

BOOK 33**VIRGINIA:**

At an adjourned meeting of the Board of Supervisors of Amherst County held at the Administration Building thereof on Friday, the 15th day of April, 2011 at 9:00 p.m. at which the following members were present and absent:

BOARD OF SUPERVISORS:

PRESENT:	Ms. C. Tucker	ABSENT: None
	Mr. F. Campbell	
	Mr. R. Curd	
	Mr. D. Kidd	
	Ms. J. Roberson	

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

IN RE: APPROVAL OF AGENDA

Ms. Tucker asked for changes to the agenda.

Mr. Frank Campbell – Add Ms. Lynn Kidd, Wachovia Bank at the beginning

Ms. Juanita Roberson – Add Core Services before 10:00 a.m.

Mr. David Proffitt – Delete Bryan David, Region 2000.

On motion of Mr. Curd and with the following vote, the Board approved the agenda for April 15th with the changes presented.

AGENDA
FRIDAY, APRIL 15, 2011
ADMINISTRATION BUILDING – 153 WASHINGTON STREET
BOARD OF SUPERVISORS MEETING ROOM
9:00 A.M.

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| 9:00 | Call to Order |
| | Approval of Agenda |
| | Calendar of Events |
| | 1. Budget Publication |
| | 2. Public Hearing: Budget Advertisement |
| | 3. Budget Adoption |
| 9:15 | Budget Work Session: Unresolved Budget Amounts |
| | i. Potential Health Department increase \$7,877.00 |
| | ii. The ARC potential reduction (\$11,691.00) |
| | iii. Registrar Postal Account (013020 5201) \$8,400 |
| | iv. (Possible voter card mailings as result of redistricting) |
| | v. Electoral Board – potential increase of \$15,000 – account lines weren't specified. Increase contributed to primary to be held in August 2011 |
| | vi. LACIL – potential increase of \$10,000 isn't part of proposed budget. Ms. Ellis-Williams confirmed the request for \$1,250.00 |
| | vi. Janitorial Service Contract and newly created department carries a total budget request of \$206,058.00 – Decision on which alternative to undertake. |
| | vii. Discussion of GLTC ridership |
| 10:00 | Bryan David, Region 2000 |
| 10:10 | Nancy Cottingham, Executive Director, Central VA Community Services |
| 10:20 | Tourism Department |

10:30 Teresa Nuckols, Department of Public Works
11:15 Discussion of Brockman Park Agreements
11:30 Closed Session: § 2.2-3711 (A) (7) of the Code of Virginia, Legal Advice on County Bond Issue
12:00 Working Lunch: Process of Appointing Interim and Permanent County Administrator
12:45 Break
1:00 Closed Session: § 2.2-3711 (A) (1) of the Code of Virginia, Discussion of Appointment of Interim County Administrator

ADJOURN

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

NAY: None

ABSENT: None

IN RE: SAFETY DEPOSIT BOXES

Ms. Kidd with Wachovia Bank was present to have papers done for 2 safety deposit boxes at Wachovia, one for the Board of Supervisors and one for the Social Services Board.

Ms. Tucker made the comment that no one at Wachovia knew that the County was a customer.

Ms. Kidd asked that a letter be sent to her with the name and addresses of the Board of Supervisor members at 258 S. Main Street, Amherst, VA 24521.

IN RE: BUDGET WORKSHOP

Ms. Campbell presented the Board information on the advertising and public hearing date for the budget, advertise April 21st and 28th with the public hearing on May 3rd at 7:00 p.m. in the Board of Supervisors meeting room.

Ms. Campbell presented information on the following:

Health Department	+\$ 7,877.00	\$239,370.00
ARC	-\$11,691.00	\$ 1,450.00
Registrar	+\$ 8,400.00	Postage
(New line in Redistricting to cover this postage)		
Electoral Board	\$15,000.00	(For primary to be
Held in August – expenses will be sent to state for reimbursement)		
LACIL	+\$ 1,250.00	
Janitorial Service	+\$97,819.00	
(Board directed staff to issue a RFP for in house janitorial service.)		
GLTC	+\$57,492.00	
(Option 3: Monday-Saturday Service, 12.5 hours/day)		

Core Services

Ms. Roberson presented information on Core Services with the Board of Supervisors.

