

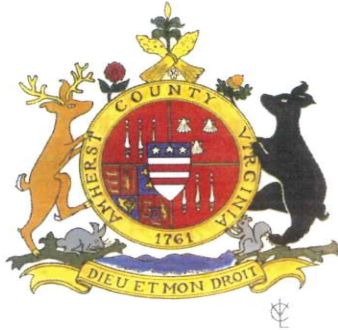
BOOK 35

March 1, 2016

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Board of Supervisors

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



County Administrator

Dean C. Rodgers

County Attorney

Ellen Bowyer

AMHERST COUNTY BOARD OF SUPERVISORS

MINUTES

March 1, 2016

1:00 p.m.

ADMINISTRATION BUILDING - 153 WASHINGTON STREET - SCHOOL BOARD ROOM
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 – January 19, 2016
 - B. Sheriff Office - FY16 Appropriation Request – pass-through funds
 - C. Clerk of Circuit Court – FY16 Appropriation Request – Turnover audit and training
 - D. Purchasing - FY16 Appropriation Request - Davenport financial analysis contract
- VI. Special Presentations
 - A. Derek O. Keiser, Forest Technician Specialist/Forest Warden – Virginia Department of Forestry
- VII. Old Business
 - A. Discussion of Draft Regulation - ACR 1-3, Internal Boards, Committees, Commissions and Councils
- VIII. New Business
 - A. Blair Contract
- IX. County Administrator's Report
 - A. Projects status report
- X. Liaison and Committee Reports
 - A. Lynchburg Regional Business ALLIANCE – Exec Board Mtg. February 12, 2016
 - B. Lynchburg Regional Business ALLIANCE – February 18, 2016
 - C. Building Committee - School repairs, upgrades
- XI. Departmental Reports
 - A. Treasurer – Monthly Report January 2016
 - B. Accounting - Unobligated General Fund Balance
- XII. Citizen Comment
- XIII. Matters from Members of the Board of Supervisors
- XIV. Closed Session

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XV. Adjournment

AMHERST COUNTY BOARD OF SUPERVISORS

BUDGET WORKSHOP AGENDA

MARCH 1, 2016

ADMINISTRATION BUILDING - 153 WASHINGTON STREET - SCHOOL BOARD ROOM
2:00 P.M.

- I. Call to Order
- II. Budget Workshop
 - A. Budget Workshop Materials - Draft O&M Budget
- III. Adjournment

MINUTES

At a regular meeting of the Board of Supervisors of Amherst County and held at the Amherst County Administration building on Tuesday, the 1st day of March, 2016, at 1:00 p.m. at which the following members were present:

BOARD OF SUPERVISORS:

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

ABSENT: None

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

I. Call to Order

Chairman Marks called the meeting to order at 1:00 p.m.

II. Invocation and Pledge of Allegiance

Chairman Marks gave the Invocation and led the Pledge of Allegiance.

III. Approval of Agenda

By motion of Chairman Marks and with the following vote, the Board approved the March 1, 2016 Agenda.

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

Chairman Marks welcomed all to the meeting.

IV. Citizen Comment

Mr. Don Austin, Resident District Engineer, Virginia Department of Transportation addressed the Board and provided an update of VDOT's Six Year Plan.

Mr. Austin provided a handout of Rural Rustic Priority List projects. Mr. Austin asked the Board to add any additional roads to the bottom of the list or change the priorities if necessary. He advised the Board a public hearing will be held in May 2016. (See Attachment 1)

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Mr. Austin stated that the Construction Project HB2 applications submitted last fall have been rated and that Amherst County did well for funding. An official announcement will come out later.

Supervisor Campbell said he received comment from a citizen regarding truck parking at end of Geddes Mountain Road. Mr. Austin advised VDOT will look into placing truck restriction parking signage at that location.

Mr. Rodgers stated he will follow up with an email to the Board for prioritization and then send an official response back to VDOT.

V. Consent Agenda

- A. Minutes – January 19, 2016
- B. Sheriff Office - FY16 Appropriation Request – pass-through funds
- C. Clerk of Circuit Court – FY16 Appropriation Request – Turnover audit and training
- D. Purchasing - FY16 Appropriation Request - Davenport financial analysis contract

By motion of Chairman Marks and with the following vote, the Board approved the Consent Agenda for March 1, 2016. Supervisor Tucker abstained from voting on the January 19, 2016 minutes.

AYE: Mr. Marks, Mr. Pugh, Mrs. Tucker, Mr. Ayers and Mr. Campbell
NAY: None
ABSENT: None
ABSTAIN: Mrs. Tucker abstained from voting on the January 19, 2016 minutes.

