

MEETING #18 – May 24

At a Regular Meeting of the Madison County Board of Supervisors on May 24, 2016 at 4:00 p.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
Daniel J. Campbell, County Administrator
V. R. Shackelford, III, County Attorney
Mary Jane Costello, Interim Finance Director
Jacqueline S. Frye, Deputy Clerk

ABSENT: Robert Campbell, Member
Charlotte Hoffman, Member

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.

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

Supervisor McGhee moved the Board adopt today's Agenda as presented, seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, McGhee. Absent: Campbell, 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:

a. Discussion of Target Solutions Online Training – Lewis Jenkins (EMS Director): Lewis Jenkins, Director of EMS, was present to discuss an online educational training tool (i.e. Target Solutions) for emergency services personnel at a total cost of \$2,645.00, (i.e. about \$90.00 per EMS employee) that can be funded through monies within the EMS departmental budget. Although the program will not fully eliminate the need for EMS personnel to receive training elsewhere, the program will offer over 700 hours of training in the areas of:

- EMS
- Fire
- OSHA
- Human resources
- Safety, and will:
- Provide the opportunity for EMS personnel to become trained 'on shift' and 'in station'
- Allow for better accountability to meet state/national and Medical Board guidelines

In closing, he advised that today's recommendation and been discussed with the County Administrator, and he has verbalized agreement with today's presentation. It was also advised that the online training tool will allow the EMS department to 'gain' five percent decrease in costs related to travel, lodging and meals costs since training will be provided 'in house' and 'on site' as opposed to staff having to travel to another site.

The County Administrator noted that today's request is for relative comprehensive online training; the program will be an annual contracted expense (not one time only), and will call for a 2.5% minimum fee increase per year that will need to be factored into the proposed costs (i.e. escalation clause). In closing, he advised that if today's proposal is approved, the expense will be denoted on the County's list of annual expenses from this point forward.

Comments from the Board:

- *Supervisor Weakley: Questioned the proposed 2.5% increase in costs; appreciative of the fact that proposed funding being request is available within the EMS departmental budget*

- The County Administrator referred to Item 3.1 of Schedule A that reads:

"Fees: Client will pay for the Services in accordance with the fee schedule in Schedule A attached to this agreement. Fees listed in Schedule A shall be increased by 2.5% both during the term of this Agreement, as well as for any renewal terms."

Mr. Jenkins also noted that the proposed online training program is being utilized in Orange, Stafford, Fairfax and Spotsylvania, and that the online training program will also allow adaptations to be initiated into the program and tracking of module usage.

- *Supervisor Weakley: Concerned about percentages involving certification training*

Mr. Jenkins clarified that currently, ten to fifteen percent (10%-15%) of training could be done now by computer, but the proposed online program will allow for up to forty percent (40%) to be accommodated, depending on the levels of training required.

The County Administrator also noted that the proposed training will allow the Director to monitor and assure that personnel have actually been online and completed testing requirements.

The County Attorney questioned if the 'multi-year contract' has a 'subject to annual appropriations' clause.

The County Administrator noted that the contract refers to a 'one-year automatic renewal clause' with a 'sixty (60) day requirement for termination of services for either party.'

Supervisor Weakley moved the Board approve the EMS proposal for online training with Target Solutions, Inc., for the sum of \$2,645.00, seconded by Supervisor McGhee. *Ayes: Jackson, Weakley, McGhee. Absent: Campbell, Hoffman. Nays: (0).*

Mr. Jenkins advised that the EMS crew received an award plaque and has been recognized by the American Heart Association for utilizing their life preserving system.

Supervisor Weakley also thanked EMS for providing input to a local citizen concerning billing recovery services.

Mr. Jenkins advised that there has been a recent change in billing companies; county residents are asked to be responsible for providing personal insurance information, which has resulted in some confusion (on the part of the new billing company). In closing, residents are being asked to please contact:

- ✓ Steve Grayson (pertaining to bills from the Madison County Volunteer Rescue Squad)
- ✓ Lewis Jenkins (pertaining to bills from the Madison County Emergency Medical Services); and that:
- ✓ All bills will contain a toll-free number where residents can contact the billing company directly

b. Supplemental Appropriation Request (VPA & CSA) – Valerie Ward: Valerie Ward, DSS Director, and Tiffany Geer, CSA Coordinator, were present.

