

BOOK 33**VIRGINIA:**

At a continued meeting of the Board of Supervisors of Amherst County held at the Administration Building thereof on Monday, the 20th day of April, 2009 at 9:30 a.m. at which the following members were present and absent:

BOARD OF SUPERVISORS:

PRESENT:	Mr. L. Parrish Mr. C. Adams Mr. D. Kidd Mr. R. Vandall	ABSENT: Mr. V. Wood (Late)
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Chairman Parrish called the meeting to order.

IN RE: AGENDA

On motion of Mr. C. Adams and with the following vote, the Board of Supervisors approved the agenda with the addition of a closed session (2.2-3711.A.1 Personnel):

County of Amherst, Virginia

**AMHERST COUNTY BOARD OF SUPERVISORS
AGENDA
MONDAY, APRIL 20, 2009
153 WASHINGTON STREET
AMHERST ADMINISTRATION BUILDING
9:30 A.M.**

CONTINUED MEETING

- I. Call to order
- II. FY2009 Budget Workshop
- III. **Closed Session (2.2-3711.A.1 Personnel)**
- IV. Adjourn

AYE: Mr. L. Parrish, Mr. C. Adams, Mr. D. Kidd, and Mr. R. Vandall
NAY: None
ABSENT: Mr. V. Wood

IN RE: FY09 BUDGET WORKSHOP

The Board proceeded with a budget workshop for the proposed 2009-2010 county budget. The County Administrator presented the following reports of supplemental appropriations for the past three years; history of the undesignated fund balances and supporting documentation.

Mr. Wood arrived.

Supplemental Appropriations As Approved by the Board of Supervisors		
Wasting Date	Department	Purpose
7/19/2005	Info Technology	network server upgrade
7/19/2005	Maintenance	parking lot sealing & repair
8/18/2005	Econ Development	tourism ad -45 travel repair
4/19/2005	Co Admin	inc from Admin evaluation
9/6/2005	Gateway Signage	WOT sign & corner entrance sign 25-bays @ Monoran Bridge
9/6/2005	Building	Truck replacement
9/6/2005	Building	Truck replacement
9/6/2005	Conflicting Local Share	State & Local Hospitalization
9/6/2005	Animal Control	Removal Animal Carcasses
9/6/2005	Mt Fee	Winton- 1st installment
9/6/2005	Common Rev	auditing services for business personal property
9/20/2005	Maintenance	Wmly siding Recreation Building
9/20/2005	Humane Society	Or-sed deficit operating budget
10/4/2005	Maintenance	Replacement Tractor
10/4/2005	Maintenance	Access relocation of Recreation restroom
10/4/2005	Contrib- Solid Waste	CAP repair @ landfill- Trench A
10/13/2005	Court Services	Wmly Chair
10/18/2005	Maintenance	Installation carpet CH- Board Room- Floor Show
10/13/2005	Co Admin	Pay Office Assistant for unused annual leave
11/13/2005	Treasurer	card machine
12/20/2005	Mt Fee	Wmly 2nd installment
12/20/2005	Common Rev	Prof Services from NADA vehicles values
12/6/2005	Community Development	Learning Lane Rd - Mt Hops Elem
1/3/2006	Contrib- Health Dept	Contribution adjustment per State

Total Supplemental Appropriations: \$ 100,235

Current Unobligated General Fund Balance:

\$ 4,749,852

Beginning Deferred Revenue Balance:

\$ 2,119,411

Meeting Date	Department	Amount	Purpose
9/6/2005	Planning/zoning	\$ 35,800	G.S.
9/20/2005	Econ Development	\$ 55,000	Virtual Grant Match
12/6/2005	Econ Development	\$ 11,000	American Commerce Center Expenses
1/01/1900			

Total Obligations:

