

BOOK 33**VIRGINIA:**

At a special meeting of the Board of Supervisors of Amherst County held at the Administration Building thereof on Wednesday, the 9th day of March, 2011 at 9:00 a.m. at which the following members were present and absent:

BOARD OF SUPERVISORS:

PRESENT:	Ms. C. Tucker	ABSENT:	Mr. R. Curd
	Mr. F. Campbell		
	Mr. D. Kidd		
	Ms. J. Roberson		

Ms. C. Tucker, Chair, called the meeting to order.

IN RE: APPROVAL OF AGENDA

On motion of Mr. Campbell with the following vote, the Board approved the agenda with changes:

**Amherst County Board of Supervisors
Special Meeting: Budget Workshop**

**Wednesday, March 9, 2011
9:00 a.m. to 1:00 p.m.**

**Board of Supervisors Meeting Room
Amherst County Administration Building
153 Washington Street
Amherst, Virginia 24521**

AGENDA

- I. Call to order
- II. Treasurer's Report
- III. Timeline for developing the County's FY2012 budget (detailed with dates and proposed agenda items)
- IV. FY2011 supplemental appropriation to Amherst County Public Safety
- V. Distribution and discussion of Budget Reports
- VI. Funding of special projects
- VII. Use of bond proceeds for building repairs and other expenses
- VIII. Announce next scheduled budget meeting
- IX. Adjourn

AYE: Ms. C. Tucker, Mr. F. Campbell, Mr. D. Kidd, Ms. J. Roberson

NAY: None

ABSENT: Mr. R. Curd

IN RE: TREASURER'S REPORT

Mr. C. Lintecum, County Administrator, informed the Board that the County's 2010 Audit has not been completed due to Treasurer's final Financial Report not being issued for use by the County Auditors.

Ms. Evelyn Martin, County Treasurer, informed the Board that the financial data needed by the auditors is now available. She stated that this is the first time to her knowledge that this data has not been submitted in a timely manner and the reason for the delay is short staffing in her office.

The Board questioned Ms. E. Martin regarding the status of financial reporting and reconciliation statements being compiled by her office. There was a discussion regarding additional personnel needed by the Treasurer's office. Ms. E. Martin stated that she has requested an additional staff person from the State Compensation Board but has not received a response.

Mr. C. Lintecum informed the Board that the County is the primary funding source for the Treasurer's Office personnel.

The Board asked Mr. C. Lintecum why a request would be sent to the Compensation Board if the positions are funded by the County. Mr. C. Lintecum explained that positions are approved by the Compensation Board which historically were paid by them, however, due to budget shortfalls in recent years it has been supplemented by the local government.

Ms. E. Martin stated that her department needs one full-time and one part-time employee to assure that reporting occurs in a timely manner. There was a discussion of sharing personnel between Central Accounting and the Treasurer's Office.

IN RE: TIMELINE IN DEVELOPING THE COUNTY'S FY 2012 BUDGET

Mr. C. Lintecum presented a proposed budget workshop timeline. There was a consensus to establish budget workshops for 9:00 a.m. on March 17th, March 22nd, March 31st and April 5th after the regular Board meeting with plans to schedule the Budget Public Hearing for 7:00 p.m. on April 26th.

Mr. G. Roakes, Director of Public Safety, had to leave the meeting temporarily and Ms. B. Campbell, Director of Accounting, met with the Board and presented preliminary 2011-2012 budget information.

Ms. B. Campbell informed the Board that Mr. Robert Huff, financial consultant, will provide his final opinion of revenue projection later in the week.

There was a Board discussion of county investment alternatives for reserve funds.

Ms. J. Roberson moved to direct Mr. C. Lintecum to investigate potential resources that can advise the Board on investment alternatives for County funds at either of the next two upcoming scheduled budget workshops.

AYE: Ms. C. Tucker, Mr. F. Campbell, Mr. D. Kidd, Ms. J. Roberson

NAY: None

ABSENT: Mr. R. Curd

Ms. B. Campbell presented current revenue projections on a line-by-line basis which generated Board discussions.

Ms. B. Campbell provided variables that are currently unknown with both state revenues and expenditures.

There was a discussion of anticipated local contributions for Department of Social Services.

There was a discussion of delinquent real estate taxes and directive to staff to determine current outstanding taxes due as well as possible funds due from escheat sales.

Mr. R. Curd arrived at the meeting.

Board recessed for a break.

Mr. G. Roakes, Public Safety Director met with Board and presented attached information concerning EMS staffing recommendations. **(ATTACHMENT A)**

There was a Board discussion.

Mr. C. Lintecum recommended adoption of option #2. The Board asked Mr. C. Lintecum for current General Fund Balance and other anticipated special appropriations. He reported that approximately the General Fund had an approximate balance of \$2.3 million and anticipated landfill costs of \$105,000 are expected.

Ms. C. Tucker moved adoption of option #2 as presented and to appropriate necessary funds in the amount of approximately \$15,000 from the General Fund at the time that staff is currently in place and expenditures are needed and to add \$89,000 (1 additional ALS AND 1 BLS) for the FY11 budget year..

AYE: Ms. C. Tucker, Mr. F. Campbell, Mr. D. Kidd, Ms. J. Roberson, Mr. R. Curd

NAY: None

Ms. B. Campbell again met with the Board and proceeded with discussions of proposed 2012 Budget Expenditures.

Ms. J. Roberson led discussion on a line-by-line basis for expenditures and summary reports.

Ms. B. Campbell was directed to compile background information that are drivers of proposed cost increases in various categories of expenses for use at the next budget work session. There was a discussion of details as to how this information would be provided.

There was a consensus to further discuss establishment of a definition for core services at a future workshop. Mr. C. Lintecum was directed to add special project costs, if any, to the proposed budget and a separate list of all proposed special projects. Mr. C. Lintecum was directed to identify mandated items within budget.

Ms. C. Tucker informed the Board about a complaint received from a business owner regarding a telephone conversation with Dan French and asked Mr. C. Lintecum to investigate.

Mr. Ernie Quill, former high school principal, addressed the Board and thanked them for the gift of a wrist watch for recognition of his retirement.

IN RE: ADJOURNMENT

On motion of Mr. D. Kidd seconded by Ms. J. Roberson, the Board of Supervisors adjourned.

AYE: Ms. C. Tucker, Mr. F. Campbell, Mr. D. Kidd, Ms. J. Roberson, Mr. R. Curd

NAY: None

Claudia D. Tucker, Chair
Amherst County Board of Supervisor

David Proffitt, Acting County Administrator