

**AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY VIRGINIA, HELD IN THE COUNTY ADMINISTRATION BUILDING, 150 SOUTH MAIN STREET LEXINGTON, VIRGINIA ON MONDAY JULY 12, 2010 AT 9:00 A.M.**

**PRESENT:** CHAIRMAN A.W. LEWIS, JR.  
**MEMBERS:** C.R. COMSTOCK, R.S. FORD, M.R. SMITH, R.H. RIEGEL  
**CLERK OF BOARD:** CLAIRE A. COLLINS  
**FISCAL DIRECTOR:** ROBERT E. CLAYTOR  
**COUNTY ATTORNEY:** VICKIE L. HUFFMAN  
**STAFF:** PENNI MCMICHAEL

**Call to Order**

Chairman Lewis called the meeting to order and led in the Pledge of Allegiance.

**Item(s) to be Added to Agenda**

Supervisor Riegel added a brief discussion of the recommendations from the Natural Bridge Steering Committee.

**Citizens' Comments**

Chairman Lewis called for public comment but none was offered.

**Burn Ban Resolution**

Supervisor Comstock moved adoption of the Resolution for County Wide Burn Ban and Supervisor Riegel provided the second. There was some discussion whether the recent rainfall the County received would have any bearing on the need for a burn ban. It was noted the rainfall was not significant enough to stop the ban. The motion carried by unanimous vote.

**(INSERT RESOLUTION FOR COUNTY WIDE BURN BAN)**

(Resolution is on file in the Clerk of the Board's Office)

**AYES:** Comstock, Riegel, Smith, Ford, Lewis

**NAYES:** None

**ABSENT:** None

**Rockbridge Regional Sustainability Management Team Report**

Ms. Collins reported the Management Team held a meeting on July 6, 2010. Team members discussed priorities to establish a work program for the building to be leased. Ms. Collins briefly highlighted the actions the team recommended. It was clarified that any action taken would have to be approved by the Board prior to enactment.

**Introduction of Virginia Cooperative Extension Unit Coordinator**

Ms. Helen Leslie, Virginia Cooperative Extension Unit Administrative Assistant, introduced Mr. Tom Stanley, Extension Agent to the Board. Mr. Stanley replaces Mr. Jon Repair who recently retired. Mr. Stanley noted he has lived here since 1999 and

his office was headquartered in Augusta County for 14 years. With the recent downsizing of the number of agents, Mr. Stanley will continue to work the Rockingham, Highland and Bath areas but his first point of contact will be Rockbridge County. Chairman Lewis noted Mr. Stanley served on the Agricultural Center Committee and expressed his hope that Mr. Stanley will continue in that capacity. At the request of Supervisor Ford, Mr. Stanley described that his specialty is farm business management and pinpointed the aspects of such in which he would focus.

### **Drought Declaration**

After discussion of the highest value crop in Rockbridge County that was most sensitive to drought, Supervisor Smith moved to adopt a Resolution (similar to those used in the past) to be drafted by staff in which firm detailed yield data can be incorporated in the body of the document. Supervisor Ford provided the second and the motion carried by unanimous vote.

**AYES:** Smith, Ford, Comstock, Riegel, Lewis

**NAYES:** None

**ABSENT:** None

### **Solid Waste Authority Meeting**

The meeting convened at approximately 9:30 a.m.

#### **Short Haul Contract**

Ms. Huffman explained the proposed Resolution and Contract in its current form and noted that since the documents were sent to legal counsel for RRR principal, no feedback has been received (Mr. Paul Palma has been out of town). She added if the Authority wished to take action, she would review the document to see if substantial changes had been made; therefore requiring further action from the Authority. The Authority discussed at length components of the contract. Supervisor Ford sought and received assurance from staff that the proposed contract would suit for hauling from collection centers to Augusta. Although he noted that he was not 100% satisfied with the contract in its current form, Supervisor Comstock moved to adopt the Resolution to approve hauling services contract between Rockbridge County Solid Waste Authority and Rockbridge Resource Recovery dated as of August 20, 2010 for transportation of County solid waste and recyclables and to authorize assignment of contract to the County of Rockbridge. Supervisor Riegel provided the second and the motion carried by a 3-2 vote.

**(INSERT RESOLUTION – HAULING CONTRACT)**

(Resolution is on file in the Clerk of the Board's Office)

**AYES:** Comstock, Riegel, Lewis

**NAYES:** Smith, Ford

**ABSENT:** None

**Update on Pre-Proposal Meeting held on July 7<sup>th</sup>**

Ms. Collins reported on the meeting and reminded the Authority the proposals are due by 2:00 p.m. on July 20<sup>th</sup>. Seven firms attended the pre-proposal meeting. Chairman Lewis delivered a statement of opposition to the current direction the County is going. He opined the reissuance of the RFP is wasting staff time and taxpayer dollars. Chairman Lewis stated his objection to the study of an alternative trash transfer station at the landfill since the County has been in considerable negotiations with RRR. Supervisor Ford responded the Authority is looking at other options because it still has time to do so. A discussion ensued about regional cooperation. Supervisor Ford stressed the need for enabling legislation to assist in regional cooperation.

### **Reconvene Board of Supervisors Meeting**

The Solid Waste Authority meeting was adjourned at 10:21 a.m. and the Board of Supervisors' meeting reconvened immediately following.

### **Resolution to Authorize Acceptance of Assignment of Hauling Service Contract**

Supervisor Riegel moved adoption of the proposed Resolution to Authorize Acceptance of Assignment of Hauling Services Contract and Supervisor Comstock provided the second. The motion carried by a 4-1 vote.

