

MEETING #33 – September 30

At a Workshop Meeting of the Madison County Board of Supervisors on Monday, September 30, 2013 at 2:00 p.m. in the War Memorial Building, 2nd Floor Conference Room located at 2 & 4 Main Street:

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

Workshop Meeting Agenda:

1. Call to Order/Determine the Presence of a Quorum

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.

Chairman Allen announced and congratulated Mr. Steve Grayson on his recent induction into the Madison Volunteer Rescue Squad's "Hall of Fame."

3. Adopt Agenda:

Chairman Allen called for any additions, deletions or corrections to today's Agenda.

Supervisor Butler moved the Board adopt today's Agenda as presented, seconded by Supervisor Lackey, 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:

i. Certificate of claims [Tourism Enhancement (Fund 11) – FY2014] - \$5,043.32 (from the September 2013 Regular Meeting – 9/10/2013)

Chairman called for discussion/questions pertaining to claims for Tourism Enhancement at the September 2013 Regular Meeting.

Although most of the members were in favor of the funding request, the following input was provided by each member.

Supervisor Weakley: *Referenced the emails and letters of correspondence received from several citizens; the funding being spent was from tourism dollars and not the County's general fund; the annual fireworks display does provide a benefit to the County and is seen as an extensive fundraising event for the volunteers (rescue squad and fire department).*

Supervisor Butler and Supervisor Elliott: *Although they both had concerns due to the request having been for a business, they were in support of the Committee's decision, as the event was a definite benefit to the County. In closing, they commended the Committee for their efforts and asked that the Board be made aware of these types of requests in the future prior to them being presented for payment.*

Supervisor Lackey: *Suggested the claim be paid; feels there should be more consideration as to how TOT funds are spent; there should be a broader group involved with the decisions and perhaps have a guideline in place (i.e. claims above \$5,000.00 should be brought before the County for consideration); parameters should be in place to ensure the funds are spent in a fair and balanced manner.*

It was also advised that when the Tourism Committee was established, there were no guidelines established concerning how members would be selected; no policy or plans were established or plans to deal with spending of any proposed funds.

Chairman Allen: *The existing funds generated through the transient occupancy tax have exceeded the prior Board's expectations; he feels the Tourism Committee has done an excellent job in promoting tourism throughout the County; the Tourism Committee was established and given the flexibility to go forth and do what they felt needed to be done. In closing, he thanked the Tourism Director for all her efforts.*

After discussion, it was the consensus of the Board to take a look at possibly restricting some guidelines for the Committee at the 2014 Organizational Meeting.

Tracey Williams-Gardner, Director of Tourism, was present and advised the claim being discussed may have been handled differently if a fee was being charged by the lodge; she has been in travel tourism since 1987 and has a good concept in place.

Chairman Allen also reiterated that although tax dollars were used to pay for the fireworks display, those dollars weren't from local citizens unless they stayed the night in a 'hotel' within the County.

The County Administrator provided a spreadsheet to denote the funds collected, total expenditures, and an ending budget of \$91,000.00 currently being unspent.

Ms. Gardner advised that a two-page ad was purchased in the “Virginia Wine Lover’s” magazine which in turn, generated thousands of leads for the County; funds are also being used to update brochures and the tourism website.

Additional Claims provided for review:

- ii. Certificate of Claims – [General Operations (Post Year) FY2013]*
- iii. Certificate of Claims [Debt Service (Post Year 2013 FY2013)]*
- iv. Certificate of Claims [Tourism Enhancement (Post Year 2013) FY2013]]*
- v. Supplemental Requests [General Operations (Post Year 2013) FY2013]]*
- vi Certificate of Claims [General Operations (Fund 10) FY2014]*
- vii. Certificate of Claims [Tourism Enhancement (Fund 11) FY2014]*
- viii. Certificate of Claims [Debt Service – FY2014] (if any)*
- ix. Supplemental Requests [General Operations (August 2013 – FY2014)]*

Concerns were verbalized pertaining the Certificate of Claims – General Operations (Post Year) FY2013 on page 15, 24, 31, 32 and one reimbursement denoted on the Supplemental Appropriations – General Operations (July 2013 – FY2013).

