

MEETING #43- October 27

At a Workshop Session Meeting of the Madison County Board of Supervisors on October 27, 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
Daniel Campbell, County Administrator
V. R. Shackelford, III, County Attorney
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 quorum was present.

1. Adopt Agenda

Supervisor Jackson moved the Board adopt tonight's Agenda as presented, seconded by Supervisor Weakley.

Discussion:

Supervisor Campbell suggested a discussion on the rescue squad property be added (*Item vi.*) to today's Agenda.

Supervisor Jackson amended the original motion to adopt tonight's Agenda, as amended (with the addition of Item vi – Rescue Squad Property), seconded by Supervisor Weakley. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

2. Financial Reports

a. Claims – October 2015 – FY2015

The County Administrator introduced Mary Jane Costello as the Interim Finance Director for Madison County.

Chairman Lackey advised that all members should've received a copy of the claims for review and action.

The County Administrator noted there will be two (2) sets of claims totaling:

- \$85,078.51
- \$872,319.79

Concerns were raised about the following claims:

- MCI Communications Services (\$30.51)

Ms. Costello noted that the County has four (4) different service providers for various types of communication services in different locations

- Emergency Services (\$11,250.00)

The County Administrator noted the charges are for the Code Red emergency notification system for the period of 11/7/15 through 11/6/16 (i.e. annual cost).

- Purchase Power
- Postage

After discussion, it was noted that a lump sum of postage is initiated annually (i.e. Administration, Treasurer)

- Claims totaling \$872,319.79 (include an annual debt payment for school projects & County properties)

Concerns were raised about the following claims:

- Business Cards

The County Administrator advised that various county departments have been issued a credit card (i.e. EMS, E911, Sheriff, Building, Facilities, and PRA); department heads review and sign off on all monthly billing statements before presenting them for coding and payment. In closing, it was noted that Facilities' business card has been used for various purchases due to administration not having a business card.

Additional concerns were verbalized regarding:

- Claim for electrical supplies (\$700.00) [PRA]
- Advertising costs (\$15.00)
- Potential for PRA to co-mingle funds (based on the existing budget set-up)
- Funding allocations and budget adjustments being made (by the Board) outside of the actual budget process

Ms. Costello referred to the existing PRA bylaws and how these guidelines effect the amount of flexibility the county has regarding budget responsibilities.

The County Administrator advised that concerns being presented tonight (regarding PRA) should be addressed and implemented by the start of the new budget year (July 1st).

It was also noted that PRA's budget does have a category for 'building/infrastructure development' which is the category the aforementioned claim is charged to.

Supervisor Campbell moved the Board suspend the rules to vote at a workshop session, seconded by Supervisor Jackson. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

Supervisor Campbell moved the Board approve the claims for October FY2015-2016 totaling \$85,078.51 and \$872,319.79 as presented, seconded by Supervisor Jackson. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

3. Minutes:
a. #40 to #42

A copy of the draft minutes has been provided to all members; members were asked to advise of any necessary corrections.

4. Discussion:

i. Proposed Fencing at Old ABC Building: The County Administrator noted the two (2) options involved wood and/or chain link fencing, and questioned whether the Board would be interested in moving forward with the proposed improvement. Discussions have been conducted with the Facilities Director, and all members have reviewed the site. The lease agreement will be in effect through 2017 with a monthly rental amount of \$1,400.00 (per month), and is renewable. The proposed request will allow additional parking and turnaround space for MESA staff and volunteers, and will also afford some privacy for the task force; efforts are being made to clean and remove the sheds located at the rear of the building.

Comments from the Board focused on:

- Proposed plan may benefit both entities (i.e. task force, MESA)
- Proposal wasn't correctly presented to the Board
- The desire to see a plan (be presented to the Board) when funding is being requested

The County Administrator noted there were two bids received:

- a) Chain link (with vinyl slats): \$5,110.00
- b) Wood: \$3,420.00

After discussion, it was the consensus of the Board to research pricing for chain link fencing (with vinyl slats); action will be taken at the November Regular Meeting.

ii. Power Line Update – Mr. James Alexander: James Alexander was present and provided information from the recent webcam meeting held on October 1st; concerns verbalized by the County regarding the proposed transmission line have been fully supported and approved by PJM; the proposed line will now run from Remington to Gordonsville in the existing right-of-way. At this point, nothing has been provided in the form of a written entity agreement. Additional details of the process were described pertaining to filing requirements (for Dominion Power).