\$ 91,600

Revised
4/14/2009

General Fund Balance

Balance Sheet

Description		Starting Balance		
FY2006-2007		\$4,301,061.00		
Date	Item Description	Received	Payment	Balance
7/10/2006	Supplemental Approp(Furniture & Equipment - BOD & County Admin		\$5,150.00	\$4,295,911.00
8/15/2006	Supplemental Approp(Prof SVCS - Commissioner of Revenue)		\$10,263.00	\$4,285,648.00
	Approp - CSA computer replacement,Rec Van- air conditioner,			
8/15/2006	Unemployment claim- Animal Control		\$3,623.00	\$4,282,025.00
9/5/2006	Animal Control - basic school increase not budgeted		\$1,220.00	\$4,280,805.00
9/15/2006	Community Assistance - Econ Developm		\$892.50	\$4,279,912.50
9/15/2006	Humane Society deficit coverage		\$16,298.00	\$4,263,614.50
10/3/2006	Jamestown 2007- Riveredge Park-Lynch Ferry		\$4,000.00	\$4,259,614.50
10/3/2006	BOS - full membership Amherst and Lynchburg Chamber of Commerce		\$2,247.00	\$4,257,367.50
10/3/2006	Planning Commission - Workshop Commission Member		\$754.80	\$4,256,612.70
10/3/2006	Sheriff Fines - FY06		\$60,782.10	\$4,195,830.60
10/17/2006	Acct'ing Travel (245.00); Land Purchase(10,000);Econ Dev tourism(1000)		\$11,245.00	\$4,184,585.60
12/5/2006	Emer SVC - Bldg Permit Amherst Rescue		\$381.00	\$4,184,204.60
12/5/2006	Youth Sports (jackets girls softball/boys baseball)		\$2,850.00	\$4,181,354.60
12/5/2006	Invitations - Recognitions		\$800.00	\$4,180,554.60
12/5/2006	Reassessment Budget, NACO Conference		\$51,507.00	\$4,129,047.60
12/5/2006	Comm Development - MHES Entrance/ Regional Correction Study		\$85,000.00	\$4,044,047.60
12/5/2006	Repair Recreation Van (old)		\$500.00	\$4,043,547.60
12/5/2006	**Settlement - General Fund Revenues and Expenditures (2006)			
2/6/2007	Library Roof		\$44,731.00	\$3,998,816.60
2/6/2007	Enhancement Grant		\$5,000.00	\$3,993,816.60
2/20/2007	Knox Box		\$2,240.00	\$3,991,576.60
2/20/2007	Dominion Seven - Architects		\$15,000.00	\$3,976,576.60
3/31/2007	Equipment - Board of Supervisors		\$6,835.00	\$3,969,741.60
	Receivable	\$0.00		
	Payables	\$309,484.40		
	Current Balance	\$3,991,576.60		

