

## MEETING #40 – September 22

At a Workshop Session Meeting of the Madison County Board of Supervisors on September 22, 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

ABSENT: Jacqueline S. Frye, Deputy Clerk

### **Agenda:**

#### **Call to Order**

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

#### **Determine Presence of a Quorum**

Chairman Lackey advised that a quorum was present.

#### **1. Adopt Agenda**

Suggested changes to the Agenda:

*Add: Consideration of Tyler Technologies' letter & Tyler's pending claim*

*Add: Discussion of the purchase of a vehicle for EMS*

Supervisor **Campbell** moved the Board adopt tonight's Agenda as presented, seconded by Supervisor **Jackson**. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

#### **2. Financial Reports**

##### ***a. Claims – September 2015 – FY2015***

Chairman Lackey noted that September claims have been provided to the members for review and action.

Supervisor Campbell moved the Board approve the Claims for September 2015 – FY2016 as presented, seconded by Supervisor McGhee. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

- b. Letter – Tyler Technologies, Inc.:** Supervisor Campbell referenced the termination letter issued to Tyler Technologies, Inc., and stated that it's important for the citizens to know the Board has taken action to end the contract; an acknowledgement of receipt of Tyler's invoice needs to be sent to the company and they need to be notified that this invoice is being held pending further discussions and resolution of the Tyler contract.

#### **3. Minutes:**

- a. #38 through #39*

Chairman Lackey asked the Board members to look at page 3 of the workshop minutes dealing with Dominion Power to see if any changes need to be made.

#### **4. Discussion:**

##### ***i. VDOT [Rt. 29/Shelby Road] – Mark Nesbit & Nathan Umberger:***

Representatives from VDOT were present to discuss the proposed safety improvement project for Route 29 and Shelby Road.

Mr. Nathan Umberger, P.E., was present and provided input on the crash history, existing conditions; a conceptual drawing was provided to the Board for review; recommendations were also provided as developed by VDOT's safety engineering staff.

Safety concerns verbalized by the Board focused on:

- The incline on Route 29 South (just before the storage facility)
- The amount of time involved for large vehicles to make a safe U-turn (onto Route 29 South)
- Whether a traffic circle would be more effective

- Whether to attain input from the public on today's suggestions

In closing, the Board was urged to review today's information and decide whether or not to move forward with today's proposed plan.

**i.-a. White Oak Canyon:** Supervisor Weakley advised there have been complaints from citizens about parking along Weakley Hollow Road in an area; it appears that signage ('**No Parking**' or '**Limited Parking**') has been erected in the area in question. Although the County would like folks to be able to hike and enjoy the area, there are concerns about egress/ingress to private homes along the road, and how this would hinder the ability for emergency service vehicles to enter the area.

Roy Tate of VDOT was present and advised that:

- Signage was erected by VDOT
- Discussions were held with the Chief Park Ranger
- Park rangers have agreed to help with the parking issue
- Enforcement measures are encouraged

Chairman Lackey advised of reports of poor site distance along Bohannon Road resulting from high growth of weeds and grass. Mr. Tate noted that VDOT tries to systematically clear areas throughout the County (i.e. weeds, tree limbs, etc.).

**ii.Storage Building Estimates:** The County Administrator referred to the list of items and proposed pricing as presented by the Sheriff during the last board meeting (with a cost of about \$18,000.00); essential items noted were as follows:

- Shelving (\$2,200.00)
- Fan/Ventilation (\$1,542.00)
- Alarm System (\$1,260.00)
- Secure wall to ceiling (\$1,758.00)

The Board will need to decide how and/or when to proceed, and assess how to work with the Sheriff to get the proposed items complete.

Supervisor Campbell committed to working with the Sheriff to get the storage building complete and ready for occupancy.

Although the members were in agreement with funding the four (4) main items highlighted on today's request, there were concerns that:

- ✓ Only one price quote has been attained
- ✓ Some items noted are add-ons (and not part of the original scope of work), and
- ✓ Whether the four (4) main items could be handled by the Facilities Director

Additional concerns focused on:

- Possible Erosion & drainage concerns
- The current balance in the contingency fund
- Whether to budget next year for remaining items
- The future use of unoccupied County structures

The County Administrator advised that he would work with the Facilities Director to assess the four (4) highlighted items and get the work completed. In closing, he noted that erosion and drainage concerns will be monitored and assessed.

Supervisor Jackson moved the Board suspend the rules to vote at a workshop session, seconded by Supervisor Weakley.

**Discussion:**

Supervisor Weakley advised that although he wasn't in favor of taking action at the workshop session, action is needed on the four (4) items of discussion at tonight's workshop session.

*Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

Supervisor Jackson moved the Board authorize the County Administrator and Roger Berry, Facilities Director, to take care of the four (4) highlighted items on the list provided by the Sheriff in order to use the storage building, seconded by Supervisor Weakley. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

**iii. Emergency Services Mutual Aid Agreement:** The County Administrator noted that a finalized draft hasn't been received from Culpeper County; he suggested this item continue to be added to the Agenda until further notice.

