

MEETING 13- February 24

At a Workshop Session Meeting of the Madison County Board of Supervisors on February 24, 2015 at 6:00 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:

Call to Order

Pledge of Allegiance & Moment of Silence

Determine Presence of a Quorum

Chairman Lackey advised that all members are present; a quorum was established.

1. Adopt Agenda

Suggested amendments to today's Agenda: Add 3-a (Building Code Appeals Board).

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

Supervisor Campbell suggested the public comment opportunity be moved to the end of tonight's meeting instead of at 7:00 p.m.

It was noted there will be no action following tonight's closed session.

2. Constitutional Officers, None

3. Independent Committees/Organizations

a. Building Code Appeals Board: The County Administrator advised that copies have been provided for the two (2) applications received for the two vacancies. It was the consensus of the Board to take action on this matter at the February Regular Meeting.

4. County Departments - None

5. Committee Reports - None

6. Financial Reports

- i. General Operations (Fund 10) - General Fund FY2015 - January
- ii. Certificate of Claims (Fund 11) - Tourism Enhancement FY2015 - January
- iii. Certificate of Claims (Fund 40) - Debt Service FY2015 - January
- iv. Supplemental Requests - General Operations - FY2015 - January

Concerns were verbalized regarding:

- Sheriff's vehicles
- Roof project expenditures
- Monthly progress reports on all active projects

The County Administrator advised that payments have been made on the roof project; he will research this issue.

The County Administrator advised it was the decision of the Board to refrain from making hard copies once the laptops were purchased. In closing, it was recommended that anyone desiring hard copies to please provide a request for documents.

7. Minutes:

- a. #3 through #7

Members were emailed copies of all the minutes; any corrections should be forwarded onto the Clerk prior to the February Regular Meeting.

8. Discussion

a. Regional Jail Budget Presentation – Glenn Aylor, Superintendent: Glenn Aylor, Superintendent, was present to provide the following highlights from the regional jail's FY2016 budget:

- Total budget \$12,994,798.00 (\$337,214.00 less than the proposed estimate provided in December 2014)
- Projected costs per inmate
- Estimates from the comp board (should be available next week)
- Inmate population has steadily increased since December 2014
- Jail is obligated under contract to house federal prisoners and inmates from participating jurisdictions
- Daily fee per inmate (\$36.00) excludes any medical costs
- Expansion will provide sixty (60) available beds in excess, and will eliminate overcrowding

Concerns were verbalized regarding:

- Regional jail fund balance
- Proposed pay increase
- State aid
- Five Year utilization forecast
- Pre-trial program (OAR) [currently have 53 inmates in the OAR Program]
- Proposed revenue profit (noted in audit reports)
- Madison's inmate population is relatively low
- Localities with higher inmate populations should be asked to offset the additional funding costs
- The County's inmate population has remained flat
- Audits reflect the jail having made a profit for the past several years (excluding one year)
- Will the expansion provide some revenue recovery

Mr. Aylor advised there was a recent meeting with all participating jurisdictions and representatives from Robinson, Farmer Cox Associates to discuss the funding layout for the jurisdictions. It was noted that \$17,500,000.00 will be noted in the FY2017 budget to be split amongst the participating localities; nothing concrete will be determined until the General Assembly meets to make some decisions. Although there are concerns regarding the funding the jurisdictions are being asked to allocate to the regional jail, there is a contract agreement in place; the jail operates with basically 'one pot of money'; it's inappropriate to make a difference between inmates from the participating localities. He advised the jail doesn't benefit by sending prisoners to other facilities if they aren't complete with the legal process; the overall process involves assessing the inmate population only sends those inmates who have been sentenced are transported to other facilities.

Projected costs for FY2017 will be about \$17,500,000.00 to be split among the participating localities; Madison's share will be estimated at slightly over \$1,000,000.00+ annually for an average of thirty-two inmates.

Further discussions focused on various scenarios and how such scenarios could be handled. It was noted the jail was put into place to serve all five (5) participating jurisdictions; an agreement was signed by all jurisdictions despite the total number of local inmates. In the past, costs to the County were more to transport prisoners than what the County pays for the inmates today.