FY2007-2008 GENERAL FUND REPORT

Supplemental Appropriation

Amount	Department	Purpose
✓ 40,097.00	Schools	Appropriated to School (addition to local after budget adoption)
✓ 20,000.00	Rescue Squads	Volunteer Fire & Rescue Squads
4,450.00	Board of Supervisors	Auditing Cost Increase because of APA's - SAS 112
7,000.00	Community Projects	Traffic/Speed Study - Amherst Planation (
2,960.00	Maintenance	Maint. PT wages - to assist with (landscape); County Admin and Other Bldgs
200.00	Planning	Professional Services - Comprehensive plan Proof Read
960.00	Planning Commission	Software Maintenance (Planning Commission)
1,200.00	Accounting	Check form cost increase (laser forms)
6,500.00	Maintenance	HVAC -Study for Courthouse and Goodwin Street Bldg
4,200.00	Board of Supervisors	Uncontested Voting Rights Bailout (Legal Services)
2,000.00	Info Technology	Equipment (funds remaining @ end of June 30th 2007 moved into 2007-08 fiscal year
15,309.00	Community Projects	Space Study (funds remaining @ end of June 30th 2007 move into 2007-08 fiscal year
6,005.00	Library	Library - PT employee converted to Full-time Employee
196,545.60	General Construction	Renovations in Jail
43,027.00	Community Projects	Regional Water Study
6,575.00	Jail	Jail Equipment
4,595.00	Maintenance	Replace HVAC @ Coolwell
20,357.00	Maintenance	Purchase new vehicle for Maintenance
2,400.00	CSA Children & Family Coordinator	Furniture for Family & Children Coordinator (new desk, filing cabinet, credenzer
5,000.00	Public Safety	County Maps
1,200.00	Recreation	Jamestown 4000th Yr Celebration (purchase a time capsule for the County)
600.00		Youth Sport Recognition
2,570.00	Maintenance	Janitorial Service Contract increase not budgeted
50,000.00	Info Technology	Starting a equipment replacement program (computers, printers in various offices
10,000.00	Contribution	4-H (Contribution) update repair cabin @ Holiday Lake
6,005.00	Library	Library (part-time increase to Full-time)
103.00	Winton	Adjustment for Mgt Fees Winton Country Club
200.00	Board of Supervisors	Education Assistance
2,454.59	Maintenance	Service Contact with Southern Air -Church Electrical Heating
440.25	Community Projects	Learning Lane -Prof Services
1,750.00	Board of Supervisors	Replace Laptop for Mr Kidd
7,500.00	Electoral Board	Dual Primary to be held - Electoral Bd
8,961.00	Maintenance	Replace HVAC Package on Jail roof
3,000.00	County Admin	Salary Increase County Admin
1,500.00	Info Technology	Salary Increase IT Director
7,449.86	Reassessment	Completing Reassessment - wages paid to Board of Assessors
985.00	Board of Equalization	Office help - wages & fica
24,849.01	Reassessment	Contract Services with Blue Ridge on New Construction

AMHERST COUNTY BOARD OF SUPERVISORS

ILLUSTRATION OF SOLID WASTE FUND
OVER A THREE YEAR PERIOD
2006 - 2008

Beginning Fund Balance

As of July 1, 2006

\$ 2,474,540.35

FY2006		
BUDGETED REVENUE	\$	1,496,102.00
ACTUAL REVENUE	\$	1,595,938.92
BUDGETED EXPENDITURES	\$	1,496,102.00
ACTUAL EXPENSES	\$	1,252,393.60

FUND BALANCE based on Actuals

\$ 343,545.32

\$ 2,818,085.67

FY2007		
BUDGETED REVENUE	\$	1,679,642.00
ACTUAL REVENUE	\$	1,871,487.31
BUDGETED EXPENDITURES	\$	1,679,642.00
ACTUAL EXPENSES	\$	1,294,186.41

FUND BALANCE based on Actuals

\$ 577,300.90

\$ 3,395,386.57

FY2008		
BUDGETED REVENUE	\$	1,979,231.00
ACTUAL REVENUE	\$	1,810,598.24
BUDGETED EXPENDITURES	\$	1,979,231.00
ACTUAL EXPENSES	\$	1,255,652.68

FUND BALANCE based on Actuals

\$ 554,945.56

\$ 3,950,332.13

Year Ending Date	Fund Balance
June 30, 2002	\$ 6,114,022.00
June 30, 2003	\$ 7,084,864.00
June 30, 2004	\$ 10,267,092.00
June 30, 2005	\$ 10,002,876.00
June 30, 2006	\$ 11,188,833.00
June 30, 2007	\$ 11,192,795.00
June 30, 2008	\$ 10,334,524.00

Budgeted Deficit	\$	507,008.00
Reassessment / Board of Equalization	\$	131,359.17
Regional Water Plan	\$	43,027.00
Replacement Vehicles	\$	145,357.00
Computer Replacement Program	\$	50,000.00
Additional Appropriation to Schools	\$	40,097.00
Additional Appropriation to Fire and Rescue Squads	\$	20,000.00
Anticipated Unbudgeted Expenditures Sub -Total	\$	429,840.17
Other Expenditures Sub-Total	\$	478,319.87
Jail Renovations	\$	246,545.00
CSA - Additional Appropriation	\$	240,040.20
Voluntary Emergency Services Distribution	\$	228,375.85
Major Additional Expenditures - Sub - Total	\$	714,961.05
TOTAL	\$	2,130,129.09
Fund Balance Decrease	\$	858,271.00

