the public comment opportunity was closed.

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

##### **Broadband Services**

Supervisor Weakley advised that he met with a citizen group to discuss broadband services in the County; he has discovered there is already an active citizen's group (to include Tracey Gardner, Director of Tourism & Economic Development) that have made some contacts; he has expressed a desire to be active and has reached out to supervisors in other localities to discuss ideas on the matter; offered to represent the Board if the members agreed. In closing, he noted that at some point the citizen's group would like to present ideas to the Board, and advised that Fauquier, Rappahannock and Culpeper Counties have formed a partnership and have attained some grant funding for the concept.

Comments from the Board:

- *Supervisor Campbell: Advised agreement with 'piggybacking' off of the citizen's group*

After discussion, it was the consensus of the Board to authorize Supervisor Weakley to attend the citizen's group meeting to represent the Board.

##### **Thomas Jefferson Criminal Justice Board**

Supervisor McGhee: Advised that he and Clarissa Berry, Commonwealth Attorney, met with the Thomas Jefferson Area Criminal Justice Board where there was discussion about statistics regarding 'time served.'

#### **13. Adjournment:**

With no further action being required, on motion of Supervisor McGhee, seconded by Supervisor Campbell, Chairman Jackson adjourned tonight's meeting.

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Clerk of the Board of the Madison County Board of Supervisors

Adopted on: July 12, 2016

Copies: R. Clay Jackson, Jonathon Weakley, Robert Campbell, Kevin McGhee, Charlotte Hoffman, V. R. Shackelford, III, Constitutional Officers

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**Agenda**  
**Regular Meeting**  
**Madison County Board of Supervisors**  
**Tuesday, June 28, 2016 at 6:00 p.m.**  
**County Administration Building, Auditorium**  
**414 N. Main Street, Madison, Virginia 22727**



6:00 p.m.  
 Call to Order

*Pledge of Allegiance & Moment of Silence*

1. **Determine Presence of a Quorum / Adopt agenda**
2. **Public Comment**
3. **Constitutional Officers**
4. **County Departments**
5. **Organization Reports**

*a. Culpeper Soil & Water Conservation District Funding Request – Lynn Graves, Greg Wilchens, Tom O'Halloran*  
*b. Rapidan Service Authority – Dudley Pattie, Ex. Director*

**6. Committee Reports**

*a. Topping Committee Recommendations – Clay Jackson, Jonathon Weakley, Greg Cave, Annette Dodson, Dan Campbell*

**7. Finance**

*a. Claims for June 2016/FY2016*  
*b. Finance Department Items (Year End List)*  
*c. Appropriation of FY2017 County Budget*

**8. Minutes:**

*a. #20*

**9. New Business:**

*a. Fireworks Permit (Rapidan Baptist Camp)*  
*b. Fireworks' Permit (David Thompson)*  
*c. VA World War I and World War II Commemoration Commission*

**10. Old Business:**

*a. Update on IT Infrastructure Network Audit*  
*b. Pending Appointments (MCPRA & Skyline CAP)*  
*c. Town Hall Meeting (with School) – June 29th at 6:00 p.m. (MCHS Auditorium)*

**11. Public Comment**

**12. Information/Correspondence (if any)**

**13. Adjournment**