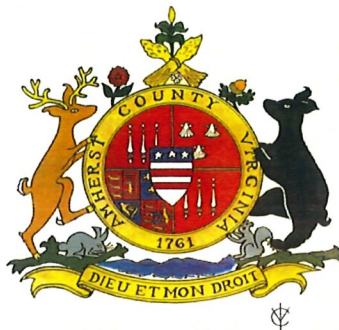


**Board of Supervisors**

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



**County Administrator**  
Dean C. Rodgers

**County Attorney**  
Michael W. S. Lockaby

**AMHERST COUNTY BOARD OF SUPERVISORS**

**MINUTES**

**AGENDA**

October 16, 2018  
Administration Building - 153 Washington Street - Public Meeting Room  
Amherst, Virginia 24521  
Meeting Convened - 7:00 p.m.

- I. Call to Order**
- II. Approval of Agenda**
- III. Invocation and Pledge of Allegiance**
- IV. Citizen Comment**
- V. Public Hearing**
  - A. Tiffany Alcock Special Exception
  - B. ACSA 2019 Water and Sewer Rates Adjustments
- VI. Consent Agenda**
  - A. Minutes – September 18, 2018
  - B. Sheriff's Office Appropriation
  - C. Appropriation Request – Public Safety
  - D. Expenditure Request – Public Safety
  - E. EDA HR Agreement
- VII. New Business**
  - A. Central Virginia Electric Cooperative (CVEC) Broadband Incentive
  - B. Transfer Request for Grants Fund
- VIII. County Administrator's Report**
  - A. Projects Status Report
- IX. County Attorney's Report**
- X. Liaison and Committee Reports**

A. Joint Schools – County Board Committee – Jennifer Moore

**XI. Departmental Reports**

A. Monthly Treasurer's Report for the month ending August 2018

**XII. Citizen Comment**

**XIII. Matters from Members of the Board of Supervisors**

**XIV. Closed Session**

A. A closed session, pursuant to Section 2.2-3711(A)(3) of the Code of Virginia, 1950, as amended, for the purpose of discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, specifically relating to the Winton Country Club property.

**XV. Adjournment**

**MINUTES**

At a Regular Meeting of the Amherst County Board of Supervisors and held at the Amherst County Administration building, Amherst, Virginia, thereof on Tuesday, the 16<sup>th</sup> day of October, 2018, at 7:00 p.m., the following members were present:

**BOARD OF SUPERVISORS:**

**PRESENT:** Claudia D. Tucker, Chair  
L. J. Ayers, III, Vice-Chair  
David W. Pugh, Jr., Supervisor  
Kenneth M. Campbell, Supervisor  
Jennifer R. Moore, Supervisor

**ABSENT:** None

**STAFF PRESENT:** County Administrator Dean C. Rodgers  
Deputy County Administrator David R. Proffitt  
County Attorney Michael W. S. Lockaby  
EA Clerk to Board Regina M. Rice

**OTHERS PRESENT:** Planning/Zoning Director Jeremy Bryant  
ACSA Director Robert Hopkins  
EDA Director Victoria Hanson  
Finance Director Stacey Wilkes

**I. Call to Order**

Chair Tucker called the meeting to order at 7:00 p.m.

**II. Approval of Agenda**

By motion of Vice-Chair Ayers and with the following vote, the Board approved the Agenda for October 16, 2018.

**AYE:** Mrs. Tucker, Mr. Ayers, Mr. Pugh, Mr. Campbell, and Ms. Moore  
**NAY:** None  
**ABSENT:** None

**III. Invocation and Pledge of Allegiance**

Vice-Chair Ayers led the Invocation and Pledge of Allegiance.

**IV. Citizen Comment**

Ms. Kara Jones of Madison Heights, Virginia, addressed the Board regarding excessive trash along the roadways in the County. She said she frequently picks up trash along Odens Bow Drive and Wildwood Drive.

Ms. Jones asked for the Board's assistance to address the trash problem. Chair Tucker asked Ms. Jones to contact the County Administrator.

The citizen comment session was closed.

**V. Public Hearing**

**A. Tiffany Alcock Special Exception**

Planning/Zoning Director Bryant reported on a special exception request submitted by Tiffany Alcock for a bed and breakfast and a venue for weddings and special events. Ms. Alcock's property is located at 2816 Lowesville Road, and identified as tax map number 29-A-14.

Mr. Bryant explained that bed and breakfast businesses are a permitted use in an Agricultural District, however, this property is zoned Village District and does require a special exception.

