

AT A REGULAR MEETING OF THE ROCKBRIDGE COUNTY BOARD OF SUPERVISORS
HELD IN THE ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICE BUILDING
AT 150 SOUTH MAIN STREET, LEXINGTON, VIRGINIA
ON MONDAY, JUNE 11, 2018 AT 5:30 P.M.

BOARD MEMBERS PRESENT: JOHN M. HIGGINS (VICE-CHAIRMAN)
RONNIE R. CAMPBELL
DANIEL E. LYONS
A.J. "JAY" LEWIS, II.

BOARD MEMBERS ABSENT: DAVID W. HINTY, JR. (CHAIRMAN)
COUNTY ADMINISTRATOR
AND CLERK TO THE BOARD: SPENCER H. SUTER

COUNTY ATTORNEY: VICKIE L. HUFFMAN

CALLED TO ORDER:

Vice Chairman Higgins called the meeting to order at 5:30 p.m. He stated that Supervisor Campbell would deliver the invocation for anyone who wished to participate.

Prayer and Pledge:

Per request, Supervisor Campbell delivered the invocation and led in the Pledge of Allegiance.

Recognitions and Presentations:

There were no items on the Agenda; however, County Administrator Spencer Suter advised that staff was bringing forth a Resolution of Appreciation for Planning Commissioner David Winston on the June 25th Agenda.

Vice Chairman Higgins advised that the Board received a Thank You card from former Administrative Staff Specialist for the Rockbridge Regional Jail, Jennie Gaines. Supervisor Higgins read aloud the card of thanks in which Ms. Gaines shared her appreciation to the Board for presenting her with a Resolution of Appreciation during the May 29th meeting.

Citizens Comments:

Susan Wood of Glasgow shared her concern about the infestation of mosquitos at her residence. She asked the Board to consider working together with the Town to hire someone certified to spray or distribute tablets in the standing waters throughout the Town. She further shared her concern about children being bitten if trying to play outside.

Supervisor Higgins asked the County Administrator to alert the Town's government officials of this concern and request.

Mr. Suter noted that, in order to spray or distribute tablets, the individual must be certified in pesticide application. He further noted that, based on information from the pesticide company, in order to make spraying effective, you must spray every day.

Linda Riley of the Kerrs Creek Magisterial District shared her concern about the way she and her family had been treated when visiting her son at the Regional Jail. She stated that staff treated her in a very disrespectful manner and that she witnessed them mistreating other visitors as well. She asked the Board to look into what authority the Supervisors have over the Jail to take care of her concerns.

Mr. Suter advised Ms. Riley of the ability to take her concerns before the Regional Jail Board. He advised that he would speak with the Jail Superintendent regarding her concerns.

Items to be added to the Agenda:

Supervisor Campbell asked to add two information items at the end of the meeting. Those two items were the Shell Rotella SuperRigs Truck Show and the Shenandoah Classic Horse Show.

Approval of the May 29, 2018 Minutes:

Supervisor Lyons moved to approve the May 29, 2018 minutes. Supervisor Campbell provided the second, and the motion carried by the following roll call vote:

AYES: Lyons, Campbell, Lewis, Higgins
NAYES: None
ABSENT: Hinty
ABSTAIN: None

Approval of the County's Appropriation Resolution and Payment of Bills:

Finance Director Steven Bolster reviewed his memorandum:

"Section I - Commissioner of the Revenue

Activities for Month:

1. Completed first-half Real Estate tax season.
2. Working monthly DMV report.
3. Preparing supplement tax book for 2017 Personal Property.
4. Preparing 2018 Personal Property tax book.
5. Auditing business license files to ensure renewals were completed for year and preparing summons.
6. Auditing Schedule C (Federal small business form).

Section II - Treasurer

Activities for Month:

1. First-half Real Estate tax bills due June 5, 2018 - collections going well.
2. External auditors in the office for one week during June
3. Will be sending delinquent Real Estate letters after the bulk of mail is received and processed for the June 5th Real Estate tax deadline.
4. Debt Set-off collections continue - \$15,205.91 associated with 128 filings.