Robert Finks, Director of Emergency Communications, was present and advised that the revised draft provided by the County Attorney has been forwarded to Culpeper County for review and advisement.

**iv. PRA MOU:** The County Attorney provided a revised draft of the MOU between PRA and the County via email.

Concerns were verbalized about revisions pertaining to ownership of land and the property located at Middle River.

After discussion, it was suggested that all members review the draft and provide input for discussion when the County Attorney returns.

**v. Power Line Update:** The County Administrator referred to a letter from Dominion Power on the proposed transmission line; the company is insistent upon submitting a packet that will include two (2) options for consideration. Although reference was made regarding a letter that indicated Dominion Power would have no further presence in Madison County, it was clarified that Dominion Power has ignored concerns stated by PJM and are planning to file an application with the State Corporation Commission that will include a proposal to upgrade the Remington-Gordonsville line, and to include an alternative to run paths through Pratts. In closing, it was advised that based on a notice from the OMC Alliance, representatives from Dominion Power will be appearing at the Orange County Board of Supervisors' upcoming meeting (at 5:00 p.m.) to discuss updates/changes to the Remington-Gordonsville-Pratts Project; an open house has also been scheduled for September 30<sup>th</sup> in Orange County.

**vi. VACo Voting Credentials:** Chairman Lackey advised that VACo would like the name(s) of those designated to cast votes on the County's behalf at meetings.

Supervisor Campbell moved that the County appoint VACo voting credentials to Doris Lackey (Chairman), seconded by Supervisor McGhee. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

**vii. FEMA Reimbursement:** Robert Finks, Director of Emergency Communications, was present and advised the County will be required to reimburse FEMA \$1,522.93 for donated services during the 2010 snow storm, payable (to FEMA) within fifteen [15] days from the notice. Based on a report from the Treasurer, the County received \$951.73 (March 2013) and \$951.83 (October 2014); the County has also requested a reimbursement for wind damage caused in July 2012 totaling \$2,970.24, that hasn't yet been received.

Supervisor Jackson moved the Board authorize a reimbursement to FEMA/VDEM totaling \$1,522.93 in order for the County to remain in good standing, seconded by Supervisor Campbell.

**Discussion:**

- *Supervisor Campbell: Suggested that FEMA/VDEM be notified that Mr. Carl Pumphrey is no longer the County's Director of Emergency Preparedness.*
- *Chairman Lackey: Suggested that FEMA/VDEM be asked for back up documentation was submitted (by the County).*

The County Administrator noted that today's request is being sent to all localities that have received donated services from FEMA; he also noted that if the overall cost of a loss isn't significant, it may not be feasible to submit a request for reimbursement.

*Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

**viii. Replacement Vehicle for Emergency Medical Services:** Lewis Jenkins, Director of Emergency Medical Services, was present to advise that the EMS emergency response vehicle will need to be replaced due to a repeated problems with the existing engine. State contract pricing has been researched for a replacement vehicle for emergency medical services with an approximate cost of about \$51,000+. In closing, he noted the potential for a replacement vehicle has been discussed with prior Boards during the past several budget cycles.

Questions from the Board focused on:

- The possibility of attaining a used vehicle
- The need for a reliable SUV or pick up
- Whether to attain a certified used vehicle
- Available funding options

A letter was provided to the County Administrator that referred to a 2005 model vehicle housed in Louisa County that is equipped and suitable for Madison County's need during the interim period.

Mr. Jenkins requested permission to purchase the 2005 equipped vehicle from Louisa County, and further suggested the County purchase a new vehicle in the FY2015 budget year.

The County Administrator noted that the purchase could be funded through the current years' contingency fund; current documentation was provided (as prepared by the Interim Finance Director) for review and discussion. It was noted that in the future, updated documentation will be provided in a timely manner when any funding is utilized from the contingency fund.

Supervisor Campbell moved the Board authorize \$8,000.00 from contingency for the purchase of a vehicle for Emergency Medical Services, seconded by Supervisor Jackson.

**Discussion:**

Supervisor Jackson question what would become of the 1999 Ford Explorer.

Mr. Lewis advised that the vehicle could be sold at the next county vehicle auction; he also noted that Louisa County will be picking up their new vehicle this week and will need a couple of weeks to get the new vehicle equipped and ready for use.

The County Administrator suggested the County develop a policy to require that once a replacement vehicle has been purchased, the vehicle no longer being used would immediately be removed from the service fleet.

*Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

Supervisor Campbell questioned if the Board could receive a monthly financial statement of the County's financial status.

The County Administrator advised there will be several reports the Board will begin to receive monthly that will allow tracking of the adopted budget by showing:

- Appropriations & totals after amendments
- Tracking of encumbrances by line item and department
- Expenditures YTD
- Available balance
- Remaining percentages and amount of revenue

The Treasurer will be asked about completing an accountability statement and to provide input on interest income (from bank accounts and investments). In closing, he also suggested that monthly financial documentation be requested from the school system.

