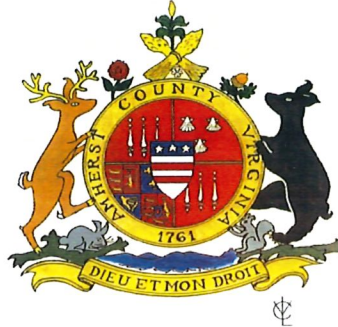


Board of Supervisors

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

Interim County Attorney
Michael W. S. Lockaby

AMHERST COUNTY BOARD OF SUPERVISORS

MINUTES

AGENDA
January 9, 2018

Administration Building - 153 Washington Street - Public Meeting Room
Amherst, Virginia 24521
Meeting Convened – 5:00 p.m.

- I. Call to Order**
- II. Invocation and Pledge of Allegiance**
- III. Amherst County Board of Supervisors – Reorganization for 2018**
 - A. Election of Chair and Vice-Chair
 - B. Scheduling of Regular Monthly Meetings and Locations
 - C. Adoption of Rules of Procedure
 - D. Supervisor Appointments to Boards and Commissions
- IV. Approval of Agenda**
- V. Citizen Comment**
- VI. Consent Agenda**
 - A. Sheriff's Office
 - B. Public Safety Appropriation
 - C. Commemorative Resolution for John A. Marks, Jr.
- VII. New Business**
 - A. Boards/Commissions/Committees – EDA vacancy District 1
 - B. Boards/Commissions/Committees – EDA vacancy District 3
- VIII. County Administrator's Report**
 - A. Projects Status Report
- IX. Departmental Reports**
 - A. Departmental Spotlight – Public Safety
- X. Citizen Comment**

XI. Matters from Members of the Board of Supervisors

XII. 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 9th day of January 2018, at 5:00 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; Interim County Attorney Michael W. S. Lockaby; and Executive Administrative Assistant Regina M. Rice

OTHERS PRESENT: EDA Director Victoria Hanson
Fire Marshal/Director of Public Safety Gary Roakes

I. Call to Order

County Administrator Rodgers called the meeting to order at 5:00 p.m. Mr. Rodgers welcomed Supervisor Moore as the newly elected Board of Supervisor member for District 5.

II. Invocation and Pledge of Allegiance

Chair Tucker led the Invocation and Pledge of Allegiance.

III. Amherst County Board of Supervisors – Reorganization for 2018

A. Election of Chair and Vice-Chair

Mr. Rodgers opened the floor for nominations for election of the Chair of the Amherst County Board of Supervisors. Supervisor Campbell nominated Claudia D. Tucker as Chair of the Amherst County Board of Supervisors. There were no other nominations.

By motion of Supervisor Campbell and with the following vote, the Board declared Claudia D. Tucker as Chair of the Amherst County Board of Supervisors for 2018.

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

Mr. Rodgers turned the meeting over to Chair Tucker.

Chair Tucker thanked the Board members.

Chair Tucker opened nominations for Vice-Chair of the Amherst County Board of Supervisors. Supervisor Pugh nominated L. J. Ayers, III, for Vice-Chair. There were no other nominations.

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By motion of Chair Tucker and with the following vote, the Board declared L. J. Ayers, III, as Vice-Chair to the Amherst County Board of Supervisors for 2018.

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

Vice-Chair Ayers thanked the Board members.

B. Scheduling of Regular Monthly Meetings and Locations

Chair Tucker said it was the Board's consensus to keep the regular monthly meetings and location the same as in the past; the first Tuesday of each month at 1:00 p.m. and the third Tuesday of each month at 7:00 p.m., and meetings to be held at the Amherst County Administration Building, 153 Washington Street, Amherst, Virginia 24521.

By motion of Vice-Chair Ayers and with the following vote, the Board approved that for the calendar year 2018 to hold its regular meetings in the Public Meeting Room at the Amherst County Administration Building, 153 Washington Street, Amherst, Virginia 24521, on the first and third Tuesdays of each month, with the first Tuesday meeting being held at 1:00 p.m. and the third Tuesday meeting being held at 7:00 p.m.