Section III - Director of Fiscal Services

Information Items:

1. GFOA recognition for FY 2017 CAFR submission
2. Procurement update.
3. FY 2018 financial update."

Mr. Bolster recognized several departments for its efforts in assisting with the CAFR submission, resulting in a Certificate of Achievement for Excellence in Financial Reporting award by the GFOA for the fourth year in a row.

Supervisor Higgins suggested the Board send a letter to those departments thanking them for this achievement.

Mr. Bolster then presented the County's Appropriation Resolution shown below, noting that a majority of the line items have source funding.

Supervisor Lyons moved to approve the County's Appropriation Resolution. Supervisor Lewis provided the second, and the motion carried by the following roll call vote:

AYES: Lyons, Lewis, Campbell, Higgins
NAYES: None
ABSENT: Hinty
ABSTAIN: None

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY,
VIRGINIA, HELD AT THE COUNTY ADMINISTRATIVE BUILDING,
150 SOUTH MAIN STREET, LEXINGTON, VIRGINIA,
ON MONDAY, JUNE 11, 2018 AT 5:30 P.M.

On motion by Supervisor Lyons, seconded by Supervisor Lewis, the Board, by record vote, adopted the following appropriation resolution and payment of bills for the month as follows:

APPROPRIATION RESOLUTION

GENERAL FUND:

BE IT RESOLVED: By the Board of Supervisors of Rockbridge County, Virginia, that the following appropriations are, and the same hereby is made, for the period ending **June 30, 2018**, from the UNAPPROPRIATED SURPLUS of the **GENERAL FUND** and expended as follows:

4-11-12130-1001	Treasurer-Salary.....	\$6,950.00
4-11-12130-1002	Treasurer-Deputies.....	\$5,330.00
4-11-22010-1002	Asst Commonwealth's Attorney.....	\$11,326.00
4-11-31020-1009	Overtime-Traffic Enforcement.....	\$12,000.00
4-11-31020-6414	Repairs, Tires, & Parts.....	\$14,827.00
4-11-44010-1123	Full-time Wages.....	\$35,914.00
4-11-44010-2001	FICA.....	\$1,292.00
4-11-81080-1123	Full-time Wages.....	\$22,000.00
4-11-81080-2001	FICA.....	\$1,642.00
4-11-81080-2002	Retirement.....	\$1,358.00
4-11-81090-5626	Contr-VHCF CornerStone Debt.....	<u>\$191,224.00</u>
Total General Fund Appropriations		\$303,863.00

Current County

11 - General Fund	\$1,108,614.66
94 - Central Stores	\$7,711.67
372 - Construction Project Fund	\$6,544.12
376 - Capital Purchases Fund	<u>\$38,506.06</u>
Total County Bills	\$1,161,376.51

Current Fiscal Agent

80 - Regional Jail	\$153,365.60
241 - E-Summons Fees	<u>\$7,417.69</u>
Total Fiscal Agent	\$160,783.29

TOTAL ALL BILLS **\$1,322,159.80**

Supervisor Lewis asked to discuss a budgetary item for the upcoming budget season. He asked the Board to consider providing assistance to the School Board in the future, for security at the schools.

Mr. Bolster explained the upcoming budget season will begin in August.

Mr. Suter recommended that the Schools Executive Committee look into this beforehand.

Supervisor Higgins suggested that the Finance Committee look at this request after the Schools Executive Committee.

Consideration to Renew AMT (A. Morton Thomas & Associates, Inc.) Contract for E&S Services:

Mr. Suter briefly reviewed the Agenda Item:

"As you may recall, the County maintains its own, state mandated Erosion and Sediment Control / Storm Water Management program, administered under the Building Department. While our ESC/Storm Water Administrator Jonathan Griffin handles minor plan reviews and inspections, major plan reviews are contracted out to a 3rd party, external firm. In June, 2016, after a competitive procurement process, the County retained A. Morton Thomas and Associates (AMT) for these services. The first, two-year term of the contract is set to expire on June 30th.

The contract allows for an additional two-year extension, from July 1, 2018 to June 30, 2020. Staff has been very satisfied with AMT's performance during the first term of the contract and recommends a two-year extension.

Copies of the original contract, proposed extension agreement and authorizing resolution are attached for your review."

He added that, should the board agree to an extension, it could do so by adopting the attached resolution.

Supervisor Higgins asked County Attorney Vickie Huffman if she had reviewed with the contract extension document.