VPA: Ms. Ward advised that during the first three (3) months of this calendar year:

- Sixteen (16) children were received into the custody of DSS for services

Of those sixteen (16) children:

- Ten (10) were eligible for federal, foster care funding
- DSS was able to request supplemental funding from the State; today's funding request is for \$131,942.00.

Supervisor McGhee moved the Board authorize a supplemental funding amount to VPA totaling \$131,942.00 as requested, seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, McGhee. Absent: Campbell, Hoffman. Nays: (0).*

CSA: Ms. Ward advised that the CSA supplemental funding request will total \$540,537.02, which has been derived as the result of numerous communications with the Treasurer, Finance Office, and Children's Services Act in Richmond, and also involves community/policy management. Identification has also been made regarding significant procedural situations with DSS funding; protocol has been to use CSA funding as a last resort. Currently, there has been a tremendous push to use Medicaid services, parental co-pays, or other financial services that families may have to contribute toward costs for services. Today's figure has been attained as a result of the continued use of Medicaid that requires a local match.

Thus far:

- The local match component has been attained (exceeds \$120,000.00 to date)
- Above referenced amount is included in the base allocation from the State for CSA
- These funds aren't necessarily for services that go through the FAPT assessment process
- These funds are for services for any citizen that receives the kind of Medicaid that requires a local match for the required component

Additionally, in looking at what has already been expended (and funded by the County), plus projections for the next three (3) months of service, and services required by full funding, today's supplemental request is needed in order to assure mandated cases and services are available to those children in need.

The County Administrator referred to documentation provided for today's discussion, and questioned if the Board would like to make to defer making a decision until all Board members are present. In closing, he advised that the County's contingency fund doesn't have the resources to fully cover today's appropriation request within the current fiscal year, and also noted that costs haven't yet been realized (for CSA), but, based on funding requests made thus far, it's assumed that 100% of funding is expected.

Mary Jane Costello, Interim Finance Director, was present and advised that the County has a positive savings from the Central Virginia Regional Jail because of reserve funding; all quarterly payments have been made to the facility and a positive amount totaling \$256,768.20 remains, as noted on the County's general ledger. In closing, she advised that requested funding for CSA could increase or possibly decrease, and clarified that amounts for the program are estimates to meet potential service needs.

Comments from the Board:

- *Supervisor Weakley: Questioned the amount of funding reimbursement from DMAS (Department of Medical Assistance Services), and the time frame for reimbursements from the State*
- *Chairman Jackson: Questioned if there is any way to utilize a 'tier approach' to mitigate any of the extensive costs for (CSA) services*
- *Supervisor McGhee: Questioned if the reserve for the jail included additional spending for inmate medical services; also feels that additional costs are affecting the citizens because of problems that are actually being causes by the citizens (i.e. drug abuse, etc.)*

Ms. Ward explained that a portion of financial responsibility for Medicaid funded services is twenty-one cents (.21), and also noted there is a significant time lapse in getting reimbursements from the state (i.e. sometimes in excess of 6-7-8 months). In closing, she noted that there has been a tremendous outcry throughout the State, as communities are greatly impacted by the turnaround time.

Ms. Costello also noted that:

- Seventy-nine cents (.79) of every dollar (of funding) is spent on a services (for each child)
- Documentation shows an anticipated increase in expected outlay (for CSA) in the amount of \$283,000.00
- The change to the local portion is about \$256,768.20
- Figures noted for the regional jail are reflected through August 2016

The County Administrator noted that the County budgeted a contingency/construction amount for the jail during the past year, which has resulted in there being a positive amount of funding in place at this time.

Ms. Ward advised that there are discussions at every level regarding the CSA system and how to stem the costs. Additionally, she advised that:

The children and families in the County are in an 'incredible crisis'
DSS does its best to manage the needs within the department's level of ability

In closing, she advised that until the County can provide assertive preventive programs in place to help identify 'At Risk' families before they need CSA services, the costs will continue to increase. There have been recent discussions to initiate an "At Risk" program (between CSA and the school system) to help identify 'at risk' students at an early age (3-4 years of age), in an attempt to get them plugged into services for case management before the problem reaches the point that CSA services are required.

