



BOOK 37
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**AMHERST COUNTY
BOARD OF SUPERVISORS**

Board of Supervisors

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

MINUTES

May 4, 2021
Administration Building - 153 Washington Street -
Public Meeting Room
Amherst, Virginia 24521
Meeting Convened - 3:00 PM

County Administrator
Dean C. Rodgers

County Attorney
Mark Popovich

I. Call to Order

At a regular meeting of the Amherst County Board of Supervisors held on May 4, 2021 at 3:00 p.m., the following members were present:

BOARD OF SUPERVISORS:

Jennifer R. Moore, Chair
David W. Pugh, Jr., Vice-Chair
Tom Martin, Supervisor
L. J. Ayers III, Supervisor
Claudia D. Tucker, Supervisor

ABSENT: None

STAFF:

Dean C. Rodgers, County Administrator
David R. Proffitt, Deputy County Administrator
Mark Popovich, County Attorney
Regina M. Rice, Clerk

Chair Moore called the meeting to order at 3:00 p.m.

Chair Moore stated that the Board meetings are now being streamed live on Facebook and on YouTube.

II. Approval of Agenda

By motion of Supervisor Tucker and with the following vote, the Board approved the agenda for April 20, 2021.

AYE: Ms. Moore, Mr. Pugh, Mr. Martin, Mr. Ayers and Mrs. Tucker

NAY: None

ABSENT: None

III. Invocation and Pledge of Allegiance

Supervisor Ayers led the Invocation and Pledge of Allegiance.

Supervisor Tucker asked for the Board to allow candidate Mark Reed who was campaigning today in Amherst to address the Board.

Mr. Mark Reed introduced himself and gave a brief statement.

IV. Public Hearing

A. School Board Budget Correction

Finance Director Stacey McBride informed the Board it is necessary to hold another public hearing to adopt the school budget.

Mrs. McBride explained that when she advertised the County budget, she inadvertently left out the School Nutrition portion and the budget is now approximately \$2.7M higher than what was previously advertised. She said a resolution to adopt the School Budget will be presented to the Board on May 18, 2021.

The Public Hearing was opened.

Proponents: None

Opponents: None

The Public Hearing was closed.

By motion of Vice-Chair Pugh and with the following vote, the Board approved for consideration the School FY 2022 budget for adoption on May 18, 2021.

AYE: Ms. Moore, Mr. Pugh, Mr. Martin, Mr. Ayers and Mrs. Tucker

NAY: None

ABSENT: None

V. Citizen Comment

There was no public comment.

VI. Ordinance - First Read

- A. Ordinance 2021-0004, amending §§ 302, 701, 707, 708, and enacting § 924 of Appendix A - Zoning and Subdivisions, of the Code of the County of Amherst, addressing Truck, Food, Trailer or Cart.

Community Development Director Jeremy Bryant presented the proposed ordinance that will regulate food trucks, eliminating the "stay in perpetuity" for those food trucks, and provide that food trucks do not remain on the property longer than a 72-hour consecutive duration.

Mr. Bryant advised there are several existing food trucks located in the County that are "grandfathered" in and can continue to stay as they are. He advised on April 15, 2021, the Planning Commission recommended approval of the proposed ordinance.

Mr. Bryant asked the Board to direct staff to hold a public hearing on Ordinance 2021-0004 on May 18, 2021.

By motion of Supervisor Tucker and with the following vote, the Board directed staff to advertise Ordinance #2021-0004 for a public hearing on May 18, 2021.

AYE: Ms. Moore, Mr. Pugh, Mr. Martin, Mr. Ayers and Mrs. Tucker

NAY: None

ABSENT: None

VII. Consent Agenda

By motion of Supervisor Ayers and with the following vote, the Board approved the Consent Agenda for May 4, 2021.

AYE: Ms. Moore, Mr. Pugh, Mr. Martin, Mr. Ayers and Mrs. Tucker

NAY: None

ABSENT: None

- A. Minutes - April 6, 2021

It was moved that the Board adopt the Minutes of April 6, 2021.

- B. ACSO Revenue Appropriation

It was moved that the Board approve the ACSO Revenue appropriation.

VIII. New Business

A. Performance Evaluation Software

Human Resource Director Linda Warner addressed the Board regarding the performance and evaluation software that will be used to evaluate the performance of County employees. Ms. Warner advised three vendors submitted proposals and TrakStar was chosen because of its user friendliness and features. She advised the contract has been reviewed by the IT Director and County Attorney.

Ms. Warner said this program will be used for all regular employees, however, there will be room to include the Library and expand to the Constitutional offices and the Service Authority.

Chair Moore asked if the goal would include merit pay. Ms. Warner replied yes and stated the program will be implemented in July for informal evaluations and regular evaluations in January.

