Board of Supervisors

Claudia D. Tucker, Chair
District 2
David W. Pugh, Jr., Vice-Chair
District 4
L. J. Ayers III, Supervisor
District 3
Kenneth M. Campbell, Supervisor
District 1
John A. Marks, Jr., Supervisor
District 5

County Administrator
Dean C. Rodgers

County Attorney
Ellen Bowyer

AMHERST COUNTY BOARD OF SUPERVISORS

MINUTES

June 6, 2017

Administration Building - 153 Washington Street - Public Meeting Room
1:00 p.m.

Informal Luncheon - 12:00 p.m.
Meeting Convened -1:00 p.m.

I. Call to Order

II. Invocation and Pledge of Allegiance

III. Approval of Agenda

IV. Citizen Comment

V. Consent Agenda

A. Minutes - May 2, 2017

B. Finance - FY16 Appropriation of Revenue: 1) Sheriff's Office; 2) Finance; 3) DSS

C. Commemorative Resolution 2017-0003-CR, honoring the service of Dan E. French, Director of Public Utilities, to Amherst County for the period November 1, 1980, to June 30, 2017.

D. Commemorative Resolution 2017-0005-CR, honoring Garry L. Friend, Amherst County Treasurer, for his exceptional service to Amherst County.

E. Planning/Zoning - Gift and Disposition of Jail Property

F. County Attorney - Special Election to fill vacancy in the Office of the Amherst County Treasurer

VI. Old Business

A. EDA Winton update (Oral Report)

VII. County Administrator's Report

A. Projects Status Report

B. Goals update

C. Joint School Board Meeting

D. Boards/Commissions/Committees vacancies - quarterly update

E. County Seal for Public Meeting Room

VIII. Liaison and Committee Reports

A. Local Government Council, Executive Committee Meeting - May 18, 2017

B. Regional Business Alliance, Board of Directors Meeting - May 25, 2017

IX. Departmental Reports

A. Building Safety and Inspections - April 2017 Report

B. Treasurer - April 2017 Report

X. Citizen Comment

XI. Matters from Members of the Board of Supervisors

XII. Closed Session

A. Pursuant to § 2.2-3711 (A)(1) of the Code of Virginia, to discuss the performance of a Board appointee.

XIII. Adjournment

MINUTES

At a regular meeting of the Board of Supervisors of Amherst County and held at the Administration building thereof on Tuesday, the 6th day of June, 2017, at 1:00 p.m. at which the following members were present:

BOARD OF SUPERVISORS:

PRESENT: Claudia D. Tucker, Chair
David W. Pugh, Jr., Vice-Chair
Kenneth M. Campbell, Supervisor
L. J. Ayers, III, Supervisor
John A. Marks, Jr., Supervisor

ABSENT: None

STAFF PRESENT: County Administrator Dean C. Rodgers; Deputy County Administrator David R. Proffitt; County Attorney Ellen Bowyer; and Executive Administrative Assistant Regina Rice

I. Call to Order

Chair Tucker called the meeting to order at 1:00 p.m.

II. Invocation and Pledge of Allegiance

Supervisor Marks led the Invocation and Pledge of Allegiance.

III. Approval of Agenda

By motion of Supervisor Campbell and with the following vote, the Board approved the Agenda for June 6, 2017.

AYE: Mrs. Tucker, Mr. Pugh, Mr. Ayers, Mr. Campbell and Mr. Marks
NAY: None
ABSENT: None

IV. Citizen Comment

There was no public comment.

V. Consent Agenda

A. Minutes - May 2, 2017

B. Finance - FY16 Appropriation of Revenue: 1) Sheriff's Office; 2) Finance; 3) DSS

C. Commemorative Resolution 2017-0003-CR, honoring the service of Dan E. French, Director of Public Utilities, to Amherst County for the period November 1, 1980, to June 30, 2017. **(See Attachment 1)**

D. Commemorative Resolution 2017-0005-CR, honoring Garry L. Friend, Amherst County Treasurer, for his exceptional service to Amherst County. **(See Attachment 2)**

E. Planning/Zoning - Gift and Disposition of Jail Property

F. County Attorney - Special Election to fill vacancy in the Office of the Amherst County Treasurer

By motion of Supervisor Marks and with the following vote, the Board approved the Agenda for June 6, 2017.