Comments from the Board:

- *Chairman Jackson: Questioned if initiating at "At Risk" program to identify issues at an early age would result in the need for additional funding; also questioned if the County Administrator could be included in CSA meetings in order to provide the Board with 'heads up' on these types of important matters*

Ms. Ward noted that it's anticipated that if children are identified as "at risk" at an earlier age, the level of services needed will be much less, and will not require six to eight (6-8) months of intensive CSA services. In closing, she noted that it has been suggested at a recent statewide conference that the County Finance Director be present at the CPMT level in order to gain a full understanding of issues that are being discussed.

After discussion, it was the consensus of the Board to:

- Request the County Administrator and Interim Finance Director to attend future meetings; and to
- Add today's supplemental funding request (for CSA) to the June 14th meeting agenda for review/discussion/consideration

5. Committee/Organization Reports - None

6. Finance

a. Claims for May 2016/FY2017

\$161,713.59 (May 20'2016)
\$ 25,449.74 (May 24'2016)
\$187,163.33(Total)

The Interim Finance Director noted that today's claims show end of year agency payments to:

- ✓ Culpeper Soil & Water Conservation District (\$20,015.00)
- ✓ Madison County Volunteer Fire Company (\$41,000.00)
- ✓ Waste Management Services, Inc. (\$31,026)
- ✓ Skyline CAP)\$22,792.50)
- ✓ Madison County Library (\$9,752.37)

Which equal about 67% of the total claims amount

Comments from the Board:

- *Supervisor McGhee: Concerns about claim for Unilect*

It was explained that the claim for Unilect pertains to the Registrar's Office, and is for annual licensing renewal fees and software for the existing voting equipment.

Supervisor McGhee moved the Board approve the claims for May 2016/FY2017, totaling \$187,163.33 as presented, seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, McGhee. Absent: Campbell, Hoffman. Nays: (0).*

7. Minutes:

a. #17

Chairman Jackson called for any corrections to minutes #17; also advised that Supervisor Campbell has verbalized satisfaction with the current minute format.

Supervisor Weakley moved the Board approve Minutes #17 as presented, seconded by Supervisor McGhee. *Ayes: Jackson, Weakley, McGhee. Absent: Campbell, Hoffman. Nays: (0).*

8. New Business:

a. Fireworks Permit (David Coons): The County Administrator advised the ending time of "11:30 p.m." has been included in the permit request, as previous suggested by the Board. He also advised that:

- ✓ Applicant(s) will be required to 'use their best judgment' with contacting surrounding neighbors,
- ✓ The County isn't currently able to regulate any type of guidelines for fireworks
- ✓ The County can only specify that applicant(s) are responsible to adhere to State regulations
- ✓ Copy of approved permit is forwarded to local emergency services and law enforcement for information

Supervisor McGhee moved the Board approve the fireworks permit as presented, with an end time of 'prior to 11:30 p.m.', seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, McGhee. Absent: Campbell, Hoffman. Nays: (0).*

b. Parks & Recreation Authority Appointment: Chairman Jackson advised of a recent vacancy on the PRA that will need to be filled.

The County Administrator advised that the current term runs through December 2016.

Comments from the Board:

- *Supervisor McGhee: Questioned the best approach since PRA will be under a new operational process effective July 1, 2016*
- *Supervisor Weakley: Questioned if the process should be placed on a temporary hold, but asked for input from the Board's liaisons*
- *Chairman Jackson: Discussions have been held with the PRA Board; suggested the Board move forward and seek a new, productive member*

Additional concerns focused on:

- ✓ Whether the Board could elect to reject any/all applications received
- ✓ Future vacancies (upcoming)

The County Attorney clarified that the Board has the authority to reject any or all applications received, should the Board deem to do so.

Supervisor McGhee moved the Board advertise the recent vacancy on the PRA Board, seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, McGhee. Absent: Campbell, Hoffman. Nays: (0).*

c. Distribution of RSA Audit: The County Administrator presented a copy of the RSA Audit to all members and the County Attorney for review.

Comments from the Board:

- *Supervisor Weakley: Suggested that RSA's representative (Mr. Dudley Pattie), and/or the Board's representatives (Steven Hoffman/Troy Coppage) be asked to attend a future meeting to provide input on capital infrastructure, economic development, future expansion of water/sewer systems, land maps, and/or other matters of public interest that would provide a planning tool for the County*

After discussion, it was the consensus of the Board to invite the County's RSA representative and/or County elected members to attend a future meeting.

