

## MEETING #54– December 3

At a Workshop Session Meeting of the Madison County Board of Supervisors on December 3, 2014 at 5:00 p.m. in the Madison County Fire hall located at 1223 N. Main Street:

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

### Agenda:

#### 1. Call to Order

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

#### 3. Determine Presence of a Quorum

Chairman Lackey advised that all members are present – Supervisor Jackson was present through telephonic conference call.

#### 4. Adopt Agenda

Additions to the Agenda included: Item 7d-iii and iv (Pole Shed; WMB Bldg. Courtroom); Item 7e (Chamber MOU Agreement); 7f (Planning Commission Appointments); 7g (Plow & Hearth); 7h (Computers for the Board); 7i (Minutes) [this will be moved to 6-b]; 7i (Criglersville Elementary School); 7j (Rappahannock Rapidan Community Service Board Appointments); 7k (Juvenile Detention Center Board Appointment); 7l (Decision on Driver Training); 7m (Riddick Case Funding [Sheriff's Department]); 7b (to include discussion about PRA supplemental requests).

Supervisor Weakley moved the approval of today's Agenda as amended, seconded by Supervisor McGhee. *Ayes: Lackey, Jackson, Weakley, McGhee, Campbell. Nays: (0)*

#### 5. Financial Reports

- a. General Operations (Fund 10) - General Fund FY2015 – October
- b. Certificate of Claims (Fund 11)- Tourism Enhancement FY2015 – October
- c. Certificate of Claims (Fund 40) – Debt Service FY2015 – October
- d. Supplemental Requests – General Operations – FY2015 – October

Concerns were verbalized regarding the process by which expenditure reports are presented to the Board (for approval) after the bills have already been paid. It was further noted the expenditures have already been approved when the annual budget is approved, with the exception of the monthly supplemental requests that are presented for approval.

The County Attorney advised the monthly financial reports are provided to the Board 'for information' only, and can be approved by the Board if desired.

#### 6. Minutes:

a. #51 to #53

b. Discussion on Minutes (current format)

Concerns were verbalized pertaining to the length of the minutes and the omission of any lengthy details on specific issues/background information. Members were encouraged to provide any suggested additions/corrections to the clerk.

#### 7. Discussion Items:

**a.State Budget Impact:** The County Administrator provided input regarding the best strategy to solve the State's proposed budgetary shortfall (i.e. \$50,251.00); thus far, there are no proposed cuts for the school in the FY2015 State

budget. In closing, it was suggested the County calculate a full payment now (for \$50,251.00 from the contingency fund) that will be effective January 1, 2015.

**b. Review of Claims, Budget & Fund Balance:** *The County Administrator provided input on the monthly expenditures and advised these closing amounts are tied to the approved budget; the fund balance is unrelated to the actual approved County budget; emphasis was made on the increase in the general fund over the past few years.*

- *PRA Supplements: Discussions focused on supplemental requests received by the PRA; a brief overview was provided by the County Administrator regarding PRA's budget structure, fundraising attained from revenue, and County funding noted on the report is correct.*

*Stephanie Murray, Treasurer, was present and provided an overview of the County's general fund, and advised the County's checking account balance changes daily; the cash flow is dependent upon when the County receives various forms of revenue (i.e. comp board reimbursements, tax payments, etc.).*

**c. No Charge tire event at the Transfer Station:** *The recycling committee has recommended a tire event be scheduled on April 18, 2015 for the collection of tires from passenger vehicles and light trucks (no commercial tires to be accepted); they're also looking at hosting a household waste collection event; share shack is also in place; signage is being investigated for placement on Route 29 to advise citizens of the new recycling center. After discussion, it was the consensus of the Board to request a recommendation from the recycling committee on the proposed recycling event.*

#### **d. Facilities Plans**

**i. Administration Roof:** *The County Administrator advised that site work is being done; change orders were needed in order to re-route the existing sewer line; ramps will be situated at both entrances of the building and will be ADA approved.*

**ii. Administration Building Plans:** *It was the consensus of the Board to schedule a separate workshop on January 20, 2015 at 6:00 p.m. (location to be determined) to discuss the next steps for the administration building plans; options currently involve: a) renovating the auditorium into offices; b) phasing the proposed work; and c) moving forward with a complete build out.*

**iii. Storage Building Update:** *Phone line will be in place shortly; fencing bids being sought; water location being investigated; total cost breakdown is close to the budgeted amount of \$60,000.00; an update will be provided within the next few weeks on the overall project (to include man hours involved).*

