

## MEETING #28 – July 29

At a Workshop Meeting of the Madison County Board of Supervisors on Monday, July 29, 2013 at 2:00 p.m. in the Madison County Fire hall located at 1223 N. Main Street Road:

PRESENT: J. Dave Allen, Chairman  
Doris G. Lackey, Vice-Chair  
Jerry J. Butler, Member  
Pete J. Elliott, Member  
Jonathon Weakley, Member  
Ernie Hoch, County Administrator  
Phillip Tartaglia, Finance Director  
Jacqueline S. Frye, Clerk of the Board

ABSENT: V. R. Shackelford, III, County Attorney

### 1. Workshop Meeting Agenda:

Chairman Allen called the meeting to order; all members are present and a quorum was established.

### 2. *Pledge of Allegiance & Moment of Silence*

The Board of Supervisors commenced their meeting with the Pledge of Allegiance and a moment of silence.

### 3. Adopt Agenda:

Chairman Allen advised that:

***Item 4-f can be stricken, as the County Attorney hasn't completed a review of the contract;***

Supervisor Lackey moved the Board adopt the Agenda as presented (to include the removal of Item 4-f), seconded by Supervisor Weakley.

Chairman Allen called for discussion.

Supervisor Lackey questioned item 4-i denoting "Bill Campbell" and suggested the Board follow the practice of past work sessions where the issue would be listed on the Agenda and a Board member would call on the citizen elect to present their concerns; today's concerns also reflected upon the fact that today's citizen elect is a proposed candidate and if today's request is granted, all proposed candidates should be given the same opportunity to speak before the Board.

Supervisor Butler expressed his concerns that today's citizen has been trying to get on the Agenda for the past year – today's concern isn't being presented from a candidates' perspective; he feels any citizen should be allowed to speak at an open meeting if they so desire; he was agreeable to change today's item to reflect "CIP/Ordinances Discussion by Bill Campbell."



After discussion, it was advised the item description will be changed; the topic will be introduced by the Board member and the citizen will be introduced and allowed five (5) minutes to verbalize any concerns.

Supervisor Lackey moved the Board approve the Agenda as amended, with

- a) The deletion of Item 4-f (Tyler Contract Recommendation);
- b) The deletion of Supervisor Butler's name from Item 4-h; and that
- c) Item 4-i be changed to "CIP/Ordinances" with the removal of Bill Campbell and Supervisor Butler;

seconded by Supervisor Butler, with the following vote recorded:

J. Dave Allen	Aye
Doris G. Lackey	Aye
Jerry J. Butler	Aye
Pete J. Elliott	Aye
Jonathon Weakley	Aye

#### 4. Agenda Items:

##### a. Financial Review:

Chairman Allen advised these reports were emailed and copies were placed in all mailboxes; he asked that any concerns be discussed with the Finance Director prior to the August meeting.

- i. Certificate of Claims [General Operations (June 2013 – FY2013)]
- ii. Certificate of Claims [Debt Service (June 2013 – FY2013)] – [if any]
- iii. Certificate of Claims [Tourism Enhancement (June 2013 – FY2013)] – [if any]
- iv. Supplemental Requests – General Operations (June 2013 – FY2013 [if any])

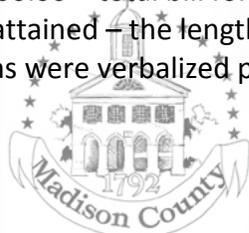
##### b. Minutes #25 through #27

Chairman Allen asked if there were any questions pertaining to the above sets of minutes – any corrections should be forwarded onto the Clerk and copied to all members for review; it was denoted there are three (3) corrections that will be needed.

##### c. School – CIP Update

Chairman Allen provided an overview of the recent meeting of the CIP Committee and the joint meeting with the school, county and senior members of CRA, Inc. pertaining to the under estimation of the bids for the middle school; CRA, Inc. has advised they will implement re-engineering and develop new bid documents in order to get the project moving forward with the existing bid estimates; it was also reported there will be no additional expenses to the County and the county will only pay the original estimated costs.