BOARD OF SUPERVISORS
4/14/2009
Supplemental Appropriations 2008-2009:

Purpose Department Amount

Incentive Payment - RECH Inc Deferred Revenue \$ 6 ,368
 Transfer to CSA (local match on Mandated 2008 Year End) CSA \$ 2 40,050
 Staff Gauges @ Lakes Board of Supervisors \$ 1 0,120
 Management Fees - Winton Board of Supervisors \$ 4 ,240.92
 Copier (Clerk's Office) Clerk of Court \$ 3 ,900
 Background Check Services Recreation \$ 2 ,300
 Education Refund Board of Supervisors \$ 2 00
 Contribution - GLTC Board of Supervisors \$ 2 1,728
 Agreement with Humane Society Board of Supervisors \$ 2 0,708
 Air Quality Test Maintenance \$ 3 ,825
 Forest Fire Tax Increase Other Public Safety \$ 3 ,457
 Dump Truck Purchase (approp not expended 2008) Maintenance \$ 6 5,000
 Equipment Purchase Maint (BOS minutes 10/21/08) Maintenance \$ 1 ,600
 Compensation - Comm Atty (3rd FT on County Pay Plan) Comm Attorney \$ 7 ,342
 Postage Line Increase Treasurer \$ 3 ,500
 Nelson Volunteer Coalition County Contribution \$ 1 ,000
 Electoral Board Supplies Electoral Board \$ 1 0,500
 Ebenezer/Cabell Lane Project (local) CDBG \$ 1 30,319
 Public Safety (approp on 3/4/08 vehicle rec'd during 2008-2009 Public Safety \$ 3 7,000
 Incentive Payment - RECH Inc Deferred Revenue \$ 6 ,368
 Incentive Payment - Lowe's Deferred Revenue \$ 1 16,925
 CEDS Planning (Comprehensive Economic Dev Strategy) EDA - Gen Fund \$ 6 ,274
Sub-Total \$ 7 02,725
 ** Deferred Revenues \$ 1 29,661
 General Fund \$ 5 73,063

**FY09 Audited Balances
as of
03/23/2009**

Audited Fund Balance - earmarked Undesignated: 07/01/2008 \$ 1 0,334,524

The following balances are designated and are included in the General Fund Balance:

Sheriff Fines Fund 001 \$ 5 6,444

EMS Revenues Fund 001 \$ -

Deferred Revenues (EDA) Fund 001 \$ 2 93,887

CVCC Deposit on Rent Fund 001

ESCROW - EDA (origination fees) Fund 001 \$ 5 00

VDOT Road Incentive Fund 001 \$ 3 82,549

CDBG - EBENEZER RD (LOCAL) Fund 001 \$ 3 6,952

June 5th Tax Payment (FY09) Fund 001 \$ 5 ,746,556

Domestic Preparedness Grant Fund 001

Erosion Control Escrow Fund 001 \$ 3 ,750

911 Wireless Technology Grant Funds Fund 001 \$ 2 24,652

Learning Partners Grant Fund 001 \$ 2 2,023

Sale of Amelon Fund 001 \$ 4 55,000

\$ 7 ,481,794

UNOBLIGATED GENERAL FUND Fund 001 \$ 2,852,730 \$ 2,852,730

Supplemental Allocations 2008-2009 \$ 5 73,063

Unobligated General Fund \$ 2 ,279,667

2008-2009 GENERAL FUND BALANCE REPORT

Prepared

4/14/2009

The County Administrator answered questions regarding the reports provided. Central Accounting, Director Campbell answered specific questions regarding the County's audit and accounting report methods.