**Clerk's Office Roof:** *The County Administrator advised the contact hasn't yet been awarded; two (2) bids have been received with no award yet being made.*

**iv. WMB Courtroom:** *After discussion, it was noted this item will be discussed during the special workshop session. The County Administrator advised the metal doors have been ordered and will be replaced shortly.*

**e. Chamber MOU:** *A copy of the draft agreement was provided by the County Attorney; members of the Chamber will need to review the draft prior to the upcoming December Remember Meeting. Concerns were noted regarding the proposed salary; however, it was noted the salary rate for the position was a part of the original 'plan' and has already been approved by the Board, along with the financial report. After discussion, it was suggested the financial documents (i.e. budget) be emailed and copied for each member.*

**f. Planning Commission Reappointments:** *A letter has been provided from Betty Grayson, Zoning Administrator, to advise that all three (3) members desire to be reappointed, should the Board desire. After discussion, it was the consensus of the Board to reappoint the three (3) individuals at the December Regular Meeting.*

**g. Plow & Hearth:** *The County Administrator advised the County is awaiting the draft agreement (between the State, Plow & Hearth & the County); once the agreement has been received, it will be reviewed by the County Attorney, County Administrator and passed along to the Board for review/advisement. It was noted that if the*

*business (Plow & Hearth) doesn't fulfill its obligation, the funds will be returned to the County and ultimately to the State (i.e. State will provide \$100,000.00 [grant funding] - to be paid to the County and then forwarded to the Industrial Development Authority[IDA] and then onto Plow & Hearth); the County has voted to waive building/zoning fees and to defer taxes (i.e. in kind services) on the new building once it has been completed; the county will continue to receive revenue from merchants' capital and sales tax during the next year, as well as personal property taxes during the next tax year.*

*h. Computers for the Board: The County Administrator the school system wasn't able to provide a better deal than what has been offered through CEM Computers; equipment has been ordered and should be received before the Christmas holiday; once received, a training session will be scheduled for the Board.*

*i. Criglersville Elementary School: It was noted the Board has planned to schedule a public hearing sometime in February 2015; committee (Lackey, Jackson, County Administrator) will provide options for consideration.*

*j. Rappahannock Rapidan Community Service Board Appointments: It was noted there are three (3) vacancies on the RRCSB; a list of citizen names (Janice Carpenter, Richard Young, Clare Lillard, Robert Legge, Nan Coppedge, Jerry Butler, and Bonita Burr); this item will be added to the December Regular Meeting for action.*

*k. Juvenile Detention Center Appointment: It was noted that due to the upcoming budgetary process at the detention center, Mr. Alfred Goossens, citizen representative, has advised that he's willing to serve an additional six (6) months as the County's representative until the center has completed the budgetary process; Steve Hoffman was also suggested as a possible candidate.*

*Mr. Steven Hoffman was also suggested to be considered as a possible candidate, as Mr. Goossens previously submitted a letter of resignation to the Board.*

*After discussion, it was advised this issue will be added to the December Regular Meeting for action. Supervisor Campbell suggested Mr. Steven Hoffman be considered as a candidate to serve.*

*l. Driver Training (County Employees): The County Administrator advised that VACo has agreed to offer driver training and will schedule the process after the first of the year; all employees and law enforcement personnel will be asked to participate; however, it was noted the County will not receive any type of premium rebate for participating in the program.*

*m. Riddick Case Funding (Sheriff's Office): The County Administrator advised no input has been received (from the Sheriff) as to whether the departmental budget needs to be reimbursed as a result of the Riddick Case; the Sheriff did work within his budget and will advise the Board if additional funding is needed.*

#### **\*Public Comment Opportunity\***

Chairman Lackey opened the floor for public comment.

The following citizens provided comments:

- Kim Smith (FOIA concerns [pertaining to the minutes])
- Jimmy Graves (proposed Administration Building Plans & Noise Ordinance)
- Bob Kane (Dangerous & Vicious Dog Issues)
- Anne Ferguson (Changes in meeting space; funding for sound system; administration building renovations)
- Michael Parker (Noise Ordinance [letter provided])

#### **8. Information/Correspondence**

*i. Ordinance ID#2014-5 [Ordinance to Change the Polling Place for the Madison Precinct, Madison County, Virginia]*

*ii. Ordinance ID#2014-6 [Madison County Noise Ordinance]*

*The County Administrator reminded the Board that both Ordinances (ID#2014-5 and ID#2014-6) will be reviewed at the December Regular Meeting; a resolution may be required from the Madison Electoral Board to support the proposed change; a letter of support has already been received from the Beth Car Church; citizens will be asked to provide input on the proposed Noise Ordinance.*