Closing comments from the Board:

- Costs to incarcerate local inmates would've cost more if it hadn't been for the regional jail
- Proposed increase funding will be a heavy burden for the local taxpayers
- Madison's inmate population has remained flat
- Surrounding supervisors suggested the jail keep its fund balance at a specific level – if the balance increases, the excess should be remanded back to the participating localities

Mr. Aylor advised the Jail Board members have sole control over the fund balance for the jail. In closing, he expressed discontent in being criticized because the jail has a fund balance and of his department working to be good stewards of the jail's funds; the decision to recover revenue will be decided by the Jail Board as FY2017 approaches. In closing, he advised he jail has about forty-three (43) special purpose beds that can't be counted as a part of general population beds, as this space can only be used for specific things.

It was noted that since the opening of the regional jail, 181 extra beds have been added (i.e. through double bunking); by adding extra beds, this will initiate a savings for the jurisdictions in construction and housing of inmates in other places. Specifics of DOC regulations were explained for information. Once the expansion is complete, the population will eventually increase. State rated capacity is set at 230 inmates, which the regional jail currently exceeds.

Mr. Aylor provided highlights from a recent discussion with Pat Smith (OAR Program) that focused on jail costs; the program was to assist with reducing recidivism and divert people from going to jail. He also noted that only the Judge, Magistrate or the Commonwealth Attorney have the authority to determine when an offender will be locked. Funding from the jail has been discontinued for the OAR Program (seventy-five percent [75%] generated through federal revenue) because of their lack of support

for the jurisdictions that participate in the jail; the OAR Program has now begun assisting the jurisdictions (associated with the regional jail) and have initiated a CIT training program.

b. Review Permit Fee Waiver Procedures: The County Administrator advised that details have been provided from Betty Grayson, Zoning Administrator, and Wes Smith, Building Official, along with documentation of fees waived during prior years. It was suggested the Board pass a resolution to waive fees up to \$153.00 for the fire department, rescue squad, county projects and the school system; the list can be expanded to include some non-profit organizations if desired, at a later date.

It was suggested the Board act on each request as it's presented.

After discussion, it was suggested the County:

- ✓ Refrain from listing the non-profit organizations
- ✓ Include only the Fire Department, Rescue Squad, Parks & Recreation and the County
- ✓ Additional requests will be handled as they're presented
- ✓ Total waived fees will continue to be tracked month-by-month

After discussion, it was the consensus of the Board to add this item to the March Regular Meeting Agenda.

c. Regional Public Safety Communications System: The County Administrator provided highlights on various discussions with the surrounding localities (i.e. Orange, Charlottesville, Greene, Culpeper, Louisa, Fluvanna, Madison, Albemarle, UVA) on how to improve interoperability and improve the manner in which communications can be improved. During a recent meeting, Orange County provided information on technology upgrades and suggested the information be passed along to each locality for consideration and discussion. It was noted there may be some grant funding to assist with associated costs for upgraded equipment. Documentation was provided for review and information on the proposed plan.

Mr. Finks advised the current radio system is obsolete and most localities are discussing interoperability; the proposal will call for the purchase of two (2) controllers (i.e. \$1,000,000.00 each) that will allow all localities to communicate; costs will be shared by all participating localities and will all be connected by internet. The interoperability system will allow those with an 800 system to communicate with those who use a VHF system; if one controller goes down a back-up controller will still be in use and will allow for continued communications.

Concerns from the Board:

- How will the cost be shared
- Life span of the proposed radio system

The County Administrator advised there hasn't been discussion as to how the costs will be shared; however, it's anticipated the costs for the controllers and maintenance may be split through the regional hub that participate in the program.

Mr. Finks advised if the proposed system is put into place, a "Board" will need to be established to oversee the facets of the system. Currently, Culpeper and Rappahannock have a written agreement in place without an "Authority" – their "Board" (consisting of the Sheriff and E911 Director) implements how costs are shared based on the amount of users involved. In closing, he advised the process will be done in phases.

The County Administrator explained various funding mechanisms to fund the proposed project (i.e. \$150,000.00 is rolled off from the rescue squad) and advised the purchase can be funded through debt service after the current system is paid off.

Mr. Finks provided a brief overview of how the existing system came into play (narrow banding); life span of the proposed radio system is about twelve (12) years.

