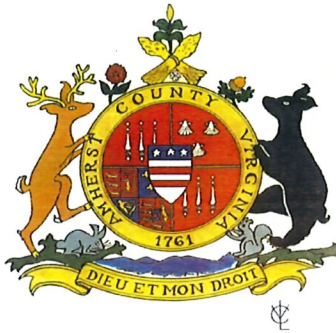


Board of Supervisors

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



County Administrator
Dean C. Rodgers

County Attorney
Michael W. S. Lockaby

AMHERST COUNTY BOARD OF SUPERVISORS

MINUTES

AGENDA

May 1, 2018

Administration Building - 153 Washington Street - Public Meeting Room
Amherst, Virginia 24521
Informal Luncheon – 12:00 p.m.
Meeting Convened - 1:00 p.m.

- I. Call to Order**
- II. Approval of Agenda**
- III. Invocation and Pledge of Allegiance**
- IV. Citizen Comment**
- V. Consent Agenda**
 - A. Minutes – April 3, 2018
 - B. County Administrator Changes (CAC) to Regulations
 - C. Appropriation of Grant Revenue
 - D. Commemorative Resolution 2018-0003-CR, Recognizing CSE, Inc.
 - E. Town of Amherst Utility Easement Agreements
 - F. Sheriff and Animal Shelter Appropriation
- VI. Fiscal Year 2019 Budget Adoption**
 - A. FY19 Budget Adoption Resolutions

I move that the board adopt Resolutions 2018-0005-R, 2018-0006-R, 2018-0007-R, 2018-0008-R, and 2018-0009-R implementing the FY 2019 budgets, capital improvement plan, and tax rates.
- VII. New Business**
 - A. Pedlar Fire Department ESC Capital Funds
 - B. Tornado Relief Program – Building and Zoning Permits

VIII. County Administrator's Report

- A. Projects Status Report
- B. Tornado Report

IX. County Attorney's Report

X. Liaison and Committee Reports

- A. Lynchburg Regional Business Alliance, Executive Board Meeting

XI. Departmental Report

- A. Budget Status Report as of March 31, 2018
- B. General Fund Availability
- C. March 2018 Treasurer's Report

XII. Citizen Comment

XIII. Matters from Members of Board of Supervisors

XIV. Adjournment

MINUTES

At a Regular Meeting of the Amherst County Board of Supervisors and held at the Amherst County Administration building, Amherst, Virginia, thereof on Tuesday, the 1st day of May, 2018, at 1:00 p.m., the following members were present:

BOARD OF SUPERVISORS:

PRESENT:	Claudia D. Tucker, Chair L. J. Ayers, III, Vice-Chair David W. Pugh, Jr., Supervisor Kenneth M. Campbell, Supervisor Jennifer R. Moore, Supervisor	ABSENT: None
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STAFF PRESENT: County Administrator Dean C. Rodgers, Deputy County Administrator David R. Proffitt; Attorney Jim H. Gynn, Jr. for County Attorney Michael W. S. Lockaby; and Executive Assistant Regina M. Rice

OTHERS PRESENT: Finance Director Stacey Wilkes
Planning/Zoning Director Jeremy Bryant

I. Call to Order

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

II. Approval of Agenda

By motion of Vice-Chair Ayers and with the following vote, the Board approved the May 1, 2018.

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

III. Invocation and Pledge of Allegiance

Supervisor Campbell led the Invocation and Pledge of Allegiance.

IV. Citizen Comment

There was no public comment.

V. Consent Agenda

- A. Minutes – April 3, 2018
- B. County Administrator Changes (CAC) to Regulations
- C. Appropriation of Grant Revenue
- D. Commemorative Resolution 2018-0003-CR, Recognizing CSE, Inc.
- E. Town of Amherst Utility Easement Agreements
- F. Sheriff and Animal Shelter Appropriation

By motion of Vice-Chair Ayers and with the following vote the Board approved the Consent Agenda for May 1, 2018.

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

VI. Fiscal Year 2019 Budget Adoption

- A. FY19 Budget Adoption Resolutions

Chair Tucker asked Board members if there were any questions regarding the adoption of the 2019 Budget.

Supervisor Pugh had a question regarding the Blue Ridge Regional Jail payments in this fiscal year. He said it appeared as if the budgeted amount to the Regional Jail would go over the amount that has been budgeted for this year. He asked the Finance Director if there would be a draw from the general fund to “square up” that account.

Finance Director Wilkes advised it would not and explained that in the miscellaneous income, the County has a refund from the Regional Jail from last year for about \$200,000, but it has not been appropriated out until she knows the exact total.