Ms. Huffman affirmed.

Supervisor Lewis indicated he had heard nothing but good things about the contractor.

Supervisor Lewis moved to adopt the resolution extending the contract with A. Morton Thomas and Associates. Supervisor Campbell provided the second, and the motion carried by the following roll call vote:

AYES: Lewis, Campbell, Lyons, Higgins

NAYES: None

ABSENT: Hinty

ABSTAIN: None

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY,
VIRGINIA, HELD AT THE ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICES ON
MONDAY, JUNE 11, 2018

RESOLUTION TO AUTHORIZE AND APPROVE TWO YEAR EXTENSION OF A PROFESSIONAL SERVICES CONTRACT WITH A. MORTON THOMAS AND ASSOCIATES, INC., FOR REVIEW OF EROSION AND SEDIMENT CONTRAL PLANS AND STORMWATER MANAGEMENT PLANS

WHEREAS, on June 27, 2016, the Board adopted a Resolution to approve a Professional

Services Contract, dated July 1, 2016, between the County of Rockbridge and A. Morton Thomas and Associates, Inc. (AMT), with the contract price being in accordance with the AMT fee schedule incorporated therein, for review of Erosion & Sediment Control and Stormwater Management plans; and,

WHEREAS, the current contract will expire on June 30, 2018; and,

WHEREAS, staff has recommended a two-year extension of the contract in accordance with its terms; and,

WHEREAS, an Extension Agreement has been presented for consideration by the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY, VIRGINIA, as follows:

1. That the Professional Services Contract Extension, dated July 1, 2018, between the County and AMT, to extend the contract for the two year period of July 1, 2018 through June 30, 2020, with the contract price being in accordance with the AMT fee schedule incorporated in the original contract, is hereby authorized and approved.

2. That the County Administrator is hereby authorized and approved to execute the Contract Extension, and to take such further actions, on behalf of the Board of Supervisors, as are necessary to accomplish this transaction, all of which shall be approved as to form by the County Attorney.

3. That this Resolution shall be effective upon the date of its adoption.

Adopted this 11th day of June, 2018.

Consideration of Fire/Rescue Agreement with Lexington:

Mr. Suter briefly reviewed the Agenda Item:

"In 2013, Rockbridge County and the City of Lexington adopted an agreement detailing the cost share for provision of fire and EMS services in the County, by the City of Lexington Fire Department. Set to expire in June, 2017, the localities agreed to an additional one year term. That term is set to expire on June 30.

The Board Fire and Rescue Committee (Supervisors Campbell and Lewis) have met with staff and the recommendation to the full Board is to extend the existing agreement for another 12 months. I have spoken with the City Manager and City staff is in agreement, though an extension will also need to be approved by City Council.

Attached are the original, 2013 agreement, 2017 extension and proposed 2018 extension for your consideration."

Mr. Suter advised that Lexington City Council approved the agreement during its meeting the prior week.

Supervisor Lyons moved to approve the agreement. Supervisor Campbell provided the second, and the motion carried by the following roll call vote:

AYES: Lyons, Campbell, Lewis, Higgins

NAYES: None

ABSENT: Hinty

ABSTAIN: None

Consideration of Petroleum Bids:

Mr. Bolster briefly reviewed the Agenda Item:

"The County advertised an Invitation for Bids (IFB) for the FY 2018 Delivery of Petroleum Products from May 2nd through May 24th. Advertisement efforts included local print, the County website, and Virginia eProcurement Portal (eVA). Seven vendors submitted bids to the County. These bids were opened and read on May 24th beginning at 2:00 p.m. in the Rockbridge County Administration Building, 2nd floor.

Staff is requesting the Board accept the lowest responsive and responsible bidders for each bid type. A resolution is attached for the Board's review and consideration. The resolution authorizes the County Administrator is hereby authorized to execute the respective contract documents on behalf of the Board of Supervisors of Rockbridge County, and to take such other and further actions as may be necessary and appropriate to accomplish these transactions, which shall be approved as to form by the County Attorney. A copy of the bid comparison sheet is also attached.

Discuss as necessary. If in agreement, adopt the attached resolution and direct staff to move forward with the necessary actions on this procurement effort."

Supervisor Lewis asked if one company could supply all the County's fuel needs.