AYE:	Mrs. Tucker, Mr. Pugh, Mr. Ayers, Mr. Campbell and Mr. Marks
NAY:	None
ABSENT:	None

VI. Old Business

A. EDA Winton update (Oral Report)

County Administrator Rodgers advised the Board that the EDA has elected to provide a written statement and believed that was sufficient at this point. **(See Attachment 3)**

Vice-Chair Pugh commented on the EDA's strategic plan and the EDA's appropriation of approximately $168,000 to grade a lot at the Amelon Commerce Center. He said he had conversed with an EDA Board member who was opposed to doing that, and who expressed other ideas how that money should be used as well as the money the County granted to the EDA from the one-cent tax increase.

Vice-Chair Pugh asked if it was possible to bring new ideas to modify the strategic plan and if the Board would be receptive to this instead of strictly adhering to the script of the strategic plan.

Chair Tucker asked Vice-Chair Pugh if this was to address the grading and the money spent at Amelon Commerce Center or an overall change.

Vice-Chair Pugh said it could be the grading or overall a change to some of the directives. He said he did not necessarily agree with every line item in the plan and said changes could be made to use that money in a different way. He did not have an issue with the EDA discussing this with the Board.

Chair Tucker said EDA members could be invited to a Board meeting to address the issue of whether the strategic plan is a set plan or if the plan is in flux as opportunities arise and items removed.

Vice-Chair Pugh said he would like to make changes to the plan if needed, and if an opportunity emerged where money could be spent more wisely.

Mr. Rodgers advised that the EDA's quarterly report will be in July.

Supervisor Marks asked about the potential RFP and timeframe and when the RFP would be put out regarding Winton.

Mr. Rodgers said the EDA has not shared that information. The EDA did not want to discuss what was said in closed session and will not make public until they are ready to bring a recommendation to this Board.

VII. County Administrator's Report

A. Projects Status Report

County Administrator Rodgers advised the bid is being prepared for the Learning Lane contract.

Supervisor Marks asked about the Broadband RFP and who would be putting this together.

Mr. Rodgers advised the RFP has been completed. The matter was presented by Sweet Briar's counsel at their Board meeting in April. Their Board gave counsel questions to answer regarding the frequency that would be made available to the County.

Mr. Rodgers advised we are now waiting for their decision to join in or not.

B. Goals update

County Administrator Rodgers reported this is an update on all the goals the Board established last August. He advised both the long term and short term goals match up with the Board's vision statement.

Mr. Rodgers requested that the Board schedule another planning session in August to review what has been achieved on these goals and to set new goals for the coming year and funding priorities.

There was no objection by Board members to proceed with a planning session in August.

C. Joint School Board Meeting

County Administrator Rodgers advised the official notice for the joint meeting with School Board members will be on November 1, 2017 at 6:00 p.m. This will be a dinner meeting and workshop.

Supervisor Marks suggested having the meeting after the November election in order that the newly elected Board of Supervisors' members and School Board members could attend.

Mr. Rodgers advised he will speak to the School Superintendent and move the meeting after the November election.

Chair Tucker also asked the Board to consider inviting our local state senators and delegates to a meeting for the Board to share any concerns for the next upcoming legislative session.

D. Boards/Commissions/Committees vacancies - quarterly update

County Administrator Rodgers reported this update is for the period of July, August and September and contains information on future vacancies.

E. County Seal for Public Meeting Room **(See Attachment 4)**

Mr. Rodgers advised that a branding consultant has offered an additional version of the County crest. All three versions contain the original symbolism of the original crest.

Mr. Rodgers said staff did not have a recommendation and requested the Board's direction. The placement of the crest will be on the wall behind the dais in the Public Meeting Room.

Supervisor Marks expressed his desire to retain the current crest. He was opposed to changing the crest on everything in the County due to the expense. He believed that when the County was established in 1761, the current crest most likely represented the way an artist would have drawn it at that time.

Chair Tucker reminded the Board that changing the County crest would only be for the emblem that will be placed on the wall in the Public Meeting room.