Although PJM has rejected the proposal (by Dominion Power) to include the Pratts project as an alternative project, it has been reported that Dominion Power still plans to include this proposal when filing is done with the SCC. After discussion and review, it has been assessed (by PJM) that a line isn't needed in Madison County.

Further highlights were provided regarding measures to pursue in the event that:

- Dominion Power's proposal is adopted (to include the Pratts project)
- The County adopts the corridor
- There is future involvement by First Energy

Mr. Alexander noted that PJM has been forthright and truthful during the entire process, but verbalized concerns regarding actions demonstrated by Dominion Power.

The County Attorney encouraged the Board to read the planning commission's proposal that will be discussed at the scheduled joint public hearing, and asked members to contact Carty Yowell, Chair, if there are any questions on the matter. He also noted that:

- Certified letters have been sent to several utility companies to invite them to attend the joint public hearing
- Rappahannock Electric Co-op has been actively involved in the meetings
- The published map may need to be adjusted (in regards to the existing right-of-way)
- The application schedule is still in place (January 2016)

iii. November & December Workshop Sessions: Due to the November and December workshops falling during the holiday week, it was questioned whether the Board wanted to cancel, reschedule or keep the sessions as scheduled.

Chairman Lackey noted that by the time of the November workshop, VACo will have adopted a legislative agenda, and suggested the Board meet to discuss any highlights. In addition, she suggested the Board hold a workshop/retreat after the November election and discuss any goals/objectives/needs for the next business year before the initiation of budgetary proceedings in 2016.

After discussion, it was the consensus of the Board to hold both workshop sessions as currently scheduled.

iv. Discussion on Certain Financial Matters: Ms. Costello, Interim Finance Director, provided highlights from suggested revisions and/or clarification on certain financial matters. Highlights focused on:

- Expenditures (Budget vs. actual [as of 10/27/15])
- Revenues (Budget vs. actual as of 10/27/15)
- Use of Contingency & Budgeted Use of Fund Balance (as of 10/27/15)
- School Board Supplemental Appropriation (Approved on 10/13/15)
- Low amount of contingency funding spent to date

Concerns from the Board focused on:

- How to handle funding required for CSA
- Potential increase in fuel costs

The County Administrator advised that fuel costs are volatile, and suggested that more accurate budgeting techniques may be effective in assessing funding needs for the CSA program. Due to the fact that state funding can be volatile, allocations may be required from the contingency fund.

Additional information and/or suggestions provided by Ms. Costello focused on the:

- Total percentage of funding used from the contingency fund and the general fund (to date)
- Need to develop a budget line item for grant funding that is received
- Time frame for receipt of annual revenue funding (to include tax reimbursements)
- Need to establish transparency, trust and better communication (of the County's budgeting practices)
- Upcoming annual audit process (for the County)
- School's security grant (local match to be funded by the County)
- Intra-departmental transfers should be noted as supplemental appropriations
- Need for time-sensitive bills to be approved 'post facto'

Ms. Costello suggested that PRA be exempt from any of today's proposed accounting practices until a discussion can be held with representatives from Robinson, Farmer, Cox Associates.

The County Attorney advised that a revised draft MOU has been provided to the PRA Board and County Administrator for review/consideration.

The County Administrator verbalized concerns regarding revisions pertaining to ownership of the land located at Middle River, and the Board's insistence upon not turning over any property to the authority. In closing, it was noted that the PRA doesn't have the necessary staff to handle all financial procedures.

The County Administrator also stressed the importance of keeping the Board abreast of what's being done, and of any techniques, policies or procedures that need to be changed.

After discussion, the members were asked to review today's proposed financial policies/procedures, provide suggestions, and to possibly take formal action in November or December.

Additional concerns discussed focused on the manner in which financial techniques were previously performed. It was noted that the Board is determined to clean up the process and get all financial operations back on track.

v. Update on Storage Building: The County Administrator anticipates the storage building will be completed shortly; almost all necessary materials are on hand; CVRJ trustees will be available later this week to provide labor on the project.

The County Administrator also noted that tub-grinding at the landfill has been temporarily delayed due to the need to review the contractor's licensure. Once all information has been verified, the process will move forward.

vi. Rescue Squad Project: Supervisor Campbell verbalized concerns regarding the:

- Recent action (taken by the Board) on the rescue squad project (to waive rezoning fees)
- Probability of any legal ramifications (regarding the property to be acquired), and
- Suggested a complete package be provided on any projects be presented to the Board that require funding from the County

5. Good of the Order – None

6. Information/Correspondence

Graves' Mountain Lodge: The County Administrator advised that Jimmy Graves (Graves' Mountain Lodge) has advised that student volunteers participated in a clean-up effort that resulted in the removal of fifty-sixty (50-60) tires and other debris from the Robinson River, and asked the Board to consider waiving disposal fees at the transfer station for the debris, which is currently located on his personal property.

