BOOK 33

VIRGINIA:

At a regular meeting of the Board of Supervisors of Amherst County held at the Administration Building thereof on Tuesday, the 16th day of February, 2010 at 7:00 p.m. at which the following members were present and absent:

BOARD OF SUPERVISORS:

PRESENT: Mr. C. Adams ABSENT: Ms. C. Tucker (late)

Mr. D. Kidd Mr. R. Vandall Mr. F. Campbell

The meeting was called to order by Chairman Chris Adams.

Mr. R. Vandall led in the invocation and pledge of allegiance to the flag.

IN RE: CITIZEN COMMENTS

Ms. Janice Camden, 419 Main Street, Madison Heights – residential rental inspections for District 5. Commenting on the County and Building Inspections Department in enforcing the rental inspection ordinance

Hazel Childress – Old Town Madison Heights – in favor of the rental inspection ordinance and wants it to continue being enforced

Edward Silver – lives on Hilltop Drive but owns property on 7th Street Old Town Madison Heights – in favor of rental inspections – would like to see do inside inspections as well as outside.

IN RE: PUBLIC HEARING ZONING CASE 2010-08 - ZONING TEXT AMENDMENT - PLANNING COMMISSION CHARTER

2010-08 Request by the County of Amherst to amend the Planning Commission charter. The purpose of the text amendment is to require that a Planning Commission member represent each of the five (5) electoral districts, two (2) at-large Planning Commission members, and one (1) non-voting Board of Supervisors liaison. Therefore, the Planning Commission will have a total of eight (8) members with seven (7) voting members.

Proponents: None

Opponents: None

Board of Supervisors:

Mr. Vandall – better representation with seven (7) members

Mr. Kidd – agrees with Mr. Vandall – better representation with seven (7) members (one to represent each of the five districts and 2 at-large members with the Board of Supervisors member at a non-voting liaison member)

On motion of Mr. Kidd and with the following vote, the Board of Supervisors approved the amendment of the Planning Commission charter as follows:

Sec. 11-17. Membership.

The commission, consisting of seven (7) eight (8) members, one from each of the five (5) election districts within the County, two (2) at large members, and one (1) member from the Board of Supervisors. The Board of Supervisors liaison will be a non-voting member. Each member shall

be appointed by the board of supervisors, hereinafter referred to as the board, under the following conditions:

- (1) The commission members appointed hereunder shall serve for staggered terms of four (4) years each, divided as nearly equal as possible among the membership.
- (2) One (1) member of the commission shall be also a member of the board whose term of office shall be coexistent with his/her term of office on the board.
- (3) Each commission member shall be a resident of the county, qualified by knowledge and experience to make decisions on questions of community growth and development.
- (4) At least one-half of the members of the commission shall be freeholders.
- (5) Appointments for vacancies occurring otherwise than by expiration of term shall in all cases are for the unexpired term. Members may be removed by the board for malfeasance in office. A member whose term expires shall continue to serve until his/her successor qualifies and is appointed.
- (6) Each member shall take the oath of office as required by law when initially appointed to the commission.

(Ord. of 9-1-81(1), § 2)

State law references: Oath of county officers, Code of Virginia, §§ 15.2-1522, 49-1.

Sec. 11-18. Powers, responsibilities.

As prescribed under the Code of Virginia, at the date of this article and any future amendments thereto, the commission is hereby granted the following powers and responsibilities:

- (1) The commission shall prepare and recommend to the board a comprehensive plan and any amendments thereto, for the physical development of the county.
- (2) The commission may make, or cause to be made, the official map of the county.
- (3) The commission may, and at the direction of the board shall, prepare and revise annually a capital improvement program based on the comprehensive plan of the county for a period not to exceed the ensuing five-year period.
- (4) The commission shall prepare and recommend to the board the subdivision ordinance or any amendments thereto, for the county.
- (5) The commission shall, at the direction of the board, be the final authority for approval and disapproval of subdivision and site plans.
- (6) The commission may, and at the direction of the board, shall prepare a proposed zoning ordinance including a map or maps showing the division of the county into districts and a text setting forth the regulations applying in each district.
- (7) The commission shall submit to the board its recommendations on any amendments to or reenactment of the zoning ordinance for the county.
- (8) The commission shall make recommendations and report at least annually to the board concerning the operation of the commission and the status of planning within the county.
- (9) The commission shall, at the direction of the board, prepare, publish and distribute reports, ordinances and other material relating to its activities.
- (10)The commission shall, at the direction of the board, or as otherwise required by law, assume other duties and responsibilities as allowed under law.

(Ord. of 9-1-81(1), § 3)

State law references: Comprehensive plan, Code of Virginia, § 15.2-2223 et seq.; official map, Code of Virginia, § 15.2-2233 et seq.; adoption of official map by board of supervisors, Code of Virginia, § 15.2-2234; capital improvement programs, Code of Virginia, § 15.2-2239; subdivision ordinance, Code of Virginia, § 15.2-2240; zoning, Code of Virginia, § 15.2-2280 et seq.; preparation and adoption of zoning ordinance and map and amendments thereto, Code of Virginia, § 15.2-2285; general duties of planning commissions, Code of Virginia § 15.2-2221.

Sec. 11-19. Rules of procedure.

The commission shall observe the following procedures:

(1) The commission shall adopt a set of bylaws consistent with the general laws of the county and the Commonwealth for the conduct of its affairs.

- (2) The commission shall elect a chairman, vice-chairman and secretary. The chairman and vice-chairman shall be elected from its own appointed membership, but the secretary may be elected from either its own membership or a member of the administrative staff of the board. The three (3) officers shall serve annual terms and may succeed themselves. The election of officers shall be held at the first meeting of the commission after July 1 of each year.
- (3) The commission shall meet at least once every two (2) months at a time and place determined by the commission, and all meetings of the commission shall be open to the public, special meetings of the commission may be called by the chairman or by two (2) members upon written request to the secretary. The secretary shall mail to all members, at least five (5) days in advance of a special meeting, a written notice fixing the time and place of the meeting and purpose thereof. Written notice of a special meeting is not required if the time of the special meeting has been fixed at a regular meeting or if all members are present at the special meeting or files a written waiver of notice.
- (4) A quorum shall be at least four (4) members of the commission and no action of the commission shall be valid unless authorized by a majority vote of those present and voting. A tie vote among those present and voting defeats the motion, resolution or issue voted upon.
- (5) The commission shall keep a full public record of its proceedings and shall be responsible for the custody and preservation of its papers and documents.
- (6) Any member of the commission shall disqualify himself/herself to act upon a matter before the commission with respect to property in which the member has an interest.
- (7) The commission may establish an advisory committee or committees, if deemed advisable. (Ord. of 9-1-81 (1), § 4; Ord. of 4-15-03(2))

State law references: Disclosure by local government officers and employees, Code of Virginia, § 2.1-639.12 et seq.; The Virginia Freedom of Information Act, Code of Virginia, § 2.1-340 et seq.

Sec. 11-20, Employees, consultants, expenditures,

The commission may, at the direction of the board, appoint such employees and staff as deemed necessary for carrying out the work of the commission and contract with consultants for such services as required.

(Ord. of 9-1-81(1), § 5)

Sec. 11-21. Fiscal responsibilities.

The commission shall not expend funds in amounts exceeding those appropriated for such purposes by the board for use by the commission in accordance with the Code of Virginia, §§ 15.2-2217 and 15.2-2222. In addition, the commission shall:

- Supervise its fiscal affairs and responsibilities, under rules and regulations as prescribed by the board; and
- (2) Prepare and submit an annual budget in the manner prescribed by the board. (Ord. of 9-1-81(1), \S 6)

Secs. 11-22—11-34. Reserved.