Supervisor Campbell remarked he did not like the depiction of the animals on the current crest.

By motion of Supervisor Marks and with the following vote, the Board voted to retain the current Amherst County Seal. **(See Attachment 5)**

AYE:	Mrs. Tucker, Mr. Pugh, Mr. Ayers, Mr. Campbell and Mr. Marks
NAY:	None
ABSTAIN:	None

VIII. Liaison and Committee Reports

A. Local Government Council, Executive Committee Meeting - May 18, 2017

For Board information only.

B. Regional Business Alliance, Board of Directors Meeting - May 25, 2017

For Board information only.

IX. Departmental Reports

A. Building Safety and Inspections - April 2017 Report

For Board information only.

B. Treasurer - April 2017 Report

For Board information only.

X. Citizen Comment

Mr. Bill Peters of Amherst, Virginia, addressed the Board regarding the presentation of commemorative resolutions for Mr. Dan French and Mr. Garry Friend.

Chair Tucker advised the commemorative resolutions were adopted at this meeting, and the presentation of these resolutions will be at a future meeting.

XI. Matters from Members of the Board of Supervisors

Supervisor Marks stated that on May 7th he sent an email which he read and said at that time, "the Amherst County Board of Supervisors has retained Mr. Sam Darby as outside council to assist in achieving the end set forth in Resolution 2017-0023-R concerning the Winton Country Club. And I said as this process moves forward I am requesting that members of the Board of Supervisors be copied on all email correspondence concerning this matter.

And after that, basically, subsequent to that email, several Board members indicated their preference of not to be included in that request, so I guess perhaps I overstated my request.

Consequently, I am modifying my request to include speaking only for myself in regards to receiving these communications.

And since I have received no email regarding this matter, I will assume that this has created some confusion as to distribution of the email and I would request to have emails that have been exchanged during this time. I certainly would like to receive them as well as any future emails concerning this matter".

Chair Tucker thanked Supervisor Marks.

County Administrator Rodgers said he would convey that request to the EDA.

Supervisor Campbell advised he received a call from Mr. Winston Ware, 188 Liggon Road, Madison Heights, Virginia, who reported that a neighbor's grass was overgrown. Supervisor Campbell understood that monies received by the Building Office for payment of mowing went back into the general fund and not into a line item that office.

Finance Director Wilkes advised the Board she would bring an appropriation to the Board to rectify this issue.

Supervisor Ayers had no matter to discuss.

Vice-Chair Pugh said the commemorative resolutions for Mr. Dan French and Mr. Garry Friend will be presented at the June 20 meeting at 7:00 p.m.

Chair Tucker remarked on the dumpster site at Route 60 West and Burley Hollow. It was reported a person witnessed a near accident due to the poor site distance when vehicles pull in and out from Route 60 West.

Supervisor Marks asked what the status of the property at Dodd's Ford was.

Mr. Rodgers advised that preparation is being made to go out to engineering firms to pin down the cost at that particular site. He has also spoken to several property owners in the area to find new sites.

Mr. Rodgers said the trash issue needed to be a focus at the upcoming workshop in August and he would lead a discussion on that topic.

Chair Tucker thanked the Amherst County Building Official for assisting Nelson County during a staff shortage. Chair Tucker said it was a unanimous decision by the Board to help and she expressed her thanks.

XII. Closed Session

A. Pursuant to § 2.2-3711 (A)(1) of the Code of Virginia, to discuss the performance of a Board appointee.

Supervisor Campbell moved that the Amherst County Board of Supervisors convene in closed session pursuant to § 2.2-3711 (A)(1) of the Code of Virginia, to discuss the performance of a Board appointee.

AYE:	Mrs. Tucker, Mr. Pugh, Mr. Ayers. Mr. Campbell and Mr. Marks
NAY:	None
ABSTAIN:	None

Chair Tucker stated that at this time only Board members would be present and that another individual would be called in later.