VI. Special Presentations

- A. Derek O. Keiser, Forest Technician Specialist/Forest Warden – Virginia Department of Forestry

Mr. Derek Keiser, Forest Technician/Specialist/Forest Warden and Mr. Bill Perry, Forester for the James River area of the Virginia Department of Forestry addressed the Board and presented an overview of services the Department provides to Amherst County.

Mr. Keiser reported fire incidents in the County are low and offered assistance to volunteer fire departments. Mr. Keiser advised in a five year span there were 56 incidents with approximately 470 acres burned in the County. The Department of Forestry offers fire protection to homes, protection to approximately 177,000 acres of private land, training to volunteer fire departments at no cost, provides grants to volunteer fire departments for dry hydrants, offers assistance with a 50/50 grant for protective equipment paying up to \$5,000 and provides law enforcement of the 4PM burn law from February 15 to April 30. The Department also assists with help on structure damage, flooding, traffic control, cutting trees, water quality and logging.

Mr. Perry explained the work that he does focuses on private landowners, including field visits, recommending services and forest stewardship planning. Mr. Perry discussed cost share programs that include the Virginia seedling program for wildlife habitat as well as working with private landowners on conservation easements.

VII. Old Business

- A. Discussion of Draft Regulation - ACR 1-3, Internal Boards, Committees, Commissions and Councils

Mr. Rodgers advised the purpose of this draft Regulation ACR 1-3 is to provide guidance to citizens serving on these boards and creation of charters so citizens who sit on these boards will know what is expected of them.

Mr. Rodgers recommended that the Board approve the regulation. He will then bring the charters back to the Board one at a time. In addition to those boards, the Building Appeals Board, Board of Assessors and Board of Equalization will be included.

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By motion of Supervisor Tucker and with the following vote, the Board approved Amherst County Regulation ACR 1-3 and invited the staff to begin presenting charters for the Board's approval.

AYE: Mr. Marks, Mr. Pugh, Mrs. Tucker, Mr. Ayers and Mr. Campbell

NAY: None

ABSENT: None

VIII. New Business

A. Blair Contract

Mr. Proffitt addressed the Board and explained this is the construction contract between Blair and the County regarding the addition to the County Administration building.

Mr. Proffitt stated this document does not include the generator and advised Mr. Gillespie of MRG Consultants is working to obtain a better cost.

Mr. Proffitt asked that the Board authorized the Chairman to sign.

By motion of Vice-Chair Pugh and with the following vote, the Board authorized the Chairman to execute the construction contract with Blair Construction Company.

AYE: Mr. Marks, Mr. Pugh, Mrs. Tucker, Mr. Ayers and Mr. Campbell

NAY: None

ABSENT: None

IX. County Administrator's Report

A. Projects status report

Mr. Rodgers provided a status report of projects to the Board:

Learning Lane - Project is currently in negotiation due to Mr. Cunningham having some issues about the VDOT easement.

Schools Infrastructure - Davenport & Company will make a presentation to the Building Committee on March 3, 2016.

Train Depot - Preparing to send bids to VDOT for approval. There is a new problem of mold growing inside from the basement. Supervisor Tucker commented if there was any recourse against who did the work. Mr. Proffitt advised the building was wet due to inside moisture and lack of ventilation that caused mold to grow.

Bright training - Continuing to work with Treasure's accountability reports and account lines.

Riveredge Park Phase II - Will be installing benches, bicycle racks and landscaping and anticipating plans for a grand opening.

X. Liaison and Committee Reports

A. Lynchburg Regional Business ALLIANCE - Exec Board Mtg. February 12, 2016

For information only.

B. Lynchburg Regional Business ALLIANCE - February 18, 2016

For information only.

C. Building Committee - School repairs, upgrades

For information only.

XI. Departmental Reports

A. Treasurer - Monthly Report January 2016

For information only.

B. Accounting - Unobligated General Fund Balance

Mr. Rodgers handed out an updated General Fund availability balance as of February 29, 2016. Mr. Rodgers explained the report is modified such that Expended Funds have moved down from the Assigned Funds and any leftover funds become an addition back into the total. (See Attachment 2)

XII. Citizen Comment

Chairman Marks opened the citizen comment session.

Mr. Trent Ritchie, Chief of the Amherst Fire Department, addressed the Board and stated he had asked the Board last year for the County's emergency operation plan. Mr. Ritchie advised he has not seen a plan, and in lieu of the emergency situation with the tornado in Appomattox County, requested that the County provide its plan.

Mr. Rodgers stated that the Public Safety Director, Mr. Roakes, has been tasked with that project and will be finalizing it soon.