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

C. Adoption of Rules of Procedure

By motion of Supervisor Pugh and with the following vote, the Board adopted the Rules of Procedure for 2018 as proposed.

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

D. Supervisor Appointments to Boards and Commissions

County Administrator Rodgers explained these assignments are the same as previously been. He advised that a liaison does not vote, however, a representative does hold a vote.

The Board appointed the following Board members as proposed:

Liaison to Planning Commission:	Supervisor Pugh
Liaison to Department of Social Services:	Supervisor Pugh
Liaison to Emergency Services Council:	Vice-Chairs Ayers
Liaison to the School Board:	Chair Tucker
Members of the Building Committee:	Supervisor Campbell & Chair Tucker
Member of Community Development Block Grant Team:	Supervisor Moore
Representative to the Local Government Council:	Supervisor Campbell
Representative to Workforce Development Council:	Supervisor Campbell

By motion of Supervisor Campbell and with the following vote, the Board appointed those members are proposed.

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

IV. Approval of Agenda

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

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

V. Citizen Comment

There was no public comment.

VI. Consent Agenda

- A. Sheriff's Office
- B. Public Safety Appropriation
- C. Commemorative Resolution for John A. Marks, Jr.

By motion of Supervisor Campbell and with the following vote, the Board approved the Consent Agenda for January 9, 2018.

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

VII. New Business

- A. Boards/Commissions/Committees – EDA vacancy District 1

County Administrator Rodgers informed the Board that the term of Mr. Mitch Heishman, District 1 representative on the Economic Development Authority Board will expire on January 18, 2018. Mr. Heishman submitted his letter of interest asking to be reappointed for another term.

The vacancy was advertised in the News & Advance on 12/10/17 and in the New Era Progress on 12/14/17. No other applications were received.

Mr. Rodgers recommended three options to the Board to, 1) appoint Mr. Heishman to fill the District 1 seat; 2) direct staff to schedule an interview of Mr. Heishman before making a selection; or 3) direct staff to re-advertise the position to identify additional interested persons.

By motion of Supervisor Campbell and with the following vote, the Board reappointed Mr. Mitch Heishman as the District 1 representative on the Economic Development Authority Board

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

- B. Boards/Commissions/Committees – EDA vacancy District 3

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County Administrator Rodgers informed the Board that the term of Mr. Calvin Kennon, District 3 representative on the Economic Development Authority Board will expire on January 18, 2018. Mr. Kennon submitted his letter of interest asking to be reappointed for another term.

Mr. Kevin Peterson submitted his letter of interest on December 15, 2017 to be considered as the District 3 representative on the Amherst County EDA Board.

Mr. William Gallimore submitted his letter of interest on December 25, 2017 to be considered as the District 3 representative on the Amherst County EDA Board.

The vacancy was advertised in the News & Advance on 12/10/17 and in the New Era Progress on 12/14/17. No other applications were received and the closing date was December 26, 2017.

Mr. Rodgers recommended three options to the Board to, 1) appoint Mr. Kennon to fill the District 3 seat; 2) direct staff to schedule an interviews of all three candidates before making a selection; or 3) direct staff to re-advertise the position to identify additional interested persons.

Mr. Rodgers at this time informed the Board on another matter related to the District 5 vacancy. He advised that the Board directed staff to advertise that vacancy and extend the closing date to January 31, 2018.

Mr. Rodgers advised the County Attorney affirmed that the Board could allow applicants outside of District 5 to serve.

Mr. Rodgers asked the Board if the two applicants from District 3 are not selected, could they then be considered for the District 5 seat.

Chair Tucker said at this time she would like to attend to the appointment of District 3.

Supervisor Ayers stated that Mr. Kennon has done a good job serving on the EDA Board and recommended Mr. Kennon's reappointment.

By motion of Vice-Chair Ayers and with the following vote, the Board reappointed Mr. Calvin Kennon as the District 3 representative on the Economic Development Authority Board

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

Chair Tucker commented that current practice has been to select an applicant from a district that has a vacancy; however, it would be the Board's purview to go outside of a district if no applicants are received from that district.