Supervisor Campbell motioned to come out of closed session which was approved with the following vote:

AYE: Mrs. Tucker, Mr. Pugh, Mr. Ayers. Mr. Campbell and Mr. Marks
NAY: None
ABSTAIN: None

CERTIFICATION OF CLOSED MEETING

Supervisor Campbell moved that the Amherst County Service Authority Board certify by a recorded vote that, to the best of each Board member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the closed session were heard, discussed, or considered in the closed session.

Mrs. Tucker	AYE
Mr. Pugh	AYE
Mr. Ayers	AYE
Mr. Campbell	AYE
Mr. Marks	AYE

XIII. Adjournment

By motion of Supervisor Ayers and with the following vote, the Board adjourned at 2:25 p.m.

AYE: Mrs. Tucker, Mr. Pugh, Mr. Ayers, Mr. Campbell and Mr. Marks
NAY: None
ABSTAIN: None

Claudia D. Tucker, Chair
Amherst County Board of Supervisors

Dean C. Rodgers, Clerk

Meeting Date: June 6, 2017

ATTACHMENTS

ATTACHMENT 1

Amherst County Board of Supervisors
County Commemorative Resolution No. 2017-0003-CR

For consideration on June 6, 2017

A COMMEMORATIVE RESOLUTION, NO. 2017-0003-CR

A commemorative resolution, honoring the service of Dan E. French, Director of Public Utilities, to Amherst County for the period November 1, 1980, to June 30, 2017.

Approved as to form by the Amherst County Attorney

BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF AMHERST, VIRGINIA:

I. That the Board of Supervisors of Amherst County hereby honors the long and dedicated service of Dan E. French, Director of Public Utilities, to Amherst County, as follows:

WHEREAS, consistent and reliable access to good quality water, and appropriate treatment and disposal of wastewater, together are a vital necessity for functioning and effective communities; and

WHEREAS, Dan E. French joined the Madison Heights Sanitary District, later to become the Amherst County Service Authority ("ACSA"), on November 1, 1980, and rose to the Director's position two years later upon the retirement of Henry L. Lanum, Jr.; and

WHEREAS, Mr. French guided the ACSA through its conversion from the Madison Heights Sanitary District into the critical community utility it is today, overseeing an increase in service area and in population served to levels more than twice their original size, during trying times that include central Virginia's worst-ever drought in 2002, and the severe economic recession that began in 2008; and

WHEREAS, Mr. French is a Virginia-licensed Class I Water Operator and Class I Wastewater Operator, and, as an adjunct instructor of water purification and wastewater treatment classes at Central Virginia Community College for 35 years, and of wastewater treatment classes at Virginia Polytechnic Institute and State University ("Virginia Tech") for 40 years, has taught hundreds of people about effective water and wastewater treatment methods; and

WHEREAS, as a result of his excellent instruction — which was feted at a ceremony at Virginia Tech in March 2017 — those licensed operators now contribute to the protection of public health and the environment in Amherst County, and in many other communities and businesses across the Commonwealth; and

WHEREAS, Mr. French's leadership also has resulted in ACSA's being recognized by state and federal agencies, including receiving two awards for public water supply watershed protection from the

United States Environmental Protection Agency, and annual recognition by the Virginia Department of Health for the quality of drinking water provided by ACSA to its water customers; and

WHEREAS, in conjunction with routine daily utility operations, Mr. French also has overseen implementation of several significant projects which have ensured that Amherst County for nearly four decades has benefitted from consistent high quality processes in the treatment, storage, and distribution of its drinking water, and in the collection, treatment, and disposal of its wastewater; and

WHEREAS, some examples of those projects include:

- Developing ACSA's first unified water/wastewater facility plan and master specifications and construction standards for water and sewer facilities;
- Expanding water and sewer services into undeveloped and under-served developed areas, to promote public health and a better quality of life for County residents;
- Establishing a third raw water source for potable treatment, with an intake from James River during Virginia's record-breaking 2002 drought to ensure an uninterrupted supply of clean water to County residents and promote County growth and development;
- Enlarging Graham Creek Reservoir, the water plant's secondary raw water source, more than doubling its raw water storage capacity;
- Maintaining water quality at the Reservoir such that the water can be treated so as to render it potable, by acquiring properties to buffer the Reservoir from contamination and developing a watershed protection program that has twice received national recognition;
- Stabilizing the north bank of James River to prevent a potential rupture of ACSA's raw sewage force main crossing the James River to the Lynchburg wastewater treatment plant, and to protect Madison Heights's major sanitary sewer along the river; and
- Improving the water treatment processes at the Henry L. Lanum, Jr. Water Filtration Plant in 2010, and preparing the facility for its next potable water production capacity increase.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF AMHERST, VIRGINIA:

That the Board of Supervisors of Amherst County hereby recognizes the impending retirement of Dan E. French as Amherst County Director of Public Utilities, and expresses its most grateful and heartfelt thanks for the 37 years of service Mr. French has dedicated to Amherst County.

II. That this resolution shall be in force and effect upon adoption.

Adopted this 6th day of June, 2017.

Claudia D. Tucker, Chair
Amherst County Board of Supervisors

ATTEST:

Dean C. Rodgers, Clerk
Amherst County Board of Supervisors

ATTACHMENT 2

Amherst County Board of Supervisors
County Commemorative Resolution No. 2017-0005-CR

For consideration on June 6, 2017

A COMMEMORATIVE RESOLUTION, NO. 2017-0005-CR

A commemorative resolution, honoring Garry L. Friend, Amherst County Treasurer, for his exceptional service to Amherst County.

Approved as to form by the County Attorney

BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF AMHERST, VIRGINIA:

I. That the Board of Supervisors of the County of Amherst, Virginia, hereby expresses its profound thanks to Garry L. Friend for his exceptional service to Amherst County, as follows:

WHEREAS, Garry L. Friend first was elected Treasurer of Amherst County for a term beginning January 1, 2012, was re-elected in 2015, and is now in his second term; and

WHEREAS, Mr. Friend over the course of his tenure has made many changes to the operation of the Treasurer's Office that have brought about greater efficiency and accountability in the management of taxpayer dollars and other County funds, and an improved collections process; and

WHEREAS, Mr. Friend has instituted these performance improvements in three specific areas: (i) office efficiency and controls; (ii) collection efforts; and (iii) service points for taxpayers; and

WHEREAS, Mr. Friend improved office efficiency and controls by developing standardized procedures, including balancing all cash accounts with a major emphasis on the establishment of a reconciliation process, creating automated processes in multiple areas and thereby eliminating time intensive manual inputs, and developing a Policies and Procedures Manual tailored to the Treasurer's Office; and

WHEREAS, Mr. Friend made collection efforts more effective by ensuring use of collection tools such as wage liens and bank liens, and by establishing both an improved format to govern monthly payments on delinquent taxes and a tracking system to monitor agreements; and

WHEREAS, Mr. Friend made it easier for citizens to pay taxes by establishing an external drop box for receipt of payments after hours, instituting options for payment of tax bills at BB&T branches, and modifying the tax bill format to make it more "user friendly" for taxpayers; and

WHEREAS, due to these and numerous other innovations, Mr. Friend now presides over an Office that uses standard policies and procedures to ensure consistent and accountable processing of County funds; and

WHEREAS, Mr. Friend accomplished all these changes through the dedicated staff who have become a highly successful and cohesive team under his leadership, and whose work he constantly seeks to highlight; and

WHEREAS, in 2014, Mr. Friend began thinking about other critical issues affecting Amherst County citizens beyond the scope of his Office, specifically the questions of hunger and other issues often connected to persons in poverty; and

WHEREAS, by early 2016, Mr. Friend had spearheaded the formation of Neighbors Helping Neighbors to provide nutrition to the hungry of Amherst County, and has in the course of one short year harnessed individual and corporate interests in the County to such an extent that two food kitchens and a food warehouse now are operational in the County; and

WHEREAS, Mr. Friend has demonstrated not only the utmost professionalism in the discharge of his duties as Treasurer, but also has shown his concern for his fellow County residents through his work to alleviate hunger and poverty.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF AMHERST, VIRGINIA:

That the Board of Supervisors of the County of Amherst, Virginia, hereby recognizes Garry L. Friend as a dedicated public servant, and a true friend of Amherst County, and gratefully commends him for the exceptional service and heartfelt commitment he has demonstrated to Amherst County and through it, the Commonwealth of Virginia.