Mr. Bolster replied, no. He stated that there hasn't been a company yet that supplies all of the different sources of fuel.

Supervisor Lyons asked if the prices for each category of fuel is locked

in for the year or at least part of the year.

Mr. Bolster replied, no.

Supervisor Lyons stated that the bid purpose serves no purpose if the prices are not locked in.

Mr. Bolster advised that the same process has worked for the County over the past several years and thus far has had no complaints by any of the recipients. He explained that the bidders are asked to provide their transportation and handling markups as part of the submittal.

Supervisor Campbell moved to adopt the resolution. Supervisor Lewis provided the second, and the motion carried by the following roll call vote:

AYES: Campbell, Lewis, Higgins

NAYES: Lyons

ABSENT: Hinty

ABSTAIN: None

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY,
VIRGINIA, HELD AT THE ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICES ON
MONDAY, JUNE 11, 2018

RESOLUTION AUTHORIZING AWARD OF FUEL BIDS TO AND EXECUTION OF THE CONTRACT DOCUMENTS WITH LYKINS ENERGY SOLUTIONS FOR THE PURCHASE OF ETHANOL-FREE, 87-OCTANE GASOLINE (FLEET SERVICES) AND OVER-THE-ROAD DIESEL (FLEET SERVICES); AND JAMES RIVER SOLUTIONS FOR THE PURCHASE OF ETHANOL-FREE, 87-OCTANE GASOLINE (LAKE ROBERTSON, EFFINGER CENTRAL OFFICE, AND LANDFILL); OVER-THE-ROAD DIESEL (NATURAL BRIDGE AND FAIRFIELD ELEMENTARY SCHOOLS); AND OFF-ROAD DIESEL (LANDFILL); AND PMI LUBRICANTS FOR THE PURCHASE OF BULK OIL, HYDRAULIC OIL, AND AUTOMATIC TRANSMISSION FLUID (FLEET SERVICES); AND DIXIE GAS AND OIL CORPORATION FOR THE PURCHASE OF L.P. GAS (MOUNTAIN VIEW ELEMENTARY SCHOOL) FOR FISCAL YEAR 2018-19 (JULY 1, 2018 TO JUNE 30, 2019)

WHEREAS, the County has issued Invitations to Bid for the purchase of fuels for motor vehicles, buses, equipment and facilities; and,

WHEREAS, the County has received competitive sealed bids in accordance with Chapter 43, the Virginia Public Procurement Act, of Title 2.2 of the Code of Virginia (1950, as amended) and of the Rockbridge County Public Procurement Policy; and,

WHEREAS, the lowest responsive and responsible bidders for the purchases are as follows:
Lykins Energy Solutions for the purchase of Ethanol-free, 87-Octane gasoline (County Fleet Services)

and over-the-road diesel (County Fleet Services); and James River Solutions for the purchase of Ethanol-free, 87-Octane gasoline (Lake Robertson, Effinger Central Office, and Landfill); over-the-road diesel (Natural Bridge Elementary School and Fairfield Elementary School); off-road diesel (Landfill); and PMI Lubricants for the purchase of bulk oil, hydraulic fluid, and automatic transmission fluid (County Fleet Services); and Dixie Gas and Oil Corporation for the purchase of L.P. gas (Mountain View Elementary School); and,

WHEREAS, the award of the bids to the lowest responsive and responsible bidder and approval of the contracts have been submitted to the Rockbridge County Board of Supervisors.

NOW THEREFORE, BE IT RESOLVED by the Board of Supervisors of Rockbridge County, Virginia, as follows:

1. That Lykins Energy Solutions be and hereby is awarded the contract based on their bid (rack, transportation, profit) price of \$2.3521 for the purchase of Regular No-Lead, Ethanol-free 87-Octane Gasoline delivered to the Rockbridge County Fleet Services facility.

2. That James River Solutions be and hereby is awarded the contract based on their bid (rack, transportation, profit) price of \$2.3951 for the purchase of Regular No-Lead, Ethanol-free 87-Octane Gasoline delivered to Lake Robertson.

3. That James River Solutions be and hereby is awarded the contract based on their bid (rack, transportation, profit) price of \$2.3996 for the purchase of Regular No-Lead, Ethanol-free 87-Octane Gasoline delivered to the Effinger Central Office.