IN RE: EMERGENCY CONTINGENCY FUND

On motion of Mr. Vandall and with the following vote, the Board of Supervisors moved to establish an emergency contingency fund for unanticipated expenditures.

AYE: Mr. L. Parrish, Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. V. Wood

NAY: None

IN RE: FY2009 BUDGET WORKSHOP

The County Administrator informed the Board that estimated revenues in the original proposed budget may not now be anticipated:

\$35,000 (delinquent tax collections)
\$17,378 ABC profits
\$18,215 Wine

The personal property and machinery and tools tax and business license taxes revenue projections were specifically discussed. Motor vehicle license and lodging tax revenues were discussed.

Mr. Vandall moved to reduce the lodging tax revenue projections to \$70,000.

AYE: Mr. L. Parrish, Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. V. Wood

NAY: None

The Board proceeded to discuss meals tax and building permit revenue projections.

Mr. Adams moved to reduce projected building permit revenue to \$175,000.

AYE: Mr. L. Parrish, Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. V. Wood

NAY: None

Interest on deposits and EMS fees for service revenue projections were discussed.

Mr. Vandall moved to reduce interest on deposited fund revenue projections to \$20,000.

AYE: Mr. L. Parrish, Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. V. Wood

NAY: None

Mr. Adams moved to reduce EMS fees for services revenue projections to \$900,000.

AYE: Mr. L. Parrish, Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. V. Wood

NAY: None

Ms. Campbell explained proceeds from loans and notes as well as other related revenue projection lines.

Ms. Campbell provided revised revenue numbers for all projected shared expenses and revenue projections.

Mr. Adams moved to eliminate Board of Supervisors budget line 011010-2014 Tuition cost paramedics of \$2,500.

AYE: Mr. L. Parrish, Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. V. Wood
NAY: None

There was a specific Board discussion of the Info Tech computer replacement cycle.

Mr. Adams moved to leave in budget line 012200-7003 Computer replacement at \$50,000.

AYE: Mr. L. Parrish, Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. V. Wood
NAY: None

The Board proceeded to review departmental budget expenditure requests on a line by line basis.

There was a Board discussion of accountability by Volunteer Fire and EMS of use of county funding.

On motion of Mr. Vandall and with the following vote, the Board of Supervisors authorized Mr. Adams to meet with the Emergency Services Council and discuss possible funding reductions and report back to the Board by their regular meeting of April 21, 2009.

AYE: Mr. L. Parrish, Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. V. Wood
NAY: None

There was a Board consensus to direct the County Attorney to investigate legal ramifications for requiring Emergency Services accountability for use of County financial contributions and report to them.

IN RE: CLOSED SESSION

Mr. R. Vandall moved to go to closed session to discuss a (1) personnel matter pursuant to § 2.2-3711.A.1 of the Virginia Code Section.

§2.2-3711.A.1 – Discussion or consideration of the assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees, or employees of any public body.

This was seconded by Mr. V. Wood and approved with the following vote:

AYE: Mr. L. Parrish, Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. V. Wood
NAY: None

Mr. C. Adams left meeting.

Mr. V. Wood moved to come out of closed session, seconded by Mr. R. Vandall and approved with the following vote:

AYE: Mr. L. Parrish, Mr. D. Kidd, Mr. R. Vandall and Mr. V. Wood
NAY: None
ABSENT: Mr. C. Adams

Mr. Parrish moved the closed session resolution and was approved with the following roll call vote:

Mr. L. Parrish	AYE
Mr. C. Adams	ABSENT
Mr. D. Kidd	AYE
Mr. R. Vandall	AYE
Mr. V. Wood	AYE

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Amherst County Board of Supervisors has convened a closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Amherst County Board of Supervisors that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Amherst County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered by the Amherst County Board of Supervisors.

Any member who believes that there was a departure from the requirements of clauses (i) and (ii) shall state the substance of the departure that, in his judgment, has taken place. (If any member cites a departure, his statement shall be recorded in the minutes.)