Mr. Sammy Mays of Amherst, Virginia, addressed the Board regarding Pleasant View School. Mr. Mays said keeping the school open is essential for this community. Mr. Mays requested the Board's help in any manner to keep Pleasant View School open.

Chairman Marks closed the citizen comment session.

XIII. Matters from Members of the Board of Supervisors

Supervisor Campbell had no matter to discuss.

Supervisor Ayers had no matter to discuss.

Supervisor Tucker had no matter to discuss.

Vice-Chair Pugh raised the issue regarding travel trailers at campsites and the 45 day parking limit. Vice-Chair Pugh requested an extension of the limit to a maximum of 90 days and amendment to the County's ordinance.

There was a Board discussion regarding clarification of County Code provisions governing the maximum stay provisions contained in Section 904.02 of the zoning ordinance.

By motion of Vice-Chair Pugh and with the following vote, the Board referred the question of the meaning of the maximum stay provisions governing travel trailer sites to the Planning Commission, and requested that they identify useful modifications to the duration or application of the maximum stay provisions specifically extending the maximum to 90 days.

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

Chairman Marks raised the issue regarding changes to County code provisions for governing wireless facilities sitings. Chairman Marks said that HB883 passed 99/0 which eliminates the requirement that wireless towers be in substantial accord with the comprehensive plan.

By motion of Chairman Marks and with the following vote, the Board referred the question of modifying the permitting process for personal wireless service facilities to the Planning Commission, and asks specifically that they consider the value of the modifications contained in the draft ordinance prepared by the County Attorney.

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

ABSENT: None

XIV. Adjournment

By motion of Supervisor Campbell and with the following vote, the Board moved to adjourn and reconvene to a Workshop Session.

AYE: Mr. Marks, Mr. Pugh, Mrs. Tucker, Mr. Ayers and Mr. Campbell

NAY: None

ABSENT: None

BUDGET WORKSHOP AGENDA

MARCH 1, 2016

ADMINISTRATION BUILDING - 153 WASHINGTON STREET - SCHOOL BOARD ROOM

2:00 P.M.

BOARD OF SUPERVISORS:

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

ABSENT: None

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

I. Call to Order

Chairman Marks called the meeting to order and stated the Board was reconvening into a workshop session pursuant to Section 1-2 B. of the Board's Rules of Procedure which states the Board may hold work sessions prior to or following a regular meeting, or on a separate date from a regular meeting. Work sessions are conducted informally: they typically are not opened with an invocation or pledge of allegiance, do not require communication through leave of the Board Chair, and may be conducted in a roundtable format, with all involved parties seated at the table and participating in the discussion.

II. Budget Workshop

A. Budget Workshop Materials - Draft O&M Budget

Mr. Rodgers addressed the Board to review staff's assessment of what it would cost to run the government for the next year.

The Board discussed several issues such as fine and forfeiture revenue, firefighter training and incentive pay, the debt service, the landfill and replacement of school buses. Mr. Rodgers provided a visual presentation and worksheet to the Board.

It was the Board's consensus to schedule a Budget Workshop on March 8, 2016 at 9:00 a.m. to receive financing information from Davenport, regarding the landfill and the schools infrastructure project being overseen by the Building Committee.

III. Adjournment

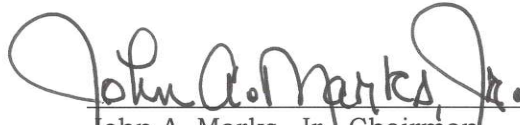
By motion of Supervisor Campbell and with the following vote, the Board moved to adjourn.

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

A handwritten signature in black ink, reading "John A. Marks, Jr.", written over a horizontal line.

John A. Marks, Jr., Chairman
Amherst County Board of Supervisors

A handwritten signature in blue ink, reading "Dean C. Rodgers", written over a horizontal line.