The County Attorney advised that:

- ✓ RSA revenues are 'down' significantly for water/sewer systems in all three (3) participating localities (Lake of the Woods, Orange County, Greene County)
- ✓ RSA isn't in a 'growth mode' at this time
- ✓ Rates have been kept reasonably low
- ✓ Referred to 'tap fees' charged for new users when they hook onto the system
- ✓ 'Tap fees' are designed to help finance the infrastructure, but aren't currently being charged

9. Old Business:

a. Update on MOU with Parks & Recreation Authority:

Chairman Jackson advised that the only change on the MOU was to change "PRA" to "MCPRA".

The County Administrator also advised that:

- ✓ Mr. Eddie Dean has been added as a 'signature'
- ✓ Added "Exhibit 2" (page from the approved County budget [for PRA])

In closing, he advised that the MCPRA has approved the draft document.

After discussion, it was the consensus of the Board to add this item to the June 2016 Regular Meeting (#1) Agenda, for discussion/action by the full Board, and to have this document in place by July 1st, as suggested by the County Attorney.

b. Update on Town Hall Meeting (With School)

Chairman Jackson suggested the Board possibly look at June 29th as a possible meeting date, and include the participation of the Madison County School Board.

After discussion, it was the consensus of the Board to authorize the County Administrator to contact the school Superintendent about the aforementioned date and to also see if the school auditorium will be available.

The County Administrator advised that an email has been received from the Superintendent to advise that the school auditorium would be available; a meeting date will need to be established.

Comments from the Board:

- *Supervisor Weakley: Advised of the suggestion that time be allotted (during the Town Hall Meeting) for a discussion on the Criglersville School*
- *Chairman Jackson: Feels that a discussion on the Criglersville School should be separate in order to:*
 - ✓ *Allow discussion of available options*
 - ✓ *Allow for the discussion of different scenarios (for the future of the facility); and to*
 - ✓ *Discuss a structured plan*

It was also noted that the County Administrator is currently reviewing future options that may provide for a more structured discussion.

c. Skyline CAP Vacancy

Supervisor Weakley noted that information was received (regarding a prior applicant) from the County Administrator; contact will be made with the individual within the next week.

10. Public Comment

Chairman Jackson opened the floor for public comment. The following citizens provided comments:

- Jerry Butler: Concerns focused on: delivery of more drug addicted infants within the County; the parent's inability to care for their children which warrants the need for foster care placement; the lack of available services here which calls for the use of services in Charlottesville; availability of services in Madison County would decrease costs and be a definite asset for the County and would decrease transportation costs; the school system is looking at establishing a special program to deal with children of chemically dependent parents in the County.
- Clarissa Berry: Provided highlights of the clientele served by her office; her office is working on programs that may also help reduce costs for special services needed here; announced that another town hall meeting will be held on Wednesday, May 11th at the Orange County High School located in Orange County at 6:30 p.m. – the special movie will be shown at 5:30 p.m.; much of the same information on the heroin epidemic will be discussed that was provided as the recent meeting held in Madison County.

With no further public comments being brought forth, Chairman Jackson closed the public comment opportunity.

11. Information/Correspondence (if any)

County Seal "In God We Trust"

Chairman Jackson advised that the new seal is now back in Madison County and should be in place by the time of the next meeting.

County Landfill

Supervisor Weakley reported that staff at the landfill are pushing town recycling debris and keeping the area clean.

7:00: p.m.

Public Hearing – Secondary Six Year Road Plan for Madison County [2016-2017; 2021-2022]

Chairman opened the public hearing on the Secondary Six Year Road Improvement Plan for Madison County FY2016-2017/2021-2022, as slated for adoption with Resolution #2016-6.

Greg Banks, VDOT, was present to provide a brief overview of the secondary road plan for consideration and adoption; projects noted in the County's plan include:

- Twyman's Mill Road: Project has been appropriately advertised; bids have been received; preconstruction will be underway during the upcoming construction season.
- Shifflett's Corner Lane: Project calls for resurfacing and water pipe replacement; minimal amount of work remaining on this particular project.
- Booton's Lane: Rural rustic project for a roadway totaling 0.5 miles in length.
- Fletcher Road & Forest Drive: Both these projects are rural rustic road projects; projects funded through cost savings from the prior secondary road improvement plan; project costs will be much cheaper through the rural rustic program as opposed to a regular roadway project.