4. That Lykins Energy Solutions be and hereby is awarded the contract based on their bid (rack, transportation, profit) price of \$2.3487 for the purchase of over-the-road Diesel delivered to the Rockbridge County Fleet Services facility.

5. That James River Solutions be and hereby is awarded the contract based on their bid (rack, transportation, profit) price of \$2.3820 for the purchase of over-the-road Diesel delivered to Natural Bridge Elementary School and Fairfield Elementary School.

6. That James River Solutions be and hereby is awarded the contract based on their bid (rack, transportation, profit) price of \$2.4210 for the purchase of off-road Diesel delivered to the Blue Ridge Resource Authority Landfill.

7. That PMI Lubricants be and hereby is awarded the contract based on their bid price of \$4.74 for the purchase of 5W-20 oil; \$4.74 for the purchase of 5W-30 oil; \$7.68709 for the purchase of 10W-30 oil; \$5.37 for the purchase of 15W-40 oil; \$3.69 for the purchase of AW-30 hydraulic oil; and \$5.76 for the purchase of automatic transmission fluid delivered to the Rockbridge County Fleet Services facility.

8. That Dixie Gas and Oil Corporation be and hereby is awarded the contract based on their bid price of \$1.2588 for the purchase of L.P. gas delivered to Mountain View Elementary School.

9. That James River Solutions be and hereby is awarded the contract based on their bid (rack, transportation, profit) price of \$2.3926 for the purchase of Regular No-Lead, Ethanol-free 87-Octane Gasoline delivered to the Blue Ridge Resource Authority Landfill.

10. That the delivery of these competitively procured products shall be for fiscal year 2018-19 (July 1, 2018 to June 30, 2019).

11. That upon receipt of the completed Contract Documents from each of the lowest responsive and responsible bidders specified herein, and compliance with all remaining requirements therefor, the County Administrator is hereby authorized to execute the respective contract documents on behalf of the Board of Supervisors of Rockbridge County, and to take such other and further actions as may be necessary and appropriate to accomplish these transactions, which shall be approved as to form by the County Attorney.

12. That this Resolution shall be effective upon the date of its adoption.
Adopted this 11th day of June, 2018.

Consideration of Bid and Contract Approval for Greenhouse Village

Phase II:

Supervisor Campbell abstained from discussion or voting related to the approval of the Construction Agreement for Greenhouse Village Phase II.

Mr. Crickenberger briefly reviewed the Agenda Item:

"On May 30th at 2:00 p.m., we received one BID on Greenhouse Village, Phase II from Randy Hostetter Excavating LLC for road construction and installation of water and sewer lines. Landscaping will be put out to BID next Spring. The bid amount was for \$289,249, which is well within our budget. We also have a contract with Mr. Hostetter to execute the project attached for your review approval."

He then asked the Board to consider adopting the resolution, to accept the bid and approve the contract.

Supervisor Lyons moved to adopt the resolution. Supervisor Lewis provided the second, and the motion carried by the following roll call vote:

AYES: Lyons, Lewis, Higgins

NAYES: None

ABSENT: Hinty

ABSTAIN: Campbell

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY, VIRGINIA, HELD AT THE ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICES ON MONDAY, JUNE 11, 2018

Resolution Authorizing Award of the Bid and Execution of the Contract Documents With Randy Hostetter Excavating, LLC, for Construction of the Roads, Driveway Entrances, Water Infrastructure, and Sewer Infrastructure for the Greenhouse Village Housing Production Project – Phase II

WHEREAS, the County of Rockbridge has received a Community Development Block Grant ("CDBG"), through the Virginia Department of Housing and Community Development ("VDHCD"), in an amount of up to \$476,693.00, for an affordable housing project known as Greenhouse Village Housing Production Project - Phase II ("Greenhouse Village Phase II" or the "Project"); and,

WHEREAS, the County issued an Invitation for Bids on May 16, 2018, and received competitive sealed bids in accordance with Chapter 43, the Virginia Public Procurement Act, of Title 2.2 of the Code of Virginia (1950, as amended) and Article 4 of the Rockbridge County Public Procurement Policy; and,

WHEREAS, Randy Hostetter Excavating, LLC, a Virginia limited liability company, submitted the sole bid for the project and the bid is within the budgeted funds for this construction; and,

WHEREAS, Randy Hostetter Excavating, LLC, has been determined to be the lowest responsive and responsible bidder for the Project.