AYE: Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. F. Campbell

NAY: None

ABSENT: Ms. C. Tucker

IN RE: PUBLIC HEARING – REVISION OF CHAPTER 3, ARTICLE I (ANIMALS) OF THE AMHERST COUNTY CODE FOR PLACING ANIMAL CONTROL UNDER THE CONTROL/SUPERVISION OF THE AMHERST COUNTY SHERIFF'S DEPARTMENT

A public hearing is being held regarding the revision to Chapter 3, Article I (Animals) of the Amherst County Code for placing animal control under the control/supervision of the Amherst County Sheriff's Department as follows:

Proponents: None

Opponents: None

Chapter 3

ANIMALS*

ARTICLE I. IN GENERAL

Sec. 3-1. Where animals kept generally.

- (a) Pursuant to Code of Virginia, § 3.1-796-94:1, it shall be unlawful in Amherst County, Virginia, to keep or maintain any stable, hog pen, chicken house or other animal shelter, except for dogs and cats unless such stable, pen or shelter is kept or maintained at least two hundred (200) feet from any well, spring, or structure used for human habitation, occupancy or assembly. This section shall not apply to any resident of this county who keeps a stable, hog pen or animal shelter on his own premises when not within one hundred (100) feet of any well, spring or other structure located on his premises and used for human habitation, occupancy or assembly.
- (b) Any violation of this section shall be a class 1 misdemeanor. (Ord. of 1-3-66; Ord. of 7-15-03(1))

 Cross reference Zoning and subdivisions, App. A.

Sec. 3-2. Prevention of animals running at large and trespassing.

(a) Definitions.

Livestock is any domestic animal, other than domestic cats or dogs (except as regulated by article II of this chapter and the Code of Virginia, 1950, as amended)

Negligence is the failure to do what a reasonable and prudent person would ordinarily have done under the circumstances of the situation, or doing what such person under the existing circumstances would not have done.

Willful is a legal term which means deliberate or intentional.

- (b) *Prohibited.* It shall be unlawful for any person to willfully or negligently allow any fowl, poultry or livestock under their control in any manner to stray upon or fly over; or to remain, flock or roost upon any public highway or public or private property of another.
- (c) Penalty. For each violation the offender shall be subject to a fine of not more than one hundred dollars (\$100.00) for the first offense and two hundred fifty dollars (\$250.00) for subsequent violations.

(Ord. of 4-2-95; Ord. of 7-15-03(1); Ord. of 10-28-05(1); Ord. of 11-21-06(1))

Editor's note – An ordinance adopted Apr. 2, 1995, did not specifically amend this Code, hence, inclusion as a new § 3-2 was at the editor's discretion.

Sec. 3-3. Animal Warden

The Board of Supervisors shall, upon nomination of the Sheriff, appoint a special Sheriff's deputy to be known as the animal warden for the County, and deputy animal wardens whose terms of office shall be at the pleasure of the Sheriff, and it shall be the special duty of the animal warden and deputy animal wardens, subject to the supervision and control of the Sheriff's office, to enforce this chapter and the statues of the Commonwealth relating to animals, particularly the provisions with respect to dogs contained in chapter 27.4, Title 3.1, Code of Virginia. The enable them to discharge their duties, the animal warden and deputy animal wardens shall have the power, perform the duties and be subject to the penalties that are by law prescribed. When in uniform or upon displaying a badge or other credentials of office, the animal warden and the deputy animal wardens shall have the power to issue a summons or obtain a felony warrant as necessary, providing the execution of such warrant shall be carried out by any law-enforcement officer as defined in Section 9.1-101 of the state code to any person found in the act of violating any animal protection and control laws of the Commonwealth or any animal protection and control ordinances of the County

Sec. 3-4 – 3-15 are reserved.