Mr. Banks noted that four (4) out of the five (5) above referenced projects are fully funded; Forrest Drive has a balance of \$365,244.00 and should be fully funded within the next year. In closing, he noted there may be some cost savings with the Shifflett's Corner Lane project that can be utilized to fully fund this project during the next year.

Chairman Jackson opened the floor for public comment on the public hearing on the proposed Secondary Six Year Road Improvement Plan for Madison County.

With no comments being brought forth, the session was closed.

12. Adoption of Resolution #2016-6 [Secondary Six Year Road Plan for Madison County 2016-2017; 2021-2022]

Supervisor McGhee moved the Board accept the Secondary Six Year Road Plan for Madison County for FY2016-2017/2021-2022, as presented in Resolution #2016-6, seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, McGhee. Absent: Campbell, Hoffman. Nays: (0).*

Comments from the Board:

- *Supervisor Weakley: Advised of a citizen's appreciation of work done on Shifflett's Corner Lane thus far*

13. Public Comment:

Chairman Jackson opened the floor for additional public comment. With no comments being brought forth, the public comment opportunity was closed.

Chairman Jackson advised that the Board will need to convene in a closed session.

The County Attorney noted that one of the matters to be discussed in closed session will involve the Madison County School Board; therefore, he suggested that Bob Chappell, School Board Member, be asked to sit in on the closed session.

14. Closed Session (2.2-3711(A)(3) [Discussion of acquisition of real property, or the disposition of publically held real property where discussions in an open meeting would adversely affect the bargaining position or negotiating position of the public body]

a. **Closed Session:** On motion of Supervisor Weakley, seconded by Supervisor McGhee, the Board convened in a closed session, pursuant to Virginia Code Section 2.2-3711(A)(3), pertaining discussion of acquisition of real property, or the disposition of publically held real property where discussions in an open meeting would adversely affect the bargaining position or negotiating position of the public body, with the following vote recorded: *Aye: Jackson, Weakley, McGhee. Absent: Campbell, Hoffman. Nays: (0).*

b. Motion to Reconvene In Open Session:

On motion of Supervisor Weakley, seconded by Supervisor McGhee, the Board reconvened in open session, with the following vote recorded: *Ayes: Jackson, Weakley, McGhee. Absent: Campbell, Hoffman. Nays: (0).*

c. Motion to Certify Compliance:

On motion of Supervisor Weakley, seconded by Supervisor McGhee, the Board certified by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code 2.2-3711(A)(3) and only matters that were identified in the motion to convene in a closed session were heard, discussed or considered in the closed meeting, with the following vote recorded: *Ayes: Jackson, Weakley, McGhee. Absent: Campbell, Hoffman. Nays: (0).*

No action was taken as a result of closed session

15. Adjournment:

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

R. Clay Jackson, Chairman
Madison County Board of Supervisors

Clerk of the Board of the Madison County Board of Supervisors

Adopted on: June 14, 2016

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



**Agenda
Regular Meeting
Madison County Board of Supervisors
Tuesday, May 24, 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**
 - a. *Discussion of Target Solutions Online Training – Lewis Jenkins*
 - b. *Supplemental Appropriation Request (VPA & CSA) – Valerie Ward*
5. **Committee/Organization Reports**

6. Finance

a. Claims for May 2016/FY2016

7. Minutes:

a. #17

8. New Business:

- a. Fireworks Permit (David Coons)*
- b. Parks & Recreation Authority Appointment*
- c. Distribution of RSA Audit*

9. Old Business:

- a. Update on MOU with Parks & Recreation Authority*
- b. Update on Town Hall Meeting (with School)*
- c. Skyline CAP Vacancy*

10. Public Comment**11. Information/Correspondence (if any)**

7:00 p.m.

[*Public Hearing –Secondary Six Year Road Plan for Madison County \[2016-2017; 2021-2022\]*](#)

12. Adoption of Resolution #2016-6 [Secondary Six Year Road Plan for Madison County 2016-2017; 2021-2022]**13. Public Comment****14. Closed Session (2.2-3711(A)(3) Discussion of acquisition of real property, or the disposition of publically held real property, where discussions in an open meeting would adversely affect the bargaining position or negotiating position of the public body]****15. Adjournment**