NOW THEREFORE, BE IT RESOLVED as follows:

1. That the bid of Randy Hostetter Excavating, LLC, for construction of the roads, driveway entrances, water infrastructure, and sewer infrastructure for the Greenhouse Village Housing Production Project – Phase II, is hereby accepted.

2. That Russ Orrison, the Project Engineer, is authorized to issue a Notice of Award to Randy Hostetter Excavating, LLC.

3. That Randy Hostetter Excavating, LLC, be and hereby is awarded the contract at a price of \$289,249.00 for construction of the Greenhouse Village Phase II infrastructure.

4. That upon receipt of the completed Contract Documents from Randy Hostetter Excavating, LLC, and compliance with all remaining requirements therefor, the County Administrator and/or the Director of Community Development is authorized to execute the construction Agreement dated as of June 15, 2018, in substantial conformity to the Agreement presented herewith, on behalf of the Board of Supervisors of Rockbridge County, and to take such other and further actions as may be necessary and appropriate to implement the purposes of this Resolution and administer the above-described grant, which shall be approved as to form by the County Attorney.

4. That this Resolution shall be effective upon the date of its adoption.

Adopted this 11th day of June, 2018.

Consideration of Bid and Contract for Kerrs Creek Collection Center:

Mr. Bolster briefly reviewed the Agenda Item:

"The County advertised from May 11th to May 31st an Invitation for Bids to Construct the Kerr's Creek Solid Waste and Recycling Collection Center. The advertisement efforts included local print, the County website, and the Virginia eProcurement Portal (eVA). Two vendors submitted bids to the County by the advertised due date and time. These bids were opened and read on May 31st beginning at 2:00 p.m. at the Rockbridge County Administration Building.

1.	Randy Hostetter Excavating, LLC	\$244,500.00
2.	McClungs LLC	\$328,890.00

The lowest responsive and responsible bid was submitted by Randy Hostetter Excavating, LLC. This amount is greater than the funds currently dedicated to the project. Staff has met with the Board Solid Waste Committee and reviewed available funds for all solid waste collection centers. The committee has developed a plan to source this project from available funds and supports moving forward with this project. A resolution authorizing contract award is attached for the Board's review and consideration. The resolution authorizes the County Administrator to execute the contract documents on behalf of the Board of Supervisors of Rockbridge County, and to take such other and further actions as may be necessary and appropriate to accomplish this transaction, which shall be approved as to form by the County Attorney.

In accordance with standard procurement policy, if a contract is not reached with the lowest bidder, staff would move to the next bidder and bring a contract back to the Board for consideration."

He then advised the Board that they could accept the bid by adopting the attached resolution.

Supervisor Higgins asked how much over budget the bid was. Mr. Bolster replied the bid was \$134,046 over budget, and that there was \$110,454 remaining in the line dedicated to this project, but that funds could be reprogrammed in FY 2019 from other collection center budgets to cover the shortfall.

Supervisor Lyons moved to adopt the resolution. Supervisor Campbell provided the second, and the motion carried by the following roll call vote:

- AYES: Lyons, Campbell, Lewis, Higgins
- NAYES: None
- ABSENT: Hinty
- ABSTAIN: None

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF ROCKBRIDGE COUNTY,
VIRGINIA, HELD AT THE ROCKBRIDGE COUNTY ADMINISTRATIVE OFFICES ON
MONDAY, JUNE 11, 2018

RESOLUTION AUTHORIZING AWARD OF BID TO AND EXECUTION OF THE CONTRACT DOCUMENTS WITH RANDY HOSTETTER EXCAVATING, LLC FOR THE CONSTRUCTION OF THE KERRS CREEK SOLID WASTE AND RECYCLING CENTER

WHEREAS, on May 11, 2018, the County of Rockbridge issued an Invitation for Bids for the construction of the Kerrs Creek Solid Waste and Recycling Center; and,

WHEREAS, the County has received competitive sealed bids in accordance with Chapter 43, the Virginia Public Procurement Act, of Title 2.2 of the Code of Virginia (1950, as amended) and of the Rockbridge County Public Procurement Policy; and,

WHEREAS, all bids shown upon the Bid Tabulation dated May 31, 2018, have been determined by staff to be responsive to the County's Invitation to Bid # 2018-05-002; and,

WHEREAS, the lowest responsive and responsible bidder for the construction services is Randy Hostetter Excavating, LLC; and,

WHEREAS, the award of the bid to the lowest responsive and responsible bidder and approval of a contract have been submitted to the Rockbridge County Board of Supervisors.