IN RE: FY2009 COUNTY BUDGET WORKSHOP CONTINUATION

The Board proceeded with budget workshop.

The County Administrator presented the following budget expenditure and revenue reports.

EXPENDITURE REDUCTIONS

Line Item	Description	Current	Proposed	Net Change
12200-7003	Computer Replacement	\$ 50,000.00	\$ 25,000.00	\$ 25,000.00
42030-1008	Litter Control Officer	\$ 20,000.00	\$ -	\$ 20,000.00
42050-3030	Contracted Collection Services	\$144,000.00	\$120,000.00	\$ 24,000.00
42060-3020	Contract Services	\$ 50,000.00	\$ 30,000.00	\$ 20,000.00
42080-3012	Leachate Hauling	\$180,000.00	\$100,000.00	\$ 80,000.00
42100-5810	Closure Activity Reserve	\$140,000.00	\$ -	\$140,000.00
43020-3017	Painting – County Buildings	\$ 10,000.00	\$ -	\$ 10,000.00
91020-1001	Sheriff Dept. – Incentive Request	\$ 32,500.00	\$ 24,000.00	\$ 8,500.00
91050-9935	School Buses	\$390,000.00	\$280,000.00	\$110,000.00
91050-9940	Sheriff's Vehicles	\$228,000.00	\$136,800.00	\$ 91,200.00
Total				\$528,700.00

REVENUE CHANGES

Line Item	Description	Current	Proposed	Net Change
011020-0174	Public Service Tax Revenue	\$ 331,390.00	\$ 520,000.00	\$ 188,610.00
011030-0243	Personal Property Taxes	\$4,412,210.00	\$3,089,857.00	\$(322,353.00)
023000-2031	Commonwealth Attorney	\$ 408,164.00	\$ 404,245.00	\$ (3,919.00)
023000-2302	Sheriff	\$2,243,845.00	\$2,386,887.00	\$ 143,042.00
023000-2303	Commissioner of the Revenue	\$ 113,718.00	\$ 128,583.00	\$ 14,865.00
023000-2304	Treasurer	\$ 134,038.00	\$ 134,907.00	\$ 869.00
023000-2308	Clerk of Court	\$ 252,354.00	\$ 280,392.00	\$ 28,038.00
024040-0490	Jail	\$ 240,000.00	\$ 286,356.00	\$ 46,356.00
TOTAL				\$ 95,508.00

EXPENDITURE INCREASES

Line Item	Description	Current	Proposed	Net Change
21090	VJCCCA			\$ (25,000.00)
033010-3001	Doctors and Dentists	\$ 110,000.00	\$ 150,000.00	\$ (40,000.00)
033010-5101	Electrical Services	\$ 36,740.00	\$ 42,740.00	\$ (6,000.00)
033010-5402	Food Supplies	\$ 111,000.00	\$ 161,000.00	\$ (50,000.00)
053110-5606	Habitat for Humanity		\$ 500.00	\$ (500.00)
093010-5899	School Fund	\$13,834,398.00	\$14,325,249.00	\$ (490,851.00)
	Health Insurance Increase			\$ (58,818.00)
TOTAL				\$ (671,169.00)

There was a line by line discussion of proposed expenditure reductions. The County Administrator was requested to provide upcoming debt service retirement for school bus funding.

There was a Board discussion regarding salary study implementation and a proposed business license tax reduction but no decision reached.

IN RE: ADJOURNMENT

On motion of Mr. Vandall, seconded by Mr. Kidd and with the following vote, the Board of Supervisors adjourned.

AYE: Mr. L. Parrish, Mr. D. Kidd, Mr. R. Vandall and Mr. V. Wood

NAY: None

ABSENT: Mr. C. Adams

Leon J. Parrish, Chairman
Amherst County Board of Supervisors

Rodney E. Taylor, County Administrator