**(INSERT RESOLUTION – RESOLUTION TO AUTHORIZE ACCEPTANCE OF ASSIGNMENT OF HAULING SERVICES CONTRACT)**

(Resolution is on file in the Clerk of the Board's Office)

**AYES:** Riegel, Comstock, Ford, Lewis

**NAYES:** Smith

**ABSENT:** None

### **Z&T Sales Performance Agreement**

Chairman Lewis noted the figures in the current draft agreement were dramatically different from the original draft agreement and Ms. Collins explained the reasons for such. It was noted the County Industrial Development Authority has not met on this item but that staff wanted Board feedback on the proposed agreement in order to make their concerns/questions known to the IDA prior to its meeting. After much discussion, Supervisor Comstock suggested the Board submit to staff in writing their questions/comments prior to the County IDA meeting.

### **Designation of EMS Revenue Recovery Proposals Review and Recommendation Committee**

Ms. Collins stated the County solicited proposals for emergency medical services billing and collection services and from the solicitation received seven proposals. A proposal review and recommendation committee needs to be established to meet to review the proposals, interview proposers and make a recommendation to the Board for consideration of top proposer(s) to negotiate with for award of contract. The action requested was for the Board to designate the committee to consist of a member of the Board of Supervisors, the County Administrator, Director of Fiscal Services, Emergency Services Coordinator, Executive Director of the Central Shenandoah EMS Council, a representative from RERG, a representative from RCFA and a citizen representative

from the Regional Fire and Rescue Committee. It was requested the Board appoint a member of the board to serve on the committee and endorse creation/designation of such. Supervisor Riegel moved to create the review committee and appoint Supervisor Ford to this committee. Supervisor Smith provided the second and the motion carried by unanimous vote.

**AYES:** Riegel, Smith, Comstock, Ford, Lewis

**NAYES:** None

**ABSENT:** None

### **Status of Personnel Policy Manual Update**

Chairman Lewis voiced having issue with “excessive holidays” and would like Board consideration on the holiday schedule. Supervisor Comstock asked that staff provide to the Board the policy portions of the manual only where the Board has discretion.

### **Discussion of Transcription of Board Meeting Minutes**

Ms. Collins started the discussion by reminding the Board it held sixteen meetings during the budget process from March through May and that Ms. McMichael worked from home on the Tuesdays after a Board meeting to try to catch up on the transcriptions. In order for the Board to have a thorough draft of the minutes, uninterrupted time outside of the office was more efficient for Ms. Michael to complete the work. Ms. Collins added the loss of a receptionist has caused more work for the office because the roll over calls on the phone system now rings in the County Administrator’s office. Chairman Lewis suggested hiring a transcriptionist taking this task out of the office so more time can be devoted to administrative duties. Supervisors Riegel and Ford voiced their support of staff trying to find a way to get the minutes done prior to the next Board meeting. Ms. Huffman stated Ms. Penny Patterson has expressed her willingness to take over the transcriptions if the Board so desires. Staff will research for services and advise the Board.

### **Treasurer’s Report**

Ms. Carol Hines, County Treasurer, reported a great job had been done by her office on collections. Activities for the month in the Treasurer’s office were 1) completing close out for FY09/10 in working with auditors, 2) preparing for State auditor visits, and 3) normal office collections. Ms. Hines added that based on feedback from Mr. David Whitesell, Commissioner of the Revenue, localities that have eliminated decals do not desire to reinstate them. She also added her office is working toward Department of Motor Vehicle stops.

### **Financial Report**

Mr. Claytor presented the financial report and fielded questions the Board had concerning the bills. Supervisor Ford moved adoption of the County Appropriations Resolution and authorization of payment of bills. Supervisor Smith provided the second and the motion carried by unanimous roll call vote.

**AYES:** Ford, Smith, Comstock, Riegel, Lewis

**NAYES:** None

**ABSENT:** None

(Insert Appropriation Resolution)

(Resolution is on file in the Clerk of the Board's Office)

### **Approval of Minutes**

Supervisor Riegel moved to approve the minutes of the May 24<sup>th</sup> meeting with minor corrections and Supervisor Ford provided the second. The motion carried by unanimous vote.

**AYES:** Riegel, Ford, Comstock, Smith, Lewis

**NAYES:** None

**ABSENT:** None

### **Natural Bridge Gym Steering Committee Report**

Supervisor Riegel listed the recommendations from the Committee for the two-year period start date on June 1, 2010 and to pay a cost share of utilities on a monthly basis. He requested feedback from the Board. Supervisor Comstock moved to designate January 1, 2010 as the two year start date for the Committee to ascertain whether the gym can be sustainable and Supervisor Smith provided the second. The motion carried by unanimous vote.

**AYES:** Comstock, Smith, Ford, Riegel, Lewis

**NAYES:** None

**ABSENT:** None

Supervisor Comstock moved to establish a budget plan for the gym utilities set at \$300.00 per month beginning June 1, 2010 for one year. At the end of the year, the Board will review the plan to determine if adjustments need to be made. Supervisor Ford provided the second and the motion carried by unanimous vote.

**AYES:** Comstock, Ford, Smith, Riegel, Lewis

**NAYES:** None

**ABSENT:** None

### **Appointment to Zoning Board of Appeals**

Supervisor Ford moved to recommend to the Circuit Court reappointment of Lynn Wells and Supervisor Smith provided the second. The motion carried by unanimous vote.

**AYES:** Ford, Smith, Comstock, Riegel, Lewis

**NAYES:** None

**ABSENT:** None

### **Employee Recognition**

Chairman Lewis congratulated Mr. Kenny Wilson, County Senior Building Inspector, on being the 47<sup>th</sup> person from the Commonwealth of Virginia, and one of only 300 persons nationally, to achieve the ultimate level of National Certification, Master Code Professional. He also wished Mr. Wilson continued success.

**Adjourn**

The meeting was adjourned at 12:00 p.m.