BE IT FURTHER RESOLVED:

That the Board wishes Mr. Friend a happy retirement, confident that he will continue to be a force for the betterment of Amherst County, and thanks him in advance for all his good works yet to come.

II. That this resolution shall be in force and effect upon adoption.

Adopted this 6th day of June, 2017.

Claudia D. Tucker, Chair
Amherst County Board of Supervisors

ATTEST:

Dean C. Rodgers, Clerk
Amherst County Board of Supervisors

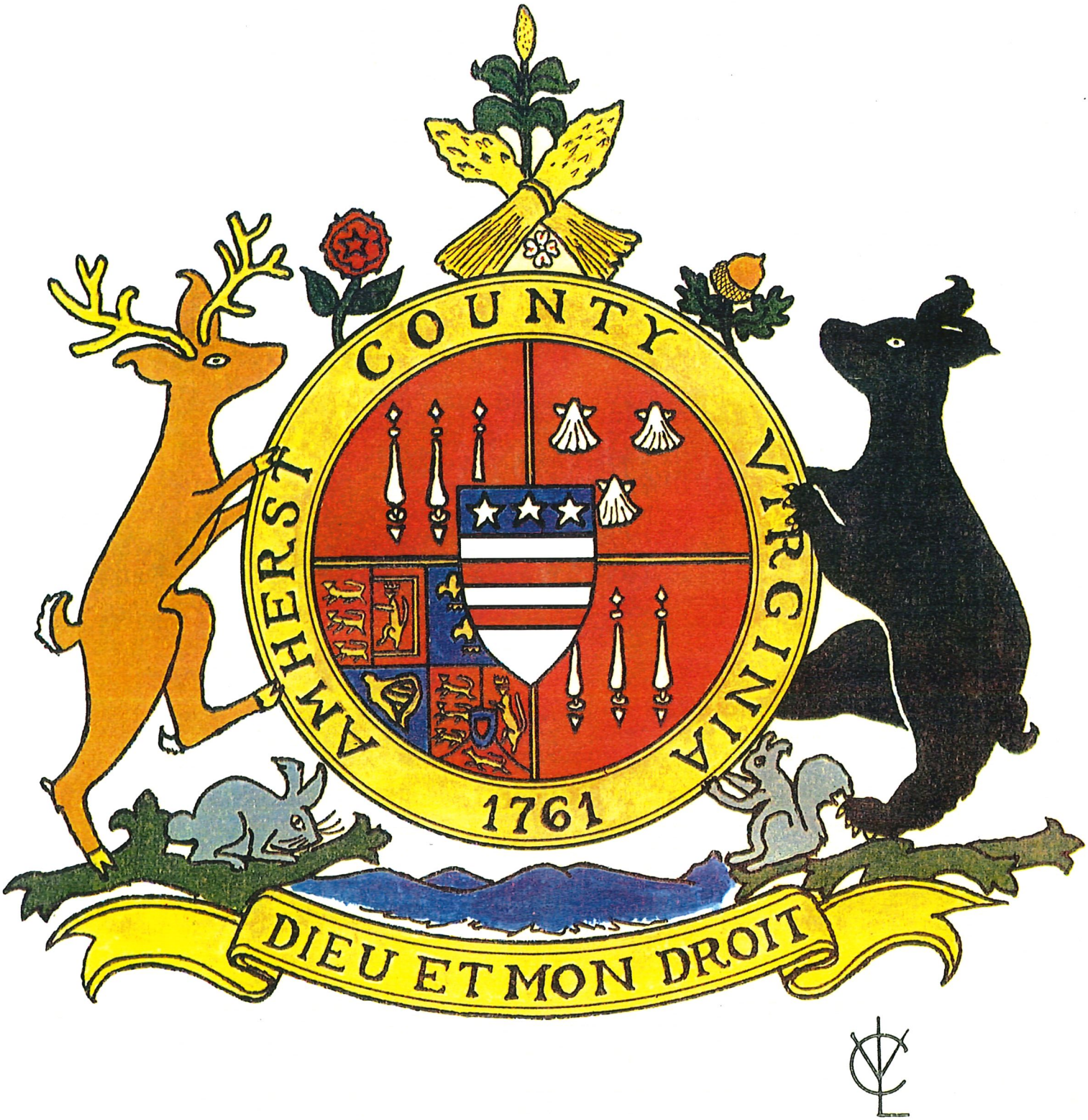
EDA Winton Country Club Update

June 5, 2017

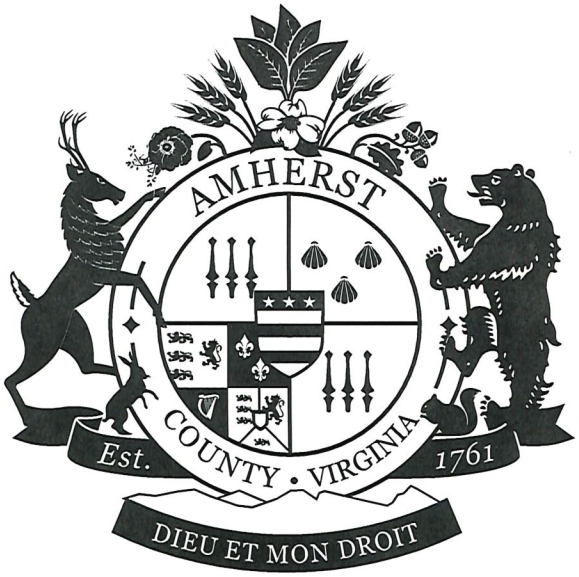