Supervisor Jackson moved the Board waive the landfill fees for trash removed from County rivers (by the college students), seconded by Supervisor McGhee.

Supervisor Jackson noted that a local commercial hauler has been advised (by staff at the landfill) to refrain from bringing debris into the landfill, although he has been paying appropriate fees.

The County Administrator advised that based on the report provided (by landfill staff), the hauler had dropped a significant amount of debris earlier in the day (that filled the trailers on site) and then returned with an additional load of debris. Based on the contract, (with Waste Management Services, Inc.) the county is only allowed a certain number of trailers on site, and all were filled.

Discussions focused on whether the County can request additional trailers (from Waste Management Services, Inc.) to be on site.

With the following vote recorded: *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

After discussion, it was the consensus of the Board to have the County Administrator contact the local commercial hauler to discuss a resolution. It was also suggested that Waste Management Services, Inc. be contacted to see if additional trailers could be provided if necessary.

- i. 2015 Annual Financial Statement – Department of Social Services:* A copy of the annual statement (for DSS) for informational purposes only.
- ii. Health Department Local Government Agreement:* A copy of the local government agreement (between the health department and the county) was provided for review and information; this item will be brought to the Board for action at the November Regular Meeting.

Discussions focused on whether the local government agreement could be a part of the annual budgetary process, to which the County Administrator advised that the state's time frame on these types of matters runs a bit behind (i.e. six to eight months). It was also noted that the funding amount noted (i.e. \$40,000.00) matches what is noted in the county's budget.

- iii. Proposed Legislative Issues:* Information provided was submitted from Mr. Eldon James for localities within region VII; a presentation has also been provided to the regional administrators.

Supervisor Weakley noted that he will contact Mr. James to assess his level of representation and report back to the Board.

MESA: Chairman Lackey noted that MESA has expressed an interest in purchasing the old Yoder's Market building and is researching how to accomplish this goal. At this time, the Yoder family is trying to offer some assistance. It was questioned whether DHCD (Department of Housing & Community Development) would be able to provide some assistance with this endeavor.

The County Administrator advised that he would contact a representative, but is unsure if the DHCD has a program in place that would provide this type of assistance.

Twyman's Mill Road: Supervisor Weakley noted that a resident on Twyman's Mill Road (Larry Beatty) has verbalized concerns about the how the road improvements will affect drainage on his personal property, and that current drawings (being used by VDOT) differ from those proposed during the initial public hearing process.

Discussions focused on whether members of the Transportation Committee could provide any input. However, Supervisor Campbell noted that the County doesn't have a 'working' Transportation Committee at this time.

After discussion, it was suggested that Supervisor Campbell meet with Mr. Beatty to discuss matters of concern in order to assess if the matter is something the Board can offer some assistance with attaining a resolution.

- iv. Proposed Legislative Issues:* Chairman Lackey advised there will be an additional legislative package stemming from the upcoming VACo conference; it's anticipated that the Board will discuss pertinent issues during the November workshop session. In closing, she suggested the Board involve Emmett Hanger and Nick Freitas to attend the December meeting to meet/greet the Board and discuss matters of concern.

7. Closed Session [if necessary] – None

8. Public Comment – Will take place as close to 7:00 p.m. as possible

Chairman Lackey opened the floor for public comment.

The following citizen(s) provided public comment:

- Tony Morris (Verbalized the need for members to manage time wisely and to continue to do what's best for all Madisonians)

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

9. Adjournment

With no further action being required by the Board, on motion of Supervisor Jackson, seconded by Supervisor Campbell, 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: December 8, 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, October 27, 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. Financial Reports

a. Claims – October 2015 – FY2016

3. Minutes: Review Draft Minutes: #40 to #42

4. Discussion:

- i. Proposed Fencing at Old ABC Building*
- ii. Power line Update – Mr. James Alexander*
- iii. November & December Workshop Sessions*
- iv. Discussion on Certain Financial Matters*
- v. Update on Storage Building*
- vi. Rescue Squad Project***

5. Good of the Order

6. Information/Correspondence

- i. 2015 Annual Financial Statement – Department of Social Services*
- ii. Health Department Local Government Agreement*
- iii. Proposed Legislative Items*

7. Public Comment – Will take place as close to 7:00 p.m. as possible=

8. Adjournment

ADDITIONS DENOTED IN ROYAL BLUE WITH YELLOW HIGHLIGHT