On motion of Mr. Vandall and with the following vote, the Board of Supervisors approved the text amendment to Chapter 3, Article I (Animals) of the Amherst County Code.

AYE: Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. F. Campbell

NAY: None

Homelite

ABSENT: Ms. C. Tucker

IN RE: GROUNDS DEPARTMENT - TERESA NUCKOLS, SOLID WASTE DIRECTOR

Ms. Nuckols provided the Board with information regarding the maintenance department equipment as follows:

<u>Trucks</u>	<u>Miles</u>	<u>Proposal</u>	<u>Comments</u>
2009 Freightliner 2 WD Dump Truck 2001(2) Chev ¾ ton 2 WD Pickup 1990 Chev ¾ ton 2 WD Pickup	3,000 103,000 200,000		Purchase 1 ½ ton 4 WD Dump Truck (F550 Chassis) (May keep at landfill, replace door, etc.)
<u>Trailers</u>			
10' Utility Trailer 16' Flatbed Trailer 18" Pintle Hook Flatbed Trailer 24' Pintle Hook Flatbed Trailer		Keep Keep Keep Trade	Enclosed 20' trailer
<u>Tractors</u>			
John Deere Tractor Kubota Tractor Bomax		Keep Keep Sell	Purchase 4' Bushhog for Kubota, Mower
Bushhogs, etc.			
6' Howse Bushhog (w/John Deere) 6' Landpride (w/Kubota)		Replace Keep	(Keep for #181) Landpride to the John Deere Replace with 4' bushhog
7.5' Alamo Industrial Frail Mower7' New Idea Sickle Bar MowerPlug Aerator		Trade Trade Keep	
Mowers			
XMark Zero turn Mower Scag 3 Wheel Scag		Keep Replace Auction	
<u>Leaf Blowers</u>			
Hand held leaf blower Back pack leaf blower Push leaf blower		Replace Replace Replace	
Weed Eaters			
Shindaiwa (2) Hushavarna Robin Pole Saw		Replace Auction Scrap Auction	Too expensive to fix Not usable – parts used to fix landfill weedeater Not usable
Chain Saw			
Shindaiwa		Keep	

Keep

After much discussion, the Board of Supervisors requested Ms. Nuckols to return in March with more details.

IN RE: CORRESPONDENCE

- a. Building Safety and Inspections monthly report for January 2010
- **b.** Department of Environmental Quality Letter of January 28 2010 Public Hearing Synagro Central, LLC
- **c.** Department of Environmental Quality Letter of February 5, 2010 Public Hearing Synagro Central, LLC Correction
- d. January report of rental and public nuisance activity
- e. Monthly Activity Report February 2010
- f. VDOT Traffic Alert Feb 8-12 2010

The above were given to the Board for their information.

IN RE: REQUEST FOR DANCE ALL PERMIT FROM WINGS, PIZZA AND THINGS

A request with letter from Sheriff, dance hall permit application and Lt. D.D. given's background investigation results were reviewed by the Board of Supervisors.

On motion of Mr. Vandall and with the following vote, the Board of Supervisors approved the request for the permit.

AYE: Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. F. Campbell

NAY: None

ABSENT: Ms. C. Tucker

IN RE: REAFFIRM SECTION 2.7 RESIDENCE POLICY

The Board had requested a resolution confirming § 2.7 of the Amherst County Personnel Plan stating where a vacancy is being filled by someone residing outside of the county then their hiring should be conditioned upon their moving to the county within a reasonable time not to exceed two (2) years.

On motion of Mr. Vandall and with the following vote, the Board tabled action on this resolution and requested Mr. Hunt to verify the legality of the resolution.

AYE: Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. F. Campbell

NAY: None

ABSENT: Ms. C. Tucker

IN RE: REVIEW OF PROPOSED PERSONNEL POLICY

The board had requested staff to get a more definite offer from Attorney Neil S. Talegaonkar of Thompson McMullan.