NOW THEREFORE, BE IT RESOLVED by the Board of Supervisors of Rockbridge County, Virginia, as follows:

1. That Randy Hostetter Excavating, LLC, is deemed the lowest responsive and responsible bidder, and the bid is hereby accepted.

2. That Randy Hostetter Excavating, LLC, be, and hereby is, awarded the contract at a price of \$244,500.00 to construct a new solid waste and recycling collection center located at the intersection of West Midland Trail (Route 60) and Fredericksburg Road in Lexington, Virginia.

3. That upon receipt of the completed Contract Documents from Randy Hostetter Excavating, LLC, and compliance with all remaining requirements therefor, the County Administrator is hereby authorized to execute the construction Agreement, in substantial conformity to the Agreement presented herewith, on behalf of the Board of Supervisors of Rockbridge County, and to take such other and further actions as may be necessary and appropriate to accomplish this transaction, which shall be approved as to form by the County Attorney.

4. That this Resolution shall be effective upon the date of its adoption.

Adopted this 11th day of June, 2018.

Board Member Salaries Discussion/Schedule Public Hearing:

Ms. Huffman briefly reviewed the Agenda Item:

"Between May 1st and June 30th of each year, the Board of Supervisors is required to establish the annual salary of its members for the ensuing year, following notice and public hearing. For your reference, copies of the applicable statutes are attached - Va. Code §15.2-1414.1, §15.2-1414.2, and §15.2-1414.3.

Section 15.2-1414.3 is now designated as an alternative procedure for establishing salaries, but was historically the only provision for establishing board member salaries. This statute provides the maximum annual salaries for Board members based upon population brackets, but may be adjusted annually by an inflation factor not to exceed 5%. The maximum for Rockbridge County is \$5,500 per year; the Chairman may receive up to an additional \$1,800 per year, and the Vice-Chairman may receive up to an additional \$1,200 per year.

Section 15.2-1414.2 contains provisions for setting the maximum compensation for board members, which may exceed the traditional maximums if the specified procedure is followed, when at least two (40%) of the members of the Board are to be elected. This option is not available this year.

Board salaries are currently set at \$5,500 per year, the maximum permissible under Va. Code §15.2-1414.3. No inflation factor has previously been approved. In some jurisdictions, the increase for the Board is set at the same percentage as for employees. However, in Rockbridge County, the Board of Supervisors has not had a salary increase since January 1, 1996.

The Board must also establish the additional annual salary of the Chairman and the Vice-Chairman, currently set at \$1,800 for the Chairman and \$23 per week for the Vice-Chairman to serve during an extended absence of the Chairman, up to a maximum of \$1,200 per year.

A draft Ordinance is attached for the Board's consideration. This draft is the same as the 2017 Ordinance, but can be revised if the Board determines to add an inflation factor to the salaries, reinstate the Vice-Chairman's annual salary, or otherwise make adjustments.

Following up on salary and benefits discussions at the May 14th meeting, the ad hoc Benefits Committee met to review available options. The Committee has no recommendation at this time regarding Board salaries. The Committee may wish to continue consideration of other potential

benefits to Board members, for which there is no mandated timeline and no public hearing requirement.

Staff requests direction from the Board as to any changes required to the proposed Ordinance. If acceptable, or as amended, the Board will need to schedule public hearing on this matter for the June 25th Board meeting."

Supervisor Lewis agreed with the ordinance as written, noting that the committee would continue researching other potential benefits.

Supervisor Lewis moved to authorize scheduling a Public Hearing for June 25th. Supervisor Lyons provided the second, and the motion carried by the following roll call vote:

AYES: Lyons, Lewis, Higgins

NAYES: Campbell

ABSENT: Hinty

ABSTAIN: None

Consideration of Tourism Zone Expansion:

Mr. Suter briefly reviewed the Agenda Item:

"In January, 2014, the Board of Supervisors implemented a tourism zone program, aimed at uniformly incentivizing certain, tourism-related businesses. Currently, the only identified tourism zones are in the Natural Bridge and Raphine area. The policy (attached) adopted by the Board specifies available incentives for new or expanding tourism-related businesses in the zones.