It was also noted the State will not plan to release any of its 911 fees to help fund the proposed system. Currently, Madison County can communicate with Orange and Greene only by using the existing radio system; the proposed system will allow communications with all localities that participate in the region to communicate effectively.

Erik Weaver, Sheriff was present, and noted there are issues with the existing system; however, the proposed system will provide the County with the ability to use additional towers and will greatly improve communications with other departments.

Mr. Finks noted the proposed system is a public safety grade system. If the Board is in agreement with the proposal, it will still take at least two (2) years, as the system will need to be engineered and equipment will need to be put into place.

The Sheriff advised that the fire department is having a study completed on the communications system being utilized by Orange County (i.e. portal microphones) – the cost per unit is about \$500.00-\$600.00; the system will allow communications to be done

through a car radio rather than using a walkie-talkie; this system could be used during the interim; costs for units for the Sheriff's Department will be about \$12,000.00.

After discussion, it was noted there are no hard numbers in place and no action is needed at this time; additional plans, costs, etc. should be available within the next six (6) months. It's anticipated that a formal committee will be established to include a Board member and possibly the Sheriff to discuss specifics

d. School Appropriations – Rollover Funds for Capital Improvements: The County Administrator advised the school system has submitted a supplemental request to receive rollover funding (\$199,388.00); documentation has been provided for review; bids have been attained for the phone system and the school system is ready to award a contract – remaining funds will be placed into the schools' contingency fund for future projects. The new phone system will be an asset for the County as well and will provide some hard lines.

Suggestions from the Board:

- That funding be kept separate
- That leftover funding into the school's capital improvement fund (not contingency)
- That any additional remaining funds (after purchase of phone system) not be used to balance the school's budget

Discussions focused on the school's facilities needs list that was provided; it was noted that leftover funding could be earmarked for a specific use.

The County Administrator advised that a CIP meeting has been scheduled for the coming Friday; a request will be submitted to the school to provide a specific outline of what the leftover supplemental funding will be used for. He also noted the school's contingency fund is getting rather low; the \$300,000.00 was also used for other items that have been purchased for the ongoing construction project (i.e. list provided).

5. Parcel Layer Request from Piedmont Environmental Council: The Piedmont Environmental Council submitted a letter to Brian Daniel, Erosion & Sedimentation Technician, to request the GIS data fee (\$100.00) be waived for a parcel layer request.

After discussion, it was the consensus of the Board to reject the request submitted.

6. Review of Visitor Center Plans: The County Administrator provided an update on the visitor's center; drawings/specs will be completed shortly; quote should be available this week in order – pricing will be attained for the project; once the bid is submitted, pricing information will be provided to the Board for review; demolition work will be completed by County staff; suggested the bids be done as soon as possible so work can be completed within a week to ten (10) days prior to the beginning of tourism season.

After discussion, it was the consensus of the Board to allow at least fourteen (14) days for the work to be completed.

7. Review of Administration Plans: The County Administrator advised that a final bid packet may be ready by the March Regular Meeting for review; work is still being done on the specs; once the work is bid, the packet will indicate clarity that the job "may" or "may not" be awarded; specifics of required work were provided for review; a certain amount of ADA accessibility must in place for the project; may need to initiate two (2) bids (a. concrete work; b. building); demolition can be done by County personnel; drawing was provided for review. In closing, pricing will be provided to the Board for review and consideration.

Comments from the Board focused on:

- ✓ Inadequate seating for the commission
- ✓ Possible 'design/build' project
- ✓ Whether a multi-year plan could be researched
- ✓ Looking at what's most suitable for the County overall
- ✓ Assessing the possibility to phase the project(s)

The County Administrator noted that in order to move forward with a 'design/build' project, an architect will needed; this will take time and will be rather expensive. It was also noted that a build out to the rear of the building will call for expansion of the parking lot, grading, site work and the need for an elevator.