Emphasis was also made on:

- Appropriations allocated to the PRA (totaling \$60,000.00)
- Budget development practices

After discussion, it was suggested that some form of reconciliation be attained on this matter and that it be appropriately reflected.

The County Administrator referred to an excerpt of Minutes #34 – June 23, 2015 that advised of the action taken by the Board in regards to appropriations presented by the PRA.

Supervisor Jackson called for a five (5) minute recess.

Chairman Lackey reconvened the workshop session.

**ix. Animal Shelter:** The County Attorney has been asked to investigate measures that will allow the County to collect fees (i.e. veterinary services, food, etc.) associated with boarding dogs for over a year in the local facility. Currently, a plea agreement has been made in the case, although it's uncertain as to the County's status to collect any fees for associated costs (totaling about \$14,000.00).

Discussions focused on the fact that:

- The county may be able to bring a civil suit against the owner
- The plea agreement contains language regarding the defendant's right 'to relinquish ownership of interest and transfer custody of the six (6) dogs to Animal Control'

The County Administrator advised that the dogs are still being held at the facility until all paperwork has been completed.

After discussion, it was suggested that:

- The dogs not be adopted by anyone

- That the county work to recover tax dollars spent on boarding the dogs
- That a message be sent to warn citizens this type of action will not be tolerated here

The County Administrator feels the County might be successful if a plea is entered during the penalty stage of the case.

#### 5. Good of the Order – None.

#### 6. Information/Correspondence

**i. Madison Free Clinic Signage:** Robert Legge, Director, has asked the Board to provide any concerns about the proposed signage being sought for the clinic.

After discussion, it was the consensus of the Board that signage be consistent with what the County already has in place at the Administration Center.

~~ii. Weakley Hollow Road Parking:~~ Supervisor **Moved to Item 4-i-a**

**Planning District Commission:** Chairman Lackey advised that the Planning District Commission will hold its annual meeting on Tuesday, October 20, 2015 at the Market at Grelen, 15091 Yager Road, Somerset, Virginia (Orange County); the guest speaker will be Paul Creedman, Associate Professor/Chair of the Woodrow Wilson Department of Politics at the University of Virginia. Members desiring to attend should advise the County Administrator in a timely manner.

**SNP Issue (Hunting Dogs in the Park):** Supervisor Weakley advised of a scheduled meeting that will also include County representatives, the Park Superintendent and members of the local hunt club for October 1<sup>st</sup> to discuss concerns regarding hunting dogs in the park; findings will be reported back to the Board in a timely manner.

Chairman Lackey clarified that the County isn't advocating that the SNP break its rules regarding hunting dogs in the park.

After discussion, it was noted that representatives from the Blue Ridge Committee will be present in an effort to facilitate a good relationship and discussion between citizens and park officials.

**Madison Animal Control:** Reference was made regarding a positive email concerning Annette Dodson, ACO. After discussion, it was the consensus of the Board to recognize Ms. Dodson at the next regular meeting for her service to the community and County.

**Miscellaneous:** Chairman Lackey providing highlights from a document received from the State Corporation Commission concerning taxable values of public service corporations in Madison County for the 2015 tax year.

Discussions continued on the VDOT assessment of the intersection at Rt. 29/Shelby Road.

Supervisor Jackson moved the Board authorize the County Administrator to submit a letter on behalf of the Madison County Board of Supervisors to VDOT in support of improve the priority of safety issues at Rt. 29 and Shelby Road, seconded by Supervisor Campbell.  
*Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

#### 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.

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 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: November 10, 2015

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

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**Agenda**  
**Workshop Agenda**  
**Madison County Board of Supervisors**  
**Tuesday, September 22, 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 – August~~ **September 2015 – FY2016**
- b. Letter – Tyler Technologies, Inc.**

**3. Minutes:** Review Draft Minutes: #36 & #37

**4. Discussion:**

- i. *VDOT [Rt. 29/Shelby Road], Mark Nesbit & Nathan Umberger*  
**i.-a. White Oak Canyon (Weakley Hollow Road Parking)**
- ii. *Storage Building Estimates*
- iii. *Emergency Services Mutual Aid Agreement*
- iv. *PRA MOU*
- v. *Power line Update*
- vi. *VACO Voting Credentials*
- vii. FEMA Reimbursement**
- viii. Replacement Vehicle for Emergency Medical Services**
- ix. Animal Shelter**

**5. Good of the Order**

**6. Information/Correspondence**

- i. *Madison Free Clinic Storage*
- ~~ii. *Weakley Hollow Road Parking*~~ **Moved to 4-i-a**

**7. Closed Session [2.2-3711 (Personnel & Contracts)]**

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

**9. Adjournment**

**\*ADDITIONS DENOTED IN ROYAL BLUE WITH YELLOW HIGHLIGHT\***  
**\*AMENDMENTS DENOTED IN ROYAL BLUE WITH STRIKETHROUGH\***