As you know, the Board and Public Service Authority (PSA) determined to expand water and sewer capacity in the currently-served Rt. 60 corridor SE of Lexington. After discussion with individual Board members, staff is proposing addition of this area as a tourism zone, in an effort to incentivize long-term development consistent with the Comprehensive Plan. For the same reason, we feel that it would be beneficial to also add the US 11 corridor from the Lexington City limits to the vicinity of WalMart.

This proposed action would require a public hearing to consider amendment to Chapter 17 of County Code. The only required change to code would be the addition of Appendices to define the geographic boundaries of the new zones. The suggested code amendment, to include added appendices (proposed new zone maps), is attached for your review.

Receive a brief staff report. Discuss and amend as desired. If in agreement, direct staff to advertise the proposed code amendment for June 25th."

Mr. Crickenberger reviewed the proposed locations via PowerPoint.

Supervisor Lewis asked if it was correct that the proposed areas were businesses, not residential.

Mr. Crickenberger replied, yes.

Supervisor Campbell moved to authorize scheduling a Public Hearing for June 25th. Supervisor Lyons provided the second, and the motion carried by the following roll call vote:

AYES: Campbell, Lyons, Lewis, Higgins
NAYES: None
ABSENT: Hinty
ABSTAIN: None

Boards and Commissions Appointments:

Consideration of a replacement of current TAP Board Member Vicky Agnor:

Mr. Suter advised that Vicky Agnor, Rental Assistance Supervisor, would be retiring at the end of the month. In that she serves on the TAP Board, Mr. Suter recommended that the newly hired Rental Assistance Supervisor Andrea Stogdale be the replacement for Ms. Agnor after her retirement.

Supervisor Campbell moved to nominate appointment of Andrea Stogdale to take Ms. Agnor's place on the TAP Board. Supervisor Lewis provided the second, and the motion carried by the following roll call vote:

AYES: Campbell, Lewis, Lyons, Higgins
NAYES: None
ABSENT: Hinty
ABSTAIN: None

Consideration of a Library Board of Directors Appointment: Paul Leonhard's Term is set to Expire 6/30/2018:

Supervisor Higgins noted that he believes he may know of an applicant and would speak to that individual.

Monthly Staff Reports:

Supervisor Campbell moved to accept the staff reports. Supervisor Lyons provided the second, and the motion carried by the following roll call vote:

AYES: Campbell, Lyons, Lewis, Higgins
NAYES: None

ABSENT: Hinty

ABSTAIN: None

Added Items:

Shell Rotella SuperRigs Show:

Supervisor Campbell advised that the annual Shell Rotella Truck show would begin later in the week, from June 14-16. The main event and activities would take place at Whites Travel Plaza in Raphine, Virginia where there would be live music, activities, truck show, and fireworks. Sometime on June 15th, the trucks would travel to the City of Lexington for more activities and live music. Supervisor Campbell advised that NBC News would be present to document the events.

Shenandoah Classic Horse Show:

Supervisor Campbell advised that the annual Shenandoah Classic Horse Show would begin later in the week, from June 20-23. He stated that he had presented the Board and some staff with invitations to the Grand Celebration at the Virginia Horse Center on June 20, 2018. He shared his appreciation of these events that will showcase Rockbridge County and the Community.

Other Comments:

Mr. Crickenberger advised that the 2019 Shell Rotella SuperRigs Calendar would feature areas throughout Rockbridge County.

With regard to the monthly staff reports, Supervisor Lewis noted that 62 tires were collected at the solid waste and recycling collection centers. He shared his appreciation of those tires being disposed of properly, as opposed to what was seen in the past - illegal dumping.

Adjournment:

On a motion by Supervisor Lyons, seconded by Supervisor Lewis, the meeting was adjourned at 6:35 p.m. by the following roll call vote:

AYES: Lyons, Lewis, Campbell, Higgins

NAYES: None

ABSENT: Hinty

ABSTAIN: None