After discussion, it was denoted that all claims and supplemental requests will be addressed at the October Regular Meeting.

b. Minutes #31 and #32

Chairman Allen asked if there were any questions pertaining to the above sets of minutes – any questions and/or corrections should be forwarded onto the Clerk and copied to all members for review prior to the September Regular Meeting – these will be addressed at the October Regular Meeting.

c. Tourism Committee

Tracey Williams- Gardner, Tourism Director, was present and advised she plans to apply for the grant being offered through the Regional Commission (i.e. Governor’s Agriculture & Forestry Industry’s Development Fund) to include environmental concerns through agri-business and artisan trail information; Orange and Madison won a \$24,000.00 grant that will call for the County to be reimbursed for every \$5,000.00 spent to promote marketing of both localities; efforts are also being done to update the website and enhance the brochure; also researching another possible grant; she’s fully in support of the County providing supervision and/or guidelines for the Committee; a recent ad was published and brought along for review by the Board. In closing, she explained that all brochures for the County are on display at the Visitor’s Centers; a fee of \$1,000.00 is charged to have brochures on display at the State’s Welcome Centers; the Tourism Summit is scheduled in November this year.

The County Administrator the VDOT is providing information on requirements to place a sign in the median and conducting a study – may need to place an RFP to get pricing for this service; stilling looking

into attaining a panoramic camera at Blakey Ridge – preliminary numbers are being collected; REC has agreed to allow the county to place a camera on their tower and provide power for the device.

d. Transfer Station

Waste Management, Inc.: The County Administrator provided a copy of a letter from Waste Management Services, Inc. to advise of progress with upgrading scales and other improvements (letter attached); a new permanent full-time person has been hired to work at the scale house; the current operator will also retire in January 2014 – a replacement is being sought; plans; he recommended the Board consider one (1) rate for commercial trash (i.e. \$65.00).

- i. Recycling: Participation has increased; efforts will be made to enhance the recycling program, which will save the County money, in addition to increasing the recycling numbers.
- ii. Rates: Currently, the County has two rates in place (i.e. \$50.00 – compacted; \$65.00 commercial); he suggested the County move forward with one (1) rate of \$65.00 per rate; this can be adjusted now or during the budgetary process.

A summary sheet will be provided for further discussion at another meeting.

After discussion, it was advised the rate changes were established by way of a Resolution in the past and was done through a past budget process.

- iii. Residential/household trash: Currently, the Ordinance doesn't impose a fee for the disposal of residential/household trash with a hangtag; concerns were verbalized as to what procedures would be utilized in the event a resident brings in 'mixed trash' (i.e. household trash and a small lawn chair); the Board will need to determine whether a fee will be imposed for small bulk items that can be hand carried and easily disposed of (i.e. less than twenty-five [25] pounds). Once the new scale system is in place, every vehicle entering the facility will be required to move across the scale.

Concerns were verbalized as to how:

- Weigh-in/weight-out procedures would be handled on Saturdays during peak times;
- There will be a sense of consistency in assessing vehicle weight in the event a vehicle has a full tank of fuel versus when the tank is almost empty

The County Administrator advised that for the first couple of months, weighing will not take place on Saturdays while the technique is being phased in, but will transpire during the weekdays; weigh-in will transpire during the weekdays when vehicles come for the first time (in and out) – this information will be logged into the system for future information; all commercial vehicles will weigh in and weight out.

- iv. Small home businesses and Non-Profit Organizations: Currently there are many small businesses without a dumpster for use; the County's Ordinance doesn't specify whether these types of businesses will be exempt from being charged a fee to dispose of debris or will a limit be attached.

It was suggested these types of businesses could be encouraged to recycle in the event they are bringing in a lot of paper products. Although it was suggested a recommendation be made to the Board pertaining to this issue, it was indicated that action will be needed to amend the existing Ordinance.