Chair Tucker said her preference would be to select someone in that district; however, if no one is interested, she believed we should not waste good talent because of an address. She asked for a Board discussion as to whether to open a vacancy to other districts.

Supervisor Moore commented that the Board should wait to see how many applicants apply before determining the next step.

Mr. Rodgers advised the advertisement was for residents from District 5 only. He asked if the Board desired to include in the interview process those two individuals who had applied.

Supervisor Pugh stated he wanted to wait to see whether additional applicants apply from that specific district. He preferred to have a representative selected from that specific district.

It was the Board's consensus to agree with Supervisor Pugh's request to continue to use applicants from that specific district and wait to see who applied.

VIII. County Administrator's Report

A. Projects Status Report

County Administrator Rodgers provided his report for the Board's information.

Chair Tucker asked about the contract for the convenience center on 60 West. Mr. Rodgers advised he has sent a draft contract and deed to the owner.

Supervisor Pugh inquired about Phelps Road School and understood Waukeshaw would be submitting its request for historical designation by the end of the month. He understood it was to be ninety days from the closing date.

Mr. Rodgers said Waukeshaw is working on an application for that designation.

Supervisor Pugh said he wanted to make sure the benchmarks are met and that we are keeping track on the progress.

Mr. Rodgers stated he would follow up with the progress.

IX. Departmental Reports

A. Departmental Spotlight – Public Safety

Director of Public Safety Gary Roakes presented to the Board an overview of the functions that his department provides to the County. (See Attachment 1)

Chair Tucker thanked Mr. Roakes and those in his department for all the services provided.

X. Citizen Comment

Mr. Bill Peters of Amherst, Virginia, addressed the Board and directed a question to Public Safety Director Roakes if the County experienced a major power outage.

Mr. Roakes said the Communication Center is backed up by generators for power and support the radio system.

Mr. Peters said the derecho "brought us down to our knees" and paralyzed the County with no power for over twelve days and very limited access on roads due to downed trees. He said AEP had difficulty accessing what was on the ground and had to send in helicopters to access the damage. He hoped that the County has learned from the past.

Chair Tucker remarked this was a good point and thanked Mr. Peters.

XI. Matters from Members of the Board of Supervisors

Chair Tucker welcomed Ms. Jennifer Moore as the new supervisor for District 5.

Supervisor Moore had no matter to discuss

Supervisor Campbell had no matter to discuss.

Vice-Chair Ayers said he received a call from a constituent regarding a local motel in Madison Heights making renovations without a proper building permit. Vice-Chair Ayers shared photos with the Board that he had received showing an area of the swimming pool full of rubbish which was deposited into the pool.

Vice-Chair Ayers understood that OSHA, along with county staff, tested the rubbish in the swimming pool and found asbestos deposits. OSHA asked that rubbish not be removed until a testing of the material could be completed. Vice-Chair Ayers understood that after some of the renovations were completed, the business owner did obtain a building permit.

Vice-Chair Ayers asked the Board to make sure that this business owner is in compliance.

County Attorney Lockaby stated that the County Administrator brought this matter to his attention today, and he has identified several paths to proceed to get this matter abated. He advised the County will have an avenue to bring an abatement and considered this refuse with \$250 day fine, as well as an injunction that would require a person to clean up their property.

Chair Tucker asked for a new set of legal eyes on how the County can address this problem and asked Mr. Lockaby for assistance.

Mr. Rodgers said he wanted to remind the Board that the business owner was trying to improve this property and that the County could be business friendly to help the owner; however, the he said the swimming pool problem was unacceptable.

Supervisor Ayers asked Building Official Nate Young to address several of his questions.

Mr. Young advised the first inspection on the site was the end of October 2017, and he found that some work was being done. He advised the business owner fill out the required permit paperwork. Mr. Young said he was informed by the owner that his intention to put rubbish in the swimming pool. Mr. Young stated that was not allowed. The owner then obtained a building permit on November 1.

Mr. Young advised the Board that four electrical inspections and two plumbing inspections have been approved, permitted and inspected.

Vice-Chair Ayers asked about the timeframe to remediate the pool.