A spreadsheet was provided (attached) to reflect all invoices paid to date – the total bill at the high school will be \$271,000.00 – total bill for the middle school will be \$251,000.00; it's anticipated that multiple bids will be attained – the length of time to complete the projects will likely increase along with overall costs; concerns were verbalized pertaining to the proposed 4.8% charge (noted on a document



from CRA, Inc.), phasing of the project, base bid versus alternative bid, and any proposed costs for asbestos removal.

A color coded diagram (attached) was also presented to denote the various phased portions of the proposed project along with anticipated dates of implementation (2014-2015); the main focus of the project will be the renovations at the high school – the locker rooms (high school) will also be placed as an alternative bid. It's also felt that participation in the alternative bid process will guarantee an acceptable bid. The CIP Committee has recommended the school board move forward with the original specifications; concerns were also verbalized regarding the detection of mold at the high school; the parking lot behind the primary school is being addressed to resolve a drainage issue.

CRA, Inc. representatives also feel there is a limited amount of contractors who will be able to take the entire project on all at once, as this will cost more; there were concerns as to what will transpire should additional monies be needed in order to complete the project; however, if bids come in significantly lower than anticipated, there's a possibility the additional funding can be found in order to fund the entire project once the final numbers are provided; it was advised there are enough funds in place at this time to cover the renovations at the high school.

#### **d. Park Entrance Discussion**

The County Administrator advised packet contains the response from the Park Superintendent; a request was made for the County to provide some specifics of the proposed request for consideration of an entrance; an outline was provided for review – the concept has been discussed and later formulated in today's response; local newspapers are asking for a response from the County, which will be provided shortly; the County was aware of the ongoing concerns contained in today's letter of response.

Although it is deemed that an entrance to the park would improve the economy in Madison County, there have been concerns verbalized by citizens pertaining to environmental issues; the Board was asked to consider requesting the names of all parties who have verbalized disapproval of the County's request; it was suggested a work session be scheduled in the fall to discuss any issues and also work with the State (i.e. road concerns), the game land (i.e. road issues), and Camp Rapidan (i.e. easement concern) and come to a conclusion –it's felt if state funds can be used to get the road in better condition (i.e. not local funds), it will be easier to envision it being used for travel.

It was suggested the County ask for a list of the individuals who have verbalized opposition to the County's intent and assess their concerns; there was a letter of concern received from Camp Rapidan pertaining to their claim of owning a portion of the roadway, although it's unsure if they actually have deeded access; it was suggested the County assess exactly who owns the roadway.

A draft press release was provided for review and consideration by the Board – adjustments were suggested for inclusion into the release statement; the Board verbalized its support of the County Administrator to request a copy of any letters of opposition regarding the County's proposal for an entrance into the park.

It was suggested the full Board be involved in today's endeavor should the County decide to proceed with its proposal; it was also advised there is still more research needed on this issue.



**e. State Opt-Out/Opt-in (Optional) For Long-term Disability [For New Hires after 1/1/14]**

The County Administrator advised that due to state changes in the VRS/Pension Fund, the state is offering multiple plans; legislation will require all newly hired workers after 1/1/14 to have long-term/short-term disability insurance – existing employees will have the ability to ‘opt in’ if they desire; the locality will be responsible for paying the insurance premium for all new hires (after 1/14/14) based on the States estimated rate (.91 percent [.91%]) should the County elect to remain in the State’s system – there is no guarantee of the existing rate which is apt to change every two (2) years; if the County stays with the State’s plan, as there is no opting out; should the County elect to be removed from the State’s plan, there is no opting back in at a later date; a group has been developed through VACo which offers ‘the standard’ and will offer disability insurance which is in full compliance with state requirements – estimated rate is currently set at .79 percent [.79%], but may be subject to change over time; the financial impact to the County will be minimal now, but may increase in the future; it is felt the proposed plan will affect how the County offers leave time to employees; there are recommendations for localities to assess their personnel policy and implement ways to address today’s concerns. A resolution will need to be in place by November 1, 2013 to advise of the County’s intent to either ‘opt in’ or ‘opt out.’ In closing, he advised that current employees will be covered under the plan offered by VRS; although most localities are planning to opt out, some are planning to offer the disability insurance to those employees that may benefit from the plan. This topic will be added to the August Workshop - a vote will be sought in September 2013 on this issue.

**f. [Item 4-f Tyler Technologies was removed]**

**g. Historical Society – Lease Extension**

The County Administrator advised that representatives from the Madison Historical Society are present today to provide input on their request for a lease extension on the Arcade property.