Other items to be considered for collection by fee: burn barrels, tires (small/large); currently free brush is offered for local residents only; recommended fee of \$20.00 per ton for the collection of recyclables (from commercial businesses), and per approval by the Board.

After discussion, it was suggested the Board to establish a rate of \$65.00 per ton; additional recommended changes will be incorporated for review and action at the October Regular Meeting.

e. Rescue Squad

The County Administrator provided a copy of the draft MOU between the County and the Madison County Volunteer Rescue Squad for review and advisement; this issue was discussed at a previous meeting; action was taken on the part of the Board with guidelines to denote how the money would be used; possible recovery mechanisms for the future were also discussed due to the amount of the funding being committed which will be subject to future appropriations by future Boards should there be a desire to continue approving the funding being requested. In closing, no monies have been transferred to the rescue squad – funding has been denoted in the County’s budget – he anticipates once the MOU (attached to minutes) has been agreed upon and signed by both parties, a transfer of funds will be initiated.

After a brief review of the document, it was suggested the County Attorney be asked to provide input.

The County Attorney questioned portions of the document pertaining to statements in paragraph 4 and paragraph 5; he feels the contribution should be ‘subject to annual appropriation.’

Mr. Grayson advised the rescue squad has developed a four (4) year plan and hope to occupy a new building during the fifth (5th) year; he feels the squad will be accepting of an agreement containing a clause for ‘completion’ or construction’ (paragraph 5).

Supervisor Butler suggested the agreement include an additional paragraph to indicate “a portion of the insurance recovery funds be utilized to repay the County for the money allocated toward the building within five [5] years after occupancy.”

The County Attorney explained the above request is a different concept and will complicate the issue.

Mr. Grayson advised he felt the rescue squad wouldn’t be in support of the above referenced suggestion; the squad has an excellent relationship with paid EMS staff – there will be some additional costs associated with providing additional space (for paid EMS staff) which will be incurred by the squad. In closing, preliminary plans call for additional space (i.e. administrative offices, showers, sleeping quarters, and training space) which will accommodate the needs of both entities.

Supervisor Elliott questioned whether the County will lease space once the new building is complete.

Mr. Grayson advised the County doesn't currently lease space, but does lease the equipment used; there will be no form of a lease in the future for emergency services, as described in the draft MOU.

After continued discussion, the suggestion for the rescue squad to repay the County by way of insurance recovery funds was removed from being included at this time.

After discussion, it was the consensus of the Board to accept today's draft with 'wordsmithing' suggested by the County Attorney; the suggestion to call for the rescue squad to repay the County by way of insurance recovery funds was removed from being incorporated at this time.

The issue pertaining to the MOU will be discussed during the 7:00 p.m. session of the October Regular Meeting – Mr. Grayson will attend on behalf of the rescue squad to answer any questions that may arise.

5. Closed Session (if necessary)

None.

6. Information & Correspondence (if any)

FOIA Request

The County Administrator provided a summary sheet in lieu of a FOIA request pertaining to the CIP – total amount borrowed and the adjustment for adding the lottery proceeds; thus far, \$1.743 Million has been expended and there \$8.2 Million still in place.

CIP Update

During a recent CIP Meeting, it was advised the restrooms at the middle and high school are being used; there was a design issue being addressed that was an oversight on the part of the architect (at no cost to the County). Additionally, a rumor has surfaced accusing students of keying the plastic partitions; however, after meeting with the Superintendent and Principal (MCHS), it has been advised this is untrue and the damage occurred during installation – the contractor is responsible for making the necessary repairs.

School Issues (Mold)

It was also advised that recent meetings have taken place with Board members and the Superintendent to discuss the issue of mold in the school building. Although there was a classroom in which mold was found, protective measures were initiated to contain the problem. It was also noted that Dwayne Dixon, Sanitarian, and Ms. Weaver (school system) have reviewed the area in question and found no other significant issues in place. It was further questioned whether the County should request a statement from Mr. Dixon or Ms. Weaver on this issue.

After discussion, the County Attorney advised the issue in question is one that doesn't involve the County; involvement should only commence at the request of the school system.