Supervisor Pugh said in past the County had spent approximately \$200,000 to \$300,000 to “square up” that amount, which was a concern.

Ms. Wilkes advised that once she gets the final number from the Regional Jail, she will apply that amount.

Chair Tucker advised that five resolutions comprised the County’s budget and one motion will be to adopt all five of those resolutions.

Supervisor Campbell made a motion that the Board adopt Resolutions 2018-0005-R, 2018-0006-R, 2018-0007-R, 2018-0008-R, and 2018-0009-R implementing the FY 2019 budgets, capital improvement plan, and tax rates.

Chair Tucker asked Board members if there was any further discussion.
Supervisor Pugh asked to make a statement regarding the budget. He stated he was supportive of the School Budget as presented and was aware of the \$200,000 to buy school buses, however, was not supportive of County’s budget, and in particular of the General fund balance.

Supervisor Pugh read the following statement:

“General Fund Balance (Unobligated reserve)

I am opposed to this budget based upon the General fund number balance as stated below.

In 2013 the balance was 16.0 million

In 2014 the balance was 15.2 million

In 2015 the balance was 16.0 million

In 2016 the balance was 15.2 million

and in 2017 as of June 1st the balance was \$14.8 million and as of 3/1/18 the projected balance of the GF is \$12,985,710 and as you can see from the above noted numbers the county is spending money at an accelerated pace. This loose fiscal policy continues in this budget cycle with \$2 million dollars coming out of our unobligated reserve. We as a County have been very conservative over the years to accumulate this savings for unforeseen uses, catastrophes, and business opportunities but as we continue to deplete our fiscal resources the County will not have the ability to do such projects and work because the reserve money will be gone and there will only be two options available. This will be either to raise taxes or cut spending.

Therefore due to my concerns about the General fund (obligated reserve) I will not be able to support the budget”.

Supervisor Pugh further stated that he would not vote for the budget and believed the County is depleting the general fund at an accelerated clip. He was concerned that we are setting the County up for a potential tax increase in the coming years to pay for debt services as well as many capital improvements and supplemental budget items that the Board is preparing to appropriate.

Chair Tucker said that Supervisor Pugh’s comments would be entered into the record and asked if there was any further discussion.

Chair Tucker stated the motion was on the floor by Supervisor Campbell. The Board voted accordingly.

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

Chair Tucker stated the Fiscal Year 2019 Budget was adopted.

VII. New Business

A. Pedlar Fire Department ESC Capital Funds

County Administrator Rodgers advised the Emergency Services Council received a request by Pedlar Fire Department to renovate its building for \$50,000. He said an additional \$1512.46 is now requested to complete the project.

The second request addresses the refurbishing of a fire engine, of which \$125,000 was paid from the Capital funds. Mr. Rodgers said an additional \$21,465.64 is now requested from the Emergency Services Capital fund to pay the balance of that bill.

Mr. Rodgers advised the Emergency Services Council has reviewed and approved those two requests to disburse \$28,678.10 from the Emergency Services Capital Fund.

Chair Tucker asked who on the Emergency Services Council monitors that budget.

Vice-Chair Ayers, the liaison on the Emergency Services Council, advised that the Director of Public Safety monitors what funds are in that account and does an allocation each year that is agreed upon by all the agencies involved of how the money is divided up between those agencies.

By motion of Vice-Chair Ayers and with the following vote the Board resolved to appropriate \$28,678.10 from the Emergency Services Capital Fund for the capital improvement projects identified and disburse funds to the Pedlar Fire Department.

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

B. Tornado Relief Program – Building and Zoning Permits

Planning/Zoning Director Jeremy Bryant presented a report to the Board regarding the April 15 tornado and relief program to pay fees associated with zoning and building permits, and tipping fees for structures damaged by the April 15 tornado.

Mr. Bryant advised there were a total of 190 properties damaged; twenty of those structures were marked with red placards as destroyed and twenty-four structures marked with yellow placards indicating substantial damage.

Mr. Bryant explained that County ordinance does not allow waiver of building permits, zoning permit and tipping fees. It is proposed that property owners who must pay those fees, that those fees be administratively paid by the County by a paper transaction using no revenue and incurring no expense.

Mr. Bryant stated if this relief program is approved, it would be published to reach as many people via social media outlining the requirements. The plan is to communicate to all who were affected by the tornado and provide information on getting on the list. The program would end after one year, however, there could be unusual circumstances that may warrant exceptions and those would be reviewed individually. **(See Attachment 1)**

By motion of Vice-Chair Ayers and with the following vote, the Board accepted the recommendation to proceed with the Tornado Relief Program and administratively pay the fees, to include tipping fees, associated with zoning and building permits for those affected by the recent tornado.