Vice-Chair asked about the merit pay and if that information would be public knowledge. Ms. Warner said that information regarding annual salaries that are \$10,000 or more would be public knowledge but not the merit pay.

Note: This was presented for information only as the Board had previously voted and approved the purchase of the performance evaluation software.

IX. County Administrator's Report

County Administrator Rodgers provided a status report on current projects. He added that we are still waiting for General Services to declare the CVTC property surplus.

Vice-Chair Pugh asked for an update on the Camp Trapezium at the former Amherst Mill. Mr. Rodgers advised it is scheduled to open this summer.

A. FY2021 CAC-6 Use of County Equipment, Electronic Communications, Social Media and Telework

County Administrator Rodgers reported on several changes to HR Regulation Section 19 that addresses the use of county equipment, electronic communications, social media and telework.

Mr. Rodgers said the revisions include updating subsections dealing with the issuing of keys, uniforms, and county equipment; adding subsections regarding access to county email; adding subsections regarding use of personal mobile phones at work; adding a social media policy and a telework policy.

Vice-Chair Pugh asked what was the catalyst for these changes. Mr. Rodgers advised there was never anything written in the HR policy and this would create a new chapter.

Ms. Warner said the social media policy was requested by a department head regarding items posted on Facebook by an employee representing the County, and the telework policy was written because of the COVID impact.

Supervisor Martin asked for clarification of Section 19.2.12, specifically "other volunteer organizations directly affiliated with Amherst County government will be assigned a county email address to be used for legitimate County business purposes only". He was concerned that this statement included the volunteer fire departments.

Mr. Rodgers responded that did not include the volunteer fire departments, only Boards, Commissions and Committees appointed by the Board.

Supervisor Tucker also asked that language needed to be clarified.

Mr. Rodgers said that he would edit the language to clarify that volunteer fire departments are excluded.

By motion of Supervisor Martin and with the following vote, the Board accepted the County Administrator's initiated changes to HR Regulation Section 19 Use of County Equipment, Electronic Communications, Social Media and Telework and requested an edit to 19.2.12 to clarify "other volunteer organizations" as presented.

AYE: Ms. Moore, Mr. Pugh, Mr. Martin, Mr. Ayers and Mrs. Tucker

NAY: None

ABSENT: None

B. Project Status Report

County Administrator Rodgers provided a status report on current projects. He added that we are still waiting for General Services to declare the CVTC property surplus.

Vice-Chair Pugh asked for an update on the Camp Trapezium at the former Amherst Mill. Mr. Rodgers advised it is scheduled to open this summer.

X. County Attorney's Report

The County Attorney had no matter to discuss.

XI. Liaison and Committee Reports

A. Central Virginia Transportation Planning Organization Meeting, April 15, 2021

For information only.

B. Central Virginia Planning District Commission Meeting, April 15, 2021

For information only.

XII. Departmental Reports

A. Delinquent Taxes and Balances of Accounts/Investments

The Board is receiving a quarterly report on delinquent taxes and balances of accounts/investment balances from January 1 through March 31, 2021.

B. Budget Status Report as of March 31, 2021

The Board is receiving a quarterly report on revenues and expenses through March 31, 2021.

C. General Fund Availability Report

The Board is receiving a monthly report of the unobligated funds that are available as of March 31, 2021 in the amount of \$5,128,269.

XIII. Citizen Comment

There was no public comment.

XIV. Matters from Members of the Board of Supervisors

Supervisor Tucker discussed the School Board restrictions on spectators at baseball games; the 25 questions the Board would present to the School Superintendent and School Board Chair at the next Board meeting; and a commemorative resolution for "Snowball".

Supervisor Ayers had no matter to discuss.

Supervisor Martin had no matter to discuss.

Vice-Chair Pugh received numerous complaints on both the restriction of spectators and the equity issue.

Chair Moore nominated and the Board appointed Ms. Andrea Patillo to the District 5 seat of the Amherst County Redistricting Committee.

By motion of Chair Moore and with the following vote, the Board appointed Andrea Patillo to the District 5 seat of the Amherst County Redistricting Committee.

AYE: Ms. Moore, Mr. Pugh, Mr. Martin, Mr. Ayers and Mrs. Tucker

NAY: None

ABSENT: None

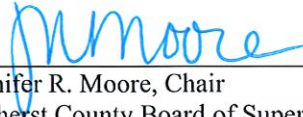
XV. Adjournment

By motion of Supervisor Martin and with the following vote, the Board adjourned at 3:37 p.m.

AYE: Ms. Moore, Mr. Pugh, Mr. Martin, Mr. Ayers and Mrs. Tucker

NAY: None

ABSENT: None



Jennifer R. Moore, Chair
Amherst County Board of Supervisors



Dean C. Rodgers, Clerk