Mr. Proffitt had received the following offer from Mr. Talegaonkar to address the following components of the plan with suggestions and/or recommendations:

- 2.2 Physical Standards: Is this consistent with the ADA?
- 2.9 Anti-Nepotism Policy: Should this be extended to live-ins?
- 3.1 Vacancies: Retention period for advertisements and applications.
- 5.12 Overtime Compensation: Should be approved in writing; require that time is during pay period; 240 limit on comp time; all employees must sign consent to accept compensation time; if Amherst has paid police or firefighters, the County needs to have something adopting the extended pay period.
- 6.3 Sick Pay: This policy is unclear. Does someone with 10 years get 60 sick days per year
- 6.9 Military Leave: Check compliance with USERRA
- 6.15 FMLA: Check compliance with new FMLA regulations.
- 7.8 Drug and Alcohol Testing: Is this consistent with the Fourth Amendment?

- Grievance Procedure: Check compliance with state law mandating grievance procedure.
- 19.5 Return-to-Work Policy: Consider advisability of light duty. Generally, this
 only benefits the insurance company; however, if Amherst County is self-insured, this can
 be beneficial.
- 19.7 Electronic Communications; Clarify that employee has no expectation of privacy, on internet or e-mail.

After much discussion with the Board of Supervisors, on motion of Mr. Adams and with the following vote, the Board directed staff to coordinate with the County's personnel consultant, Springsted Inc. to review additional items of concern.

AYE: Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall and Mr. F. Campbell

NAY: None

ABSENT: Ms. C. Tucker

IN RE: PROPOSED CHANGES TO THE INOPERABLE MOTOR VEHICLE ORDINANCE

The Board had requested revisions to the Amherst County Code, Chapter 9, Division 3, "Keeping of Inoperable Motor Vehicle, Etc., on residential property*" to make this division additionally apply to commercially used or zoned property.

Mr. Hunt had attached documentation: (1) current Amherst County Code, Chapter 9, Division 3 and (2) Virginia Code § 15.2-904 (authority under State Code to expand application of ACC's Inoperable Motor Vehicle ordinance to apply to commercial property).

Staff was seeking direction as to whether or not it is the Board of Supervisors' desire to expand ACC § 9-135.5(b) to include other exemptions from this revised Ordinance (for example automotive repair garages.) If so, ACC § 9-135.4, definitions, will also need to be revised.

After Board of Supervisor discussion, there was a consensus to discuss this further at a work session.

IN RE: APPROPRIATIONS/TRANSFERS/DISBURSEMENTS

On motion of Mr. Vandall and with the following vote, the Board of Supervisors approved the following appropriations and transfers except for the first appropriation request for the County Attorney budget:

a. APPROPRIATIONS

County Attorney – (return with additional information next meeting)

22020	1006	Comp – Secretary	\$18,652.00
22020	2001	FICA	1,427.00
22020	2002	Retirement (VRS)	2,451.00
22020	2005	Hospitalization	9,188.00
22020	2006	Life Insurance	166.00
22020	2017	VRS-Health Credit	40.00

(General Fund unobligated balance)

Sheriff's Department

31020	1007	Forest Patrol	\$ 1,300.00
31020	1002	Overtime	1,130.33
31020	1010	Comp Narcotics	423.64
31020	1013	ACHS Security	134.56
31020	5410	Uniforms	120.00

(Pass through revenue deposited with Treasurer's Office)

Amherst County Public Library

73010	5201	Postal Services	\$ 79.64
73010	5806	Special Programming Supplies	363.47
73010	5411	Books & Subscriptions	386.18
73010	3002	Professional Services	525.00

b. TRANSFERS

Amherst County Public Library

Transfer from:

73010 5801 Memberships/Dues \$ 192.70

Transfer to:

73010 3007 Advertising \$ 192.70

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

NAY: None

ABSENT: Ms. C. Tucker

IN RE: MATTERS FROM THE BOARD OF SUPERVISORS

Mr. R. Vandall – professional contracts – thinks this needs to be revisited to see if cannot get a better price.