The EDA has been familiarizing itself with the circumstances surrounding the Winton Country Club (WCC), consulting regularly with Sam Darby and EDA counsel Ted Craddock, and has met with the WCC Board of Directors. The EDA is exploring options and recommendations on the Winton Country Club project, including a draft of a potential RFP.

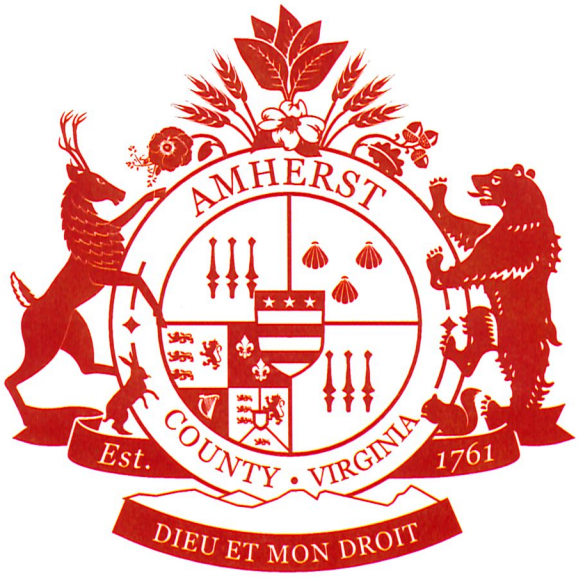
There is nothing more to report at this time. The EDA, a separate political subdivision, has met in closed session pursuant to the exemption at 2.2-3711(A)(5) of the Code of Virginia, to discuss the acquisition or disposition of real property where discussion in open session would adversely affect the Economic Development Authority's bargaining position and /or negotiating strategy.