Short term suggestions:

- *Chairman Lackey: Would like to see the County move forward with renovating the auditorium and make configurations work; also build onto the rear of the admin building to include a conference room; also suggested the second floor of the WMB be renovated for use as an auditorium.*

- *Supervisor Jackson: Suggested that pricing be attained for all proposed options (i.e. admin, WMB courtroom, build out); feels complaints about sound aren't as relevant as other issues in the County; doesn't feel the plan is unrealistic; feels if the County puts a lot of items out for bid, this will alienate some potential bidders; the Board isn't very decision on the projects in question; advised the sound problems in the auditorium also involve the speakers and amplifiers...not just the microphones.*
- *Supervisor McGhee: Would like to see all County functions in one centralized location; not in favor of using the WMB courtroom as a meeting location; would like to see a full build out; also concerned about the regional jail and proposed radio system and the possible cost to the County overall.*
- *Supervisor Weakley: Would like to see both options (auditorium/build out); the Registrar appears to be satisfied with the additional space that has been provided; in favor of 'design/build' option and does find value in the Board being serious about going in a specific direction without actual numbers in place.*
- *Supervisor Campbell: Feels the sound system in the auditorium is fine; the auditorium has been used as is for many years and should remain as is; suggested the Board speak into the existing microphones or look at using clip on microphones; verbalized favor of building out to the rear of the admin center; doesn't feel the process will take two years and cost \$2,000,000.00.*

The County Administrator advised there is currently \$200,000.00 in contingency to fund the project; these funds will be eliminated in next years' budget; feels that building out to the rear is a viable option; if the County isn't willing to increase taxes to accomplish some goals, there's no need to move forward.

After discussion, it was the consensus of the Board to request pricing be provided on the options discussed.

8. Plow & Hearth Update: The County Administrator advised the performance agreement was signed and approved by the IDA; the letter was submitted to the State to request the funds; once the check is presented and forwarded to the IDA, a check will then be written to Plow & Hearth; time frame involved will be about thirty (30) days – no funding will be coming from the County; County is keeping track of the permit fees; no rebates will be provided to Plow & Hearth until completion of the project in FY2018. Construction and site work are underway on the project.

9. Good of the Order

- *Chairman Lackey: Verbalized concerns regarding the proposed funding information provided on the regional jail's FY2016 budget and comparisons of numbers denoted in the regional jail's budget provided by the auditors.*
- *Supervisor Campbell: Feels it's disingenuous to bring up comments about the regional jail after the Superintendent has left the meeting session.*

10. Information/Correspondence – None

11. Closed Session

a. Personnel

a. Closed Session:

On motion of Supervisor Jackson, seconded by Supervisor Weakley, the Board moved to convene in a closed session, pursuant to Virginia Code Section 2.2-3711(A)(1) pertaining to personnel issues, specifically involving personnel evaluations and performances, with the following recorded: Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).

b. Motion to Reconvene In Open Session:

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

c. Motion to Certify Compliance:

On motion of Supervisor Jackson, 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)(1), 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: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).

***No Action was taken as a result of closed session*:**

12. Public Hearing, None

13. Public Comment

Chairman Lackey opened the floor for public comment. With no comments being provided, Chairman Lackey closed the public comment opportunity.

14. Adjournment

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

Doris G. Lackey, Chairman
Madison County Board of Supervisors

Clerk of the Board of Madison County Board Supervisors

Adopted on: April 14, 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, February 24, 2015 at 6:00 p.m.
Madison County Firehouse, Lounge Room
1223 N. Main Street, Madison, Virginia 22727



Agenda Items

Call to Order

Pledge of Allegiance & Moment of Silence

Determine Presence of a Quorum

1. Adopt agenda

2. Constitutional Officers, None

3. Independent Committees / Organizations

4. County Departments

5. Committee Reports

6. Financial Reports

- i. Claims i. General Operations (Fund 10) General Fund FY2015 – January
- ii. Certificate of Claims (Fund 11) – Tourism Enhancement FY2015 – January
- iii. Certificate of Claims (Fund 40) – Debt Service FY2015 – January
- iv. Supplemental Requests – General Operations – FY2015– January

7. Minutes: a. Review Draft: #3 through #7

8. Discussion:

- 1. Regional Jail budget presentation Glen Aylor
- 2. Review permit fee waiver procedures
- 3. School appropriations / Roll over funds for capital improvements
- 4. Review of Tourism Center plans
- 5. Possible review of Administration plans
- 6. Plow & Hearth update
- 7. Madison Parcel Layer request
- 8. New Radio System

9. Good of the Order

10. Information/Correspondence

11. Closed Session

12. Public Hearing, None

13. Public Comment, Will take place as close to 7:00 p.m. as possible

Adjournment