Dean C. Rodgers, Clerk

AMHERST COUNTY
RURAL RUSTIC PRIORITY LIST - FY17 - FY22

BOS Minutes 03-01-16
Attachment 1

PRIORITY	ROUTE	NAME	FROM	TO	LENGTH	TC - VPD	PROJECTED FUNDING *
	654	MUNDY'S MILL ROAD	ROUTE 613	DEAD END	0.41 Mi.	140	COMPLETE remove from list
1	609	STOVE HILL ROAD	ROUTE 610	DEAD END	0.81 Mi.	170	Funded - Construction summer 2016
2	628	STROBE MOUNTAIN ROAD	ROUTE 663	DEAD END	0.86 Mi.	198	FY16/17
3	824	BANTON LANE	ROUTE 60	DEAD END	0.57 Mi.	120	FY17/18
4	759	BRAXTON RIDGE ROAD	ROUTE 712	DEAD END	0.80 Mi.	100	FY17/18
5	712	PENDELETON DRIVE	ROUTE 759	DEAD END	0.67 Mi.	70	FY18/19
6	686	STINNETT ROAD	ROUTE 60	DEAD END	0.67 Mi.	170	FY18/19
7	663	SMOKEY HOLLOW ROAD	ROUTE 828	ROUTE 628	1.63 Mi.	108	FY19/20
8	602	PARK LANE	ROUTE 60	0.10 MI. E. ROUTE 60	0.10 Mi.	110	FY20/21
9	632	FRANKLIN CREEK ROAD	1.64 MI. N. ROUTE 722	DEAD END	1.16 Mi.	70	FY20/21
10	751	HARTLESS ROAD	ROUTE 151	DEAD END	1.23 Mi.	70	FY21/22
11	689	EAST MONITOR ROAD	ROUTE 617	1.20 MI. S. RTE 617	1.20 Mi.	50	FY21/22
12	691	TINSLEY LANE	ROUTE 650	DEAD END	1.10 Mi.	88	Unfunded
13	648	BECK CREEK ROAD	ROUTE 622	ROUTE 613	1.66 Mi.	61	Unfunded
14	692	MUDDY BRANCH ROAD	ROUTE 752	ROUTE 616	1.40 Mi.	53	Unfunded

Estimated cost per mile \$200,000

*Based FY17/FY22 SSVP projected allocations

General Fund Availability

General Fund balance on 30 June 2015: 15,692,714.00 (per audit)

ADD:

LESS:

Financial Policy Mandatory Reserve:

(15% of total general fund expenditures) (5,876,379.00) FY2016 General Fund Budget Expenditures \$39,175,859

Assigned Funds:

(\$2,346,670)

Fire Academy	10,000	
Bright Software and Training	11,500	
Slope Failure	155,000	Weather hindered the start of project
EDA Feasibility Analysis	54,000	EDA's strategic plan
Sheriff Department	4,337	Sheriff's salary disparities
Parks, recreation, and cultural	57,523	Monocan Park & Mill Creek Restroom Renovation
Riveredge Park Grant	50,000	20% share to match \$250K grant
Public works	20,000	pole storage building,
Learning Lane	236,000	cost to refurbish road to VDOT specifications
Info Tech Computer Replacement	12,000	additional equipment needed to replace broken computers
School FY16 Budget	800,000	
Balance County's FY16 Budget	744,039	
Public Sewer Extension	162,500	
Public Safety Incentives	27,750	Volunteer Incentives
Buidling Inspection and Safety	2,021	Safe Breathing Masks, Monitor and Scanner

Committed Funds:

(606,176.35)

Tourism	101,851	Tourism budgetary funds remaining @ June 30, 2015
20% of Fines & Forfeitures (County)	157,326	Reduced -\$8,050 Recreation Picnic Tables, Tables & Chairs
80% of Fines & Forfeitures (Sheriff)	31,264	Remaining FY15 Fine Proceeds & Fine Revenue deposited during June 2015
ESC - Capital Funds	72,097	Emergency Service Council - remaining FY15 capital funds
Ambulance Pedlar	243,639	

Expended Funds:

(584,458.97)

MRG Consulting	7,905	FY2015 Remainder funds available for evaluating infrastructure for school
MRG Consulting	15,000	School Infrastructure appropriation - FY2016
Goodwin Bldg - HVAC & Lighting	28,984	
Bradley Wholesale Vinyl Supply	36,850	Goodwin Street Bldg - window replacement
Animal Shelter (Hot Water Heater)	5,374	
Clerk of Circuit Court	7,425	Leave Pay Out
Comm Rev	7,928	Back Pay
CH Metal Detector	3,255	Replacement cost of Court security metal detector
Brown Edwards Audit Contract	7,900	increase in cost for the upcoming FY2015 audit
Goodwin Bldg - HVAC & Lighting	260,403	
Confine Care of Juveniles	39,077	2015 True Up Detention Cost
Lowe's Incentive FY2015	106,309	2014 final year - incentive not paid during FY15
Doug Thompson	1,000	2014 Lowe's incentive
Quality Archery Incentive	9,715	2014 final year - incentive not paid during FY15
Returned PPEA Proposal funds	10,000	Jamerson-Lewis, Glass & Associates
Hill Hardware	37,334	Return of base tax and Interest

Leftover Funds:

39,839.80

Amherst Middle School Chiller	11,793	Remaining unspent funds
Goodwin Bldg - HVAC & Lighting	28,047	Remaining unspent funds

Available Funds 6,318,869.63