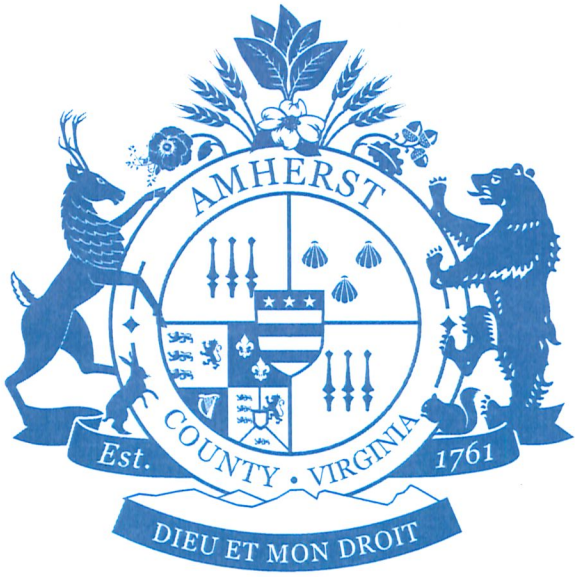
ATTACHMENT 4

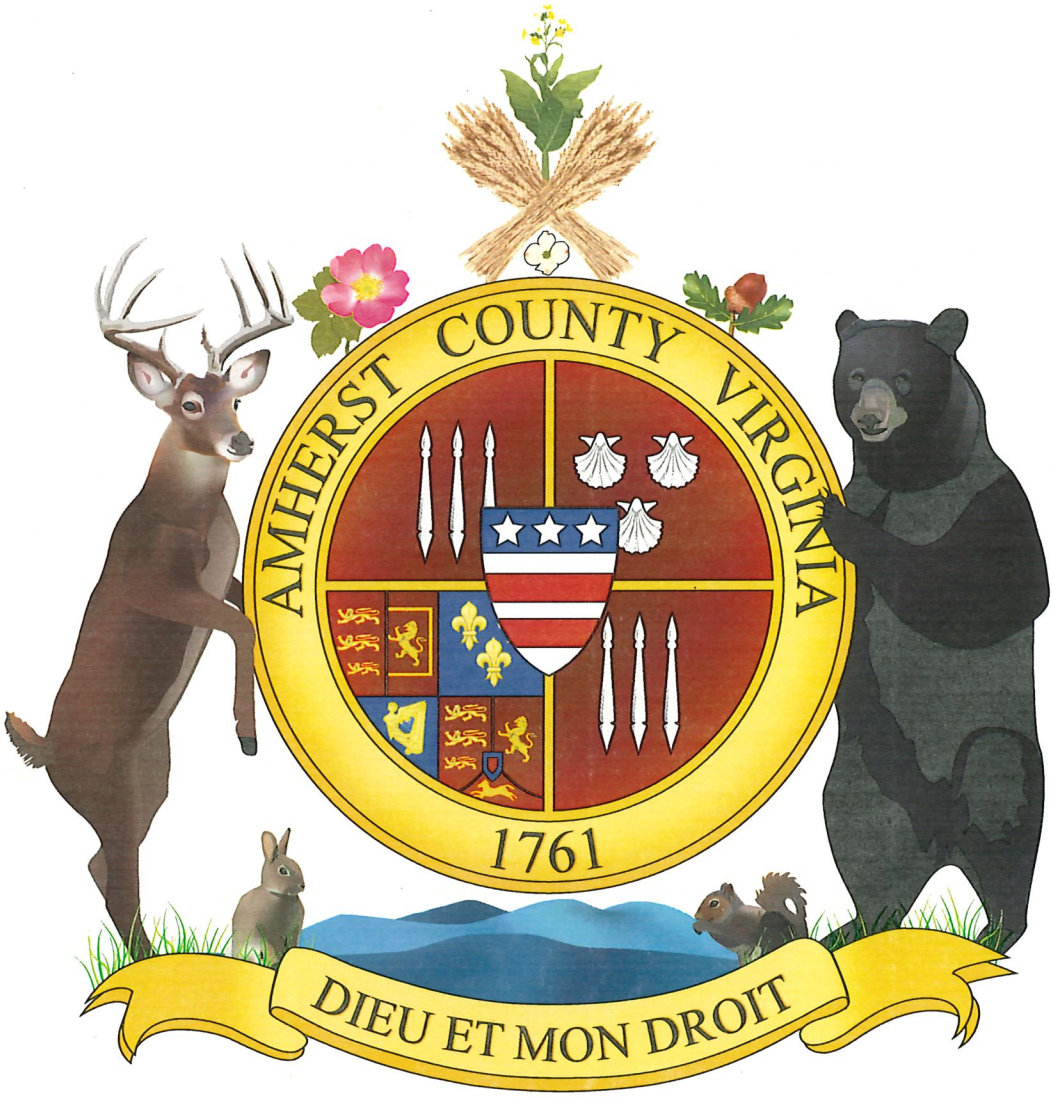



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ATTACHMENT 5