On September 20, 2018 the Planning Commission recommended approval of the special exception with six conditions:

1. Transportation: Prior to the issuance of a zoning permit, the applicant shall contact the Virginia Department of Transportation to determine if the existing entrances are safe and adequate.
2. Drainfield: Prior to the issuance of a zoning permit, the applicant shall contact the Virginia Department of Health to determine if the drainfield is adequate for the proposed combined uses.
3. Lighting: All outdoor lighting will be glare-shielded and directed so as to prevent illumination across the property line.
4. Parking: A parking attendant shall be directing traffic with events greater than seventy-five (75) guests.
5. Noise: All noise shall be in compliance with Chapter 10, Article II of the noise ordinance.
6. Building: The structure shall meet the Virginia Statewide Building Code or any other applicable regulations as approved by the Building Official.

The Public Hearing was opened.

Proponents – none

Opponents – none

The Public Hearing was closed.

By motion of Chair Tucker and with the following vote, the Board approved special exception 2018-274 with the conditions recommended by the Planning Commission.

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

NAY: None

ABSENT        None

B. ACSA 2019 Water and Sewer Rates Adjustments

By motion of Chair Tucker and with the following vote, the Board of Directors called the Amherst County Service Authority Board to order.

AYE:            Mrs. Tucker, Mr. Ayers, Mr. Pugh, Mr. Campbell, and Ms. Moore  
NAY:            None  
ABSENT        None

ACSA Director Bob Hopkins reported that in September the financial consultant provided a cash Pro-forma update and recommended certain rate increases for water and sewer. If adopted, a resolution, proposed rate schedule and proposed ordinance will incorporate those rate suggestions into ACSA policies and into the County code.

The Joint Public Hearing was opened.

Proponents: none  
Opponents – none

The Joint Public Hearing was closed.

By motion of Vice-Chair Ayers and with the following vote, the ACSA Board of Directors adopted Service Authority Resolution 2018-A-0003-R and ACSA Rate Schedule Effective January 1, 2019.

AYE:            Mrs. Tucker, Mr. Ayers, Mr. Pugh, Mr. Campbell and Ms. Moore  
NAY:            None  
ABSENT:        None

The ACSA Board of Directors adjourned.

The Board of Supervisors then voted to adopt Ordinance 2018-0004, which increases water and sewer service charges and fees effective January 1, 2019.

By motion of Supervisor Pugh and with the following vote, the Board of Supervisors adopted County Ordinance 2018-0004.

AYE:            Mrs. Tucker, Mr. Ayers, Mr. Pugh, Mr. Campbell and Ms. Moore  
NAY:            None  
ABSENT:        None

**VI.    Consent Agenda**

- A. Minutes – September 18, 2018
- B. Sheriff's Office Appropriation
- C. Appropriation Request – Public Safety
- D. Expenditure Request – Public Safety
- E. EDA HR Agreement

By motion of Vice-Chair Ayers and with the following vote, the Board approved the Consent Agenda for October 16, 2018.

AYE:            Mrs. Tucker, Mr. Ayers, Mr. Pugh, Mr. Campbell, and Ms. Moore  
NAY:            None  
ABSENT        None

**VII. New Business**

A. Central Virginia Electric Cooperative (CVEC) Broadband Incentive

EDA Director Victoria Hanson reported the EDA has approved the CVEC Broadband Incentive agreement pending approval by the Board of Supervisors.

By motion Supervisor Campbell and with the following vote, the Board approved the proposed incentive for the CVEC broadband project as presented.

AYE: Mrs. Tucker, Mr. Ayers, Mr. Pugh, Mr. Campbell and Ms. Moore  
NAY: None  
ABSENT: None

B. Transfer Request for Grant Fund

Finance Director Stacey Wilkes reported while working with the current fiscal year, she discovered that the Grant fund would require a transfer of \$296,334 from the unobligated General fund to bring it into balance.

Since 2007, Ms. Wilkes said she found some grants that had funds, however, the local match that paid for those expenses was never recorded into the Grant fund. In order to correct the error, it would be necessary to appropriate \$296,334 from the unobligated General fund and move that money to the specified account. Those corrections have been coordinated with the auditors, and the transfer will reduce the General fund unobligated balance.

Supervisor Pugh said this is an example of unforeseen items that come up during the year where money has to be taken from the unobligated general fund, and stressed the importance of being more conservative.