Mr. Roger Schreiner and Mr. Bill Scholten were present on behalf of the Madison Historical Society; Mr. Schreiner provided input on the buildings leased from the county (i.e. Kemper, Arcade); the society would like to renew the lease on the Arcade for at least ten (10) years in order to allow for improvements to extend the archway – this endeavor will allow for an extension of the exhibit space inside the building; once the lease agreement is renewed, plans will be made regarding costs associated with the expansion request, which will be brought before the County prior to anything being finalized. It was advised the lease agreement on the Kemper Mansion will not expire until April 30, 2029, therefore, it was suggested the Board coordinate the Arcade lease agreement date to match the aforementioned date and if all necessary conditions are met, the society be allowed to extend the exhibit area at the Arcade; it was also suggested the County Attorney review the lease agreement; this topic will be added to the August 2013 Regular Meeting Agenda.

The County Administrator advised the society and County are both insuring both properties; he’s looking into whether the properties are properly insured and that coverage isn’t being duplicated; an assessment will be made and brought before the Board for review/discussion at the August Regular Meeting.



## **h. Goals/Objectives**

Supervisor Butler referred to a handout pertaining to a past set of goals/objectives (attached) that were compiled by a prior Board; he suggested the current Board establish a set of goals/objectives to be prioritized and considered; a few of the suggestions to be discussed included:

- Codifying County Ordinances
- Establishing future goals for the Criglersville Elementary School and surrounding buildings
- Suggestions from various Board/Commissions/Committees
- Encourage various activities (i.e. fishing)
- Take necessary steps to protect local historical sites
- Improve communications between the Board members and citizens
- Combined facilities operations (school and county)

Additionally, he suggested the County encourage various activities (i.e. fishing) and take the necessary steps to protect historical sites within the County; promoting points of interest in the County (i.e. walking trails, restaurants, shopping, etc.) can be funded through the tourism funds; he suggested the County save \$50,000.00 from this year's budget and placed in the County's general fund to help pay off debt; also suggested the department heads be provided more leeway with purchasing – suggested the authorized purchase amount be increased from \$500.00 to \$3,000.00, so long as the funds are within their departmental budget.

It was suggested the Board review goals/objectives and prioritize; it was also suggested the Board work with a facilitator and schedule a retreat in order to focus on discussing the issues of concern; it was also advised that many of the goals/objectives listed in today's document have been accomplished – some items are ongoing, although not fully completed.

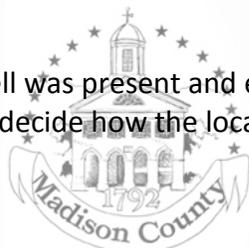
The County Administrator advised the new proposed software system has the capability to generate purchase orders and implement approval in a more organized manner; the new program will also be an asset to the school system; today's concern will be addressed at the next department head meeting to attain input and assess whether there are problems with the existing purchasing process; he advised the future plan to develop a centralized purchasing department will be an asset – there have been discussions with the school system pertaining to specialized contracts/services and whether both entities can combine forces for these series.

After discussion, it was suggested this item be discussed further during a future workshop session (possibly September or October); it was also advised the school system is investigating the possibility of stretching fiber optics from the school board office along the Main Street; it has been determined that REC already has a line in place; therefore, it's deemed there may be future discussion about the possibility of a line being put in place to serve the school and county.

## **i. CIP/Ordinances Discussion**

Supervisor Butler called Mr. William (Bill) Campbell forth to provide input on views that he has expressed.

William (Bill) Campbell was present and expressed his concerns regarding the following issues:  
The County needs to decide how the locality wants to contract any CIP project



- To date, no camping permit has issued for the location in Syria
- The County has approved the special use permit and the site plan
- A letter was sent from the State regarding a primitive campground (pump/haul – vault toilet)
- He doesn't feel the guidelines in the County's Ordinance have been followed

In closing, he advised the County Attorney advised verbalized the Madison County Board of Supervisors and the Madison County Planning Commission were 'wrong' in what was done and the campground shouldn't be in operation.

Chairman Allen advised the County Attorney had advised the campground in question was in compliance with the County's Ordinances; discussions have also been held with representatives of the Madison Health Department – they've advised a response will be provided within ninety (90) days.