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

VIII. County Administrator's Report

A. Projects Status Report

County Administrator Rodgers updated two items on the report: the 60W Convenience Center is on schedule; and, with regard to County-wide Broadband, the County is still finalizing the agreement with SCS.

B. Tornado Report

County Administrator Rodgers advised that on May 3rd there will be an initial meeting of the tornado long term recovery group, which will be facilitated by the Virginia Department of Emergency Management. This meeting will include all businesses, nonprofits, government agencies and others involved to help the County organize and assist with distribution of donations, cash and materials as well as delegating responsibilities to support those families affected.

IX. County Attorney's Report

X. Liaison and Committee Reports

A. Lynchburg Regional Business Alliance, Executive Board Meeting

For the Board's information only.

XI. Departmental Reports

A. Budget Status Report as of March 31, 2018

B. General Fund Availability

C. March 2018 Treasurer's Report

For the Board's information only.

XII. Citizen Comment

Mr. Bill Peters of Amherst, Virginia, addressed the Board regarding Supervisors Pugh's concern of the \$6.1 million general fund reserve.

Supervisor Pugh said that the \$6 million reserve is used by the County as a very last resort unless there occurs a catastrophe. He explained that when the County takes on debt, that money in reserve dictates to what the County can borrow. Supervisor Pugh said the County is spending \$2 million this year and cautioned that the reserve money could be used up very quickly.

Chair Tucker made a comment that the Board does not typically respond to citizen questions unless the Board takes a vote. However, since Supervisor Pugh made a statement regarding the budget, the Board would continue the conversation.

Mr. Peters remarked that homeowner's insurance policies typically do not cover any natural disasters and asked if the County would provide any assistance or make available information for relief to assist those families.

County Administrator Rodgers remarked that there are ten families who are not insured and that is why a long term recovery plan is being formed to address how the County will get resources to those families.

The public comment session was closed.

XIII. Matters from Members of the Board of Supervisors

Supervisor Moore had no matter to discuss.

Supervisor Campbell advised he has been elected as Chairman of the Local Government Council and County Administrator Rodgers elected as Treasurer.

Vice-Chair Ayers said he spoke with the Director of Finance regarding concerns about budgeting and projected revenues and spending. He said once the audit is completed this year, Ms. Wilkes will request the auditors to present a report to the Board on previous projections and current spending projections so the Board can make any corrections, if necessary.

Supervisor Pugh had no matter to discuss.

Chair Tucker remarked that the budget was passed without a tax increase and she was comfortable with the commitment to public education and to our employees. She said that partnering with the EDA makes the County's commitment for businesses and people to want to come and live here, as well as a commitment by the Board of Supervisors. Chair Tucker expressed her thanks to staff and Mr. Rodgers for the budget process.

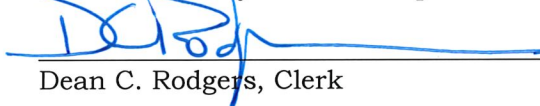
xiv. Adjournment

By motion of Vice-Chair Ayers and with the following vote, the Board adjourned at 1:29 p.m.

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



Claudia D. Tucker, Chair
Amherst County Board of Supervisors



Dean C. Rodgers, Clerk

On April 15, 2018, a tornado damaged many homes and structures in Amherst County. Amherst County officials conducted a damage assessment of many of the structures that were damaged and compiled a database of information indicating the severity of damage from the weather event.

County ordinance does not allow the waiver of building and zoning permits s-fees or tipping fees. However, it is proposed that all property owners who must pay such fees in order to renovate their property after the recent storm have their permit fees administratively paid by the County.

The process has 2-3 stages: first, property owners would place their property on an official list of storm damaged properties maintained by the County. Residents will be required to call or meet the County Department of Planning and Zoning or the Department of Building Safety and Inspections by close of business May 31, 2018, to be placed on the list of parcels and property owners. The decision to be placed on the list will be made by the Building Official. Any person that is in disagreement with the Building Official may appeal that decision to the County Administrator. Second, all structures on the list by May 31, 2018, will have one year to file an application with the Department of Planning and Zoning or the Department of Building Safety and Inspections without incurring the cost of zoning and building permit fees. Third, material taken to the landfill associated with the tornado may also be paid by the County. The decision to pay tipping fees associated with the Amherst County landfill will be made by the Director of Public Works. Any person that is in disagreement with the Director of Public Works may appeal that decision to the County Administrator.

The fees will be paid by a paper-transaction within the county books that uses no revenue and incurs no expense.