*It was also noted in the event the noise ordinance isn't passed, the County isn't obligated to provide an explanation to the citizens regarding what their legal remedies might involve, nor does the County have any liability regarding this issue.*

*VDOT (Route 230 – No Thru Traffic): The County Administrator provided an update on the proposal by Greene County to request VDOT erect signage along Route 230 (Wolfstown-Hood Road) to discourage thru traffic along the route to Route 33 (Stanardsville); a letter has been submitted from VDOT regarding whether the County has any opposition to the aforementioned request; there will be no penalty for truckers using the route; the County can elect to: a) refrain from providing a comment; b) elect to take a stance; or, c) advise VDOT of the need to have further discussion with the Planning Commission on the matter. After discussion, it was the consensus of the Board to refrain from doing anything at this time on the matter.*

*Mulatto Run (Bridge Work): The County Administrator advised there has been a short delay in the proposed work on the bridge; wait time at the traffic light is being investigated; traffic will be diverted to a single lane on a period basis during the renovation process.*

*Chamber Christmas Tree Lighting: The annual Christmas tree lighting has been scheduled for Friday, December 5<sup>th</sup> at 6:00 p.m. Proposed*

*Proposed Tasks (Board assignments): Chairman Lackey provided a summary of ideas regarding task assignments (for each member) and the need for each supervisor to gain more knowledge and understanding concerning the issues the County will be faced with during the upcoming budget year; members were encouraged to assess the issues and concentrate on areas (i.e. emergency services, regionalization, internet services, etc.) and assess what obligations the County will need to meet during the upcoming budget year, to include the purchase of law enforcement vehicles and buses.*

*Other topics of interest included:*

- The Water Supply Plan (for the County)*
- Living Lands Workshop*
- Rapidan River Basin*
- Life expectancy for equipment (i.e. technology, boilers, etc.)*
- Assess any overlapping of broadband and other internet service providers within the County*
- Annual Christmas Luncheon (12/19/14 at 11:30 a.m.)*
- Statement of Economic Interest forms*

*After discussion, it was noted that based on current State regulations, the County's current water supply plan is up to date; discussions have been underway with the school system regarding whether to continue with the existing architectural firm (Crabtree, Rohrbaugh Associates, Inc.) or whether to attain another firm to continue providing input on the maintenance of County and school facilities.*

## **9. Adjournment**

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

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Doris G. Lackey, Chairman  
Madison County Board of Supervisors

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Clerk of the Board of Madison County Board Supervisors

Adopted on: January 13, 2015

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



**Agenda**  
**Workshop Agenda**  
**Madison County Board of Supervisors**  
**Tuesday, December 3, 2014 at 5:00 p.m.**  
**Madison County Firehouse**  
**1223 N. Main Street, Madison, Virginia 22727**



**Agenda Items**

1. Call to Order
2. *Pledge of Allegiance & Moment of Silence*
3. Determine Presence of a Quorum
4. Adopt agenda
5. Financial Reports
  - a. General Operations (Fund 10) General Fund FY2015 – October
  - b. Certificate of Claims (Fund 11) – Tourism Enhancement FY2015 – October
  - c. Certificate of Claims (Fund 40) – Debt Service FY2015 – October
  - d. Supplemental Requests – General Operations – FY2015– October
6. Minutes:
  - a. #51 through #53
  - b. *Discussion on Minutes (current format)*

*\*Public Comment Opportunity (will be as close to 7:00 p.m. as possible)\**

7. Discussion:
  - a. State Budget Impact
  - b. Review of Claims, Budget and fund balances
  - c. No charge Tire event at Transfer STation
  - d. Facilities Plans
    - i. Administration Roof
    - ii. Administration Building Plans Parliamentary Procedure
    - iii. *Pole Building Update*
    - iv. *WMB Building Courtroom:*

*e. Chamber MOU*

*f. Planning Commission Reappointments*

*g. Plow & Hearth*

*h. Computers for the Board*

*i. Criglersville Elementary School*

*j. Rappahannock Rapidan Community Service Board Appointments*

*k. Juvenile Detention Center Appointment*

*l. Driver Training (County Employees)*

*m. Riddick Case Funding (Sheriff's Office)*

**\*AMENDMENTS/ADDITIONS) DENOTED IN ROYAL BLUE WITH YELLOW HIGHLIGHT \***