Mr. Young advised that it would be at least two weeks to receive the results from OSHA, and the owner would be required to hire an environmental remediation company to remove the rubbish. He further stated that he has been working with DEQ, the Sheriff's office, and the Planning/Zoning Department, and advised the building cannot pass final inspection with the current pool situation.

Chair Tucker asked Mr. Young if he had the necessary codes to work with. Mr. Young replied he unsure what other tools the County could use.

Chair Tucker asked Mr. Lockaby to take a new look at this and asked Board members if there was any objection. The Board had no objection.

County Attorney Lockaby advised the Board he will work on this matter

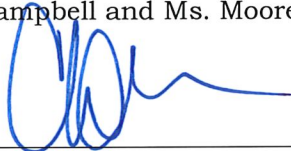
Supervisor Pugh had no matter to discuss.

Chair Tucker thanked all Board members for electing her to serve as Chair for the Amherst County Service Authority Board and the Amherst County Board of Supervisors. Chair Tucker also expressed her enthusiasm having Ms. Moore on the Board representing District 5.

XII. Adjournment

By motion of Supervisor Campbell and with the following vote, the Board adjourned at 5:58 p.m.

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



Claudia D. Tucker, Chair
Amherst County Board of Supervisors



Dean C. Rodgers, Clerk



COUNTY OF AMHERST

Department of Public Safety

OFFICE

TELEPHONE (434) 946-9307
FAX (434) 946-9470

GARY M. ROAKES, DIRECTOR
AMHERST COUNTY PUBLIC SAFETY
119 TAYLOR STREET
P. O. Box 140
AMHERST, VIRGINIA 24521

911 CENTER

TELEPHONE (434) 946-9300
FAX (434) 946-9405

Amherst County Public Safety:

- Serve the citizens of Amherst County
- Protecting lives and property
- Coordinate responsive capabilities of fire, rescue (Career and Volunteer) services along with other agencies that respond during times of emergencies and disasters.
- Four Divisions
 - ✓ Communications
 - 13 Employees
 - 12 hour shifts
 - 4 shifts – 3 dispatchers per shift
 - 2017 Total phone calls: 110,818
 - Average of 9,235 calls per month or 303 per day
 - 2017 Total calls entered into CAD: 37,774
 - Average of 3,148 calls per month or 103 per day
 - ✓ Emergency Management
 - Coordinate with VA Department of Emergency Management
 - Coordinate and preplan with other jurisdictions for disasters
 - Maintain county Emergency Operations Plan (EOP)
 - Maintain county Continuity of Operations Plan (COOP)
 - Implementing new Emergency Notification system March 2018
 - ✓ Fire: 985 calls in 2017
 - Amherst (25 volunteers) 359 calls in 2017
 - Monelison (33 volunteers) 546 calls in 2017
 - Pedlar (14 volunteers) 80 calls in 2017
 - ✓ Rescue: 4079 calls in 2017
 - Amherst Rescue (14 volunteers) 68 calls in 2017 (1.7%)
 - Monelison Rescue (8 Volunteers) 88 calls in 2017 (2.2%)



COUNTY OF AMHERST



Department of Public Safety

OFFICE

TELEPHONE (434) 946-9307
FAX (434) 946-9470

GARY M. ROAKES, DIRECTOR
AMHERST COUNTY PUBLIC SAFETY
119 TAYLOR STREET
P. O. Box 140
AMHERST, VIRGINIA 24521

911 CENTER

TELEPHONE (434) 946-9300
FAX (434) 946-9405

- Public Safety (21 employee) 3923 calls in 2017 (96%)
All cross trained in Fire Suppression
3 Shift Supervisors (Paramedics)
10 Advanced Life Support
8 Paramedics
2 Intermediate
8 EMTs
10 part time employees
- Staff all EMS Stations Amherst, Monelison, Pedlar: 24/7
1 ALS Provider and 1 BLS Provider
1 EMT/Firefighter Amherst Fire Department – M-F 7am-3pm

Total Budget \$4.1 mil

Volunteer Fire:	\$333,644
Volunteer Rescue:	\$224,064
Volunteer ESC:	\$279,442
EMS:	\$1,921,279
Public Safety:	\$481,853
Communications:	\$847,351