By motion of Chair Tucker, the Board vote to appropriate \$296,934 from the unobligated general fund to make the accounting corrections requested.

AYE: Mrs. Tucker, Mr. Ayers, Mr. Pugh, Mr. Campbell and Ms. Moore  
NAY: None  
ABSENT: None

These minutes note the correction as \$296,934 and not \$26,934 as typed in the recommended motion.

**VIII. County Administrator's Report**

A. Projects Status Report

County Administrator Rodgers reported on the following:

- ADRG – the new Chair is Reverend David Garrison of Northminster Church
- Dodds Ford Convenience Center – will advertise for bids on October 21
- Business Friendliness Initiatives – initiatives will be brought to the Board one at a time as they come out of the Planning Commission
- A Joint meeting with the Board of Supervisors and EDA Board is scheduled for November 27 at 7:00 p.m., to meet with the EDA's tax consultant
- Community Development has set a stake-holder meeting on October 19 at 10:00 a.m.

Supervisor Pugh asked if Amherst County qualified for FEMA assistance regarding the April 2018 tornado. Mr. Rodgers replied that Virginia did not qualify for any assistance.

**IX. County Attorney's Report**

**X. Liaison and Committee Reports**

A. Joint Schools – County Board Committee – Jennifer Moore

Chair Tucker advised that Ms. Moore was selected as Chair of the Joint Committee.

Ms. Moore reported the committee met on October 8 and discussed four topics: 1) capital improvement for the schools, 2) school resource officers, 3) revenue stream and 4) public relations. A brainstorming session was conducted on how to work closer together. The Joint Committee will continue to meet quarterly.

**XI. Departmental Reports**

A. Monthly Treasurer's Report for the month ending August 2018

For Board information only.

**XII. Citizen Comment**

There was no public comment.

**XIII. Matters from Members of the Board of Supervisors**

Supervisor Moore had no matter to discuss.

Supervisor Campbell had no matter to discuss.

Supervisor Pugh had no matter to discuss.

Vice-Chair Ayers had no matter to discuss.

Chair Tucker had no matter to discuss.

**XIV. Closed Session**

A. A closed session, pursuant to Section 2.2-3711(A)(3) of the Code of Virginia, 1950, as amended, for the purpose of discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, specifically relating to the Winton Country Club property.

Supervisor Moore moved that the Amherst County Board of Supervisors convene in closed session pursuant to Section 2.2-3711(A)(3) of the Code of Virginia, 1950, as amended, for the purpose of discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, specifically relating to the Winton Country Club property.

AYE:	Mrs. Tucker, Mr. Ayers, Mr. Pugh, Mr. Campbell and Ms. Moore
NAY:	None
ABSENT:	None
ABSTAIN:	None

The record reflected that Vice-Chair Ayers recused himself from the Closed Session Item A.

relating to the Winton Country Club property.

Supervisor Moore motioned to come out of closed session and was approved with the following vote:

AYE:	Mrs. Tucker, Mr. Pugh, Mr. Campbell and Ms. Moore
NAY:	None
ABSENT:	Mr. Ayers
ABSTAIN:	None

**CERTIFICATION OF CLOSED MEETING**

Supervisor Moore 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 the 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.

Mrs. Tucker	AYE
Mr. Ayers	ABSENT
Mr. Pugh	AYE
Mr. Campbell	AYE
Ms. Moore	AYE

By motion of Chair Tucker and with the following vote, the Board authorized the County Administrator to sign the appropriate documentation between the Board of Supervisors and a development agreement with Waukeshaw Development for the Winton Farm property.

AYE:	Mrs. Tucker, Mr. Pugh, Mr. Campbell and Ms. Moore
NAY:	None
ABSENT:	Mr. Ayers
ABSTAIN:	None

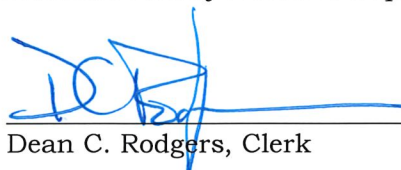
**XV. Adjournment**

By motion of Supervisor Pugh and with the following vote, the Board adjourned at 8:08 p.m.

AYE:	Mrs. Tucker, Mr. Pugh, Mr. Campbell, and Ms. Moore
NAY:	None
ABSENT:	Mr. Ayers
ABSTAIN:	None



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Claudia D. Tucker, Chair  
Amherst County Board of Supervisors



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Dean C. Rodgers, Clerk