The County Administrator advised he conversed with a representative two (2) to three (3) weeks ago; it was advised that a consent order would be forthcoming within ninety (90) days and that the owner (of the campground) could operate until that cut-off date so as to allow all requirements to be appropriately met; the County has approved the special use permit and the site plan; however, the owner has to comply with the health department's rules/regulations.

Discussions continued amongst the Board pertaining to the campground owner having contacted the health department to determine what was needed in order to maintain compliance; it was also advised the guidelines were denoted in the site plan that was approved – each stage denoted in the plan will need to be completed.

**5. Closed Session (if necessary):**

None.

**6. Information & Correspondence (if any)**

**S.A.F.E**

Supervisor Weakley advised that Diana Lynn Banks, SAFE Director, would like to acknowledge October 2013 as "Awareness Month" – she has requested permission to showcase a display of ribbons and silhouettes at the Department of Social Services Building courtyard and along the Main Street.

**Rappahannock Rapidan Community Services Board (Resolution #2013-10)**

The County Administrator advised that information has been provided in today's packets from Mr. Brian Duncan, Executive Director of RRCSB; he has requested to attend the August Regular Meeting to make a presentation and gain approval of Resolution #2013-10.

**Transfer Station**

Supervisor Elliott asked what responsibility the County has if one of the construction workers at the landfill is injured; he verbalized concerns that workers aren't wearing hardhats, which is a safety violation; he questioned if the County would be responsible if the Building Inspector visited the site and ignored the requirements stated in the Virginia Code.



The County Administrator advised that an insurance certificate has been received from the vendor – the County isn't responsible for overseeing the safety of the workers, but the employer; he advised he will investigate this issue.

Issues were also verbalized about the slab that has been poured at the recycling area – a lot of gravel has been placed in the area and came from underneath the excavated area; he questioned how this will be fixed. Although it was denoted the area will need to be compacted, it was advised this will not be accomplished – fill will be needed to correct this issue.

**Courthouse**

The County Administrator advised that all invoices from the architect have been sent; all claims have been verified and do correlate with the invoices that have been received; there is no outstanding balance on the project.

Concerns were brought forth as to whether the invoices were stamped when received and paid; there was also a question as to whether a copy of the signed original contract could be provided for review.

**7. Adjournment:**

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

J. Dave Allen	Aye
Doris G. Lackey	Aye
Jerry J. Butler	Aye
Pete J. Elliott	Aye
Jonathon Weakley	Aye

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J. Dave Allen, Chairman  
Madison County Board of Supervisors

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Jacqueline S. Frye, Clerk to the Board  
Adopted on: September 10, 2013

Copies: J. Dave Allen, Doris G. Lackey, Jerry J. Butler, Pete J. Elliott, Jonathon Weakley,  
V. R. Shackelford, III & Constitutional Officers

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**Madison County Board of Supervisors**  
**Workshop Session Agenda**  
**July 29, 2013 at 2:00 p.m.**  
**302 Thrift Road, Madison, Virginia**

**Agenda**

1. Call to Order
2. ***Pledge of Allegiance & Moment of Silence***
3. Adopt Agenda
4. Agenda Items
  - a) Financial Review
    - i) Certificate of Claims [General Operations (June 2013 - FY2013)]
    - ii) Certificate of Claims [Tourism Enhancement (June 2013 – FY2013)] (if any)
    - iii) Certificate of Claims [Debt Service (June 2013 – FY2013)] (if any)
    - iv) Supplemental Requests (June 2013 – FY2013) (if any)
  - b) Minutes
    - i) #25 through #27
  - c) School CIP update
  - d) Park entrance discussion
  - e) State Opt-in (Optional) For Long-term Disability [For New Hires after 1/1/14]
  - f) ~~Tyler contract recommendation~~
  - g) Historical Society, lease extension
  - h) Goals/Objectives (Sup. Butler)
  - i) ~~Bill Campbell Discussion~~ CIP/Ordinances (Sup. Butler)
5. Closed Session: (If needed)
6. Information & Correspondence (if any)
7. Adjournment

**\*AMENDMENTS DENOTED BY STRIKE-THROUGH AND YELLOW HIGHLIGHT\***