Mandatory Drug Testing

There was also a question as to whether the Board would like the County Administrator to establish some precedence for a mandatory drug testing policy for County employees and the Board.

It was advised the school system is currently looking into mandatory drug testing for athletes on a random basis – should anyone refuse to sign an agreement to be subjected to such testing, they will be denied participation. The current County personnel policy indicates that testing can be initiated if there is suspicion of drug usage – there is no pre-employment requirement or random testing; background checks have recently been implemented for all new employees. Random testing would involve every employee – all employees must be advised of the process and at what level the testing will be administered.

After discussion, it was suggested the cost of such testing be researched to see if the process would be feasible.

The County Administrator advised the process could be best served during pre-employment; pricing will be sought on random testing – information will be provided for review/discussion, and possible budgeting for the next budget cycle.

VDOT

There was concern as to how frequent the Board would like a VDOT representative to attend the monthly meetings.

The County Administrator advised that Mark Nesbit, Warrenton Residency Director, has suggested he attend on a quarterly basis; however, he's willing to attend more frequently (every two months) or possibly have Mr. Tate attend during the interim. Mr. Nesbit does plan to attend the October Regular Meeting.

After discussion, it was the consensus of the Board to ask the representative to attend on a routine basis (every two [2] months) and especially after any type of major incident within the County; the Agenda will be adjusted to reflect the aforementioned request.

To date, there has been no further communication regarding a request by Yoder's County Market for assistance with their entrance, along with paving at Hoover Ridge.

Zoning Issue

The County Administrator met with Mr. Cassidy this week, along with his Attorney's; discussions were held regarding recent concerns.

SNP

There was a meeting of the Shenandoah Tourism Committee; the Committed is currently looking at January 16, 2014 as the day of a tentative workshop in Madison County – discussions will focus on forming partnerships with gateway communities pertaining to parking concerns and other existing issues. Research is also being done on the proposed idea for an entrance for Madison County; VDOT and the Department of Game & Inland Fisheries is also looking into some ideas; a recent meeting was held between representatives for environmental negotiations to discuss some concerns. An additional meeting will transpire at UVA shortly to discuss further negotiations and the County's current concerns.

Rappahannock Regional Commission

The Commission will be having an annual dinner on October 17, 2013; all Board members are invited to attend the event at the Stone Fire Station located in Barboursville, Virginia (old fire department) – a speaker will be on hand for the occasion – tickets are \$40.00 per person, if purchased before October 10, 2013, and will increase to \$50.00 after that date.

Aging Together

The Organization held a workshop on elder abuse on September 27, 2013; a workshop will also be held to discuss living with individuals with chronic conditions for caregivers and victims; an expo will also be held in Culpeper on November 2, 2013.

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

J. Dave Allen, Chairman
Madison County Board of Supervisors

Jacqueline S. Frye, Clerk of the Board
Adopted on: November 12, 2013

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



Madison County Board of Supervisors
Workshop Session Agenda
September 30, 2013 at 2:00 p.m.
2 & 4 Main Street, 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 [Tourism Enhancement (Fund 11) – FY2014] - \$5,043.32 [From the September Regular Meeting – 9/10/2013]***
 - ii) Certificate of Claims [General Operations (Post Year) FY2013]
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 - iv) Certificate of Claims [Tourism Enhancement (Post Year – FY2013)]
 - v) Supplemental Requests [General Operations (Post Year 2013 – FY2013)]
 - vi) Certificate of Claims [General Operations (Fund 10) FY2014]
 - vii) Certificate of Claims [Debt Service FY2014] (if any)
 - viii) Certificate of Claims [Tourism Enhancement (Fund 11) FY2014]
 - ix) Supplemental Requests [General Operations (August 2013 FY2014)]
 - b) Minutes:
 - i. #31 & #32
 - c) Tourism Committee
 - d) Madison Volunteer Rescue Squad (MOU)
 - e) Transfer Station
5. Closed Session: (If needed)
6. Information & Correspondence (if any)
7. Adjournment