Region 2000 – Bryan David

Mr. David could not make the meeting and staff was instructed to have him attend the May 3rd Board meeting.

Central Virginia Community Services – Ms. Nancy Cottingham

Ms. Cottingham gave the Board information on Central Virginia Community Services. She informed the Board that they served 970 county residents. The budget request was for \$92,382.

Tourism Department

Ms. Campbell was directed to remove salary, fringe and telecommunication lines.

Department of Public Works – Teresa Nuckols

Option 2 – truck and driver with the cost of truck to come out of Solid Waste reserve.

Delete raises for convenience centers

Discussed Ordinance No. 2011-0005 – Lowering the number of pounds of household waste that may be deposited at the landfill exempt from a disposal fee, clarifying that the term “household waste” does not include building materials, and making technical corrections and additions to related provisions of law.

Brockman Park Agreements

There was discussion on Brockman Park Agreement.

IN RE: CLOSED SESSION

Ms. J. Roberson moved that the Amherst County Board of Supervisors convene in closed session pursuant to the exemption at §2.2-3711 (A)(7) of the Code of Virginia, to consult with the County Attorney regarding specific legal advice pertaining to issues surrounding County bond proceeds, which matters require the provision of legal advice by legal counsel..

This was seconded by Mr. D. Kidd and approved with the following vote:

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

NAY: None

ABSENT: None

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

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

NAY: None

ABSENT: None

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, Ms. J. Roberson moved that the Amherst County Board of Supervisors certify by a recorded vote that, to the best of each Board member's knowledge, only public business matters lawfully exempted from open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the closed session were heard, discussed, or considered in the closed session.

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.)

Ms. C. Tucker

AYE

Mr. F. Campbell	AYE
Mr. R. Curd	AYE
Mr. D. Kidd	AYE
Ms. J. Roberson	AYE

On motion of Ms. Tucker and with the following vote, the Board directed the County Attorney to seek outside counsel regarding the bond issue.

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

NAY: None

ABSENT: None

The Board took a short lunch break.

IN RE: PROCESS OF APPOINTING INTERIM AND PERMANENT COUNTY ADMINISTRATOR

The following outlines some issues the Board may wish to consider in structuring the processes to be used for appointing any interim or permanent County Administrator. As an initial matter, the Board needs to determine whether it wishes to hire an interim administrator prior to initiating the search for a permanent county administrator.

1. Does the Board want to formally advertise the position – i.e., via a newspaper ad – or does it prefer some more informal mechanism of communication? Or would the Board prefer to issue a solicitation to known candidates? A third option is to work through a consulting firm, such as Springsted.
 - a. Advertise for interim – newspaper and VACO and in mean time work up advertisement for County Administrator position.
2. How many candidates does the Board wish to consider?
3. How much in compensation and benefits is the Board willing to pay?
4. What is the desired timeline for retention of any interim administrator and subsequently a permanent administrator?
5. What are some of the key qualifications any candidate should have?
6. What is the scope and nature of the background investigation to which the Board wishes to have candidates made subject?
7. Does the Board want to request outside assistance with developing a formal process for the interview and selection of candidates?

IN RE: CLOSED SESSION

Mr. R. Curd moved that the Amherst County Board of Supervisors convene in closed session pursuant to the exemption at §2.2-3711 (A) (1) of the Code of Virginia, to discuss appointment of Interim County Administrator.

This was seconded by Ms. J. Roberson and approved with the following vote:

AYE: Mr. R. Curd, Mr. D. Kidd and Ms. J. Roberson

NAY: Ms. C. Tucker and Mr. F. Campbell

ABSENT: None

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

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

NAY: None

ABSENT: None

CERTIFICATION OF CLOSED MEETING

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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, Mr. R. Curd moved that the Amherst County Board of Supervisors certify by a recorded vote that, to the best of each Board member's knowledge, only public business matters lawfully exempted from open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the closed session were heard, discussed, or considered in the closed session.

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.)

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

IN RE: ADJOURNMENT

On motion of Mr. D. Kidd, seconded by Mr. F. Campbell and with the following vote, the Board moved to adjourn.

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

NAY: None

ABSENT: None

Claudia D. Tucker, Chair
Amherst County Board of Supervisors

David Proffitt, Assistant County Administrator