Mr. F. Campbell – wanted to be sure the 2nd meeting in March at Amherst Education Center was suitably advertised beforehand.

Mr. D. Kidd – proposed budget – 15% cut not reached and was also questioning why the figures did not add up date of December 30, 2009 and would like to have a work session next week with the Treasurer, Commissioner of Revenue and Director of Accounting.

Mr. C. Adams – he agreed with Mr. Kidd about the figures not adding up to date and would like to have a budget forum with the citizens at the 2nd meeting of March at 5:00 p.m. for the citizens to comment on budget and services that they might see as more important than others.

The Board of Supervisors by consensus set a workshop for March 2 after the day meeting staring at 6:00 p.m. for citizen comment.

Mr. Vandall requested a letter of support for SB 280 to be sent to Delegate Ben Cline. This bill removes the current cap of 4 percent for counties, allows counties to impose an uncapped rate, and allows counties to adopt or increase the tax by a majority vote of the elected members of the governing body. This legislation equalizes the Meals Tax for counties. Counties should retain the same tax authority as cities and towns (i.e. a county should not have to hold a referendum to enact a Meals Tax. The County Board of Supervisors and not the General Assembly, would enact the local tax (i.e. the bill simply authorizes counties to enact the tax; SB 280 does not enact the tax).

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, involving

§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. Kidd and approved with the following vote:

AYE: Mr. R. Vandall, Mr. D. Kidd, Mr. F. Campbell and Mr. C. Adams

NAY: None

ABSENT: Ms. C. Tucker

Ms. Tucker arrived.

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

AYE: Ms. C. Tucker, Mr. R. Vandall, Mr. D. Kidd, Mr. F. Campbell and Mr. C. Adams

NAY: None

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

Ms. C. Tucker AYE
Mr. R. Vandall AYE
Mr. D. Kidd AYE
Mr. F. Campbell AYE
Mr. C. Adams 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.)

Mr. Vandall reminded the Board of Supervisors of the following Sec. 2-164. Conduct of business of the County Code.

Sec. 2-164. Conduct of business

The chairman shall preserve order and decorum at all meetings and public hearings, may speak to points of order in preference to other members, and shall decide questions of order without debate except that he may permit a member to explain his point or allow other members to be heard by way of explanation. If the chair is in doubt as to how to rule on an important point, he can put it to a vote of the board. Rulings of the chair may be appealed by any two (2) members.

When a member wishes to speak, he should ask recognition by saying, "Mr. Chairman." In speaking he shall confine himself to the question before the board. When two (2) or more members seek recognition at the same time, the chairman shall decide which addressed him first, and the order of recognition for the other member or members shall be duly observed.

No member shall, in debate, engage in any form of personal attack or questioning of motives, nor shall he otherwise seek to offend or insult another member, not shall he speak adversely of a prior action which is not pending. All remarks shall be addressed through the chair. Questions during debate may be raised through points of information. No member shall take any action intended to interrupt, hinder or confuse the proceedings of the board while it is in session.

Citizen speakers shall speak once to an issue and confine their remarks to the question before the board. They may, however, respond to questions of members of the board for as long as the chair permits. The board may determine a time limit on citizen speakers, individually or collectively, for any item of business. Citizen speakers should avoid repetition insofar as possible. (Ord. of 1-5-88, § 5)

IN RE: ADJOURNMENT

On motion of Mr. Vandall, seconded by Mr. Kidd and with the following vote, the Board of Supervisors moved to adjourn to Thursday, February 25, 2010 at 1:00 p.m. in the Administration Building, 153 Washington Street.

AYE: Mr. C. Adams, Mr. D. Kidd, Mr. R. Vandall, Mr. R. Campbell and Ms. C. Tucker

NAY: None